



- Agenda Item 1: **Review of the results of the work of the GREPECAS contributory bodies and their respective Terms of Reference:**  
i) **HRT/SG**

(Presented by the Secretariat)

#### **SUMMARY**

This working paper presents a summary of the activities carried out when creating the Human Resources and Training Subgroup (HRT/SG) and the reasons why it has not been possible to initiate its activities.

#### **References:**

- RAN CAR/SAM/3
- Report of GREPECAS/9, 10, 11, 12 and 14 Meetings
- Report of the ACG/5 Meeting

## **1. Introduction**

1.1 During the Third Regional Air Navigation Meeting (RAN CAR/SAM/3) Meeting, (Buenos Aires, Argentina, October 1999), an evaluation was made on the personal needs and training requirements, considering and recognizing in that moment that the CAR/SAM Region was the first one in using an established procedure to analyze the demand of human resources and to determine the necessity of training capacities through the Civil Aviation Training Centres (CATC) Directors Meetings in the CAR/SAM Regions. These CATC Meetings harmonized and coordinated their training programmes, as well as the analysis to determine the regional and sub regional training needs by questionnaires duly completed by each State.

1.2 Also the RAN CAR/SAM/3 Meeting evaluated the activities being developed by the CNS/ATM/IC Subgroup regarding on training matters of the different areas related to the transition of CNS/ATS systems and the human resources requested to face said transition.

1.3 On the light of the above, the RAN CAR/SAM/3 Meeting made a proposal to adapt the existing training planning bodies for the CAR/SAM in an appropriate Body that would collaborate with GREPECAS and in this way, based on present and incipient technologies, assure that installations and services plans be completely compatible. In order to promote the creation of this Body, Recommendation 13/5 – “Human resources planning and training in the CAR/SAM Regions” was formulated. For ease reference, this Recommendation is transcribed below:

## RECOMMENDATION 13/5 - HUMAN RESOURCE PLANNING AND TRAINING IN THE CAR/SAM REGIONS

That:

- a) GREPECAS examine human resource planning and training issues as they relate to the implementation of all elements in the new CAR/SAM Regional Air Navigation Plan ensuring that the human resource development capabilities in the regions are compatible with the plans to implement facilities and services; and
- b) States in the CAR/SAM Regions involve their civil aviation training and human resource planning professionals in the activities of GREPECAS related to training and human resource planning.

### 2. Discussion

2.1 In the light of the above, during GREPECAS/9 Meeting, Rio de Janeiro, Brazil, August 2000, when examining the restructuring process of GREPECAS and the different Contributory Bodies, and taking due note of the Recommendation of the Task Force on Restructuring, the Meeting recommended the establishment of the Human Resources Subgroup (HRS).

2.2 GREPECAS defined the terms of reference and the work programme for this new Contributory Body orienting its activity to promote and follow-up the implementation of the CAR/SAM Air Navigation Plan (CAR/SAM ANP), and to carry out permanent coordination with different GREPECAS Contributory Bodies in order to ensure appropriate integration of all tasks contributing to implementation. Likewise, the Group was oriented to determine regional training requirements and the Regions' capacity to meet the demand of qualified human resources, to study and develop comprehensive regional plans, harmonizing and consolidating quality assurance training programmes on air navigation matters.

2.3 During GREPECAS/10 (Las Palmas, Islas Canarias, Spain, 23-27 October 2001) due note was taken on the proposal reached by the Fourth Meeting of Directors of Civil Aviation Training Centres (CATC/4, Buenos Aires, Argentina, 27 November to 1 December 2000), to change the name of the Human Resources Subgroup and to include the word "*training*" on it and, in this way adjust the terms of reference and work programme of the referred Subgroup. Likewise, the Meeting considered convenient that representatives of the Civil Aviation Training Centres actively participate on the development of the HRT/SG tasks. Likewise, it was considered opportune to invite the Directors or Representatives of the Civil Aviation Training Centre to collaborate and to work jointly with the HRT/SG in order to reach an appropriate development of the tasks assigned.

2.4 The GREPECAS/11 Meeting (Manaus, Brazil, 3 to 7 December 2002) was informed that, in spite of the First Meeting of the Human Resources and Training Subgroup, which was programmed to be held in 2002, due to the lack of specialized personnel in the Lima and Mexico Offices, the work of the HRT/SG was not able to be initiated.

2.5 GREPECAS/12 (La Havana, Cuba, 7 to 11 June 2004) took note of the concern expressed by some States regarding the lack of activation of the Human Resources and Training Subgroup, which caused a debate regarding the availability of resources for its operation. The Meeting considered important to maintain as a high priority the need for the planning and development of Human Resources and Training at the regional level and to achieve the necessary fund to support the management

and functioning of this Subgroup. In this respect, Conclusion 12/129 was formulated, and a new Ad Hoc Group was created to support the efforts of training resources, including a possible Technical Cooperation Regional Project, addressed to the HRT/SG operation. This Ad Hoc Group was constituted by Brazil, Colombia, Cuba, Jamaica, Venezuela, COCESNA and IFATCA, which should have to present the results of the GREPECAS ACG/5 Meeting, held in March 2005. The representative of Colombia was designated as Rapporteur of the *Ad Hoc* Group. At the same time, GREPECAS/12 urged the different Contributory Bodies of GREPECAS to grant special attention to the Human Resources and Training matters.

2.6 In this sense, some GREPECAS Subgroups have established some training guidelines on this matter.

2.7 During the ACG/5 Meeting (Ciudad de Mexico, Mexico, 1- 2 March 2005) the need to request the Colombian member to host a meeting of this *Ad Hoc* Group was highlighted.

2.8 However, this was not possible, and during GREPECAS/14 Meeting (San Jose, Costa Rica, 16-20 April 2007) it was noted that due to several factors the HRT/SG was not able to meet until now and it was pointed out that this aspect would be examined by the ACG/7 Meeting, in order to consider an action or decision on the initiation of activities of this Subgroup by GREPECAS/15.

2.9 The Terms of Reference, Work Programme and Composition of the Human Resources and Training Subgroup is presented as **Appendix A** to this working paper, as approved by GREPECAS.

### 3. **Suggested action**

3.1 The Meeting is invited to:

- a) take note of the information contained in this working paper;
- b) evaluate the need to maintain the HRT/SG inside the GREPECAS' structure; and
- c) propose action regarding the activities of the Human Resources and Training Subgroup.

## APPENDIX A

### HUMAN RESOURCES AND TRAINING SUBGROUP (HRT/SG)

#### 1. Terms of reference

- a) To promote and follow-up the implementation of the CAR/SAM Regional Air Navigation Plan and to place special emphasis on identifying, evaluating and proposing, according to established procedures, the corresponding corrective actions to the deficiencies affecting the safety of air operations attributable to human resource development.
- b) To carry out permanent coordination with GREPECAS contributory bodies in order to ensure appropriate integration of all tasks contributing to implementation of the CAR/SAM Regional Air Navigation Plan.
- c) Determine regional requirements for training and the capacity of the Regions to meet the demand for skilled human resources necessary to implement the facilities and services specified in the ANP.
- d) Study and develop comprehensive regional plans to address professional/technical training of aeronautical personnel, incorporating human factors principles.
- e) Harmonize and consolidate quality assurance programmes for training in the air navigation field.

#### 2. Work Programme

Tasks	Priority	Completion
1) Identify training needs and types of training to implement the facilities and services specified in the ANP.		
2) Gather information and evaluate training required within the Regions.		
3) Determine regional training capabilities required.		
4) Develop a planning process for rectifying shortcomings in training capacity within the Regions.		
5) Formulate a plan for the establishment of regional training capabilities.		
6) Establish a timetable for training programmes in accordance with the ANP.		
7) Update information about existing training capabilities within the Regions.		
8) Gather and evaluate existing human factors and development guidance material.		
9) Refer urgent (U) priority deficiencies, with proposed corrective action, to the Aviation Safety Board.		

3. **Priority**

- A** High priority tasks, on which work should be speeded up.
- B** Medium priority tasks, on which work should be begun as soon as possible, but without detriment to priority **A** tasks.
- C** Tasks of lesser priority, on which work should be begun as time and resources allow, but without detriment to Priority **A** and **B** tasks.

4. **Composition**

Argentina, Brazil, Chile, Colombia, Panama, Paraguay, Peru, Spain, Trinidad and Tobago, United States, Uruguay, Venezuela and COCESNA.

5. **Chairperson**

The Chairperson will be designated by the Subgroup at its first meeting.