

Annex II – Description of Lots

CAA-TENDER-2014-01 – Technical Training Services

Lot	Subject	Subject Guideline (for reference only)	Course Duration	Max Price (USD)
I	Basic SMS Course	<p>Theory:</p> <ul style="list-style-type: none"> ➤ Requirements for implementing, developing and maintaining an SMS ➤ The SMS regulatory framework – ICAO and EASA ➤ Components of a Safety Management System ➤ Phased Approach to SMS Implementation ➤ Safety culture ➤ Human Factors in Safety Systems ➤ Fatigue Risk Management Systems ➤ Risk management and Risk Assessment ➤ Hazard Identification and Analysis ➤ Hazard Logs / Risk Registers ➤ Effective Barriers – Controls and Risk Mitigation processes ➤ Emergency Response Planning (ERP) ➤ Performance-based SMS: Safety Performance Targets (SPT), Alert Levels and Safety Performance Indicators (SPIs) ➤ SMS Training and Communication – Initial, Recurrent, On the job training (OJT) ➤ SMS Evaluation tools / Audit your SMS effectiveness ➤ Regulator's assessment of a basic SMS <p>At least 2 case studies that covers the following:</p> <ul style="list-style-type: none"> ➤ Management of Change (MOC) ➤ Hazard Identification and Analysis - Practical case studies on Bow-Tie analysis ➤ Accident causation and root cause analysis ➤ Operational Errors and Violations ➤ Active and latent failures to include: Organizational influences, system influences, and operator influences <p>Audience: Safety staff of aerodrome operators, air navigation service providers and AOC holders who have completed ICAO Phase I</p>	2 Sessions x 4 Days	\$ 30,000

2	Advanced SMS Course	<p>Session I – for Service Providers:</p> <ul style="list-style-type: none"> ➤ Advanced Safety Management - Evaluating for Effectiveness ➤ Fatigue Risk Management Systems ➤ Risk assessment methods and Risk modelling ➤ Evaluation and Analysis of Safety Performance Targets (SPT), Alert Levels and Safety Performance Indicators (SPIs) ➤ Just, reporting, informed and learning cultures as part of a developing safety culture ➤ Data Management – Incident Investigation and Analysis of occurrence data ➤ SMS Documentation System ➤ Measuring the Performance of SMS ➤ Regulatory Oversight of SMS <p>At least 2 case studies that covers the following:</p> <ul style="list-style-type: none"> ➤ Management of Change (MOC) ➤ Hazard Identification and Analysis - Practical case studies on Bow-Tie analysis ➤ Operational Errors and Violations ➤ Active and latent failures to include: Organizational influences, system influences, and operator influences <p>Audience: Safety staff of aerodrome operators, air navigation service providers and AOC holders who have completed ICAO SMS Phases I and II</p> <p>Session 2 – for the CAA</p> <ul style="list-style-type: none"> ➤ Approving and Accepting Service provider SMS ➤ Approving and Accepting Hazard Identification and Risk Management methods used by ➤ Measuring the Performance of SSP ➤ Evaluation and Analysis of Safety Performance Targets (SPT), Alert Levels and Safety Performance Indicators (SPIs) at State level ➤ Incident Investigation and Analysis of occurrence data ➤ Evaluation of Service Provider Safety Culture ➤ Approval of SMS documentation system ➤ Evaluation of Service Provider SMS <p>At least 2 case studies that covers the following:</p> <ul style="list-style-type: none"> ➤ Approval of Management of Change (MOC) procedures ➤ Approval of Hazard Identification and Analysis - Practical case studies on Bow-Tie analysis ➤ Operational Errors and Violations ➤ Active and latent failures to include: Organizational influences, system influences, and operator influences <p>Audience: Airworthiness Inspectors/ Operations Inspectors/ Aerodrome Inspectors/ ANS Inspectors from the CAA</p>	2 Sessions x 3 Days	\$ 24,000
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3	Safety Management for Executives	<p>Theory:</p> <ul style="list-style-type: none"> ➤ Overview of SSP & SMS and what is needed to develop and maintain one ➤ The SSP & SMS regulatory framework – ICAO and EASA ➤ Organizational Culture - creating a positive safety culture ➤ The benefits of senior managers' involvement in SSP & SMS ➤ Main business drivers for safety ➤ Resource needs ➤ The cost of Safety ➤ Practical tools to actively engage in your SSP & SMS ➤ The regulator's assessment of the senior management role within the SSP & SMS ➤ The role of the SSP in supporting SMS implementation ➤ Assessing overall effectiveness of the SSP & SMS <p>Practical:</p> <ul style="list-style-type: none"> ➤ <i>Practical case studies and exercises – at least one</i> <p>Audience: CAA Board Members and Service Provider Accountable Managers</p>	1 Days	\$ 9,000
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