



<b>CAMEROON CIVIL AVIATION AUTHORITY – DIRECTION OF AVIATION SAFETY</b>			
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 7.0 Avionics Course

### 7050 Avionics

ITS Course Number	7050
ITS Course Title	<b>Avionics</b>
Training Profile	Airworthiness
Training Category	Avionics 7.0
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 Aircraft Certification.
Course Description	This course is designed for Directorate of Aviation Safety personnel in Airworthiness safety specialties. It presents information on aircraft avionics programs and procedures, CCAA policy, and fulfillment of Directorate of Aviation Safety responsibilities.
Course Content	<p>This course provides training on aircraft avionics job functions and will typically include the following subjects:</p> <ul style="list-style-type: none"> <li>• National legislation and State civil aviation regulations that pertain to this subject.</li> <li>• Evaluate air operator programs (such as: Extended Range Operations (ETOP's), Reduced Vertical Separation (RVSM, and Cat 11/111 programs).</li> </ul>
Prerequisites	None
Revision Date	October 1, 2012
Course Manager	Phone:
Associated CCAA, ICAO, Foreign CAAs or other partners Training Courses	FAA (18820, 21846, 28483)



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## Section 8.0 Cabin Safety Course

### 8001 Cabin Safety

ITS Course Number	8001
ITS Course Title	<b>Cabin Safety</b>
Training Profile	Airworthiness
Training Category	Cabin Safety 8.0
Sequence	Initial
Course Length	32 Hours
Course Objective	After completing this course the inspector will be able to begin formal on-the-job training for the specific job tasks associated with the subject of Cabin Safety.
Course Description	The participant will be provided with technical guidance regarding cabin safety for air carriers and air operators. The course provides the participant with the ability to assess the compliance of air operators using applicable Civil Aviation Regulations and Directorate of Aviation Safety policies. Course subjects include policies and procedures for cabin safety programs, job functions and demonstrations.





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Course Content	<p>This course provides basic training on cabin safety job functions which typically includes the following subjects:</p> <ul style="list-style-type: none"> <li>• National legislation and State civil aviation regulations that pertain to this subject.</li> <li>• Evaluate a Flight Attendant Manual</li> <li>• What To Look For in a Cabin Safety Investigation</li> <li>• Evaluate a Flight Attendant Training Program</li> <li>• Enroute inspections and ramp inspections</li> <li>• Crew coordination procedures between crewmembers and flight attendants</li> <li>• Cabin Safety Emergency Equipment Documentation</li> <li>• Inspect a Cabin Crew Training Program</li> <li>• Location and/or security of aircraft equipment affecting passenger safety or emergency procedures</li> <li>• Cabin safety system analysis</li> <li>• Knowledge of regulatory, certification, and/or surveillance activities.</li> </ul>
Prerequisites	None
Revision Date	October 1, 2012
Course Manager	Phone:
Associated CCAA, ICAO, Foreign CAAs or other partners Training Courses	FAA 00379



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## Section 9.0 Management Course

### 9001 Management Training

ITS Course Number	9001
ITS Course Title	<b>Management Training</b>
Training Profile	Airworthiness
Training Category	Management 9.0
Sequence	Initial
Course Length	80 Hours
Course Objective	After completing this course the inspector will be able to begin formal on-the-job training for the specific job tasks associated with the subject of the training of management.
Course Description	Participants will gain an understanding of management duties and responsibilities, teamwork, mentoring, communications, managing resources and change, and planning. The course allows participants to analyze how leadership style impacts job performance, demonstrate interpersonal skills, and develop an action plan to support continued growth in leadership effectiveness.

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Course Content	<p>This course provides training on management or supervisory job functions. Training will typically include subjects such as those shown below:</p> <ul style="list-style-type: none"> <li>• National legislation and State civil aviation regulations that pertain to this subject.</li> <li>• First line duties and responsibilities (examples – job priorities, administrative duties, operational duties and standards, ICAO and CCAA, effective delegation)</li> <li>• Leadership and Communication Skills</li> <li>• Creating an effective work environment</li> <li>• Recognize and reward performance</li> <li>• Provide and receive constructive feedback</li> <li>• Self-development based on feedback</li> <li>• Tools for managing employees (examples – communication and motivation strategies, coaching, stress indicators, conflict management and problem solving, handling change)</li> </ul>
Prerequisites	None
Revision Date	October 1, 2012
Course Manager	Phone:
Associated CCAA, ICAO, Foreign CAAs or other partners Training Courses	FAA 00379