



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 3.0 Surveillance Course

3007 Air Traffic Service Provider Surveillance

ITS Course Number	3007
ITS Course Title	Air Traffic Service Provider Surveillance
Training Profile	ATS
Training Category	Surveillance 3.0
Sequence	Initial
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 Air Traffic Service Provider Surveillance.
Course Description	This course is designed for newly hired ANS Standards Department personnel in ATS specialty. It presents information on air traffic service provider surveillance job functions, the CCAA, and ANS Standards Department responsibilities.
Course Content	<p>This course provides training on basic ANS surveillance procedures and typically includes the following subjects:</p> <ul style="list-style-type: none"> • National legislation and State Civil Aviation Regulations that pertain to this subject. • Plan a work program • Inspect an Aerodrome Control Tower • Inspect a Rescue Sub Centre • Inspect a Rescue Coordination Centre • Inspect a Flight Communication Centre • Inspect an Approach/Area Control Centre • Documentation of Inspection



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	<ul style="list-style-type: none">Inspect Personnel Competency
Prerequisites	None
Revision Date	
Course Manager	Phone:
Associated CCAA, ICAO, Foreign CAAs or other partners Training Courses	



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Section 4.0 Personnel Licensing Courses

4007 Personnel Licensing Procedures – ATS

ITS Course Number	4007
ITS Course Title	Personnel Licensing Procedures - ATS
Training Profile	ATS
Training Category	Personnel Licensing 4.0
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 Personnel Licensing Certification.
Course Description	This course is designed for newly hired ANS Standards Department personnel in ATS safety specialties. It presents information on personnel licensing job functions, the CCAA, and ANS Standards Department responsibilities.
Course Content	<p>This course provides training on basic personnel licensing procedures and typically includes the following :</p> <ul style="list-style-type: none"> • National legislation and State Civil Aviation Regulations that pertain to this subject. • Conduct written and oral tests for personnel licensing • Issue certificates (examples – student ATC and additional ratings and endorsements)
Prerequisites	None
Revision Date	July 1, 2014

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4207 Designated Examiners Procedures – ATS

ITS Course Number	4207
ITS Course Title	Designated Examiner Procedures – ATS
Training Profile	ATS
Training Category	Personnel Licensing 4.2
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 subject of designating examiner.
Course Description	This course is designed for newly hired ANS Standards Department personnel in ATS safety specialties. It presents information on designated examiner job functions, the CCAA, and ANS Standards Department responsibilities.
Course Content	<p>This course provides training on basic designated examiner procedures and typically includes the following</p> <ul style="list-style-type: none"> • National legislation and State Civil Aviation Regulations that pertain to this subject. • Designate or Renew an ATC Examiner • Inspect Designated Examiners and training programs



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

4507 Aviation Training Organization

ITS Course Number	4507
ITS Course Title	Aviation Training Organizations - ATS
Training Profile	Operations
Training Category	Personnel Licensing 4.5
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 the subject of Aviation Training Organization certification.
Course Description	This course is designed for newly hired ANS Standards Department personnel in ATS safety specialties. It presents policies and procedures on the certification/approval and inspection of Aviation Training Organizations, the CCAA, and ANS Standards Department responsibilities.
Course Content	<p>This course provides training on Aviation Training Organizations and typically includes the following :</p> <ul style="list-style-type: none"> • National legislation and State Civil Aviation Regulations that



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	<p>pertain to this subject.</p> <ul style="list-style-type: none"> • Conduct certification/approval and renewal of training centers • Inspect training centers (personnel, records or qualifications) • Inspect any Designated Examiners associated with the training center. • Inspect facilities and equipment (example flight simulators or training devices. • Inspect curriculums • Evaluation of airports and ATC facilities used by training schools.
Prerequisites	
Revision Date	July 1, 2014
Course Manager	Phone:
Associated CCAA, ICAO, Foreign CAAs or other partners Training Courses	