



International Civil Aviation Organization

ELECTRONIC BULLETIN

For information only

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ICAO REGIONAL TRAINING CENTRES OF EXCELLENCE

1. The International Civil Aviation Organization (ICAO) is pleased to announce the launch of the Regional Training Centres of Excellence (RTCEs), under the responsibility of the newly-established Global Aviation Training (GAT) Office reporting directly to the Office of the Secretary General. Assembly Resolution A38-12, Appendix D, defines the role of ICAO and Member States regarding the professional qualifications of personnel and provision of training in aviation. In this respect, ICAO training should mainly address the implementation of Standards and Recommended Practices, Procedures for Air Navigation Services, and ICAO Programmes.
2. Cooperation with a network of RTCEs will allow ICAO to effectively and efficiently respond to its mandate, in accordance with Assembly Resolution A38-12, Appendix D. RTCEs will be responsible for the development and delivery of ICAO training courses in one or more of the authorized areas listed in the Attachment and will be authorized to use ICAO provisions (Chicago Convention, its Annexes and related guidelines) to enhance the quality of aviation training delivered to Member States.
3. RTCEs will be TRAINAIR PLUS-leading Full Members in each of the ICAO regions selected by GAT, based on a set of high-level criteria found in the Attachment. The selection of RTCEs by ICAO will ensure the best possible consideration of regional and linguistic aspects, in order to enhance the training delivery to Member States and to ensure ICAO provisions are adequately taught. Following the successful completion of their assessment and payment of application fees, the RTCE will be issued an official plaque and certificate listing the authorized areas. This certificate will be valid for three years and conditional upon the maintenance of the TRAINAIR PLUS Full Membership.
4. For further information, kindly contact the GAT Office at globalaviationtraining@icao.int.

Enclosure:

ICAO RTCEs – Selection Criteria, Authorized Areas, and
Application Process

Issued under the authority of the Secretary General

ICAO REGIONAL TRAINING CENTRES OF EXCELLENCE
Selection Criteria, Authorized Areas and Application Process

Selection Criteria

ICAO Regional Training Centres of Excellence (RTCEs) will be selected based on successful demonstration of their compliance with all of the following criteria, as determined solely by ICAO:

1. A current Full Member of the TRAINAIR PLUS Programme (TPP);
2. No open observation or recommendation from the last assessment;
3. An established Course Development Unit (CDU) with at least two qualified course developers (qualified by ICAO);
4. Availability of at least one senior course developer (having developed at a minimum three competency-based courses) to validate training courses developed by the training centre;
5. Availability of at least a senior instructor to conduct training and oversight of the instructional team;
6. Access to Subject Matter Experts in at least one technical area listed below (authorized areas: Aerodromes, Air Navigation, Air Transport, Environment, Flight Safety and Safety Management, Security and Facilitation);
7. An established Training Organization with at least five years of experience in managing and delivering training activities;
8. Conduct courses in at least one ICAO official language;
9. Have a training administration and customer management system;
10. Ability and commitment to develop at least one competency-based course per year (minimum 30 hours of actual training time) in partnership with ICAO and based on training needs identified by ICAO;
11. Satisfy ICAO requirements for the volume of training delivered at the facilities (premises) of the training organization (measured in a student's x number of days in a course) and ratio of national and international students;
12. Availability of facilities for training foreign students, including accommodations, amenities, issuing of visas, etc.;
13. Leader in training in the requested ICAO authorized area(s);
14. Satisfy ICAO requirements for clean, well-maintained, state-of-the-art facilities, including sufficient well-equipped classrooms, Wi-Fi, reliable high-speed Internet connectivity, etc.; and
15. Satisfy ICAO requirements for suitable up-to-date training devices and equipment for the technical area in which they wish to be considered.

Authorized Areas

1. Aerodromes (Annex 14)
2. Air Navigation Services (Annexes 2, 3, 4, 5, 10, 11, 12 and 15)
3. Air Transport
4. Environment (Annex 16)
5. Flight Safety and Safety Management (Annexes 1, 6, 7, 8, 13, 18 and 19)
6. Security and Facilitation (Annexes 9 and 17)

Application Process

1. Application (fees will apply)
2. Assessments (desk and on-site assessments, if required)
3. Issuance of an official ICAO plaque and certificate, valid for three years, listing the authorized languages and technical areas