



CAMEROON CIVIL AVIATION AUTHORITY – DIRECTION OF AVIATION SAFETY		
MANUAL	REF	DSA.GEN.MAN.005
ITS TRAINING POLICY AND PROCEDURE MANUAL – FORMAL COURSE STANDARDS	ED	01 DU 01/03/2015
	REV	00 DU 01/03/2015

Section 5.0 Investigation Courses

5001 Compliance and Enforcement

ITS Course Number	5001
ITS Course Title	Compliance and Enforcement
Training Profile	ATS
Training Category	Investigations 5.0
Sequence	Initial
Course Length	40 Hours
Course Objective	After completing this course the inspector will be able to begin formal on-the-job training (OJT) for the specific job tasks associated with the subject of Compliance and Enforcement.
Course Description	This course is designed for newly hired ANS Standards Department personnel. It presents information on the resolution of safety concerns, compliance and enforcement procedures, conducting investigations, CCAA policy, and ANS Department responsibilities.
Course Content	<p>The course provides training on compliance and enforcement procedures which typically include job performance subjects such as those shown here:</p> <ul style="list-style-type: none"> • National legislation and State Civil Aviation Regulations that pertain to this subject. • Conduct an Enforcement Investigation • Investigate Non-Compliance submitted with Self-Disclosure • Provide Technical Assistance to Legal Counsel • Investigate a Complaint • Investigate an Operation Incident Deviation



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	<ul style="list-style-type: none">• Withdrawal, Suspension, Revocation of an ANSP Certificate
Prerequisites	None
Revision Date	July 1, 2014
Course Manager	Phone:
Associated CCAA, ICAO, Foreign CAAs or other partners Training Courses	



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5501 Aircraft Accident Investigation

ITS Course Number	5501
ITS Course Title	Aircraft Accident Investigation
Training Profile	ATS
Training Category	Investigations 5.5
Sequence	Initial
Course Length	40 Hours
Course Objective	After completing this course the inspector will be able to begin formal on-the-job training (OJT) for the specific job tasks associated with Aircraft Accident Investigations.
Course Description	This course is designed for ANS Standards Department personnel. It presents information on the conduct of aircraft accident investigations, CCAA policy, and ANS Standards Department responsibilities.
Course Content	<p>This course provides basic training on the conduct of aircraft accident investigations which typically includes the following job performance subjects:</p> <ul style="list-style-type: none"> • National legislation and State Civil Aviation Regulations that pertain to this subject. • Human Factors • Accident case studies • Investigation procedures • Investigate an Aircraft accident • Investigate an Aircraft Incident • Investigate an Aircraft Occurrence
Prerequisites	None
Revision Date	July 1, 2014

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Section 6.0 Job Skills Courses

6507 Aviation Safety Programme Manager

ITS Course Number	6507
ITS Course Title	Aviation Safety Program Manager - ATS
Training Profile	ATS
Training Category	Job Skills 6.5
Sequence	Initial
Course Length	24 Hours
Course Objective	After completing this course the inspector will be able to begin formal on-the-job training (OJT) for the specific job tasks associated with the position of Aviation Safety Program Manager.
Course Description	This course is designed for ANS Standards Department personnel in ATS safety specialties. It presents information on safety program manager responsibilities and procedures, ANS safety programs, CCAA policies, and fulfillment of ANS Standards Department goals.
Course Content	<p>This course provides training on Safety Program Manager job functions which normally includes subjects such as those listed below:</p> <ul style="list-style-type: none"> • National legislation and State civil aviation regulations that pertain to this subject. • Develop an Aviation Safety program • Manage safety meetings and events • Issue waivers or authorizations
Prerequisites	None
Revision Date	July 1, 2014



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Associated CCAA, ICAO, Foreign CAAs or other partners Training Courses	

6602 Aeronautical Studies and Risk Assessment

ITS Course Number	6602
ITS Course Title	Aeronautical Studies and Risk Assessment
Training Profile	ATS
Training Category	Job Skills 6.6
Sequence	Initial
Course Length	40 Hours
Course Objective	After completing this course the inspector will be able to begin formal on-the-job training (OJT) for the specific job tasks associated with Aeronautical Studies and Risk Assessment.
Course Description	This course is designed for ANS Department personnel in ATS safety specialties. It presents information on aeronautical studies, obstruction evaluation, CCAA policies, and fulfillment of ATS Department responsibilities.
Course Content	<p>This course provides training on aerodrome operations which typically includes the following job performance subjects:</p> <ul style="list-style-type: none"> • National legislation and State civil aviation regulations that pertain to this subject. • Process aviation height clearance application • Conduct obstruction evaluation. • Evaluate and aeronautical study report



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Prerequisites	None
Revision Date	July 1, 2014
Course Manager	Phone:
Associated CCAA, ICAO, Foreign CAAs or other partners Training Courses	

6701 Safety Management System

ITS Course Number	6701
ITS Course Title	Safety Management Systems
Training Profile	ATS
Training Category	Job Skills 6.8
Sequence	Initial
Course Length	24 Hours
Course Objective	After completing this course the inspector will be able to begin formal on-the-job training (OJT) for the specific job tasks associated Aviation Safety Management Systems.
Course Description	This course is designed for ANS Standards Department personnel. It presents information on system safety, safety management systems, CCAA policies, and ANS Standards Department responsibilities.
Course Content	<p>This course provides training on Safety Management Systems and will normally include the topics listed below:</p> <ul style="list-style-type: none"> National legislation and State civil aviation regulations that pertain to this subject.



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	<ul style="list-style-type: none"> • Approve and inspect a Safety Management System • System safety • Hazard identification and analysis • Risk mitigation procedures • Internal audit and evaluation programs • Employee reporting programs • Safety promotion • Safety assurance • Emergency preparedness
Prerequisites	None
Revision Date	July 1, 2014
Course Manager	Phone:
Associated CCAA, ICAO, Foreign CAAs or other partners Training Courses	