AIS Training

Louise Alberts

Civil Aviation Safety Authority

Australia

Manual on AIS (Football) Training

Methodology (how to)	Application (do)
Rules	Understand rules
Player positions	Assign players
Required skills	Current players' skills
Performance criteria	Assessment criteria
Game plan template	Create game plan
Assessment plan	Measure performance

Manual on AIS Training (Doc 9991)

- Published (six official languages)
- Enable development of training programmes
- Step-by-step blue-print towards adapted CBTA model
- Doc 8126 – training programs based on ICAO competency framework

It is not a one-size-fits-all training programme

Manual on AIS Training (Doc 9991)

- Structure of the training manual
  - Based on guidance from PANS-TRG (Doc 9868)
  - Aligned with ATCO training manual methodology
  - Outcome-based
- Examples/templates included
  - Training Specification
  - AIS Adapted Competency Model
  - Evidence Guide
  - Competency Checklist
  - Assessment Form
  - Example Syllabus

Requirement for a training manual

- Doc 8126 – training programs based on ICAO competency framework

3.4 PERSONNEL

3.4.1 Personnel requirements

3.4.1.1 In line with the State's requirements, an AIS provider must ensure that job descriptions, training programs, training plans and training records are developed, maintained and continuously improved based on the ICAO competency framework.

Requirement for a training manual

- Doc 8126 – training programs based on ICAO competency framework

3.4.4 Application of the AIS adapted competency framework

3.4.4.1 Within the context of the QMS, AIS management must ensure that tasks are performed only by competent personnel. There is therefore a need to identify tasks and assess the required competencies. Clear performance criteria must be established to assess the competencies while the assessment must be based on multiple observations covering a range of different conditions.

3.4.4.2 In this context, AIS management must ensure that required competencies are trained, observed and assessed consistently within the AIS organization. Each party involved in the process including the trainee, instructor, training organization, operator and regulator must have a common understanding of the AIS competency requirements.

ICAO Competency Framework

Competency. A dimension of human performance that is used to reliably predict successful performance on the job. A competency is manifested and observed through behaviours that mobilize the relevant knowledge, skills and attitudes to carry out activities or tasks under specified conditions.

ICAO Competency: Communication

Description: Communicate effectively in all operational situations

OB: Speaks clearly, accurately and concisely

Table I-2-1. Structure of an ICAO competency framework

ICAO competency	*Description*	*Observable behaviour (OB)*
ICAO Competency 1	Description 1	OB 1
		OB 2
		OB n
ICAO Competency 2	Description 2	OB 1
		OB 2
		OB n
ICAO Competency n	Description n	OB 1
		OB 2
		OB n

Developing competency-based training

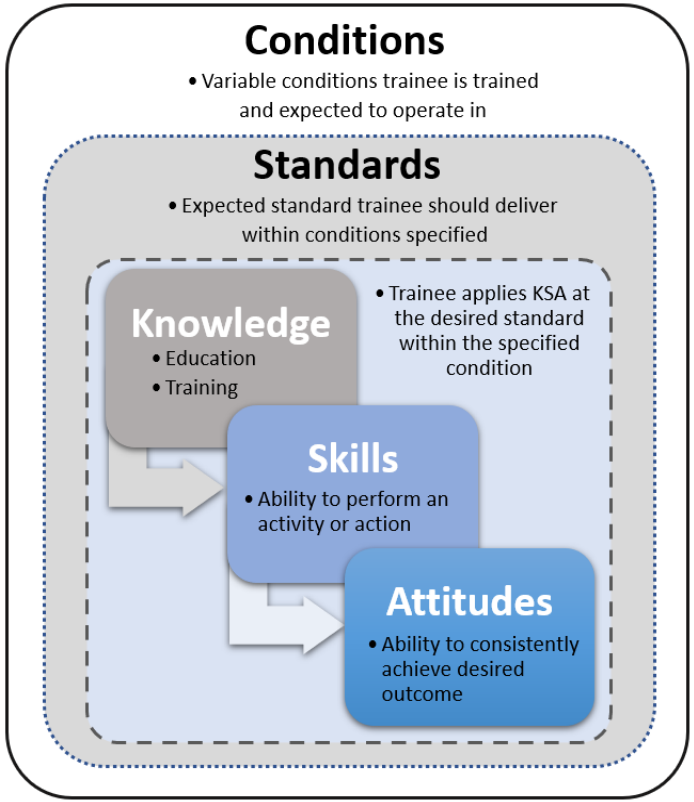
Table I-2-1. Structure of an ICAO competency framework

ICAO competency	*Description*	*Observable behaviour (OB)*
ICAO Competency 1	Description 1	OB 1
		OB 2
		OB n
ICAO Competency 2	Description 2	OB 1
		OB 2
		OB n
ICAO Competency n	Description n	OB 1
		OB 2
		OB n

Table I-2-3. Elements of an adapted competency model

Adapted competency	*Description*	*Performance criteria*		
		Observable behaviour (OB)	*Competency assessment*	
			Final competency standard	Conditions
Adapted competency 1	Description 1	OB 1		
		OB 2		
		OB n		
Adapted competency 2	Description 2	OB 1		
		OB 2		
		OB n		
Adapted competency n	Description n	OB 1		
		OB 2		
		OB n		

Development of AIS CBTA



- ICAO Framework
  - Complete list of competencies
- AIS Adapted Model
  - Select applicable competencies
  - Select or assign observable behaviours
  - Determine assessment standards and conditions
  - KSA within standards and conditions
- Training phases and progression
  - Initial
  - Functional
  - Specialized
  - Refresher (recurrent)

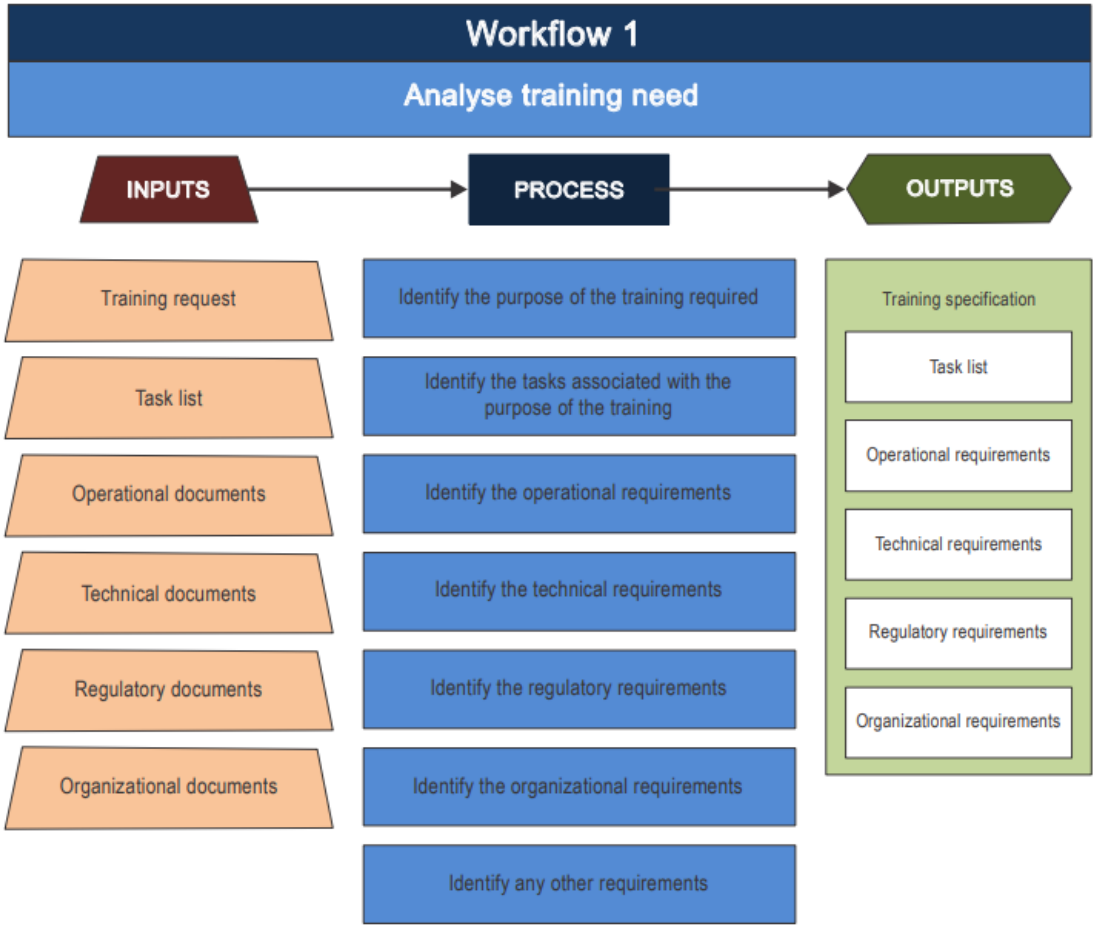
Development Methodology

Workflow 1	Workflow 2	Workflow 3	Workflow 4	Workflow 5
ANALYSE Training need	DESIGN Competency based training and assessment	DEVELOP Training and assessment material	IMPLEMENT Conduct course	EVALUATE Evaluate course

ANALYSE

Workflow 1

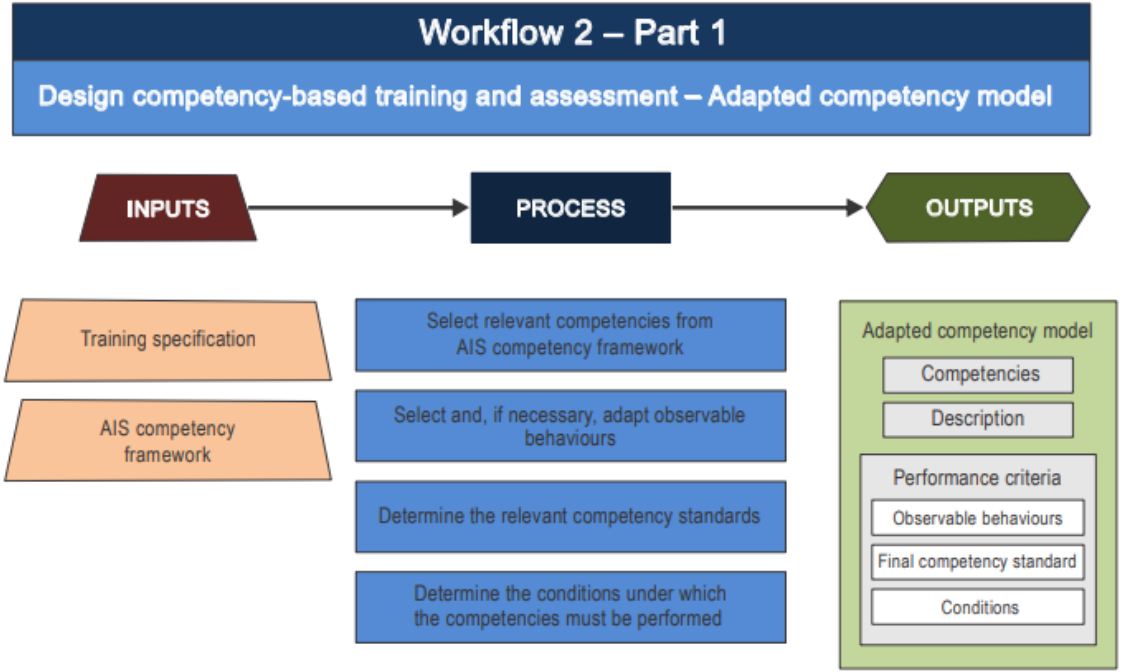
ANALYSE Training need



DESIGN (1)

Workflow 2

DESIGN Competency based training and assessment



DESIGN (2)

Workflow 2

DESIGN Competency based training and assessment

Workflow 2 – Part 2

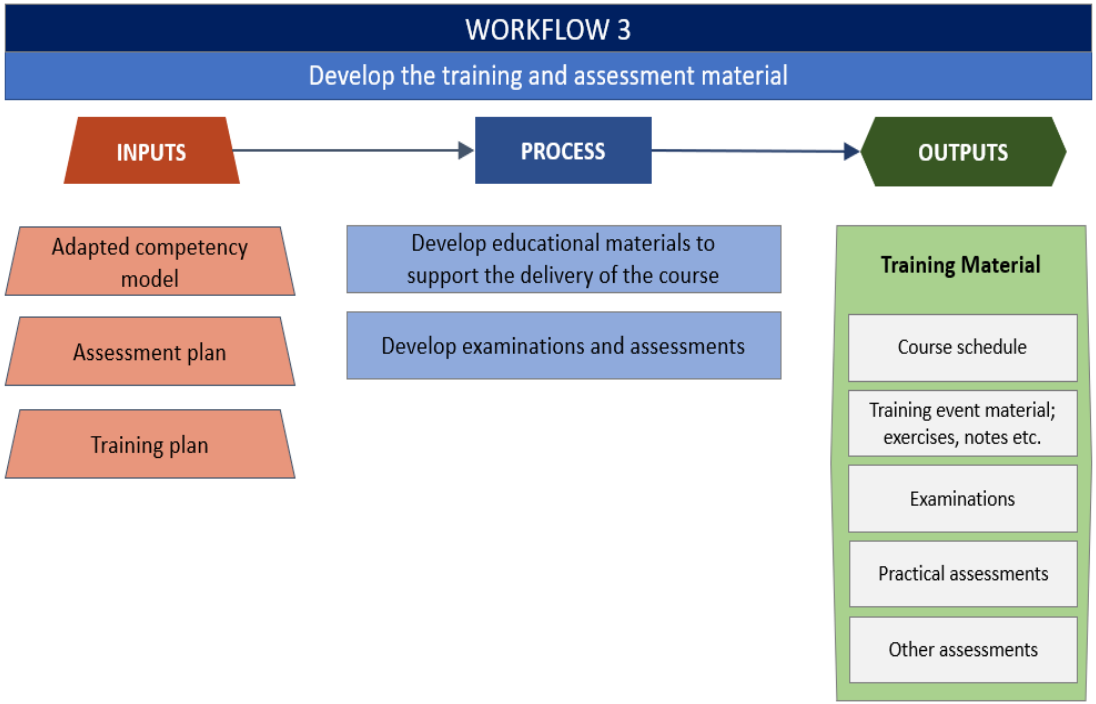
Design competency-based training and assessment – Training and assessment plans

INPUTS	PROCESS	OUTPUTS
Training specification	Determine the sub-tasks and KSA from the task list and other relevant data in the training specification	Assessment plan: Final competency standard; Interim competency standards, if required; Assessment list; Assessment tools
Adapted competency model	Perform a training gap analysis	
Task analysis	Develop a syllabus	
	Determine the milestones, if required	
	Define interim competency standards, if required	
	Define the list of assessments that will be used to collect evidence that the final competency standard (and each interim competency standard) has been achieved	
	Develop the assessment tools	
	Design the remaining elements of the training plan	Training plan: Syllabus; Composition and structure; Milestones; Modules/training events; Course schedule

DEVELOP

Workflow 3

DEVELOP Training and assessment material



IMPLEMENT

Workflow 4

IMPLEMENT
Conduct course

Workflow 4

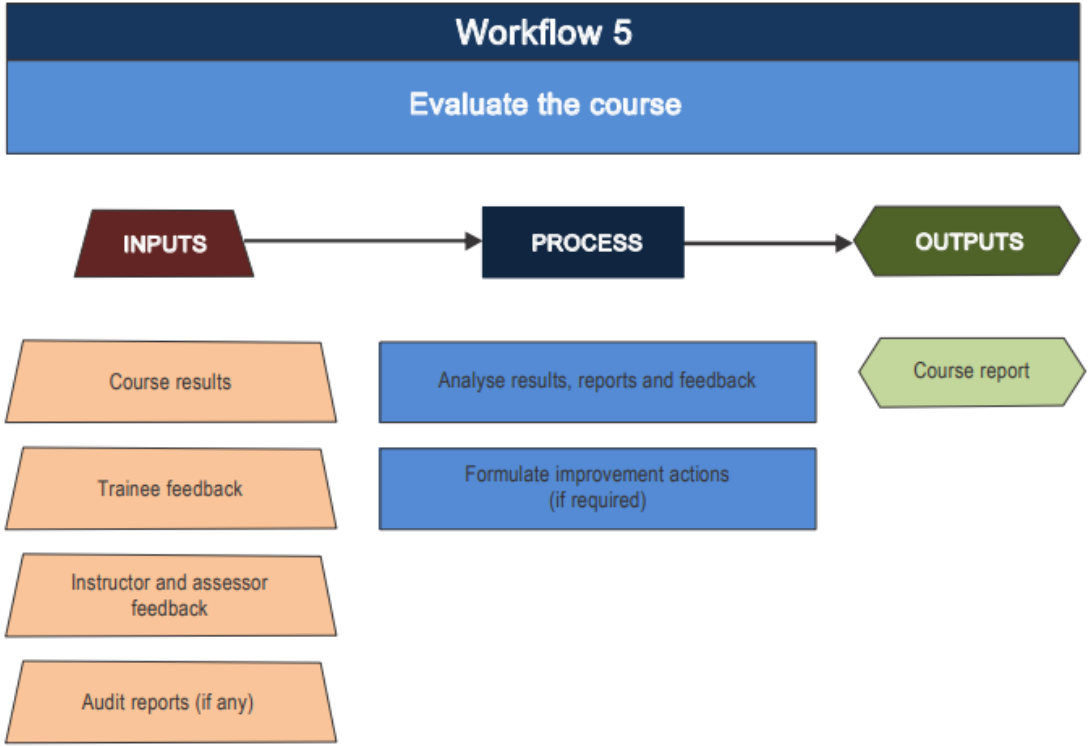
Conduct the course

INPUTS	PROCESS	OUTPUTS
Adapted competency model	Deliver the training according to the training plan	Competent trainees
Assessment plan	Monitor trainees' progress against the interim and final competency standards	
Training plan	Provide timely and continuous feedback on performance	
Course material	Diagnose deficiencies and provide remediation in a timely manner	
Facilities and equipment	Carry out assessments according to the assessment plan	
Training and assessment personnel		

EVALUATE

Workflow 5

EVALUATE
Evaluate course



Training Sessions

Training Instructors Course Part 2
16 - 20 October 2023 | Schiphol-Rijk, Netherlands

Cours de formation instructeurs
2 - 11 October 2023 | Agadir, Morocco

16 - 25 October 2023 | Tunis, Tunisia

Training Developers Course
16 - 27 October 2023 | Virtual, UTC+01:00

Formation de concepteur de cours
16 - 27 October 2023 | Agadir, Morocco

Virtual Classroom Instruction
18 October 2023 | Virtual, UTC-05:00

Instrucción en el aula virtual
17 October 2023 | Virtual, UTC-04:00

Thank you

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TRAINING
DEVELOPMENT
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