

Singapore – ICAO Programme for Young Aviation Professionals 2018/2019

To mark the 60th anniversary of the Singapore Aviation Academy (SAA) and Singapore's 15th year as an International Civil Aviation Organization (ICAO) Council Member in 2018, Singapore and ICAO jointly launched a new Singapore – ICAO Programme for Young Aviation Professionals (PYAP), providing 40 scholarships and 600 fellowships over five years for specialised training programmes conducted by SAA. This programme, sponsored by the Singapore Government and administered by the ICAO Technical Cooperation Bureau (TCB), is targeted at government officials (aged 35 and below) from developing ICAO Member States.

Terms of Fellowships

The Government of Singapore will bear the training fees, daily allowance of Sixty Singapore Dollars (S\$60) and hotel accommodation for participants accepted for the programmes. Complimentary breakfast will be provided at the hotel and lunch at SAA during training days.

Hotel accommodation will be provided for the training duration, i.e. one day before course commencement (after 2 pm) and one day after the course (till 12 noon). Daily allowance will be limited to the training duration, i.e. from the start of the course up to the last day of the course. Expenses to be incurred for stay beyond this duration will not be covered. Participants are advised to secure their own overseas travel insurance to cover themselves for the period of the training in Singapore. Scholarships will include up to 3 economy return airfares.

List of Courses offered under Fellowships/Scholarships

Training Programmes	Dates	Closing Dates for Application
ICAO Standardised Training Package: Operational Hazard Identification and Risk Mitigation	7 – 10 May 2018	26 Mar 2018
Strategic Airport Management Programme	7 – 11 May 2018	26 Mar 2018
Airport Commercial Development Programme	4 – 8 Jun 2018	16 Apr 2018
Safety Oversight Inspectors (Air Navigation Services)	9 – 13 Jul 2018	21 May 2018
Crisis Management in Aviation Security Workshop	23 – 27 Jul 2018	4 Jun 2018
Safety Management Systems Implementation	1 – 5 Oct 2018	13 Aug 2018
ICAO Training Package: Personnel Licensing System	8 – 12 Oct 2018	20 Aug 2018
State Safety Programme Implementation	22 – 26 Oct 2018	27 Aug 2018
Civil Aviation Management Programme	22 Oct – 2 Nov 2018	27 Aug 2018
ICAO Training Package: ICAO Government Safety Inspectors Airworthiness – Air Operator and Approved Maintenance Organisation Certification	12 – 29 Nov 2018	24 Sep 2018
Aircraft Accident Investigation Techniques	11 – 15 Feb 2019	24 Dec 2018
Scholarship for Diploma in Civil Aviation Management	Subjected to dates of compulsory and elective courses	

Note: Course dates are subject to change. For the latest dates, please visit SAA's website at www.saa.com.sg.

Application Procedures

The fellowships are intended for government officials (aged 35 and below) nominated by their respective Governments. Nominating Governments should preferably nominate not more than 2 candidates for each course and indicate which candidate should take priority if more than one candidate is nominated.

Applications should be submitted online at www.saa.com.sg/fellowships by the stated closing dates. Before proceeding with the online application, Nominating Governments should complete and endorse the Nomination Form available online as part of the application process.

For enquiries, please contact:

Fellowships Management
Singapore Aviation Academy
Tel: (65) 6540 6232 / 6540 0433
Fax: (65) 6542 9890 / 6543 2778
Email: saa_fellowships@caas.gov.sg

SINGAPORE – ICAO Programme for Young Aviation Professionals Fellowship/Scholarship Nomination Form

Note: The completed nomination form needs to be submitted as part of the online application.

PART I – NOMINATION (to be completed by direct reporting officer of applicant)

The Government of _____ hereby:
(name of State)

1. Nominates: Mr./Mrs./Ms. _____
(name as in passport, underline surname)

for _____
(course name)

scheduled for _____
(course dates)

2. Agrees that it will assume the responsibility for the nominee's transportation costs to and from Singapore (not applicable for scholarship).

3. Certifies that:

- a) the nominee will be in possession of a valid passport having a 6 –month validity period beyond the scheduled termination date of the course requested;
- b) all information provided by the nominee is complete and correct; and
- c) the nominee has an adequate knowledge of and/or expertise in the training field and English language proficiency allowing him/her to successfully participate in the training course.

Please explain why this applicant has been nominated for this fellowship/scholarship.

Please describe what skills/knowledge you would like the applicant to gain from this course.

PART 2 – ENDORSEMENT (to be completed by Director-General of Civil Aviation Authority)

Name

(Affix Official Seal or Stamp)

Designation (Director-General or equivalent)

Name of Organisation

Signature

_____-_____-_____
Country code Area code Office Tel No.

Email Address

_____-_____-_____
Country code Area code Office Fax. No.

ICAO STANDARDISED TRAINING PACKAGE: OPERATIONAL HAZARD IDENTIFICATION AND RISK MITIGATION

7 – 10 MAY 2018

This advanced Safety Management System (SMS) course will provide you with the knowledge and skills to develop and apply hazard identification and safety risk mitigation (HIRM) tools in the context of a SMS and State Safety Programme (SSP). The fundamental HIRM processes in this course is based on guidance materials in ICAO Doc 9859 (Safety Management Manual) with various enhancements as appropriate. This competency-based training has been developed in accordance with ICAO Doc 9941 (TRAINAIR PLUS Methodology).

WHAT YOU WILL LEARN

Upon completion of this course, you will be able to:

- Develop proactive, reactive and predictive methodologies for hazard identification
 - Establish Hazards and Risk Management database
 - Validate hazard information and activate Safety Risk Management (SRM) projects for specific hazards
 - Utilise a SRM Tool to perform and document a SRM Task
- Validation of hazard information
 - Management of SRM process
 - Activate SRM for specific hazard
 - Hazard, unsafe event, consequence threads
 - Completing the SRM project report
 - SRM tools
 - Consolidated Barrier Strength Value (CBSV) methodology to derive Risk Index value
 - Awareness of Bow Tie XP (BTPX) safety risk mitigation tool

WHAT IS COVERED

- Operational context of SRM
- Various approaches for hazard identification
 - Voluntary safety reporting forms
 - Occurrence notification reports
 - Operational data monitoring review reports
- Processing of hazard information
 - Hazard and risk management database

LEARNING ACTIVITIES

- Quizzes
- Group Exercises
- Progress and Mastery Tests

PREREQUISITES

- Attended SMS/SSP or equivalent courses
- Have relevant aviation professional/operational background

WHO SHOULD ATTEND

This course is beneficial to operational personnel and regulatory inspectors involved in the performance or oversight of HIRM processes, personnel from civil aviation administrations, air navigation service providers, airport authorities, airlines and maintenance organisations.

STRATEGIC AIRPORT MANAGEMENT PROGRAMME

7 – 11 May 2018

This programme will provide you with the policy formulation competencies so as to effectively position your airport to achieve the desired strategic outcomes required by stakeholders.

WHY YOU SHOULD ATTEND

This programme's differential advantage is that it seeks to impart competencies on how to strategically position an airport and how to lead the various airport functions and operations efficiently and profitably. This programme will also include sharing on best practices on managing Changi Airport and selected airports in Europe.

WHAT YOU WILL LEARN

Upon completion of this programme, you will be able to:

- Formulate long-term strategic objectives to manage airports efficiently and profitably
- Identify key drivers and considerations of airport management functions
- Gain insights on creating a positive passenger service experience
- Forecast airport traffic for capacity planning and driving of future traffic demand
- Identify and manage the significant factors contributing to airport efficiency
- Set, align and apply performance indicators for key airport operations

- Airport network, capacity and traffic development
- Operations efficiency and service quality development
- Examples of airport strategic transformation
- Success factors for airports
- Airport benchmarking

- Airport Management
 - Terminal services management
 - Marketing to stakeholders
 - Safety and security management
 - Emergency services management
 - Air cargo management
 - Air navigation services
 - Airport business continuity management

WHAT IS COVERED

- Strategic Airport Development
 - Airport positioning and strategy development
 - Commercial and retail strategy development

LEARNING ACTIVITIES

- Case Studies
- Interactive Workshops
- Learning Journeys to Changi Airport

WHO SHOULD ATTEND

This programme is beneficial to Directors and above from civil aviation administrations and airport authorities.

AIRPORT COMMERCIAL DEVELOPMENT PROGRAMME

4 – 8 Jun 2018

This programme will provide you with an understanding of airport business and practical applications of commercial management and planning. The success factors in growing non-aeronautical revenue will also be addressed.

WHAT YOU WILL LEARN

Upon completion of this programme, you will be able to:

- Apply various tools for airport commercial planning
- Identify different aspects of non-aeronautical revenue and key revenue drivers in growing them
- Learn best practices for rental structure and commercial shop designs
- Understand and identify new trends in airport advertising
- Manage Airport Service Quality (ASQ) benchmarks for concessionaries

WHAT IS COVERED

- Airport Commercial Development Concepts
 - Overview of non-aeronautical revenue
 - Types of commercial business models and managing of tenders/ Request for Proposals
 - New trends in airport commercial
 - Airport retail and food and beverage outlet design

WHO SHOULD ATTEND

This programme is beneficial to personnel involved in airport commercial development from civil aviation administrations, airport authorities and relevant airport business agencies.

- Airport Commercial Development Examples
 - Overview of airport commercial development Transforming Changi Airport, Sochi and Rio de Janeiro International Airport
- Airport Marketing
 - Trends in airport advertising
 - Airport marketing and promotion tools to increase sales
- Tools and Benchmarking
 - Useful tools for commercial planning
 - ASQ game changers

LEARNING ACTIVITIES

- Case Studies
- Workshops
- Learning Journeys to Changi Airport and Downtown Shopping Malls

INTRODUCTION TO AIR LAW

2 – 6 Jul 2018

This course equips and updates you with the fundamental concepts of air law. It also explains how air law developments impact airport and airline businesses with an emphasis on the regulation of air carriers, airports, aerospace organisations and aircraft operations.

WHAT YOU WILL LEARN

Upon completion of this course, you will be able to:

- Understand the regulatory framework governing civil aviation
- Determine the roles of international organisations and aviation stakeholders
- Examine the liability issues for stakeholders
- Appreciate recent developments in air law and their impact on the aviation industry
- Practices and Processes for Transportation of International Requirements in National Legislation
- Role of the ICAO, Governments, Regulators, International Airlines and other Industry Organisations
- Liability Issues
- Recent International and Regional Legal and Regulatory Developments
 - Airline ownership and control
 - Open skies
 - Low-cost carriers
 - Mergers and competition law
 - Safety and security audits
 - Enhanced security measures
 - Passenger rights
 - Privacy and data protection
 - Airbus A380
 - Minimum insurance
 - Risk management

WHAT IS COVERED

- International Framework of Civil Aviation Law
- Basis for Ratification of International Treaties and Agreements
- International Air Traffic Treaties and Agreements: Bilateral and Open Skies
- Legal Aspects of Air Carriers Operations, Air Traffic Control, Aviation Security, Airport Operations and Accident Investigations
- Model Laws and Regulations

WHO SHOULD ATTEND

This course is beneficial to legal and non-legal professionals from civil aviation administrations, airport authorities, air navigation service providers, airlines, aerospace industry, aircraft manufacturers, insurance companies and other aviation related organisations.

SAFETY OVERSIGHT INSPECTORS (AIR NAVIGATION SERVICES)

9 – 13 Jul 2018

This course provides you with an understanding of the fundamental principles underlying the safety oversight measures relating to air navigation services (ANS) required of a State's aviation regulatory body and their importance.

WHAT YOU WILL LEARN

Upon completion of this course, you will be able to:

- Understand the role and responsibilities of an ANS safety oversight inspector
- Understand the ICAO Standards and Recommended Practices (SARPs) and other national civil aviation regulations relating to ANS
- Update your organisation's safety oversight mechanisms relating to ANS

WHAT IS COVERED

- Overview of the Global Air Traffic Management (ATM) Operational Concept
- Overview of the State's Safety Oversight Obligations
- ICAO Annex 11 (Air Traffic Services)
- ICAO Doc 4444 (ATM)
- ICAO Doc 7030 (Regional Supplementary Procedures)
- The ANS Safety Oversight Inspector
- The Service Provider
- Human Factors in ANS
- ICAO Universal Safety Oversight Audit Programme Beyond 2010

WHO SHOULD ATTEND

This course is beneficial to personnel responsible for ANS oversight management and inspection such as inspectors, safety managers and auditors from civil aviation administrations and air navigation service providers.

CRISIS MANAGEMENT IN AVIATION SECURITY WORKSHOP

23 – 27 Jul 2018

This workshop provides you with an overview of international aviation security (AVSEC) conventions, regulations and principles.

WHAT YOU WILL LEARN

Upon completion of this workshop, you will be able to:

- Understand the requirements of the ICAO Annex 17 (Security) and ICAO Document 8973 (Security Manual)
- Perform effective crisis management roles in line with international best practices
- Apply human factors principles
- Plan for contingency and how to minimise threats

WHAT IS COVERED

- ICAO Annex 17 and Doc 8973
 - ICAO Standards and Recommended Practices
- National Policy Planning for Security Crisis Management
 - Objectives of national policy
 - National security planning
 - Best practices in implementation plan
- Threats and Risks Facing the Aviation Industry
 - Past, current and emerging threats
- Passenger Security
 - Screening of passengers and staff
 - Protection of sterile areas
 - Mixing of screened and unscreened passengers
 - Control of hold baggage
- Human Factors in Security
 - Human information processing
 - Focus detection

- Physiology and circadian
- Vigilance: Signal detection
- Stress and vigilance

- Crisis Management
 - Definition and stages of a crisis
 - Roles of appropriate authorities and airlines
 - Crisis management procedures
- Crisis Communication
 - Handling of families and next-of-kin
 - Communication with media
- Technology and Equipment Security
 - Role of technology in security
 - Interface between technology and human factors
 - Development of security technology
- Staffing for AVSEC Operations
 - Staff set-up for AVSEC operations
- Training for AVSEC Personnel
 - Human resource development process in security training
- Aviation Issues, Challenges and Trends
 - Types of threats
 - Measures to minimise threats
- Contingency Planning
 - Identification of threats
 - Risks management
 - Best practices

LEARNING ACTIVITIES

- Case Studies
- Contingency Planning Exercises

WHO SHOULD ATTEND

This workshop is beneficial to managers involved in the handling of crisis management or AVSEC from civil aviation administrations, airport authorities, ground handlers, airlines and AVSEC related agencies.

SAFETY MANAGEMENT SYSTEMS IMPLEMENTATION

1 – 5 Oct 2018

This course will provide you with the knowledge and skills to facilitate the design, implementation and maintenance of an operationally effective Safety Management System (SMS) to meet the standards prescribed in ICAO Annex 19 (Safety Management), ICAO Doc 9859 (Safety Management Manual) and other related guidance materials.

WHAT YOU WILL LEARN

Upon completion of this course, you will be able to:

- Have an appreciation of fundamental safety management principles and concepts
- Understand and apply Annex 19 SARPs relating to SMS implementation
- Be competent with SMS implementation and its pertinent processes
- Be conversant with ICAO Doc 9859 guidance materials relating to SMS

WHAT IS COVERED

- Safety Management Fundamentals
 - Definition and evolution of safety
 - Accident causation
 - Safety culture and organisation risk profile
 - Protection and production
 - Change management
 - Safety management systems-quality management systems (SMS-QMS) integration
 - Safety reporting and investigation
 - Safety data collection and analysis
 - Hazard identification and risk mitigation
- ICAO Annex 19 SARPs
 - State safety management responsibilities
 - SSP Implementation

- State safety oversight critical elements
- SMS framework and acceptance
- Safety data collection, analysis, protection, sharing and exchange
- Global aviation safety plan objectives
- Safety Management System processes
 - SMS organisation and accountabilities
 - SMS gap analysis and implementation plan
 - SMS integration
 - SMS manual and records
 - SMS committee and administration
 - Safety policy and objectives
 - Emergency response plan
 - Hazard Identification and Risk Management
 - Management of change
 - Occurrence reporting and investigation
 - Safety data processing and analysis
 - Safety Performance Indicators and ALoSP
 - Disciplinary policy and procedures
 - Safety training and communication
 - SMS audit (including PSOE concept)
- Supplementary Tools and Guidance Material
 - Safety Performance Indicators
 - Acceptable Level of Safety Performance Safety Risk Management

WHO SHOULD ATTEND

This course is beneficial to personnel involved in safety management and SMS oversight from civil aviation administrations, airport authorities, airlines, maintenance organisations, air navigation service providers and design & manufacturing organisations.

ICAO TRAINING PACKAGE: PERSONNEL LICENSING SYSTEM

8 – 12 Oct 2018

This course provides you with an understanding of the fundamental concepts and principles to set up an effective personnel licensing (PEL) system in a PEL office. Additionally, it equips you with the essential know-how and attitudes to manage the PEL system. This should facilitate the answering of the ICAO's Universal Safety Oversight Audit Programme (USOAP) Continuous Monitoring Approach PEL Protocol Questions (PQs). Using a blended learning approach, this course comprises both e-learning and classroom delivery.

PART ONE (E-LEARNING)

WHAT YOU WILL LEARN

Upon completion of this course, you will be able to:

- Identify the essential components and processes of a PEL system
- Describe the regulatory system governing PEL and the requirements of a PEL office
- Describe the processing of licences, language proficiency requirements, and the examining principles of PEL

WHAT IS COVERED

- The Action of PEL
- The Licensing Authority
- Principles Governing the Establishment and Implementation of a PEL office
- Regulatory System Governing PEL
- Establishment of a PEL Office
- Record Keeping
- Technical Guidance for Licensing Procedures
- Processing of Personnel Licences and Ratings
- Language Proficiency Requirements
- Delegation and Transfer of Functions and Responsibilities
- Written and Oral Examinations
- Flight Test and Practical Examinations

LEARNING ACTIVITIES

- Quizzes

PART TWO (CLASSROOM)

WHAT YOU WILL LEARN

Upon completion of this course, you will be able to:

WHO SHOULD ATTEND

This course is beneficial to operations inspectors, airworthiness inspectors, ANS inspectors, flight crew licensing inspectors and maintenance licensing inspectors involved in developing or upgrading its own State licensing or PEL system from civil aviation administrations.

- Apply procedures for the issuance of flight crew and non-flight crew licences
- Apply procedures for the validation and conversion of flight crew licences
- Determine criteria for designation of medical examiners and the process of medical assessment
- Determine key elements and processes addressing approval of training organization
- Describe enforcement actions for non-compliance of regulations

WHAT IS COVERED

- Licensing of Flight Crew
- Licensing of Non-Flight Crew
- Conversion and Validation of Foreign Licences
- Medical Assessment
- Approval and Surveillance of Training Organizations
- Enforcement Policy and Procedures

LEARNING ACTIVITIES

- Recap of Contents Covered in Part One
- Case Studies

ASSESSMENT AND CERTIFICATION

You will be required to pass a mastery test at the end of each module. A certificate of successful completion will be awarded if you pass all the mastery tests with a minimum score of 80%.

PREREQUISITE

To qualify for Part Two, you must successfully complete Part One within 60 days before the commencement of Part Two.

STATE SAFETY PROGRAMME IMPLEMENTATION

22 – 26 Oct 2018

This course will provide you with the knowledge and competency on ICAO Annex 19 (Safety Management) SARPs and ICAO Doc 9859 (Safety Management Manual) guidance material pertaining to State Safety Programme (SSP) implementation and administration.

WHAT YOU WILL LEARN

Upon completion of this course, you will be able to:

- Have an appreciation of fundamental safety management principles and concepts
- Understand and apply Annex 19 SARPs relating to SSP implementation
- Be competent with SSP implementation and its pertinent processes
- Be conversant with ICAO Doc 9859 guidance materials relating to SSP

WHAT IS COVERED

- Safety Management Fundamentals
 - Definition and evolution of safety
 - Accident causation
 - Safety culture and organisation risk profile
 - Protection and production
 - Change management
 - Safety Management Systems (SMS) – Quality Management Systems (QMS) integration
 - Safety reporting and investigation
 - Safety data collection and analysis
 - Hazard identification and risk mitigation
- ICAO Annex 19 SARPs
 - State safety management responsibilities
 - SSP implementation
 - State safety oversight critical elements
 - SMS framework and acceptance
 - Safety data collection, analysis and exchange

- Guidance for safety information protection
- Global Aviation Safety Plan (GASP) objectives
- State Safety Programme Processes
 - SSP organisation and accountable executive
 - Gap analysis and implementation plan
 - SSP manual, administration and records
 - SSP coordination platform
 - State safety policy and objectives
 - SMS regulation, acceptance and audit
 - Agreement on service providers' safety performance
 - Safety data collection, analysis, protection and sharing
 - Safety performance indicators, alerts and targets
 - Risk-based surveillance mechanism
 - Enforcement policy and procedures
 - Hazard identification methodologies and database
 - Safety Risk Mitigation methodology and tooling
 - Management of change
 - Safety culture and organisation risk profiling
- Supplementary Tools and Guidance Material
 - Safety Performance Indicators
 - Acceptable Level of Safety Performance
 - Safety Risk Management

WHO SHOULD ATTEND

The course is beneficial to personnel responsible for SSP implementation and administration; state safety oversight; acceptance and surveillance of service providers' SMS; and aviation accident investigation from civil aviation administrations.

CIVIL AVIATION MANAGEMENT PROGRAMME

22 Oct – 2 Nov 2018

This programme will provide you with a broad overview and perspective of the civil aviation sector, its major elements and their interfaces in an integral eco-system. It will also provide you with a focused examination of each element, their key requisites and the regulatory and operational best practices to meet these requirements and address prevailing and future challenges.

WHAT YOU WILL LEARN

Upon completion of this programme, you will be able to:

- Understand the fundamental principles, and main aspects and factors of civil aviation
- Comprehend each of the major civil aviation elements, their inter- and external linkages, and their essentials
- Gain policies, strategies and methods in meeting the key requirements and dealing with issues

WHAT IS COVERED

- Air Transport/Aviation and Economic Development
 - Economic Development and the Aviation Sector
 - Air Transport Development - Singapore's Experience
 - Air Transport Law and Regulations
 - Airline Strategies
 - Aviation and Human Resource Development
 - International Aviation and Climate Change
 - Public Governance and Policies
- Airport Planning and Management
 - Fundamentals of Airport Planning and Design
 - Airport Management
 - Airport-Airlines Collaboration in Hub Airport
 - Airport-Airlines Partnership – CAG's Experience
 - Airport Commercial Management – CAG's Experience
 - Service Quality Management

- Aviation Safety and Security
 - Safety Oversight and State Safety Programme
 - Safety Oversight of Air Operators and Approved Organisations
 - Safety Oversight of Aerodromes and Air Navigation Services
 - Safety Management Systems
 - Aviation Security
 - Safety and Security Aspects in Handling Dangerous Goods
 - Human Factors in Aviation
- Air Traffic Management
 - Air Traffic Management
 - Global Air Navigation Plan and Aviation System Block Upgrades
 - ATM Initiatives – CAAS' Experiences
- Crisis Management and Emergency/Business Continuity Planning
 - Crisis Management in Aviation
 - Emergency Response to Aircraft Accidents
 - Aircraft Accident Investigation and Management
 - Public Health Management and Aviation
 - Crisis Communications
 - Business Continuity Planning

LEARNING ACTIVITIES

- Visits to Changi Airport, Singapore Air Traffic Control Centre and MITRE Asia Pacific (Singapore)
- Case Studies
- Group Exercise

WHO SHOULD ATTEND

This course will be beneficial to middle management personnel from civil aviation administrations, airport authorities, air navigation service providers, airlines, and aviation-related government and private organisations.

ICAO TRAINING PACKAGE: ICAO GSI AIRWORTHINESS – AIR OPERATOR AND APPROVED MAINTENANCE ORGANISATION CERTIFICATION

12 – 29 Nov 2018

This course provides you with an understanding of the basic concepts and steps involved in certifying maintenance organisations and air operators from airworthiness perspective. You will be taught the five-phase certification process based on ICAO SARPs and Model Civil Aviation Regulations (MCARs).

WHAT YOU WILL LEARN

Upon completion of this course, you will be able to:

- Evaluate an operator's pre-assessment statement form and review formal application
 - Evaluate an applicant's maintenance procedures manual and identify unacceptable errors
 - Evaluate an applicant's training curriculum, results of main base inspection and determine inspector actions
 - Complete an approved maintenance organisation's certificate and operations specifications (Ops Specs) and identify items that must be included in the certification report
 - Evaluate an air operator's compliance statement, maintenance control manual and proposed minimum equipment list
 - Evaluate a conformity inspection report and identify recommendations involving inspector observations/reports of demonstration flights
 - Complete an air operator's certificate and Ops Specs and identify items to include in the certification report
- Identifying the pre-application meeting objectives
 - Conducting pre-application meeting
- Formal Application Package
 - Reviewing the formal application package
 - Identifying the objectives for the formal application meeting
 - Approval Phase
 - Reviewing and evaluating the maintenance procedures manual
 - Identifying unacceptable errors
 - Evaluating quality assurance system
 - Inspecting an AMO's training programme
 - Conducting facilities and equipment inspections
 - Issuing the AMO certificate

WHAT IS COVERED

Part 1: Approved Maintenance Organisation (AMO)

- Pre-application Phase
 - Evaluating an operator's pre-assessment statement form

PREREQUISITES

- Have a minimum of five years' experience in airworthiness
- Possess knowledge in air law and airworthiness requirements, natural science and aircraft general knowledge, aircraft engineering and maintenance as well as human performance, as specified in ICAO Annex 1 (Personnel Licensing), Para 4.2.1.2

WHO SHOULD ATTEND

This course is beneficial to licensed maintenance engineers, technicians or mechanics from aircraft maintenance, repair and overhaul organisations as well as airworthiness inspectors from civil aviation administrations.

Part 2: Air Operator Certification (AOC)

- Conducting the Pre-application Meeting
- Conducting the Formal Application Meeting
- Evaluating a Statement of Compliance
- Evaluating the Maintenance Control Manual
- Evaluating the Minimum Equipment List
- Reviewing a Continuous Maintenance Programme
- Conducting Aircraft and Equipment Conformity Inspections
- Inspecting an Operator's Maintenance Facilities
- Evaluating Demonstration Flights
- Issuing the AOC

AIRCRAFT ACCIDENT INVESTIGATION TECHNIQUES

11 – 15 Feb 2019

This course provides you with an understanding of aircraft accident investigation techniques and equips you with the knowledge and skills to participate in and support formal investigations.

WHAT YOU WILL LEARN

Upon completion of this course, you will be able to:

- Understand aircraft accident investigation techniques
- Participate and support in formal investigations

WHAT IS COVERED

- ICAO Annex 13
- Preparation to Conduct an Investigation
- On-site Investigation Tasks
- Use of Critical Data in Investigation
- Technical Investigation
- Operations Investigation
- Understanding Human Factors in Aircraft Accidents
- Aviation Medicine and Pathology

WHO SHOULD ATTEND

This course is beneficial to personnel involved in accident investigations from civil aviation administrations, airport authorities, air navigation service providers, airlines, accident investigation agencies and related aviation organisations.

This course is Module 1 of the Aircraft Accident Investigation Techniques and Management Course.

- Organisational Factors in Safety from Airlines' Perspective
- Safety Products: Approach and Landing Accident Reduction Tool Kit
- Sharing of Safety Information
- Writing the Final Report
- Survival Factors
- Human Factors
- Interviewing Techniques
- Accident Site Safety

LEARNING ACTIVITIES

- Accident Site-Mapping Exercises using GPS, Laser and other Measuring Equipment
- Case Studies

DIPLOMA IN CIVIL AVIATION MANAGEMENT

This diploma combines strategic aviation regulatory elements with operational considerations to address common concerns in air transport through the sharing of international best practices and Singapore's experience. It provides you with an in-depth understanding of how the various components of the civil aviation industry function and integrate.

WHAT YOU WILL LEARN:

Upon completion of this programme, you will be able to:

- Understand the economic and non-economic drivers for airport regulators, airports and airlines
- Identify the common concerns and key trends in civil aviation development
- Identify the key considerations in policies making for the various civil aviation components
- Plan and execute the key deliverables to meet your national and organisation's needs
- Design policies to manage the industry's challenges

PROGRAMME STRUCTURE

This programme comprises both compulsory and elective courses. You may select up to 2 compulsory courses and any elective course based on your profession or areas of interest. You have the flexibility to attend each chosen course based on your preferred sequence/schedule.

Compulsory Courses (Choose One or Both)	
Aviation Leaders Programme in Public Policy	2 weeks
Civil Aviation Management Programme	2 weeks
Elective Courses (Choose Any)	
Aviation Management	
Air Transport Economics and Financial Management	3 days
Air Transport Strategies for Success	3 days
The Airline Business	3 days
The Airport Business	3 days
Air Disasters: Crisis Planning and Business Continuity Management	5 days
Airport Commercial Development Programme	5 days
Airport Ramp Management	5 days

Emergency Management Workshop	5 days
Introduction to Air Law	5 days
Aviation Safety	
Aircraft Accident Investigation Techniques	5 days
Aircraft Accident Investigation Management	5 days
Incident Investigation: Effective Safety Risk Management	5 days
Safety Management Systems Implementation	5 days
State Safety Programme Implementation	5 days
Integrated Safety Management Systems	2 weeks
Safety Oversight Managers	2 weeks 4 days
Aviation Security	
Aviation Security Management Programme	4 days
Airport Security Operations Managers	5 days
Aviation Security Auditing Techniques and Developing Security Manuals	5 days
Air Traffic Services	
Air Traffic Management Safety Investigation and Analysis	5 days
Methodology and Best Practices for Aviation System Block Upgrades (ASBU) Implementation	5 days
Total Duration of Compulsory and Elective Courses must add up to a <u>minimum of 6 weeks</u> .	

DURATION
6 – 8 weeks

CERTIFICATION

A Professional Diploma in Civil Aviation Management will be awarded to those who have successfully completed the compulsory course and chosen electives, as well as passed all examinations for the elective courses within the candidature period. Diploma holders may append the abbreviated form of the qualification "Dip. Civil Aviation Mgt." after their name.

CANDIDATURE PERIOD**WHO SHOULD ATTEND**

Senior executives, managers and operational personnel from civil aviation administrations, airport authorities, air navigation service providers, airlines and related industries as well as those who want to understand the challenges facing the industry and have a good grounding in aviation management.

The programme is to be completed within 3 years of admission.

PREREQUISITES

- Have appropriate training or some knowledge of the aviation industry
- Be proficient in the English language

— END —