

AIRPORT OPERATIONS & AVIATION SAFETY

TRAINING CENTER

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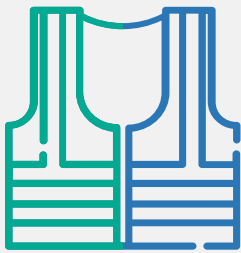


Saudi Academy of Civil Aviation

It is a leading educational entity in the Kingdom of Saudi Arabia, established in 1962 as a technical training institute in 2007 for a specialized academy offering a set of specialized diploma programs and training courses that suit the needs of the Aviation Sector and contribute to qualification and training of human resources working to support 28 airports in the Kingdom.

The programs and courses offered by the academy include the following **specializations:** Air Traffic Control - Maintenance of Aviation Systems - Fire and Rescue - Airport Operation and Safety - Aviation Security.

Airport Operations and Aviation Safety



The Airport Operations and Aviation Safety Training Center is based on the development of the airport staff's skills, raising their cognitive competence, developing their expertise and upgrading their performance to the best.

The programs provided by the Center take into account the basic rules that maintain safety and quality as well as the enhancement of management skills that contribute to achieving and enhancing the best performance of the employees at the airports.

The Specialized Courses

- Airport Operations.
- Airport Safety.
- Quality Training.
- Management Skills.

Center Accreditations



Authorized by General Authority of Civil Aviation (GACA).



Introduction to GACA Regulation - Part 151 & 68

Introduction to GACA Regulation - Part 151 & 68

Course Summary

This Course is an introduction of GACA Regulations, standards and requirements that stated in the International Civil Aviation Organization (ICAO).

What will you learn?

- GACAR Rules and Regulations.
- GACA Vision and Mission.
- GACAR Map.
- GACA Key Messages.
- Requirement for GACAR 151 Certificate.
- Technical and Operational Standards for Ground Services.
- Requirements of Training Programs for Personnel Work Permits as described in GACAR part 68.



Course Language

- Arabic / English.



Duration

- 1 Day.



Assessment and Certification

- Attendance Course Certificate.

Learning Activities



Theory Classroom with Adult Learning Techniques.

What is covered?

- GACAR 151 & 68 Requirements.

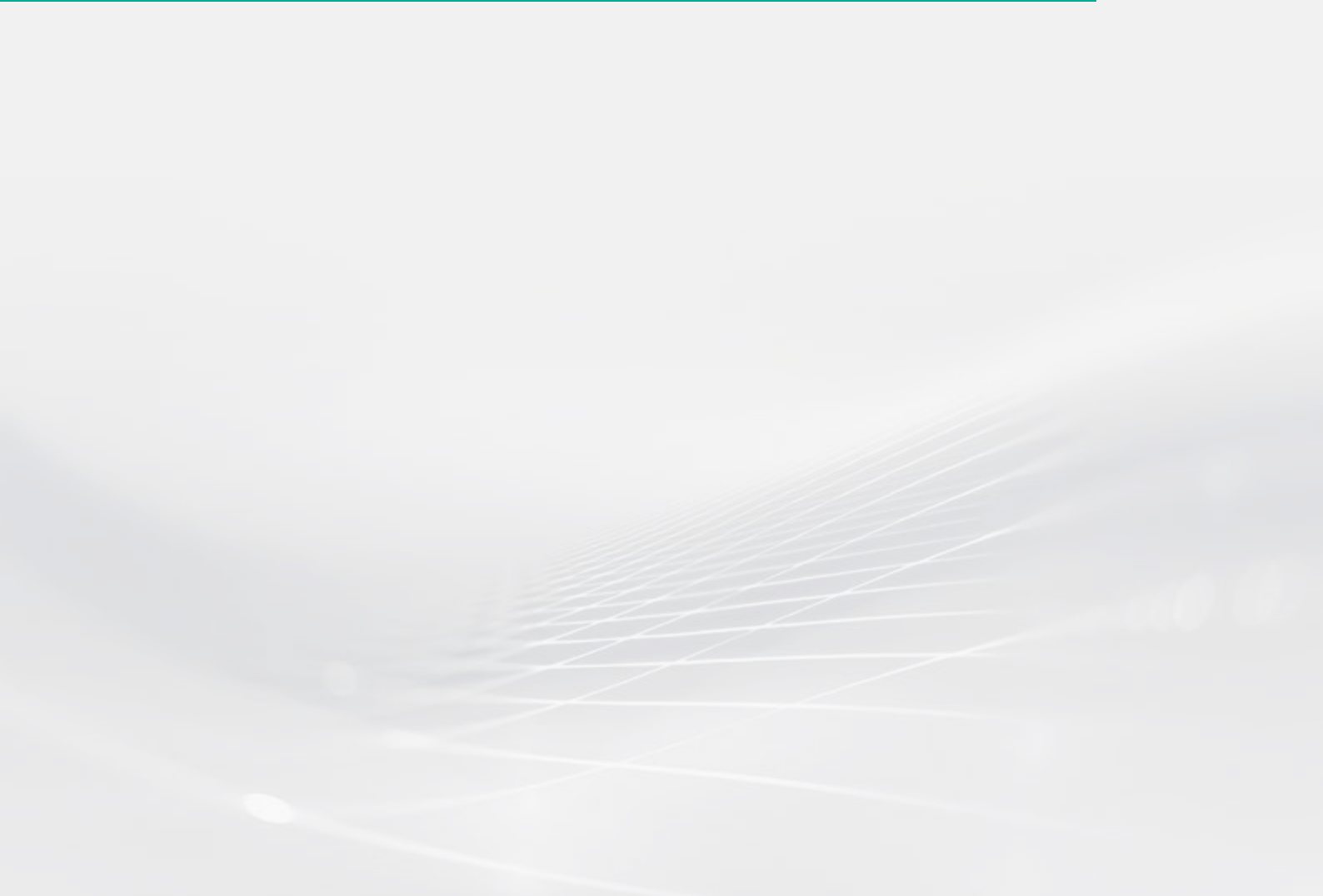
Who should attend?

All Employee who work for:

- GSP company under GACAR 151.
- Any entities subcontracted by GSP company under GACAR 151.
- Commercial Air Operations under GACAR 119,121, or 135.
- Aerodrome Operators within the applicability of GACAR 139.
- Repair station under GACAR 145.



Human Factors for Airport Operations



Human Factors for Airport Operations

Course Summary

- To Improve safety, Human behavior, attitude and effectiveness in Ground Operations with these recommendations for reducing human error.

What will you learn?

- Know the human factors that can impact on Airport / Ground Operations.

- Evaluate the situations at airport and recommend solutions for reducing human error.

- Cooperate with team to address potential threats in operations.

- Communicate the importance of human factors initiatives to colleagues and stakeholders.

- Understand the dirty dozen and swiss cheese model.

Learning Activities



Theory Classroom with Adult Learning Techniques.

What is covered?

- GACAR 151 & 68 Requirements.

Who should attend?

All Employee who work for:

- GSP company under GACAR 151.
- Any entities subcontracted by GSP company under GACAR 151.
- Commercial Air Operations under GACAR 119,121, or 135.
- Aerodrome Operators within the applicability of GACAR 139.
- Repair station under GACAR 145.



Course Language

- Arabic / English.



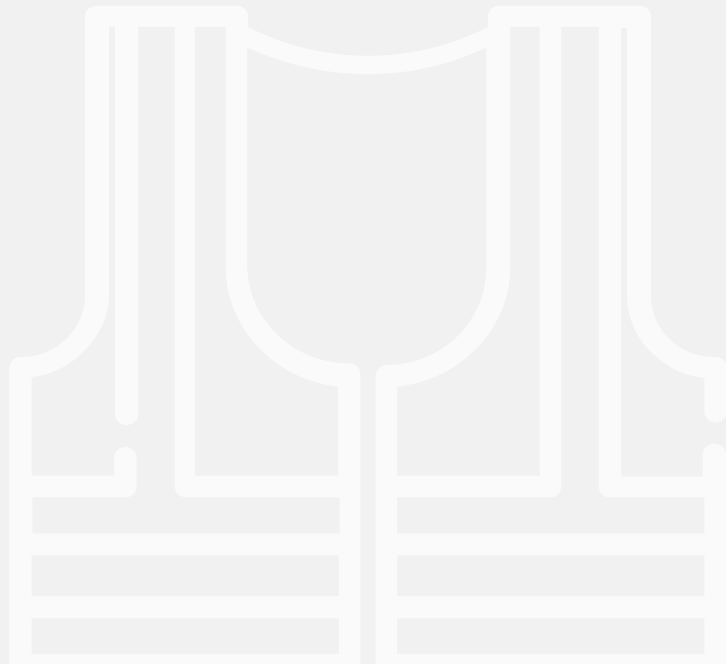
Duration

- 2 Days.



Assessment and Certification

- Passing Grade is 70% of the Final Exam.



Airside Driving Rules



Airside Driving Rules

Course Summary

This course involves the knowledge required to drive on the airside while meeting all related licenses and aerodrome access requirements, licensing legislative and regulatory or certification requirements. Accordance to GACA, ICAO and IATA rules and regulation.

What will you learn?

- Describe the importance of the Ramp Driving License.
- Describe the related vehicle and safety regulations.

Prerequisites

- Staff Must hold a valid Ramp Pass during the Training Course.
- Airport Safety.
- Airport Security.
- Human Factors.

Course Language

- Arabic / English.

Duration

- 2 Days.

Assessment and Certification

- Passing Grade is 80% of the Final Exam.

Learning Activities



Theory Classroom with Adult Learning Techniques.



Practical session at the Airside.

What is covered?

- Airport Airside Driving Rules and Regulations.

Who should attend?

- All Employee who drive a vehicle at the airside.



Emergency Plan and Response for Ground

Emergency Plan and Response for Ground Operations

Course Summary

This course providing the fundamental knowledge and skills to understand Emergencies situations and how to act and response to them.

What will you learn?

- Define the purpose and main objectives of the station's Emergency Response Plan.
- Define the terminology used in Emergency Response Situations.
- Outline the situation concerned with emergency response and their relationship.
- Outline the duties and responsibilities of the relevant staff concerned with emergency response handling.



Prerequisites

- Airport Safety.
- Aviation Security
- Human Factors.



Course Language

- Arabic / English.



Duration

- 3 Days.



Assessment and Certification

- Passing Grade is 70% of the Final Exam.

Learning Activities



Theory Classroom with Adult Learning Techniques.

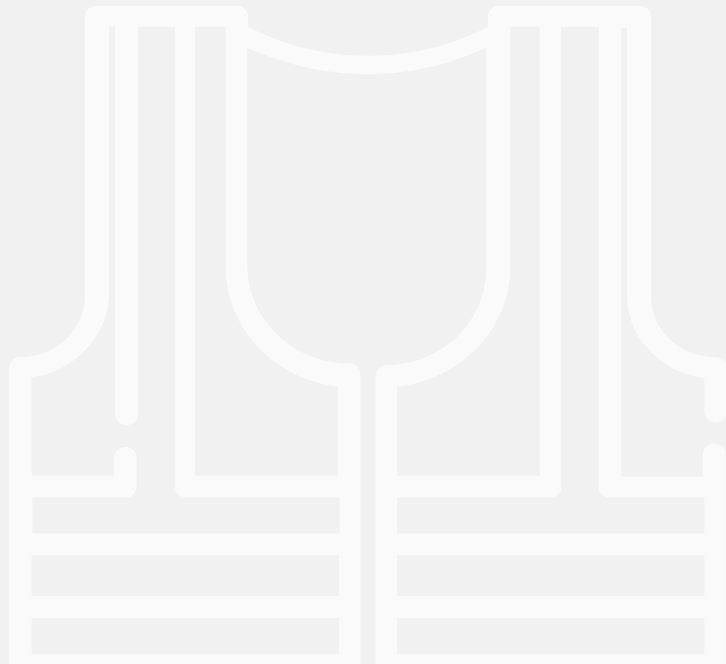
What is covered?

- GACAR 151 & 68 Requirements.

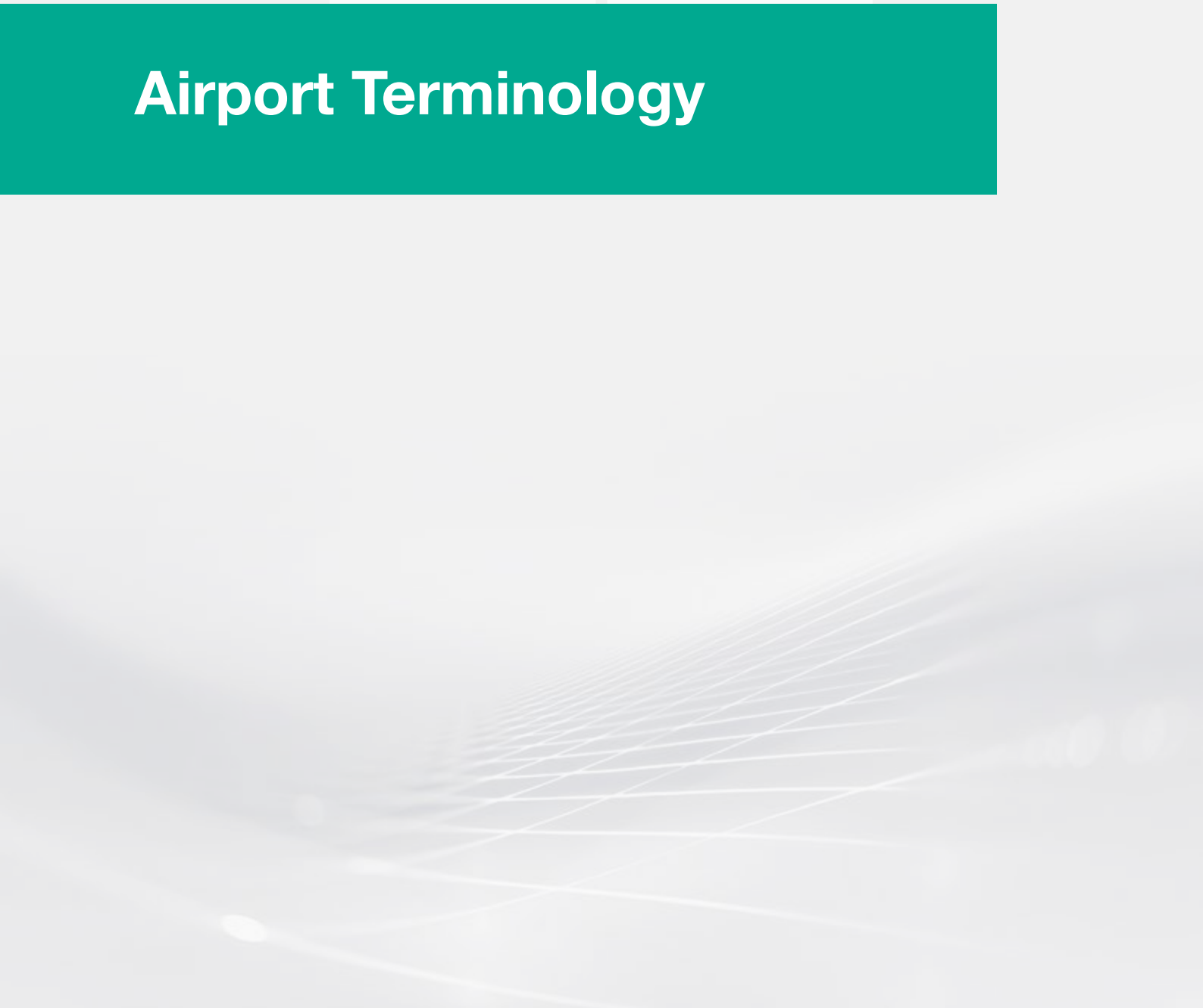
Who should attend?

All Employee who work for ;

- GSP company under GACAR 151.
- Any entities subcontracted by GSP company under GACAR 151.
- Commercial Air Operations under GACAR 119,121, or 135.
- Aerodrome Operators within the applicability of GACAR 139.
- Repair station under GACAR 145.



Airport Terminology



Airport Terminology



Course Summary

- This course provides participants with aviation language, which will help to understand the civil aviation terminologies used in Passenger, Cargo, Ramp Terminals according to ICAO and IATA references.



Learning Activities



Theory Classroom with Adult Learning Techniques.



What will you learn?

- ICAO Abbreviations.
- Definitions.
- Phonetic Alphabet.
- Pronunciation of numbers.
- Phases and Terminology.
- ICAO Annexes.
- Airlines Call Signs.
- Aircraft Type.
- Ramp Terminologies.



Who should attend?

- All Enter Level Employee.



Course Language

- English.



Duration

- 2 Days.



Assessment and Certification

- Passing Grade is 70% of the Final Exam.



Screening of Passengers and Crew and their Baggage, Cargo and Mail



Screening of Passengers and Crew and their Baggage, Cargo and Mail



Course Summary

The course will provide participants with the knowledge and skills to Screen of Passengers and Crew and their Baggage, Cargo and Mail in accordance with GACA, ICAO and IATA rules and regulation.



What will you learn?

Upon successful completion of this course, participants will be able to:

- Comply with dangerous goods safety principles
- Apply Accepting Procedures
- Apply DG accepting baggage procedures
- Apply Reporting Procedures



Course Language

- English.



Duration

- 2 Days.



Assessment and Certification

- Passing Grade is 80% of the Final Exam.



Learning Activities



Theory Classroom with Adult Learning Techniques.



What is covered?

- GACAR 109 & IATA DGR Manual Requirements



Who should attend?

- All personnel Screening of Passengers and Crew and their Baggage, Cargo and Mail.



Handling - Loading - Unloading Cargo at Warehouse / Aircraft



Handling - loading - Unloading Cargo at Warehouse / Aircraft



Course Summary

The course will provide participants with the knowledge and skills to load and Unload Cargo at Warehouse / Aircraft accordance with GACA, ICAO and IATA rules and regulation.



What will you learn?

Upon successful completion of this course, participants will be able to:

- Comply with dangerous goods safety principles
- Apply Pre-loading DGR Procedures
- Apply Transporting DG Cargo/Baggage Procedures
- Apply Reporting Procedures



Course Language

- English.



Duration

- 3 Days.



Assessment and Certification

- Passing Grade is 80% of the Final Exam.



Learning Activities



Theory Classroom with Adult Learning Techniques.



What is covered?

- GACAR 109 & IATA DGR Manual Requirements.

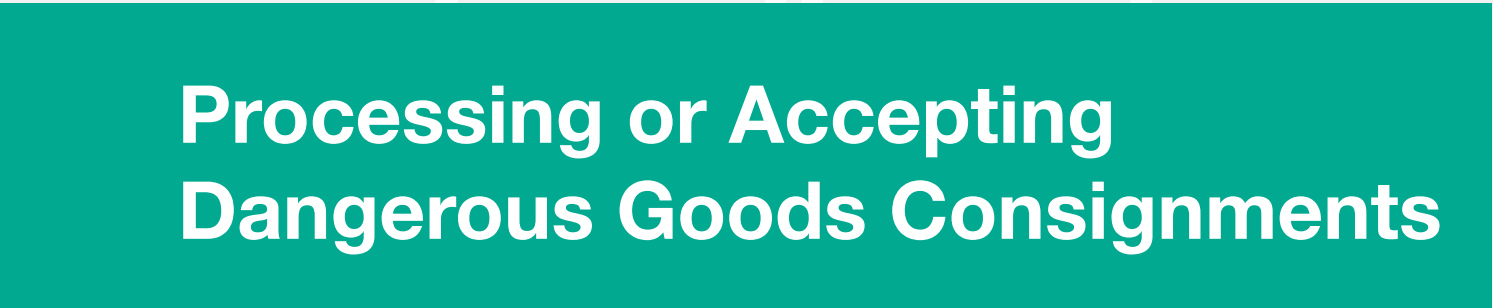


Who should attend?

- All personnel load and Unload Cargo at Warehouse / Aircraft



Processing or Accepting Dangerous Goods Consignments



Processing or Accepting Dangerous Goods Consignments

Course Summary

The course will provide participants with the knowledge and skills to Process or Accept Dangerous Goods Consignments accordance with GACA, ICAO and IATA rules and regulation.

Learning Activities



Theory Classroom with Adult Learning Techniques.

What will you learn?

Upon successful completion of this course, participants will be able to:

Comply with dangerous goods safety principles

Apply accepting procedures for Non-Radioactive Materials

Apply accepting procedures for Radioactive Materials

Apply Reporting Procedures

What is covered?

- GACAR 109 & IATA DGR Manual Requirements.

Who should attend?

- All personnel Processing or Accepting Dangerous Goods Consignments



Prerequisites

- A Copy of last updated IATA DGR Manual must be available to each enrollment staff.



Course Language

- English.



Duration

- 5 Days.



Assessment and Certification

- Passing Grade is 80% of the Final Exam.



Aerodrome (Annex 14)



Aerodrome (Annex 14)



Course Summary

- This course is designed to provide
 - The aerodrome (ICAO annex14-Vol. 1)
 - Aerodrome data and aeronautical ground lights.
 - Aerodrome signs and marking.



Learning Activities



Theory Classroom with Adult Learning Techniques.



What will you learn?

- Aerodrome Data.
- Aeronautical Ground lights.
- Aerodrome Signs and Marking.
- Aerodrome Traffic Rules.



What is covered?

- ICAO Annex 14.



Who should attend?

- All Airport Employee working on Terminal or Airfield involved in aviation business.



Course Language

- English.



Duration

- 3 Days.



Assessment and Certification

- Passing Grade is 70% of the Final Exam.



Introduction to Airport Operation



Introduction to Airport Operation



Course Summary

This course is designed to learn what it takes to work at one of the airline's industry most visible airport position and obtain the skills your need to provide services which related to Airport Operations.



What will you learn?

- Introduction of airport.
- Airport layout overview.
- Definitions of airside and landside in airport.
- The deferent between airside and landside.
- Introduction of terminal handling.
- Introduction of airside handling.
- Airport responsibilities.
- Ground handling equipment's and Marshalling.
- Safety and Emergency.



Course Language

- English.



Duration

- 3 Days.



Assessment and Certification

- Passing Grade is 70% of the Final Exam.



Learning Activities



Theory Classroom with Adult Learning Techniques.



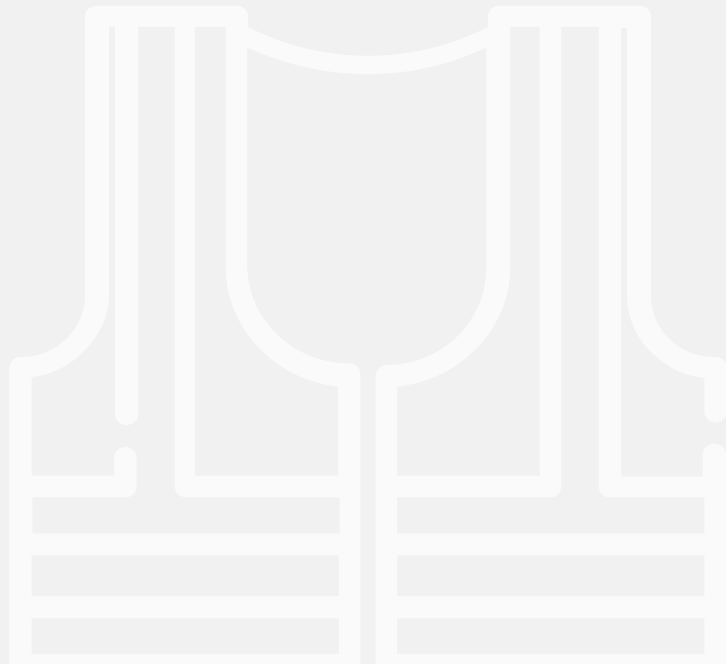
What is covered?

- ICAO Annex 14.

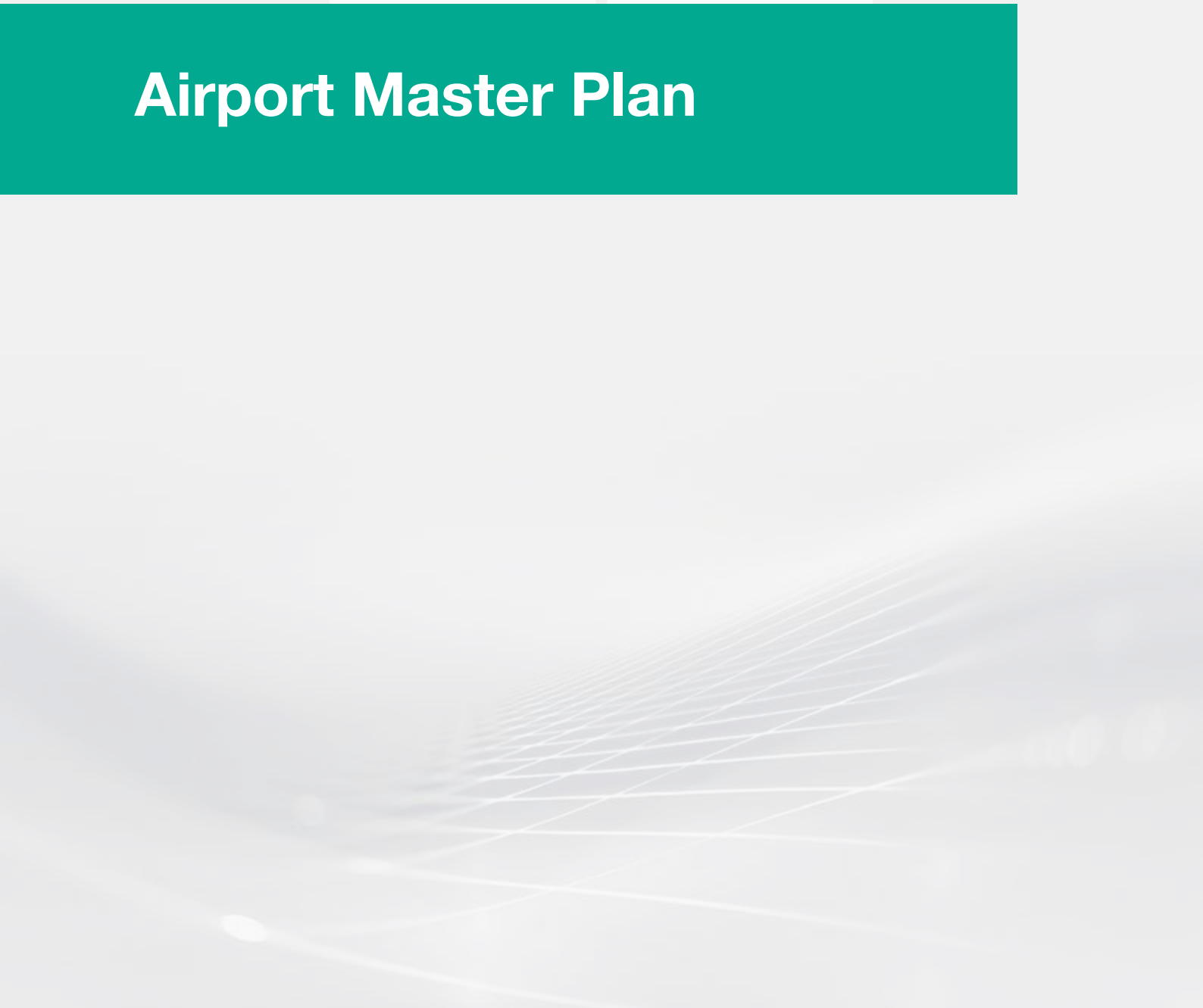


Who should attend?

- All Airport Employee working on Terminal or Airfield involved in aviation business.



Airport Master Plan



Airport Master Plan



Course Summary

- The overall framework, planning processes and important factors which authorities must consider in preparing an airport master plan. It explains the importance of consultation and co-operative planning and the need to develop a systematic approach in determining future airport requirements.



Learning Activities



Theory Classroom with Adult Learning Techniques.



What will you learn?

- Perspective and Overview.
- Airport Planning Process.
- Airside Development.
- Landside Development.
- Airport Support Elements.



Who should attend?

- Supervisor Level and Above.



Course Language

- English.



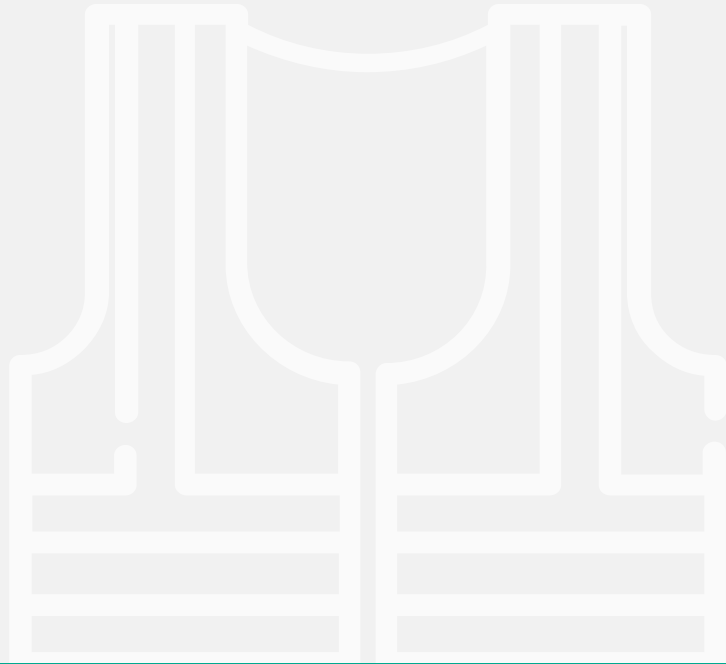
Duration

- 5 Days.



Assessment and Certification

- Passing Grade is 70% of the Final Exam.



Safety Risk Management



Safety Risk Management



Course Summary

- Understanding, identifying, analyzing and proper reporting of hazards encountered and the risk involved within the airport's airside area practically at the apron where most of the crucial operational activities and taking place.



Learning Activities



Theory Classroom with Adult Learning Techniques.



What will you learn?

- An overview and importance of Risk Management.
- Risk Assessment.
- Risk Matrix.
- The acceptable Level of Risk.
- Potential Hazards on the Apron.
- Hazards Resulting form Engine Blasé and fumes.



Who should attend?

- Supervisor Level and Above.



Course Language

- English.



Duration

- 3 Days.



Assessment and Certification

- Passing Grade is 80% of the Final Exam.



Quality Management System for Airport Operations



Quality Management System for Airport Operations

Course Summary

This subject provides trainees with the required skills, knowledge and attitudes to understand quality management system and to view the QMS requirements and its importance, in order to integrate the quality in the operations process according to ISO 9001.

Learning Activities



Theory Classroom with Adult Learning Techniques.

What will you learn?

- QMS Overview and Introduction.
- Importance of Quality.
- Quality tools.
- Elements of quality.
- The quality management principles.
- Benefits of QMS.
- ISQ 9001 requirement.
- An integrated approach to safety and quality management.

Who should attend?

- All Airport Employee working on Terminal or Airfield involved in aviation business.



Course Language

- English.



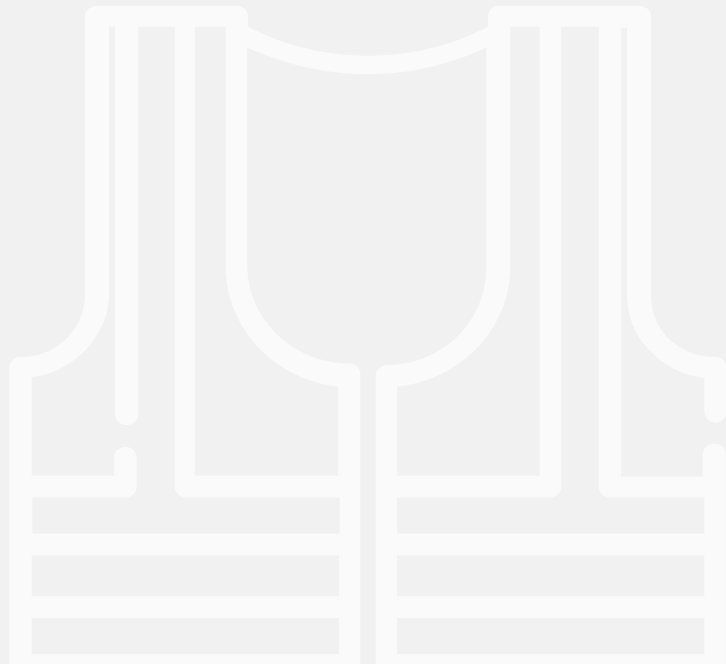
Duration

- 3 Days.



Assessment and Certification

- Passing Grade is 70% of the Final Exam.



GACA Regulation – Part 139



GACA Regulation – Part 139



Course Summary

- This course is introduction to GACAR regulation and Standards part 139 regarding certification and operation of an Aerodrome.



What will you learn?

- Aerodrome Certification
- Aerodrome manual
- Personnel and management requirements
- Training requirements
- Airport design and physical characteristics
- Obstacle restriction and removal
- Visual aids for navigation
- Aerodrome operational services, equipment and installations
- Aerodrome maintenance.



Learning Activities



Theory Classroom with Adult Learning Techniques.



Who should attend?

- Aerodrome / Airport Operator Staff.
- Supervisor Level and Above



Course Language

- English



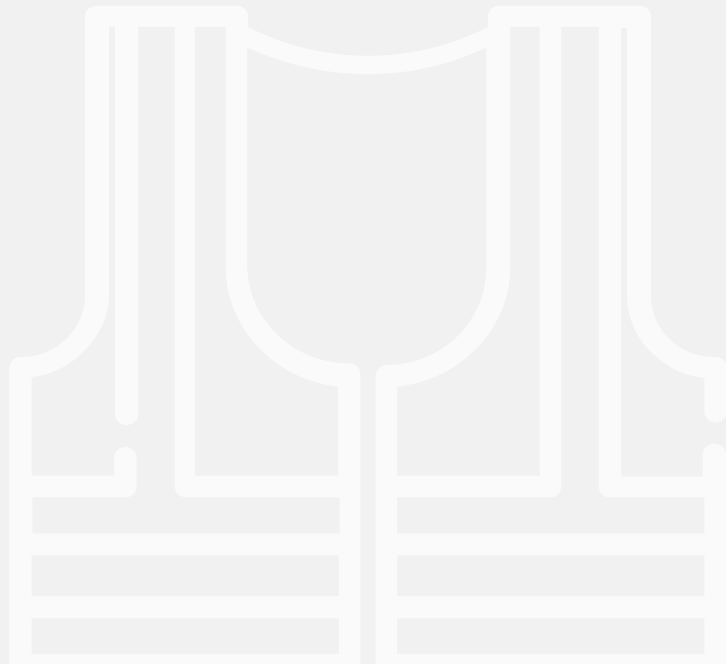
Duration

- 3 Days

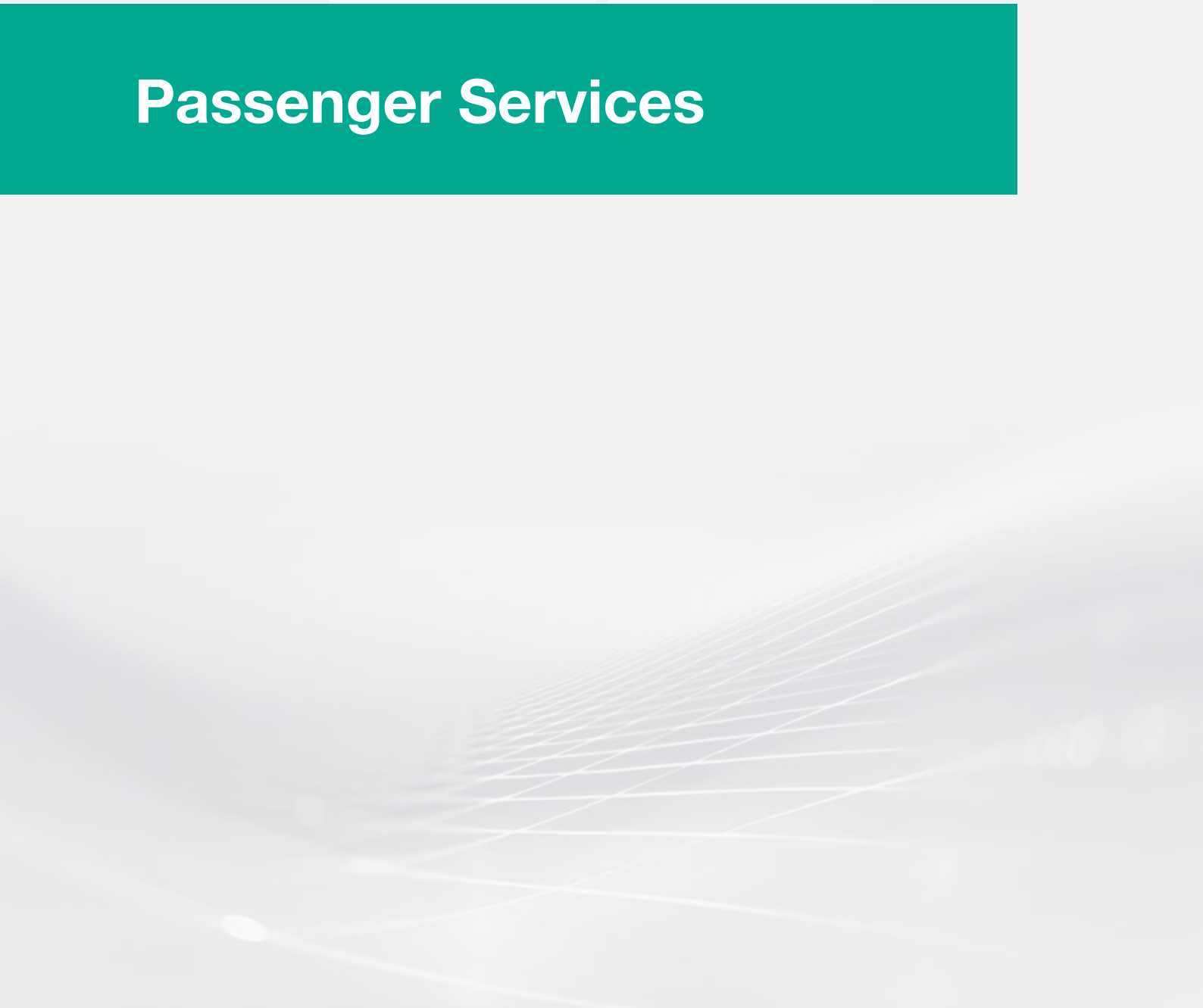


Assessment and Certification

- Passing Grade is 70% of the Final Exam.



Passenger Services



Passenger Services



Course Summary

- The participants would be able to identify the concept of passenger services and the basics of customer services.



Learning Activities



Theory Classroom with Adult Learning Techniques.



What will you learn?

- The concept of service and summarized its relevance.

- Customer concept, identification.

- The concept of customer services and outstanding services.

- The orientation of modern organization.

- Effective communication skills and the role of body language.

- Complaints and customer patterns.



Who should attend?

- All terminal staff.
- Any staff with passenger services



Course Language

- English.



Duration

- 3 Days.

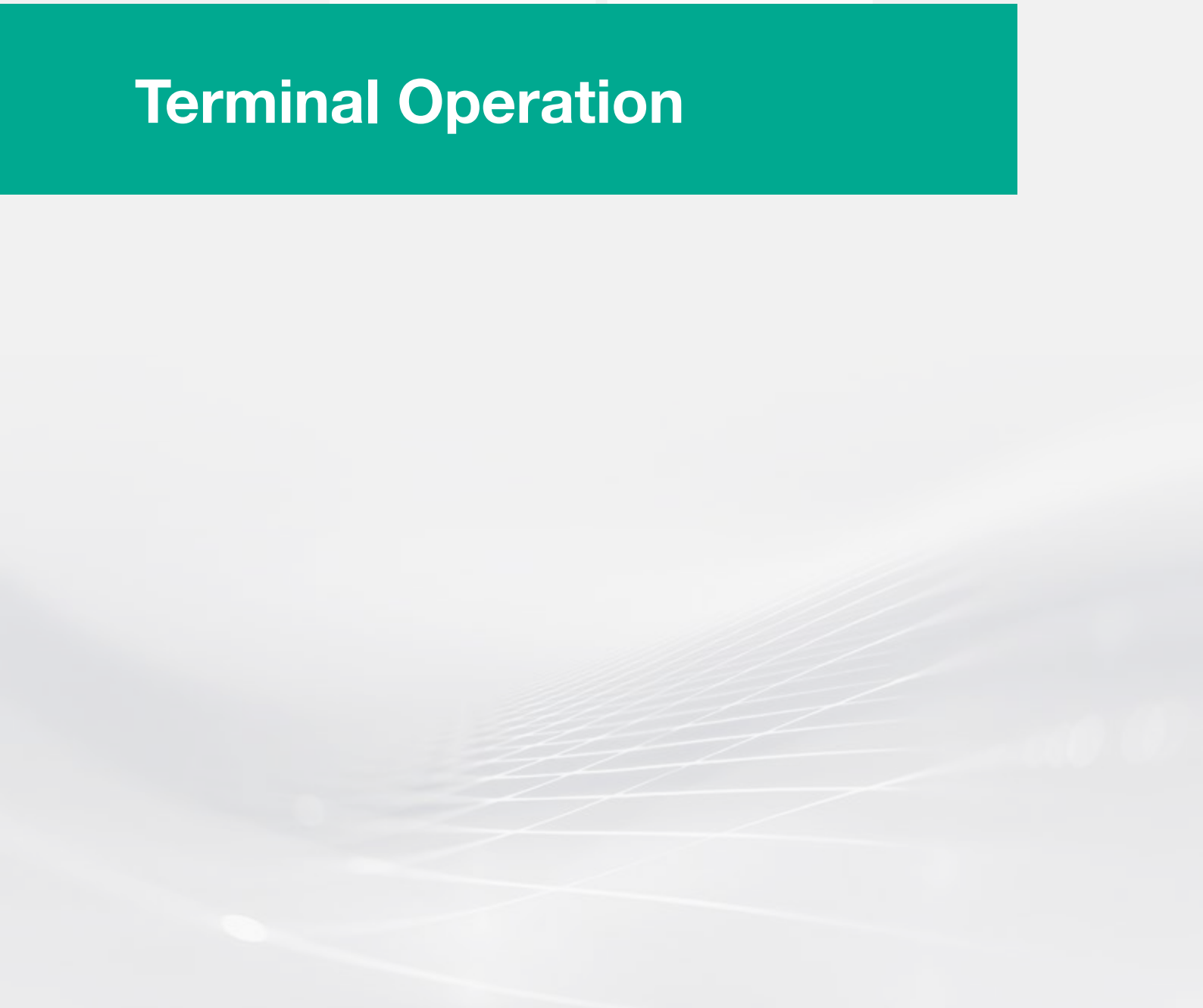


Assessment and Certification

- Passing Grade is 70% of the Final Exam.



Terminal Operation



Terminal Operation



Course Summary

- This subject provides trainees with the required skills, knowledge and attitudes to understand the terminal operation and concepts.



Learning Activities



Theory Classroom with Adult Learning Techniques.



What will you learn?

- Introduction to Terminal Operations.
- Terminal Construction.
- Passenger Baggage Operation
- Customer Care Services Management.
- Emergencies affecting the Terminal.
- Terminal Inspections.



Who should attend?

- All Airport Employee working on Terminal or Landside.



Course Language

- English.



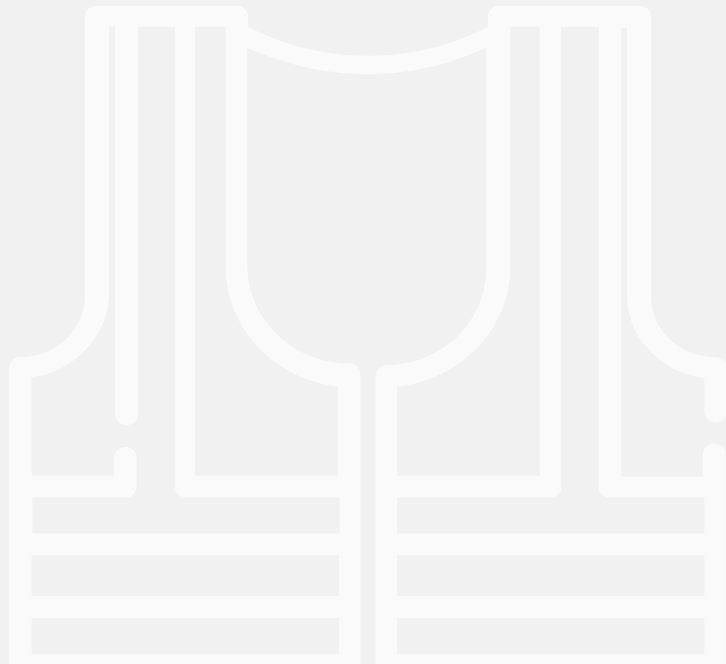
Duration

- 3 Days.

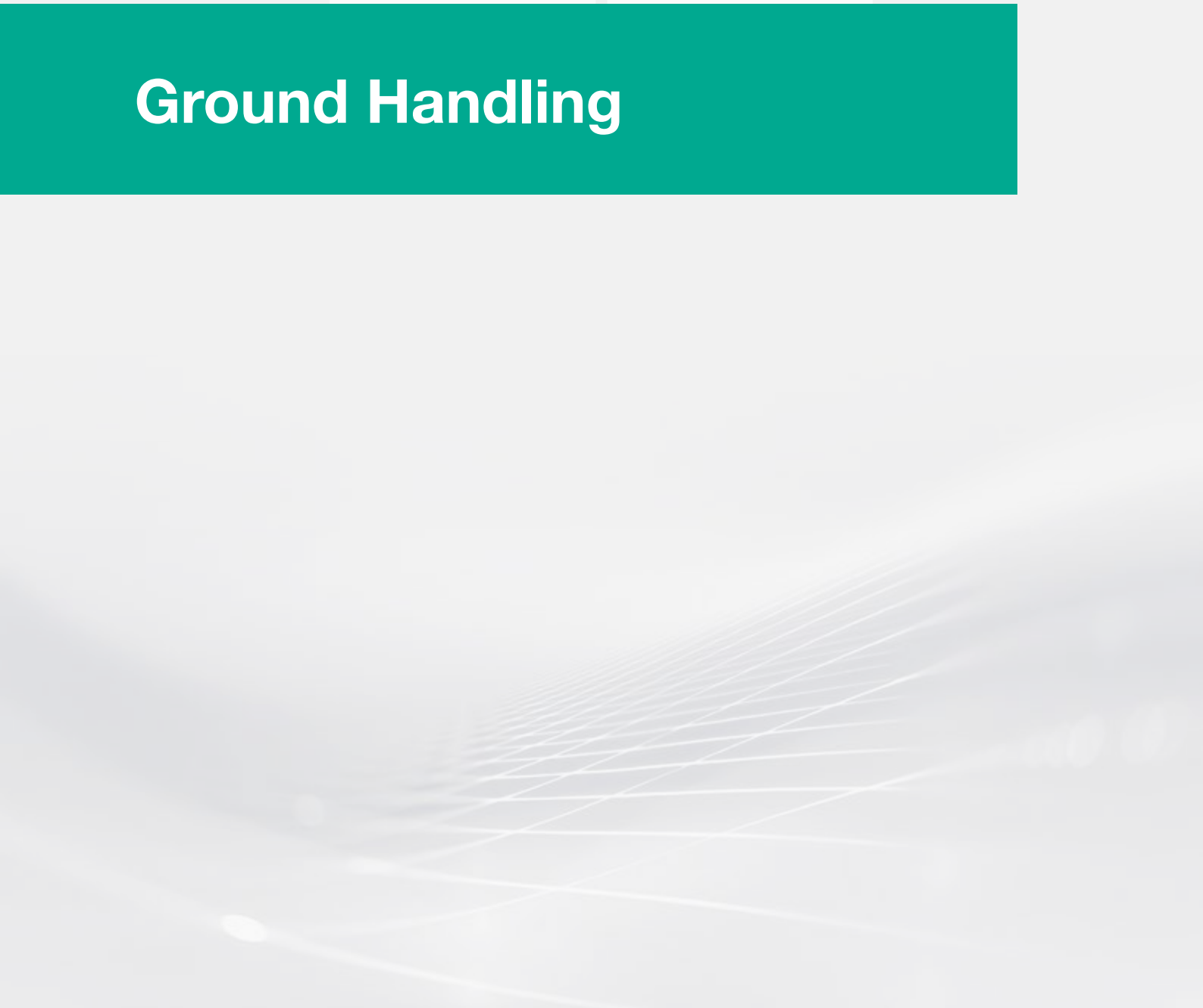


Assessment and Certification

- Passing Grade is 70% of the Final Exam.



Ground Handling



Ground Handling



Course Summary

- This Subject Provides Trainees with the required skills, knowledge and attitudes to understand all ground handling activities and functions which performed in airside an landside.



What will you learn?

- Introduction of airport Ground Handling.
- Scope of Ground Handling.
- Terminal Operations.
- Airside Operations.
- Ground Support Equipment.
- Roles, Duties and Responsibilities.



Learning Activities



Theory Classroom with Adult Learning Techniques.



Who should attend?

- All GSP Employees.
- Supervisor Level and Above.
- Quality and Safety staff, Auditors and Investigators.



Course Language

- English.



Duration

- 2 Days.



Assessment and Certification

- Passing Grade is 70% of the Final Exam.



Quality of Work at Airport



Quality of Work at Airport



Course Summary

This Subject Provides Trainees with the Basic skills, knowledge and attitudes to understand the Airport Services Properties and Customer Satisfactions Measure Tools.



Learning Activities



Theory Classroom with Adult Learning Techniques.



What will you learn?

- Airport Definition.
- Airport Benefits.
- Airport Categories.
- Selection of Airport Location.
- Measure Customer Satisfaction.
- SWOT analysis of Airport Services.
- Performance Improvement.



Who should attend?

- All GSP Employees.
- Supervisor Level and Above.



Course Language

- Arabic.



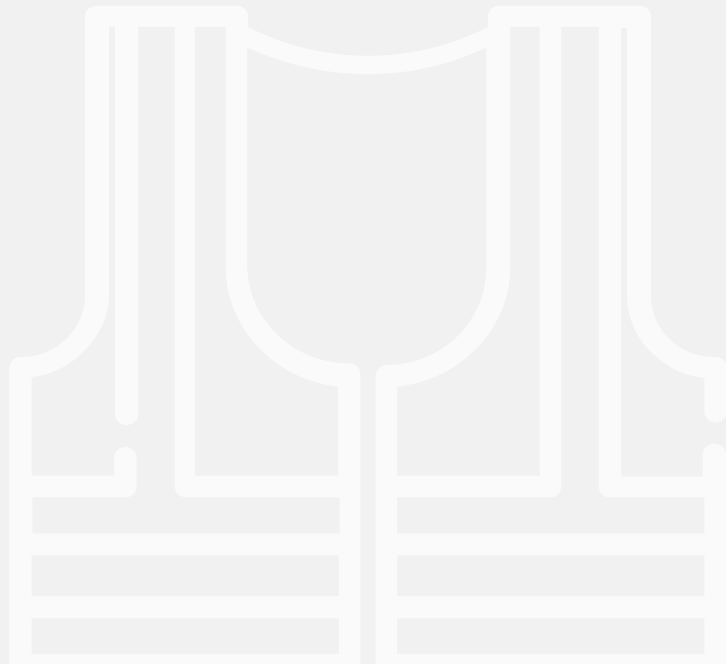
Duration

- 3 Days.



Assessment and Certification

- Passing Grade is 70% of the Final Exam.



Airport Safety



Airport Safety



Course Summary

- This Subject Provides Trainees with the Basic skills, knowledge and attitudes to understand the Airport safety standards and best practices



Learning Activities



Theory Classroom with Adult Learning Techniques.



What will you learn?

- Safety Philosophy
- Workload Management
- FOD Prevention
- Fire Prevention
- Accidents, Incidents and Near Miss
- Airside Hazards
- Personal Protection Equipment



Who should attend?

- All Airport Operators Employees
- All GSP Employees.
- Supervisor Level and Above.



Course Language

- English.



Duration

- 3 Days.



Assessment and Certification

- Passing Grade is 80% of the Final Exam.



Safety Management System (Introduction)



Safety Management System (Introduction)

Course Summary

This Subject Provides Trainees with the Basic skills, knowledge and attitudes to understand the Safety Management System and their Pillars according to ICAO Annex 19 and GACAR part 5.

Learning Activities



Theory Classroom with Adult Learning Techniques.

What will you learn?

- Introduction to SMS
- SMS Farmwork
- SMS Pillars
- SMS Elements
- SMS Implementation

Who should attend?

- All Airport Operators Employees
- All GSP Employees.
- Supervisor Level and Above.

Course Language

- English.



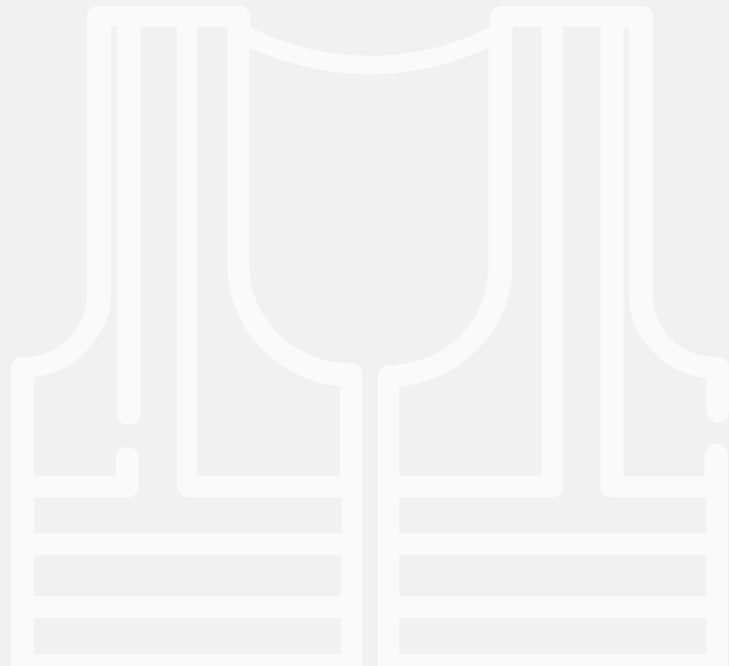
Duration

- 3 Days.



Assessment and Certification

- Passing Grade is 80% of the Final Exam.



Airport Familiarization



Airport Familiarization



Course Summary

■ This Subject Provides Trainees with the Basic skills, knowledge and attitudes to understand the Aerodrome layout and Airport facility.



Learning Activities



Theory Classroom with Adult Learning Techniques.



What will you learn?

- Landside
- Airside
- Access Control System
- Airport / Airlines / GSPs Offices
- Airport Authority Offices
- Emergency Assembly Points
- Emergency Contact



Who should attend?

- All Airport Operators Employees
- All GSP Employees.



Course Language

- English.



Duration

- 1 Day.



Assessment and Certification

- Attendance.



AIRSIDE OPERTION



AIRSIDE OPERATION

Course Summary

Know and understand the basic fundamental concepts, policies, procedures, and standard rules and regulations of Airside Operations, particularly the Five (5) Major Operational Airside Operational functions, tasks, duties and responsibilities Know and understand the managerial and supervisory theories, concepts, policies, Procedures, standard rules and regulations on Airside Operations

What will you learn?

Airside Operations: Its Components, Scope of Services and Operational Functions

Airport Inspection Concepts

Airside Self-Inspection Procedures

Airfield Surface Inspection Procedures

Aerodrome Movement Areas and Obstacle Limitation Surface Inspection Procedures

Disabled Aircrafts and Runway Incursions

Learning Activities



Theory Classroom with Adult Learning Techniques.

Who should attend?

All Employee who work for:

- Airport Operation
- Airport safety

What is covered?

- AIRSIDE AREA



Course Language

- English / Arabic.



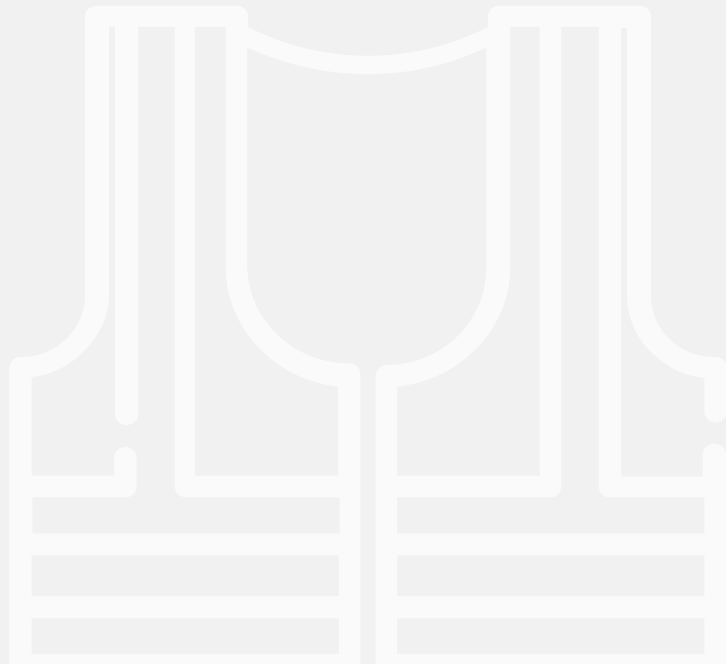
Duration

- 5 Days.

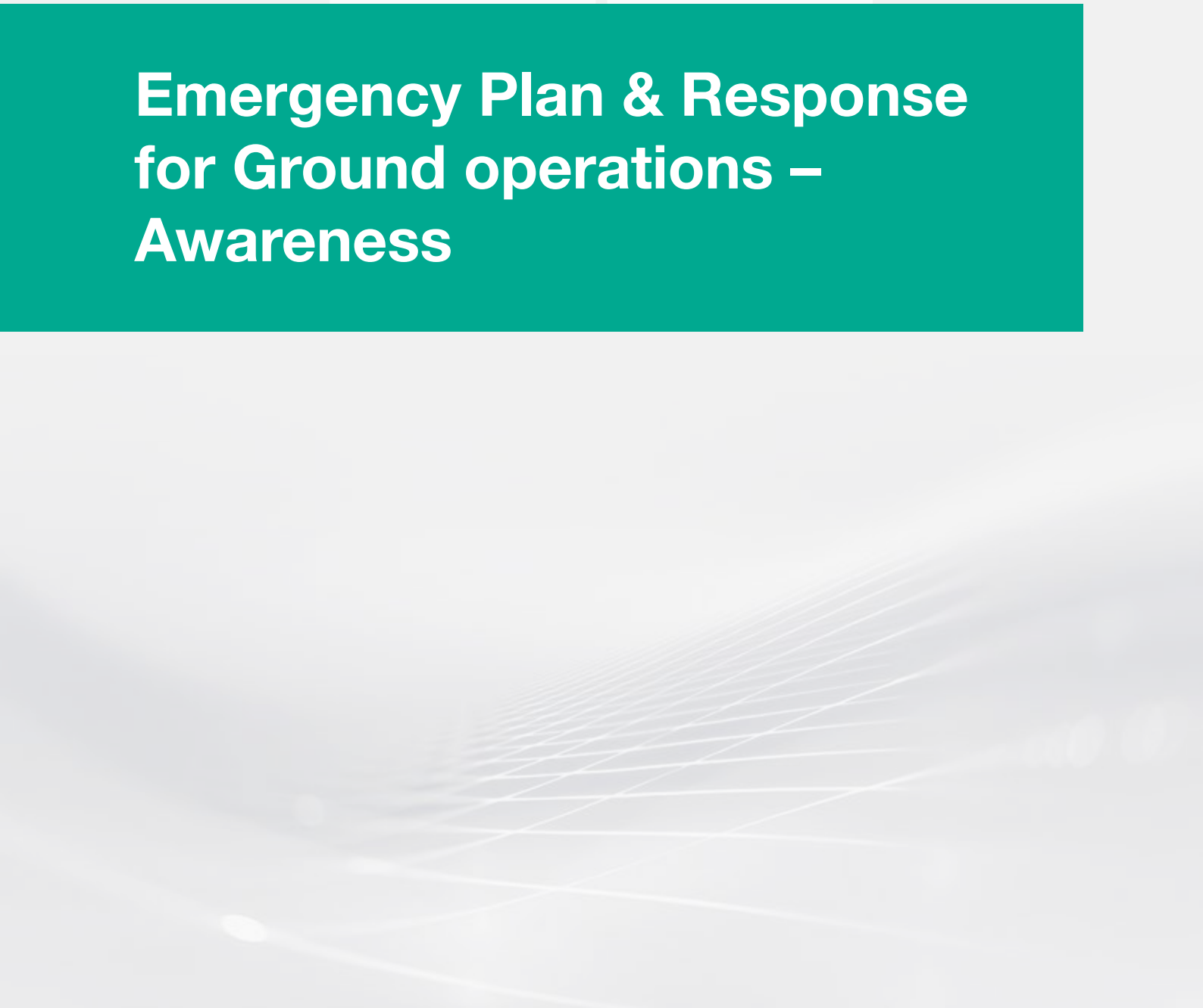


Assessment and Certification

- Attendance Course Certificate.



Emergency Plan & Response for Ground operations – Awareness



Emergency Plan & Response for Ground operations – Awareness



Course Summary

The course will provide participants with the knowledge and skills needed to plan and respond to emergencies.



Learning Activities



Theory Classroom with Adult Learning Techniques.



What will you learn?

Identify the basics of Emergency Response and Standard Communication.

Identify The Definitions, Terminologies and Abbreviations.

Identify Agencies Involved and Emergency Teams.

Identify Alarm Plans and Notification.

Identify airside safety



Who should attend?

- All Airport Employees



What is covered?

- AIRSIDE AREA



Course Language

- English / Arabic.



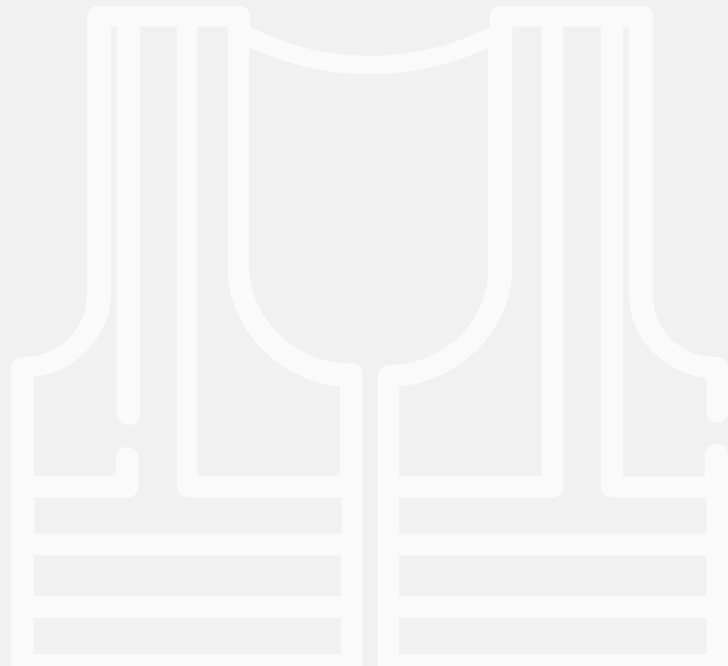
Duration

- 1 Day.



Assessment and Certification

- Attendance Course Certificate.



INTRODUCTION TO AIRPORT MANGEMENT



INTRODUCTION TO AIRPORT MANAGEMENT



Course Summary

The course will provide participants with the knowledge and skills needed to understand management at airport.



Learning Activities



Theory Classroom with Adult Learning Techniques.



What will you learn?

- Understand role of airport manager.
- Understand management function.
- Identify type of organization.
- Identify style of leadership.
- Identify managerial styles.
- Understand and apply standards operating procedures (SOP).



Who should attend?

- All Airport Employees



What is covered?

- AIRSIDE AREA



Course Language

- English / Arabic.



Duration

- 3 Days.



Assessment and Certification

- Attendance Course Certificate.



Runway incursion



Runway Incursion



Course Summary

The course will provide participants with the knowledge and skills necessary for Runway Incursion accordance the ICAO 9870 Document.



Learning Activities



Theory Classroom with Adult Learning Techniques.



What will you learn?

- Introduction to runway incursion prevention
- Main factors
- Establishing a runway incursion prevention programme
- Recommendations
- Incident reporting and data collection
- Runway incursion severity classification (risc) alculator



Who should attend?

- All operation and safety employees



Course Language

- English / Arabic.



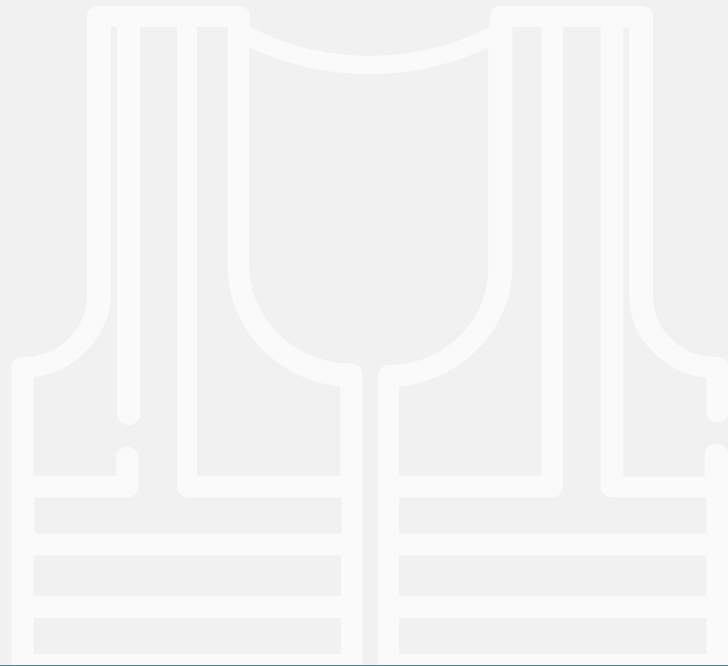
Duration

- 3 Days.



Assessment and Certification

- Attendance Course Certificate.



Marshalling & Follow Me



Marshalling & Follow Me

Course Summary

- The course will provide participants with the knowledge and skills necessary to ensure the safe and efficient aircraft movement and parking, in accordance with GACARs, ICAO SARPs, IATA Standard and airport safety procedures.

Learning Activities



Theory Classroom with Adult Learning Techniques.

What will you learn?

- Use Marshalling Signals to guide an aircraft.
- Inspect serviceability of follow-me vehicle.
- Inspect apron and taxiways.
- Lead an aircraft through Follow-me Vehicles
- Escort vehicles in the airside

Who should attend?

- All AIRSIDE OPERATION Employees



Course Language

- English / Arabic.



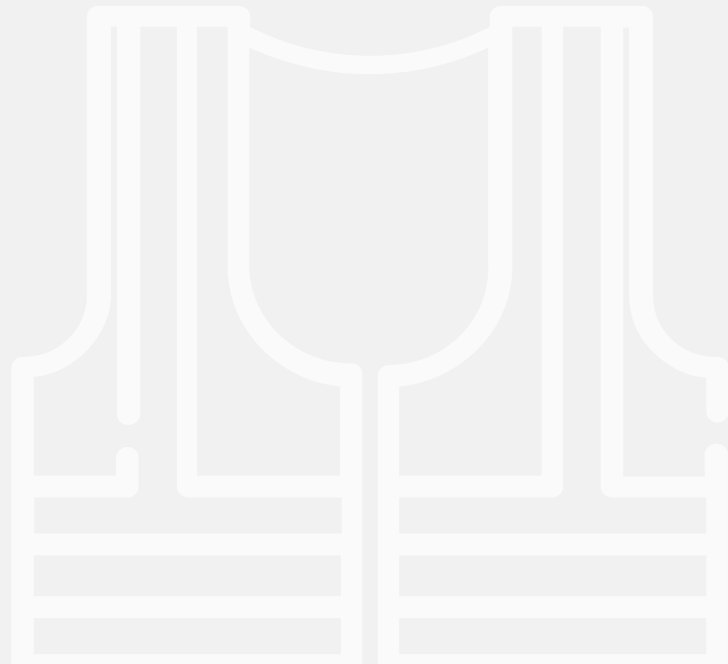
Duration

- 5 Days.



Assessment and Certification

- Attendance Course Certificate.



Safety Management System (Awareness)



Safety Management System (Awareness)

Course Summary

- This Subject Provides Trainees with the Basic skills, knowledge and attitudes to understand the Safety Management System and their Pillars according to ICAO Annex 19 and GACAR part 5.

Learning Activities



Theory Classroom with Adult Learning Techniques.

What will you learn?

- Introduction to SMS
- SMS Farmwork
- SMS Reporting
- SMS Importance

Who should attend?

- All Airport Operators Employees
- All GSP Employees.



Course Language

- English.



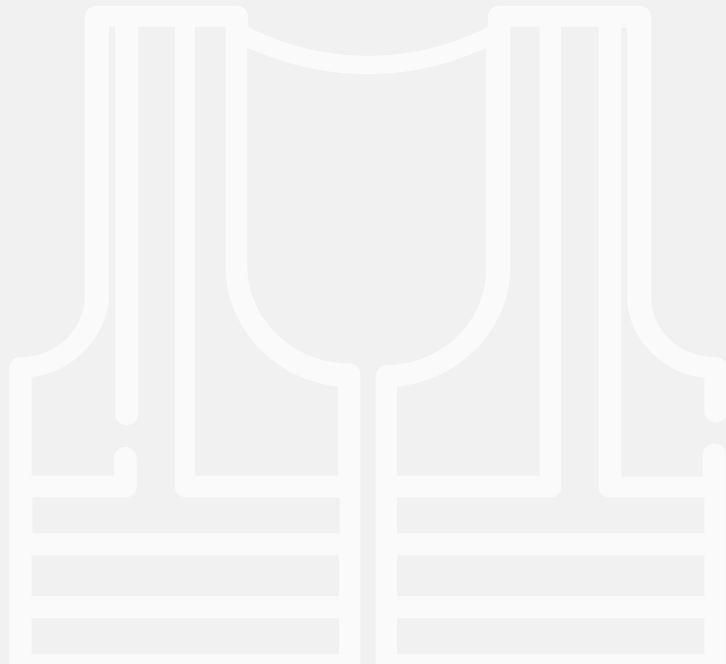
Duration

- 1 Day.

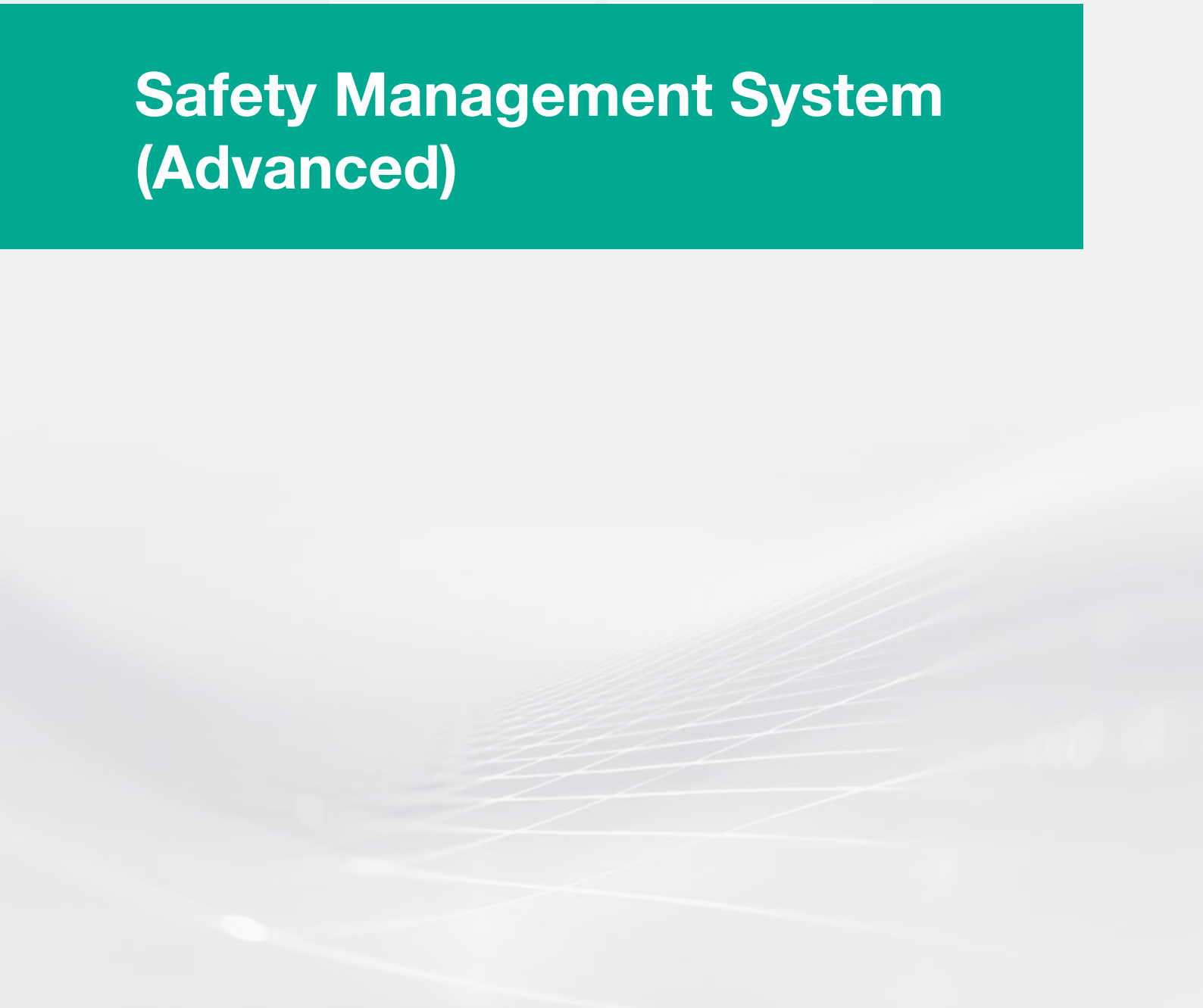


Assessment and Certification

- Attendance.



Safety Management System (Advanced)



Safety Management System (Advanced)

Course Summary

- This Subject Provides Trainees with the skills, knowledge and attitudes to Build and Enhance the Safety Management System and their Pillars according to ICAO Annex 19 and GACAR part 5.

Learning Activities



Theory Classroom with Adult Learning Techniques.

What will you learn?

- Introduction to SMS
- SMS Farmwork
- SMS Pillars
- SMS Elements
- SMS Implementation Phases
- Reporting Structure
- Safety Risk Management

Who should attend?

- All Airport Operators Employees
- All GSP Employees.



Course Language

- English.



Duration

- 3 Days.



Assessment and Certification

- Passing Grade is 80% of the Final Exam.



Airside Accident / Incident Reporting Procedures



Airside Accident / Incident Reporting Procedures



Course Summary

- This Subject Provides Trainees with the skills, knowledge and attitudes to airport occurrence reporting procedure in accordance with ICAO Annex 13.



Learning Activities



Theory Classroom with Adult Learning Techniques.



What will you learn?

- Occurrences categories.
- Reporting types.
- Mandatory reporting information.
- Occurrence Reporting.



Who should attend?

- Safety Employee.
- Supervisor Level and Above.



Course Language

- English.



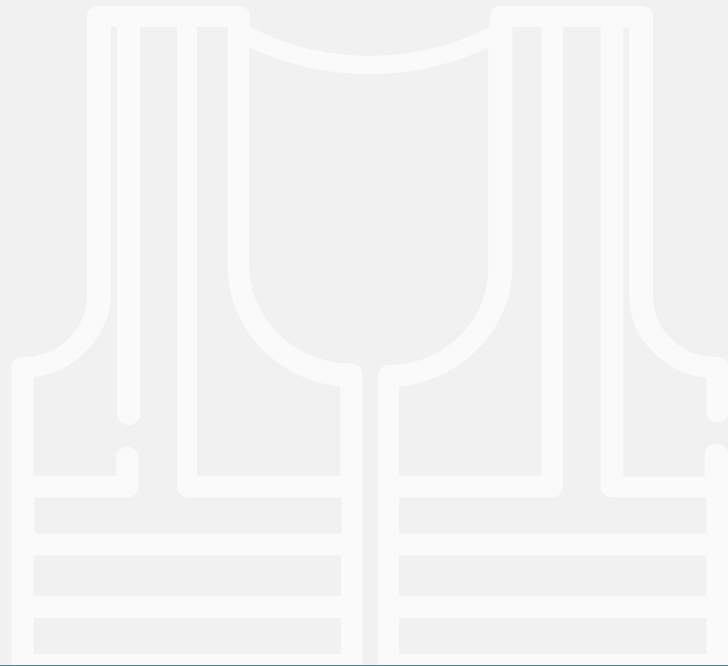
Duration

- 5 Days.



Assessment and Certification

- Passing Grade is 80% of the Final Exam.



Introduction to Cargo Operation



Introduction to Cargo Operation

Course Summary

- This Subject Provides Trainees with a comprehensive understanding of cargo operations at an airport. Improve your understanding of various components of cargo operations, and how these components interact with each other in daily cargo operations.

Learning Activities



Theory Classroom with Adult Learning Techniques.

What will you learn?

Upon completing this course you will be able to:

- Understand air cargo operations framework and key regulations.
- Provide oversight to complex air cargo operations.
- Understand the principles of special cargo handling.
- Utilize technology tools and trends in the industry.

Who should attend?

- All Cargo Staff
- Airport Operations Supervisor



Course Language

- English.



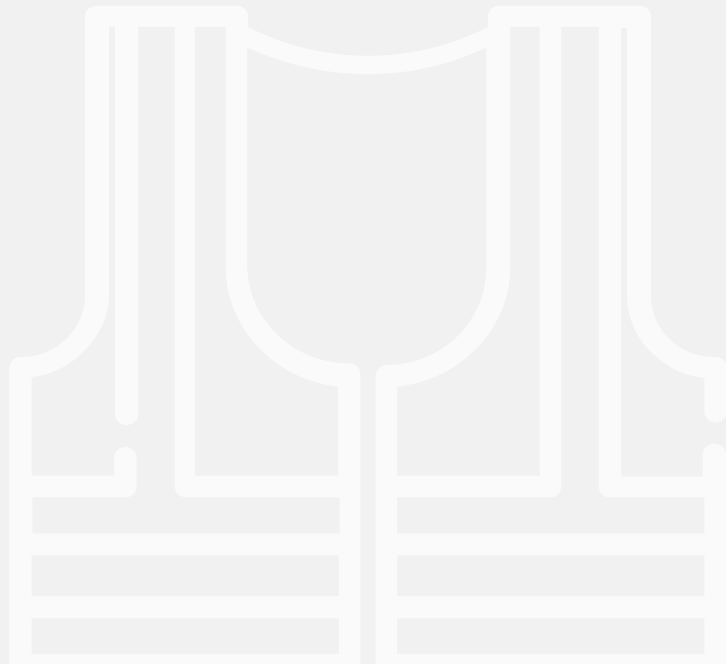
Duration

- 3 Days.



Assessment and Certification

- Passing Grade is 70% of the Final Exam.



Conducting Apron Regulatory Safety Inspections



Conducting Apron Regulatory Safety Inspections

Course Summary

- This Course will provide apron Safety inspectors/analysts with the necessary knowledge, skills and attitude to effectively perform apron regulatory safety inspections in accordance with GACAR Safety Regulations, GACAR Section 21 Safety Management System and Airport Operations Manual.

Learning Activities



Theory Classroom with Adult Learning Techniques.

What will you learn?

Upon completing this course you will be able to:

- Perform daily regulatory inspections
- Monitor ground handling safety operations
- Apply emergency and evacuation process
- Respond to accident/incident calls

Who should attend?

- All Cargo Staff
- Airport Operations Supervisor



Course Language

- English.



Duration

- 5 Days.

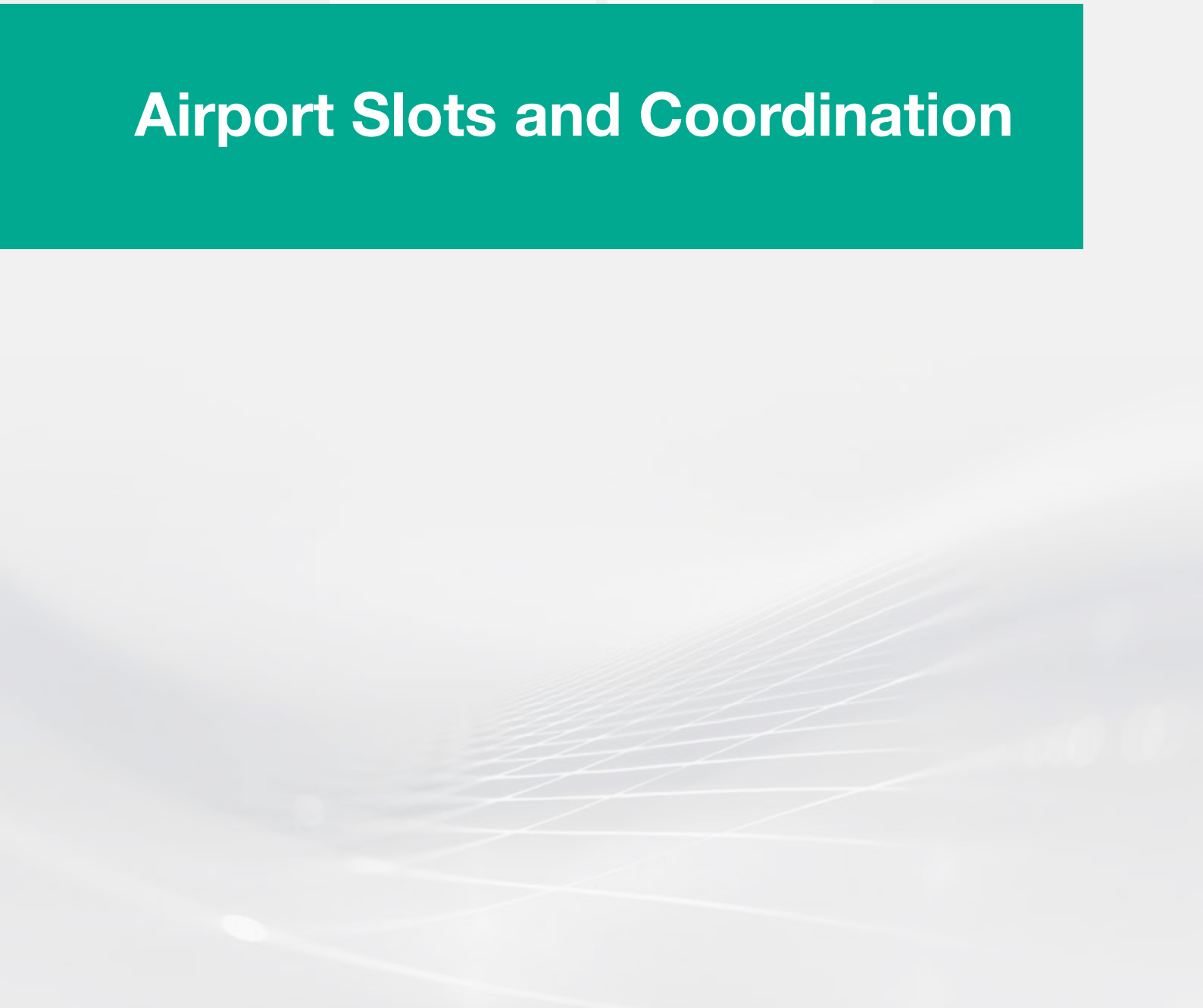


Assessment and Certification

- Passing Grade is 70% of the Final Exam.



Airport Slots and Coordination



Airport Slots and Coordination

Course Summary

- The course will provide participants with the knowledge and skills necessary to allocate and coordinate airport slots by applying IATA's Worldwide Slot Guidelines (WSG), the accepted global standard for the policies, principles, and procedures of airport slot management.

What will you learn?

Upon completing this course you will be able to:

- Allocate slots according to the requirements and procedures for either facilitated (level 2) airports or coordinated (level 3) airports.

- Apply the standard procedures for communication between airlines and slot coordinators.

- Maximize your slot portfolio management capabilities.

- Apply slot procedures and understand the impact of international rules and regulations.

- Execute slot messages in compliance with SSIM Chapter 6.

- Analyze capacity.

Learning Activities



Theory Classroom with Adult Learning Techniques.

Who should attend?

- Airline slot managers and network staff.
- Airport slot coordination staff.



Course Language

- English.



Duration

- 3 Days.



Assessment and Certification

- Passing Grade is 70% of the Final Exam.



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