



Credentialing Aeronautical Information Specialists

9 July 2025

The overall classification of this presentation is:
UNCLASSIFIED



What Options are there?

- US approach: NGA and FAA
- Indonesia approach

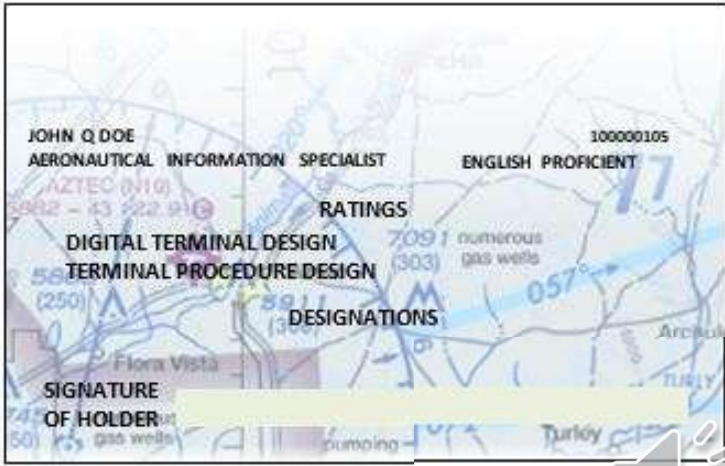
Background – US approach

- 2006 - FAA Order 1100.161 Change 1, Air Traffic Safety Oversight
 - Established credentialing program for air traffic control (ATC)
 - Credential required for FAA Air Traffic Organization (ATO) safety personnel who provide direct safety-related ATC services throughout the National Airspace System (NAS)
 - Credential also required for individuals who perform certifications on certifiable systems/subsystems/services in support of the NAS
- 2014 - FAA & NGA establish credential for Aeronautical Information Management (AIM)
 - NGA voluntarily enacted program implementation to demonstrate NGA's leadership in the Aeronautical Information Specialist (AIS) community
 - Credential ensures that AIS practitioners have demonstrated proficiency in a common set of competencies
 - This process facilitates professional development and training, promotes better synchronization and alignment of individual capabilities with the FAA through transportable credentials, and increases the professionalization of the workforce
 - NGA is the first US government agency to issue FAA AIS credentials



Credentialed Aero Analysts

- NGA Analysts credentialed as AIS with type ratings:
 - Aeronautical Information Processing
 - AIP Management
 - Airport Mapping
 - Digital Terminal Design
 - Graphic Design
 - Procedure Design
 - Vertical Obstructions



Receiving a Credential & Type Rating

- Analyst is assigned a certified trainer and begins an on-the-job training (OJT) rubric
 - Rubric contents are unique to each type rating (some overlapping topics) and contains pertinent OJT topics and required classroom training courses
- Analyst completes OJT and required classroom training and demonstrates proficiency to their trainer
- Trainer “signs off” on the trainee’s rubric and passes it to their Designated Examiner (DE)

Once training is complete, the following must occur within 30 days:

- Trainee is recommended for credential & type rating by DE
- Credential is approved by Proficiency Manager (PM)

Credential is then issued by FAA with listed type rating

- Credential holders may have more than one type rating



(U) Vertical Obstruction Phase 3 (Advanced) Rubric

(U) Trainer instructions:

- Date and initial Start date when training on the associated line item begins
- Date and initial Demonstration (demo.) date (both trainer and trainee) once the trainee has demonstrated the associated task
- Please provide section specific comments within the area provided at the end of each section (keep all comments UNCLASSIFIED)

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|--|-----------------|------------------|------------|------------------|------------------|-------|
| (U) The compiled contents of this table are UNCLASSIFIED//FOUO. | | | | | | |
| Professional Tradecraft Criteria and Requirements | Start Date | Trainer Initials | Demo. Date | Trainer Initials | Trainee Initials | Notes |
| Phase 3 – Advanced | | | | | | |
| Proficient Analysts should be able to accomplish Phase 3 within <1 month | | | | | | |
| VO JPIP FUNCTIONS | | | | | | |
| Execute all appropriate actions: | Java Basics | | | | | |
| | Search Filters | | | | | |
| | Map Functions | | | | | |
| | Query Functions | | | | | |
| | Diagnostics | | | | | |
| Feedback is invited and encouraged throughout training. | | | | | | |
| Section comments: DO NOT USE THIS SECTION FOR CLASSIFIED FEEDBACK. | | | | | | |
| PRODUCTION | | | | | | |
| Production reports process: | Accessing Files | | | | | |



Maintaining a Credential and/or Type Rating

- Credentials and type ratings are valid for no more than 24 months
 - Each type rating must be maintained individually under credential umbrella
- DE recommends & PM approves renewals based on biennial skills evaluation (BSE)

Archived Ratings

- If holder moves to a new work function within Aero with a different type rating AND the holder does not maintain their previous type rating, it will be archived upon its expiration

Criteria for Withdrawal of Credentials and/or Type Ratings

- Departure from NGA
- Analyst no longer performs functions of any rating without likelihood of returning to SFA

Criteria for Removal of Credentials and/or Type Ratings


- Analyst unable to meet current requirements
- Analyst performance has adversely affected aviation safety
- Just cause as determined by supervisor

Credentials and type ratings may be reinstated at any time following re-training



Role of FAA at NGA

- FAA conducts a yearly audit on NGA’s credentialing program
- The audit includes interviews and document reviews
- Authority for recommendation and approval of credentials & type ratings lies solely with NGA DE & PM as long as NGA remains in compliance with FAA standards

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|  | AVS Quality Management System | QPM# AOV-002-001-W1 | Revision 9 |
| Title: AOV Audit and Assessment Work Instruction | | Effective Date: April 22, 2022 | Page 1 of 45 |

AOV-002-001-W1

AOV Audit and Assessment Work Instruction

Purpose

The purpose of this Work Instruction is to describe how the Air Traffic Safety Oversight Service (AOV) conducts surveillance of the Air Traffic Organization (ATO) through audit and assessment procedures. This document standardizes audits and assessments for AOV’s safety oversight of the ATO’s operations. The term “audit” encompasses assessments throughout the rest of this document.

Scope

This Work Instruction provides AOV employees with step-by-step procedures for conducting audit and assessment surveillance activities in accordance with the AOV Surveillance Process, AOV-002-001. It describes the procedures used to effectively generate proposals, develop and conduct an audit, and complete post-audit activities.



Indonesia: AIS PERSONNEL COMPETENCY ASSESSMENT AND CERTIFICATION

Started with Regulatory

- Minister of Transportation Decree number PM 87 year 2018 (Civil Aviation Safety Regulation/CASR Part 69) titled Licensing, Rating, Training, and Competency of Air Navigation Personnel
- Director General of Civil Aviation Decree number PR 18 year 2023 (Manual of Standard/MOS Part 69-02) titled Licensing, Rating, Training, and Competency of Aeronautical Communication Personnel, ATS Engineering Personnel, AIS Personnel and Flight Procedure Design Personnel.

Reference: AAITF/20 – IP/10



CASR Part 69 Provides a Framework and Guidance

2.3 AIS ratings and respective responsibilities which will be assigned to AIS license holders consist of:

- a) Aeronautical Information Publication rating: to provide or to supervise the provision of aeronautical information service for the database management and AIP production unit of AIS Headquarter or Notam Office or Aerodrome AIS Unit which the holders rated;
- b) Aeronautical Cartography rating: to provide or to supervise the production of an aeronautical chart for the Cartography unit of AIS Headquarter or Aerodrome AIS Unit which the holders rated.

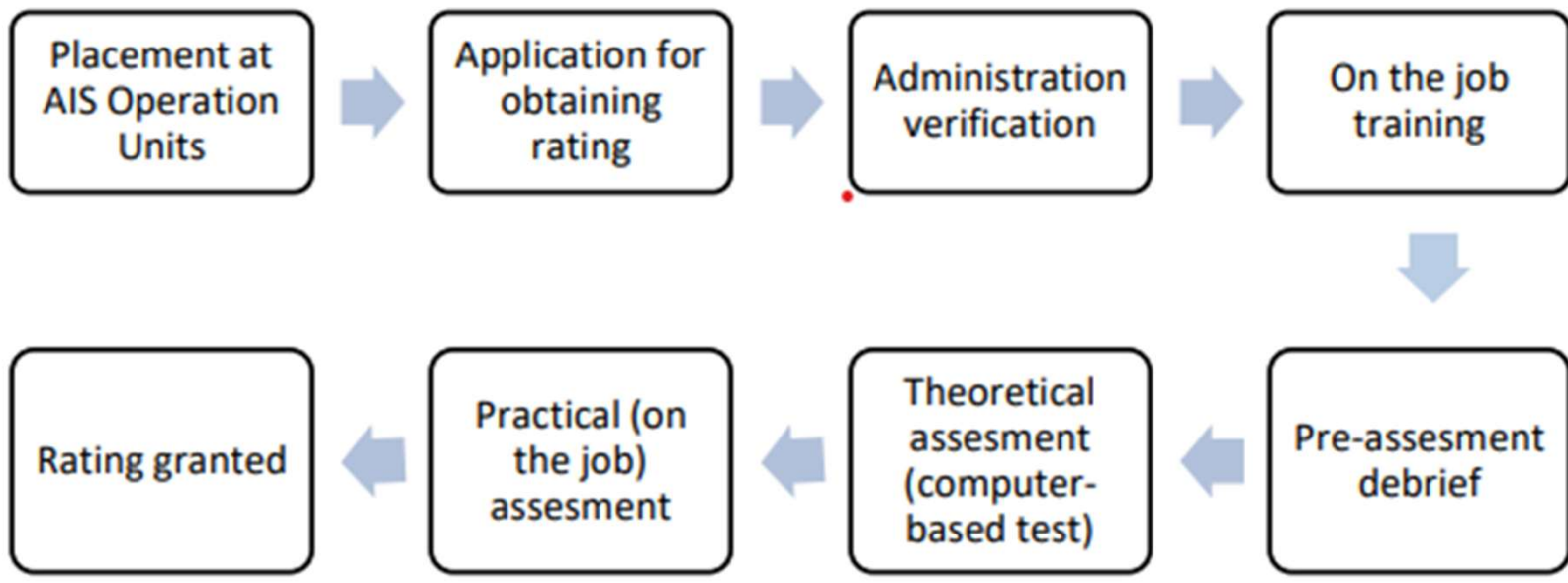
2.4 Technical training provided by approved training organizations are categorized:

- a) Basic training, which is training aimed at providing basic knowledge and skills in accordance with the discipline to be achieved in the field of air navigation services i.e. Basic AIS (Aeronautical Information Publication, Aeronautical Cartography);
- b) Advanced training, which is training designed to prepare personnel to provide air navigation services using more advanced procedures or equipment i.e. SWIM for Air Navigation Personnel;
- c) Continuation training, which is training aimed at providing refreshment of basic knowledge and skills in accordance with the disciplines to be achieved in the field of air navigation services i.e. Aeronautical Cartography Refresher; and
- d) Developmental training, which is training designed to prepare personnel to occupy certain positions in an operation unit i.e. AIS Checker, AIS Supervisor.

Reference: AAITF/20 – IP/10



CASR Part 69 Provides a Framework and Guidance



Reference: AAITF/20 – IP/10



