ICAO International Civil Aviation Organization
North American, Central American and Caribbean Office

Ninth NAM/CAR Civil Aviation Training Centres Working Group Meeting

(NAM/CAR/CATC/WG/9)

Final Report

San Salvador, El Salvador, 7 – 9 May 2025

Prepared by the Secretariat

July 2025

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HISTORICAL

ii.1 Place and Date of the Meeting

ii.1 The Ninth NAM/CAR Civil Aviation Training Centres Working Group Meeting (NAM/CAR/CATC/WG/9) was held at the facilities of the Instituto Centroamericano de Capacitación Aeronáutica. (ICCAE) of COCESNA , San Salvador, El Salvador, from 7 to 9 May 2025, graciously hosted by COCESNA.

ii.2 Opening Ceremony

ii.2.1 Mr. Fernando Camargo, Regional Officer, Technical Assistance of the North American, Central American and Caribbean (NACC) Regional Office of the International Civil Aviation Organization (ICAO), provided opening remarks.

ii.3 Officers of the Meeting

ii.3.1 The NAM/CAR/CATC/WG/9 Meeting was led by the Rapporteur, Mr. Raúl Melchor, COCESNA, and the Vice-Rapporteur, Mrs. Clara Fernández, Dominican Republic. Mr. Melchor chaired the meeting plenary. Mr. Fernando Camargo served as Secretary of the Meeting and was assisted by Mr. Pedro Avella, Associate Programme Officer of the ICAO Global Aviation Training Section.

ii.4 Working Languages

ii.4.1 The working languages of the Meeting were English and Spanish. The working papers, information papers and presentations of the meeting were available to participants in both languages. Presentations were available on the language provided to the meeting.

ii.5 Schedule and Working Arrangements

ii.5.1 It was agreed that the working hours for the sessions of the meeting would be from 08:30 to 15:00 hours daily with adequate breaks.

ii.6 Agenda

Agenda Item 1: **Approval of the Provisional Agenda and Schedule**

Agenda Item 2: **Follow-up on Valid Conclusions and Decisions from Previous Meetings**

Agenda Item 3: **Discussion “Needs and Challenges of Aeronautical Training in the Region” with Central American Directors of Civil Aviation Authorities**

Agenda Item 4: **Results of the Regional Database Task Force of Qualified Instructors**

Agenda Item 5: **Regional Task Force on Standardization and Harmonization of Instructional Programmes**

Agenda Item 6: **Updates on ICAO training and the TRAINAIR PLUS Programme**

Agenda Item 7: **ICAO Training Workshop and Roundtable Discussions**

Agenda Item 8: **Other Business**

ii.7 Attendance

The Meeting was attended by 9 States from the NAM/CAR Regions, 2 International Organization and 1 University, totalling 24 delegates as indicated in the list of participants.

ii.8 Conclusions and Decisions

The NAM/CAR Civil Aviation Training Centres Working Group (NAM/CAR/CATC/WG) recorded its activities as Draft Conclusions and Decisions as follows:

DRAFT CONCLUSIONS: Activities requiring endorsement by the States of North America, Central America and Caribbean .

DECISIONS: Internal activities of the NAM/CAR Civil Aviation Training Centres Working Group (NAM/CAR/CATC/WG).

ii.8.1 List of Draft Conclusions

ii.8.2 List of Decisions

ii.9 List of Working and Information Papers and Presentations

Refer to the Meeting web page:
NAM/CAR/CATC/WG

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1. Gwendolin Ritchie
2. Tiffany Reid

COSTA RICA

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DOMINICAN REPUBLIC / REPÚBLICA DOMINICANA

8. Clara Fernández

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10. Sigrid Marroquin

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12. Kerry-Ann Barrett
13. Kurt Solomon

MEXICO / MÉXICO

14. Alejandra Poot
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21. Omri Alberto Amaya
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23. Fernando Camargo
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Agenda Item 1: Adoption of the Provisional Agenda and Schedule

1.1 The Secretariat presented WP/01 inviting the Meeting to approve the agenda and schedule.

1.2 The Meeting approved the agenda and schedule as presented in the historical section of this report.

Agenda Item 2: Follow-up on Valid Conclusions and Decisions from Previous Meetings

2.1 Under WP/03, the Secretariat presented a review of valid conclusions and decisions of previous NAM/CAR/CATC/WG meetings, highlighting their impact on the NAM/CAR States and regions' aviation safety, air navigation and security implementation.

2.2 After reviewing the outcomes of each of the conclusions and decisions presented, the Meeting considered all previous conclusions and decisions as completed or superseded.

2.2 In addition, the Meeting considered necessary to reiterate the request for the designation of focal points from the Civil Aviation Authorities (CAAs) for the exchange of training needs information with training centres, superseding previous Conclusion C8/4 by the following Draft Conclusion:

<table>
<tr><td colspan="2">DRAFT CONCLUSION
NAM/CAR/CATC/WG/9/1</td><td>DESIGNATION OF FOCAL POINT FROM THE CAA FOR THE EXCHANGE OF TRAINING NEEDS INFORMATION WITH TRAINING CENTRES</td></tr>
<tr><td colspan="2">What:
That, in order to ensure the exchange of training needs information between Civil Aviation Authorities (CAAs) and the training centres in the region, the CAAs designate a focal point to interact with the NAM/CAR/CATC/WG regarding the provision of information on training needs in all areas that make up the State's civil aviation system (including those eventually under the management of other authorities), informing the Secretariat by 5 September 2025.</td><td>Expected impact:
☐ Political / Global
☒ Inter-regional
☒ Economic
☐ Environmental
☒ Operational/Technical</td></tr>
<tr><td colspan="3">Why:
To foster the appropriate development of training to support the needs in the NAM/CAR Regions.</td></tr>
<tr><td colspan="2">When: By 5 September 2025</td><td>Status: ☒ Valid / ☐ Superseded / ☐ Completed</td></tr>
<tr><td colspan="2">Who: ☒ States ☐ ICAO ☐ Other:</td><td></td></tr>
</table>

Agenda Item 3: Discussion "Needs and Challenges of Aeronautical Training in the Region" with Central American Directors of Civil Aviation Authorities

3.1 Under this agenda item, a panel discussion was held with the participation of the Directors of Civil Aviation of Costa Rica, El Salvador and Guatemala. The panel was moderated by the Vice Rapporteur of the NAM/CAR/CATC/WG and the objective of this session was to allow the Directors to communicate the principal training needs and strategic priorities of their respective authorities, so that regional training centres may better align their support with national and regional aviation development plans.

3.2 For the first segment of the discussion, the moderator posed the following guiding question to the Directors:

1. *The growth in air operations and the efforts of the States in the region to ensure operational safety are notable. What are the main short- or medium-term initiatives or projects for the development of civil aviation in your State?*

3.3 The Director of Civil Aviation (DG) of Guatemala reported a significant shortfall in qualified technical personnel, with many lacking adequate or current training. In response, the authority is reviewing staff profiles, initiating recurrent training, and developing tailored training plans. Recruitment of new personnel is also underway to meet urgent staffing needs. The focus is on strengthening safety oversight through capacity building.

3.4 The DG of El Salvador highlighted a major infrastructure project: the construction of a third international airport in the eastern region, to be operational by 2027. This initiative requires the immediate training of inspectors in aerodromes and air navigation. He also noted the challenge of retaining trained staff, as the industry offers higher salaries, but affirmed the authority's commitment to continued training investment.

3.5 The DG of Costa Rica, outlined several initiatives, including a new Civil Aviation Law and a national aviation policy under development with ICAO. The authority is addressing staff shortages, particularly among air traffic controllers, and is conducting workload studies to support staffing increases. Infrastructure projects at primary and secondary airports are progressing, alongside long-term plans for new airport developments.

3.6 At the close of the segment, the Vice Rapporteur and moderator of the session, emphasised that the retention and development of qualified personnel is a recurring and regional challenge. She noted that training efforts must align with ambitious infrastructure plans and urged training centres to support the human capital dimension of these strategies.

3.7 For the second segment of the discussion, the moderator posed the following guiding question to the Directors:

> *2. It is important that the personnel responsible for implementing these strategic initiatives or projects are adequately prepared. What would be the key competencies to be developed in such personnel?*

3.8 The DG of Guatemala stressed the need to prepare a new generation of inspectors, particularly in licensing, operations, airworthiness, aerodromes, and aviation schools. Specialised competencies in emergency planning and operational approvals (e.g. reduced vertical separation minimum (RVSM), Performance-Based Navigation (PBN)) were also noted. Emphasis was placed on the importance of a flexible legal framework that enables the design of specific training plans aligned with institutional needs and evolving operational demands.

3.9 The DG of El Salvador underscored the importance of solid initial training for new staff, highlighting the value of asynchronous and virtual learning to address capacity limitations. These methods, he noted, must be of high quality and recognised by ICAO. He also called for greater focus on managerial skills, risk analysis, and a working knowledge of ICAO provisions, which are essential for effective oversight and regulatory alignment.

3.10 The DG of Costa Rica advocated for a broader competency profile beyond technical expertise. Staff should also be trained in business strategy, communication, and soft skills such as conflict resolution and empowerment. Strengthening these areas would promote independent decision-making and reduce reliance on upper management, contributing to the development of a more proactive and capable workforce. The objective is to foster independent decision-making and reduce the burden on senior management.

3.11 The moderator endorsed the need for a comprehensive training approach and highlighted the benefits of hybrid learning formats. She encouraged training centres to integrate leadership and soft skills into their programmes, ensuring that aviation personnel are equipped to meet both operational and strategic challenges.

3.12 For the third segment of the discussion, the moderator posed the following guiding question to the Directors:

> *3. The region's training centres design their training proposals based on a careful assessment of the aeronautical industry's training needs. What would be the priority initial and recurrent training needs for your State?*

3.13 The DG of Guatemala highlighted the urgent need to expand the number of inspectors, as current staffing is insufficient. With many experienced personnel nearing retirement, the Authority prioritises training new technical staff. Key areas include aircraft systems, licensing, airworthiness, operations, aerodromes, aviation schools, and On-the-Job Training (OJT). Additional needs include training in special operations approvals, dangerous goods—particularly lithium batteries and oxygen generators—and emergency planning linked to operator certification.

3.14 The DG of El Salvador stressed the importance of initial training for new staff and proposed the use of asynchronous, virtual, or AI-based modalities to address staffing constraints. These should meet quality standards and be recognised by ICAO. He noted that initial training can sideline inspectors from their duties for extended periods. Recurrent training for captains and maintenance personnel is also costly and limited, and he suggested that training centres offer alternate curricula to meet these needs.

3.15 The DG of Costa Rica agreed on the importance of training but argued it should go beyond technical content. Staff should also be trained in administration, business strategy, communication, and soft skills. He emphasised the need for inspectors to understand the industry they oversee and called for a cultural shift toward staff empowerment and proactive problem-solving to reduce reliance on senior management.

3.16 The moderator acknowledged the training needs raised and recognised the potential of hybrid learning models, combining virtual and in-person formats. While virtual and AI-based instruction offer flexibility, some experienced personnel still prefer traditional formats. She encouraged authorities to support industry training by offering targeted workshops and using regional centres to deliver scalable virtual courses.

3.17 For the fourth segment of the discussion, the moderator posed the following guiding question to the Directors:

> *4. This Regional Group of Civil Aviation Training Centres has been working on a proposal to update and standardise the competency profiles of various civil aviation inspectors, which will be presented at the next Directors' meeting with a view to recommending it to ICAO. What is your preliminary opinion on the regional initiative to standardise the competency profiles of AAC inspectors?*

3.18 The DG of Guatemala expressed strong support for the regional initiative to standardise the competency profiles of civil aviation inspectors, describing it as a highly valuable effort. He noted that such harmonisation would strengthen the regional aviation system, facilitate cooperation among authorities, and help ensure consistent compliance with international standards. The initiative was also seen as a means to enhance the region's competitiveness and attract more air traffic. The DG confirmed that the proposal aligns well with existing national training plans but stressed that its success depends on States allocating adequate resources, as training initiatives often falter due to a lack of investment despite strategic alignment.

3.19 The DG of El Salvador welcomed the initiative enthusiastically and suggested that its scope be broadened to include areas such as air navigation services, Aviation Security (AVSEC), and facilitation, in addition to operations and airworthiness. He highlighted the benefits of having inspectors trained to a common standard, which would enable more effective mutual support and the sharing of personnel across States. He expressed hope that the initiative could eventually be elevated to the level of an ICAO-endorsed normative document, adopted globally.

3.20 The DG of Costa Rica described the initiative as excellent and timely, particularly in light of regional resource limitations and growing personnel needs. He emphasised that a common standard would enable joint work, harmonised processes, and better use of available expertise. If implemented, the initiative would provide a valuable tool for sharing knowledge, procedures, and staff across the region, contributing to a higher overall level of professionalisation.

3.21 The moderator thanked the Directors for their positive feedback and reaffirmed the relevance of the initiative in addressing a shared regional need. She noted that the current focus is on standardising competencies for core personnel—specifically operational and airworthiness inspectors—as a foundational step. The intention is to expand the scope progressively to include other categories of aviation personnel, thereby strengthening the professional capacity of the region in a structured and coordinated manner.

3.22 For the fifth segment of the discussion, the moderator posed the following guiding question to the Directors:

5. *Aviation is shaped by the ongoing challenges brought by technological innovation, artificial intelligence, and the increasing demand for air transport. What are the main challenges faced by Civil Aviation Authorities in training personnel within this context?*

3.23 The DG of Guatemala identified the rapid pace of technological advancement, particularly in artificial intelligence, as a key challenge for Civil Aviation Authorities. The ability to update tools, procedures, and systems in line with emerging technologies remains limited, and there is a pressing need for training that incorporates risk analysis—especially concerning the misuse of AI. The DG also called for the development of a legal framework to manage the risks associated with AI integration. He emphasised the importance of strengthening regional cooperation to build a workforce that is adequately trained to meet increasing demand while maintaining operational and airworthiness standards. Although efforts are underway, the region continues to lag behind the technological frontier.

3.24 The DG of El Salvador pointed to the generational shift within the workforce as a significant barrier, highlighting the difficulty some staff have in adapting to hybrid, virtual, or AI-driven training models. He noted that the COVID-19 pandemic demonstrated the legitimacy and viability of remote work and virtual instruction, and suggested that the aviation sector must overcome lingering resistance to these new methods. The DG also raised concerns about maintaining the currency of operations and airworthiness inspectors, given the strain on infrastructure. He proposed regional collaboration to invest in shared training resources, such as laboratories and simulators, to improve access and affordability across States.

3.25 The DG of Costa Rica focused on change management as the principal challenge in adapting to AI and emerging technologies. He observed that not all staff are comfortable with AI-based or virtual instruction, and that some still prefer traditional, in-person formats. The DG stressed the importance of using safety management systems to evaluate the risks of AI versus conventional training methods. He also underlined the need to address the human factor and ensure staff are adequately engaged and supported during this transition. Risk matrices and training strategies, he argued, must be updated to reflect the realities of AI integration. Authorities and training centres should jointly assess whether AI-based courses are suitable, using structured risk analysis and change management processes.

3.26 The moderator acknowledged the insights shared and highlighted the significant potential of AI to deliver personalised training tailored to the pace and abilities of individual staff. While recognising that legal and regulatory issues still require careful attention, she affirmed that the advantages of AI-based instruction are considerable. The moderator concluded by stressing the need to equip personnel with the competencies and mindset necessary to embrace this new training environment.

3.27 The panel revealed a high degree of convergence among Costa Rica, El Salvador, and Guatemala on the urgent need to expand and professionalise technical and inspectorate staff, modernise legal and institutional frameworks, and adapt training practices to technological changes. Key shared challenges include human resource retention, high training costs, and the need to accommodate evolving learning preferences through hybrid and AI-supported modalities.

3.28 There was unanimous support for regional cooperation on standardising inspector competencies, and agreement that training centres have a key role in addressing gaps. The initiative to propose standardised inspector profiles to the ICAO Assembly was confirmed, and States were encouraged to allocate resources and collaborate in exploring shared infrastructure and course development. Training centres reaffirmed their readiness to support these objectives in close coordination with national authorities.

3.29 To conclude this panel, the moderator invited the Chief Executive Officer (CEO) of the Central American Corporation for Air Navigation Services (COCESNA) to address the Meeting, providing an overview of the Corporation’s current activities, including its strategic plans and how these align with the training needs identified during the panel. Additionally, the moderator requested insights into the role of ICCAE in areas such as artificial intelligence and change management, particularly in the context of its impact on training.

3.30 The CEO expressed appreciation for the valuable feedback shared by the DGs and confirmed that COCESNA works closely with the CAAs through a technical committee that regularly reviews key areas such as operational safety, training, oversight, and the provision of air navigation services.

3.31 The CEO explained that COCESNA is guided by a five-year comprehensive plan aligned with ICAO's Global Air Navigation Plan, and that this serves as a basis for updating both national and institutional strategies. The plan includes the installation of advanced technologies—such as automation and modern navigation systems—at key airports in the region, which in turn generate new training demands.

3.32 The CEO emphasised the importance of retaining technical knowledge within regional institutions rather than relying entirely on external providers, especially in specialised fields such as cybersecurity. He also referred to a recent incident that prompted COCESNA to bring a case study to ICAO with the aim of updating the regional ATS contingency plan in collaboration with all service providers.

3.33 Regarding artificial intelligence, the CEO confirmed that the topic had been discussed in the technical committee meeting held the day before. He announced that COCESNA would be presenting several working papers on artificial intelligence at the upcoming ICAO Assembly, with support from the region and from the Latin American Civil Aviation Commission (LACAC). He clarified that the Corporation sees artificial intelligence not as a replacement for aviation professionals but as a tool to enhance their capabilities, enabling data-driven decision-making and improving operational safety and efficiency. He stressed that governance frameworks and continuous training in new technologies are critical to ensure a safe and effective integration of AI. He also expressed interest in approaching the topic in collaboration with the regional training centre, not only from a training perspective, but as a cross-cutting issue impacting all aspects of aviation operations.

3.34 Following the panel discussion, the Meeting reflected on the needs identified by the Directors and explored specific initiatives the Working Group could implement to support Civil Aviation Authorities in addressing their training challenges. A strong emphasis was placed on the development of leadership, management, strategic vision, and change management competencies, as well as on the acute shortage of technical staff across the region. Participants noted that training efforts are often hindered by the operational demands placed on limited personnel, reinforcing the need for more flexible training modalities such as modular, hybrid, or virtual formats.

3.35 The Secretariat noted the common situation where civil aviation authorities are led either by technically oriented staff with limited management expertise or by administrators lacking sufficient technical understanding. The importance of cultivating aviation professionals who can bridge this gap was underscored. The Secretariat further stressed the role of the Authority as a facilitator of industry growth, aligning its internal planning with sectoral needs.

3.36 The Meeting also examined existing training programmes in the region that support the development of management and soft skills, including examples from Cuba, Dominican Republic, and other participating centres. However, a range of structural challenges were acknowledged—such as weak coordination between authorities and training centres, lack of clarity on training management within CAAs, inadequate use of job-specific competency criteria, and difficulties in implementing effective OJT programmes.

3.37 Additional issues discussed included the ineffective selection of training courses due to limited awareness of content, lack of standardised guidance for OJT development, and the particular difficulties small States face in retaining qualified personnel and identifying experienced OJT instructors. Concerns were raised over the frequent loss of trained staff to the private sector and the limited success of contractual or legal mechanisms intended to safeguard training investments. Political cycles and high turnover were also noted as barriers to long-term training continuity.

3.38 As a result of these discussions, the Meeting agreed on three key initiatives:

a) compiling and sharing a list of existing courses focused on management and soft skills from regional training centres;
b) encouraging the adaptation of course delivery formats to support flexible, modular learning; and
c) establishing a working subgroup to develop a regional guide for OJT programme design. While the topic of staff retention was acknowledged as critical, it was agreed that it falls outside the defined scope of the Working Group, as it relates to broader structural and cultural dynamics.

3.39 As a result of the discussions, the Meeting agreed on the following Decision:

<table>
<tr><td colspan="3">DECISION
NAM/CAR/CATC/WG/9/2 COMPILATION AND SUBMISSION OF COURSES FOCUSED ON MANAGERIAL AND SOFT SKILLS</td></tr>
<tr><td colspan="2">What:
That, in order to support the development of leadership, managerial and soft skills among technical personnel within Civil Aviation Authorities (CAAs), all NAM/CAR/CATC/WG members shall compile and submit ICAO a list of available courses in these areas, including course objectives, modality, target audience and duration, by 5 September 2025.</td><td>Expected impact:
☐ Political / Global
☒ Inter-regional
☐ Economic
☐ Environmental
☒ Operational/Technical</td></tr>
<tr><td colspan="3">Why:
To assist Civil Aviation Authorities in identifying and accessing relevant training options already available in the region to strengthen leadership, managerial and soft skills among their personnel.</td></tr>
<tr><td>When: by 5 September 2025</td><td colspan="2">Status: ☒ Valid / ☐ Superseded / ☐ Completed</td></tr>
<tr><td>Who: ☐ States ☐ ICAO ☒ Other:</td><td colspan="2">NAM/CAR/CATC/WG members</td></tr>
</table>

3.40 In addition, the Meeting agreed on the following Decision:

<table>
<tr><td colspan="3">DECISIÓN
NAM/CAR/CATC/WG/9/3 ESTABLISHMENT OF THE TASK FORCE “DEVELOPMENT OF REGIONAL GUIDANCE ON ON-THE-JOB TRAINING (OJT)”</td></tr>
<tr><td colspan="2">What:
That, to address the lack of structured On-the-Job Training (OJT) programmes in the region, the NAM/CAR/CATC/WG establish a Task Force, led by Mexico and composed of Honduras (UNAH) and United States (FAA), to develop a regional guide on OJT designing and implementation and present a first draft at the NAM/CAR/CATC/WG/10.</td><td>Expected impact:
☐ Political / Global
☒ Inter-regional
☐ Economic
☐ Environmental
☒ Operational/Technical</td></tr>
<tr><td colspan="3">Why:
To strengthen technical capacity in the region by providing practical and standardised guidance to CAAs for the implementation of effective OJT/IPPT programmes, tailored to the realities of small and medium-sized States.</td></tr>
<tr><td>When: NAM/CAR/CATC/WG/10</td><td colspan="2">Status: ☒ Valid / ☐ Superseded / ☐ Completed</td></tr>
<tr><td>Who: ☐ States ☐ ICAO ☒ Other:</td><td colspan="2">NAM/CAR/CATC/WG</td></tr>
</table>

3.41 The Meeting concluded this agenda item by reaffirming the collective commitment of the NAM/CAR/CATC/WG to respond to the training needs identified by States and to strengthen cooperation between authorities and training centres. Through practical, targeted actions, the Group aims to build more resilient, competent, and future-ready aviation institutions across the NAM/CAR Regions.

Agenda Item 4: Results of the Regional Database Task Force of Qualified Instructors

4.1 Under presentation P01, the Regional Database of Qualified Instructors Task Force addressed the proposal to create and maintain a regional database of civil aviation instructors, aimed at facilitating collaboration and the sharing of resources among training centres in the region.

4.2 This initiative originated from Conclusion NAM/CAR/CATC/WG/8/5, the need for a mechanism to enable more effective coordination among centres was identified.

4.3 Although each training centre already maintains its own database of qualified instructors, the Group recognised the added value of consolidating selected information into a regional tool to better meet industry demands and staff training requirements.

4.4 The proposed mechanism involves each training centre providing detailed data on their instructors, including areas of specialisation and competencies. This information would be compiled into a single database or catalogue, allowing training centres to respond more efficiently to capacity-building needs, exchange expertise, and make optimal use of available human resources. The database would also support continuity in training plans for clients and aviation authorities.

4.5 A draft data collection form was introduced, containing fields such as the instructor's full name, current position, age, academic qualifications, email, country of residence, specialisation area (as per ICAO classifications), industry experience, experience within the current centre, courses delivered, and languages used in instruction.

4.6 Several suggestions were made to enhance the form, including the addition of fields to indicate the instructor's affiliated organisation or whether they are independent, preferred mode of instruction (virtual, in-person, or hybrid), gender (to support diversity tracking), and a contact person at the training centre. The Group emphasized that the instructors' names should remain visible to fulfil the list's intended purpose, although concerns were raised about protecting personal contact details, particularly phone numbers.

4.7 The Secretariat clarified that this database would focus solely on instructors and not include other roles such as course validators or developers, which are covered under a previous database available on the ICAO NACC portal. Furthermore, it was highlighted that the instructor database will not contain their personal contact information, with access through a focal point designated by the organization to act as a liaison. The data will be submitted by the centres themselves—not by individual instructors—and compiled by the ICAO NACC Regional Office. Access to the database will be restricted to members of the Working Group, via a password-protected area hosted on Microsoft Teams.

4.8 The Secretariat also noted that not all centres have requested access to the platform and encouraged those that have not yet done so to submit their request.

4.9 As a next step, ICAO will distribute the data collection form to training centres, which will have two months to submit the requested information. The data will then be compiled and published on the portal. A formal letter will accompany the form, reminding recipients of the confidentiality of the information and the restricted nature of access.

4.10 As a result of the discussions, the Meeting agreed on the following Decision:

<table>
<tr><td colspan="3">DECISION
NAM/CAR/CATC/WG/9/4 ESTABLISHMENT OF THE REGIONAL DATABASE OF QUALIFIED INSTRUCTORS</td></tr>
<tr><td colspan="2">What:
That, as a next step in the implementation of the regional database of aviation instructors:
a) the Secretariat distribute the data collection form to all NAM/CAR/CATC/WG members by 5 September 2025;
b) the NAM/CAR/CATC/WG members submit the completed form to the Secretariat by 30 September 2025; and
c) the Secretariat compile and publish the information in the Group’s restricted-access area by 31 October 2025.</td><td>Expected impact:
☐ Political / Global
☒ Inter-regional
☒ Economic
☐ Environmental
☒ Operational/Technical</td></tr>
<tr><td colspan="3">Why:
To foster the appropriate development of training to support the needs in the NAM/CAR Regions.</td></tr>
<tr><td>When:</td><td>By 5 September, 30 September and 31 October 2025</td><td>Status: ☒ Valid / ☐ Superseded / ☐ Completed</td></tr>
<tr><td>Who:</td><td>☐ States ☒ ICAO ☒ Other:</td><td>NAM/CAR/CATC/WG members</td></tr>
</table>

Agenda Item 5: Regional Task Force on Standardization and Harmonization of Instructional Programmes

5.1 Under presentation P02, the Regional Standardization and Harmonization of Instructional Programmes Task Force presented the results of the work undertaken since its establishment following Decision NAM/CAR/CATC/WG/8/6.

5.2 The presentation emphasised the importance of developing a standardised training policy for civil aviation safety inspectors across the region's authorities, to strengthen technical competence and oversight capacity, thereby contributing to safer and more efficient air transport operations within the NAM/CAR Regions.

5.3 The Group developed a training framework composed of four main components: training policy, initial training, advanced and recurrent training, and specialised training. The training policy sets out general guidelines for developing the competencies of Civil Aviation Safety Inspectors (CASIs), covering induction and basic training, OJT, periodic (recurrent) training, and specialised or advanced instruction.

5.4 A draft Training Policy for Civil Aviation Safety Inspectors (**Appendix A**) was prepared based on ICAO standards and shared within the Task Force itself. The document serves as a reference for States in the Region to develop their own national policies, allowing for adaptation to local regulations and specific needs. Its content includes ten sections, addressing the training programme's objectives, initial and recurrent instruction, specialised training, annual planning, roles and responsibilities, the delivery process, programme review, and maintenance of records.

5.5 Concurrently, the Task Force prepared generic instructional programmes (**Appendix B**) divided by technical specialty, aligned with ICAO Annexes and guidance material. These programmes cover areas such as personnel licensing (Annex 1), operations (Annex 6 – ground, flight and cabin), air navigation services (Annexes 3, 4, 14), airworthiness (Annex 8), and facilitation (Annex 9). Each syllabus includes topics, learning objectives, subtopics, proposed instructional hours, and suggested instructors (either training centres or CAAs).

5.6 The proposals were developed based on ICAO documentation, relevant Annexes, and inputs from the subgroup participants. Although the use of these materials by the States of the Region is optional, they offer a useful model for harmonisation. In the event of discrepancies, ICAO standards or national regulations should always prevail.

5.7 The next steps outlined include the thorough review of the proposals by members of the NAM/CAR/CATC Working Group, the collection of observations and suggestions to improve both the policy and training materials. A further submission to ICAO has also been considered. Following validation, the proposals could be published as a reference for the States of the Region.

5.8 The Task Force reiterated that having standardised training programmes will facilitate the alignment of safety oversight functions across the region's air operators, enhancing the quality and

coherence of inspections. The active participation of working group specialists remains essential to refine and finalise the training policy and programmes.

5.9 As a result of the discussions, the Meeting agreed on the following Decision:

<table>
<tr><td colspan="3">DECISION
NAM/CAR/CATC/WG/9/5 VALIDATION AND ADOPTION OF DRAFT STANDARDISED TRAINING POLICY AND PROGRAMMES</td></tr>
<tr><td colspan="2">What:
That, in order to support the harmonisation of civil aviation inspector training across the NAM/CAR Regions, the members of the NAM/CAR/CATC/WG complete the review of the draft Training Policy (Appendix A) and instructional programme (Appendix B) proposals developed by the Regional Task Force on Standardisation and Harmonisation of Instructional Programmes, providing consolidated comments to the Secretariat by 5 September 2025.</td><td>Expected impact:
☐ Political / Global
☒ Inter-regional
☒ Economic
☐ Environmental
☒ Operational/Technical</td></tr>
<tr><td colspan="3">Why:
To foster the strengthening inspector competency and regional oversight capacity in line with ICAO standards.</td></tr>
<tr><td>When: By 5 September 2025</td><td colspan="2">Status: ☒ Valid / ☐ Superseded / ☐ Completed</td></tr>
<tr><td>Who: ☐ States ☐ ICAO ☒ Other:</td><td colspan="2">NAM/CAR/CATC/WG members</td></tr>
</table>

Agenda Item 6: Updates on ICAO training and the TRAINAIR PLUS Programme

6.1 Under presentation P01, the Secretariat outlined the structure and functions of the Capacity Development and Implementation (CDI) Bureau of ICAO, with a detailed focus on the TRAINAIR Plus Programme and ICAO's broader training strategy.

6.2 The CDI Bureau, formerly known as the Technical Cooperation Bureau, is the branch of ICAO dedicated to supporting States in implementing international aviation standards through a range of services including expert deployment, project management, training, and procurement assistance. It facilitates compliance with ICAO's Standards and Recommended Practices (SARPs) by offering implementation support after audits and assessments.

6.3 Among CDI's core services are large-scale projects that address areas such as aviation safety, security, navigation systems, environmental sustainability, and institutional organisation. These are delivered through expert guidance and international procurement mechanisms. Implementation Packages (iPacks) were also highlighted, which combine training, expert advice, tools, and guidance materials to support the practical application of knowledge.

6.4 Since the pandemic, 198 iPacks have been delivered globally, with 52 implemented in 20 countries in the NAM/CAR Regions.

6.5 ICAO's training strategy is structured around a comprehensive portfolio of nearly 400 standardised courses, categorised into ten training areas: Aviation Management, Air Navigation Services, Aerodromes, Environment, Flight Safety and Safety Management, Security, Facilitation, Air Transport, Training Competency Development and Aviation Law. All courses follow the competency-based methodology established in Doc 9941 TRAINAIR PLUS Training Development Guide.

6.6 Courses are structured into ICAO Training Packages (ITPs), Member State Training Packages (MITPs), Standardised Training Packages (STPs), and Partnership ICAO Training Courses (PITCs). While ITPs and MITPs are fully validated by ICAO, STPs are validated only in methodology and often aligned with national regulations. PITCs are developed in collaboration with universities. Courses are offered in face-to-face, virtual instructor-led, self-directed online, and microlearning formats to meet diverse learning needs.

6.7 Several new and in-demand courses have been introduced in areas such as aviation liability and insurance, safety management, drone operations, airport regulation, and soft skills. Many of these are available in Spanish, including those focused on instructor training, aerodrome certification, compliance management, and aviation law. Academic partnerships also support higher education programmes, including diplomas and master's degrees in fields such as aviation safety and air transport management.

6.8 The TRAINAIR Plus Programme serves as a cornerstone of ICAO's training framework. It consists of a global network of over 100 centres, including general training and AVSEC centres, with 19 located in the NAM/CAR Regions. These centres trained nearly 1800 professionals in 2024, marking a significant increase from 2023. The network includes over 120 participating institutions, mostly governmental, and aims to foster collaboration, harmonise training quality, and address emerging competencies.

6.9 A critical function of the programme is the evaluation of training centres based on compliance with ICAO documentation such as Doc 9841 Manual on the Approval of Training Organizations and Annex 1 to the Chicago Convention. Evaluations occur every three years and include self-assessment, on-site inspection, and post-evaluation corrective actions. Centres are classified annually under a tiered membership status (bronze to platinum) and receive support in course design and implementation. The programme also enables the qualification of instructors and validators through a formal process involving specific training, on-the-job experience, and ICAO evaluation. Establishing regional pools of qualified personnel is seen as key to enhancing capacity and cost-effectiveness.

6.10 The TRAINAIR Plus Programme operates on a cost-recovery basis, with membership fees scaled by development level. Members benefit from international visibility, access to a library of over 400 courses, ICAO recognition, and integration into a global training network. Non-member entities are also supported indirectly via certified centres. A system of "miles" is being enhanced to expand access and participation through various course types.

6.11 ICAO continuously identifies training needs through stakeholder engagement and audits. For the NAM/CAR Regions, a needs analysis based on USOAP results revealed common deficiencies in areas such as training, aerodrome operations, air navigation services, accident investigation, and the transport of dangerous goods. It was proposed that these gaps be addressed regionally through coordinated delivery of relevant training, potentially through established centres such as ICCAE.

6.12 Looking forward, ICAO outlined three strategic priorities for its training activities: increasing delivery of ICAO Training Packages in cooperation with centres; expanding the number of qualified instructors, validators, and course developers; and reactivating inactive members. These goals will be pursued through coordinated calendars, improved digital platforms—including migration to a new Learning Experience Platform (LXP)—and enhanced collaboration with training partners.

6.13 Global training strategies were also discussed, including the Global Aviation Training (GAT) Strategy and the Global Aviation Education Plan (GAEP), which address workforce shortages and promote alignment between academic institutions and aviation sector needs. These strategies emphasise data collection, educational harmonisation, and action plans involving diverse stakeholders such as education ministries and universities. ICAO also promotes gender equality and inclusion through targeted scholarships and initiatives like the Global Aviation Gender Summit.

6.14 Efforts in resource mobilisation were presented, noting that ICAO collaborates with donor countries to fund training and capacity-building projects, particularly under the “No Country Left Behind” initiative. States are encouraged to identify priority needs and submit them through their regional offices for potential inclusion in funded projects. From 2021 to 2023, $680,000 was allocated to the NAM Region.

6.15 Finally, ICAO publications, media platforms, and the e-library were highlighted as tools for knowledge dissemination and visibility.

Agenda Item 7: ICAO Training Workshop and Roundtable Discussions

7.1 Under this agenda item, the Secretariat facilitated roundtable discussions on topics that aim to address current challenges faced by States in training related matters.

7.2 The primary objective was to create dynamic and interactive sessions that would foster joint problem-solving, promote the exchange of best practices, and encourage forward-thinking responses to emerging challenges within the civil aviation training community. These discussions were intended not only to stimulate active participation but also to provide a space where practical and actionable solutions could be proposed by the participants.

7.3 The working tables were divided into four groups of about five participants each, with designated roles for a moderator and a rapporteur to guide discussion and present outcomes. Each group followed a structured timeline to discuss their assigned topic, answer guiding questions, and prepare brief presentations. While initial topic assignment was to be random, participants were ultimately grouped with some flexibility to align interests and language, allowing the English-speaking group to select their topic first.

7.4 The four themes selected for the group discussions were as follows:

- The impact of emerging technologies on aviation training.
- Building a sustainable aviation workforce and empowering the next generation of aviation professionals.
- Inclusive and accessible aviation training programmes.
- The future of aviation training: A data-driven approach.

7.5 The following section presents a synthesis of the discussions held at each round table. These summaries reflect the key points raised by participants, the conclusions reached, and the recommendations proposed during the group work sessions.

7.6 TABLE 1: THE IMPACT OF EMERGING TECHNOLOGIES ON AVIATION TRAINING

7.6.1 This group explored the benefits, challenges, and ethical concerns associated with the integration of Virtual Reality (VR), Augmented Reality (AR), and Artificial Intelligence (AI) into aviation training. Participants highlighted how VR and AR improve realism, allow for safe simulation of emergency situations, and reduce operational costs compared to traditional training methods. These technologies also enhance knowledge retention by enabling repeatable and self-paced learning experiences.

7.6.2 AI presents both opportunities and challenges. It can personalise training to individual learners' strengths and weaknesses, provide real-time feedback, and enhance access to quality training. However, concerns were raised about AI's ability to adapt to varied learning styles, the reluctance of experienced personnel to adopt new tools, and managerial resistance to replacing conventional systems. The group stressed the need for standardisation and regulatory compliance of technological tools.

7.6.3 Ethical concerns included potential algorithmic bias, data security, and the risk of over-reliance on automation. AI was seen as a support tool, not a replacement for the critical human interaction needed in pilot and air traffic controller training. Infrastructure limitations and the psychological effects of immersive emergency simulations were also discussed.

7.6.4 The group made the following recommendations:

- Human oversight in AI-driven tools.
- Regulatory and technical standardisation of VR/AR/AI systems.
- Cybersecurity measures and transparency in AI operations.
- Training for experienced professionals to adapt to technological changes.
- Infrastructure assessment (internet, electricity) before adopting such technologies.
- Use of AI strictly as an assistant, with human judgement retained as central.
- Inclusion of psychological support in immersive training programmes.

7.7 TABLE 2: BUILDING A SUSTAINABLE AVIATION WORKFORCE AND EMPOWERING THE NEXT GENERATION

7.7.1 Participants identified the high cost of training, ageing professionals, lack of succession planning, and weak appeal to Generation Z as major contributors to the workforce shortage in aviation. Limited training capacity and competition from other industries further compound the problem.

7.7.2 Strategies to attract and retain talent included targeted promotions through influencers and social media, Science, Technology, Engineering, and Mathematics (STEM)-focused school initiatives, innovation fairs, and gamified experiences like airport design with Minecraft. Scholarships, internships, and aviation-focused career fairs were also proposed to stimulate interest among youth.

7.7.3 The group recommended greater regional and international collaboration to harmonise training standards, support research and capacity-building, and promote cross-sector engagement with education ministries and private stakeholders. There was an emphasis on seeing the human element as essential, even amid technological evolution.

7.7.4 The group made the following recommendations:

- Reduce entry barriers by funding access to training.
- Engage youth early through creative outreach tools.
- Foster global and regional cooperation to align training systems.
- Promote aviation careers as innovative and future relevant.
- Empower authorities to proactively coordinate workforce planning across sectors.

7.8 TABLE 3: INCLUSIVE AND ACCESSIBLE AVIATION TRAINING PROGRAMMES

7.8.1 This group addressed how to build a more inclusive aviation training system. It was agreed that governments must assess national aviation development needs and build vocational pathways from early education to professional levels, including career changers from other sectors.

7.8.2 Private entities were seen as key partners in funding scholarships and providing equipment and technical expertise.

7.8.3 The group discussed ways to reduce training costs, such as using hybrid and online formats, flexible schedules, and government-supported access to private academies. Accessibility to existing simulation technology was also highlighted.

7.8.4 To promote gender equity and inclusion, participants proposed awareness campaigns, policy development, inclusive regulations, and the employment of people with disabilities in non-technical roles. Outdated assumptions about certain aviation jobs needing “physical strength” should be challenged.

7.8.5 The group made the following recommendations:

- Multimodal training delivery to reduce costs.
- Proactive engagement with private sector and investors.
- Inclusive policies and legal frameworks with practical outreach.
- Expansion of scholarship access and inclusive educational campaigns.
- Broader participation of women and persons with disabilities in the aviation workforce.

7.9 TABLE 4: THE FUTURE OF AVIATION TRAINING – A DATA-DRIVEN APPROACH

7.9.1 This group focused on how to use data to improve training programmes. Effective decision-making was seen as critical in course design and resource planning. Data exchange among institutions helps reveal training gaps, understand trends, and create synergy between aviation authorities and training centres.

7.9.2 Participants noted varying practices in data management — from paper records to more advanced Excel-based tracking. There was a consensus that tools do not need to be expensive, but systems must ensure relevant data reaches decision-makers.

7.9.3 Tailoring training to the real roles of personnel was viewed as essential for efficiency. A case was presented showing successful collaboration between a regulatory body and a training institution, demonstrating how aligned objectives can strengthen both oversight and training outcomes.

7.9.4 The group made the following recommendations for the NAM/CAR Training Centres:

a) Encourage continuous dialogue between training centres.
b) Improve internal communication within institutions.
c) Align training with actual job functions.
d) Build synergies between regulators and training providers.
e) Promote data literacy and informed decision-making at all levels.

Agenda Item 8: Other Business

8.1 Under WP/02, the North American, Central American and Caribbean Working Group (NACC/WG) presented training needs identified in the different areas of air navigation in line with the implementation plans of the new capabilities required by the Global Air Navigation Plan (GANP) and its different modules and elements of the Aviation System Block Upgrades (ASBU). In accordance with the paper, those trainings were identified as necessary for the development and evolution of these capabilities in air navigation in the region and the States that comprise it. In particular, Appendices A and B present lists of courses covering topics considered necessary and currently lacking in the region.

8.2 The Meeting endorsed the proposals described in Section 3 and Appendices A and B of WP/2; and urged to identify new training needs for the other areas of air navigation. The Meeting considered that NAM/CAR/CATC/WG together with the NACC/WG, should develop a training programme related to Air Navigation Services. The Meeting urged to ensure that the NAM/CAR/CATC/WG participates in and presents its ANS training programmes at the NACC/WG meetings and their Task Groups.

8.3 The Meeting identified a conceptual misunderstanding regarding the request from the NACC/WG. Conceptually, a training programme is a document through which the authority outlines the knowledge and skills required to perform a function within its scope of action. Typically, a training programme is prepared by the training (or human resources) department in conjunction with the technical area. In cases where the authority has its own training centre, this centre participates in the development of the programme by supporting the technical area or is responsible for its development with the support of the authority's technical area.

8.4 Therefore, the proposal to jointly develop a training programme between the NAM/CAR/CATC/WG and the NACC/WG to meet air navigation needs in the region and its States was considered inappropriate by the Meeting, given that it is the responsibility of training centres to develop courses that address the States' needs, as detailed in training programmes approved by the competent authorities.

8.5 On the other hand, it was understood that the course offerings listed on the Group's website may be helpful to the NACC/WG. Furthermore, the Vice-Rapporteur invited all Group members who have not yet shared their course offerings to do so by sending the information to the Secretariat using the spreadsheet developed for this purpose.

8.6 Additionally, and considering that the identification of needs should involve effective participation by the States, the Meeting also agreed to formulate the Decision requesting each State to designate a focal point from its civil aviation authority to handle training matters in coordination with the NAM/CAR/CATC/WG:

<table>
<tr><td colspan="3">DECISION
NAM/CAR/CATC/WG/9/6 FOCAL POINT FOR THE EXCHANGE OF TRAINING NEEDS INFORMATION WITH TRAINING CENTRES</td></tr>
<tr><td colspan="2">What:
That, in order to ensure the exchange of training information among the States and foster the appropriate development of training to support the needs in the NAM/CAR Regions, the States that have not yet done so, designate a focal point to interact with the NAM/CAR/CATC/WG regarding the provision of information on training needs in all areas that make up the State’s civil aviation system (including those eventually under the management of other authorities), informing the Secretariat by 31 August 2025.</td><td>Expected impact:
☐ Political / Global
☒ Inter-regional
☒ Economic
☐ Environmental
☒ Operational/Technical</td></tr>
<tr><td colspan="3">Why:
To foster the appropriate development of training to support the needs in the NAM/CAR Regions.</td></tr>
<tr><td>When: By 31 August 2025</td><td colspan="2">Status: ☒ Valid / ☐ Superseded / ☐ Completed</td></tr>
<tr><td>Who: ☒ States ☐ ICAO ☐ Other:</td><td colspan="2"></td></tr>
</table>

8.7 The Meeting also agreed to establish a Task Force to act as a liaison with the NACC/WG, with the aim of enhancing coordination on training needs and available course offerings across the region. The Task Force will be responsible for showcasing existing training opportunities via the ICAO NACC platform, facilitating the participation of training centres in NACC/WG meetings, and receiving newly identified training needs from the NACC/WG in order to communicate them to the CATC/WG. Volunteers appointed to the Task Force include CCNAC (Cuba ASCA (Dominican Republic) (proposed as the Task Force leader), DSA (Honduras) and ICCAE (COCESNA). Therefore, the Meeting made the following Decision:

<table>
<tr><td colspan="3">DECISION
NAM/CAR/CATC/WG/9/7 ESTABLISHMENT OF A TASK FORCE ON COORDINATION WITH THE NACC/WG</td></tr>
<tr><td colspan="2">What:
That, in order to strengthen coordination between the NAM/CAR/CATC/WG and the NACC/WG regarding regional training needs and course offerings, the Task Force on Coordination with the NACC/WGbe established within the CATC/WG, composed of CCNAC (Cuba), ASCA (Dominican Republic) (serving as the lead of the Task Force), DSA (Honduras), and ICCAE (COCESNA), and, with the following responsibilities:
a) act as a liaison with the NACC/WG;
b) present the available training courses listed on the ICAO NACC platform by 5 September 2025;
c) coordinate the participation of training centres in NACC/WG meetings; and
d) receive training needs identified by the NACC/WG and relay them to the CATC/WG by 15 December 2025.</td><td>Expected impact:
☐ Political / Global
☒ Inter-regional
☒ Economic
☐ Environmental
☒ Operational/Technical</td></tr>
<tr><td colspan="3">Why:
To enhance the exchange of training needs and strengthen the development and alignment of training opportunities within the NAM/CAR Regions.</td></tr>
<tr><td>When:</td><td>By 5 September 2025 and 15 December 2025</td><td>Status: ☒ Valid / ☐ Superseded / ☐ Completed</td></tr>
<tr><td>Who:</td><td>☐ States ☐ ICAO ☒ Other:</td><td>NACC/WG, NACC CATC/WG</td></tr>
</table>

8.8 Finally, Costa Rica informed the Meeting of its intention to host the NAM/CAR/CATC/WG/10 Meeting, for which further coordination will be undertaken between the Secretariat and the authority.

INTERNATIONAL CIVIL AVIATION ORGANIZATION

TRAINING POLICY FOR CIVIL AVIATION SAFETY INSPECTORS (CASI)

VERSION 1.0 – APRIL 2025

INTRODUCTION

This document was developed by the Civil Aviation Training Centers (CATC) Working Group of the North America, Central America, and the Caribbean (NAM/CAR) Region, approved by the ICAO North America, Central America, and the Caribbean (NACC) Office in Mexico City, for the reference of the states in the region.

The States of the Region may use this document as a reference, adapting it to the regulations, needs, and specific situations of each State.

At all times, the applicable ICAO standards must prevail in the event of any discrepancies with this document.

TRAINING POLICY - CIVIL AVIATION SAFETY INSPECTORS (CASI).

REFERENCE: Doc 9734, Part A, C3, Doc 9379, Part I, C2

1. INTRODUCTION

1.1. International aviation standards require that a CAA provide its CAA Inspectors with comprehensive training to ensure the competency of its inspector workforce, the present policy is a flexible proposal and adaptable tool, designed to fit the specific needs of the every CAA, it is based on best practices identified and has been adapted for our particular context.

1.2. The CAA is a regulatory body responsible for the safety oversight of aircraft operations in the country. [CAA] is committed to establish and control the competencies of its Technical Staff/Inspectors. For this purpose [CAA] is committed to provide training or take other actions to reach the established level of competency, and should evaluate the effectiveness of these actions. The [CAA] should ensure that Technical Staff/Inspectors of [CAA] are competent to carry out the tasks assigned to them and have the necessary qualification, experience and training to perform their respective functions.

1.3. In order to ensure that the Technical Staff/Inspectors in [CAA] are qualified, have operational or technical work experience and their training is compatible with the activities they are required to carry out, [CAA] has prepared this Training Policy.

2. OBJECTIVE

Objective of this Policy is to provide an overview of various training requirement of [CAA Technical Staff/Inspectors] at all level. The training as envisaged would enable the Technical Staff/Inspectors to understand the context, duties and responsibilities, relevant regulatory provisions and make them familiar with the relevant ICAO requirements and materials. The training imparted would ensure to meet the vision of CAA – 'Endeavour to promote safe and efficient air transportation through regulation and proactive safety oversight system' vision of Safety Regulator

3. TRAINING PROGRAM

Each [Division /Section /Unit] should prepare its training programme for its Technical Staff/Inspectors as per this training policy.

3.1 The training program for Technical Staff/Inspectors should contain primarily the following trainings:

3.1.1 Initial/ Induction Training: The newly inducted Technical Staff/Inspectors should be provided an induction training to enable Technical Staff/Inspectors to get a general understanding about the organisation, its vision, mission and acquire necessary competencies required for performing their job.

3.1.2 On-the -job Training: After Completion of Initial Induction Training, the newly inducted Technical Staff/Inspectors would be provided on-the-job training to enable them to handle their responsibilities independently. An inspector has to undergo corresponding OJT training for a given job/ function before independently performing that job/ function.

3.1.3 Recurrent Training: Technical Staff/Inspectors would be provided recurrent training to maintain/upgrade the competency level and also for updating their

awareness to relevant regulations/developments etc. This training should be conducted at least once in two years.

3.1.4 Specialized/Technical Training: (one-time courses taken any time – ongoing process): [CAA] should nominate Technical Staff/Inspectors for technical and developmental courses as applicable.

4. INITIAL/ INDUCTION TRAINING

4.1 Initial/Induction Training course should be conducted for each newly inducted Inspectors in [CAA]. There should be 3 modules.

Module-I should be organised by the [Training division of the CAA]. The purpose of this Module is to familiarize Technical Staff/Inspectors with the organization setup business and applicable national legislations and functioning of the organization.

Modules II & III should be structured and conducted in the concerned area [e.g. PEL , AGA, AIG, OPS etc.] by the concerned Section /Division / Unit.

The generic Topics/Contents for Induction Module is placed at Appendix 'A'.

4.2 Newly recruited Technical Staff/Inspectors are required to complete the Initial Training course within the stipulated time frame in order to start On-the-job Training (OJT) for their respective areas of posting. This should enable them to be more useful in providing assistance to senior Technical Staff/Inspectors at the preparatory level of work.

4.3 ON-THE-JOB TRAINING

4.3.1 On-the-Job Training entails the completion of three levels of training for each technical job function. The three levels encompass the study of reference materials, task observation, and task performance, as further defined below. An OJT trainer must validate all Levels (I, II, and III) of performance. The OJT training process follows a logical progression of three levels as shown in the table below:

Level	Trainee		
Level I –	Knowledge	Study	Discuss
Level II –	Understanding	Observe	Demonstrate
Level III –	Performance	Perform	Evaluate

4.3.2 **Level-I** training (Knowledge) is typically a self-study effort on the part of the trainee with guided discussion and validation conducted by the OJT trainer afterwards. The time allowed for this should be appropriate to the complexity of the task and the amount of material to be studied.

Levels II and III involve the actual performance of the task. Level I training typically involve a review of all reference materials applicable to the job tasks for which training has been identified. Level I training may be satisfied through classroom training or other delivery methods.

Level II Training (Task Observation) involves observation of the performance of specific job tasks. This training typically involves the trainee observing and/or assisting the OJT trainer in the performance of those specific job tasks for which the trainee should be held accountable. Level II training may be satisfied through appropriate training that provides the opportunity for the trainee to observe and/or assist the trainer performing the task.

Level III Training (Task Performance) involves the application of knowledge and skills to the performance of specific job tasks. Typically, the trainee performs the job task under the observation of a qualified OJT trainer. The trainer assesses the performance of the task and indicates on the trainee's OJT training plan when Level III performance is achieved.

4.3.3 Each division responsible for concerned area [e.g. PEL, AGA, AIG, ANS, OPS etc.] should frame their own OJT Plan based on these guidelines. In order to ensure the responsibility of oversight of an individual Technical Staff/Inspector, concerned division should maintain record of OJT of its inspector/ officer to indicate that the inspector/ officer has been successfully trained on a particular task. Before assigning an inspector/ officer to perform a job task, the appropriate officials within the Division should confirm that the inspector/ officer has completed sufficient training to perform the task.

5 RECURRENT TRAINING

5.1 [CAA Technical Staff/Inspectors] require continuous development of their **competencies** related to their respective responsibilities. This should be accomplished through periodic training such as recurrent training or continuation training. To ensure that [CAA Technical Staff/Inspectors] maintain proficiency and keep current on aircraft and equipment, techniques, procedures and new developments in their respective areas of expertise, it is essential that they receive periodic recurrent training.

5.2 The Recurrent Training course may share content with the Initial Training course, but varies in emphasis from one to other, as the Initial Training course provides a fuller treatment across all subject area. The Recurrent Training course focuses on changes from year to year in regulations, guidance material as well as significant events occurring in the industry and the local environment from time to time.

6 SPECIALISED TRAINING

6.1 For Technical Staff/Inspectors to upgrade their knowledge at par with international standards and for efficient functioning, [CAA] should periodically develop programmes under special training programmes/schemes in association with international organisations, such as, ACI, EASA, IATA, US FAA and regional cooperative programmes, such as, Cooperative Development of Operational Safety and Continuous Airworthiness Programmes (COSCAPs), Flight Procedure Programme (FPP) etc.

6.2 The purpose of specialized training is to upgrade the knowledge and competency of [CAA Technical Staff/Inspectors] at par with international standards and for efficient functioning. Duration of training is based on the course and the hosting organization.

7. PREPARATION OF ANNUAL TRAINING PLAN

Each Division /Section /Unit of the concerned area [e.g. PEL, AGA, AIG, ANS, OPS etc.] should establish and maintain Individual Training Plans that sets out the training to be provided to each of their Technical Staff/Inspectors annually and all the proposals may be consolidated at organization level. For prioritising the trainings, all concerned area [e.g. PEL , AGA, AIG, ANS, OPS etc.] should categorically list their priority requirements as 'mandatory training' in their training plan. The training plan of the CAA should be finalised in consultation with all the concerned area [e.g. PEL, AGA, AIG, ANS, OPS etc.] their Representatives. Final proposal may be submitted to [head of organization /CAA] for in-principle approval and accordingly administrative and logistic should be made available /planned. Approved training Calendar for the year should be shared with each concerned Unit / Section/ Division [e.g. PEL, AGA, AIG, ANS, OPS etc.] and also uploaded on the website of [CAA].

8. TRAINING RESPONSIBILITIES

It is the responsibility of the CAA to arrange/provide trainings in accordance with training programme and plan.

9. PROCESS FOR CONDUCTING VARIOUS TRAININGS:

Each concerned Section /Unit/Division [e.g. PEL, AGA, AIG, ANS, OPS etc.] should submit the proposal for individual training as per approved calendar before 30 days of the planned commencement of the training.

10. REVIEW OF TRAINING PROGRAM

Each concerned Section /Unit/Division [e.g. PEL, AGA, AIG, ANS, OPS etc.] is expected to periodically review the Training Program and carry out revisions so that the training of Technical Staff/Inspectors is continuously updated to keep abreast of the latest developments taking place in the aviation field. One of the methods is to analyse the feedback received after training which may be considered for revision of policies, syllabus, and curriculum. The organization may develop the Training Evaluation Form if found necessary.

11. TRAINING FILES AND RECORDS

11.1 All training completed by Technical Staff/Inspectors should be documented in his or her training file. Technical Staff/Inspectors who complete a formal external or in-house training course would receive a Certificate of Completion to be added to their training file.

11.2 On completion of training each Technical Staff/Inspector should submit a feedback report. The data/feedback would be considered while formulating next training programme.

GENERIC TRAINING PROGRAM FOR CIVIL AVIATION SAFETY INSPECTORS (CASI)

INITIAL / INDUCTION

REFERENCES: Doc 9734, Part A, C3, Doc 9379, Part I, C2

# MODULE	MODULE	LEARNING OBJECTIVE	# SUB THEME	SUBTOPICS	PARTIAL DURATION (hh:mm)	INSTRUCTOR
1	Civil Aviation Authority Overview	Understand and adopt the functions performed by the Civil Aviation Authority, its structure and the importance and contribution to the State.	1.1	Mission and Vision of the Civil Aviation Authority	03:00	Instructor of the Instruction Center
			1.2	History		
			1.3	Functions		
			1.4	Organizational Structure		
			1.5	General Functions of the Divisions/Directorates/Departments of the Civil Aviation Authority		
2	General Aspects of Civil Aviation Safety Inspector Training	Adopt the measures related to the training provided and programmed by the Civil Aviation Authority, as well as the guidelines for accreditation of training.	2.1	Structure and Functions of the Official Training Centre for the Civil Aviation Authority.	06:00	Instructor of the Instruction Center
			2.2	Training Overview		
			2.3	Guidelines for the programming and attention of training.		
			2.4	On-the-Job Training Program (OJT)		
			2.5	Training Record		
3	ICAO International Aeronautical Legislation - International Civil Aviation Organization (ICAO) Overview	Identify the international legislation applicable to the State in the field of civil aviation in each of its sections.	3.1	Chicago Convention	06:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			3.2	ICAO		
			3.3	Contracting States		
			3.4	ICAO Annexes		
			3.5	Standards and Recommended Practices (SARP's)		
			3.6	Critical Elements		
			3.7	Applicable ICAO Documents		
4	National Aeronautical Legislation	Identify the national legislation of the State in the field of civil aviation in each of its sections.	4.1	State Civil Aviation Primary Legislation	04:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			4.2	Primary State-Specific Operating Regulations legislation		
			4.3	Applicable State Aviation Rules		
			4.4	Directives, Orders, Circulars, Publications, for State Civil Aviation and for the Public		
			4.5	Civil Aviation Safety Inspector Manuals		
			4.6	Civil Aviation Safety Inspector Technical Guides		

# MODULE	MODULE	LEARNING OBJECTIVE	# SUB THEME	SUBTOPICS	PARTIAL DURATION (hh:mm)	INSTRUCTOR
5	Safety Management System (SMS)	Apply the concepts of the SMS to the roles and responsibilities of the Civil Aviation Safety Inspector	5.1	Introduction and concepts	06:00	Instructor of the Instruction Center
			5.2	Requirements and implementation		
			5.3	Risk Management		
6	State Safety Program (SSP)	Apply the concepts of the SSP to the roles and responsibilities of the Civil Aviation Safety Inspector	6.1	State Operational Safety Policy	04:00	
			6.2	SSP Security Objectives		
			6.3	Risk-Based Security Surveillance Process		
			6.4	Promotion / Dissemination of Operational Safety		
			6.5	SSP Voluntary Reporting System		
7	AVSEC Awareness	Identify the regulations and concepts applicable to Civil Aviation Security.	7.1	Introduction and concepts	04:00	Instructor of the Instruction Center
			7.2	State legislation on AVSEC		
			7.3	Organization		
			7.4	Threats to Civil Aviation		
			7.5	Civil Aviation Security		
			7.6	Responses and actions related to Civil Aviation Security		
			7.7	State Plan for Civil Aviation Security		
8	SAR/Air Accident Investigation	Apply the search, rescue and accident investigation procedures applicable to the Civil Aviation Authority.	8.1	Search and Rescue Overview	08:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			8.2	Accident Investigation Overview		
			8.3	Functions and Responsibilities of the Civil Aviation Authority		
9	Quality and Auditing Systems in the Aeronautical Sector	Apply the general audit guidelines to Quality Management Systems within the functions of the Civil Aviation Safety Inspector	9.1	Overview of Quality Management Systems	08:00	Instructor of the Instruction Center
			9.2	National Requirements for Quality Systems		
			9.3	Audit based on ISO 19011		
			9.4	Audit in the Aeronautical Sector		
10	Human Factors	Identify the potential causes of human error in the personal and professional sphere to apply them within the functions and responsibilities of the Civil Aviation Safety Inspector	10.1	Human Error	08:00	Instructor of the Instruction Center
			10.2	Conceptual models of human factors		
			10.3	Violations of Norms, Policies, Regulations and Manuals		
			10.4	Situational Awareness		
			10.5	Leadership, Attitude, Communication		
			10.6	Burn Out		
			10.7	Decision-making		
			10.8	Teamwork		

# MODULE	MODULE	LEARNING OBJECTIVE	# SUB THEME	SUBTOPICS	PARTIAL DURATION (hh:mm)	INSTRUCTOR
			10.9	Workload performance		
			10.10	Ergonomics		
11	Personal Ethics, Ethics of the Civil Aviation Safety Inspector, Credentials and Law Enforcement	Adopt and exercise the ethical and professional positions of the Civil Aviation Safety Inspector within their functions and duties.	11.1	Code of Conduct	04:00	Instructor of the Instruction Center
			11.2	Functions and duties of the Civil Aviation Safety Inspector		
			11.3	Civil Aviation Safety Inspector powers and official identification		
			11.4	Law Enforcement/Procedures and Fines		
12	Technical Report Writing	Apply the guidelines to prepare reports that document the inspection, surveillance and certification activities of the inspector	12.1	Technical Communication	05:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			12.2	Technical Report Structure and Format		
			12.3	Information Collection and Organization		
			12.4	Drafting and Drawing Conclusions		
12	Basic Introduction of Information Technology	Apply the general guidelines for the use of parcels and authorized computer programs of the Civil Aviation Authority	12.1	Use of computer and communication equipment (hardware)	04:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			12.2	Use of official parcel (MS Office)		
			12.3	Internet and Cybersecurity		
			12.4	State Website		
			12.5	Official programs of use of the Civil Aviation Authority		
				Total Time:	**70:00**	

ANNEX I – PERSONNEL LICENSING

ADVANCED – PEL INSPECTOR

REFERENCES: Doc 9734, Part A, C3, Doc 9379, Part I, C2.

# MODULE	MODULE	LEARNING OBJECTIVE	# SUB-THEME	SUBTOPICS	PARTIAL DURATION (hh:mm)	INSTRUCTOR
1	ICAO and National International Aeronautical Legislation	Understand the international and national regulatory framework that governs the granting of licenses to aeronautical personnel.	1.1	Annex I - ICAO	08:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			1.2	Doc. 9379		
			1.3	National Regulatory Framework Laws and Regulations		
			1.4	Applicable technical standards and provisions.		

# MODULE	MODULE	LEARNING OBJECTIVE	# SUB-THEME	SUBTOPICS	PARTIAL DURATION (hh:mm)	INSTRUCTOR
			1.5	Civil Aviation Safety Manual PEL Inspector – Licenses		
			1.6	Responsibilities of the Civil Aviation Safety Inspector		
2	Licensing Requirements	Apply the requirements for the granting of the different licenses to aeronautical technical personnel	2.1	Pilot Licenses (Airplane, Helicopter, etc.)	24:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			2.2	Maintenance Personnel Licenses		
			2.3	Air Traffic Controller Licenses		
			2.4	Flight Dispatcher Licenses		
			2.5	Other Licenses (Navigator, Aeronautical Station Operator, etc.)		
			2.6	Age, Experience, Knowledge and Skills Requirements		
			2.7	Medical and Psychological Examinations		
			2.8	National and international confirmations and revalidations		
3	Review and Evaluation Procedures	Apply the procedures for carrying out theoretical and practical exams, as well as for the evaluation of the competence of aeronautical personnel.	3.1	Training Centres for aeronautical technical personnel	16:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			3.2	Theoretical exams (content, format, administration)		
			3.3	Practical Exams (Evaluation of Flight Skills, Maintenance, Dispatch, etc.)		
			3.4	Synthetic Training Simulators and Devices		
			3.5	Evaluation and Grading Criteria		
			3.6	Documentation and Recording of Results		
4	Issuance, Validation, and Renewal of Licenses	Execute the processes for issuance, validation and renewal of licenses to aeronautical personnel.	4.1	Initial Issuance Procedures	08:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			4.2	Foreign License Validation		
			4.3	License Renewal and Revalidation		
			4.4	Endorsements and Authorizations		
			4.5	License Registration and Filing		
			4.6	Security and Fraud Prevention		
5	Surveillance and Compliance	To supervise and verify compliance with the licensing regulations by the Training Centres for aeronautical technical personnel and licence holders.	5.1	Inspections of Training Organizations (ATO, TRTO, etc.)	08:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			5.2	Compliance Audits		
			5.3	Monitoring Licensee Competition		
			5.4	Corrective Actions and Sanctions		
			5.5	Records and Documentation Management		
				Total Time:	**62:00**	

SPECIALIZED – PEL INSPECTOR

REFERENCES: Doc 9734, Part A, C3, Doc 9379, Part I, C2.

#	SPECIALIZED COURSE	LEARNING OBJECTIVE	RECURRENCE	PARTIAL DURATION (hh:mm)	INSTRUCTOR
1	Personnel Licensing Officer / System	Reinforce knowledge and skills to specialize the inspector in his or her duties	24 months	40:00	Instructor of the Instruction Center

ANNEX 6 – OPERATIONS (GROUND)

ADVANCED – OPS (GROUND)

REFERENCES: Annex 6, Doc 8335 Part I, 5.2 & 6.2 Doc 9734 Part A, C3, Doc. 9284, Doc. 9481

# MODULE	MODULE	LEARNING OBJECTIVE	# SUB-THEME	SUBTOPICS	PARTIAL DURATION (hh:mm)	INSTRUCTOR
1	ICAO and National International Aeronautical Legislation	Understand the international and national regulatory framework governing aeronautical operations on the ground.	1.1	Annex 6 - ICAO	08:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			1.2	Doc. 8335, 9284, 9481, 9734		
			1.3	National Regulatory Framework Laws and Regulations		
			1.4	Applicable technical standards and provisions.		
			1.5	Manual del Civil Aviation Safety Inspector de OPS – Ground Operations		
			1.6	Responsibilities of the Civil Aviation Safety Inspector		
2	Ground Operations	Understand the scope and importance of operations, their context with safety and efficiency in airport operations.	2.1	Principles of Safety in Ground Operations	06:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			2.2	Aircraft Handling (Fixed Wing and Rotary Wing)		
			2.3	Hot Air Balloon Handling and Operation		
			2.4	RPAS management and operation		
			2.5	Complementary services		
3	Aerodromes and Helipads	Understanding the configuration and operation of an airfield	3.1	Configuration of an aerodrome	12:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			3.2	Heliport Configuration		
			3.3	Infrastructure and physical characteristics		
			3.4	Navigation Systems		
			3.5	Wildlife Control and Management		
4	Traffic Control and Ramp Movement	Understand ground motion control procedures to prevent collisions on the apron and taxiways.	4.1	Ground Traffic Control Procedures	06:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			4.2	Communications and Phraseology		
			4.3	Signaling and Marking in the Movement Area		
			4.4	Surface Motion Control and Guidance Systems (SMGCS)		
			4.5	Coordination with the Control Tower		
5	Aircraft Performance & Dispatch	Understand the processes involved in aircraft clearance	5.1	Aircraft Performance	06:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			5.2	Aircraft Dispatch (Flight Plan)		
			5.3	Weather report		
			5.4	Aeronautical notifications		

# MODULE	MODULE	LEARNING OBJECTIVE	# SUB-THEME	SUBTOPICS	PARTIAL DURATION (hh:mm)	INSTRUCTOR
6	Dangerous Goods	Understand the processes involved in transporting dangerous goods	6.1	International and National Regulations for the Transport of Dangerous Goods	06:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			6.2	Technical provisions for the transport of dangerous goods		
			6.3	Classification, Identification and Handling of Dangerous Goods		
			6.4	Cargo Security		
			6.5	Emergency response processes		
7	Airport Security and AVSEC	Understand and evaluate airport security measures in the movement area to prevent acts of unlawful interference.	7.1	Movement Area Access Control	06:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			7.2	Surveillance and Patrolling		
			7.3	Vehicle & Equipment Inspection		
			7.4	Emergency Response		
			7.5	Airport Security Plans		
8	Operator Certification	Carry out the processes for the certification of air operators	8.1	Certification Procedures – Civil Authority Safety Inspector Manual	18:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			8.2	AOC Award		
			8.3	Granting of a flight dispatch office permit		
			8.4	Authorisation for the transport of dangerous goods		
			8.5	Special Operations Authorization		
			8.6	Authorisation of operations with RPAS and hot air balloons		
8	Supervision and Surveillance	Conduct effective inspections and verifications of ground operations to verify compliance with regulations	9.1	Inspection and Surveillance Procedures – Civil Authority Safety Inspector Manual	12:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			9.2	Ramp Inspection		
			9.3	Inspection in Motion Areas		
			9.4	Inspection of operators and service providers		
			9.5	FBO Inspection		
			9.6	Corrective Actions and Sanctions		
			9.7	Records and Documentation Management		
				Total Time:	**80:00**	

SPECIALIZED – PAHO (GROUND)

REFERENCES: Annex 6, Doc 8335 Part I, 5.2 & 6.2 Doc 9734 Part A, C3, Doc. 9284, Doc. 9481

#	SPECIALIZED COURSE	LEARNING OBJECTIVE	RECURRENCE	PARTIAL DURATION (hh:mm)	INSTRUCTOR
1	EDTO Special Operations	Understanding Special Operations	24 months	40:00	Instructor of the Instruction Center
2	RVSM Special Operations	Understanding Special Operations	24 months	40:00	Instructor of the Instruction Center
3	Special Operations at AWO (CAT II, CAT III)	Understanding Special Operations	24 months	40:00	Instructor of the Instruction Center
4	Special Operations PBN, RNAV, RNP	Understanding Special Operations	24 months	40:00	Instructor of the Instruction Center
5	Type of Aircraft	Understanding the configuration and familiarization of an aircraft	24 months	40:00	Instructor of the Instruction Center

ANNEX 6 – OPERATIONS (FLIGHT)

ADVANCED – OPS (FLIGHT)

REFERENCES: Annex 6, Doc 8335 Part I, 5.2 & 6.2 Doc 9734 Part A, C3, Doc. 9284, Doc. 9481

# MODULE	MODULE	LEARNING OBJECTIVE	# SUB-THEME	SUBTOPICS	PARTIAL DURATION (hh:mm)	INSTRUCTOR
1	ICAO and National International Aeronautical Legislation	Understand the international and national regulatory framework that governs aeronautical operations in flight.	1.1	Annex 6 - ICAO	08:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			1.2	Doc. 8335, 9284, 9481, 9734		
			1.3	National Regulatory Framework Laws and Regulations		
			1.4	Applicable technical standards and provisions.		
			1.5	Manual of the Civil Aviation Safety Inspector of OPS – Flight Operations		
			1.6	Responsibilities of the Civil Aviation Safety Inspector		
2	Air Operators Certification	Understand the process of certifying air operators and assessing their ability to conduct safe operations.	2.1	Manual of the Civil Aviation Safety Inspector of OPS – Flight Operations	18:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			2.2	Requirements for Air Operators Certification (AOC)		
			2.3	Manuals and Operational Documentation		
			2.4	In-flight Certification Inspection and Audit Process		
3	CRM / FRMS	Understand the guidelines of Crew Resources Management applied to flight operations	3.1	Best practices in communication, leadership, and decision-making	06:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			3.2	Managing Fatigue and Stress in Crew		
			3.3	Evaluating the effectiveness of CRM training		
			3.4	Evaluation of the effectiveness of the FRMS		
4	Air Operations Surveillance	Monitor and evaluate the daily operations of air operators to ensure continuous compliance with regulations.	4.1	Manual of the Civil Aviation Safety Inspector of OPS – Flight Operations	30:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			4.2	Ramp and In-Flight Inspections		
			4.3	In-flight inspection for Fixed Wing Aircraft		
			4.4	In-flight inspection for Rotary Wing Aircraft		
			4.5	Inspection for RPAS Unmanned Aircraft		
			4.6	Inspection for Hot Air Balloons		
			4.7	Flight Data Analysis (FDM)		
			4.8	Crew Fatigue Management Assessment		
			4.9	Supervision of Aircraft Maintenance in Transit		
			4.10	Operational Quality Audits		

# MODULE	MODULE	LEARNING OBJECTIVE	# SUB-THEME	SUBTOPICS	PARTIAL DURATION (hh:mm)	INSTRUCTOR
5	Pilot Deviations	Understand and monitor deviations from flight procedures	5.1	Deviation Notification System	12:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			5.2	Deviation Analysis and Classification		
			5.3	Deviation Report		
			5.4	Control and monitoring of actions		
6	Dangerous Goods	Understand the processes involved in transporting dangerous goods	6.1	International and National Regulations for the Transport of Dangerous Goods	06:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			6.2	Technical provisions for the transport of dangerous goods		
			6.3	Classification, Identification and Handling of Dangerous Goods		
			6.4	Cargo Security		
			6.5	Emergency response processes		
7	Supervision and Surveillance	Conduct effective inspections and verifications of in-flight operations to verify compliance with regulations	7.1	Inspection and surveillance procedures – Manual of the Civil Authority Safety Inspector OPS – Flight Operations	12:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			7.2	Ramp Inspection		
			7.3	In-flight inspection		
			7.4	CRM & FRMS Inspection		
			7.5	Inspection of operators and service providers		
			7.6	Corrective Actions and Sanctions		
			7.7	Records and Documentation Management		
				Total Time:	**92:00**	

SPECIALIZED – OPS (FLIGHT)

REFERENCES: Annex 6, Doc 8335 Part I, 5.2 & 6.2 Doc 9734 Part A, C3, Doc. 9284, Doc. 9481

#	SPECIALIZED COURSE	LEARNING OBJECTIVE	RECURRENCE	PARTIAL DURATION (hh:mm)	INSTRUCTOR
1	EDTO Special Operations	Understanding Special Operations	24 months	40:00	Instructor of the Instruction Center
2	RVSM Special Operations	Understanding Special Operations	24 months	40:00	Instructor of the Instruction Center
3	Special Operations at AWO (CAT II, CAT III)	Understanding Special Operations	24 months	40:00	Instructor of the Instruction Center

#	SPECIALIZED COURSE	LEARNING OBJECTIVE	RECURRENCE	PARTIAL DURATION (hh:mm)	INSTRUCTOR
4	Special Operations PBN, RNAV, RNP	Understanding Special Operations	24 months	40:00	Instructor of the Instruction Center
5	Aircraft Type Fixed Wing or Rotary Wing (Type Rating)	Maintaining competition in an aircraft's operations	24 months	Depends on the provider	Instructor of the Instruction Center

ANNEX 6 – OPERATIONS (CABIN)

ADVANCED – OPS (CABIN)

REFERENCES: Annex 6, Doc 8335 Part I, 5.2 & 6.2 Doc 9734 Part A, C3, Doc. 9284, Doc. 9481

# MODULE	MODULE	LEARNING OBJECTIVE	# SUB-THEME	SUBTOPICS	PARTIAL DURATION (hh:mm)	INSTRUCTOR
1	ICAO and National International Aeronautical Legislation	Understand the international and national regulatory framework that governs aeronautical operations in flight.	1.1	Annex 6 - ICAO	08:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			1.2	Doc. 8335, 9284, 9481, 9734		
			1.3	National Regulatory Framework Laws and Regulations		
			1.4	Applicable technical standards and provisions.		
			1.5	Manual del Civil Aviation Safety Inspector de OPS – Cabin Operations		
			1.6	Responsibilities of the Civil Aviation Safety Inspector		
2	Operational Safety in the Cabin	Understand the guidelines of the procedures executed in the cabin to safeguard safety.	2.1	Briefing de Crewmemebers	06:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			2.2	Emergency equipment		
			2.3	Intercom systems		
			2.4	Unauthorized Objects		
3	CRM / FRMS	Understand the guidelines of Crew Resources Management applied to flight operations	3.1	Best practices in communication, leadership, and decision-making	06:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			3.2	Managing Fatigue and Stress in Crew		
			3.3	Evaluating the effectiveness of CRM training		
			3.4	Evaluation of the effectiveness of the FRMS		
4	Cabin Crew Training and Qualification	Understand the initial, recurrent and transitional training requirements for cabin crew.	4.1	Initial Training Requirements	06:00	Instructor of the Training Center / Instructor designated by the Civil
			4.2	Recurrent and Refresher Training		
			4.3	Transition Training (Aircraft, Procedures)		
			4.4	Crew Resource Management (CRM)		

# MODULE	MODULE	LEARNING OBJECTIVE	# SUB-THEME	SUBTOPICS	PARTIAL DURATION (hh:mm)	INSTRUCTOR
			4.5	Crew Competency Assessment		Aviation Authority
			4.6	Approved Training Programs		
5	Document review	Understand the documentary and certification requirements requested by the Aviation Authority	5.1	Manual del Civil Aviation Safety Inspector de OPS – Cabin Operations	06:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			5.2	Cabin crew manuals		
			5.3	Passenger Support Documents		
			5.4	Emergency Procedures		
6	Surveillance of Cabin Operations	Monitor and evaluate cabin crew standard operating procedures in the different phases of flight.	6.1	Manual del Civil Aviation Safety Inspector de OPS – Cabin Operations	24:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			6.2	Pre-Flight Procedures		
			6.3	In-Flight Cabin Procedures		
			6.4	Descent and Landing Procedures		
			6.5	Cabin Communications		
			6.6	Checklists and technical supports		
			6.7	Coordination procedures with Flight Crew		
			6.8	Emergency equipment		
7	Emergency Procedures in the Cabin	Assess cabin crew preparedness and response to emergency situations.	5.1	Evacuation Procedures	06:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			5.2	Cabin Fires		
			5.3	Depressurization		
			5.4	Emergency Landing		
			5.5	Security Procedures (Bomb Threats, Kidnapping)		
			5.6	First Aid & Medical Care		
6	Dangerous Goods	Understand the processes involved in transporting dangerous goods	6.1	International and National Regulations for the Transport of Dangerous Goods	06:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			6.2	Technical provisions for the transport of dangerous goods		
			6.3	Classification, Identification and Handling of Dangerous Goods		
			6.4	Cargo Security		
			6.5	Emergency response processes		
7	Supervision and Surveillance	Conduct effective inspections and verifications of in-flight operations to verify compliance with regulations	7.1	Inspection and surveillance procedures – Civil Authority Safety Inspector OPS Manual – Cabin Operations	12:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			7.2	Aircraft Documentation		
			7.3	Crew Documentation		
			7.4	CRM & FRMS Inspection		
			7.5	Inspection of in-cab operations		
			7.6	Corrective Actions and Sanctions		
			7.7	Records and Documentation Management		

# MODULE	MODULE	LEARNING OBJECTIVE	# SUB-THEME	SUBTOPICS	PARTIAL DURATION (hh:mm)	INSTRUCTOR
				Total Time:	**80:00**	

SPECIALIZED – OPS (CABIN)

REFERENCES: Annex 6, Doc 8335 Part I, 5.2 & 6.2 Doc 9734 Part A, C3, Doc. 9284, Doc. 9481

#	SPECIALIZED COURSE	LEARNING OBJECTIVE	RECURRENCE	PARTIAL DURATION (hh:mm)	INSTRUCTOR
1	Type of Aircraft Fixed Wing	Maintaining competition in an aircraft's operations	24 months	Depends on the provider	Instructor of the Instruction Center

ANNEX 15 – ANS – MET (METEOROLOGY)

ADVANCED – ANS/MET (METEOROLOGY)

REFERENCES: Annex 3, Doc.9328,Doc.9837,Doc.10003

# MODULE	MODULE	LEARNING OBJECTIVE	# SUB-THEME	SUBTOPICS	PARTIAL DURATION (hh:mm)	INSTRUCTOR
1	ICAO and National International Aeronautical Legislation	Understand the international and national regulatory framework governing meteorology operations	1.1	Annex 10, Annex 19 - ICAO	12:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			1.2	Doc. 9328,9837,10003		
			1.3	National Regulatory Framework Laws and Regulations		
			1.4	Applicable technical standards and provisions.		
			1.5	Manual del Civil Aviation Safety Inspector de ANS		
			1.6	Responsibilities of the Civil Aviation Safety Inspector		
			1.7	Principles of Meteorology		
2	Aeronautical Meteorology	Understand the different types of meteorological observations and the requirements for their conduct and reporting.	2.1	Manual del Civil Aviation Safety Inspector de ANS	18:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			2.2	Surface Meteorological Observations (METAR, SPECI)		
			2.3	Meteorological observations at altitude (soundings)		
			2.4	Meteorological Observations by Radar and Satellite		

# MODULE	MODULE	LEARNING OBJECTIVE	# SUB-THEME	SUBTOPICS	PARTIAL DURATION (hh:mm)	INSTRUCTOR
			2.5	Aeronautical Meteorological Instrumentation		
			2.6	Weather Forecasts (area, aerodrome)		
			2.7	Weather forecasts of hazardous phenomena (turbulence, ice, storm, snow, rain, etc.)		
			2.8	Quality and Accuracy of Observations		
3	Documentation and Dissemination of Meteorological Information	Supervise the procedures for the timely and accurate documentation and dissemination of meteorological information.	3.1	Manual del Civil Aviation Safety Inspector de ANS	12:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			3.2	Weather Charts		
			3.3	Weather Messages (METAR Codes, TAF, etc.)		
			3.4	Aeronautical Fixed Service (AFS)		
			3.5	Weather Information for Flight Planning		
			3.6	Weather Information for Ground Operations		
4	Meteorological Services for Air Navigation	Understand how weather information supports the safety and efficiency of air navigation.	4.1	Manual del Civil Aviation Safety Inspector de ANS	12:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			4.2	Impact of Weather Phenomena on Flight Operations		
			4.3	Weather Information for Air Traffic Management (ATM) and PBN		
			4.4	Weather Warning Systems		
			4.5	Weather Advice to Pilots		
			4.6	Weather Offices & Stations		
5	Quality Management Systems (QMS) in Aeronautical Meteorology	Understand the importance and requirements of quality management systems in the provision of meteorological services.	5.1	Manual del Civil Aviation Safety Inspector de ANS	06:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			5.2	Principles of Quality Management and ISO Standard		
			5.3	Structure and implementation of the Quality Management System in Aeronautical Meteorology		
			5.4	Quality Management System Processes in Aeronautical Meteorology		
6	Supervision and surveillance of the Aeronautical Meteorology services	Conduct effective inspections and audits of AIS services to verify regulatory compliance.	6.1	Manual of the Civil Aviation Safety Inspector of OPS – Airworthiness	12:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			6.2	Planning, preparation and execution		
			6.3	Review and validation of Aeronautical Meteorology systems		
			6.4	Failures in Meteorology Systems		
			6.5	Corrective Actions and Sanctions		
			6.6	Records and Documentation Management		
			6.7	Corrective Actions and Sanctions		
				Total Time:	**78:00**	

SPECIALIZED – ANS / MET (METEOROLOGY)

REFERENCES: Annex 3, Doc.9328,Doc.9837,Doc.10003

#	SPECIALIZED COURSE	LEARNING OBJECTIVE	RECURRENCE	PARTIAL DURATION (hh:mm)	INSTRUCTOR
1	SWIM System	Understanding SWIM Systems	24 months	40:00	Instructor of the Instruction Center
2	Induction AWOS System	Understanding the implementation of AWOS Systems	24 months	40:00	Instructor of the Instruction Center
3	MET Quality Management	Understanding Quality Systems at MET	24 months	40:00	Instructor of the Instruction Center
4	Interpretation of Satellite Images	Understanding PBN Implementation	24 months	40:00	Instructor of the Instruction Center

ANNEX 15 – ANS – CNS (COMMUNICATIONS, NAVIGATION, AND SURVEILLANCE)

ADVANCED – CNS (COMMUNICATIONS, NAVIGATION, AND SURVEILLANCE)

REFERENCES: Annex 10, Annex 19, Doc. 8126, Doc. 8733, Doc. 9750, Doc. 9889, Doc. 10066.

# MODULE	MODULE	LEARNING OBJECTIVE	# SUB-THEME	SUBTOPICS	PARTIAL DURATION (hh:mm)	INSTRUCTOR
1	ICAO and National International Aeronautical Legislation	Understand the international and national regulatory framework governing communication, navigation, and surveillance.	1.1	Annex 10, Annex 11 - ICAO	12:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			1.2	Doc. 9689, 9871, 8259, 9731, 9739, 9849, 9924		
			1.3	National Regulatory Framework Laws and Regulations		
			1.4	Applicable technical standards and provisions.		
			1.5	Manual del Civil Aviation Safety Inspector de ANS		
			1.6	Responsibilities of the Civil Aviation Safety Inspector		
			1.7	Principles of Air Navigation		
2	Communication Systems	Understand the different communication systems used in the ATM and their operation requirements.	2.1	Manual del Civil Aviation Safety Inspector de ANS	12:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			2.2	Ground-to-Air Communications (VHF, HF, Satellite)		
			2.3	Ground-to-ground communications (ATN and data networks)		
			2.4	Air-to-Ground Communications (Data Link, CPDLC)		
			2.5	Radio aids		
			2.6	Power Systems for Communications Equipment		

# MODULE	MODULE	LEARNING OBJECTIVE	# SUB-THEME	SUBTOPICS	PARTIAL DURATION (hh:mm)	INSTRUCTOR
			2.7	Contingency and emergency plans		
			2.8	Documentation and authorizations applicable to Communication Systems		
3	Navigation Systems	Understand the different navigation systems used in aviation and their requirements for accuracy and completeness.	3.1	Manual del Civil Aviation Safety Inspector de ANS	12:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			3.2	VOR, DME, NDB, ILS systems		
			3.3	GNSS Satellite Navigation Systems (GPS, GLONASS, Power Systems)		
			3.4	Performance-Based Navigation (PBN)		
			3.5	RNAV, RNAP Navigation		
			3.6	Power Systems for Navigation Equipment		
			3.7	Contingency and emergency plans		
			3.8	Documentation and authorisations applicable to Navigation Systems		
4	Surveillance Systems	Understand the different surveillance systems used in the ATM and their coverage and accuracy requirements.	4.1	Manual del Civil Aviation Safety Inspector de ANS	18:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			4.2	Primary Radar		
			4.3	SSR Secondary Radar (A/C, S)		
			4.4	Automatic Dependent Broadcasting Surveillance (ADS-B and ADS-C)		
			4.5	Multilateral Surveillance Systems (MLAT)		
			4.6	Surveillance Data Processing and Visualization Systems		
			4.7	Power Systems for Navigation Equipment		
			4.8	Contingency and emergency plans		
			4.9	Documentation and authorizations applicable to Communication Systems		
5	Interoperability and Management of CNS Systems	Evaluate the interoperability of CNS systems and the procedures for their management and maintenance.	5.1	Manual del Civil Aviation Safety Inspector de ANS	12:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			5.2	Interoperability and Configuration of CNS Systems		
			5.3	Preventive and corrective maintenance of the systems		
			5.4	Failure management and systemic contingency plans		
6	Supervision and surveillance of CNS services	Conduct effective inspections and audits of AIS services to verify regulatory compliance.	6.1	Manual of the Civil Aviation Safety Inspector of OPS – Airworthiness	12:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			6.2	Planning, preparation and execution		
			6.3	Review and validation of CNS systems		
			6.4	Failures in CNS systems		
			6.5	Corrective Actions and Sanctions		
			6.6	Records and Documentation Management		
			6.7	Corrective Actions and Sanctions		
				Total Time:	**78:00**	

GENERIC TRAINING PROGRAM - CIVIL AVIATION SAFETY INSPECTORS:

APPELLANT – ANS / CNS (COMMUNICATIONS, NAVIGATION, AND SURVEILLANCE)

REFERENCES: Annex 10, Annex 19, Doc. 8126, Doc. 8733, Doc. 9750, Doc. 9889, Doc. 10066.

# MODULE	MODULE	LEARNING OBJECTIVE	# SUB-THEME	SUBTOPICS	PARTIAL DURATION (hh:mm)	INSTRUCTOR
1	Amendments and Updates of ICAO and National International Aeronautical Legislation	Stay up-to-date on the latest trends and developments in CNS regulation	1.1	Amendments to ICAO and National Regulations	10:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			1.2	New Technologies and Equipment and their Impact on CNS, Networks and Satellite Communication		
			1.3	Policy Updates		
			1.4	International Harmonization		
2	Management and Maintenance of Communication Systems	Update inspectors' knowledge of communication system technology and maintenance	2.1	Manual del Civil Aviation Safety Inspector de ANS	06:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			2.2	Configuration and infrastructure		
			2.3	Types of maintenance		
			2.4	Maintenance Management		
			2.5	Documentation and authorizations applicable to Communication Systems		
3	Management and Maintenance of Navigation Systems	Updating inspectors' knowledge of navigation system technology and maintenance	3.1	Manual del Civil Aviation Safety Inspector de ANS	06:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			3.2	Configuration and infrastructure		
			3.3	Types of maintenance		
			3.4	Maintenance Management		

# MODULE	MODULE	LEARNING OBJECTIVE	# SUB-THEME	SUBTOPICS	PARTIAL DURATION (hh:mm)	INSTRUCTOR
4	Management and Maintenance of Surveillance Systems	Updating inspectors' knowledge of surveillance system technology and maintenance	4.1	Manual del Civil Aviation Safety Inspector de ANS	06:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			4.2	Configuration and infrastructure		
			4.3	Types of maintenance		
			4.4	Maintenance Management		
			4.5	Documentation and authorizations applicable to Communication Systems		
5	Advanced Satellite and Navigation Systems and Your Security	Dive deeper into satellite-based navigation systems and recent systems	5.1	Updating GNSS Systems	06:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			5.2	Implementation of Performance-Based Navigation (PBN)		
			5.3	ADS-B and Surveillance		
			5.4	SWIM (System Wide Information Management)		
			5.5	Cybersecurity in CNS/ATM Systems		
7	Surveillance and Compliance	Stay up-to-date on surveillance processes	7.1	Inspections and Audits of CNS processes	06:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			7.2	Monitoring the maintenance of CNS systems		
			7.3	Issuance of reports and follow-up to audits.		
				Total Time:	**40:00**	

GENERIC TRAINING PROGRAM - CIVIL AVIATION SAFETY INSPECTORS:

SPECIALIZED – ANS/CNS (COMMUNICATIONS, NAVIGATION, AND SURVEILLANCE)

REFERENCES: Annex 10, Annex 19, Doc. 8126, Doc. 8733, Doc. 9750, Doc. 9889, Doc. 10066.

#	SPECIALIZED COURSE	LEARNING OBJECTIVE	RECURRENCE	PARTIAL DURATION (hh:mm)	INSTRUCTOR
1	SWIM System	Understanding SWIM Systems	24 months	40:00	Instructor of the Instruction Center

#	SPECIALIZED COURSE	LEARNING OBJECTIVE	RECURRENCE	PARTIAL DURATION (hh:mm)	INSTRUCTOR
2	Quality Management in CNS Systems	Understanding of the implementation of Quality Management Systems in CNS systems	24 months	40:00	Instructor of the Instruction Center
3	Global Navigation Satellite System (GNSS) Course	Understanding GNSS Navigation Operations	24 months	40:00	Instructor of the Instruction Center
4	Performance-Based Navigation (PBN)	Understanding PBN Implementation	24 months	40:00	Instructor of the Instruction Center

ANNEX 15 – ANS – AIS (AERONAUTICAL INFORMATION SERVICES)

ADVANCED – ANS / AIS – AERONAUTICAL INFORMATION SERVICES

REFERENCES: Annex 15, Annex 19, Annex 4, Doc. 8126, Doc. 8733, Doc. 8697, Doc. 9750, Doc. 9889, Doc. 10066.

# MODULE	MODULE	LEARNING OBJECTIVE	# SUB-THEME	SUBTOPICS	PARTIAL DURATION (hh:mm)	INSTRUCTOR
1	ICAO and National International Aeronautical Legislation	Understand the international and national regulatory framework governing aeronautical information services	1.1	Annex 15, Annex 19, Annex 4 - ICAO	12:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			1.2	Doc. 8126, 8733, 8697, 9750, 9889, 10066		
			1.3	National Regulatory Framework Laws and Regulations		
			1.4	Applicable technical standards and provisions.		
			1.5	Manual del Civil Aviation Safety Inspector de ANS		
			1.6	Responsibilities of the Civil Aviation Safety Inspector		
			1.7	Principles of Air Navigation		
2	Aeronautical Publications	Understand the different types of aeronautical publications and their content and format requirements.	2.1	Manual del Civil Aviation Safety Inspector de ANS	12:00	Instructor of the Training Center / Instructor designated by the Civil
			2.2	Aeronautical Information Release (AIP)		
			2.3	Amendments and Supplements to the AIP		

# MODULE	MODULE	LEARNING OBJECTIVE	# SUB-THEME	SUBTOPICS	PARTIAL DURATION (hh:mm)	INSTRUCTOR
			2.4	Aeronautical Information Circulars (AIC)		Aviation Authority
			2.5	Notification to Airmen (NOTAM)		
			2.6	Aeronautical Charts		
3	Verification and Validation of Aeronautical Information	Evaluate the procedures for the collection, verification and validation of aeronautical information.	3.1	Manual del Civil Aviation Safety Inspector de ANS	18:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			3.2	Sources of Aeronautical Information		
			3.3	AIS Equipment & Systems		
			3.4	Infrastructure and Data for AIS Systems		
			3.5	Data Collection		
			3.6	Verification of Data Accuracy and Integrity		
			3.7	Data Quality Management		
			3.8	Coordination between Data Providers and AIS		
4	Aeronautical Data Management (AMDB)	Understand the importance and requirements of aeronautical data management systems.	4.1	Aeronautical Data Management Systems	12:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			4.2	Structure and Content of AMDB Databases		
			4.3	AIS Data Integration with Other Systems		
			4.4	Data security		
5	Publication and Distribution	Supervise the procedures for the publication and timely distribution of aeronautical information.	5.1	Manual del Civil Aviation Safety Inspector de ANS	12:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			5.2	Publication of the AIP and amendments		
			5.3	NODAM		
			5.4	AIC and Aeronautical Charts		
			5.5	Distribution Media (Physical and Digital)		
			5.6	AIS Access Permissions and Availability		
			5.7	Confidentiality and sanctions		
6	Aeronautical Chart Specifications	Acquire a detailed knowledge of the technical specifications established in Annex 4 of the ICAO for the preparation of the different types of aeronautical charts.	6.1	Manual del Civil Aviation Safety Inspector de ANS	16:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			6.2	General design principles and symbology of aeronautical charts		
			6.3	Chart Types (Aerodromes, Obstacles, Area, Route, Approach, Departures, Arrival, Planning, Position, VFR)		
			6.4	Quality of Aeronautical Chart Information		
			6.5	Collection, verification and publication of Aeronautical Charts		
			6.6	Verification of the correct application of technical specifications in the design and production of letters.		
7		Conduct effective inspections and audits of	7.1	Manual del Civil Aviation Safety Inspector de ANS	12:00	Instructor of the Training

# MODULE	MODULE	LEARNING OBJECTIVE	# SUB-THEME	SUBTOPICS	PARTIAL DURATION (hh:mm)	INSTRUCTOR
	Monitoring and monitoring of AIS services	AIS services to verify regulatory compliance.	7.2	Planning, preparation and execution		Center / Instructor designated by the Civil Aviation Authority
			7.3	Review and validation of publications and Letters		
			7.4	Review of agreements between AIS service provider and operators		
			7.5	AIS Amendments and Bulletins and Letters		
			7.6	Failures in AIS systems and information and Letters		
			7.7	Corrective Actions and Sanctions		
			7.8	Records and Documentation Management		
				Total Time:	**94:00**	

GENERIC TRAINING PROGRAM - CIVIL AVIATION SAFETY INSPECTORS:

APPELLANT – ANS / AIS – AERONAUTICAL INFORMATION SERVICES

REFERENCES: Annex 15, Annex 19, Doc. 8126, Doc. 8733, Doc. 9750, Doc. 9889, Doc. 10066.

# MODULE	MODULE	LEARNING OBJECTIVE	# SUB-THEME	SUBTOPICS	PARTIAL DURATION (hh:mm)	INSTRUCTOR
1	Amendments and Updates of ICAO and National International Aeronautical Legislation	Stay up-to-date on the latest trends and developments in AIS and Aeronautical Charts regulation	1.1	Amendments to ICAO and National Regulations	06:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			1.2	New Technologies and Equipment and their Impact on AIS and Aeronautical Charts		
			1.3	Policy Updates		
			1.4	International Harmonization		
2	Aeronautical Information Management	Deepen the concepts and implementation of the Digital Aeronautical Information Service	2.1	Manual del Civil Aviation Safety Inspector de ANS	10:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			2.2	AIS Transition		
			2.3	Models and Data Exchange and Aeronautical Charts		
			2.4	AIS Data Security and Letters		

# MODULE	MODULE	LEARNING OBJECTIVE	# SUB-THEME	SUBTOPICS	PARTIAL DURATION (hh:mm)	INSTRUCTOR
			2.5	Quality of AIS Information and Letters		
			2.6	Structure and Content of AMDB Databases		
3	Publication and Distribution	Review and update inspectors' knowledge of the distribution of aeronautical data management systems.	3.1	Manual del Civil Aviation Safety Inspector de ANS	10:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			3.2	Information Specification Versions		
			3.3	Distribution Media		
			3.4	Permissions, availability of access to AIS and Charters, their penalties		
				Integration and Coherence in Aeronautical Charts		
4	Quality Management Systems in AIS	Stay up-to-date on quality systems in AIS services	4.1	Manual del Civil Aviation Safety Inspector de ANS	12:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			4.2	Overview of Quality Management Systems		
			4.3	Structure of the Quality Management System in AIS Services		
			4.4	AIS Operational Processes		
			4.5	Evaluation of AIS systems		
7	Surveillance and Compliance	Stay up-to-date on surveillance processes	7.1	Inspections and Audits of AIS and Aeronautical Chart processes	04:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			7.2	Issuance of reports and follow-up to audits.		
				Total Time:	**42:00**	

GENERIC TRAINING PROGRAM - CIVIL AVIATION SAFETY INSPECTORS:

SPECIALIZED – ANS / AIS – AERONAUTICAL INFORMATION SERVICES

REFERENCES: Annex 15, Annex 19, Doc. 8126, Doc. 8733, Doc. 9750, Doc. 9889, Doc. 10066.

#	SPECIALIZED COURSE	LEARNING OBJECTIVE	RECURRENCE	PARTIAL DURATION (hh:mm)	INSTRUCTOR
1	SWIM System	Understanding SWIM Systems	24 months	40:00	Instructor of the Instruction Center
2	AIS Quality Management	Understanding of the implementation of Quality Management Systems in AIS systems	24 months	40:00	Instructor of the Instruction Center

#	SPECIALIZED COURSE	LEARNING OBJECTIVE	RECURRENCE	PARTIAL DURATION (hh:mm)	INSTRUCTOR
3	Global Navigation Satellite System (GNSS) Course	Understanding GNSS Navigation Operations	24 months	40:00	Instructor of the Instruction Center
4	CNS Systems	Understanding CNS Systems	24 months	40:00	Instructor of the Instruction Center
5	Aeronautical Cartography	Understanding Aeronautical Chart Making	24 months	40:00	Instructor of the Instruction Center

ANNEX 8 – AIR

ADVANCED – AIR (AIRWORTHINESS)

REFERENCES: Annex 6, Part I, App. 5, 4 Part III, App. 1, 4, Annex 19, App. 1, 4.1 GM, Doc 8335, Doc 9683 Part 1, C6, Doc 9734 Part A, C3, Doc 9760 Part II, 4.5.5 & 4.5.6, Doc 9824 5.7

# MODULE	MODULE	LEARNING OBJECTIVE	# SUB-THEME	SUBTOPICS	PARTIAL DURATION (hh:mm)	INSTRUCTOR
1	ICAO and National International Aeronautical Legislation	Understand the international and national regulatory framework governing airworthiness	1.1	Annex 8, Annex 19 - ICAO	12:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			1.2	Doc. 8335, 9683, 9734, 9760, 9824		
			1.3	National Regulatory Framework Laws and Regulations		
			1.4	Applicable technical standards and provisions.		
			1.5	Manual of the Civil Aviation Safety Inspector of OPS – Airworthiness		
			1.6	Responsibilities of the Civil Aviation Safety Inspector		
			1.7	Principles of Airworthiness		
2	Documentary certification	Understanding Airworthiness Document Certification Requirements	2.1	Maintenance manuals	06:00	
			2.2	Maintenance and reliability programs		
			2.3	Minimum Equipment List (MEL)		
3	Aircraft Certification	Understand the type certification and production process for aircraft and components.	3.1	Manual of the Civil Aviation Safety Inspector of OPS – Airworthiness	24:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			3.2	Type Certification (TC)		
			3.3	Production Certification (PC)		
			3.4	Certification of Components and Equipment		
			3.5	Design and Performance Requirements		

# MODULE	MODULE	LEARNING OBJECTIVE	# SUB-THEME	SUBTOPICS	PARTIAL DURATION (hh:mm)	INSTRUCTOR
			3.6	Airworthiness Standards		
			3.7	Inspection and Approval Process		
4	Air Operator and Services Certification	Understand the Air Operator and Services Certification Process	4.1	Manual of the Civil Aviation Safety Inspector of OPS – Airworthiness	12:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			4.2	Documentary requirements		
			4.3	Analysis and validation		
			4.4	Issuance of certification		
5	Aircraft Maintenance Programs	Supervise and evaluate aircraft maintenance programs and procedures.	5.1	Manual of the Civil Aviation Safety Inspector of OPS – Airworthiness	12:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			5.2	Approval of Maintenance Programs		
			5.3	Approval of Maintenance Manuals		
			5.4	Maintenance Records		
			5.5	Authorization of Maintenance Organizations		
			5.6	Inspections and Release for Service		
			5.7	Reliability Control		
6	Modifications and Repairs	Evaluate and approve modifications and repairs made to aircraft.	5.1	Manual of the Civil Aviation Safety Inspector of OPS – Airworthiness	12:00	
			5.2	Major and Minor Modifications		
			5.3	Approvals for Modifications and Repairs		
			5.4	Supplementary Type Certificates		
			5.5	Structural Integrity Assessment		
			5.6	Composite materials		
			5.7	Non-Destructive Testing		
			5.8	Post-Modification/Repair Inspections		
7	Supervision and Surveillance	Conduct effective inspections and verifications of in-flight operations to verify compliance with regulations	7.1	Manual of the Civil Aviation Safety Inspector of OPS – Airworthiness	12:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			7.2	Certificate of Airworthiness (CoA)		
			7.3	Periodic Inspections		
			7.4	Airworthiness Directives (AD)		
			7.5	Service Bulletins (SB)		
			7.6	Structure, Systems, and Engine Inspections		
			7.7	Corrective Actions and Sanctions		
			7.8	Records and Documentation Management		
				Total Time:	**90:00**	

GENERIC TRAINING PROGRAM - CIVIL AVIATION SAFETY INSPECTORS:

APPELLANT – AIR (AIRWORTHINESS)

REFERENCES: Annex 6, Part I, App. 5, 4 Part III, App. 1, 4, Annex 19, App. 1, 4.1 GM, Doc 8335, Doc 9683 Part 1, C6, Doc 9734 Part A, C3, Doc 9760 Part II, 4.5.5 & 4.5.6, Doc 9824 5.7

# MODULE	MODULE	LEARNING OBJECTIVE	# SUB-THEME	SUBTOPICS	PARTIAL DURATION (hh:mm)	INSTRUCTOR
1	Amendments and Updates of ICAO and National International Aeronautical Legislation	Stay up-to-date on the latest trends and developments in airworthiness regulation	1.1	Amendments to ICAO and National Regulations	08:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			1.2	New Technologies and Equipment and their Impact on Airworthiness		
			1.3	Policy Updates		
			1.4	International Harmonization		
2	Certifications	Stay up-to-date on processes for operator and aircraft certification	2.1	Manual of the Civil Aviation Safety Inspector of OPS – Airworthiness	06:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			2.2	Operator's manuals		
			2.3	Maintenance and reliability programs		
			2.4	Minimum Equipment List (MEL)		
			2.5	Type Certifications		
			2.6	Inspection and Approval Process		
3	Reliability-Centered Maintenance (RCM)	Stay up-to-date on the principles and application of Reliability-Centered Maintenance to optimize maintenance programs.	3.1	Review of RCM principles	10:00	Instructor of the Training Center / Instructor designated by the Civil
			3.2	2.2 Application of RCM to aircraft systems and components		
			3.3	2.3 Evaluation of the effectiveness of maintenance programmes		

# MODULE	MODULE	LEARNING OBJECTIVE	# SUB-THEME	SUBTOPICS	PARTIAL DURATION (hh:mm)	INSTRUCTOR
			3.4	2.4 Component Life Management		Aviation Authority
4	Structural Integrity of Modifications and Repairs	Strengthen understanding of the principles of structural integrity management and structural failure prevention.	4.1	Non-Destructive Testing and Inspection Technologies	06:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			4.2	Fracture mechanics and fatigue of materials		
			4.3	Stress and strain analysis methods		
			4.4	Structural Integrity Inspection Programs		
			4.5	Structural damage assessment and repairs		
5	Aircraft Technologies	Introduce inspectors to the latest trends and developments in aircraft design and technology	5.1	New materials and manufacturing processes	08:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			5.2	Advances in avionics and flight control systems		
			5.3	Unmanned Aircraft (UAS) and Their Impact on Airworthiness		
			5.4	Sustainability and energy efficiency in aircraft		
7	Surveillance and Compliance	Stay up-to-date on surveillance processes	7.1	Inspections and Audits of Airworthiness processes	04:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			7.2	Issuance of reports and follow-up to audits.		
				Total Time:	**44:00**	

GENERIC TRAINING PROGRAM - CIVIL AVIATION SAFETY INSPECTORS:

SPECIALIZED – PAHO (GROUND)

REFERENCES: Annex 6, Part I, App. 5, 4 Part III, App. 1, 4, Annex 19, App. 1, 4.1 GM, Doc 8335, Doc 9683 Part 1, C6, Doc 9734 Part A, C3, Doc 9760 Part II, 4.5.5 & 4.5.6, Doc 9824 5.7

#	SPECIALIZED COURSE	LEARNING OBJECTIVE	RECURRENCE	PARTIAL DURATION (hh:mm)	INSTRUCTOR
1	EDTO Special Operations	Understanding Special Operations	24 months	40:00	Instructor of the Instruction Center
2	RVSM Special Operations	Understanding Special Operations	24 months	40:00	Instructor of the Instruction Center

#	SPECIALIZED COURSE	LEARNING OBJECTIVE	RECURRENCE	PARTIAL DURATION (hh:mm)	INSTRUCTOR
3	Special Operations at AWO (CAT II, CAT III)	Understanding Special Operations	24 months	40:00	Instructor of the Instruction Center
4	Special Operations PBN, RNAV, RNP	Understanding Special Operations	24 months	40:00	Instructor of the Instruction Center
5	Type of Aircraft Fixed Wing or Rotary Wing	Understanding an Aircraft Configuration	24 months	Depends on the provider	Instructor of the Instruction Center
6	Aircraft Maintenance Reliability	Understanding Special Operations	24 months	40:00	Instructor of the Instruction Center
7	Non-Destructive Testing (NDT)	Understanding Special Operations	24 months	40:00	Instructor of the Instruction Center
8	Airworthiness Supervision / Part 3	Understanding Part 3	24 months	40:00	Instructor of the Instruction Center
9	Aircraft Systems - Avionics	Understanding the Avionics Configuration	24 months	40:00	Instructor of the Instruction Center

ANNEX 15

ADVANCED – ANS / ATS (AIR TRAFFIC SERVICES)

REFERENCES: Annex 2, Annex 11, Doc. 4444, Doc.9426, Doc.9613, Doc. 9859

# MODULE	MODULE	LEARNING OBJECTIVE	# SUB-THEME	SUBTOPICS	PARTIAL DURATION (hh:mm)	INSTRUCTOR
1	ICAO and National International Aeronautical Legislation	Understand the international and national regulatory framework governing air traffic services	1.1	Annex 2, Annex 11 - ICAO	12:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			1.2	Doc. 4444, 9426, 9613, 9859		
			1.3	National Regulatory Framework Laws and Regulations		
			1.4	Applicable technical standards and provisions.		
			1.5	Manual del Civil Aviation Safety Inspector de ATS		
			1.6	Responsibilities of the Civil Aviation Safety Inspector		
			1.7	Principles of Air Traffic Services		
2	Air Traffic Services (ATS) Verification	Develop the skills necessary to plan, execute and document effective inspections of air traffic agencies and service providers, ensuring compliance with regulations.	2.1	Manual del Civil Aviation Safety Inspector de ANS	24:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			2.2	Airspace classification and its implication in ATS services.		
			2.3	Air Traffic Control (ATC) Service: aerodrome, approach and area control procedures.		
			2.4	Flight Information Service (FIS).		
			2.5	Coordination between ATS units and with other services (meteorology, communications, etc.).		
			2.6	Emergency and contingency procedures in the ATS.		
			2.7	Surveillance processes		
			2.8	ATS Compliance Assessment		
3	Operational Safety Management (SMS) in ATS	Understand the principles and implementation of Safety Management Systems (MSS) in air traffic service provider organizations, and the role of the inspector in their supervision.	3.1	Manual del Civil Aviation Safety Inspector de ANS	12:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			3.2	ICAO Requirements for SMS in ATS (Doc 9859).		
			3.3	Operational safety risk management: identification, analysis and mitigation. In ATS services		
			3.4	Operational Safety Assurance		
			3.5	Verification of SMS systems in the ATS		
4	Quality Management Systems (QMS) in Air Traffic Services	Understand the importance and requirements of quality management systems in the provision of air traffic services	4.1	Manual del Civil Aviation Safety Inspector de ANS	06:00	Instructor of the Training Center / Instructor designated by the Civil
			4.2	Principles of Quality Management and ISO Standard		
			4.3	Structure and implementation of the Quality Management System in Aeronautical Meteorology		

# MODULE	MODULE	LEARNING OBJECTIVE	# SUB-THEME	SUBTOPICS	PARTIAL DURATION (hh:mm)	INSTRUCTOR
			4.4	Quality Management System Processes at ATS		Aviation Authority
5	Supervision and surveillance of Air Traffic services	Conduct effective inspections and audits of ATS services to verify regulatory compliance.	5.1	Manual of the Civil Aviation Safety Inspector of OPS – Airworthiness	12:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			5.2	Planning, preparation and execution		
			5.3	Review and validation of Aeronautical Meteorology systems		
			5.4	Failures in Meteorology Systems		
			5.5	Corrective Actions and Sanctions		
			5.6	Records and Documentation Management		
			5.7	Corrective Actions and Sanctions		
				Total Time:	**66:00**	

ADVANCED – ANS / PANS-OPS (PROCEDURES FOR AIR NAVIGATION SERVICES – AIRCRAFT OPERATIONS)

REFERENCES: Annex 11, Doc. 8168, Doc. 9613, Doc. 9905, Doc. 9906

# MODULE	MODULE	LEARNING OBJECTIVE	# SUB-THEME	SUBTOPICS	PARTIAL DURATION (hh:mm)	INSTRUCTOR
1	ICAO and National International Aeronautical Legislation	Understand the international and national regulatory framework governing meteorology operations	1.1	Annex 11 - ICAO	12:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			1.2	Doc. 8168, 9613, 9905, 9906		
			1.3	National Regulatory Framework Laws and Regulations		
			1.4	Applicable technical standards and provisions.		
			1.5	Manual del Civil Aviation Safety Inspector de ANS		
			1.6	Responsibilities of the Civil Aviation Safety Inspector		
			1.7	Principles of PANS-PAHO		
2	PANS-OPS Flight Procedures Verification	Understand the standard flight procedures described in the PANS-OPS, including general criteria and specific approach, departure and waiting procedures for surveillance.	2.1	Manual del Civil Aviation Safety Inspector de ANS	24:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			2.2	Development of Non-Precision Approximations (NPA) procedures: VOR, NDB, LOC, SRA.		
			2.3	Development of Vertical Guided Approaches (APV) PROCEDURES: BARO-VNAV, APV/SBAS.		
			2.4	Development of Precision Approximations (PA) PROCEDURES: ILS, MLS, GLS.		
			2.5	Development of procedures with continuous vertical guidance (CDFA).		

# MODULE	MODULE	LEARNING OBJECTIVE	# SUB-THEME	SUBTOPICS	PARTIAL DURATION (hh:mm)	INSTRUCTOR
			2.6	Preparation of Instrument Exit Procedures (SID).		
			2.7	Preparation of Standard Arrival Procedures (STAR).		
			2.8	Waiting procedures and frustrated approach.		
			2.9	Surveillance processes		
			2.10	Assessment of PANS-OPS Compliance		
3	Obstacles and their treatment in PANS-PAHO	Understand the criteria for the construction of obstacles and the establishment of obstacle limitation surfaces (OLS), as well as the methods for evaluating and treating obstacles that penetrate such surfaces, according to Volume II of the PANS-PAHO.	3.1	Manual del Civil Aviation Safety Inspector de ANS	06:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			3.2	Obstacle Limitation Surface (OLS) at Aerodromes		
			3.3	Evaluation of obstacles for approaches and exits.		
			3.4	Calculation of obstacle margins.		
			3.5	Impact of obstacles in PANS-OPS procedures.		
4	Quality Management Systems (QMS) in the PANS-PAHO	Understand the importance and requirements of quality management systems in the development of PANS-OPS	4.1	Manual del Civil Aviation Safety Inspector de ANS	06:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			4.2	Principles of Quality Management and ISO Standard		
			4.3	Structure and implementation of the Quality Management System in PANS-OPS		
			4.4	Quality Management System Processes in PANS-OPS		
5	Supervision and surveillance of Air Traffic services	Conduct effective inspections and audits of ATS services to verify regulatory compliance.	5.1	Manual of the Civil Aviation Safety Inspector of OPS – Airworthiness	12:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			5.2	Planning, preparation and execution		
			5.3	Review and validation of PANS-OPS procedures		
			5.4	Reliability Failures of PANS-OPS Procedures		
			5.5	Corrective Actions and Sanctions		
			5.6	Records and Documentation Management		
			5.7	Corrective Actions and Sanctions		
				Total Time:	**60:00**	

GENERIC TRAINING PROGRAM - CIVIL AVIATION SAFETY INSPECTORS:

APPELLANT – ANS / PANS-OPS (PROCEDURES FOR AIR NAVIGATION SERVICES – AIRCRAFT OPERATIONS)

REFERENCES: Annex 11, Doc. 8168, Doc. 9613, Doc. 9905, Doc. 9906

# MODULE	MODULE	LEARNING OBJECTIVE	# SUB-THEME	SUBTOPICS	PARTIAL DURATION (hh:mm)	INSTRUCTOR
1	Amendments and Updates of ICAO and National International Aeronautical Legislation	To strengthen inspection skills specific to the PANS-OPS field and to present new methodologies and approaches for more effective supervision of the design and implementation of flight procedures and obstacle management.	1.1	Amendments to ICAO and National Regulations	10:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			1.2	Technologies and Equipment and their Impact on PANS-OPS		
			1.3	Best Practices in PANS-OPS		
			1.4	Risk-based and performance-based inspection approaches in the field of flight procedures.		
			1.5	Policy Updates		
			1.6	International Harmonization		
2	Procedure developments and obstacle management	Familiarize inspectors with the latest technological, operational, and conceptual trends in flight procedure design and obstacle management globally.	2.1	Advances in the application of Performance-Based Air Traffic Management (PBN) and its integration with PANS-OPS.	08:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			2.2	GNSS-based procedures (GBAS, SBAS) and their implications in PANS-OPS design.		
			2.3	Safety and efficiency of procedures		
			2.4	Procedures for new aircraft categories and operations.		

# MODULE	MODULE	LEARNING OBJECTIVE	# SUB-THEME	SUBTOPICS	PARTIAL DURATION (hh:mm)	INSTRUCTOR
7	Surveillance and Compliance	Stay up-to-date on surveillance processes	7.1	Inspections and Audits of PANS-OPS service processes	12:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			7.2	Monitoring the maintenance of PANS-OPS systems		
			7.3	Issuance of reports and follow-up to audits.		
				Total Time:	**30:00**	

GENERIC TRAINING PROGRAM - CIVIL AVIATION SAFETY INSPECTORS:

SPECIALIZED – ANS / PANS-OPS (PROCEDURES FOR AIR NAVIGATION SERVICES – AIRCRAFT OPERATIONS)

REFERENCES: Annex 11, Doc. 8168, Doc. 9613, Doc. 9905, Doc. 9906

#	SPECIALIZED COURSE	LEARNING OBJECTIVE	RECURRENCE	PARTIAL DURATION (hh:mm)	INSTRUCTOR
1	Performance-Based Air Traffic Management (PBN) for Inspectors	Understanding PBN Procedures	24 months	40:00	Instructor of the Instruction Center
3	Airspace planning	Understanding Airspace Planning	24 months	30:00	Instructor of the Instruction Center

GENERIC TRAINING PROGRAM - CIVIL AVIATION SAFETY INSPECTORS:

ADVANCED – AE (AIRDROMES)

REFERENCES: Annex 14, Doc. 9184, Doc. 9734, Doc. Tel. 9774

# MODULE	MODULE	LEARNING OBJECTIVE	# SUB-THEME	SUBTOPICS	PARTIAL DURATION (hh:mm)	INSTRUCTOR
1	ICAO and National International Aeronautical Legislation	Understand the international and national regulatory framework governing airfield operations	1.1	Annex 14 - ICAO	12:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			1.2	Doc. 9184, 9734, 9774		
			1.3	National Regulatory Framework Laws and Regulations		
			1.4	Applicable technical standards and provisions.		
			1.5	Manual del Civil Aviation Safety Inspector de Airdrome		
			1.6	Responsibilities of the Civil Aviation Safety Inspector		
			1.7	Aerodrome Principles		
2	Aerodrome Design and Planning (Volume I and II of Annex 14)	Acquire a detailed knowledge of the aerodrome design and planning criteria set out in ICAO Annex 14, Volumes I and II.	2.1	Manual del Civil Aviation Safety Inspector de Airdrome	18:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			2.2	Aerodrome classification		
			2.3	Physical characteristics of the runways (length, width, slope, resistance, surface, taxiways, strips)		
			2.4	Obstacle-free areas (OLS) and declared distances		
			2.5	Electrical and utility configuration		
			2.6	Maintenance		
			2.7	Heliport Classification		
			2.8	Contacts and approaches		
			2.9	Visual navigation aid systems for heliports.		
			2.10	Visual navigation aid systems for heliports.		
			2.11	Aerodrome and heliport design surveillance		
3	Aerodrome Operations	Understand the operational and maintenance requirements of aerodromes set out in ICAO Annex 14.	3.1	Manual del Civil Aviation Safety Inspector de Airdrome	06:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			3.2	Visual navigation aid systems		
			3.3	Obstacle control.		
			3.4	Rescue and Fire Fighting Services (SSEI).		
				Wildlife management and control		
			3.5	Emergency plan		
				Safety management systems (SMS) in aerodromes.		
4	Aerodrome Operating Permits (Certification)	Understand the operational requirements	4.1	Manual del Civil Aviation Safety Inspector de Airdrome	12:00	Instructor of the Training

# MODULE	MODULE	LEARNING OBJECTIVE	# SUB-THEME	SUBTOPICS	PARTIAL DURATION (hh:mm)	INSTRUCTOR
		for airfield operating permit management	4.2	Aerodrome Manuals		Center / Instructor designated by the Civil Aviation Authority
			4.3	Exceptions		
			4.4	Issuance and renewal of the operating certificate/license		
5	Aerodrome Supervision and Surveillance	Develop the skills necessary to plan, execute and document effective inspections of aerodromes and heliports, ensuring compliance with ICAO regulations and national regulations.	5.1	Manual del Civil Aviation Safety Inspector de Airdrome	12:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			5.2	Planning, preparation and execution		
			5.3	Review and validation of compliance with Annex 14 and national regulations		
			5.4	Failures in design, planning, and operation of airfields		
			5.5	Corrective Actions and Sanctions		
			5.6	Records and Documentation Management		
			5.7	Corrective Actions and Sanctions		
				Total Time:	**60:00**	

GENERIC TRAINING PROGRAM - CIVIL AVIATION SAFETY INSPECTORS:

APPELLANT – AE (AIRDROMES)

REFERENCES: Annex 14, Doc. 9184, Doc. 9734, Doc. Tel. 9774

# MODULE	MODULE	LEARNING OBJECTIVE	# SUB-THEME	SUBTOPICS	PARTIAL DURATION (hh:mm)	INSTRUCTOR
1	Amendments and Updates of ICAO and National International Aeronautical Legislation	Know and understand the latest amendments, additions and modifications to ICAO Annex 14 (Airfields) and related national regulations.	1.1	Amendments to ICAO and National Regulations	10:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			1.2	New Technologies and Equipment and their Impact on Aerodromes		
			1.3	Best practices in aerodrome design and operation		
			1.4	Risk-based and performance-based inspection approaches in the aerodrome field		
			1.5	Policy Updates		
			1.6	International Harmonization		
2	Aerodrome Operations	Review and update knowledge about operation, emergency and contingency procedures at aerodromes, and the role of the inspector in their supervision and evaluation.	2.1	Visual navigation aid systems	08:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			2.2	Obstacle control.		
			2.3	Rescue and Fire Fighting Services (SSEI).		
			2.4	Wildlife management and control		
			2.5	Evaluation of the effectiveness of aerodrome contingency plans.		
7	Surveillance and Compliance	Stay up-to-date on surveillance processes	7.1	Emergency plan	12:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			7.2	Monitoring the implementation of aerodrome systems, operation and maintenance		
			7.3	Issuance of reports and follow-up to audits.		
				Total Time:	**30:00**	

GENERIC TRAINING PROGRAM - CIVIL AVIATION SAFETY INSPECTORS:

SPECIALIZED – AE (AIRDROMES)

REFERENCES: Annex 14, Doc. 9184, Doc. 9734, Doc. Tel. 9774

#	SPECIALIZED COURSE	LEARNING OBJECTIVE	RECURRENCE	PARTIAL DURATION (hh:mm)	INSTRUCTOR
1	Aerodrome Certification	Understanding PBN Procedures	24 months	40:00	Instructor of the Instruction Center
3	Worldwide Notice of Terms and Conditions Format Track (GRF)	Understanding Airspace Planning	Single Occasion	40:00	Instructor of the Instruction Center
4	Operational Safety Risk Management	Understanding Risk Management in Airport Operations	24 months	40:00	Instructor of the Instruction Center
5	Wildlife Control and Avian Danger	Understanding Wildlife Control Management	24 months	40:00	Instructor of the Instruction Center

GENERIC TRAINING PROGRAM - CIVIL AVIATION SAFETY INSPECTORS:

APPELLANT – ANS / ATS (AIR TRAFFIC SERVICES)

REFERENCES: Annex 2, Annex 11, Doc. 4444, Doc.9426, Doc.9613, Doc. 9859

# MODULE	MODULE	LEARNING OBJECTIVE	# SUB-THEME	SUBTOPICS	PARTIAL DURATION (hh:mm)	INSTRUCTOR
1	Amendments and Updates of ICAO and National International Aeronautical Legislation	Stay up-to-date on the latest trends and developments in ATS regulation	1.1	Amendments to ICAO and National Regulations	10:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			1.2	Overview of Technologies and Equipment and their Impact on ATS Systems		
			1.3	Best Practices in ATS Services		
			1.4	Policy Updates		
			1.5	International Harmonization		
2	Tracking ATS service developments	Familiarize inspectors with the latest technological, operational and conceptual trends in the provision of air traffic services globally.	2.1	Manual del Civil Aviation Safety Inspector de ANS	12:00	Instructor of the Training Center / Instructor designated by the Civil
			2.2	PBN Processes		
			2.3	Approximation Processes		

# MODULE	MODULE	LEARNING OBJECTIVE	# SUB-THEME	SUBTOPICS	PARTIAL DURATION (hh:mm)	INSTRUCTOR
			2.4	Integration of unmanned systems (UAS/drones) in airspace and their impact on ATS.		Aviation Authority
			2.5	Cybersecurity in ATS systems.		
7	Surveillance and Compliance	Stay up-to-date on surveillance processes	7.1	Inspections and Audits of ATS service processes	12:00	Instructor of the Training Center / Instructor designated by the Civil Aviation Authority
			7.2	Monitoring the maintenance of ATS systems		
			7.3	Issuance of reports and follow-up to audits.		
				Total Time:	**28:00**	

GENERIC TRAINING PROGRAM - CIVIL AVIATION SAFETY INSPECTORS:

SPECIALIZED – ANS / ATS (AIR TRAFFIC SERVICES)

REFERENCES: Annex 2, Annex 11, Doc. 4444, Doc.9426, Doc.9613, Doc. 9859

#	SPECIALIZED COURSE	LEARNING OBJECTIVE	RECURRENCE	PARTIAL DURATION (hh:mm)	INSTRUCTOR
1	Performance-Based Air Traffic Management (PBN) for Inspectors:	Understanding PBN Procedures	24 months	40:00	Instructor of the Instruction Center
2	Automatic Dependent Surveillance Systems - Broadcasting (ADS-B) and their Supervision	Understanding the implementation of ADS-B Systems	24 months	40:00	Instructor of the Instruction Center
3	Quality Management in Air Traffic Services	Understanding Quality Systems in ATS	24 months	30:00	Instructor of the Instruction Center