Section 7.0 Aeronautical Meteorology Observation Course

7005   Aeronautical Meteorological Observation and Reporting

ITS Course Number	7005
ITS Course Title	**Aeronautical Meteorological Observation and Reporting**
Training Profile	Aeronautical Meteorology
Training Category	Aeronautical Meteorology Observation
Sequence	Initial
Course Length	80 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 Meteorology Observation job functions
Course Content	This course provides training on aeronautical meteorology observation job functions and will typically include the following subjects: • National legislation and State civil aviation regulations that pertain to this subject. • Understand how to make fully standardized, accurate surface met observations • Understand the encoding and transmission of meteorological reports (METARs, TAFs, Trends etc) for flight operations • Understand the procedures used to estimate the subjective elements of the weather report – horizontal visibility, weather and cloud type, amounts and height • Understand the various systems, equipment, and instruments in use, including their limitations • Understand air masses, weather fronts, and how clouds are formed. • Evaluate the adequacy and competency of manpower (Observers) • Evaluate and Approve Aeronautical Meteorology Observation Station • Evaluate and Approve Station Operation Manual • Evaluate and Approve Observers Training Program • Evaluate the station's Aeronautical Meteorology quality management system on observation

Prerequisites	
Revision Date	July 1, 2014
Course Manager	Phone
Associated CCAA, ICAO, Foreign CAAs or other partners Training Courses	

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 8.0 Aeronautical Meteorology Forecasting Course

8005   Aeronautical Meteorology Forecasting

ITS Course Number	8005
ITS Course Title	**Aeronautical Meteorology Forecasting**
Training Profile	Aeronautical Meteorology
Training Category	Aeronautical Meteorology Forecasting
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 Aeronautical Meteorology Forecasting.
Course Description	The participant will be provided with technical guidance regarding Aeronautical Meteorology forecasting procedures for air navigation service provider. The course provides the participant with the ability to assess the compliance of air navigation service providers using applicable Civil Aviation Regulations and ANS Standards Department policies.
Course Content	This course provides basic training on Aeronautical Meteorology forecasting job functions which typically includes the following subjects: • National legislation and State civil aviation regulations that pertain to this subject. • Understand ICAO/WMO regulatory documents and related publications • Understand aviation weather hazards • Understand meteorological services and flight rules. • Understand the analysis, monitoring and continuous up-dating of the weather situation by utilizing observational and forecasted data. • Understand the interpretation and integration of all available information to issue aeronautical forecast products • Understand the use of sound meteorological reasoning to

	produce aeronautical forecast.
	- Evaluate the timeliness and accuracy of forecasts - Evaluate and Approve Aeronautical Meteorology office - Evaluate and approve Aeronautical Meteorology office Operations Manual - Evaluate Aeronautical Forecasters Training Program - Evaluate and Approve Forecasters Work Stations - Evaluate the availability, maintenance and calibration programme of Aeronautical Meteorology equipment/facilities - Evaluate and approve flight crew briefing facilities - Understand the requirements for flight documentation. - Evaluate the station's Aeronautical Meteorology quality management system on forecasts. - Evaluate the adequacy and competency of manpower (Forecasters) - Evaluate the working environment in the Forecast Office.
Prerequisites	
Revision Date	July 1, 2014
Course Manager	Phone:
Associated CCAA, ICAO, Foreign CAAs or other partners Training Courses	

Section 9.0 Management Course

9001   Management Training

ITS Course Number	9001
ITS Course Title	**Management Training**
Training Profile	Aeronautical Meteorology
Training Category	Management 9.0
Sequence	Initial
Course Length	40 Hours
Course Objective	After completing this course the inspector will be able to begin formal on-the-job training for the specific job tasks associated with the subject of management training.
	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.
	This course provides training on management or supervisory job functions. Training will typically include subjects such as those shown below: • National legislation and State civil aviation regulations that pertain to this subject. • First line duties and responsibilities (examples – job priorities, administrative duties, operational duties and standards, ICAO and CCAA, effective delegation • Leadership and Communication Skills • Creating an effective work environment • Recognize and reward performance

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	• Provide and receive constructive feedback • Self-development based on feedback • Tools for managing employees (examples – communication and motivation strategies, coaching, stress indicators, conflict management and problem solving, handling change) • Monitoring progress and performance • Communicate organizational direction and priorities clearly • Demonstrate interpersonal skills in work-related situations
Prerequisites	
Revision Date	July 1, 2014
Course Manager	Phone:
Associated CCAA, ICAO, Foreign CAAs or other partners Training Courses	