



Training and Competency

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Aerodrome Certification

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EU-South East Asia Aviation Partnership Project (EU-SEA APP)

*This project is funded by the European Union and implemented
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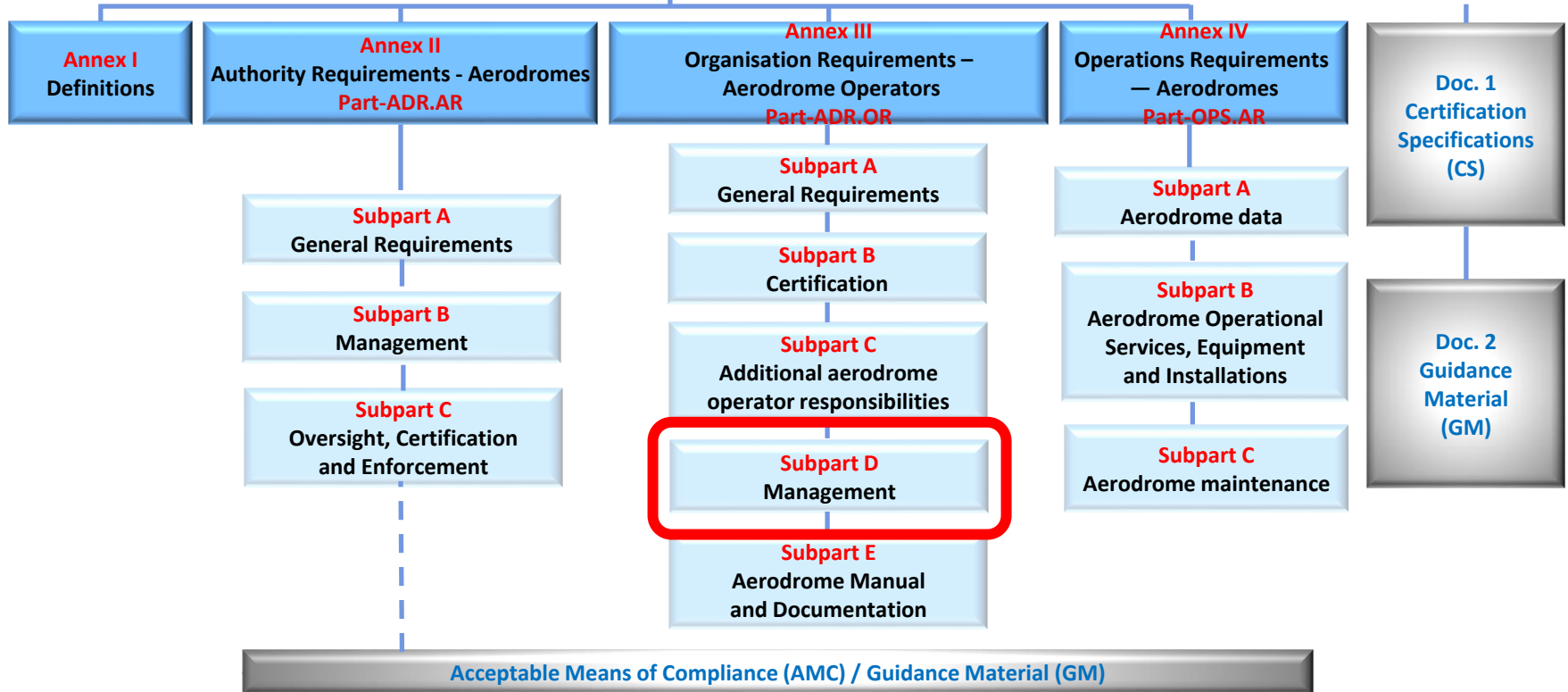
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Basic Regulation (EC) No 216/2008

Detailed Regulation (EU) No 139/2014



P5.2. Training and Competency

1. Personnel requirements

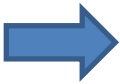
2. Training and proficiency

- KEY CONCEPTS
- TRAINING MANAGEMENT CONCEPTS
- TRAINING ORGANISATIONS

P5.2. Training and Competency

NOMINATED PERSONS

The aerodrome shall **APPOINT** ADR.OR.D.015 (a)



Accountable Manager
ADR.OR.D.015 (a)

The aerodrome operator shall **NOMINATE** ADR.OR.D.015 (b)
ADR.OR.D.015 (C)



Operation Manager
ADR.OR.D.015 (b)



Maintenance Manager
ADR.OR.D.015 (b)



Safety Manager
ADR.OR.D.015 (c)

NOMINATED PERSONS



Training Manager
AMC1 OR.D.015(a)



Compliance Monitoring
AMC1 OR.D.015(a)

optional

P5.2. Training and Competency

PERSONNEL REQUIREMENTS

OBLIGATIONS

should:

Skills and knowledge

should have:

P5.2. Training and Competency

AMC1 ADR.OR.D.015(a) Personnel requirements

ACCOUNTABLE MANAGER

(a) Accountable Manager — General

(1) The accountable manager should:

- (i) ensure that all necessary resources are available to operate the aerodrome in accordance with the applicable requirements and the aerodrome manual;
- (ii) ensure that if there is a reduction in the level of resources or abnormal circumstances which may affect safety, the required reduction in the level of operations at the aerodrome is implemented;
- (iii) establish, implement, and promote the safety policy; and
- (iv) ensure compliance with relevant applicable requirements, certification basis, and the organisation's safety management system, as well as its quality management system with regard to aeronautical data and aeronautical information provision activities.

P5.2. Training and Competency

AMC1 ADR.OR.D.015(a) Personnel requirements

- (2) The accountable manager should have:
- (i) an appropriate level of authority within the aerodrome operator's organisation to ensure that activities are financed and carried out to the standard required;
 - (ii) knowledge and understanding of the documents that prescribe relevant aerodrome safety standards;
 - (iii) understanding of the requirements for competence of aerodrome management personnel, so as to ensure that competent persons are in place;
 - (iv) knowledge and understanding of safety, quality, and security management systems related principles and practices, and how these are applied within the organisation;
 - (v) knowledge of the role of the accountable manager; and
 - (vi) knowledge and understanding of the key issues of risk management within the aerodrome.

P5.2. Training and Competency



Accountable Manager
ADR.OR.D.015 (a)

ORGANISATION
should:

ENSURE RESOURCES

REDUCTION OF OPERATIONS

SAFETY POLICY

COMPLIANCE

P5.2. Training and Competency



Accountable Manager
ADR.OR.D.015 (a)

aerodrome safety standards

requirements for competence

safety, quality, and security systems

role of the accountable manager

risk management

SKILLS
should have:

LEVEL OF AUTHORITY

KNOWLEDGE



P5.2. Training and Competency



NO	MORE
NO	LESS

The logo for the Agencia Estatal de Seguridad Aérea (AESA). It features a stylized blue winged figure above the text "AESA" in large blue letters, followed by "AGENCIA ESTATAL DE SEGURIDAD AÉREA" in smaller blue letters.

AESA AGENCIA ESTATAL DE SEGURIDAD AÉREA

P5.2. Training and Competency



ADR.OR SUBPART D

GM1 ADR.OR.D.015(a) Personnel requirements

Depending on the size, structure and complexity of the **organisation**, the accountable manager may be:

- (a) the chief executive officer (CEO);
- (b) the chief operating officer (COO);
- (c) the chairperson of the board of directors;
- (d) a partner; or
- (e) the proprietor.



Accountable Manager
ADR.OR.D.015 (a)



Jefe Operaciones
ADR.OR.D.015 (b)



Jefe Mantenimiento
ADR.OR.D.015 (b)



Safety Manager
ADR.OR.D.015 (c)



Training Manager
AMC1 OR.D.015(a)

Compliance Monitoring
AMC1 OR.D.015(a)

DELEGATIONS

DUTIES

ACCOU  BILITY

ACCOUNTABILITY
ALWAYS REMAINS IN THE
ACCOUNTABLE MANAGER

P5.2. Training and Competency

AMC1 ADR.OR.D.015(a) Personnel requirements

- (b) Accountable manager — Delegation of responsibilities
- (1) The technical knowledge and understanding expected by an accountable manager is high level, with particular reference to his/her own role in ensuring that standards are maintained.
 - (2) During periods of absence, the day-to-day responsibilities of the accountable manager may be delegated; however, the accountability ultimately remains with the accountable manager.
 - (3) Depending on the size and the complexity of operations, the accountable manager may delegate his/her responsibilities in the area of training, by nominating a training manager whose responsibilities should be the establishment, coordination, implementation of training programmes, and relevant record keeping of personnel training, as well as of the proficiency check programmes.

In any case, the accountability, ultimately, remains with the accountable manager.

P5.2. Training and Competency

AMC1 ADR.OR.D.015(b) Personnel requirements

NOMINATED PERSONS

(a) General

- (1) A description of the functions of the nominated persons, including their names, as well as clearly defined responsibilities and authorisations, should be contained in the aerodrome manual. Nominated persons should have adequate resources available to perform their duties.
- (2) The aerodrome operator should make arrangements to ensure adequate continuity of supervision in the absence of nominated persons.
- (3) The person nominated by the aerodrome operator should not be nominated by another aerodrome operator, unless agreed with the Competent Authority.
- (4) Persons nominated should be foreseen to work sufficient hours to fulfil the management functions associated with the scale and complexity of the operation.
- (5) A nominated person may hold more than one of the nominated posts if such an arrangement is considered suitable and properly matched to the aerodrome operator's organisation, and the complexity of its operations.

P5.2. Training and Competency



Operation Manager
ADR.OR.D.015 (b)



Maintenance Manager
ADR.OR.D.015 (b)



Safety Manager
ADR.OR.D.015 (c)

applicable requirements

aerodrome manual

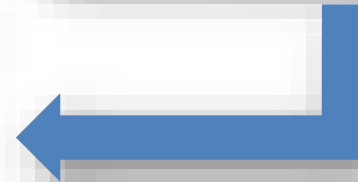
safety, quality, and security

SKILLS

should have:

PRACTICAL EXPERIENCE

KNOWLEDGE



P5.2. Training and Competency

Jefe Operaciones
ADR.OR.D.015 (b)



Jefe Mantenimiento
ADR.OR.D.015 (b)



(b) Competence of nominated persons

The manager of Operational Services and the Maintenance manager **should have:**

- (1) adequate practical experience and expertise in aerodrome operations or maintenance (or similar area) respectively;
- (2) comprehensive knowledge of the applicable requirements in the area of aerodromes;
- (3) appropriate level of knowledge of safety and quality management; and

Safety Manager ADR.OR.D.015 (c)



SAFETY MANAGER

- (a) The safety manager should be the focal point and responsible for the development, administration, and maintenance of an effective safety management system (see also [AMC1 ADR.OR.D.005\(b\)\(1\)](#)).
- (b) The role of the **safety manager should** be to:
- (1) facilitate hazard identification, risk analysis, and management;
 - (2) monitor the implementation and functioning of the safety management system, including the necessary safety actions;
 - (3) manage the safety reporting system of the aerodrome;
 - (4) provide periodic reports on safety performance;
 - (5) ensure maintenance of safety management documentation;
 - (6) ensure that there is safety management training available, and that it meets acceptable standards;
 - (7) provide advice on safety matters; and
 - (8) initiate and participate in internal occurrence/accident investigations.
- (c) The **safety manager should have:**
- (1) adequate practical experience and expertise in aerodrome operations, or aerodrome maintenance, or similar area;
 - (2) adequate knowledge of safety and quality management;
 - (3) adequate knowledge of the aerodrome manual; and
 - (4) comprehensive knowledge of the applicable requirements in the area of aerodromes.

P5.2. Train

AMC2 ADR.OR.D.005(b)(11) Management system

RESPONSIBILITY FOR COMPLIANCE MONITORING

(a) The responsibility for the compliance monitoring should:

- (1) be with a person who has direct access to, and is responsible to the accountable manager;
- (2) not be with one of the persons referred to in ADR.OR.D.015(b) or ADR.OR.D.015(c), except that in less complex aerodrome organisations/operations, it may also be with the accountable manager or the person referred to in ADR.OR.D.015(c).

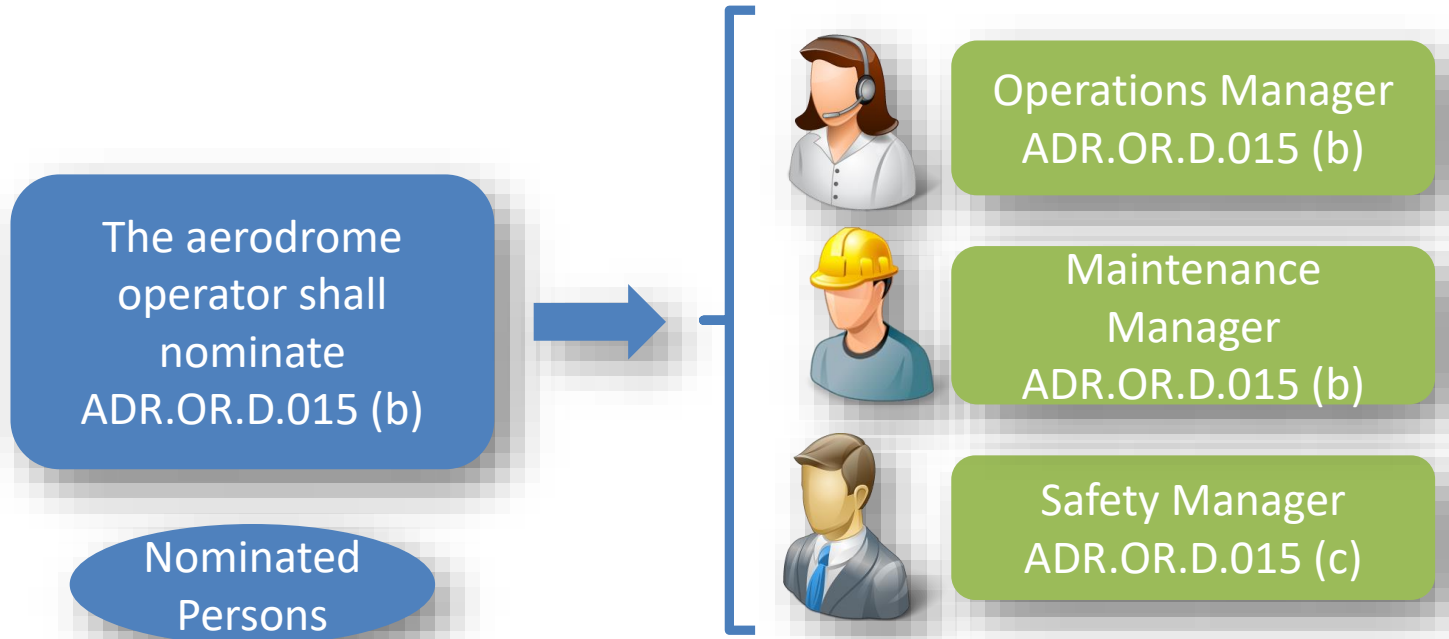
(b) Persons allocated the responsibility for the compliance monitoring should have:

- (1) adequate experience and expertise in aerodrome operations, or aerodrome maintenance, or similar area;
- (2) adequate knowledge of, and experience in safety management and quality assurance;
- (3) knowledge of the aerodrome manual; and
- (4) comprehensive knowledge of the applicable requirements in the area of aerodromes.

Responsible
Compliance Monitoring
ADR.OR.D.005 (b)(11)



P5.2. Training and Competency



P5.2. Training and Competency

SCOPE



P5.2. Training and Competency

COMPATIBILITY

P5.2. Training and Competency

CAN THEY BE NOMINATED FOR SEVERAL POSITIONS?
CAN THEY BE NOMINATED IN DIFFERENT AIRPORTS?



P5.2. Training and Competency

AMC1 ADR.OR.D.015(b) Personnel requirements

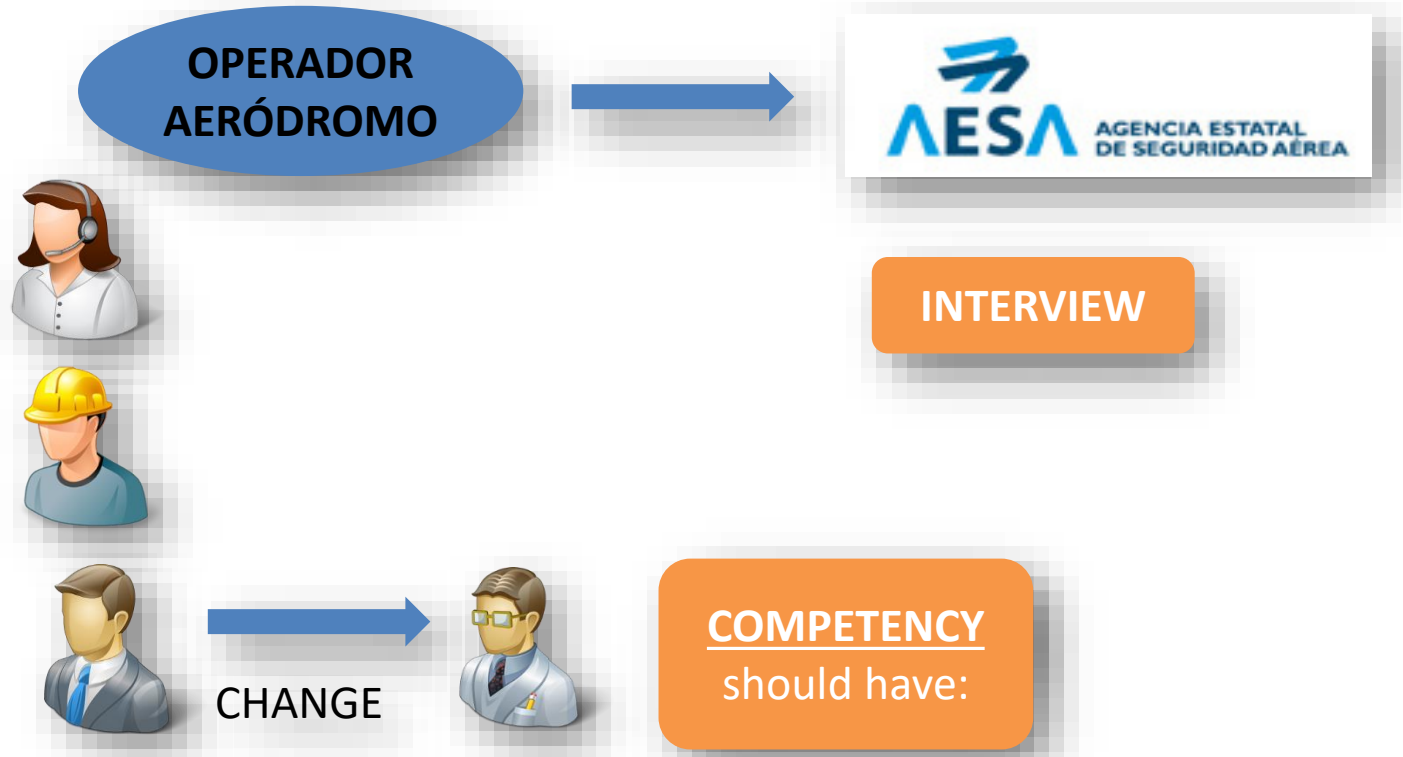
- (3) The person nominated by the aerodrome operator should not be nominated by another aerodrome operator, unless agreed with the Competent Authority.
- (4) Persons nominated should be foreseen to work sufficient hours to fulfil the management functions associated with the scale and complexity of the operation.
- (5) A nominated person may hold more than one of the nominated posts if such an arrangement is considered suitable and properly matched to the aerodrome operator's organisation, and the complexity of its operations.

P5.2. Training and Competency

AMC1 ADR.OR.D.015(b) Personnel requirements

- (d) The safety manager should not be one of the persons referred to in ADR.OR.D.015(b) or AMC2 ADR.OR.D.005(b)(11). However, in the case of less complex aerodrome organisations/operations, the safety manager may be the accountable manager, or one of the persons referred to in ADR.OR.D.015(b), or AMC2 ADR.OR.D.005(b)(11), or any other person at appropriate management level, provided that he/she can act independently of other managers within the organisation of the aerodrome operator, and has direct access to the accountable manager and to appropriate management for safety matters.

CHANGES IN NOMINATED PERSONS



P5.2. Training and Competency

GM1 ADR.AR.C.035(a)

Issuance of certificates

NOMINATED PERSONS

When an aerodrome operator submits the name of a nominee for the nominated persons (see ADR.OR.D.015), the Competent Authority should assess his/her qualifications and may interview the nominee or call for additional evidence of his/her suitability.

P5.2. Training and Competency

AMC1 ADR.AR.C.040(a);(f) Changes

GENERAL

- (a) Changes in nominated persons: The Competent Authority should be informed of any changes to nominated persons (see ADR.OR.D.015) that may affect the certificate or the terms of approval attached to it. When an aerodrome operator submits the name of a nominee for the nominated persons, the Competent Authority should assess his/her qualifications, and may interview the nominee, or call for additional evidence of his/her suitability. (see GM1 ADR.AR.C.035(a)).

P5.2. Training and Competency

SCOPE



P5.2. Training and Competency

OTHER PERSONNEL REQUIREMENTS

P5.2. Training and Competency



DRIVERS



RFFS



COMING SOON!

PART RFFS.MED

MEDICAL REQUIREMENTS FOR RESCUE AND FIREFIGHTING PERSONNEL

SUBPART A – GENERAL REQUIREMENTS

SECTION 1

GENERAL

PART RFFS.PHY

PHYSICAL FITNESS REQUIREMENTS FOR RESCUE AND FIREFIGHTING PERSONNEL

SUBPART A – GENERAL REQUIREMENTS

SECTION 1

GENERAL



P5.2. Training and Competency

Urine tests



Blood tests



electrocardiogram



P5.2. Training and Competen

cardiovascular system

respiratory system

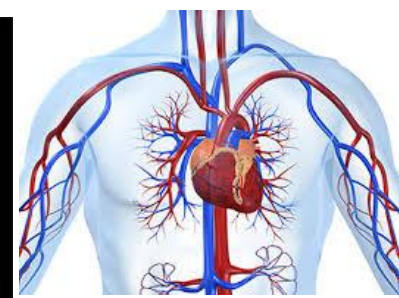
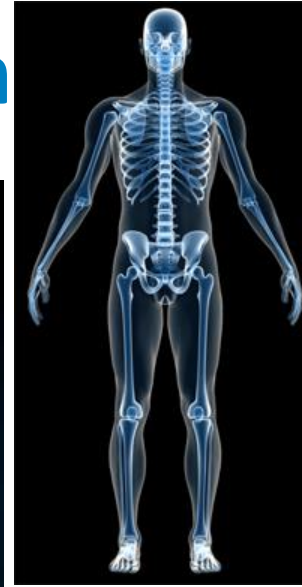
musculoskeletal system

otorhino-laryngology

visual system

neurological system

genitourinary system



P5.2. Training and Competency



P5.2. Training and Competency

SCOPE



P5.2. Training and Competency

1. Personnel requirements

2. Training and proficiency

- KEY CONCEPTS
- TRAINING MANAGEMENT CONCEPTS
- TRAINING ORGANISATIONS

P5.2. Training and Competency

6 KEY COMMON CONCEPTS

1. WHAT IS WHAT
2. PURPOSE
3. CONTENTS
4. SCOPE
5. ROLES
6. REQUIREMENTS



P5.2. Training and Competency

WHAT IS WHAT

TRAINING IS GIVING LESSONS
PROFICIENCY CHECKS IS CHECKING
THAT TRAINING



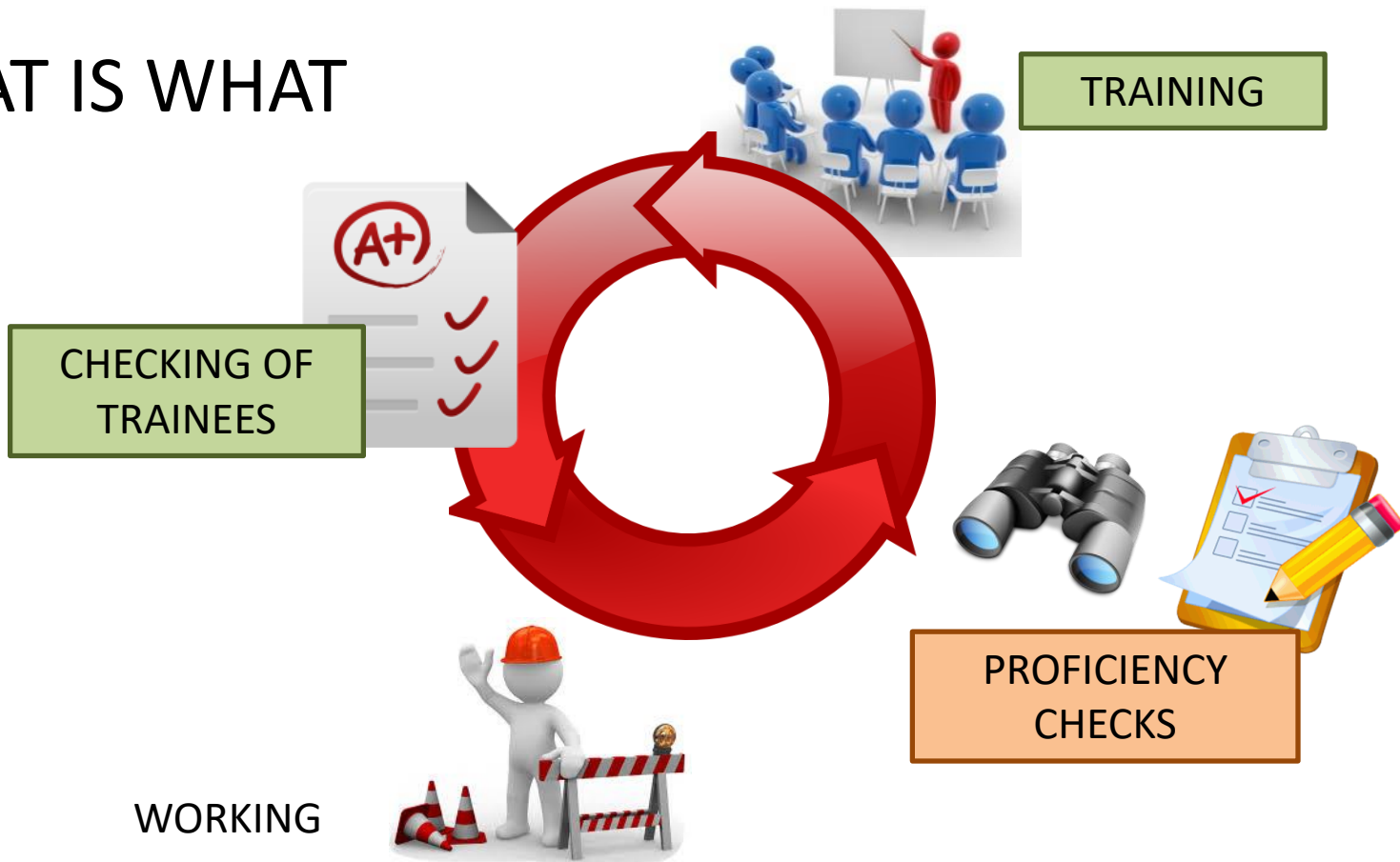
P5.2. Training and Competency

WHAT IS WHAT

WE SHOULD NOT CONFUSE
CHECKING OF TRAINING
WITH
PROFICIENCY CHECKS

P5.2. Training and Competency

WHAT IS WHAT



P5.2. Training and Competency

PURPOSE

TRAINING is for:

PREPARING Personnel to be QUALIFIED

PROFICIENCY CHECK is for:

ASSESSING the ability of an individual
to PERFORM

CONTENTS OF TRAINING PROGRAMME?

DEFINE
TRAINING

METHODOLOGY

SYLLABI

LESSONS

TESTS

RESOURCES

RESPONSIBILITIES

MANAGER

INSTRUCTORS

ORGANISATIONS

PROCEDURES

IDENTIFY NEEDS

PLAN
FOR THE NEXT YEAR

WHAT TO DO WHEN
PEOPLE FAIL TESTS

TRAINING FILES

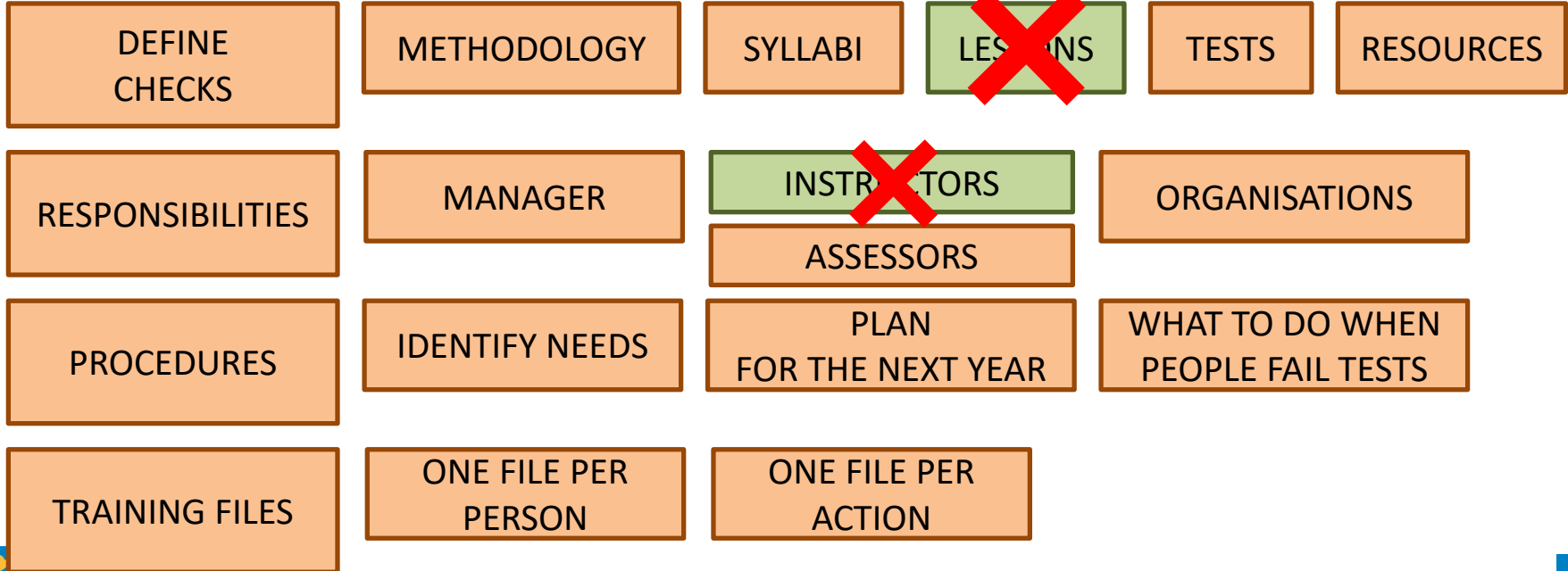
ONE FILE PER
PERSON

ONE FILE PER
ACTION

P5.2. Training and Competency

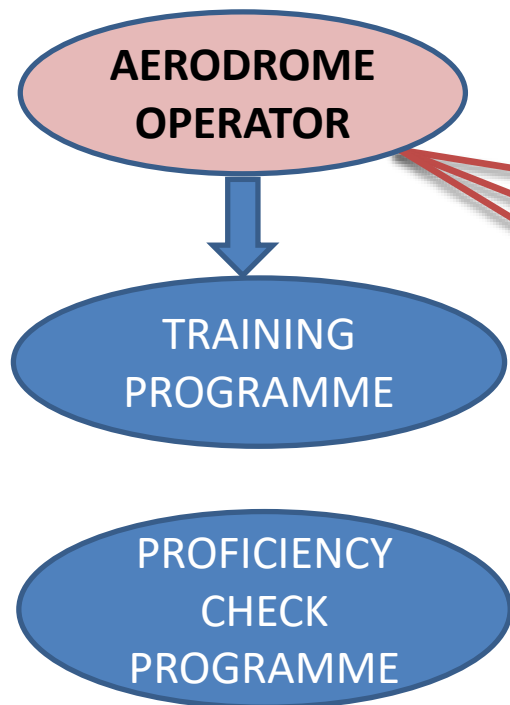
CONTENTS

CONTENTS OF PROFICIENCY CHECK PROGRAMME?



P5.2. Training and Competency

SCOPE

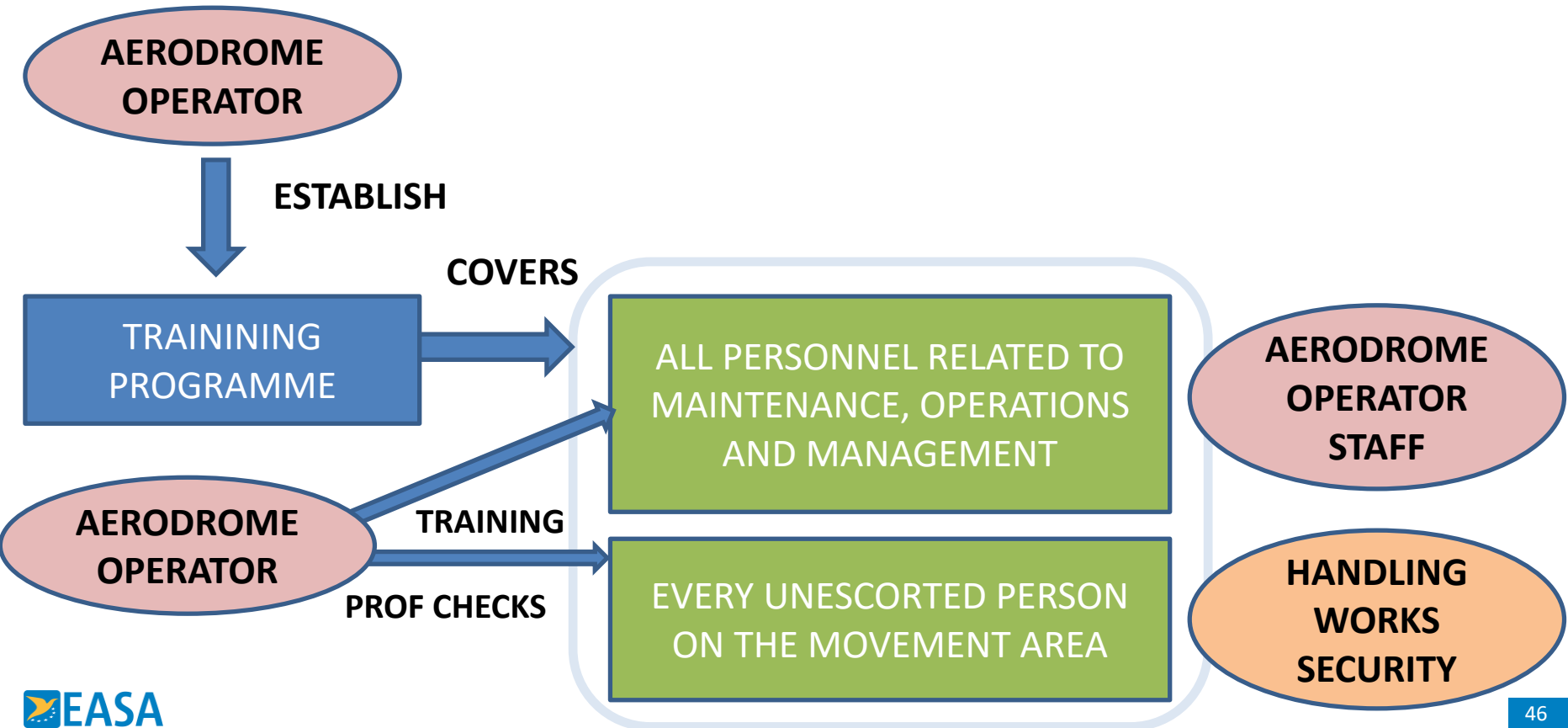


ADR.OR.D.017 Training and proficiency check programmes

- (a) The aerodrome operator shall **establish and implement** a training programme for personnel involved in the **operation, maintenance and management** of the aerodrome.
- (b) The aerodrome operator shall **ensure** that **unescorted persons** operating on the movement area or other operational areas of the aerodrome are adequately trained.
- (c) The aerodrome operator shall **ensure** that persons referred to in points **(a) and (b)** above have demonstrated their capabilities in the performance of their assigned duties through **proficiency check** at adequate intervals to ensure continued competence.

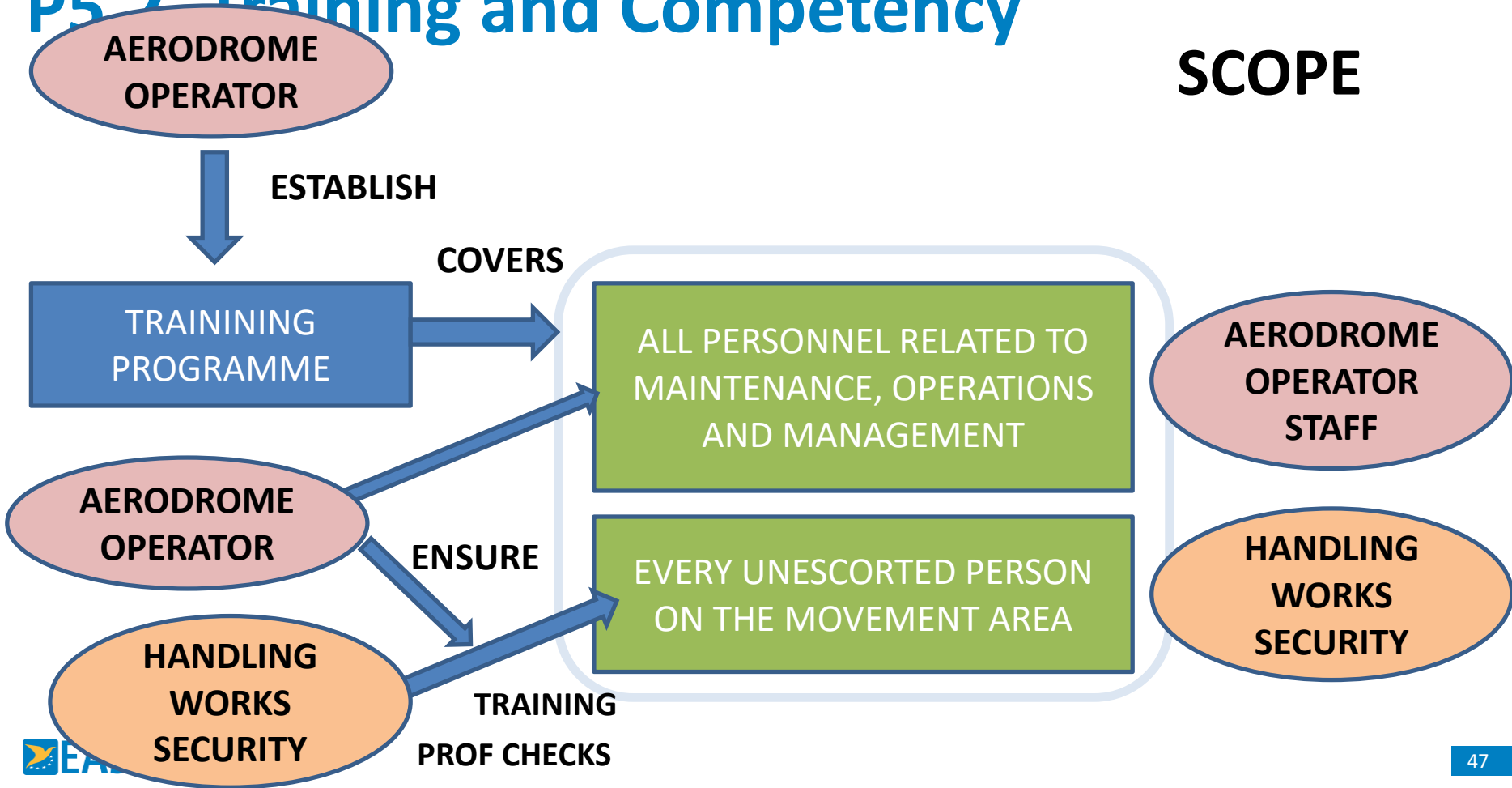
P5.2. Training and Competency

SCOPE



P5.2 Training and Competency

SCOPE



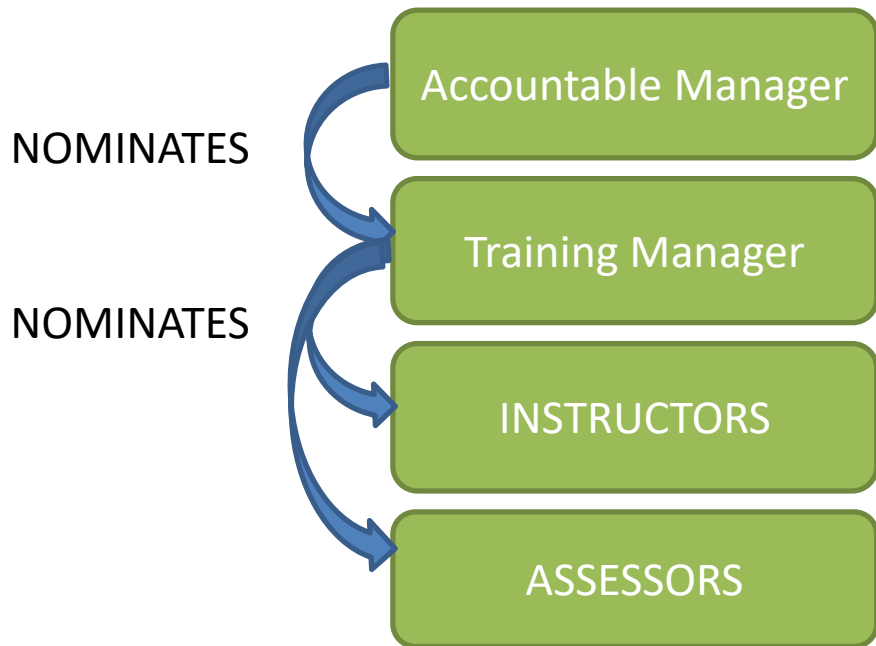
P5.2. Training and Competency

SCOPE



P5.2. Training and Competency

ROLES



P5.2. Training and Competency

REQUIREMENTS

RECORD KEEPING

PROCEDURES



RESPONSIBILITIES



AUDITING



P5.2. Training and Competency

RESPONSIBILITY



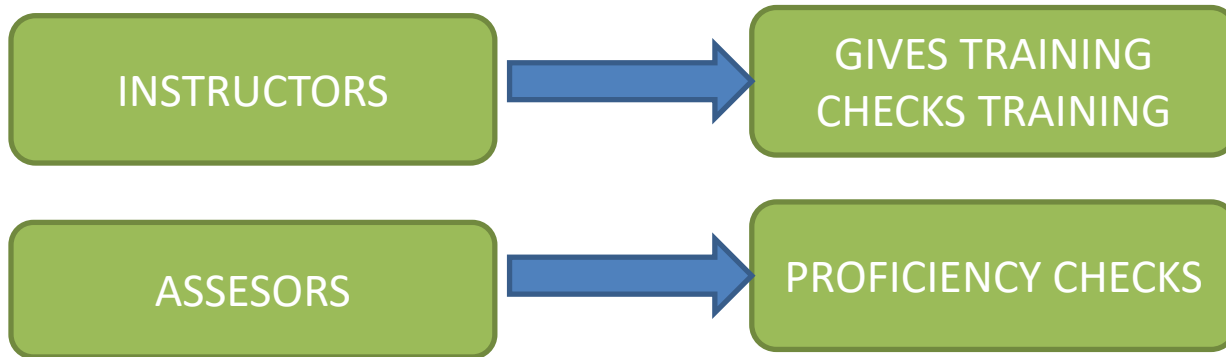
AMC1 ADR.OR.D.015(a) Personnel requirements

- (3) Depending on the size and the complexity of operations, the accountable manager may delegate his/her responsibilities in the area of training, by nominating a training manager whose responsibilities should be the establishment, coordination, implementation of training programmes, and relevant record keeping of personnel training, as well as of the proficiency check programmes.

In any case, the accountability, ultimately, remains with the accountable manager.

P5.2. Training and Competency

RESPONSIBILITIES



P5.2. Training and Competency

RESPONSIBILITIES

INSTRUCTORS

AMC1 ADR.OR.D.017(d) Training and proficiency check programmes

INSTRUCTORS — ASSESSORS

- (b) A person may be qualified and nominated both as an instructor and as an assessor by the aerodrome operator. However, such a person may not provide assessment for own instruction, courses, or material.

P5.2. Training and Competency

RESPONSIBILITIES



Theoretical instruction

- (i) appropriate level and depth of knowledge in the field where instruction is to be given;
- (ii) documented ability to use appropriate instructional techniques; and
- (iii) adequate experience in the subject where instruction is to be given.

P5.2. Training and Competency

RESPONSIBILITIES



Instruction on practical skills

- (i) meet the theoretical knowledge, and the working experience requirements appropriate to the instruction being given;
- (ii) have demonstrated the ability to instruct, and to use appropriate instructional techniques;
- (iii) are proficient in instructional techniques in the areas in which it is intended to provide instruction; and
- (iv) receive regular refresher training to ensure that the instructional competences are maintained.

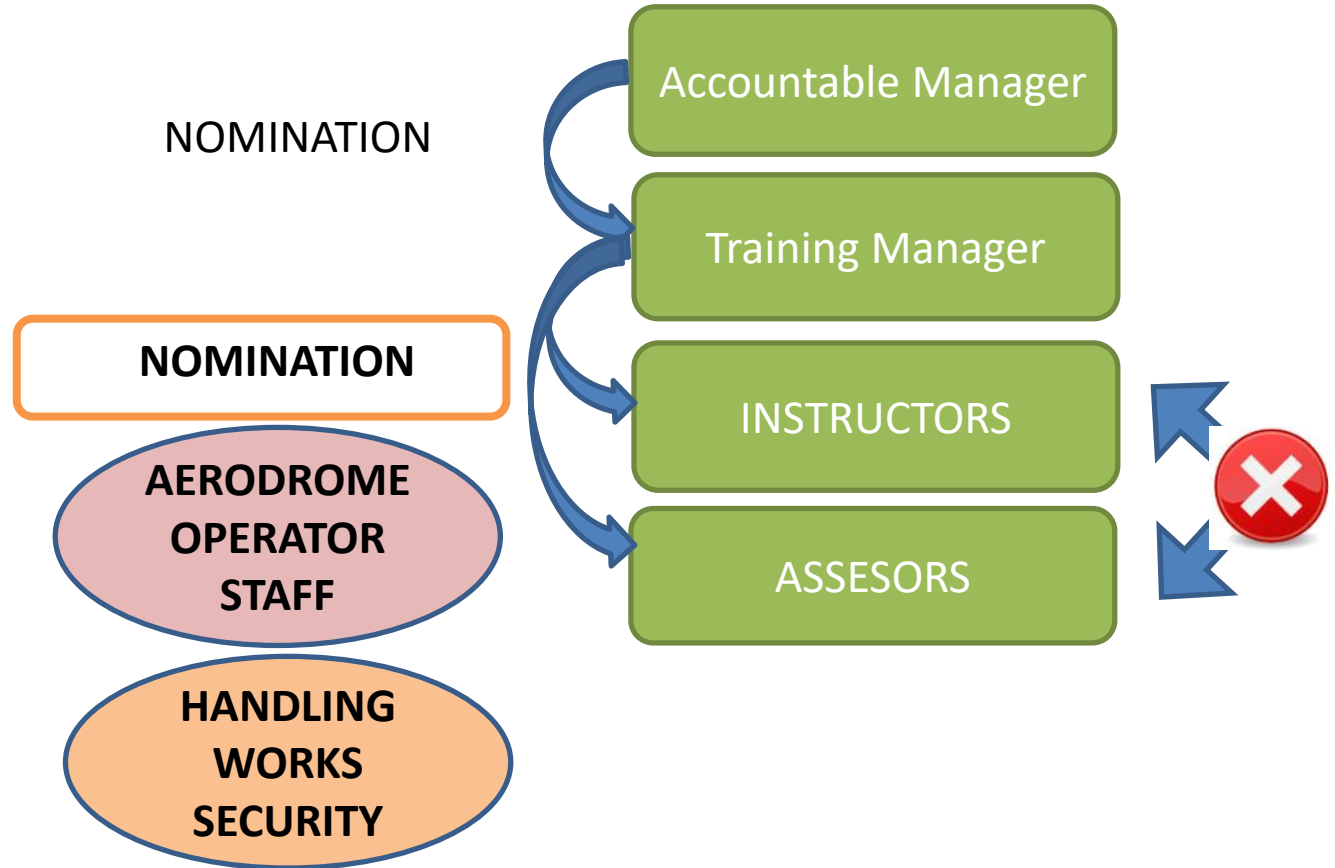
P5.2. Training and Competency

RESPONSIBILITIES



- (1) have demonstrated the ability to assess the performance of, and conduct tests and checks in the areas covered by the training;
- (2) receive regular refresher training to ensure that the assessment standards are maintained up to date; and
- (3) meet the theoretical knowledge requirements appropriate to the instruction being given and have adequate working experience in the area of instruction.

P5.2. Training and Competency



P5.2. Training and Competency

PROCEDURES-RECORD KEEPING

1 FILE PER TRAINING

1 FILE PER TRAINEE

5 YEARS STORAGE

P5.2. Training and Competency

PROCEDURES-RECORD KEEPING

1 INTERNAL AUDIT A YEAR

SAFETY MANAGER

P5.2. Training and Competency

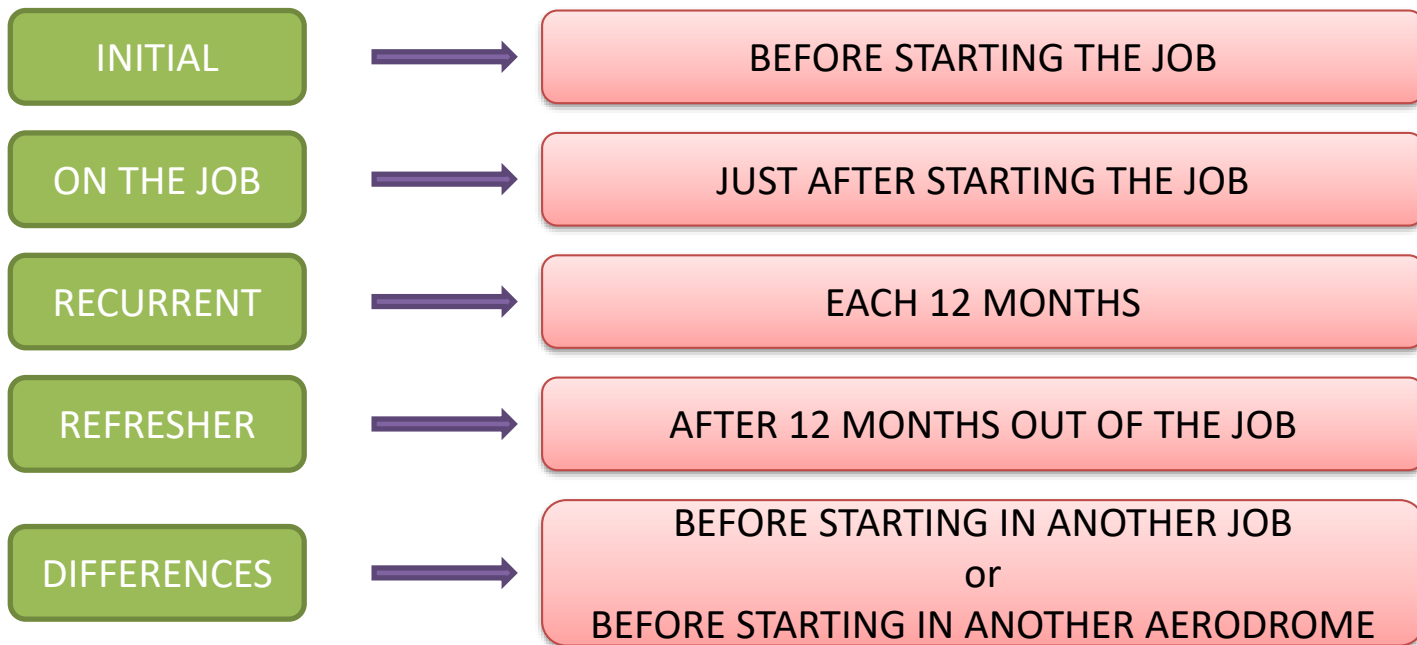
TRAINING MANAGEMENT CONCEPTS

- TYPES OF TRAINING
- TRAINING SYLLABUS
- TRAINING ITINERARY
- TRAINING PLAN



P5.2. Training and Competency

TYPES OF TRAINING



P5.2. Training and Competency

TRAINING SYLLABUS

GM1 ADR.OPS.B.010(a)(3) Rescue and firefighting services

TRAINING OF RESCUE AND FIREFIGHTING PERSONNEL

The training of rescue and firefighting personnel may include training in, at least, the following areas:



P5.2. Training and Competency



- (a) aerodrome familiarization;
- (b) aircraft familiarization;
- (c) rescue and firefighting personnel safety;
- (d) emergency communications systems on the aerodrome, including aircraft fire-related alarms;
- (e) use of the fire hoses, nozzles, turrets, and other appliances;
- (f) application of the types of extinguishing agents required;
- (g) emergency aircraft evacuation assistance;
- (h) firefighting operations;
- (i) adaptation and use of structural rescue and firefighting equipment for aircraft rescue and firefighting;
- (j) dangerous goods;
- (k) familiarization with fire fighters' duties under the aerodrome emergency plan;
- (l) low visibility procedures;
- (m) human performance, including team coordination;
- (n) protective clothing and respiratory protection;
- (o) composite materials; and
- (p) recognition of aircraft ballistic parachute systems during emergency operations



P5.2. Training and Competency

TRAINING SYLLABUS

GM3 ADR.OPS.B.020 Wildlife strike hazard reduction

TRAINING FOR WILDLIFE CONTROL

P5.2. Training and Competency

TRAINING SYLLABUS

AMC1 ADR.OPS.B.025 Operation of vehicles

TRAINING PROGRAMME

AMC2 ADR.OPS.B.025 Operation of vehicles

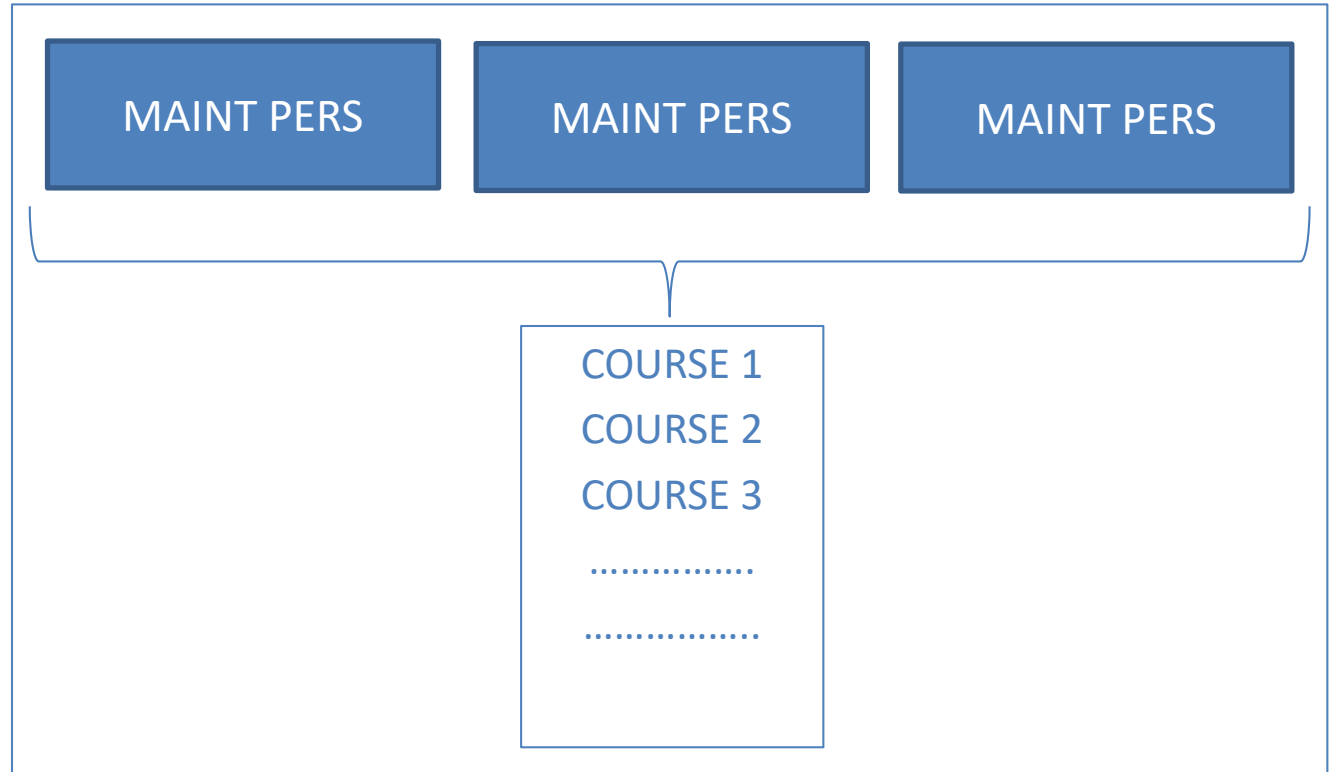
MOVEMENT AREA DRIVING TRAINING

GM2 ADR.OPS.B.025 Operation of vehicles

DEVELOPMENT OF A FRAMEWORK FOR A VEHICLE DRIVER TRAINING PROGRAMME
AIRSIDE VEHICLE DRIVER

P5.2. Training and Competency

TRAINING ITINERARY



ITINERARIO FORMATIVO TOAM/COAM

Clasificación de la Formación	Tipo de Formación	Método de Formación	Procedimiento / Protocolo asociado a Acción Formativa	Requisito / Acción Formativa	Nº Horas Formación	Tipo Evaluación del Conocimiento	Ocupación		Frecuencia	Evaluable para la Comprobación de la Competencia (según Programa de Comprobación de la Competencia)
							TOAM	COAM		
Inicial en el puesto	Curso del IADA	Online	N.A.	T102996 - Plan de Autoprotección. Actuaciones ante una Emergencia	3	Examen tipo test	X	X	En un máximo de 1 año desde la incorporación	NO
	Curso del IADA	Online	N.A.	E505022 - Curso de Prevención de Incendios y Plan de Autoprotección	5	Examen tipo test	X	X	En un máximo de 1 año desde la incorporación	NO
	Curso del IADA	Online	N.A.	EC02008 - Trabajo en Equipo. Personal de Operaciones en el Área de Movimiento	5	Examen tipo test	X	X	En un máximo de 1 año desde la incorporación	NO
	Curso del IADA	Online	N.A.	EC03001 - Liderazgo-Dirección de Equipos	5	Examen tipo test	-	X	En un máximo de 1 año desde la incorporación	NO
	Curso del IADA	Online	N.A.	EC01001 - Seguridad Operacional: Factores Humanos	4	Examen tipo test	X	X	En un máximo de 1 año desde la incorporación	NO
	Curso del IADA	Online	N.A.	T102581 - Sensibilización sobre FOD	4	Examen tipo test	X	X	En un máximo de 1 año desde la incorporación	NO
	Curso del IADA	Presencial	N.A.	GG07001 - Básico para TOAM de Nuevo Ingreso, o convalidación (1)	60	Examen tipo test	X	X	En un máximo de 3 meses desde la incorporación	NO
	Curso del IADA	Presencial	N.A.	T102351 - Desfibrilación Externa Semiautomática	6	Examen tipo test	X	X	En un máximo de 1 año desde la incorporación	NO
Inicial en el puesto	Instrucción local	Presencial	REU-PAU-F15	Novedades PAU – REUS V2 – Fichas de Actuación en Escenario de Emergencia	0,5	Examen tipo test	X	X	En un máximo de 1 mes desde la incorporación	NO
	Instrucción local	Presencial	REU-PAU-F16	Conceptos Generales y Novedades PAU – REUS V2 –	1	Examen tipo test	X	X	En un máximo de 1 mes desde la incorporación	NO
	Instrucción local	Mixta	REU-RRHH-001	Familiarización con otros aspectos del aeropuerto (entorno, vehículos y equipos de trabajo) no recogidos en la formación inicial previa/OJT	5	Examen tipo test	X	X	En un máximo de 1 mes desde la incorporación	NO
	Instrucción local	Presencial	N.A.	Formación sobre otros Procedimientos locales (Guiado de aeronaves, Inspección del Área de Movimiento, Normativa de Seguridad Operacional, Tratamiento de Accidentes/incidentes, LVP (3), Plan de Autoprotección (2), procedimientos del Manual del Aeropuerto, etc.)	-	Examen tipo test	X	X	En un máximo de 1 mes desde la incorporación	NO
Continua	Curso del IADA	Online	N.A.	T102250 - Sistema de Gestión de Seguridad Operacional (SGSO)	6	Examen tipo test	X	X	Cuando se produzca una modificación sustancial en alguno de los contenidos o cada 5 años	NO
	Curso del IADA	Presencial	N.A.	T105027 - Formación de Formadores	24	Examen tipo test	Si imparte formación		Necesario para poder ser designando instructor	NO
	Curso del IADA	Online	N.A.	T102581 - Sensibilización sobre FOD	4	Examen tipo test	X	X	Cuando se produzca una modificación sustancial en alguno de los contenidos o cada 5 años	NO
	Curso del IADA	Presencial	N.A.	T102752 - Refresco de formación para conductores que tienen acceso al Área de Maniobras	?	Examen tipo test	X	X	Cuando se produzca una modificación sustancial en alguno de los contenidos o cada 5 años	NO
	Curso del IADA	Online	N.A.	T102996 - Plan de Autoprotección. Actuaciones ante una Emergencia	3	Examen tipo test	X	X	Cuando se produzca una nueva edición del PAU	NO
	Curso del IADA	Presencial	N.A.	T102497 - Actualización sobre Desfibrilación Externa Semiautomática	1,5	Examen tipo test	X	X	Según normativa Generalitat de Cataluña o cada 3 años	NO
	Instrucción local	Presencial	REU-PAU-F15	Novedades PAU – REUS V2 – Fichas de Actuación en Escenario de Emergencia	0,5	Examen tipo test	X	X	Cuando se produzca una nueva edición del PAU	NO
	Instrucción local	Presencial	REU-PAU-F16	Conceptos Generales y Novedades PAU – REUS V2 –	1	Examen tipo test	X	X	Cuando se produzca una nueva edición del PAU	NO
	Instrucción local	Mixta	REU-RRHH-001	Familiarización con otros aspectos del aeropuerto (entorno, vehículos y equipos de trabajo) no recogidos en la formación inicial previa/OJT	5	Examen tipo test	X	X	Cuando se produzca una modificación sustancial en alguno de los contenidos o cada 5 años	NO
	Instrucción local	Presencial	PTL TOAM 001	Familiarización con el aeropuerto (entorno, vehículos y equipos de trabajo)	5	Examen tipo test	X	X	Cuando se produzca una modificación sustancial en alguno de los contenidos o cada 2 años	NO
	Instrucción local	Presencial	PTL TOAM 003	Guiado de aeronaves	4	Examen tipo test	X	X	Cuando se produzca una modificación sustancial en alguno de los contenidos o cada 2 años	NO
				Discusión en Pleno para definir la necesidad de					Cuando se produzca una modificación	

P5.2. Training and Competency

TRAINING PLAN

		2016	2017	2018	2019
FIREFIGHTER	EMERGENCY	X ✓	X	X	X
	DRIVING	X ✓		X	
	SMS	X ✓		X	
	LVP	X ✓		X	X

CHANGES
IN LVP

P5.2. Training and Competency TRAINING PLAN

SSEI

NIF	APELLIDOS, NOMBRE	OCUPACIÓN	ACCIÓN FORMATIVA		OBTENCIÓN DEL PCP - PCPIAM	REU SMS 002 - Procedimiento Operación Helicópteros	PTL SSEI 001 - Familiarización con el aeropuerto	PTL SSEI 003 - Seguridad Personal SSEI	PTL SSEI 005 - Utilización material SSEI	PTL SSEI 006 - Aplicación agentes extintores	PTL SSEI 007 - Evacuación de aeronaves	PTL SSEI 008 - Extinción de Incendios	PTL SSEI 010 - Sustancias peligrosas	REU OPS 001 - Procedimiento de apertura y cierre del Aeropuerto	REU OPS 002 - Toma de datos, análisis y comunicación de accidentes - incidentes	REU OPS 003 - Acceso al área de movimientos, documentación y requerimientos	REU OPS 005 - Gestión operacional de la plataforma	
			TIPO FORMACIÓN	REU-RRHH-PPCC														
			APTOMO APTO	F. INCORPOR.	F. OBTENCIÓN	INICIAL PREVIA	INICIAL PREVIA	INICIAL PREVIA	INICIAL PREVIA	INICIAL PREVIA	INICIAL PREVIA	INICIAL PREVIA	INICIAL PREVIA	INICIAL PREVIA	INICIAL PREVIA	INICIAL PREVIA	INICIAL PREVIA	
			SI - CCI	SI - CCI	SI - CCI	SI - CCI	SI - CCI	SI - CCI	SI - CCI	SI - CCI	SI - CCI	SI - CCI	SI - CCI	SI - CCI	SI - CCI	SI - CCI	SI - CCI	
			NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	
1	98845289Y	GUERRERO GUERRERO, DIEGO	IC05-C Equi y Salvamento:Dot	IC05-C Equi y Salvamento:Dot	01/06/1990	03/01/1996	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA
2	37784962X	IVERN BATOLLO, SEBASTIA	IC05-C Equi y Salvamento:Dot	IC05-C Equi y Salvamento:Dot	01/11/2011	24/10/2011	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA
3	39670610A	SENDRA TOMAS, ALBERTO	IC05-C Equi y Salvamento:Dot	IC05-C Equi y Salvamento:Dot	01/04/1996	09/10/2003	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA
4	39720920A	BARBERA FERRE, FRANCESC	IC10-T Equi y Salvamen:Bombero	IC10-T Equi y Salvamen:Bombero	16/11/2009	19/11/2009	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA
5	39912320W	CAVALLS ORTEGA, JORDI	IC10-T Equi y Salvamen:Bombero	IC10-T Equi y Salvamen:Bombero	17/10/2008	31/10/2008	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA
6	39720283L	DEL RIO PEREZ, RICARDO	IC10-T Equi y Salvamen:Bombero	IC10-T Equi y Salvamen:Bombero	01/07/2007	02/07/2007	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA
7	39846583A	GARCIA RAMOS, ANTONIO	IC10-T Equi y Salvamen:Bombero	IC10-T Equi y Salvamen:Bombero	15/02/1984	08/01/1996	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA
8	13771431C	GONZALEZ ALONSO, JOSÉ	IC10-T Equi y Salvamen:Bombero	IC10-T Equi y Salvamen:Bombero	28/02/2006	28/02/2006	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA
9	39846014D	LORIENTE VALLES, CARLOS	IC10-T Equi y Salvamen:Bombero	IC10-T Equi y Salvamen:Bombero	01/06/1979	09/01/1996	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA
10	39909013B	MAGRINA GINE, ENRIE	IC10-T Equi y Salvamen:Bombero	IC10-T Equi y Salvamen:Bombero	20/10/2008	17/10/2008	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA
11	39665246K	MEDINA CABELLO, MANUEL	IC10-T Equi y Salvamen:Bombero	IC10-T Equi y Salvamen:Bombero	01/05/1981	03/01/1996	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA
12	85085186P	MOLES VICARIO, FERNANDO	IC10-T Equi y Salvamen:Bombero	IC10-T Equi y Salvamen:Bombero	07/02/2010	08/02/2010	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA
13	18428245X	TOMAS MARCO, CARLOS JOSÉ	IC10-T Equi y Salvamen:Bombero	IC10-T Equi y Salvamen:Bombero	07/02/2010	03/02/2010	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA
14	39873589F	VIOLELA OLIVE, VICENTE	IC10-T Equi y Salvamen:Bombero	IC10-T Equi y Salvamen:Bombero	07/01/1992	08/08/1998	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA
15	21273423V	CUFENA CUESTA, GABRIEL	IC10-T Equi y Salvamen:Bombero	IC10-T Equi y Salvamen:Bombero	07/07/2010	08/02/2010	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA
16	39902424T	LUORENS ESCODA, ALBERT	IC10-T Equi y Salvamen:Bombero	IC10-T Equi y Salvamen:Bombero	11/03/2013	09/03/2011	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA
17	07977036S	SÁNCHEZ LAZARO, ROBERTO CARLOS	IC10-T Equi y Salvamen:Bombero	IC10-T Equi y Salvamen:Bombero	02/11/2014	29/10/2014	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA
18	33536577R	CORTÓN NOVA, IGIRACIO	IC10-T Equi y Salvamen:Bombero	IC10-T Equi y Salvamen:Bombero	01/04/2015	01/04/2015	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA
19	33274544M	JIMENEZ SEGADO, RAFAEL	IC10-T Equi y Salvamen:Bombero	IC10-T Equi y Salvamen:Bombero	14/05/2015	14/05/2015	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA
20	27253144V	LUQUE COZAR, ANTONIO MIGUEL	IC10-T Equi y Salvamen:Bombero	IC10-T Equi y Salvamen:Bombero	01/07/2015	01/07/2015	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA
21	17316917E	MARTÍN PÉREZ, FRANCISCO JOSÉ	IC10-T Equi y Salvamen:Bombero	IC10-T Equi y Salvamen:Bombero	01/08/2015	01/08/2015	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA
22	39861259D	SANDELA RODRIGUEZ, JOSÉ MANUEL	IC10-T Equi y Salvamen:Bombero	IC10-T Equi y Salvamen:Bombero	23/05/2016	23/05/2016	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA
23	77317460L	AGUILAR CASTILLO, DAVID	IC10-T Equi y Salvamen:Bombero	IC10-T Equi y Salvamen:Bombero	03/08/2016	03/08/2016	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA
24	85085216S	ALBERO URÉÑA, ESTEBAN	IC10-T Equi y Salvamen:Bombero	IC10-T Equi y Salvamen:Bombero	03/08/2016	09/08/2016	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA
25	48292727V	ALBORS BAS, FRANCISCO	IC10-T Equi y Salvamen:Bombero	IC10-T Equi y Salvamen:Bombero	03/08/2016	09/08/2016	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA
26	21675397J	CASILLAS NAVARRO, JAVIER	IC10-T Equi y Salvamen:Bombero	IC10-T Equi y Salvamen:Bombero	03/08/2016	09/08/2016	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA
27	48359624S	CUESTA LLAVERIA, IGNACIO	IC10-T Equi y Salvamen:Bombero	IC10-T Equi y Salvamen:Bombero	03/08/2016	09/08/2016	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA
28	48332857J	ROMERO IZQUIERDO, JOSÉ ANTONIO	IC10-T Equi y Salvamen:Bombero	IC10-T Equi y Salvamen:Bombero	03/08/2016	09/08/2016	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA
29	47185790W	SÁNCHEZ IGLESIAS, MARC	IC10-T Equi y Salvamen:Bombero	IC10-T Equi y Salvamen:Bombero	03/08/2016	09/08/2016	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA	CC1-CERTIFICADA

INDICADOR DE FORMACIÓN REALIZADA		CASUÍSTICA TRABAJADORES		LEYENDA TIPO DE FORMACIÓN		LEYENDA CURSOS	
Numero de cursos TOTALES a realizar	2958	Personal en activo		Formación Previa Inicial/OIT	XX/XX/XXXX	Curso Realizado	
Numero de cursos TOTALES realizados	1815	Personal en circunstancias especiales		Formación IADA Inicial		Curso Convocado	
INDICADOR	61,36%			Formación IADA OIT		Curso Convivido	
Numero de curso IADA a realizar	638			Formación Continua / Refresco		Curso no destinado para ocupación	
Numero de cursos IADA realizados	373					Curso no Realizado Causas Justificadas	
INDICADOR	58,46%					Situaciones especiales del trabajador	
						Curso no Realizado	

P5.2. Training and Competency

TYPICALL FINDINGS

P5.2. Training and Competency

TRAINING PROGRAMME

INSTRUCTORS

ANNUAL TRAINING PLAN

COMPETENCY

ITINENARYS

TRAINING MANAGER

COURSE NOT DELIVERED

LACK OF TESTS

MANAGEMENT AND REGISTERS

IGNORANCE PROCEDURES

INTERNAL AUDIT

TRAINING OF OTHER ORG

P5.2. Training and Competency

SCOPE



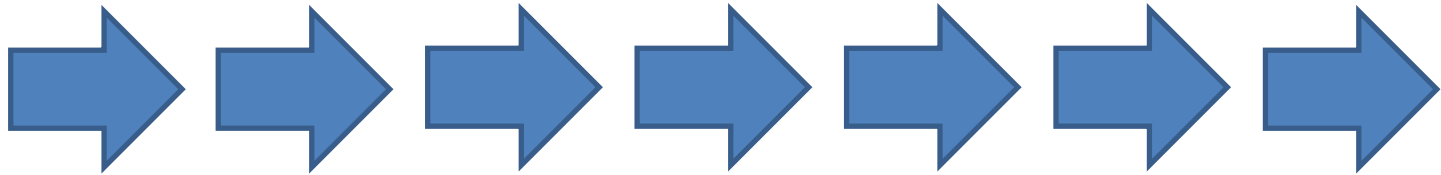
P5.2. Training and Competency

TRAINING ORGANIZATIONS

P5.2. Training and Competency



TRAINING ORGANISATIONS



SCENARIO 1

CAA DOES NOT
APPROVE
CENTRES

SCENARIO 2

CAA
APPROVES
CENTRES

SCENARIO 3

CAA
CERTIFIES
CENTRES

TRAINING ORGANISATIONS



P5.2. Training and Competency



TRAINING ORGANISATIONS

FACILITIES: RFFS CENTRE



P5.2. Training and Competency



TRAINING ORGANISATIONS

EMERGENCY CENTRE



EMERGENCY TRAINING AND PROF.mp4

P5.2. Training and Competency

TRAINING ORGANISATIONS



P5.2. Training and Competency

COMPETENCY AND PROFICIENCY CHECKS

P5.2. Training and Competency



TRAINING

CHECKING OF
TRAINEES



PROFICIENCY
CHECKS

WORKING



P5.2. Training and Competency

PROFICIENCY CHECKS, WHEN?

COULD BE CARRIED DURING NORMAL DUTIES
OR COULD BE SPECIAL TESTS TO SIMULATE
SPECIAL CONDITIONS
(Like LVP or Emergency)

P5.2. Training and Competency

PROFICIENCY CHECKS, HOW OFTEN?

24 months in general

12 months for RFFS

(covering all the duties)

Not all should be covered with the same proficiency check, it could be covered by separate proficiency checks

P5.2. Training and Competency

IMPLEMENTATION IN SPAIN

1. PROFICIENCY CHECKS WERE A NEW CONCEPT

2. WHAT HAPPENS IF SOMEONE FAILS?

3. WHO CARRIES OUT PROFICIENCY CHECKS?

P5.2. Training and Competency

IMPLEMENTATION IN SPAIN

1. PROFICIENCY CHECKS WERE A NEW CONCEPT

AERODROME OPERATORS HAD TO CREATE NEW:
SYSTEM/TEAM/PROCEDURES



TRANSITION PERIOD

24 MONTHS

P5.2. Training and Competency

IMPLEMENTATION IN SPAIN

2. WHAT HAPPENS IF SOMEONE FAILS?

IT IS NOT NECESSARY THAT YOU FIRE THAT PERSON



NEW TRAINING

NEW ROLE



P5.2. Training and Competency

3. WHO CARRIES OUT PROFICIENCY CHECKS?

NO EXPERIENCED ASSESSORS



NEW ASSESSORS TEAM

(OPS EXPERT + ASSESSOR TRAINING)

SUPER FIREFIGHTER

SUPER OPERATIONS GUY

P5.2. Training and Competency



Training and Competency

www.eu-sea-app.org
easa.europa.eu/connect



Your safety is our mission.

An Agency of the European Union 