



**DANGEROUS GOODS PANEL (DGP)  
MEETING OF THE WORKING GROUP OF THE WHOLE**

**Abu Dhabi, United Arab Emirates, 7 to 11 November 2010**

**Agenda Item 5: Resolution, where possible, of the non-recurrent work items identified by the Air Navigation Commission or the panel**  
**5.5: Performance standards for State employees**

**DGP TRAINING WORKING GROUP ON THE COMPETENCY FRAMEWORK FOR STATE EMPLOYEES**

(Presented by T.L Muller)

**SUMMARY**

Information is provided on the initial results of the DGP training (drafting) working group that was established on developing a competency framework for State employees involved in the regulation and oversight of the air transport of dangerous goods.

**1. INTRODUCTION**

1.1 The DGP decided to establish a small drafting group to develop a proposal on performance standards and requirements for competency-based training of State employees involved in the regulation and oversight of the air transportation of dangerous goods. The group initiated its work in July 2010 and consisted of members from the United States, Canada, the United Kingdom, Australia and The Netherlands. Every individual member was assigned a specific task and the work of the drafting group is coordinated by the DGP member nominated by the Netherlands. The task of the group was to develop a framework that would support State authorities to adopt national regulations/rules regarding the competencies of their dangerous goods staff.

## 2. PROGRESS

2.1 During the initial stage of the work by the drafting group, documents were collected to support the work of the group:

- a) ICAO Doc 9868 — *Procedures for Air Navigation Services — Training* providing guidance on competency-based training and assessment for pilots training and licensing;
- b) ICAO draft guidance material for competency-based training of medical examiners;
- c) Competency Profile for TDG inspectors of Transport Canada; and
- d) Technical Competency profile for TDG inspectors Transport Canada.

2.2 Principally the work would be carried out by email correspondence but in order to have sufficient progress there might be a need to convene a meeting of the group early next year. The ICAO Secretariat would be involved in order to maintain consistency with ICAO policies regarding competency profiles that are being developed.

2.3 Two proposals have been developed by the drafting group:

- a) a basic structure for competency framework and an initial draft for a competency framework table, taking into account ICAO Doc 9868 and a draft document by Transport Canada on competencies.

The drafting group was requested to provide comments and input to the proposed competency framework according the assigned tasks. The following responses were received:

- 1) The ICAO training division, which has been involved in the definition of competencies in other aviation positions, provided comments on both papers which were incorporated;
  - 2) Canada forwarded a contribution late September to the completion of the assigned task into the framework document.
- b) a proposal by the USA member on FAA regulations on competency-based performance objectives that covered almost all aspects of supervision on the transport of dangerous goods and making a link to the associated required competencies. Although the scope of the document (120 pages) looks wider than expected for a “competency frame work” (just a limited number of pages summarizing the required competencies), it seems that the FAA document covers all specific elements for such a framework. The drafting group was requested to comment carefully and specifically look into the completeness of the proposed competencies required in the various areas. So far no reaction was received on this document from the drafting group members.

Early October an outline of the competency framework was received from the ICAO Secretariat, using the FAA draft document on dangerous goods inspector's competencies as a basis.

In view of the extensive nature of the FAA document the suggestion was made to consider the development of a consolidated document summarizing the competencies derived from the FAA document and amended by the drafting group as appropriate. A concise document might better meet the objective to support the national authorities of States while guidance material for implementation would be available in the "wider scope" document as developed by the FAA.

### 3. **PRESENT SITUATION**

3.1 In view of the different approach and the different levels of detail of both documents there is a need for the drafting group to agree first on a number of basic principles of the framework before the drafting group should continue.

- a) the scope (based on intended use) and the detail of the competency frame work that needs to be reflected in the document that the drafting group should develop;
- b) To what extent should the more "soft competencies " (skills related to personality) be reflected in the competency framework;
- c) To what extent and detail should the (task dependent) technical skills be reflected in the competency profile contained in the document;
- d) the need to be consistent with the ICAO structure (in defined layers) that has been used in drafting competency profiles for other aviation positions.

3.2 For success it is essential that all members of the drafting group participate actively by providing input and/or comments on the developed material. To convene a meeting with the small drafting group early next year should be considered.

3.3 The drafting group could then discuss and study the current documentation and two proposals with the objective to provide recommendations on:

- a) the scope and structure of the competency framework document.
- b) the several levels of competencies (personality & profession/skills based).
- c) the detail in which the competencies will be reflected and to that respect the need for a concise document supported by implementation guidance document.

3.4 After agreement on these principles the drafting group could continue discussing in further detail the required competencies for State Employees

3.5 The agreed documentation could be presented at the next DGP meeting.

4. **CONCLUSION**

4.1 The DGP is invited to take note of the progress of the drafting group outlined in this information paper.

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