International Civil Aviation Organization
North American, Central American and Caribbean Office

INFORMATION PAPER

Second NAM/CAR Air Navigation Implementation Working Group Meeting (ANI/WG/2)
Puntarenas, Costa Rica, 1 to 4 June 2015

Agenda Item 6   Human Factor and Training Issues

RESULTS OF THE SECOND NAM/CAR CIVIL AVIATION TRAINING CENTRES WORKING GROUP MEETING (NAM/CAR/CATC/WG/2) AND ACTIVITIES CARRIED OUT BY THE TRAINING TASK FORCE

(Presented by the Secretariat)

EXECUTIVE SUMMARY		
This information paper presents the results of the Second NAM/CAR Civil Aviation Training Centres Working Group Meeting (NAM/CAR/CATC/WG/2).		
Strategic Objectives:	•	Safety
	•	Air Navigation Capacity and Efficiency
References:	•	First Meeting of Civil Aviation Training Centres of the NAM/CAR Regions (NAM/CAR/CATC/1), ICAO NACC Regional Office, Mexico City, Mexico, 27 to 30 August 2013.
	•	Second NAM/CAR Civil Aviation Training Centres Working Group Meeting (NAM/CAR/CATC/WG/2), ICAO NACC Regional Office, Mexico City, Mexico, 2 to 5 December 2014

1.   Introduction

1.1   Training is an essential element for development and human performance as well as a key element for all planning, implementation, operation and improvement phases of aeronautical activities.

1.2   In order to give continuity and follow-up on the work of the NAM/CAR/CATC/WG, the Second NAM/CAR Civil Aviation Training Centres Working Group Meeting (NAM/CAR/CATC/WG/2) was held at the ICAO NACC Regional Office in Mexico City, Mexico, from 2 to 5 December 2014.

2. **Discussion**

2.1   The Meeting took note about ICAO's training policy. The specific mechanisms available to support the NAM/CAR/CATC/WG, Civil Aviation Training Centres (CATCs) and States were presented, and concrete proposals for joint and coordinated work among the States, CATCs, the Regional Office (RO) and the Global Aviation Training (GAT) Office were offered.

2.2   The 38th ICAO Assembly held in 2013 formulated Resolution 38/12 Appendix D on qualified and competent aviation personnel, which textually states:

> *Whereas the satisfactory implementation of SARPs and PANS is contingent upon having qualified and competent personnel; Whereas difficulties are being experienced by Member States in these matters due to a lack of qualified personnel to support the existing and future air transportation system; Whereas special effort is required to support Member States in meeting their human resource needs; and Whereas learning activities conducted by ICAO are an effective means of promoting a common understanding and the uniform application of SARPs and PANS;*
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> *The Assembly resolves that:*
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> *1.   ICAO shall assist Member States in achieving and maintaining competency of aviation personnel through the ICAO Aviation Training Programme;*
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> *2.   the ICAO Aviation Training Programme shall be governed by the following principles:*
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>> *a)   qualification of aviation professionals is the responsibility of Member States;*
>> *b)   the highest priority is placed on learning activities that support the implementation of SARPs;*
>> *c)   cooperation with Member States and industry is essential to develop and implement learning activities to support the implementation of SARPs; and*
>> *d)   priority shall be placed on cultivating the next generation of aviation professionals.*
>
> *3.   ICAO advises operators of training facilities but does not participate in the operation of such facilities; and*
>
> *4.   Member States assist each other to optimise access to learning activities for their aviation professionals.*

2.3   In line with the above, the ICAO civil aviation training policy has been updated, effective 1 January 2014, and the ICAO Global Aviation Training (GAT) Office was created, which reports directly to the Secretary General and, will be responsible for planning, managing, and coordinating all ICAO aviation training activities, thus ensuring efficient, effective, and harmonised application of the policy in response to the training needs of member States, international and regional organisations, the industry, and other associates.

2.4   The GAT Office carries out its activities supported on the four pillars on which their implementation is based: the TRAINAIR *Plus* Programme; the recognition by ICAO of aviation training activities; aviation training activities developed by ICAO; and cooperation and partnership agreements.

2.5   The Cuban Civil Aviation Training Centre (CAA) presented the progress of the document to materialize the fundamental aspects to standardize two training programmes in 2015. It also recommended that the CATCs consider the creation of a regional Bank of Potential Instructors (BIP), which would allow the consultation and request through the collaboration of the CATCs best instructors, who could be used internationally and who comply with the instructor's model to train the Next Generation of Aviation Professionals (NGAP).

2.6   The Secretariat presented the progress of the Aviation Training Needs Questionnaire for the NAM/CAR Regions. Civil Aviation Training Survey for Civil Aviation Training Centres Organizations and Civil Aviation Training Survey for Customer Organizations (States, Air Navigation Service Providers, Airport Service Providers, etc.).

2.7   The Meeting formed an Ad hoc Group to examine, review and propose changes to both surveys. The Group determined and proposed to restructure both surveys and to submit them to the consideration of the NAM/CAR/CATC/WG by 30 March 2015.

2.8   The Secretariat presented the training needs on Aeronautical Message Handling System (AMHS) Implementation to be considered by the Civil Aviation Training Centres (CATCs) for supporting the implementation, operation and maintenance of the AMHS systems.

2.9   The technical training for the personnel involved in the maintenance and installation of Communications, Navigation and Surveillance/Air Traffic Management (CNS/ATM) systems should be aligned with ICAO Doc 7192 - *Training Manual for the Air Traffic Safety Electronics Personnel (ATSEP).* Doc 7192 must be used in conjunction with Annex 10 — *Aeronautical Telecommunications,* and associated manuals, as well as with the training required for these systems. All personnel directly involved in operation, maintenance and installation activities of CNS/ATM systems shall be qualified for their job functions. Air traffic safety electronics personnel (ATSEP) is the ICAO-recognized terminology for personnel involved in the operation, maintenance and installation of a CNS/ATM system.

2.10   The Meeting formed an Ad hoc group to examine, review and propose changes to the NAM/CAR Regional Aviation Training Plan. The Group determined and proposed to restructure the Plan presented as the Appendix to IP/10 of the NAM/CAR/CATC/WG/2 meeting and to submit the review of the Plan to the consideration of the NAM/CAR/CATC/WG by 15 March 2015.

2.11   The Mexican Aeropuertos y Servicios Auxiliares International Training Centre "Ing. Roberto Kobeh González" (CIIASA) informed the Meeting about their academic offer, which is aligned to support the objectives and regional implementation actions by ICAO through the NACC Regional Office and to establish cooperation agreements to meet the regional training demand in each speciality area.

2.12   The Airports & International Training Division (AMA-800) of the Federal Aviation Administration (FAA) Academy of the United States described their course offer in the following training categories:

- Air Traffic
- Technical Operations
- Aviation English
- Flight Standards
- Airports
- Flight Procedures
- Management Training
- On-the-Job Training
- Technical Assistance
- Instructor Techniques

2.13   The Cuban CAA presented the Cuban experience to prepare new air traffic controllers for Cuba in order to provide continuity to the logical process of manpower reposition and renewal in those areas where safety is essential.

2.14   The CAA presented the Cuban experience on the development of an introductory course on the Aviation System Block Upgrade (ASBU) Methodology. Likewise, they shared the CAA experiences related to the periodical training of instructors who are related to operational areas and civil aviation techniques.

2.15   The Secretariat presented the proposal of a work programme for the NAM/CAR Civil Aviation Training Centres Working Group (NAM/CAR/CATC/WG), based on its main goal to be the focal point to promote cooperation among its members and harmonization and standardization of aviation training programmes in North America, Central America and the Caribbean (NAM/CAR).

2.16   The NAM/CAR/CATC/WG will be an assistance entity for Civil Aviation Directors and will work in coordination with the existing implementation working groups, specifically with the North American, Central American and Caribbean Working Group (NACC/WG), the NAM/CAR Air Navigation Implementation Working Group (ANI/WG) and the Eastern Caribbean Network Technical Group (E/CAR/CATG).

2.17   The Meeting created an Ad hoc Group to examine, revise and propose changes to the NAM/CAR/CATC/WG Work Programme. The group determined and proposed the review of the Work Programme to submit it for consideration by the NAM/CAR/CIAC/WG by 30 March 2015. A teleconference will be held to discuss the Work Programme during the first quarter of 2015.

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