CỘNG HÒA XÃ HỘI CHỦ NGHĨA VIỆT NAM
Độc lập - Tự do - Hạnh phúc

Hà Nội, ngày 30 tháng 5 năm 2024

QUYẾT ĐỊNH
Về việc ban hành Chương trình đào tạo giám sát viên an toàn hoạt động bay

CỤC TRƯỞNG CỤC HÀNG KHÔNG VIỆT NAM

Căn cứ Luật Hàng không dân dụng Việt Nam ngày 29/6/2006 và Luật sửa đổi, bổ sung một số điều của Luật Hàng không dân dụng Việt Nam ngày 21/11/2014;

Căn cứ Nghị định số 66/2015/NĐ-CP ngày 12/8/2015 của Chính phủ quy định về nhà chức trách hàng không;

Căn cứ Thông tư số 19/2017/TT-BGTVT ngày 06/6/2017 của Bộ Giao thông vận tải quy định về quản lý và bảo đảm hoạt động bay; Thông tư 32/2021/TT-BGTVT ngày 14/12/2021 sửa đổi, bổ sung một số điều của Thông tư số 19/2017/TT-BGTVT ngày 06/6/2017;

Căn cứ Quyết định số 651/QĐ-BGTVT ngày 29/5/2023 của Bộ Giao thông vận tải quy định chức năng, nhiệm vụ, quyền hạn và cơ cấu tổ chức của Cục Hàng không Việt Nam và Quyết định 371/QĐ-BGTVT ngày 02/4/2024 về sửa đổi, bổ sung Quyết định 651/QĐ-BGTVT ngày 29/5/2023;

Xét đề nghị của Trưởng phòng Quản lý hoạt động bay Cục Hàng không Việt Nam,

QUYẾT ĐỊNH:

Điều 1. Ban hành kèm theo Quyết định này Chương trình đào tạo giám sát viên an toàn hoạt động bay.

Điều 2. Quyết định này có hiệu lực kể từ ngày ký và thay thế Quyết định số 1662/QĐ-CHK ngày 10/08/2023 của Cục trưởng Cục Hàng không Việt Nam về việc ban hành Chương trình đào tạo giám sát viên an toàn hoạt động bay**.**

Điều 3. Trưởng phòng Quản lý hoạt động bay; Thủ trưởng các cơ quan, đơn vị liên quan chịu trách nhiệm thi hành Quyết định này./.

KT.CỤC TRƯỞNG
PHÓ CỤC TRƯỞNG

Nơi nhận:
- Như Điều 3;
- Cục trưởng (để b/c);
- Phó Cục trưởng H.M.Tấn;
- Cảng vụ HKMB, MT, MN;
- Lưu: VT, QLHĐB (06b).

Hồ Minh Tấn

MINISTRY OF TRANSPORTATION	SOCIALIST REPUBLIC OF VIETNAM
CIVIL AVIATION AUTHORITY OF VIETNAM	**Independence - Freedom - Happiness**

No: 1880 /QD-CHK

Ha Noi,   30 May 2024

DECISION

Promulgating Training Programme for Air Navigation Services safety inspector.

DIRECTOR GENERAL
OF CIVIL AVATION AUTHORITY OF VIET NAM

Pursuant to the Law on Civil Aviation of Viet Nam dated 29th June 2006 and the Law amending and supplementing a number of articles of the Law on Civil Aviation of Viet Nam dated 21st November 2014;

Pursuant to Decree No. 66/2015/ND-CP dated 12th August 2015 of the Government on regulations on aviation authorities;

Pursuant to Circular No. 19/2017/TT-BGTVT dated 06th June 2017 of Ministry of Transportation on regulation on air navigation services management and assurance and Circular No. 32/2021/TT-BGTVT dated 14th December 2021 of Ministry of Transportation amending and supplementing Circular No. 19/2017/TT-BGTVT dated 06th June 2017;

Pursuant to Decision No. 651/QĐ-BGTVT dated 29th May 2023 of Ministry of Transportation on defining the functions, duties, privileged and organizational structure of the Civil Aviation Authority of Vietnam (CAAV) and Decision 371/QD- BGTVT dated April 2, 2024 on amending and supplementing Decision 651/QD-BGTVT dated May 29, 2023;

At the proposal of Director of Air Navigation Department Civil Aviation Authority of Vietnam.

DECIDES:

Article 1. Issued together with this Decision the Training Programme for Air Navigation Services safety inspector.

Article 2. This Decision comes into force from the date of signing and annuls decision No. 1662/QD-CHK dated 10th August 2023 on Training Programme for Air Navigation Services safety inspector.

Article 3. Director of Air Navigation Department, Heads of relevant agencies and organizations are responsible to execute this Decision./.

Where to:
- As Article 3;
- Director General;
- Deputy DG H.M. Tan;
- NAA, MAA, SAA;
- Achieve: Clerical assistant, AND (22b).

ON BEHALF OF DIRECTOR GENERAL
DEPUTY DIRECTOR GENERAL

Ho Minh Tan

ATTACHMENT:

TRAINING PROGRAME
FOR AIR NAVIGATION SERVICES INSPECTOR

TRAINEE:

The trainees shall have a professional certificate to hold a specialized position in Air Navigation Services (ANS), have knowledge of Vietnam Civil Aviation Law and related guiding documents in the field of ANS; Proficient in English skills (reading, understanding, speaking and listening); Participated in developing documents, procedures and performing inspection and supervision of ANS; CAAV has a training plan to appoint as an ANS Inspector.

Each training plan consists of multiple training courses. Each training course is uniquely identified by a code of 4 or 5 digits as follows: 9XYY(Z)-CAAV, where:

9 represents courses in the field of Air Navigation.

X represents the phase of the course, with 1 representing phase 1, 2 representing phase 2, and so on up to phase 5.

YY is the course number, numbered from 01 to 99.

Z (if any) is the training field, with the following designations:

- A represents ATS (Air Traffic Services)

- B represents CNS (Communication, Navigation, Surveillance)

- C represents AIS (Aeronautical Information Services)

- D represents MAP/CHART (Maps and Charts)

- E represents PANS-OPS (Procedures for Air Navigation Services - Operations)

- F represents MET (Meteorology)

- G represents SAR (Search and Rescue)

- H represents PEL (Personnel Licensing)

In the case of no Z character, it is a general course.

PHASE 1- INITIAL/INDUCTION/BASELINE TRAINING

Training course code	Subjects	Duration	Level of Priority	Remark
Module 1: Induction				
9101-CAAV	Vietnam Civil Aviation system and legislative framework.	3 days	1	CAA senior executive/ ATO
9102-CAAV	Overview of CAAV: Functions and Duties.		1	

Training course code	Subjects	Duration	Level of Priority	Remark
9103-CAAV	Overview of Regional Airport Authority: Functions and Duties.		1	
9104-CAAV	Vietnam Civil Aviation Law: Airport Provision		1	
9105-CAAV	Government Decrees, Ministry Circulars pertaining airport Operation and Management		1	
9106-CAAV	ANS Inspector Duties and Code of Conduct		1	
9107-CAAV	ANS Inspector Authorisation/Credential		1	
9108-CAAV	ANS Inspector Training requirements		1	
Module 2: Baseline training *(to be deployed under Decision No. 1575A/QD-CHK dated 31st July 2023 on ANS Inspector Basic Training Course of Director General of CAAV)*				
9109-CAAV	Introduction	6 days	1	CAA senior executive/ ATO
9110-CAAV	Safety Oversight Requirements		1	
9111-CAAV	Planning Surveillance activities and Conducting Surveillance		1	
9112-CAAV	Inspection Report		1	
9113-CAAV	Universal Safety Oversight Audit Programme		1	
9114-CAAV	Aircraft Accident Investigation		1	

PHASE 2 - CORE /TECHNICAL TRAINING

(Each training session is for 90 min).

Training course code	Subjects	Duration	Level of Priority	Remark
ATS				
Module - 1				
9201-CAAV	Safety management systems	05 days	1	CAA senior executive/ ATO
9202-CAAV	Aviation Audit Technique/Auditor	05 days	1	CAA senior executive/ ATO
Module – 2 (*apply for Newly Recruited Inspectors without experiences*)				

9203A-CAAV	❖ ANS Regulations (ATS); MOS on ATS; Manual on ATS. ❖ Annex 2 (Rules of the Air) and Annex 11 (Air Traffic Services) and its application, Doc 4444 (Air Traffic Management).	20 sessions	1	CAA senior executive/ ATO
Module - 3				
9204A-CAAV	ATS units Certification ❖ Certification process ❖ ATS Unit manual assessment	04 sessions	1	CAA senior executive
9205A-CAAV	ATS units Inspections ❖ Safety Oversight Requirements ❖ Planning Inspection activities ❖ Conducting Inspection ❖ Inspection Checklist ❖ Inspection Report ❖ Action Taken Report (ATR) review and disposal ❖ Observations and physical inspection ❖ Periodic review of pending observations in ATR	04 sessions	1	CAA senior executive
CNS				
Module - 1				
9201-CAAV	Safety management Systems	05 days	1	CAA senior executive/
9202-CAAV	Aviation Audit Technique/Auditor	05 days	1	ATO
Module – 2 (*apply for Newly Recruited Inspectors*)				
9203B-CAAV	1. ANS Regulations (CNS); MOS on CNS. 2. Annex 10 - Aeronautical Telecommunication (Vol 1, 2, 3, 4, 5, 6) ❖ Volume I - Radio Navigation Aids ❖ Volume II - Communication Procedures including those with PANS status ❖ Volume III - Communication System ❖ Volume IV - Surveillance Radar and Collision Avoidance Systems	30 sections	1	CAA senior executive/ ATO

Code	Content	Sessions		Instructor
	❖ Volume V - Aeronautical Radio Frequency Spectrum Utilization ❖ Volume VI - Communication System and Procedures Relating to Remotely Piloted Aircraft Systems C2 Link			
9204B-CAAV	ICAO Doc 8071 (Manual on Testing of Radio Navigation Aids) and its applications ❖ Volume I - Testing of Ground-based Radio Navigation Systems ❖ Volume II - Testing of Satellite-based Radio Navigation Systems ❖ Volume III - Testing of Surveillance Radar Systems	6 sessions	2	CAA senior executive/ ATO
Module - 3				
9205B-CAAV	CNS units Certification ❖ Certification process ❖ CNS Unit manual assessment	04 sessions	1	CAA senior executive/ ATO
9206B-CAAV	CNS technical system/ equipment Certification ❖ Procedure for CNS technical system/ equipment Certification ❖ Standards and requirements to CNS technical system/ equipment ❖ Exemptions ❖ Issuance and renewal of certificate	04 sessions	1	CAA senior executive/ ATO
9207B-CAAV	The inspection for CNS Unit/ Equipment: ❖ Safety Oversight Requirements ❖ Planning Inspection activities ❖ Conducting Inspection ❖ Inspection Checklist ❖ Inspection Report ❖ Action Taken Report (ATR) review and disposal ❖ Observations and physical inspection ❖ Periodic review of pending observations in ATR	10 sessions	1	CAA senior executive/ ATO
AIS				
Module - 1				

9201-CAAV	Safety management systems	05 days	1	CAA senior executive/ ATO
9202-CAAV	Aviation Audit Technique/ Auditor	05 days	1	CAA senior executive/ ATO
Module – 2 (*apply for Newly Recruited Inspectors*)				
9203C-CAAV	Basic training in AIS/AIM		1	ATO
9204C-CAAV	1. ANS Regulations (AIS); MOS on AIS; Manual on AIS. 2. The contents related to aeronautical maps/charts for safety inspector in following documents: ❖ Annex 15 (AIS) and its application; Doc 8126 (AIS Manual), Doc 10066 (PANS-AIM), Doc 9991 (Manual on AIS Training), 9839 (Manual on the Quality Management System for AIS) ❖ Guidance Manual for Aeronautical Information services (AIS) in the Asia/Pacific region; ❖ Asia/Pacific regional plan for Collaborative Aeronautical Information Management	05 days	1	CAA senior executive/ ATO
Module – 3				
9205C-CAAV	AIS units/equipment Certification ❖ Certification process ❖ AIS Unit manual assessment	04 sessions	1	CAA senior executive/ ATO
9206C-CAAV	AIS inspection ❖ Safety Oversight Requirements ❖ Planning Inspection activities ❖ Conducting Inspection ❖ Inspection Checklist ❖ Inspection Report ❖ Action Taken Report (ATR) review and disposal ❖ Observations and physical inspection ❖ Periodic review of pending observations in ATR	04 sessions	1	CAA senior executive/ ATO
MAP-CHARTS				

Module - 1				
9201-CAAV	Safety management systems	05 days	1	CAA senior executive/ ATO
9202-CAAV	Aviation Audit Technique/ Auditor	05 days	1	CAA senior executive/ ATO
Module – 2 (*apply for Newly Recruited Inspectors*)				
9203D-CAAV	Basic training in MAP/CHART/AIS Cartography			ATO
9204D-CAAV	1. ANS Regulations (Chart, AIS); MOS on Chart; Manual on Chart. 2. Annex 4, 5, 14, 15; Annex 15 (AIS) and its application; Doc 8697 (Aeronautical Chart Manual), Doc 8126 (AIS Manual), Doc 10066 (PANS-AIM), 9839 (Manual on the Quality Management System for AIS).	20 sessions	1	CAA senior executive/ ATO
Module - 3				
9205D-CAAV	MAP-CHART unit Certification ❖ Certification process ❖ MAP-CHART Unit manual assessment	04 sessions	1	CAA senior executive/ ATO
9206D-CAAV	MAP-CHART inspection ❖ Safety Oversight Requirements ❖ Planning Inspection activities ❖ Conducting Inspection ❖ Inspection Checklist ❖ Inspection Report ❖ Action Taken Report (ATR) review and disposal ❖ Observations and physical inspection ❖ Periodic review of pending observations in ATR	04 sessions	1	CAA senior executive/ ATO
PANS-OPS				
Module - 1				
9201-CAAV	Safety management systems	05 days	1	CAA senior executive/ ATO

9202-CAAV	Aviation Audit Technique/ Auditor	05 days	1	CAA senior executive/ ATO
Module – 2				
9203E-CAAV	PANS-OPS procedure design basic course		1	ATO
9204E-CAAV	ANS Regulations (PANS-OPS); MOS on PANS-OPS; Manual on PANS-OPS.		1	ATO
Module - 3				
9205E-CAAV	Technical equipment of PANS-OPS ❖ IFP Design system: functions, workstations, system operational manual, etc.	10 sessions	1	Factory/ CAA senior executive
9206E-CAAV	PANS-OPS Unit Certification ❖ Certification process ❖ PANS-OPS Unit manual assessment	04 sessions	1	CAA senior executive/ ATO
9207E-CAAV	PANS-OPS Surveillance inspection ❖ Safety Oversight Requirements ❖ Planning Inspection activities ❖ Conducting Inspection ❖ Inspection Checklist ❖ Inspection Report ❖ Action Taken Report (ATR) review and disposal ❖ Observations and physical inspection ❖ Periodic review of pending observations in ATR	04 sessions	1	CAA senior executive/ ATO
MET				
Module - 1				
9201-CAAV	Safety management systems	05 days	1	CAA senior executive/ ATO
9202-CAAV	Aviation Audit Technique/ Auditor	05 days	1	CAA senior executive/ ATO
Module - 2				
9203F-CAAV	Aeronautical MET course		1	ATO

9204F-CAAV	Annex 3, Doc 8896 Manual of Aeronautical Meteorological Practice	04 sessions	2	CAA senior executive/ ATO
9205F-CAAV	Doc 9837 Manual on Automatic Meteorological Observing Systems at Aerodromes ❖ Specifying meteorological instruments for automatic meteorological observing systems: ❖ Measurement methods ❖ Algorithms and reporting ❖ Calibration and maintenance ❖ Siting; Measurement locations - Overview of other ICAO Docs for MET: DOC 9837 on RVR; Doc 9817 on Windshear; Doc 9377 on Coordination of ATS, AIS and MET; Doc 9365 on MET for flight Operation.	06 sessions	2	CAA senior executive/ ATO
9206F-CAAV	Vietnam regulations on MET (MET in ANS Regulations; Manual of Standards on MET; Manual on MET information (observations, forecasts and warnings)	04 sessions	1	CAA senior executive/ ATO
Module - 3				
9207F-CAAV	MET units Certification ❖ Certification process ❖ MET Unit manual assessment	04 sessions	1	CAA senior executive/ ATO
9208F-CAAV	MET technical system/ equipment Certification ❖ Procedure for MET technical system/ equipment Certification ❖ Standards and requirements to MET technical system/ equipment ❖ Exemptions ❖ Issuance and renewal of certificate	04 sessions	1	CAA senior executive/ ATO
9209F-CAAV	MET Inspections ❖ Organizational structures of MET unit(s) ❖ Technical personnel: Certification, quantity and quality; education and training	04 sessions	1	CAA senior executive/ ATO

	❖ Quality management of provision of MET products and information ❖ Equipment and facilities ❖ Work environment, infrastructures ❖ Documentation			
SAR				
Module - 1				
9201-CAAV	Safety management systems	05 days	1	CAA senior executive/ ATO
9202-CAAV	Aviation Audit Technique/Auditor	05 days	1	CAA senior executive/ ATO
Module - 2 (*apply for Newly Recruited Inspectors*)				
9203G-CAAV	Basic/Initial training in Search and Rescue		1	ATO
9204G-CAAV	Annex 12 Search and Rescue and its applications.	06 sessions	1	CAA senior executive/ ATO
9205G-CAAV	ICAO Asia/Pacific Search and Rescue (SAR) Plan ❖ Scope of the plan ❖ Objectives ❖ Executive summary ❖ Background information ❖ Current situation ❖ Performance improvement plan ❖ Emerging issues and future developments ❖ Milestones, timelines, priorities and actions	04 sessions	2	CAA senior executive/ ATO
Module - 3				
9206G-CAAV	SAR Procedures ❖ SAREX procedure ❖ Emergency response procedure	04 sessions	1	CAA senior executive/ ATO
9207G-CAAV	SAR Equipment ❖ Black box detection ❖ Aircraft tracking on ATS screen ❖ ELT Tracking	02 sessions	1	CAA senior executive/ ATO

9208G-CAAV	SAR Unit Certification ❖ Certification process ❖ SAR Unit manual assessment	06 sessions	1	CAA senior executive/ ATO
9209G-CAAV	SAR inspection ❖ Safety Oversight Requirements ❖ Planning Inspection activities ❖ Conducting Inspection ❖ Inspection Checklist ❖ Inspection Report ❖ Action Taken Report (ATR) review and disposal ❖ Observations and physical inspection ❖ Periodic review of pending observations in ATR	04 sessions	1	CAA senior executive/ ATO
ATC PEL				
Module - 1				
9201-CAAV	Safety management systems	05 days	1	CAA senior executive/ ATO
9202-CAAV	Aviation Audit Technique/Auditor	05 days	1	CAA senior executive/ ATO
Module – 2 (*apply for Newly Recruited Inspectors*)				
9203H-CAAV	Annex 1 Personnel Licensing and its applications. ❖ General Rules Concerning Licences (General rules concerning licences and ratings for personnel) ❖ Application of the PEL Standards ❖ Air traffic controller licence ❖ Air traffic controller ratings	06 sessions	1	CAA senior executive/ ATO
9204H-CAAV	ICAO Doc 9379 (Manual of Procedures for Establishment and Management of a State's Personnel Licensing System) PART I. GENERAL PRINCIPLES AND ORGANIZATION ❖ The action of personnel licensing ❖ The Licensing Authority ❖ Regulatory system governing	07 sessions	2	CAA senior executive/ ATO

	personnel licensing ❖ Which activities require a licence? PART II. PROCEDURES ❖ Procedures for personnel licensing ❖ Issuance of licences ❖ Licensing rules or specific operating regulations ❖ Procedures ❖ Examining principles ❖ Procedures for assessment of language proficiency ❖ Training			

9205H-CAAV	ICAO Doc 10056 (Manual on Air Traffic Controller Competency - based Training and Assessment)
	❖ Regulatory requirements
	❖ Competency-based ATC training
	❖ Pre-requisites for establishing competency -based training and assessment.
	❖ The components of competency-based training and assessment
	❖ Instructors and assessors:
	    a) Practical instructing and assessing
	    b) General requirements
	    c) Instructors
	    d) Assessors
	❖ Initial training
	❖ Unit Training
	❖ Refresher Training
		05 sessions	2	CAA senior executive/ ATO

Module - 3				
9206H-CAAV	ATO Personnel qualification minimum	04 sessions	1	CAA senior executive/ ATO
9207H-CAAV	ATO Certification ❖ Procedure manual ❖ Issuance and renewal of operating certificate/ licence	04 sessions	1	CAA senior executive/ ATO

9208H-CAAV	SIM Certification ❖ Exercises (scenarios): a) Normal situation; b) Abnormal situation. ❖ Update: data and exercises ❖ Layout of ATS infrastructure	04 sessions	1	CAA senior executive/ ATO
9209H-CAAV	Surveillance inspection ❖ Safety Oversight Requirements ❖ Planning Inspection activities ❖ Conducting Inspection ❖ Inspection Checklist ❖ Inspection Report ❖ Action Taken Report (ATR) review and disposal ❖ Observations and physical inspection ❖ Periodic review of pending observations in ATR	04 sessions	1	CAA senior executive/ ATO

PHASE 3- ON THE JOB TRAINING

General:

All ANS Inspectors, with the completion of the training from Phase 1 and Phase 2, shall undergo OJT under the supervision of a qualified ANS Inspector authorized in the relevant fields. The OJT training will be last for 24 weeks. The objective of OJT is to provide new ANS Inspectors with the basic knowledge which will enable these inspectors to perform ANS regulatory functions.

On – the – Job Training process
Inspector shall:

- Participate as an observer, in at least 2 (two) inspections at each unit, conducted by a qualified ANS Inspector; and

- Conduct at least 2 (two) inspections at each unit under supervision of a qualified ANS Inspector.

- Qualified Senior ANS inspector shall recommend the subjected inspector for the successful completion of the training.

- Shall receive an On-the-Job training certificate at the successful completion of the OJT.

OJT Levels

Inspectors with required training completed in their respective subject fields are assigned with an experienced Senior Inspector who will be responsible for completion of OJT requirements. The senior inspector will address the following three levels of OJT:

LEVEL 1- UNDERSTANDING

Level-I: Level-I training is familiarization with Authority guidance relevant to a particular job task. Level-I training typically involves a review of all reference materials applicable to the Job Descriptions for which training has been identified. The contents of OJT Level-I as follows:

Training course code	Subjects	Duration	Level of Priority	Remark
ATS				
9301A-CAAV	1. Civil Aviation Law 2. Air Navigation Regulations, Implementing Standards and relevant Guidance. 3. ANS Inspectors' Handbook 4. Enforcement Policy and Procedures 5. Safety Oversight Requirements	5-7 days	1	CAA senior executive

	6. Planning Surveillance activities and Conducting Surveillance 7. Inspection Report 8. Universal Safety Oversight Audit Programme 9. Aircraft Accident Investigation			
CNS				
9301B-CAAV	1. Civil Aviation Law 2. Air Navigation Regulations, Implementing Standards and relevant Guidance. 3. ANS Inspectors' Handbook 4. Enforcement Policy and Procedures 5. Safety Oversight Requirements 6. Planning Surveillance activities and Conducting Surveillance 7. Inspection Report 8. Universal Safety Oversight Audit Programme 9. Aircraft Accident Investigation	5-7 days	1	CAA senior executive
AIS				
9301C-CAAV	1. Civil Aviation Law 2. Air Navigation Regulations, Implementing Standards and relevant Guidance. 3. ANS Inspectors' Handbook 4. Enforcement Policy and Procedures 5. Safety Oversight Requirements 6. Planning Surveillance activities and Conducting Surveillance 7. Inspection Report 8. Universal Safety Oversight Audit Programme 9. Aircraft Accident Investigation	5-7 days	1	CAA senior executive
MAP/CHART				
9301D-CAAV	1. Civil Aviation Law 2. Air Navigation Regulations, Implementing Standards and relevant Guidance. 3. ANS Inspectors' Handbook 4. Enforcement Policy and	5-7 days	1	CAA senior executive

	Procedures 5. Safety Oversight Requirements 6. Planning Surveillance activities and Conducting Surveillance 7. Inspection Report 8. Universal Safety Oversight Audit Programme 9. Aircraft Accident Investigation		1	
PANS-OPS				
9301E-CAAV	1. Civil Aviation Law 2. Air Navigation Regulations, Implementing Standards and relevant Guidance. 3. ANS Inspectors' Handbook 4. Enforcement Policy and Procedures 5. Safety Oversight Requirements 6. Planning Surveillance activities and Conducting Surveillance 7. Inspection Report 8. Universal Safety Oversight Audit Programme 9. Aircraft Accident Investigation	5-7 days	1	CAA senior executive
MET				
9301F-CAAV	1. Civil Aviation Law 2. Air Navigation Regulations, Implementing Standards and relevant Guidance. 3. ANS Inspectors' Handbook 4. Enforcement Policy and Procedures 5. Safety Oversight Requirements 6. Planning Surveillance activities and Conducting Surveillance 7. Inspection Report 8. Universal Safety Oversight Audit Programme 9. Aircraft Accident Investigation	5-7 days	1	CAA senior executive
SAR				
9301G-CAAV	1. Civil Aviation Law 2. Air Navigation Regulations, Implementing Standards and relevant Guidance.	5-7 days	1	CAA senior executive

	3. ANS Inspectors' Handbook 4. Enforcement Policy and Procedures 5. Safety Oversight Requirements 6. Planning Surveillance activities and Conducting Surveillance 7. Inspection Report 8. Universal Safety Oversight Audit Programme 9. Aircraft Accident Investigation			
PEL				
9301H-CAAV	1. Civil Aviation Law 2. Air Navigation Regulations, Implementing Standards and relevant Guidance. 3. ANS Inspectors' Handbook 4. Enforcement Policy and Procedures 5. Safety Oversight Requirements 6. Planning Surveillance activities and Conducting Surveillance 7. Inspection Report 8. Universal Safety Oversight Audit Programme 9. Aircraft Accident Investigation	5-7 days	1	CAA senior executive

To validate Level I OJT, trainee must have an acceptable response to the following measurements:

Number	Objective	Assessment	
		Unsatisfied	**Satisfied**
1	Does the trainee understand Viet Nam law?		
2	Does the trainee understand ANS Regulations, Implementing Standards and relevant Guidance?		
3	Does the trainee understand ANS Inspector handbook?		
4	Does the trainee understand Enforcement Policy and Procedures?		
5	Does the trainee understand Safety Oversight Requirements?		
6	Does the trainee understand Planning Surveillance activities and Conducting		

Number	Objective	Assessment	
		Unsatisfied	Satisfied
	Surveillance?		
7	Does the trainee understand Inspection Report?		
8	Does the trainee understand Universal Safety Oversight Audit Programme?		
9	Does the trainee understand Aircraft Accident Investigation?		

LEVEL 2- OBSERVATION

Level-II: During the level-II, the new inspector observes a qualified inspector performing the task. Level II training involves observation of the performance of specific Job Descriptions. This training typically involves the trainee observing and/or assisting the OJT instructor in the performance of those specific Job Descriptions for which the trainee will be held accountable. Level- II training may be satisfied by providing opportunities for the trainee to observe and/or assist the instructor performing the task.

OJT Method - Level II

Level II training usually includes a demonstration, by the instructor or designee, of the specific job task steps and procedures with the trainee observations and/or assistance to achieve a level of understanding.

Training course code	Subjects	Duration	Level of Priority	Remark
ATS				
9302A-CAAV	Observe and Participate in ATS Inspection/Certification processes	As per inspection plan	1	CAA senior executive
CNS				
9302B-CAAV	Observe and Participate in CNS Inspection/Certification processes	As per inspection plan	1	CAA senior executive
AIS				
9302C-CAAV	Observe and Participate in AIS Inspection/Certification processes	As per inspection plan	1	CAA senior executive
MAP/CHART				
9302D-CAAV	Observe and Participate in MAP/CHART Inspection/Certification processes	As per inspection plan	1	CAA senior executive

PANS-OPS				
9302E-CAAV	Observe and Participate in PANS-OPS Inspection/Certification processes	As per inspection plan	1	CAA senior executive
MET				
9302F-CAAV	Observe and Participate in MET Inspection/Certification processes	As per inspection plan	1	CAA senior executive
SAR				
9302G-CAAV	Observe and Participate in SAR Inspection/Certification processes	As per inspection plan	1	CAA senior executive
PEL				
9302H-CAAV	Observe and Participate in PEL Inspection/Certification processes	As per inspection plan	1	CAA senior executive

Level II performance objectives

Following this training, the trainee will be able to:

- Describe the sequences of steps to accomplish the task;

- Describe how appropriate materials are used to accomplish the task;

- Describe interactions among other CAAV personnel required to accomplish the task;

- Describe coordination with operator required to accomplish the task.

Conducting Level II OJT

A. Begin by:

1) Gathering any materials need to perform the task;

2) Reviewing the performance objects for the task and the purpose for Level II training;

B. The accomplishment of Level II should include a demonstration of the task itself. Do the following as you conduct this training:

1) Explain what you will be doing by briefly reviewing the task steps;

2) Solicit any questions about the task before you begin;

3) Based upon the task and the comfort level of the trainee, determine whether or not it is appropriate for the trainee to assist in the task or simply observe you doing the task;

4) You may also simply ask the trainee their preference – assist or observe;

5) Be sure that the environment is conducive to learning. For example, if you are performing the task in the field, can the trainee (s) sufficiently see and hear you?

6) Ask the trainee for the next step(s) as you demonstrate the task; and

7) Ask questions about how the step is performed.

C. For tasks that are largely document-based, actual demonstration may not be applicable. Therefore, Level II may be based on the review and discussion of sample or completed documentation. For example, Level II for reviewing a manual could include the trainee reviewing a manual for which a qualified technical person has already completed a review. Then comparing the trainee's review to the qualified person's review.

Validating Level II Completion

To validate Level II OJT, trainee must have an acceptable response to the following measurements.

Objective	n/a	Unacceptable		Acceptable	
Trainee can describe the sequence of steps to accomplish the task (as applicable)		Cannot describe the Sequence of Steps	Describes some step sequence	Describes most step sequence	Describes all step sequences accurately
Trainee can describe how appropriate materials are used to accomplish the task		Cannot describe use of materials	Describes some use of materials	Describes most use of materials	Describes all material use accurately
Trainee can describe interactions among other AUTHORITY personnel required to accomplish the task		Cannot describe the Interactions	Describes some interactions	Describes most interactions accurately	Describes all possible interactions accurately
Trainee can describe coordination with operator required to accomplish task		Cannot Describe Operator Coordination	Describes some operator coordination	Describes Most operator coordination	Describes all operator coordination accurately

LEVEL 3- PERFORMANCE

Level-III: In level-III, a qualified inspector observes the new inspector perform the task. Level III training involves the application of knowledge and skills to the performance of specific Job Descriptions. Typically, the trainee performs the job task under the observation of a qualified OJT instructor. The instructor assesses the performance of the

task and indicates on the trainee's OJT training plan when Level III performance is achieved.

OJT Methods – Level III

Level III training includes the trainee performing the task independently and accurately under the observation of the OJT instructor.

Training course code	Subjects	Duration	Level of Priority	Remark
ATS				
9303A-CAAV	Conduct ATS Inspection/Certification	As per inspection plan	1	CAA senior executive
CNS				
9303B-CAAV	Conduct CNS Inspection/Certification	As per inspection plan	1	CAA senior executive
AIS				
9303C-CAAV	Conduct AIS Inspection/Certification	As per inspection plan	1	CAA senior executive
MAP/CHART				
9303D-CAAV	Conduct MAP/CHART Inspection/Certification	As per inspection plan	1	CAA senior executive
PANS-OPS				
9303E-CAAV	Conduct PANS-OPS Inspection/Certification	As per inspection plan	1	CAA senior executive
MET				
9303F-CAAV	Conduct MET Inspection/Certification	As per inspection plan	1	CAA senior executive
SAR				
9303G-CAAV	Conduct SAR Inspection/Certification	As per inspection plan	1	CAA senior executive
PEL				
9303H-CAAV	Conduct PEL Inspection/Certification	As per inspection plan	1	CAA senior executive

Level III performance objectives

Following this training, the trainee will be able to:

- Demonstrate sufficient knowledge to complete the task proficiently;
- Complete all steps necessary to accurately complete the task;
- Complete steps in the proper order (as applicable);
- Perform the task without assistance;
- Perform the task in a timely manner without undue hesitation.

Conducting Level III OJT

A. Start in on by:

(1) Reviewing what was covered in Level II training;

(2) Reviewing the performance objectives for the task and the purpose for Level III training;

(3) Ask the trainee(s) if he/she has all of the materials necessary to perform the task;

(4) Explain expectations - that the trainee will complete the task accurately and without assistance.

B. Use the following observation guidelines as the trainee performs the task:

(1) Check the steps as you observe using your checklist;

(2) Assist only if it required as a part of the task to have a second person. Do not offer assistance;

(3) Circle omitted or incorrect steps to address with the trainee once the task is complete;

(4) STOP for unsafe or illegal actions; discuss them with the trainee immediately before completing the task.

C. Some tasks may infrequently, or even never, present an opportunity for an instructor to observe a trainee perform (for example, safety measure inspections or accident investigations).

Validating Level III completion

To validate Level III OJT, the instructor must be able to answer "Yes" to all of the following:

Objective	n/a	Yes	No
Did the trainee demonstrate sufficient knowledge to complete the task proficiently?			
Did the trainee complete all steps necessary to accurately complete the task?			
Were the steps completed in the proper order (if applicable)?			

Objective	n/a	Yes	No
Did the trainee perform the task without assistance?			
Did the trainee perform the task in a timely manner without undue hesitation?			
Did the trainee properly record the completion of the task in the database?			

ASSESSMENT FORM FOR INSPECTORS' ON THE JOB TRAINING

1. Inspector information			
Name		Division	
Position		Section	
Experience			

2. On the Job Training

Description of the skills to be achieved	Inspection Facility	Observations on Accomplishment			Name(s)/Signature of the OJT Trainer
		Level 1* (Understanding)	*Level 2* (Observation)*	*Level 3* (Performance)*	
Organizational Structure					
Personnel					
Procedures					
Documentation					
Work Environment					
Equipment					
Security and Safety assurance					

3. Certification

a) By appending my signature, I certify that the trainee has completed the specified OJT documented above and he/she is competent to perform the task without supervision.

……………………….. ………………………..
Signature of the OJT Trainer(s)   Date

b) I hereby confirm that the trainee has completed the specified OJT documented above with the qualified OJT trainer(s).

……………………….. ………………………..
Signature of the head of the section   Date

NOTE;
Level 1***:** Familiarization and relevant guidance for a particular task.
Level 2**: New inspector observes a qualified inspector performing the task.
Level 3**: Qualified inspector observes the new inspector perform the task.

OJT Certificate:

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BỘ GIAO THÔNG VẬN TẢI
CỤC HÀNG KHÔNG VIỆT NAM
MINISTRY OF TRANSPORT
CIVIL AVIATION AUTHORITY OF VIETNAM

</td><td>

CỘNG HÒA XÃ HỘI CHỦ NGHĨA VIỆT NAM
Độc lập - Tự do - Hạnh phúc
SOCIALIST REPUBLIC OF VIETNAM
Independence-Freedom-Happiness

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GIẤY CHỨNG NHẬN THỰC TẬP TẠI VỊ TRÍ LÀM VIỆC
ON-THE-JOB TRAINING CERTIFICATE

CỤC TRƯỞNG CỤC HÀNG KHÔNG VIỆT NAM
DIRECTOR GENERAL OF CIVIL AVIATION AUTHORITY OF VIETNAM
CHỨNG NHẬN
CERTIFIES THAT

Ông/Bà (Mr/Ms):
Ngày sinh (Date of Birth):
Đã tham gia và hoàn thành việc thực tập tại vị trí cho Giám sát viên an toàn hoạt động bay.
(Has attended and successfully completed on-the-job training for ANS Inspector).

Hà Nội, ngày   tháng   năm
Ha Noi, ...day.... month..... year
CỤC TRƯỞNG
DIRECTOR GENERAL

Đinh Việt Thắng

Số QĐ/Decision No: ...../QĐ-CHK ngày .../.../....

PHASE 4- RECURRENT/CONTINUATION TRAINING

To be conducted every 2-year intervals for those approved inspectors

Training course code	Subjects	Duration	Level of Priority
ATS			
9401-CAAV	Safety Oversight Inspector course (refresher)	1 day	1
9402-CAAV	Safety Management System (recurrent)	1 day	1
9403-CAAV	State Safety Programme (refresher)	1 day	1
9404A-CAAV	Update of ICAO SARPs on ATS (if any)	1 day	1
9405A-CAAV	Update Viet Nam's Regulations (if any)	1 day	1
9406A-CAAV	Participation in meeting/seminar/workshop/refresh on ATM	As per meeting plan	2
CNS			
9401-CAAV	Safety Oversight Inspector course (refresher)	1 day	1
9402-CAAV	Safety Management System (recurrent)	1 day	1
9403-CAAV	State Safety Programme (refresher)	1 day	1
9404B-CAAV	Update of ICAO SARPs on CNS (if any)	1 day	1
9405B-CAAV	Update Viet Nam's Regulations (if any)	1 day	1
9406B-CAAV	Participation in meeting/seminar/workshop/refresh on CNS	As per meeting plan	2
AIS			
9401-CAAV	Safety Oversight Inspector course (refresher)	1 day	1
9402-CAAV	Safety Management System (recurrent)	1 day	1
9403-CAAV	State Safety Programme (refresher)	1 day	1
9404C-CAAV	Update of ICAO SARPs on AIS (if any)	1 day	1
9405C-CAAV	Update Viet Nam's Regulations (if any)	1 day	1
9406C-CAAV	Participation in meeting/seminar/workshop/refresh on AIS/AIM	As per meeting plan	2
MAP-CHART			
9401-CAAV	Safety Oversight Inspector course (refresher)	1 day	1
9402-CAAV	Safety Management System (recurrent)	1 day	1
9403-CAAV	State Safety Programme (refresher)	1 day	1
9404D-CAAV	Update of ICAO SARPs on MAP-CHART (if any)	1 day	1
9405D-CAAV	Update Viet Nam's Regulations (if any)	1 day	1
9406D-CAAV	Participation in meeting/seminar/workshop/refresh on MAP-CHART	As per meeting plan	2
PANS-OPS			

9401-CAAV	Safety Oversight Inspector course (refresher)	1 day	1
9402-CAAV	Safety Management System (recurrent)	1 day	1
9403-CAAV	State Safety Programme (refresher)	1 day	1
9404E-CAAV	Update of ICAO SARPs on PANS-OPS (if any)	1 day	1
9405E-CAAV	Update Viet Nam's Regulations (if any)	1 day	1
9406E-CAAV	Participation in meeting/seminar/workshop/refresh on PANS-OPS	As per meeting plan	2
MET			
9401-CAAV	Safety Oversight Inspector course (refresher)	1 day	1
9402-CAAV	Safety Management System (recurrent)	1 day	1
9403-CAAV	State Safety Programme (refresher)	1 day	1
9404F-CAAV	Update of ICAO SARPs on MET service for aviation (if any)	1 day	1
9405F-CAAV	Update Viet Nam's Regulations (if any)	1 day	1
9406F-CAAV	Participation in meeting/seminar/workshop/refresh on MET	As per meeting plan	2
SAR			
9401-CAAV	Safety Oversight Inspector course (refresher)	1 day	1
9402-CAAV	Safety Management System (refresher)	1 day	1
9403-CAAV	State Safety Programme (refresher)	1 day	1
9404G-CAAV	Update of ICAO SARPs on SAR (if any)	1 day	1
9405G-CAAV	Update Viet Nam's Regulations (if any)	1 day	1
9406G-CAAV	Participation in meeting/seminar/workshop/refresh on SAR	As per meeting plan	2
ATC PEL			
9401-CAAV	Safety Oversight Inspector course (refresher)	1 day	1
9402-CAAV	Safety Management System (refresher)	1 day	1
9403-CAAV	State Safety Programme (refresher)	1 day	1
9404H-CAAV	Update of ICAO SARPs on PEL licensing (if any)	1 day	1
9405H-CAAV	Update Viet Nam's Regulations (if any)	1 day	1
9406H-CAAV	Participation in meeting/seminar/workshop/refresh on PEL licensing	As per meeting plan	2

PHASE 5 – SPECIALISED/ADVANCED TRAINING

Training course code	Subjects	Duration	Level of Priority
ATS			
9501-CAAV	State Safety Programme Implementation (SSP)	5 days	1
9502-CAAV	Safety Oversight Inspectors (ANS)/ATS Inspector	5 days	1

	Safety training		🟥
9503-CAAV	Auditing Techniques and Best Practices	5 days	1
9504-CAAV	Review of Auditing Findings and Corrective Actions	3 days	2
9505-CAAV	Resolution of Safety Issues	5 days	2
9506-CAAV	USOAP CMA and State Aviation Safety Tools	5 days	2
9507A-CAAV	ATS Safety Management and Investigation	5 days	2
9508A-CAAV	Human Factors in Air Traffic Service	5 days	2
9509-CAAV	ICAO Standardized Training Package: Operational Hazard Identification and Risk Mitigation	5 days	2
9510-CAAV	Aviation System Block Upgrade (ASBU) implementation	5 days	3
9511-CAAV	SWIM Training	5 days	3
9512-CAAV	Safety Audits of Air Traffic Services	5 days	1
9512A-CAAV	Fatigue Management in Air Traffic Control	5 days	2
9513A-CAAV	Air Traffic Flow Management and Collaborative Decision Making	5 days	2
9514A-CAAV	Other advanced/specialized training meeting/seminar/workshop courses related to ATM	As per meeting plan	3
CNS			
9501-CAAV	State Safety Programme Implementation (SSP)	5 days	1
9502-CAAV	Safety Oversight Inspectors (ANS)/CNS Inspector Safety training	5 days	1
9503-CAAV	Auditing Techniques and Best Practices	5 days	1
9504-CAAV	Review of Auditing Findings and Corrective Actions	3 days	2
9505-CAAV	Resolution of Safety Issues	5 days	2
9506-CAAV	USOAP CMA and State Aviation Safety Tools	5 days	2
9507-CAAV	Accident/incident Investigation	5 days	2
9508-CAAV	Human Factors	5 days	2
9509-CAAV	ICAO Standardized Training Package: Operational Hazard Identification and Risk Mitigation	5 days	2
9510-CAAV	Aviation System Block Upgrade (ASBU) implementation	5 days	3
9511-CAAV	SWIM Training	5 days	3
9512B-CAAV	Air Traffic Safety Electronics Personnel Basic	6 days	2
9512B-CAAV	Air Traffic Safety Electronics Personnel Navigation	5 days	2
9513B-CAAV	Air Traffic Safety Electronics Personnel Communications – Data	4 days	2
9514B-CAAV	Air Traffic Safety Electronics Personnel Communications – Voice	4 days	2
9515B-CAAV	Air Traffic Safety Electronics Personnel Data Processing	4 days	2
9516B-CAAV	Air Traffic Safety Electronics Personnel Surveillance	4 days	2
9517B-CAAV	Flight inspector basic training (CNS equipment)	7 days	2

9518B-CAAV	Review of Auditing Findings and Corrective Actions	3 days	2
9519B-CAAV	Other advanced/specialized training meeting/seminar/workshop courses related to CNS	As per meeting plan	3
AIS			
9501-CAAV	State Safety Programme Implementation (SSP)	5 days	1
9502-CAAV	Safety Oversight Inspectors (ANS)/AIS Inspector Safety training	5 days	1
9503-CAAV	Auditing Techniques and Best Practices	5 days	1
9504-CAAV	Review of Auditing Findings and Corrective Actions	3 days	2
9505-CAAV	Resolution of Safety Issues	5 days	2
9506-CAAV	USOAP CMA and State Aviation Safety Tools	5 days	2
9507-CAAV	Oversight of competency – Based training	5 days	1
9508-CAAV	Human Factors	5 days	2
9509-CAAV	ICAO Standardized Training Package: Operational Hazard Identification and Risk Mitigation	5 days	2
9510-CAAV	Aviation System Block Upgrade (ASBU) implementation	5 days	3
9511-CAAV	SWIM Training	5 days	3
9512C-CAAV	Aeronautical Information Services – Aeronautical Information Management	5 days	2
9513C-CAAV	Aeronautical Information Quality Management	5 days	2
9514C-CAAV	Other advanced /specialized training meeting/seminar/workshop courses related to AIS	As per meeting plan	3
MAP/CHART			
9501-CAAV	State Safety Programme Implementation (SSP)	5 days	1
9502-CAAV	Safety Oversight Inspectors (ANS)/MAP/CHART Inspector Safety training	5 days	1
9503-CAAV	Auditing Techniques and Best Practices	5 days	1
9504-CAAV	Review of Auditing Findings and Corrective Actions	3 days	2
9505-CAAV	Resolution of Safety Issues	5 days	2
9506-CAAV	USOAP CMA and State Aviation Safety Tools	5 days	2
9508-CAAV	Human Factors	5 days	2
9509-CAAV	ICAO Standardized Training Package: Operational Hazard Identification and Risk Mitigation	5 days	2
9510-CAAV	Aviation System Block Upgrade (ASBU) implementation	5 days	3
9511-CAAV	AIS Cartography	8 weeks	1
9512C-CAAV	Aeronautical Information Services – Aeronautical Information Management	5 days	2
9513C-CAAV	Aeronautical Information Quality Management	5 days	2
9512D-CAAV	Advanced Aeronautical Cartography course	4 weeks	1
9513D-CAAV	eTOD Training	5 days	2

9514D-CAAV	Aeronautical Data validation and verification	5 days	2
9515D-CAAV	Other advanced/specialized training meeting/seminar/workshop courses related to AIS/MAP-CHART	As per meeting plan	3
PANS-OPS			
9501-CAAV	State Safety Programme Implementation (SSP)	5 days	1
9502-CAAV	Safety Oversight Inspectors (ANS)/PANS-OPS Inspector Safety training	5 days	1
9504-CAAV	Review of Auditing Findings and Corrective Actions	3 days	2
9505-CAAV	Resolution of Safety Issues	5 days	2
9506-CAAV	USOAP CMA and State Aviation Safety Tools	5 days	2
9508-CAAV	Human Factors	5 days	2
9509-CAAV	ICAO Standardized Training Package: Operational Hazard Identification and Risk Mitigation	5 days	2
9510-CAAV	Aviation System Block Upgrade (ASBU) implementation	5 days	3
9512E-CAAV	ICAO PANS-OPS Instrument Procedures Design: General criteria and conventional practices	5 weeks	1
9513E-CAAV	ICAO PANS-OPS Instrument Procedures Design: Criteria for RNAV, GNSS and RNP	3 weeks	1
9514E-CAAV	Procedures and Design Process for PBN Airspace	2 weeks	1
9515E-CAAV	Other advanced/ specialized training meeting/seminar/workshop courses related to PANS-OPS	As per meeting plan	3
MET			
9501-CAAV	State Safety Programme Implementation (SSP)	5 days	1
9502-CAAV	Safety Oversight Inspectors (ANS)/MET Inspector Safety training	5 days	1
9503-CAAV	Auditing Techniques and Best Practices	5 days	1
9504-CAAV	Review of Auditing Findings and Corrective Actions	3 days	2
9505-CAAV	Resolution of Safety Issues	5 days	2
9506-CAAV	USOAP CMA and State Aviation Safety Tools	5 days	2
9507A-CAAV	Accident/incident Investigation	5 days	2
9508A-CAAV	Human Factors	5 days	2
9509-CAAV	ICAO Standardized Training Package: Operational Hazard Identification and Risk Mitigation	5 days	2
9510-CAAV	Aviation System Block Upgrade (ASBU) implementation	5 days	3
9511-CAAV	SWIM Training	5 days	3
9512F-CAAV	Aviation Weather Risk Management	5 days	2
9513F-CAAV	Quality Management System for Aviation Meteorology	5 days	2
9514F-CAAV	MET Information Exchange; MET information for ATM and ATFM	5 days	2

9515F-CAAV	Other advanced /specialized training meeting/seminar/workshop courses related to MET	As per meeting plan	3
SAR			
9501-CAAV	State Safety Programme Implementation (SSP)	5 days	1
9502-CAAV	Safety Oversight Inspectors (ANS)/SAR Inspector Safety training	5 days	1
9503-CAAV	Auditing Techniques and Best Practices	5 days	1
9504-CAAV	Review of Auditing Findings and Corrective Actions	3 days	2
9505-CAAV	Resolution of Safety Issues	5 days	2
9506-CAAV	USOAP CMA and State Aviation Safety Tools	5 days	2
9507A-CAAV	Accident/incident Investigation	5 days	2
9508A-CAAV	Human Factors in Air Traffic Service	5 days	2
9509-CAAV	ICAO Standardized Training Package: Operational Hazard Identification and Risk Mitigation	5 days	2
9510-CAAV	Aviation System Block Upgrade (ASBU) implementation	5 days	3
9511-CAAV	ICAO STP - Service Provider Safety Investigation – Operational Incidents	5 days	1
9512G-CAAV	Search and Rescue Administrators	2 weeks	1
9513G-CAAV	Aeronautical Search and Rescue Operations	7 weeks	1
9514G-CAAV	Other advanced /specialized training meeting/seminar/workshop courses related to SAR	As per meeting plan	3
PEL			
9501-CAAV	State Safety Programme Implementation (SSP)	5 days	1
9503-CAAV	Auditing Techniques and Best Practices	5 days	1
9505-CAAV	Resolution of Safety Issues	5 days	2
9512H-CAAV	Safety Oversight Inspector/ Government Safety Inspector Personnel PEL	03 days	1
9513H-CAAV	ICAO Training package: Personnel Licensing (PEL) system	05-10 days	2
9514H-CAAV	Competency-based training	05 days	2
9515H-CAAV	Personnel Licensing Concepts & Processes	02 days	2
9516H-CAAV	ICAO Training Package: Training Managers Course	5 days	2
9517H-CAAV	ICAO Training package: Safety Management system Assessment and Monitoring	5 days	2
9518H-CAAV	Other advanced /specialized training meeting/seminar/workshop courses related to PEL	As per meeting plan	3

PHASE 6 - REFRESHER/REQUALIFICATION TRAINING

Refresher/requalification training applies to ANS Inspector who have not performed any duties for 2 consecutive years and to ANS Inspector whose technical qualifications have expired (applied as for requirements of technical staffs).

(Apply as Recurrent/Continuation training)