



Mr. Francesco BANAL
Quality and Standardisation Director

Cologne, 08 November 2005
EASA Q3/open meeting II

Invitation to an open meeting on "The implementation of the EASA system for learning on aviation safety regulations"

Follow-up to the previous open meeting on 27th April 2005 on "the role of EASA in training on aviation safety regulations"

Dear Sir or Madam,

The need for an active role by EASA in establishing and supporting knowledge on EU aviation safety legislation was identified soon after the establishment of the Agency. The Quality & Standardisation Directorate has conducted an evaluation process to determine the best method by which the Agency should act to this end.

A meeting with open invitation on 'The Role of EASA in Training on Aviation Safety Regulations' took place on 27 April 2005 with participation of more than 60 legislation training providers, including industry, representative organisations and National Aviation Authorities.

During this meeting, objectives, evaluation criteria and options for action identified by the Agency to date were presented, and valuable comments and proposals were received from participants based on their experience, needs and expectations.

The key objectives - a **high quality of standardised knowledge** with **maximum dissemination** over the **shortest possible timeframe** - were determined in accordance with the Agency's mission - and these led to the definition of the evaluation criteria, against consideration of the Agency and stakeholders' concerns and constraints.

Taking into account both external and internal inputs, 312 options and combinations of options were identified and subsequently evaluated with respect to different timeframes.

The best option over all timeframes was a combination of an **Agency defined syllabus** together with an **Agency examination conducted via E-means**. This result sees the Agency's involvement only in the initial and final part of the learning process, leaving development of legislation training courses and delivery or instruction techniques to the best discretion of industry and the demands of their customers.

This option was presented at the meeting of the Agency's **Management Board** on 27 September 2005.

The Agency will therefore:

- Develop a course syllabus per field of regulation (e.g. Part-21, Part-145, etc.) and target category (e.g. neophyte, specialist) and subsequently make this available on the Agency website with free access;
- Establish and conduct a central examination system per syllabus, made available through the Agency's website with chargeable access;
- Issue certificates to individual candidates who have successfully passed the examination under the controlled environment specified (see below)

The Agency proposes that the **Training Providers** may participate in the **EASA External Legislation Learning System**, when a formal statement is issued to the Agency declaring that:

1. The relevant courses include all the elements specified in the Agency's course syllabus.
2. They are in position to provide the e-means for EASA examinations
3. EASA e-examinations are conducted in a controlled environment.

Participating training providers would be then published on the Agency's website by name and by training course. Membership will not carry charges, although candidates will pay for examinations. The Agency will reserve the right to carry out random checks.

Individuals are entitled to undertake the voluntary e-examination (within a controlled environment) once the financial obligations for examination charges are fulfilled via the website. The certificate for the successfully passed examination will be issued and delivered by the Agency.

The Agency is studying the further development of this option and is keen to both inform and remain open to the suggestions of its stakeholders.

It is therefore with pleasure that I invite you to participate in a open meeting on **"The implementation of the EASA system for learning on aviation safety regulations"** on **15th December 2005** next to the Agency's premises in Cologne, Germany.

The meeting is intended as a two-way forum for both receiving information from the Agency and feedback and remarks from participants. A draft programme is both attached and will be made available on the Agency's website. In particular the agenda will cover:

- The Agency's legislation learning system (defined Agency's syllabus with the Agency direct examination via E-means)
- The intended role for training providers
- The legislation courses to be covered
- Set-up of the controlled examination environment

Practical details and question and registration forms for the event are also attached.

Yours faithfully,

Francesco Banal
Quality and Standardisation Director

Encl: Draft programme, registration form and questions form.

**"Implementation of the EASA system for learning on
aviation safety regulations"
DRAFT PROGRAMME**

Thursday 15 December 2005

09:30 AM – 10:00 AM: Registration

10:00 AM – 10:15 AM: Welcome and opening remarks

**10:15 AM – 11:15 AM: The Agency's establishment of a controlled
legislation learning environment:** *Presentation given by the Agency*

- Agency intentions for the legislation learning system: defined syllabus with the direct examination via E-means
- The intended role for training providers

11:30 AM – 12:30 PM

- Examination controlled environment
- Legislation learning subjects / courses to be covered – initial list of courses

12:30 PM – 13:30 PM: Lunch break

13:30 PM – 14:30 PM

- Legislation learning subjects / courses to be covered *Open discussion chaired by the Agency*
- Summary of the proposals given regarding types of courses (by name and content) *Task conducted by the Agency*

14:45 PM – 15:30 PM:

- Establishment of the examination controlled environment - participants' proposals and comments *Open discussion chaired by the Agency*

15:30 - 16:00 PM: Concluding remarks and close

**Note – All proceedings will take place in English, no interpretation is
available.**

VENUE

Horion House

Adjacent to EASA offices
Ottoplatz 1
Köln / Cologne

*For directions to the offices, please consult the
Contacts page of our website at:
<http://www.easa.eu.int>*

EVENT CONTACT

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RESPONSE FORM

Please fax this form to +49 (221) 89990 6504 or send an e-mail containing the information below to david.waller@easa.eu.int prior to 02nd December 2005

The Agency will confirm receipt of registration. For organisational reasons, we would be grateful if your representation will not exceed two participants per organisation. The event does not require a registration fee.

The following persons are proposed for participation at the Thursday 15th December 2005 EASA open meeting on "Implementation of the EASA system for learning on aviation safety regulations".

Name of Organisation:	
Participant name:	Contact details:	
.....	Tel:.....	
.....	Fax:.....	
Position:.....	E-mail:.....	

Please make copies of this form for multiple use.

**QUESTIONS FORM – “Implementation of the EASA system for
training on aviation safety regulations”**

Participants are invited to submit in advance any questions or remarks that they would like addressed during the event.

To do so, please fax this form to +49 (221) 89990 6504 or send an e-mail to david.waller@easa.eu.int prior to 02nd December 2005.

Please note that depending on the amount of questions received, answers to individual questions may be grouped by topic.

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