



ICAO

GLOBAL AVIATION TRAINING
TRAINAIR PLUS™



ICAO TRAINING

Supporting States in the Implementation of ICAO Standards and Recommended Practices (SARPs)

2nd Edition
2019

Build your
Aviation Training
Intelligence™

INTRODUCTION

ICAO's mission in aviation training is to support the human resources development strategies established by Member States and the aviation community, to ensure there are a sufficient number of qualified and competent personnel to manage, operate, and maintain the growing air transport system. Standardized and competency-based training is critical to support States in implementing ICAO Standards and Recommended Practices (SARPs), in order to achieve the Organization's strategic objectives.

This course brochure presents key trainings, developed by ICAO or in partnership with TRAINAIR PLUS Programme (TPP) Members, that cover ICAO provisions aimed at supporting Member States and industry in their implementation of SARPs. ICAO's complete portfolio of training also includes Standardized Training Packages (STPs), developed by TPP Members, which focus on operational practices aligned with Member States' national regulations and/or industry requirements.

For a comprehensive review of all ICAO recognized training courses, including registration information, please visit www.icao.int/training.

TABLE OF CONTENTS

AERODROMES	3
Aerodrome Safety Management Incorporating PANS-Aerodromes	4
Apron Markings Management.....	5
ICAO-ACI Aerodrome Certification Course	6
ICAO-ACI Course on Airport User Charges.....	7
AIR NAVIGATION SERVICES	8
Performance-based Navigation (PBN) Overview Course	9
Performance-based Navigation (PBN) Airspace Design Course	10
Performance-based Navigation (PBN) Operations Approval Course.....	11
Performance-based Navigation (PBN) for Pilots Course	12
ATM Incident Investigation Techniques	13
AIR TRANSPORT	14
Air Transport Statistics.....	15
Air Transport Economics and Regulations.....	16
Air Transport Forecasting	17
Fundamentals of the Air Transport System	18
INTERNATIONAL AIR LAW	19
International Air Law Course	20
ENVIRONMENT	21
CORSIA Verification	22
FLIGHT SAFETY & SAFETY MANAGEMENT	23
Safety Management Training Programme (SMTP)	
Part 1 - Safety Management Online Course	24
Part 2 - Safety Management for Practitioners (SMXP)	25
Dangerous Goods – Using the Technical Instructions for the Safe Transport of Dangerous Goods by Air ..	26
Government Safety Inspector – Personnel Licensing (GSI-PEL), Course 18710	27
Government Safety Inspector Airworthiness – Air Operator and Approved Maintenance Organization Certification (GSI-AIR), Course 18701.....	28
Government Safety Inspector Operations – Air Operator Certification (GSI-OPS), Course 18700	29
Universal Safety Oversight Audit Programme Continuous Monitoring Approach (USOAP CMA)	30
Eccairs End-user Course	31
Eccairs Technical Course	32
Personnel Licensing (PEL) System Course.....	33
Aviation Data-driven Decision Making.....	34
SECURITY & FACILITATION	35
Control of the Authenticity and Validity of Travel Documents at Airport Borders - Level 1	36
ICAO – ACI Management of Airport Security.....	37
Basic Training for Airport Security Personnel	38
Air Cargo and Mail Security Course.....	39
Aviation Security National Inspectors Course.....	40
Aviation Security National Instructors Course	41
Airport Security Supervisors Course	42

AERODROMES



AERODROME SAFETY MANAGEMENT INCORPORATING PANS-AERODROMES

Duration

5 DAYS

Language

ENGLISH

Developed By

Incheon Airport Aviation Academy (IAAA)

Target Population

This training is most beneficial for safety managers and SMS practitioners from airport operators, ground handling organizations, aircraft operators and air traffic services.

Course Aim

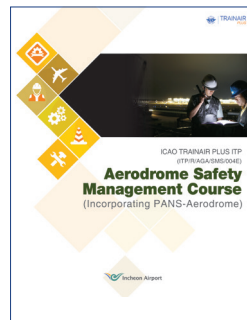
This course will provide safety management systems (SMS) safety managers with necessary knowledge, skills and attitude to implement and maintain an effective safety management system at an aerodrome, in accordance with *ICAO Procedures for Air Navigation Services (PANS) - Aerodromes* (Doc 9981) as stipulated in ICAO Annex 14 — *Aerodromes*, Volume 1 and in ICAO Annex 19 — *Safety Management*.

Course Objectives

Upon successful completion of this course, participants will:

- describe the structure and processes of an aerodrome SMS based on an understanding of safety management concepts;
- develop a safety policy, objectives and procedures for the establishment of an effective SMS, including safety reporting and emergency response planning;
- analyze aerodrome operational hazards and safety risks;
- conduct aerodrome operational safety assessments, as per PANS-Aerodromes, for safety risk management, aeronautical and compatibility studies; and
- conduct safety assurance activities for the monitoring and measurement of safety risk management and safety performance at an aerodrome.

Note: The price of this course includes the ICAO Safety Management Training Programme (SMTP) online course.



APRON MARKINGS MANAGEMENT

Duration

5 DAYS

Language

ENGLISH

Target Population

Apron management personnel in charge of apron markings.

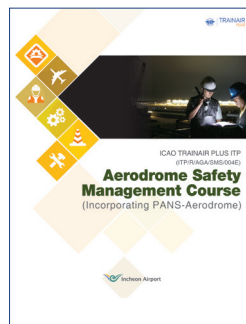
Course Aim

This course provides the apron management personnel with necessary knowledge, skills and attitudes to ensure that the apron markings management is conducted effectively and efficiently, according to the ICAO Annex 14, Volume 1 and Doc 9157 Aerodrome Design Manual, Part 2 and Part 4.

Course Objectives

Upon successful completion of this course, participants will:

- check aircraft stand markings;
- check taxiway markings;
- check ground traffic markings;
- take corrective actions for observations and non-conformities.



ICAO-ACI AERODROME CERTIFICATION COURSE

Duration**5** DAYS**Language**

ENGLISH

Target Population

The training is most beneficial for aerodrome management and operational-level personnel at international airports, whose task is to ensure that the process used in aerodrome certification is consistent with ICAO provisions. Participants should be involved in the aerodrome certification process and in their capacities as:

- Director/Manager Operations;
- Airport Operations Supervisor;
- Director/Manager Safety, Safety Supervisor/Officer;
- Ground Movement Controller/Apron Controller;
- Airside Maintenance Manager;
- Director/Manager Ground Handling;
- Airside Planner/Engineer; and
- Airport Authority Regulator.

Course Aim

Many international airports are yet to be fully certified and many that are certified are unable to apply the Standards and Recommended Practices (SARPs) as laid out in ICAO Annex 14 — Aerodromes and the Manual on Certification of Aerodromes (Doc 9774). The objective of this course is to provide airport operators with the knowledge and skills required to practically apply and maintain the aerodrome certificate.

Course Objectives

Upon successful completion of this course, participants will be able to:

- identify the purpose, process, and requirements to obtain aerodrome certification;
- identify the relevant ICAO documents and their purpose in aerodrome certification;
- implement ICAO SARPs pertaining to aerodrome certification;
- obtain “tips” from experts who have certified aerodromes; and
- participate with others from the industry in certification exercises.

ICAO-ACI COURSE ON AIRPORT USER CHARGES

CLASSROOM

Duration

5

 DAYS

Language

ENGLISH

Target Population

The training is most beneficial for personnel at the executive level of international airports, whose task is to ensure that the process used to levy airport charges is consistent with ICAO's policies, such as:

- Airport Executive Director/General Manager;
- Airport Finance Directors, Managers, and staff;
- Airport Marketing and Commercial Managers, and staff; and
- Airport investors, airport business planners, and financial analysts.

Course Aim

This training course is based on the application of ICAO's policies on user charges. The course uses a blended learning approach combining an e-learning component followed by a workshop component. This course, which is jointly delivered by Airports Council International (ACI) and ICAO, reviews the main recommendations adopted by the Conference on the Economics of Airports and Air Navigation Services (CEANS), held in Montreal in September 2008; the ninth edition of *ICAO's Policies on Charges for Airports and Air Navigation Services* (Doc 9082), which was published in 2012; and the third edition of the *Airport Economics Manual* (Doc 9562), which was published in 2013.

Course Objectives

Upon successful completion of this course, participants will be able to:

- develop a policy for user charges compliant with international recommendations and best practices;
- fully understand the position of ICAO, ACI, and the International Air Transport Association (IATA) regarding airport charges;
- apply user charges;
- analyze costs for key airport areas;
- establish cost bases for the calculation of airport charges;
- allocate all costs between airport services and functions;
- apply charging policies to achieve the objectives of the airport;
- accurately calculate charges for airport services;
- calculate rates that achieve the best balance to generate revenue for an airport;
- develop a negotiating strategy to achieve airport business objectives; and
- negotiate charges and rates.

AIR NAVIGATION SERVICES



PERFORMANCE-BASED NAVIGATION (PBN) OVERVIEW COURSE

ONLINE

Duration**2–4** HOURS**Language**

ENGLISH

Target Population

The training is most beneficial for:

- aircraft operations personnel;
- pilots and dispatchers;
- air traffic control officers (ATCOs);
- airline and airport personnel;
- air navigation service providers (ANSPs);
- civil aviation authorities (CAAs); and
- aviation stakeholders interested in understanding the principles of PBN.

Course Aim

This course provides a high-level overview of the Performance-Based Navigation (PBN) concept and principles.

PBN represents a shift from sensor-based to performance-based navigation. PBN routes and procedures are designed to meet a navigation specification, which is defined in terms of accuracy, integrity, availability, continuity and functionality for the proposed operations in the context of a particular airspace.

Because PBN implementation impacts all areas (aircraft operations, regulatory approvals and authorizations, training, instrument flight procedure design, airspace design, aircraft separation, etc.), understanding the PBN concept and principles becomes essential for all aviation stakeholders. Therefore, this course is the necessary prerequisite to understand PBN and for further PBN training.

Course Objectives

Upon successful completion of this course, participants will be able to:

- explain the PBN concept;
- develop a common understanding and foundational PBN knowledge to serve as the basis for future, in-depth PBN courses;
- explain the PBN benefits, components, and navigation specifications; and
- explain PBN implementation.

PERFORMANCE-BASED NAVIGATION (PBN) AIRSPACE DESIGN COURSE

ONLINE

Duration**2–4** HOURS**Language**

ENGLISH

Target Population

The training is most beneficial for:

- personnel involved in airspace planning and design;
- airspace planners;
- procedures designers;
- airline operators;
- Air Traffic Management (ATM) operations managers;
- air traffic controllers; and
- regulators.

Course Aim

The PBN concept represents a shift from sensor-based to performance-based navigation. PBN routes and procedures are designed to meet a navigation specification, which is defined in terms of accuracy, integrity, availability, continuity, and functionality for the proposed operations in the context of a particular airspace. Personnel involved in airspace design need to understand the PBN concept and how it can be used to improve an existing airspace structure.

Course Objectives

Upon successful completion of this course, participants will be able to:

- understand the PBN concept;
- understand how the PBN concept can improve airspace efficiency and capacity;
- understand who needs to be involved in the airspace design; and
- conduct an actual design of an existing airspace using the PBN concept.

Duration**2–4** HOURS**Language**

ENGLISH

Target Population

The training is most beneficial for:

- civil aviation authorities (CAAs); and
- airline personnel.

Course Aim

The Performance-based Navigation (PBN) concept represents a shift from sensor-based to performance-based navigation. PBN routes and procedures are designed to meet air navigation specifications, which is defined in terms of accuracy, integrity, availability, continuity, and functionality for the proposed operations in the context of a particular airspace. Commercial air transport operators need to have an operational approval to fly PBN routes and procedures.

Course Objectives

Upon successful completion of this course, participants will be able to:

- understand the PBN concept;
- understand the PBN specifications;
- understand what a PBN Operations Approval is;
- understand the documentation required for submission; and
- understand the process that both the operator and regulator will follow.

Duration**2–3** HOURS**Language**

ENGLISH

Target Population

The training is most beneficial for commercial and general aviation pilots.

Course Aim

This course provides an overview of the Performance-Based Navigation (PBN) concept and principles, and provides pilots with guidance on procedures for PBN operations.

Course Objectives

Upon successful completion of this course, participants will be able to:

- explain the PBN concept; and
- provide information essential to pilots on how to operate on PBN routes and procedures

ATM INCIDENT INVESTIGATION TECHNIQUES

Duration	5 DAYS	Fee per participant: US\$2 000
Language	ENGLISH	
Developed By	GAL ANS Training Centre	
Target Population	<p>Primary target population: Air Traffic Management (ATM) managers, Air Traffic Control (ATC) workplace unit supervisors, Air Navigation Service Provider (ANSP) safety managers, ATM occurrence investigation team members, ATC workplace unit trainers, and ATC workplace unit inspectors who, irrespective of their being employed by a civil or military ANSP or Air Traffic Service (ATS) Regulator, may be involved in ATM safety management.</p> <p>Secondary target population: Personnel involved in ATS occurrence investigations and/or responsible for civil aviation safety management programs, State civil aviation inspectorate personnel, airport authorities/operators, air navigation provider organisations, ATS System engineers, military and air force ATS Operation team members, governmental agencies, law enforcement, Civil Aviation Administration regulators; academics with an interest in incident investigation.</p>	
Course Aim	<p>This course will provide participants with the necessary knowledge, skills and attitude to participate in and support formal ATS occurrence and Safety Management Systems (SMS) investigations in an ATC workplace environment, specifically for investigating ATM incidents, in accordance with Annex 13 — <i>Aircraft Accident and Incident Investigation, Air Traffic Services Planning Manual</i> (Doc 9426) and <i>Manual of Aircraft Accident and Incident Investigation</i> (Doc 9756).</p>	
Course Objectives	<p>Upon successful completion of this course, participants will be able to investigate an ATM incident by applying effective problem-solving strategies/ approaches to:</p> <ul style="list-style-type: none"> • collecting and preserving of physical and non-physical evidence; • conducting interviews; • analysing multiple pieces of evidence; • appraising results obtained from a reconstruction of events; and • developing a list of causes and safety recommendations. 	

AIR TRANSPORT



AIR TRANSPORT STATISTICS

Duration**6** HOURS**Language**

ENGLISH

Developed by

CAE in partnership with the International Civil Aviation Organization (ICAO).

Target Population

The training is most beneficial for:

- airport and airline planners;
- managers and operational staff;
- airport specialists in government;
- airline executives;
- marketing and commercial managers;
- aviation consultants; and
- aircraft manufacturing analysts.

Course Aim

In the first Air Transport Statistics online course, ICAO-CAE will provide basic training on international air transport statistics focusing on standard terminology used, how data is collected, and what it represents.

Course Objectives

This course aims to introduce the student to the key statistical elements used in civil aviation to understand the origin and meaning of the statistical data collected and to analyze such data. They will also learn where the data originates, how the different data series may relate to each other, and how to verify that the data submitted conforms to the instructions and definitions pertaining to each data series presented.

Civil aviation statistics may be required for a number of activities: such as, analyzing historical trends, planning and forecasting, defining benchmarks to enable comparison among similar entities, analyzing accident and incident trends, etc. For these activities, a comprehensive understanding of the available information is required. This course fills a vacuum which has been created over the last decade, as some of the international and regional organizations that once provided basic guidance material on air transport statistics to the industry have ceased to do so.

Important

Prerequisite reference material for this course is *Manual on the ICAO Statistics Programme* (DOC 9060), which must be purchased from ICAO before registering: www.icao.int/store

AIR TRANSPORT ECONOMICS AND REGULATIONS

ONLINE

Duration

6 HOURS

Language

ENGLISH

Developed by

CAE in partnership with the International Civil Aviation Organization (ICAO).

Target Population

The training is most beneficial for:

- airport and airline planners;
- managers and operational staff;
- airport specialists in government;
- airline executives;
- marketing and commercial managers;
- aviation consultants, and;
- aircraft manufacturing analysts.

It is a useful introductory course for junior aviation experts in their early career development in the air transport industry or government regulatory bodies. Professionals working in related fields such as finance, economic development or tourism will find this course helpful in their dealings with airline/airport issues.

Course Aim

As international air transport developed and became more complex over the past six decades, so, too, has its regulation. This course will provide easy learning material to help you acquire the basic knowledge of the many aspects of this dynamic activity. The scope of the course is limited to the economic aspects of international air transport regulation.

Course Objectives

This course is designed to provide a clear foundation of the underlining principles of airline and airport economics, as well as to address aviation regulatory and policy issues. It helps to interpret economic indicators and will address implications of airline strategies for airports with particular reference to changing patterns of airline operations. Methods for operating airports under different government policies in different countries will be reviewed as well.

Important

Prerequisite reference materials for this course are *Manual on the Regulation of International Air Transport (Doc 9626)* and *Policy and Guidance Material on the Economic Regulation of International Air Transport (Doc 9587)*, which must be purchased from ICAO before registering: www.icao.int/store.

AIR TRANSPORT FORECASTING

ONLINE

Duration**6** HOURS**Language**

ENGLISH

Developed by

CAE in partnership with the International Civil Aviation Organization (ICAO).

Target Population

The training is most beneficial for:

- airport and airline planners;
- managers and operational staff;
- aviation specialists in government departments;
- analysts from aircraft manufacturers; and
- consultants of air transport.

Course Aim

This course aims to address key demand and supply issues, assess forecasting methodologies, and discuss future strategies. It will provide a thorough understanding of the nature of demand coupled with the knowledge of how to effectively manage capacity which will be essential for success in this fast-changing commercial environment. Measures to expand airport capacity will be considered in relation to both terminals and runways and the interaction with surface transport. The course will provide training on the economics of air transport in general and how they affect best practices in statistics and data manipulation, forecasting and planning, as well as air transport regulation frameworks.

Course Objectives

To provide training on the economics of air transport at large and it concerns best practices in statistics and data manipulation, forecasting and planning as well as air transport regulation frameworks.

FUNDAMENTALS OF THE AIR TRANSPORT SYSTEM

ONLINE

Duration**20** HOURS**Language**

ENGLISH

Developed by

University of Waterloo in partnership with the International Civil Aviation Organization (ICAO).

Target Population

The training is most beneficial for aspiring new aviation professionals as well as professionals transitioning into aviation.

Course Aim

This course will provide fundamental knowledge and inspire individuals about the different fields of aviation as they consider their professional goals and career path. The following nine online modules cover diverse activities and regulations of civil aviation: air law, aircraft, operations, navigation, airports, security, environment, accidents, and safety. To complete the course without the exam (free of charge), please register at <https://www4.icao.int/learning/>. To complete the exam to earn a certificate, please go to the ICAO Store at www.icao.int/store.

Course Objectives

Upon successful completion of this course, participants will be able to:

- explore the daily activities, challenges, and decisions within different areas of civil aviation; and
- explain the complexities, and how safe, secure and efficient global air transport is made possible.

INTERNATIONAL AIR LAW



INTERNATIONAL AIR LAW COURSE

CLASSROOM

Duration**5** DAYS**Language**

ENGLISH

Target Population

Representatives (eg, administrators, lawyers, managers), with or without legal education, from:

- civil aviation administrations;
- civil aviation authorities; and
- airports and air navigation service providers of member states.

As well as government officials with responsibilities for civil aviation policy, legislation and enforcement.

Course Aim

The International Air Law course aims to enable representatives of Civil Aviation Administrations, Civil Aviation Authorities, Airports and Air Navigation Service Providers to support their organization in compliance with international air law, by applying knowledge of ICAO SARPs and international conventions, guided through diverse case examples.

Course Objectives

Upon successful completion of this course, participants will be able to:

- describe the concepts and rules of international air law;
- explain the relevance of the rules and procedures of international air law for their own role and functions in their organization; and
- apply their knowledge and understanding to assist their national administration in improving implementation.

ENVIRONMENT



CORSIA VERIFICATION

Duration

3 DAYS

Language

ENGLISH

Target Population

Professionals with experience in the verification of CO₂ emissions using ISO 14064-3:2006, who want to get involved in the verification of aeroplane operators' CO₂ Emissions Reports under CORSIA.

Course Aim

The CORSIA Verification Course, is a 3-day course, and provides training on how to verify CO₂ Emissions Reports that have been prepared by aeroplane operators, in accordance with the provisions of the Carbon Offsetting and Reduction Scheme for International Aviation (CORSIA) Standards and Recommended Practices (SARPs).

Course Objectives

Upon successful completion of this course, participants will be able to:

- perform the CORSIA monitoring, reporting, and verification (MRV) requirements as outlined in Annex 16 — *Environmental Protection*, Volume IV, and the *Environmental Technical Manual* (Doc 9501), Volume IV;
- apply the verification requirements as outlined in Annex 16, Volume IV, and Doc 9501, Volume IV, including materiality threshold, verification criteria, verification scope and objectives and the Verification Report preparation and submission requirements;
- be able to correctly identify the scope of applicability for CORSIA MRV requirements, as well as for CORSIA offsetting requirements; and
- apply a working knowledge of the fuel use monitoring methods and of the ICAO CORSIA CO₂ Estimating & Reporting Tool (CERT) estimation tool as outlined in Annex 16, Volume IV.



FLIGHT SAFETY & SAFETY MANAGEMENT



SAFETY MANAGEMENT TRAINING PROGRAMME (SMTP) PART 1 - SAFETY MANAGEMENT ONLINE COURSE

ONLINE

Duration**12** HOURS**Language**

ENGLISH

Target Population

The training is most beneficial for those who work for a State regulatory body involved in the planning, development, and implementation of State Safety Programmes, and for staff who work for an aviation service provider involved in the planning, development and implementation of Safety Management Systems.

Course Aim

The course will provide State regulatory and administrative personnel involved in State Safety Programme (SSP) implementation and/or operation with the basic knowledge, skills, and attitude to advocate safety management systems (SMS) requirements and guidance material, as well as the acceptance/oversight of service providers' SMS.

The course will provide service provider staff with the basic knowledge, skills, and attitude to implement, administer or participate in SMS operations.

Course Objectives

After having successfully completed this programme, the participants will develop competencies necessary to:

- apply the fundamental concepts and principles of aviation safety management;
- develop SSP/SMS implementation plans based on the frameworks provided in ICAO safety management SARPs and guidance material; and
- participate in their organization's SSP/SMS implementation and operation.

SAFETY MANAGEMENT TRAINING PROGRAMME (SMTP) PART 2 - SAFETY MANAGEMENT FOR PRACTITIONERS (SMXP)

CLASSROOM

Duration**5** DAYS**Language**

ENGLISH

Target Population

The training is most beneficial for:

- State regulatory personnel involved in the implementation and operation of the State Safety Programme (SSP) with experience working in the aviation industry (air operator, approved maintenance organization, design or manufacturing organization, aerodrome operator, air traffic services provider or aviation training organizations); and
- Service provider staff working for an air operator, approved maintenance organization, design/manufacturing organization, aerodrome operator, air traffic services provider or aviation training organizations that are involved in the following Safety Management Systems (SMS) activities:
 - Safety data and safety information collection;
 - Hazard identification;
 - Safety risk management;
 - Accident/incident investigations;
 - Safety data and safety information analysis;
 - Change management;
 - Safety audits and surveys; and
 - Safety performance monitoring.

Course Aim

The SMxP Course aims to provide qualified Safety Management System (SMS) and State Safety Programme (SSP) staff with a comprehensive application of operational safety management processes and practical examples on the use of IT tools to enhance efficiency and effectiveness of safety management activities.

Course Objectives

Upon successful completion of this course, participants will:

- identify hazards following a systematic and consistent approach;
- mitigate safety risk following a systematic and consistent approach;
- manage the changes in a safe manner;
- assess safety reports through a safety screening and an internal investigation;
- prepare a safety audit/survey for assessing the performance of the process; and
- design a safety performance monitoring scheme.

In collaboration with:

SENASA
www.senasa.es

DANGEROUS GOODS - USING THE TECHNICAL INSTRUCTIONS FOR THE SAFE TRANSPORT OF DANGEROUS GOODS BY AIR

Duration

5 DAYS

Language

ENGLISH & FRENCH

Target Population

The training is most beneficial for State employees involved in the oversight and administration of regulations related to the transport of dangerous goods by air. However, it would also benefit anyone with a need for knowledge of the detailed provisions contained in the Technical Instructions, including, but not limited to:

- State inspectors;
- directors or managers of operations;
- airport operations supervisors;
- cargo operations managers and frontline supervisors;
- dangerous goods acceptance agents;
- cargo agents/shippers/packers;
- freight forwarders/operator and ground handling agents; and
- security staff.

Course Aim

This course provides State employees with the knowledge and skills required to determine when a consignment of dangerous goods is classified, packed, marked, labelled, documented, accepted, handled and transported, in accordance with ICAO's Annex 18 — *The Safe Transport of Dangerous Goods by Air* and ICAO's *Technical Instructions for the Safe Transport of Dangerous Goods by Air* (Doc 9284).

Course Objectives

Upon successful completion of this course, participants will:

- identify, classify, pack, mark, label and document dangerous goods, in accordance with ICAO's *Technical Instructions for the Safe Transport of Dangerous Goods by Air* (Doc 9284);
- understand the legal obligations related to the transport of dangerous goods by air; and
- identify whether appropriate emergency response information can be correctly extracted from ICAO's *Emergency Response Guidance for Aircraft Incidents Involving Dangerous Goods* (Doc 9481).

GOVERNMENT SAFETY INSPECTOR – PERSONNEL LICENSING (GSI-PEL), COURSE 18710 TRAINING PROGRAMME

CLASSROOM

Duration**15** DAYS**Language**

ENGLISH

Target Population

This course is designed for Civil Aviation Authority (CAA) licensing office staff, such as:

- flight crew licensing operations inspectors;
- maintenance licensing inspectors;
- licensing officers or administrative licensing staff; and
- operations inspectors and airworthiness inspectors assigned to the CAA Personnel Licensing (PEL) office.

Inspectors should hold the equivalent licenses that are issued by the PEL office. PEL office administrative staff or licensing officers who are responsible for administrative, non-technical functions of the PEL office should also attend with the CAA licensing inspectors.

Course Aim

This course is intended for CAAs involved in developing or upgrading their own State licensing or PEL systems. The course is intended to be taken as a group composed of personnel assigned to a CAA's PEL office. Participants are taught how to establish and maintain a CAA PEL office and consider various factors associated with obtaining services for the PEL system from an outside service provider. Participants will be instructed on how to develop knowledge tests for a licensing system and how to ensure the tests' validity. Participants will learn the licensing process from application to issuance of a license, in addition to procedures for validation or conversion of a foreign license and suspension or revocation of a license. Classroom exercises will provide practice in how to determine if an applicant is eligible for the license sought, and if the license applicant successfully completed the demonstrations required for a license. The course is based on the International Civil Aviation Organization's (ICAO) Standards and Recommended Practices (SARPs), Model Civil Aviation Regulations (M-CARs) and technical guidance.

Course Objectives

Upon successful completion of this course, participants will be able to:

- establish and maintain a CAA PEL system;
- obtain knowledge-testing services from an outside provider;
- manage a knowledge-testing system;
- evaluate a license application for completeness and accuracy;
- determine if an applicant is eligible for the license sought;
- administer, grade, and document the results of knowledge tests;
- conduct flight crew license skill tests;
- conduct maintenance technician skill tests;
- determine the appropriate document to be issued based on the skill test results;
- validate and convert foreign licenses; and
- suspend or revoke a license.

GOVERNMENT SAFETY INSPECTOR AIRWORTHINESS – AIR OPERATOR AND APPROVED MAINTENANCE ORGANIZATION CERTIFICATION (GSI-AIR), COURSE 18701

Duration**15** DAYS**Language**

ENGLISH

Target Population

The training is designed for airworthiness inspectors who meet requirements for an Aircraft Maintenance Engineers/Technicians/Mechanics (AME) License as specified in Annex 1, paragraph 4.2.1.2, with at least five years' experience in the airworthiness field.

Course Aim

This course covers the basic concepts and steps involved in certifying an approved maintenance organization and an air transport operator. Participants will be taught the five-phase certification process based upon ICAO Standards and Recommended Practices (SARPs) and Model Civil Aviation Regulations (MCAIRs). Part One covers Approved Maintenance Organization (AMO) Certification and Part Two covers Air Transport Operator Certification (AOC). During the course, participants will follow a “mock” maintenance organization and then a mock operator seeking certification throughout each phase of the certification process. Exercises will be conducted in which participants must evaluate excerpts of “mock” maintenance organizations and operator’s manuals. Participant exercises will also provide practice in evaluating observations of the maintenance organization’s and the operator’s demonstrations to ensure compliance with the MCAIRs and advisory material.

Course Objectives

Upon successful completion of this course, participants will be able to:

- evaluate a prospective Operator’s Pre-Assessment Statement Form;
- identify Pre-Application Meeting Objectives;
- review a “mock” Approved Maintenance Organization (AMO) formal application and identify formal application meeting objectives;
- evaluate portions of an applicant’s Maintenance Procedures Manuals (MPM) and identify unacceptable errors;
- evaluate an applicant’s training curriculum and determine if initial approval can be granted;
- evaluate the results of a main base inspection and determine inspector actions;
- complete a “mock” AMO certificate and Standard Operating Procedures (SOPs) and identify items that must be included in the certification report;
- evaluate narrative and reference statements;
- evaluate an excerpt from a mock operator’s Maintenance Control Manual;
- evaluate a “mock” operator’s proposed Minimum Equipment List (MEL) and identify Configuration Design Limitations (CDL);
- evaluate an inspection report from a “mock” operator’s conformity inspection;
- identify recommendations involving inspector observations/reports of demonstration flights; and complete a “mock” operator’s certificate and SOPs and identify items to include in the certification report.

GOVERNMENT SAFETY INSPECTOR OPERATIONS – AIR OPERATOR CERTIFICATION (GSI-OPS), COURSE 18700

CLASSROOM

Duration**14** DAYS**Language**

ENGLISH

Target Population

The training is designed for operations inspectors and aviation safety inspectors tasked with certification of air operators.

Course Aim

This course covers the basic concepts and steps involved in certifying an air transport operator. Participants will be taught the five-phase certification process based upon the International Civil Aviation Organization (ICAO) Standards and Recommended Practices (SARPs) and Model Civil Aviation Regulations (MCARs). During the course, participants will follow a “mock” operator seeking certification throughout each phase of the certification process. Exercises will be conducted in which participants must evaluate excerpts of the “mock” operator’s manuals and observations of the operator’s demonstrations to ensure compliance with the MCARs and advisory material. This course was designed using the ICAO TRAINAIR PLUS course development methodology.

Course Objectives

Upon successful completion of this course, participants will be able to:

- evaluate prospective operators Pre-Assessment Statement Forms for acceptability;
- identify Pre-Application Meeting Objectives;
- conduct a cursory review of the packages and, from the review, evaluate the quality of one package and identify formal application meeting objectives for the other package;
- evaluate narrative and reference statements;
- conduct an in-depth evaluation of an excerpt from a “mock” Operations Manual;
- evaluate a sample curriculum segment from a “mock” operator’s training programme;
- evaluate an excerpt of a “mock” operator’s Cabin Attendant Manual for acceptability;
- evaluate a “mock” operator’s A300 Aircraft Operating Manual for acceptability;
- evaluate a “mock” operator’s proposed Minimum Equipment List (MEL) and Configuration Design List (CDL);
- verify submitted performance planning data for acceptability;
- evaluate an excerpt of a “mock” operator’s Aircraft Loading and Handling Manual for acceptability and identify errors;
- evaluate excerpts from the “mock” operator’s Exit Row Seating programme;
- evaluate the results of an inspector’s main base inspection for acceptability and determine inspector actions;
- evaluate inspector observations of a training programme and facilities for acceptability and determine the correct inspector actions;
- evaluate emergency evacuation demonstration scenarios to determine if they are satisfactory and provide reasons for your decision;
- determine appropriate recommendations for scenarios involving inspector observations/reports of four demonstration flights and reasons for the recommendations; and
- complete a “mock” operator’s certificate and SOPs and identify items that must be included in the certification report.

UNIVERSAL SAFETY OVERSIGHT AUDIT PROGRAMME CONTINUOUS MONITORING APPROACH (USOAP CMA)

ONLINE

Duration**40–60** HOURS**Language**

ENGLISH

Target Population

This training is most beneficial for:

- State Nominees (Potential Auditors and/or ICVM Experts) (Free of charge) : Prospective ICAO auditors and ICAO Coordinated Validation Mission (ICVM) experts who are State employees and meet the selection criteria as listed in State letter 15/35 – Short-term Secondment of Experts to the USOAP CMA. These candidates must be officially nominated by their State or recognized regional safety oversight organization, with their technical area of expertise identified; the nomination letter must specifically refer to State letter 15/35;
- State Employees (\$ 1500 USD): State aviation safety personnel who neither have a nomination letter nor meet the criteria to become a potential USOAP CMA auditor yet wish to enhance their competencies in one of the audit areas addressed by USOAP CMA;
- Private Industry Experts (\$ 2500 USD): Industry experts who are looking to expand their knowledge in one of the audit areas related to the USOAP CMA. These candidates will not be selected for participation in USOAP CMA activities; and
- TCB Experts (Fee varies) : Experts working for the ICAO Technical Co-operation Bureau (TCB). The USOAP CBT allows TCB experts to expand their knowledge of USOAP CMA activities.

Course Aim

This training assists aviation experts to prepare for USOAP CMA activities. It highlights the essential content of the protocol questions, relating them to the associated ICAO documents, including the ICAO Annexes and associated guidance material in each audit area: personnel licensing and training (PEL), aircraft operations including dangerous goods (OPS including DG), airworthiness of aircraft (AIR), aircraft accident and incident investigation (AIG), air navigation services (ANS), aerodromes and ground aids (AGA), and primary aviation legislation & civil aviation regulations (LEG) and civil aviation organization (ORG).

The material covered by this training is aligned with the *Safety Oversight Audit Manual* (Doc 9735).

Upon successful completion of this programme, the participants will:

- provide CAA inspectorate staff and industry experts with information regarding the USOAP concepts and methodologies;
- allow aviation safety experts within the CAA and the industry to gain further knowledge about the ICAO audit areas relevant to their expertise; and
- help States and industry experts to gain an understanding of the performance of safety oversight in their respective audit area(s).

ECCAIRS END-USER COURSE

CLASSROOM

Duration**5** DAYS**Language**

ENGLISH

Target Population

The training is most beneficial for safety investigators, safety officers, and administrators who will be entering or extracting safety data from the European Co-ordination Centre for Accident and Incident Reporting Systems (ECCAIRS).

Course Aim

The end-user course is aimed at participants who will input the safety data into ECCAIRS or interrogate the system for safety analysis purposes. This course covers Accident/Incident Data Reporting (ADREP) taxonomy, as well as hands-on experience of ECCAIRS as a tool used to code, enter, extract or analyze safety data.

Course Objectives

Upon successful completion of this course, participants will be able to:

- use ADREP taxonomy;
- complete reporting requirements as per ICAO Annex 13 — *Aircraft Accident and Incident Investigation*;
- conduct safety data collection, analysis;
- exchange requirements as per ICAO Annex 19 — *Safety Management*; and
- learn to use the ECCAIRS software suite to perform the above-mentioned tasks.

ECCAIRS TECHNICAL COURSE

CLASSROOM

Duration**5** DAYS**Language**

ENGLISH

Target Population

The training is most beneficial for IT administrators and/or officers, and power users. It is not suited for safety investigators and office clerks.

Course Aim

The technical course is aimed at those who will install and administer ECCAIRS from a technical point of view. This course covers the installation, setup, and management of the ECCAIRS system. The scope of the course enables system administrators and/or IT personnel to get acquainted with the system, perform the setup and configuration of their ECCAIRS installation, as well as to supply basic user support. This support includes the management of the security of the ECCAIRS installation, the adaptation of reports, the customization of the taxonomy and the adaptation of the user interfaces.

Course Objectives

Upon successful completion of this course, participants will be able to:

- understand ECCAIRS architecture;
- understand various installation options;
- install ECCAIRS software suite;
- understand various configuration options;
- adapt the ECCAIRS taxonomy to local needs, including the management of custom attributes; and
- modify and re-design the ECCAIRS user interfaces.

PERSONNEL LICENSING (PEL) SYSTEM COURSE

Duration

43

 TRAINING HOURS

Introduction (online)

1 HOUR

Part 1 (online)

15 HOURS

Part 2 (classroom)

27 HOURS

Language

ENGLISH

Developed by

Singapore Aviation Academy, Singapore

Target Population

The training is most beneficial for personnel licensing staff, technical and administrative staff supporting PEL Office in civil aviation organizations and safety inspectors overseeing the issuance of flight crew and non-flight crew licenses from civil aviation administrations. It will also benefit operations and airworthiness inspectors by enhancing their knowledge on personnel licensing matters related to their safety oversight duties, which are cross-functional activities.

Course Aim

This course will provide participants with essential knowledge, skills, and attitude to establish and manage an effective personnel licensing system.

Course Objectives

Upon successful completion of this course, participants will be able to:

- identify the essential components and processes of a personnel licensing system;
- describe the regulatory system governing personnel licensing and the requirements of a personnel licensing office;
- describe the processing of licenses, language proficiency requirements, and the examining principles of personnel licensing;
- apply procedures for the issuance of flight and non-flight crew licenses;
- apply procedures for issuance, validation and conversion of flight crew licences;
- apply key elements and processes of an approved training organization; and
- describe enforcement actions for non-compliance of regulations.



AVIATION DATA-DRIVEN DECISION MAKING

**Duration
(online)**

15 HOURS

**Duration
(classroom)**

4 DAYS

Language

ENGLISH

Target Population

This course is most beneficial for aviation professionals and managers from Civil Aviation Authorities (CAAs), airlines, aerodrome operators, and other service providers involved in collecting, managing, reporting or making decisions using aviation data.

Course Aim

The AD3M course is designed to prepare aviation professionals to generate reports and interpret results for making effective decisions, managing risk and setting priorities for different civil aviation activities, operations, or procedures.

The AD3M is a blended course consisting of two parts: Part 1: Fundamentals of Aviation Data-driven Decision Making (AD3M) online course explores the fundamental concepts behind data-driven decision making; Part 2: Application of Aviation Data-driven Decision Making (AD3M) classroom course applies the concepts to practical scenarios and real-life situations. The Part 1 online is available as a standalone course, however, it is a prerequisite to attend the Part 2 classroom course.

Course Objectives

Upon completion of the Programme, participants will be able to:

- apply aviation data-driven decision making principles and methods in their professional roles;
- apply best practices of data-driven decision making in aviation; and
- define suitable key performance indicators (KPIs) in civil aviation sectors.

SECURITY & FACILITATION



CONTROL OF THE AUTHENTICITY AND VALIDITY OF TRAVEL DOCUMENTS AT AIRPORT BORDERS - LEVEL 1

CLASSROOM

Duration**4** DAYS**Language**

ENGLISH, ARABIC, FRENCH AND SPANISH

Developed By

ICAO Global Aviation Training and Facilitation Section

Target Population

Front-line inspection officers

Course Aim

This course will consolidate the competencies of front-line inspection officers from immigration and border control authorities to examine travel documents effectively, allowing them to expedite the movements of legitimate travellers while identifying high-risk individuals.

Course Objectives

Upon successful completion of this course, participants will be able to:

- describe the basic elements of a travel document;
- identify the different types of fraud;
- examine a travel document manually and visually to detect whether it is fraudulent or not; and
- examine a travel document using an electronic document reader to detect whether it is fraudulent or not.

ICAO – ACI MANAGEMENT OF AIRPORT SECURITY

CLASSROOM

Duration**5** DAYS**Language**

ENGLISH

Target Population

The training is most beneficial for personnel that have aviation security responsibilities for an aerodrome. The main target audience for this course are:

- airport managers and personnel with security responsibilities;
- suppliers and service providers with security responsibility at an airport (e.g., ground handlers, maintenance organization, cargo agents, catering, or airport security providers); and
- civil aviation security regulators.

Course Aim

This course provides guidance to aviation security personnel at a managerial level on planning, coordinating and implementing airport security preventative measures and pro-active initiatives that are in accordance with national programmes and airport industry best practices.

Course Objectives

- Upon successful completion of this course, participants will be able to:
- explain the origin and purpose of International Civil Aviation Organization (ICAO) aviation security related legal instruments for States, such as ICAO Annex 17 – *Security – Safeguarding International Civil Aviation against Acts of Unlawful Interference*, and the *Aviation Security Manual* (Doc 8973);
 - apply the basic concepts of management to aviation security and explain the specialist's role as aviation security manager;
 - analyze the core components of, and the roles within an effective security team;
 - evaluate options benefits and disadvantages of outsourcing security activities;
 - review the development of aviation security programmes and Standard Operating Procedures (SOP);
 - analyze an airport emergency plan and determine how to manage the security response action necessary in security emergencies involving aircraft, terminal buildings and airport facilities;
 - identify and assess their own airport security plan based on their national requirements that comply with ICAO and industry best practices with the use of practical case studies and simulation exercises;
 - implement a training programme for airport security and non-security staff;
 - implement a robust quality control programme and a process of continuous improvement;
 - set up procedures and mechanisms for reporting and recording security incidents;
 - set up and run an airport security committee;
 - implement regular reporting mechanisms and communications channels with intelligence agencies;
 - implement a risk and vulnerability assessment and review process to prioritize and manage risks; and
 - implement a security policy, and understand the key components of creating a security culture within an organization.

BASIC TRAINING FOR AIRPORT SECURITY PERSONNEL

CLASSROOM

Duration**12** DAYS**Language**

ENGLISH

Target Population

The training is most beneficial for new entrants and existing personnel at the basic level employed by the authority or organization primarily responsible for the application of aviation security preventive measures at airports and from such other aviation-related agencies engaged in support activities.

Course Aim

This course is designed to train base- or entry-level airport security personnel to enforce, monitor, and apply airport security measures, in accordance with locally approved programmes, and to communicate and cooperate with other airport agencies. The course should be followed for a minimum of six months of practical experience working under the guidance of a qualified AVSEC supervisor in the field.

Course Objectives

Upon successful completion of this course, participants will be able to:

- work in and move about an airport safely;
- communicate and cooperate with other airport agencies;
- control the movement of people and vehicles by means of access control techniques and systems;
- guard and patrol airport vulnerable areas, facilities, and aircraft;
- recognize weapons and explosive/incendiary devices;
- inspect/screen/search passengers and baggage;
- respond to airport emergency situations; and
- escort people and consignments.

AIR CARGO AND MAIL SECURITY COURSE

CLASSROOM

Duration**5** DAYS**Language**

ENGLISH, FRENCH, SPANISH, RUSSIAN AND ARABIC

Target Population

The training is most beneficial for:

- Aviation Security (AVSEC) personnel responsible for the development, implementation and oversight of air cargo and mail security measures, to include:
 - Personnel of civil aviation authority responsible for aviation security; and
 - Personnel from other regulatory authorities, airports, airlines, and/or other stakeholders that have an active role in maintaining air cargo and mail security.
- National AVSEC instructors, who are or will be, responsible for training similar subject matter.

Course Aim

To enable the target population to integrate knowledge of Standards and Recommended Practices (SARPs) into the context of their designated role in their organization as part of a national responsibility to secure air cargo and mail against acts of unlawful interference, in accordance with Annex 17 and the *ICAO's Aviation Security Manual* (Doc 8973 – Restricted)

Course Objectives

Upon successful completion of this course, participants will be able to:

- explain the origin and purpose of required security measures and procedures at the international and national level to protect air cargo and mail from unauthorized interference;
- describe the roles and responsibilities of the appropriate national authority and other stakeholders to meet ICAO requirements for air cargo and mail security;
- explain the purpose and key components of the air cargo secure supply chain for both cargo and mail;
- describe the purpose and procedures relevant to each of the 6 pillars of the air cargo secure supply chain;
- identify the need for additional specific processes to handle mail, dangerous goods, and restricted articles, where applicable; and
- identify their own State's processes and procedures that meet the ICAO requirements for air cargo and mail security.

AVIATION SECURITY NATIONAL INSPECTORS COURSE

CLASSROOM

Duration**7** DAYS**Language**

ENGLISH

Target Population

The training is most beneficial for:

Nominees should have already attended a specialized Aviation Security (AVSEC) training activity, such as the National Quality Control Programme Workshop and/or have regulatory experience prior to attending this course. In order to receive a certificate of successful completion, participants will be required to pass an end-of-course exam based on ICAO Annex 17 — *Security — Safeguarding International Civil Aviation against Acts of Unlawful Interference*, the *Aviation Security Manual* (Doc 8973) (Restricted), and materials presented during the course.

Course Aim

The course provides trainees with theoretical and practical knowledge of fundamental aspects of the audits and inspections as a part of a National Quality Control system. Trainees are provided with a standard methodology as well as specific techniques.

The course is concluded by an exercise conducted at the airport.

Course Objectives

Upon successful completion of this course, participants will be able to:

- define aviation security audits and inspections;
- determine the duties and specific skills required by an inspector;
- determine the appropriate methodology necessary to conduct security inspections within the scope of a National Aviation Security Quality Control system; and
- prepare for, conduct, and present findings related to an aviation security inspection within the context of an exercise.

AVIATION SECURITY NATIONAL INSTRUCTORS COURSE

CLASSROOM

Duration**7** DAYS**Language**

ENGLISH

Target Population

The training is most beneficial for:

- personnel involved in the development, management and/or instruction of training materials related to a civil aviation security training programme; and
- management, supervisors, and personnel involved in the instruction of aviation security including the:
 - State's appropriate Authority for Aviation Security involved in the instructional duties or implementation of training programmes;
 - airport operators;
 - aviation security service providers; and
 - other government or industry entities directly involved in the implementation of security measures.

Course Aim

In this course, graduates will be able to conduct Aviation Security (AVSEC) courses and be fully versed in the general application of training principles, the preparation of appropriate teaching aids, and the tailoring of course material to harmonize course objectives with local and national requirements. It is intended for any aviation personnel who require AVSEC instruction, guidance, and materials.

Course Objectives

Upon successful completion of this course, participants will be able to:

- apply general principles of learning and instruction;
- determine training objectives and devise tests to evaluate progress towards their achievements;
- decide on the instructional method (individual or group tuition) best suited to the course;
- plan and implement courses of instruction;
- select, prepare, and use appropriate teaching aids; and
- use validated, material-dependent course materials, such as TRAINAIR PLUS Standardized Training packages (STPs).

AIRPORT SECURITY SUPERVISORS COURSE

CLASSROOM

Duration**8** DAYS**Language**

ENGLISH, FRENCH, SPANISH, RUSSIAN AND ARABIC

Target Population

The training is most beneficial for:

- Personnel responsible for setting up supervisory training within their organizations;
- AVSEC personnel at the basic level with the potential for promotion to the supervisory level;
- Existing supervisors who have not received formal supervisory training;
- AVSEC personnel from the civil aviation authority or airlines with the primary responsibility for the application of aviation security preventive measures at airports; and
- Personnel from aviation related agencies engaged in aviation security support activities.

Course Aim

To ensure that relevant personnel at airports can supervise and monitor the implementation of aviation security preventive measures through the application of the relevant competencies required for security supervisors. Participants of this course will be prepared to plan, coordinate and conduct quality control measures utilizing Annex 17 and ICAO methodology in accordance with approved programmes.

Course Objectives

Upon successful completion of this course, participants will be able to:

- supervise the implementation of the aviation security preventive measures and monitor the quality of the performance of the various tasks; and
- contribute to the safety and security of passengers, crew, ground personnel, and the general public.



| ICAO

For information on the GLOBAL AVIATION TRAINING Programme,
contact or visit us at: www.icao.int/training

Email: AviationTraining@icao.int • Tel: +1 (514) 954-8219, ext. 8171