



International Civil Aviation Organization

**Aerodrome Certification Implementation Task Force
(ADCI TF)**

**Second Meeting
(Doha, Qatar, 12 – 14 May 2013)**

Agenda Item 4: Certification Process and Implementation Issues

COMPETENCY OF AERODROME PERSONNEL

(Presented by Sultanate of Oman)

SUMMARY

Referring to (ADCI TF/1) a team was tasked to review and propose a guideline on the issue of airport personnel minimum qualification requirement for aerodrome certification. As the objective of these requirements is to maintain competency, this paper gives some focus on the nature and need for competency.

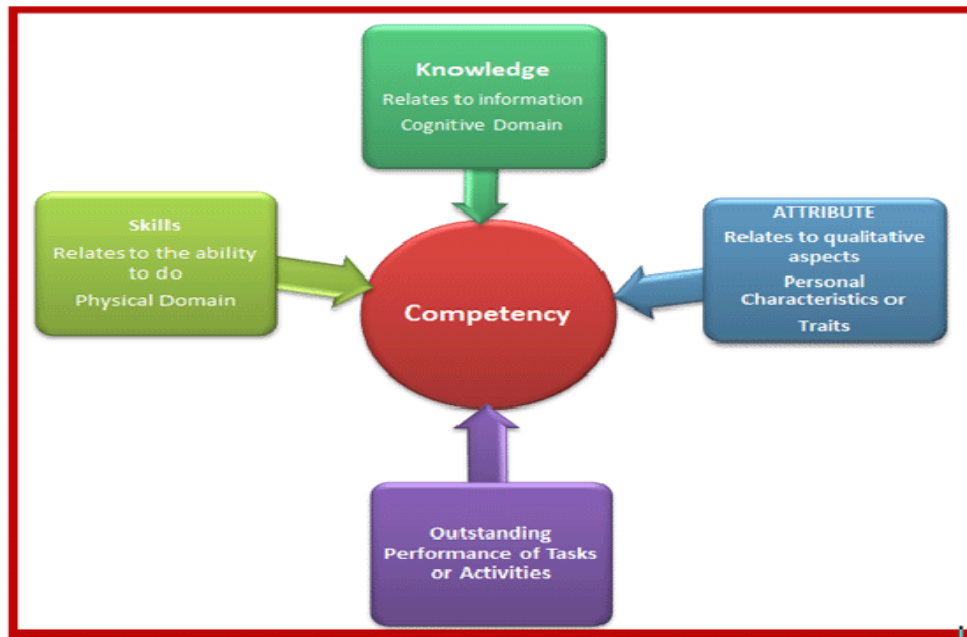
Action by the meeting is at paragraph 4.

1. INTRODUCTION

Competency Definitions

1.1 Annex 1, Personnel Licensing Definition: Competency is a combination of Skills, knowledge and attitudes required to perform a task to a prescribed standard. Competent person shall meet certain requirements in respect of the following:

- a. age;
- b. knowledge: demonstrate a level of knowledge appropriate to the allocated task;
- c. skill: the ability to perform the task; and
- d. medical fitness: physical, mental, visual, colour perception, hearing test experience.



Skill: - A person's ability to do something well. For example, communication, negotiation, or technical skills to perform a job.

Knowledge: - Information that a person has in a particular area. It can be acquired by education and training and experience.

Trait: - A typical aspect of a person's behaviour. For example, ambitious, alert reliable Organized, neat, Orderly, systematic, Efficient, responsible, Precise, thorough, Practical, dependable

Other Definitions

1.2 Competence has also been understood as a person's ability or capacity to do a job. It was devised to identify the specific personal characteristics which resulted in effective and/or superior performance.

1.3 Some scholars see "competence" as a combination of knowledge, skills and behaviour used to improve performance; or as the state or quality of being adequately or well qualified, having the ability to perform a specific role. For instance, management competency might include systems thinking, emotional intelligence, and skills in influence and negotiation.

1.4 Competency is sometimes thought of as being shown in action in a situation and context that might be different the next time a person has to act. People may react to a situation following behaviours they have previously found to succeed. To be competent a person would need to be able to interpret the situation in the context and to have a choice of possible actions to take.

2. DISCUSSION

Competency of Aerodrome Personnel

2.1 Regulatory Requirements. As part of the aerodrome certification, Civil Aviation Regulations (CAR139) requires that, the aerodrome operator is obliged to:

- a. employ an adequate number of qualified and skilled personnel to perform all critical activities for aerodrome operation and maintenance; and
- b. implement a programme to upgrade the competency of the personnel referred to in regulation.

2.2 Oversight. The CAA Aerodrome Standards department must be satisfied that the:

- a. aerodrome operator has the necessary competence to operate and maintain the aerodrome properly within the aerodrome operating procedures; and
- b. aerodrome facilities and equipment conform to the standards and practices specified in the regulation. Overall that the aerodrome will offer a safe environment for the operation of the aircraft it is intended for.

2.3 Contracted Tasks. Some tasks associated with some topic areas may be 'contracted out' by the aerodrome operator; whilst day-to-day operational management is the responsibility of the contractor, the aerodrome operator continues to have overall responsibility for the safe integration of contracted activities with the rest of the aerodrome operation. Therefore, he must:

- a. be satisfied that persons within the management structure possess the relevant operational safety competence;
- b. identify the post and person that have accountability for a specific task;
- c. identify gaps that may exist in the areas of competence for their particular aerodrome;
- d. develop job specifications, for recruitment and succession planning; and
- e. provide, for aerodrome licensing purposes, the safety assurance sought by the CAA's Aerodrome Standards Department on operational safety competence.

2.4 Special Consideration to the size of the Aerodromes:

- a. not all of the areas of competence have to be vested in one person, an issue of particular interest to the larger aerodromes, and not all of the tasks are appropriate or necessary for all aerodromes, an issue of particular interest to the smaller aerodromes; and
- b. the person at an aerodrome with overall responsibility for its safety management and/or an appropriately delegated person should identify which areas of competence and tasks are relevant to their aerodrome.

3. CONCLUSION

3.1 Realizing the variation worldwide in regulating and assessing Aerodromes safety competency, I believe that, this issue will be better considered if Annex 1 is amended to include requirements to implement licensing of aerodrome safety related key operations posts, as for flight crews and aircraft engineers.

4. ACTION BY THE MEETING

4.1 The meeting is invited to:

- a) note the information contained in the paper; and
- b) invite MID States representatives to share with their view and comments on the contents of the paper.

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