

Chapter 4 -Implementation phase
Attachment 4.3

TRAINING PLAN TEMPLATE

TRAINING	Target dates of implementation and status					
Responsible leaders - ACDM project team - Airport operator						
	Jan	Feb	Mar	Apr	May	Jun
ACDM Principles and Objectives Communication Tools and Information Sharing Systems Real-Time Data Management Simulation of Operating Scenarios						
Training on airport management and operational processes through ACDM						
Training on ACDM and inter-organizational collaboration						
Training on crisis and disruptive event management						
Airlines - ACDM project team						
ACDM Principles and Objectives Communication Tools and Information Sharing Systems Real-Time Data Management Simulated Operational Scenarios						
Training on Flight Operations Management and Flight Planning						
Airline Specific ACDM Training						
Training on Disruption Management and Effective Communication						
ATC Provider - ACDM project team						
ACDM Principles and Objectives Communication Tools and Information Sharing Systems Real-Time Data Management Simulated Operating Scenarios						
Air Traffic Management and Airport Coordination Training						

Chapter 4 -Implementation phase
Attachment 4.3

TRAINING	Target dates of implementation and status					
ACDM Training for Air Traffic Control						
Airport operator - Ground handling companies - ACDM project team						
ACDM Principles and Objectives Communication Tools and Information Sharing Systems Real-Time Data Management Simulation of Operating Scenarios						
Training on Apron and Ground Movement Management						
ACDM Training for Ground Operations						
Training on Ground Operations and Airport Resources						
ACDM Training Specific to Ground Services						
Training in Airport Information Systems and Data Management (airport operator Technicians and IT Experts)						
Training on ACDM Architecture (airport operator Technicians and IT Experts)						
Security agencies - ACDM project team						
ACDM Principles and Objectives Communication Tools and Information Sharing Systems Real-Time Data Management Simulation of Operating Scenarios						
Training on Security Processes and Passenger Flow Management						
ACDM Training for Security Authorities						
Training on the Impact of ACDM on Coordination Between Different Authorities						

Chapter 4 -Implementation phase
Attachment 4.3

Chapter 4 -Implementation phase

Attachment 4.3

APPENDIX: A-CDM TRAINING SYLLABUS

- **Principles and Objectives of ACDM:** Understanding the purpose of ACDM, namely improving airport operations management through enhanced communication and collaborative decision-making.
- **Communication Tools and Information Sharing Systems:** Training all stakeholders in the use of real-time communication tools and technological platforms that support ACDM.
- **Real-Time Data Management:** Learning how to effectively analyze and share relevant information in real time.
- **Operational Scenario Simulations:** Practical exercises to test stakeholder collaboration and ACDM efficiency in complex scenarios.
- **Training on Airport Management and Operational Processes:** Understanding the key processes of airport management, including slot allocation, ground resources management, and real-time information handling.
- **Training on ACDM and Inter-Organizational Collaboration:** Managers must understand the principles of ACDM and how to collect and share information among stakeholders.
- **Training on Crisis Management and Disruptive Events:** How ACDM can help manage exceptional situations.
- **Training on Air Operations Management and Flight Planning:** This training covers flight scheduling coordination, delay forecasting, and plan adjustments.
- **ACDM Training for Airlines:** Understanding how airlines contribute to ACDM by updating information, aircraft availability, and passenger management.
- **Training in Disruption Management and Effective Communication:** Learning how to handle disruptions while adhering to ACDM information-sharing procedures.
- **Training on Air Traffic Management and Airport Coordination:** Learning to coordinate information between ATC and other stakeholders to avoid conflicts and delays.
- **ACDM Training for Air Traffic Control:** How ACDM can improve air traffic flow management, including responsiveness to operational changes.
- **Training on Ground Operations and Airport Resources:** Training on the management of passengers, cargo, equipment, and the use of resources to ensure maximum operational efficiency.
- **ACDM Training for Ground Services:** Learning to optimize aircraft ground handling based on shared ACDM information.
- **Training on Security Processes and Passenger Flow Management:** Acquiring skills in passenger management, security, and interaction with other stakeholders in an ACDM environment.

Chapter 4 -Implementation phase

Attachment 4.3

- **ACDM Training for Security Authorities:** Airport security must understand how information shared through ACDM can impact security and screening procedures.
- **Training on ACDM's Impact on Coordination Among Authorities:** Helping to understand how ACDM facilitates cooperation between local authorities and other airport stakeholders.
- **Training in Airport Information Systems and Data Management:** Learning how to integrate and manage data in an ACDM environment, including information-sharing platforms and real-time synchronization.
- **Training on ACDM Architecture:** Learning how to manage the technical infrastructure supporting the ACDM process, including the software used by various stakeholders.
- **Training on Apron Management and Ground Movements:** Learning how to optimize parking stand occupancy and service vehicle management using information shared through ACDM.
- **ACDM Training for Ground Operations:** Using ACDM data to improve ground traffic flow and parking area management.