



**IFATCA**



# IFATCA Speak English Programme (SEP)

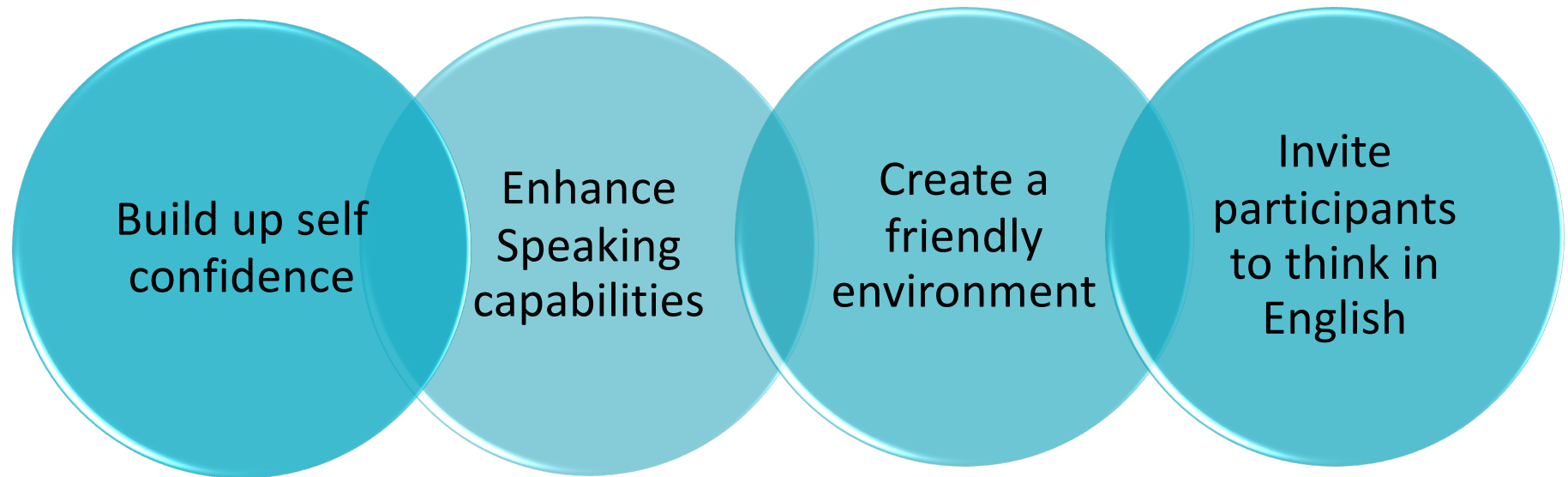
Presented by Jean-Francois Lepage  
IFATCA Liaison Officer to the ICAO ANC  
Deputy President of IFATCA

# Overview

“ The Programme was established in 2019, to provide Controllers and Pilots the opportunity to talk, think and participate in discussion in English, so that their use of the language, outside of operations, can improve.



# Purpose and objectives of the SEP



# Structure of the SEP

The SEP comprises three elements:



**Facilitators**



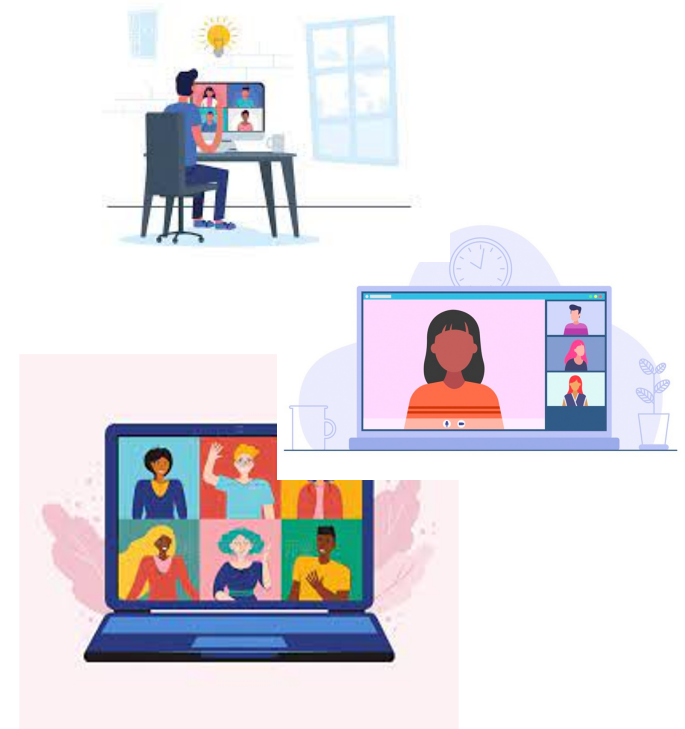
**Participants**



**Secretariat**

# Facilitators

- Facilitators host meetings for participants.
- Normally one facilitator and up to three participants in each session.
- The sessions normally last for approximately 60 minutes, although from experience they can be extended.



# Facilitators' Meeting



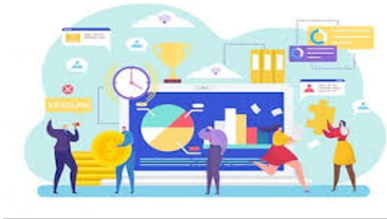
# Participants

- Must be a member of IFATCA or IFALPA, controllers or pilots.
- **NOT AN ENGLISH TEACHING LESSON, nor preparation for an official ICAO Language Proficiency Requirement (LPR).**
- Need a Google account and be able to access the Google Calendar.



# Secretariat

- The IFATCA SEP is administered by the secretariat.
- The secretariat organizes the matching, where the dates provided by the facilitators are matched with requests submitted by the participants and invitations are sent out for the forthcoming sessions.

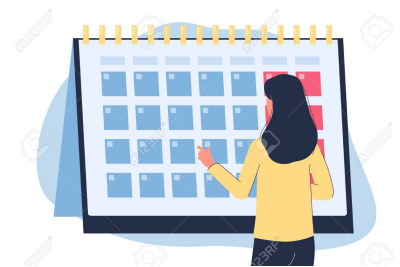
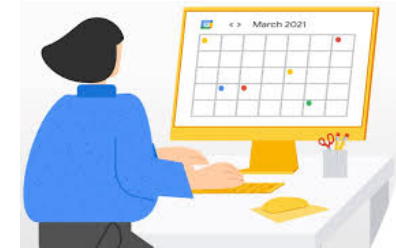


# Secretariat meeting



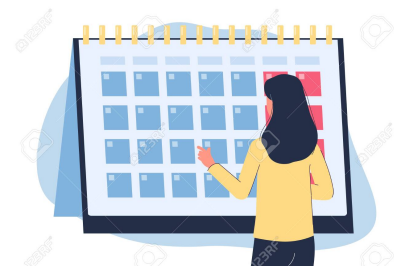
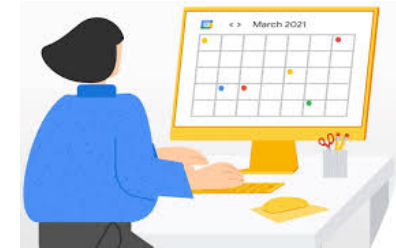
# So how does it work?

1. Facilitators are asked to provide their availability (Google Calendar) before the last day of the month.
2. Participants access the calendar and see what sessions are available. They then make their requests on the SEP Booking Form submitted via their MA Director or SEP Point of Contact (POC).



# So how does it work?

3. The Secretariat match the facilitators sessions with the participants requests, and then send out invites for the sessions.



# Google Calendar

The screenshot displays a Google Calendar interface for October 2023. The calendar is viewed in a monthly grid format. The interface includes a navigation bar at the top with the 'Calendar' title, a search bar, and a 'Month' dropdown. The main area is a grid of days from Monday to Sunday, with events listed for each day. The Windows taskbar is visible at the bottom of the screenshot.

Day	Events
MON 25	15:00 SEP with Aaron, 21:00 SEP with Anthony
TUE 26	15:00 Sep with JIM F, 22:00 SEP with Yazrin
WED 27	02:30 SEP - Lim De Wei, 02:30 Sep with Eman, 5 more
THU 28	16:00 Sep With Aaron, 21:00 SEP with Yazrin
FRI 29	15:00 SEP with Robbo (Pete)
SAT 30	Facilitators to input availabili...
SUN 1 Oct	
MON 2	
TUE 3	
WED 4	
THU 5	Participants to submit their pr...
FRI 6	Secretariat to manage matching and send matched info to Facili..., 13:30 Secretariat Meeting
SAT 7	
SUN 8	Facilitators to contact partici..., 14:00 Facilitators meeting
MON 9	Facilitators to contact partici...
TUE 10	03:00 SEP with Munir, 06:00 Sep with Kwamena, 3 more
WED 11	06:00 Sep with Kwamena, 14:00 SEP with Linda
THU 12	02:00 Ian Turner, 07:00 SEP with Max, 13:00 SEP with JW
FRI 13	03:00 Sep with Joe, 06:00 SEP - Lim De Wei, 09:00 SEP with Robbo (Pete)
SAT 14	14:00 SEP with Jass
SUN 15	21:00 SEP with Yazrin
MON 16	11:00 SEP with Munir, 13:00 SEP with John H
TUE 17	14:00 SEP with Jim
WED 18	13:00 SEP with JW, 14:00 SEP with David
THU 19	02:00 Ian Turner, 09:15 SEP With Caleb
FRI 20	09:30 SEP with Robbo (Pete)
SAT 21	13:30 SEP with Aaron, 14:00 SEP with Jass, 2 more
SUN 22	
MON 23	15:00 SEP with Esther, 18:00 Sep With Aaron, 23:00 SEP with Thomas Thc
TUE 24	10:30 sep- lim de wei, 14:00 SEP with Jim
WED 25	13:00 SEP with JW
THU 26	21:00 Sep with Joe, 22:00 SEP with Yazrin, 2 more
FRI 27	01:00 SEP with Aaron, 06:00 sep -lim de wei, 2 more
SAT 28	
SUN 29	
MON 30	
TUE 31	Facilitators to input availabili...
WED 1 Nov	
THU 2	
FRI 3	
SAT 4	
SUN 5	Participants to submit their pr...

# What a session looks like

The main purpose is to create a welcoming and friendly English-speaking environment without any judgment or pressure.

1. Warm up / round of self introduction ;
2. Discussions;
3. Wrapping up and reminding the participants to fill in the evaluation form.



# Some statistics (oct 22 – Oct 23)

Year	Sessions provided	Facilitators providing sessions	Booking forms received	Sessions requested	Sessions matched
October 2022				122	73
November 2022					
December 2022					
January 2023	55				43
February 2023	55	23	50		45
March 2023	114	29	55	191	114
April 2023					
May 2023					
June 2023	38	20	50	119	92
July 2023	47	22	52	127	45
August 2023	33	16	31	107	73
September 2023	47	22	38	162	41
October 2023	55	26	49	119	54

# More statistics

- Number of active facilitators: 35
- Number of participant: >200
- Number of sessions made: 580
- Satisfaction rating: 100%



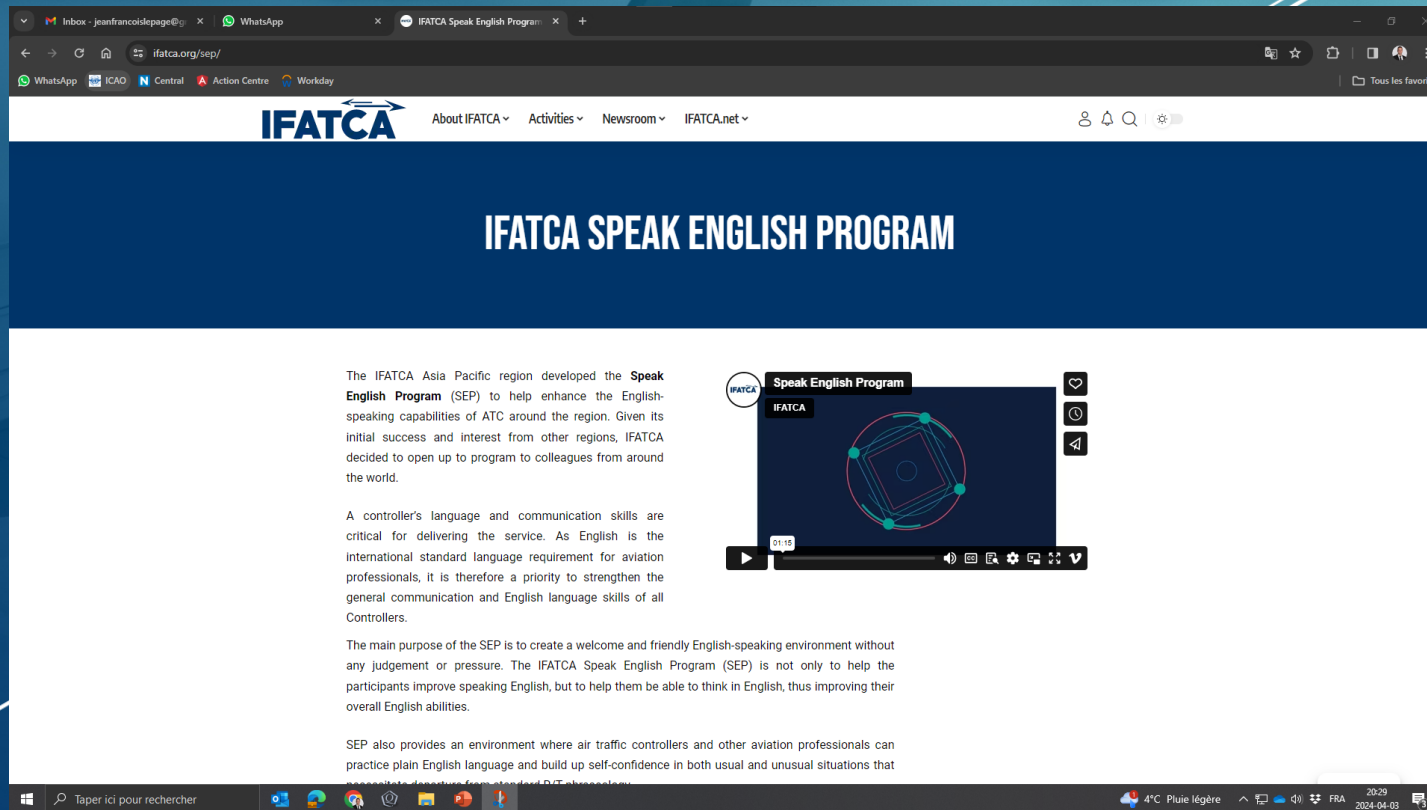
# Want to join the programme?

Anyone wishing to become a participant must contact their MA Director or SEP Point of Contact (POC).

Anyone wishing to become a facilitator must also contact their MA Director or SEP POC. The participant shall feel comfortable enough (after a few months) and provide an ICAO Level 5 in the aviation English proficiency.



More info? Visit [www.ifatca.org/sep](http://www.ifatca.org/sep)



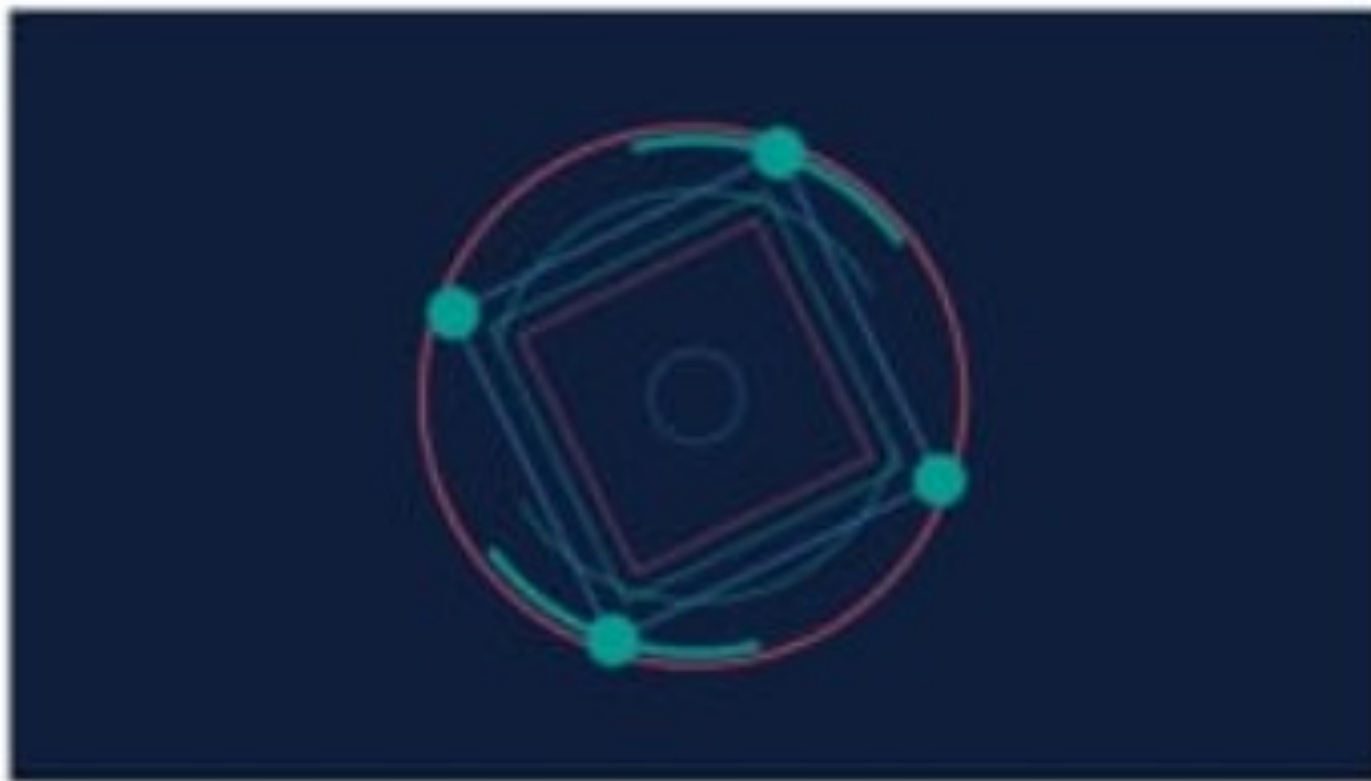
The IFATCA Asia Pacific region developed the **Speak English Program (SEP)** to help enhance the English-speaking capabilities of ATC around the region. Given its initial success and interest from other regions, IFATCA decided to open up to program to colleagues from around the world.

A controller's language and communication skills are critical for delivering the service. As English is the international standard language requirement for aviation professionals, it is therefore a priority to strengthen the general communication and English language skills of all Controllers.

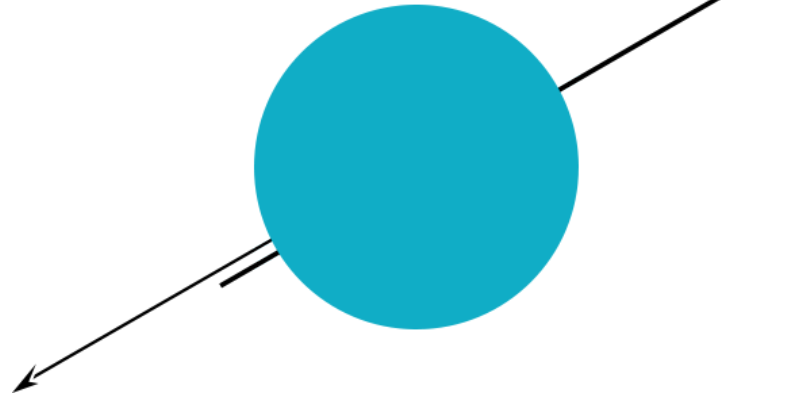
The main purpose of the SEP is to create a welcome and friendly English-speaking environment without any judgement or pressure. The IFATCA Speak English Program (SEP) is not only to help the participants improve speaking English, but to help them be able to think in English, thus improving their overall English abilities.

SEP also provides an environment where air traffic controllers and other aviation professionals can practice plain English language and build up self-confidence in both usual and unusual situations that

And a short video to conclude:



# Questions?



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