



Agenda Item 2: Review of the AIS/AIM Personnel Training Plan in the SAM Region

AIS/AIM PERSONNEL TRAINING PLAN FOR AIM IMPLEMENTATION

(Presented by the Secretariat)

SUMMARY	
This paper presents the training plan aimed at an implementation of AIM and SWIM enablers in accordance with the schedules and planning of the authorities and the service providers.	
References:	
<ul style="list-style-type: none"> • Annex 15 – Aeronautical Information Services; • Doc 8126 – AIS Manual; • SAM/AIM/14 meeting report (virtual, 6-10 September 2021); • Report of the Teleconference to follow-up on SAM/AIM/14 conclusions and recommendations (April 2022); • Minutes of the Fourth Virtual Meeting of the GREPECAS Programmes and Projects Committee (ePPRC/4) (online, 21–22 April 2022) 	
ICAO strategic objectives:	<i>A – Safety</i> <i>B – Capacity and efficiency</i>

1. Background

1.1 ICAO Annex 15 states that AIS personnel must have the training and competencies to fulfil their responsibilities.

1.2 ICAO Doc 8126, Part I, highlights the importance of competencies for the performance of AIS functions.

1.3 The Fourteenth multilateral workshop/meeting of the SAM Region for the transition of AIS to AIM (SAM/AIM/14) followed up on training for the AIS area.

1.4 The Secretariat held a follow-up teleconference on the recommendations and conclusions of the SAM/AIM/14 in April 2022.

1.5 The Secretariat reported to the ePPRC on the status of implementation of various AIM requirements, including training.

2. Discussion

2.1 Annex 15, when including the quality management system in AIS processes, literally states in paragraph 3.6.4:

“Within the context of the established quality management system, the competencies and the associated knowledge, skills and abilities required for each function shall be identified, and personnel assigned to perform those functions shall be appropriately trained. Processes shall be in place to ensure that personnel possess the competencies required to perform specific assigned functions. Appropriate records shall be maintained so that the qualifications of personnel can be confirmed. Initial and periodic assessments shall be established that require personnel to demonstrate the required competencies. Periodic assessments of personnel shall be used as a means to detect and correct shortfalls in knowledge, skills and abilities.”

2.2 Doc 8126 - AIS Manual, Part I, highlights the importance of competency evaluation, and indicates that it should be carried out similarly to the USOAP CE-4 (qualification of personnel) evaluation.

2.3 The SAM/AIM/13 and 14 meetings highlighted the importance of having a tool for the planning of AIS training in the SAM Region, in order to reorient the profile of AIS/AIM personnel.

2.4 The Secretariat, with support of Regional Project RLA/06/901, prepared a training guide for SAM AIS personnel.

2.5 The aforementioned guide was approved by ePPRC/4 for use in the SAM Region for the planning of initial training, specialisation and recurrent training courses in the AIS/AIM areas.

2.6 Additionally, ICAO has in circulation the draft version of Doc 9991 - AIS training manual.

2.7 Likewise, ICAO has developed the following courses, through the ICAO Global Aviation Training (GAT) section:

- a) *Aeronautical Information Quality Management (AIQM):*
[https://igat.icao.int/ated/TrainingCatalogue/Course/5639 or 5582](https://igat.icao.int/ated/TrainingCatalogue/Course/5639%20or%205582);
- b) *Data-Centric Aeronautical Information System Operations (AIS OPS):*
[https://igat.icao.int/ated/TrainingCatalogue/Course/5640 or 5605](https://igat.icao.int/ated/TrainingCatalogue/Course/5640%20or%205605); and
- c) *AIM – OPS NOTAM WORKSHOP: Creating a high-quality NOTAM.*

2.8 The Secretariat recommends using the courses provided by GAT to States for the planning of their AIS/AIM personnel training, education and refresher training activities.

2.9 The Secretariat has prepared the Table in Appendix A to this paper, in order to request training and education plans for AIS/AIM personnel with the aim of complying with the quality management systems and setting the foundations for the competencies of AIS/AIM personnel.

3. **Suggested action**

3.1. The Meeting is invited to:

- a) take note of the information provided in this working paper;
- b) complete the information requested in Appendix A; and
- c) consider any other actions it may deem appropriate.
