



QCM Training Program **2012**

w e l c o m e

Editorial

After a turbulent year 2011 we are very excited to find out what the new year will have in store for us. The past year brought a change of location for Q.C.M. In July we moved into our new facility in Berne-Belp: the Q.C.M. Campus.

Our Campus consists of an office building as well as a training centre complete with seminar and hotel rooms. In our Campus we are able to hold our trainings in modern surroundings. The hotel gives you the opportunity to sleep right at the training location and therefore, after a tasty breakfast, you can go relaxed to the training across the hall.



Georg J. Stöcker

Many of you have already profited from this new possibility and we are looking forward to welcoming even more guests at our Campus in 2012 as we want to continue to cover your training needs with the included brochure.

The requirements of the legal authorities concerning the training of personnel will not lessen in the coming year. Our consultations and the daily handling of implementing the regulations has shown that the expectations for personnel qualifications are becoming higher and higher. Our training program 2012 shall support you in meeting and fulfilling these requirements and expectations of the legal authorities.

The Initial courses deliver the basic knowledge for your personnel whereas the Continuation courses /workshops are there to refresh and respectively deepen the acquired knowledge.

We also offer you the possibility to construct and conduct courses especially tailored to your needs. Some of you already use this option while others are in the process of setting up some trainings at their location.

The Q.C.M. team is looking forward to helping you qualifying your personnel according to the legal requirements.

We would like to say «**Thank You**» for trusting in us.



Training Overview 2012

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Training Information

Dates Please refer to the training overview for dates concerning our standard courses. All dates and availabilities for standard trainings are published in our monthly newsletter – you can subscribe to the newsletter on our website www.qcm.ch. For trainings organised at your location, dates will be fixed when the training is booked.

Location All our standard courses are carried out either at our location in Berne-Belp, Berlin or Inhouse at your facility.

Costs You will find standard training costs on the page of the respective training.

EASA E-EXAM Q.C.M. quality control management AG is an approved EASA E-Examination Test Centre. The exams aim to promote a high and uniform level of knowledge of EU Civil Aviation safety legislation.

The exams will be held after the respective course and will be awarded with an EASA «Certificate of Achievement» after the test has been passed. Receiving the certificate does not imply special rights, privileges or accreditation.

Registration All registrations must be made via our training department.

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www.qcm.ch



G-001

Accountable Manager

Target Group	Accountable Managers and other management personnel working in the field of aviation.
Pre-requisites	None
Objectives	This course provides an introduction to the EASA regulation and global aviation rulemaking system. In addition the course provides the participants the basic knowledge on the requirements and in particular the responsibilities of management personnel and all stakeholders in a maintenance, continuing airworthiness management and Part-21 environment. Further, the course provides the fundamental elements of a quality system and the responsibilities of Accountable Managers and Management Personnel in the establishment and management of the company quality and auditing system.
Contents	<ul style="list-style-type: none">> Overview of Quality Management> Requirements for audits> Structure and objectives of the European Aviation Safety Agency (EASA)> Competence of the National Aviation Authorities> National and international aviation regulatory system, in particular the EASA legal requirements of the following European Regulations:<ul style="list-style-type: none">> Commission Regulation (EC) No. 2042/2003 and amendments thereof, Annexes I, Part-M; Annex II, Part-145; Annex III, Part-66; Annex IV, Part-147> Commission Regulation (EC) No. 1702/2003 and amendments thereof, Annex Part-21> EASA-OPS
Duration	2 days
Price	CHF 1'350.00 (without VAT)
Dates/Location	14.-15.08.12 Berne-Belp



G-002

Aviation Legislation

Target Group	Everybody who is interested in a general overview of aviation regulations.				
Pre-requisites	None				
Objectives	<p>This one day course gives an overview of regulatory bodies in the aviation world, e.g. ICAO, EASA and National Aviation Authorities and the applicable aviation regulatory systems.</p> <p>Using practical illustrations, participants will be introduced to the different levels of aviation regulations with respect to design, certification, production, operation, continuing airworthiness and maintenance.</p>				
Contents	<ul style="list-style-type: none">> Overview of ICAO and the applicable documents> EASA organisation and the European regulatory framework> EASA Decisions and AMC/GM> Amendment system of the regulations - NPA/CRD> National regulations				
Duration	1 day				
Price	CHF 680.00 (without VAT)				
Dates/Location	<table><tr><td>12.04.12</td><td>Berne-Belp</td></tr><tr><td>15.11.12</td><td>Berne-Belp</td></tr></table>	12.04.12	Berne-Belp	15.11.12	Berne-Belp
12.04.12	Berne-Belp				
15.11.12	Berne-Belp				



G-003

Aviation Introduction

Target Group	This course addresses the newcomers in the whole aviation field (Administration, Sales, Dispatch, Flight Attendants, Operation, Training, Ground Operations, Financial Departments etc.) especially within the Swiss Aviation Business.
Pre-requisites	None
Objectives	Become familiar with the basic knowledge of aviation.
Contents	Overview of: <ul style="list-style-type: none">> Aircraft types and classification (small/middle/large/extra large)> Trainings> Swiss Business Aviation> Common abbreviations> Regulation «jungle»> Important tools and sites on the Internet> Flight Operation: what are the most important positions?> Flight Operation: the procedure of a flight from A-Z
Duration	1 day
Price	CHF 680.00 (without VAT)
Dates/Location	On request

**C-001****EASA Part-145**

Target Group Accountable Managers, Management Personnel, Certifying Staff, Technicians, Quality Personnel, Competent Authority Members.

Pre-requisites None

Objectives This three day course focuses on the content of EASA Part-145 and the relevant Acceptable Means of Compliance and Guidance Material, which is explained and discussed thoroughly. In addition, the connection to EASA Part-M is being covered. Using practical illustrations, participants will not only understand the regulation in theory but also gain awareness on how it can be practically and successfully implemented into their organisation.

Contents

- > Overview of EASA organisation and EASA regulations
- > EC Regulation 2042/2003
- > EC Regulation 2042/2003 Annex II (Part-145)
- > ED Decision 2003/19/RM Annex II (AMC to Part-145)
- > ED Decision 2003/19/RM Annex III (GM to Part-145)
- > EC Regulation 2042/2003 Annex I (Part-M) (relevant parts only)
- > ED Decision 2003/19/RM Annex I (AMC to Part-M) (relevant parts only)

Duration 3 days

Price CHF 1'700.00 (without VAT)

Dates/Location	17.-19.01.12	Berne-Belp
	17.-19.04.12	Berne-Belp
	18.-20.09.12	Berne-Belp
	04.-06.12.12	Berne-Belp*

*Course language: German



C-015 EASA Part-145 Refresher

Target Group	Postholders, Supervisors, Certifying Staff, Technicians, Quality Personnel, Accountable Managers, CAMO Personnel and Competent Authority Members				
Pre-requisites	None				
Objectives	This workshop provides an overview of the amendments to EASA Part-145 and other relevant parts of Regulation (EC) No. 2042/2003. It offers a discussion platform with respect to the experiences gained during the day to day business. The success of the workshop depends on the active participation of the attendees. Therefore, it is essential to receive questions or inputs from the participants prior to the start of the workshop.				
Contents	<ul style="list-style-type: none">> Summary of changes to Regulation (EC) No. 2042/2003 incl. Acceptable Means of Compliance and Guidance Material with respect to maintenance issues.> Discussion of specific concerns regarding EASA Part-145 implementation.				
Duration	1 day				
Price	CHF 680.00 (without VAT)				
Dates/Location	<table><tr><td>27.03.12</td><td>Berne-Belp</td></tr><tr><td>27.09.12</td><td>Berne-Belp</td></tr></table>	27.03.12	Berne-Belp	27.09.12	Berne-Belp
27.03.12	Berne-Belp				
27.09.12	Berne-Belp				



C-002 **Stock Management**

Target Group	Personnel in Logistics, Purchasing, Store and Quality Auditors.
Pre-requisites	None
Objectives	In this two day course, participants obtain knowledge of the relevant parts of the Commission Regulation (EC) No. 2042/2003 Annex I (Part-M) and Annex II (Part-145) for the acceptance criteria of aircraft components and material. Furthermore, this course discusses handling and storage requirements for aircraft components and material including special requirements, e.g. Electrostatic Sensitive Devices (ESD), shelf life limitations, etc.
Contents	<ul style="list-style-type: none">> Overview of EASA organisation and Commission Regulation (EC) No. 2042/2003 Annex I (Part-M) and Annex II (Part-145)> ED Decision 2003/19/RM Annex I (AMC to Part-M)> ED Decision 2003/19/RM Annex II (AMC to Part-145)> ED Decision 2003/19/RM Annex III (GM to Part-145)> ESD - Electronic Static Discharge> Acceptance criteria for aircraft components and material> EASA Form 1 and equivalent documents (correct completion)
Duration	2 days
Price	CHF 1'350.00 (without VAT)
Dates/Location	25.-26.04.12 Berne-Belp



C-003

Fuel Tank Safety Phases 1 and 2



Target Group	<p>Part-145 Personnel carrying out maintenance tasks on aircraft or components classified as Fuel Tank Safety items, support staff and certifying staff, staff involved in developing procedures, Management, Quality Personnel and Auditors, personnel in charge of stores.</p> <p>Part-M Personnel required by M.A.706 and M.A 707 such as Postholder Continuing Airworthiness, Airworthiness Management Staff of the continuing airworthiness management organisation, Airworthiness review staff, Quality Personnel and Auditors.</p>										
Pre-requisites	None										
Objectives	<ul style="list-style-type: none">> Know the history and the theoretical and practical elements of the subject.> Have detailed information on how the above items affect the aircraft in the scope of the activity of the organisation or in the fleet.> Be able to define fuel characteristics and know how to reduce the risk of a fuel tank explosion.> Be familiar with the basic elements of the fuel tank safety issues.> Be able to give a detailed description of the concept of Critical Design Configuration Control Limitations CDCCL, Airworthiness Limitations Items (ALI) and using theoretical fundamentals and specific examples.> Have the capacity to combine and apply the separate elements of knowledge in a logical and comprehensive manner.										
Contents	<ul style="list-style-type: none">> History on Fuel Tank incidents.> Description of theoretical and practical background of elements involved, which lead to these incidents.> Overview of Special Federal Aviation Regulation (SFAR) 88 of the FAA, JAA TGL 47 and of EASA Decision 2007/001R-/002R-/003R and 2009/006R-/007R-/008R.> Detailed description of the concept of the Fuel Tank Safety Limitation and Critical Design Configuration Control Limitations.										
Duration	1 day										
Price	CHF 680.00 (without VAT)										
Dates/Location	<table border="1"><tr><td>24.01.12</td><td>Berne-Belp</td></tr><tr><td>23.04.12</td><td>Berne-Belp</td></tr><tr><td>26.06.12</td><td>Berne-Belp</td></tr><tr><td>25.09.12</td><td>Berne-Belp</td></tr><tr><td>20.11.12</td><td>Berne-Belp</td></tr></table>	24.01.12	Berne-Belp	23.04.12	Berne-Belp	26.06.12	Berne-Belp	25.09.12	Berne-Belp	20.11.12	Berne-Belp
24.01.12	Berne-Belp										
23.04.12	Berne-Belp										
26.06.12	Berne-Belp										
25.09.12	Berne-Belp										
20.11.12	Berne-Belp										

C-004

EWIS Electrical Wiring Interconnection System

Target Group	<ul style="list-style-type: none">> EASA Part-M Subpart G Continuing Airworthiness Management Organisations> EASA Part-145 Maintenance Organisations										
Pre-requisites	None, but previous attendance of the Fuel Tank Safety Course is beneficial.										
Objectives	<p>This one day course focuses on the content of Electrical Wiring Interconnection System - EWIS, which is explained and discussed in detail.</p> <p>To provide the participants with the knowledge to understand and interpret the EWIS issues from regulatory requirements and manufacturer's maintenance documentation.</p>										
Contents	<ul style="list-style-type: none">> Familiarisation with the elements of EWIS.> Overview of the history and background and recognise the elements requiring consideration in relation to EWIS.> Overview of the EASA and FAA new regulatory requirements.> Overview of the new Subpart H to EASA CS 25.> Overview of EASA AMC 20 guidance material AMC 20-21, -22 & -23.> Overview of the impact of EWIS on the Part M/G continuing airworthiness management, Part-145 maintenance on large aircraft and components intended to be fitted thereto.										
Duration	1 day										
Price	CHF 680.00 (without VAT)										
Dates/Location	<table><tr><td>25.01.12</td><td>Berne-Belp</td></tr><tr><td>24.04.12</td><td>Berne-Belp</td></tr><tr><td>27.06.12</td><td>Berne-Belp</td></tr><tr><td>26.09.12</td><td>Berne-Belp</td></tr><tr><td>21.11.12</td><td>Berne-Belp</td></tr></table>	25.01.12	Berne-Belp	24.04.12	Berne-Belp	27.06.12	Berne-Belp	26.09.12	Berne-Belp	21.11.12	Berne-Belp
25.01.12	Berne-Belp										
24.04.12	Berne-Belp										
27.06.12	Berne-Belp										
26.09.12	Berne-Belp										
21.11.12	Berne-Belp										

C-005

Human Factors Initial

Target Group	All personnel in EASA Part-145 maintenance organisations.				
Pre-requisites	None				
Objectives	This two-day initial training covers all aspects regarding human factors and the syllabus is i.a.w. 145.A.30/GM 145.A.30(e).				
Contents	<ul style="list-style-type: none">> Safety culture> Human error> Human performance and limitations> Factors affecting performance> Fatigue and shift work> Inadequate working conditions> Communication> Models describing human factors> Dirty dozen				
Optional Fatigue Risk Management	<p>The Human Factors Training can be extended by Fatigue Risk Management topics. It gives an overview of:</p> <ul style="list-style-type: none">> what causes fatigue and the risk it poses in the workplace> how a fatigue risk management system can reduce the risk> joint responsibility for fatigue (organisational responsibilities/employee responsibilities)> strategies you can use to manage your own fatigue and reduce the risks at the workplace				
Duration	2 days				
Price	CHF 990.00 (without VAT)				
Dates/Location	<table><tr><td>01.-02.02.12</td><td>Berne-Belp</td></tr><tr><td>16.-17.10.12</td><td>Berne-Belp</td></tr></table>	01.-02.02.12	Berne-Belp	16.-17.10.12	Berne-Belp
01.-02.02.12	Berne-Belp				
16.-17.10.12	Berne-Belp				

C-006 Human Factors Refresher

Target Group	All personnel in EASA Part-145 maintenance organisations.
Pre-requisites	Human Factors Initial Training
Objectives	<p>This one-day refresher training analyses incidents and accidents which happened in the participants' environments.</p> <p>Participants will comprehend and analyse facts and learn how to implement precautions and safety nets in order to improve safety.</p>
Contents	The use of tools such as MEDA (Maintenance Error Decision Aid), REDA (Ramp Error Decision Aid) and SHOME (Safety Health of Maintenance and Engineering).
Optional Fatigue Risk Management	<p>The Human Factors Training can be extended by Fatigue Risk Management topics. It gives an overview of:</p> <ul style="list-style-type: none">> what causes fatigue and the risk it poses in the workplace> how a fatigue risk management system can reduce the risk> joint responsibility for fatigue (organisational responsibilities/employee responsibilities)> strategies you can use to manage your own fatigue and reduce the risks in the workplace
Duration	1 day
Price	CHF 680.00 (without VAT)
Dates/Location	28.08.12 Berne-Belp



C-007

EASA Part-M Subpart G

Target Group	This course is aimed at all Part-M Subpart G CAMO personnel in particular Post-holder Continuing Airworthiness, Airworthiness Review Staff, Quality Personnel, Commercial Operators, Private Operators.								
Pre-requisites	None								
Objectives	This three day course is designed to cover all requirements of EASA Part-M regarding management of continuing airworthiness and the performance of the aircraft airworthiness review. The course content covers the typical staff arrangements and privileges of a CAMO organisation, as well as the duties and responsibilities of personnel with assigned continuing airworthiness management tasks. Participants will be given a practical perspective on how to apply the elements of Part-M and also learn the interfaces between EASA-OPS, Part-M and Part-145.								
Contents	<ul style="list-style-type: none">> Overview of EASA organisation and EASA regulations> EC Regulation 2042/2003 Annex I (Part-M) and its amendments> ED Decision 2003/19/RM Annex I (AMC to Part-M) and its amendments								
Duration	3 days								
Price	CHF 1'700.00 (without VAT)								
Dates/Location	<table><tr><td>06.-08.02.12</td><td>Berne-Belp</td></tr><tr><td>07.-09.05.12</td><td>Berne-Belp</td></tr><tr><td>10.-12.09.12</td><td>Berne-Belp</td></tr><tr><td>10.-12.12.12</td><td>Berne-Belp *</td></tr></table>	06.-08.02.12	Berne-Belp	07.-09.05.12	Berne-Belp	10.-12.09.12	Berne-Belp	10.-12.12.12	Berne-Belp *
06.-08.02.12	Berne-Belp								
07.-09.05.12	Berne-Belp								
10.-12.09.12	Berne-Belp								
10.-12.12.12	Berne-Belp *								

*Course language: German

C-008

EASA Part-M Subpart G Refresher

Target Group	This course is aimed at personnel engaged in the management of continuing airworthiness tasks and personnel carrying out aircraft airworthiness reviews for the purpose of the issuance of an Airworthiness Review Certificate.				
Pre-requisites	Familiarity with the Continuing Airworthiness Management concept and/or previous attendance of a Part-M Subpart G/I based course.				
Objectives	This one day course will identify and explain the changes of the Part-M, resulting from the Commission Regulation (EC) No. 1056/2008 of October 27th 2008; (EU) No. 127/2010 of February 5th 2010 as well as of the ED Decision 2008/013/R; ED Decision 2010/002R, ED Decision 2010/006R and ED Decision 2011/002R published by the EASA.				
Contents	<ul style="list-style-type: none">> Give a detailed look into the changes of the Part-M.> Provide a forum for exchange of information and experience regarding the Part-M.> The course also constitutes a Refresher/Continuation Training regarding the legal requirements of the Commission Regulation (EC) No. 2042/2003,> Annex I, Part-M and the amendments thereof.				
Duration	1 day				
Price	CHF 680.00 (without VAT)				
Dates/Location	<table><tr><td>11.04.12</td><td>Berne-Belp</td></tr><tr><td>14.11.12</td><td>Berne-Belp</td></tr></table>	11.04.12	Berne-Belp	14.11.12	Berne-Belp
11.04.12	Berne-Belp				
14.11.12	Berne-Belp				

C-009

Airworthiness Review for ARC Signatories

Target Group	Airworthiness Review Staff i.a.w. M.A.707, Postholder Continuing Airworthiness i.a.w. M.A.706(d), CAMO Personnel being involved in the airworthiness review process.								
Pre-requisites	Basic knowledge of EC 2042/2003 Annex I (Part-M).								
Objectives	<p>This one day course introduces the participants to the system and the legal background of airworthiness review. It discusses in detail paragraphs M.A.707, M.A. 710 and M.A.901 thru M.A.905.</p> <p>During this course the participants will learn what airworthiness review means, how airworthiness review should be prepared and carried out, and which documentation is to be used.</p> <p>The participants will have a comprehensive knowledge of the requirements and conditions for the issuance of the ARC or Recommendation for the issuance of the ARC.</p>								
Contents	<ul style="list-style-type: none">> Organisational and personnel requirements for CAMO+ and nominated Airworthiness Review Staff.> Competences and responsibilities of the CAMO+.> Conduct of the Airworthiness Review using checklists and completion of relevant administrative documentation.> Practical examples of issuance and extension of the Airworthiness Review Certificate or Recommendation.> The Airworthiness Review Pattern.> Issuance of a Permit to Fly by Airworthiness Review Staff.								
Duration	1 day								
Price	CHF 680.00 (without VAT)								
Dates/Location	<table><tr><td>09.02.12</td><td>Berne-Belp</td></tr><tr><td>10.05.12</td><td>Berne-Belp</td></tr><tr><td>13.09.12</td><td>Berne-Belp</td></tr><tr><td>13.12.12</td><td>Berne-Belp*</td></tr></table>	09.02.12	Berne-Belp	10.05.12	Berne-Belp	13.09.12	Berne-Belp	13.12.12	Berne-Belp*
09.02.12	Berne-Belp								
10.05.12	Berne-Belp								
13.09.12	Berne-Belp								
13.12.12	Berne-Belp*								

*Course language: German

C-010

Maintenance Program

Target Group	Postholders, Quality Personnel, Personnel responsible for continuing airworthiness tasks, engineering staff, planning staff. Organisations > CAMO > Part-145						
Pre-requisites	None						
Objectives	This two day course focuses on the content of EASA Part-M, which will be explained and discussed thoroughly. Using practical illustrations participants will understand the regulation, especially the necessity and content of a maintenance program, in theory. They will also gain a general understanding of the basic documents for the issue and amendment of maintenance programs i.a.w. applicable maintenance data and the operational requirements.						
Contents	Content 1st day: > Overview of EASA regulations > EC Regulation 2042/2003 > EC Regulation 2042/2003 Annex I (Part-M) > ED Decision 2003/19/RM Annex I (AMC to Part-M) Overview of: TCDS, applicable maintenance data (for example: AMM, CMM, etc.), MSG-3-analysis, the reliability program, the issue and/or amendment of maintenance programs i.a.w. special conditions (for example: RVSM, AWO, low-utilisation-programs). Content 2nd day: > Exchange of experiences/Workshop: > Deepen the gained knowledge of the first day. > Adaptation of Maintenance Program based on the utilisation i.a.w. individual tasks > Integration of AWO-procedures of Maintenance Programme (z.B. CAT II/III) > Reliability Program examples/data pool/evaluation						
Duration	2 days						
Price	CHF 1'350.00 (without VAT)						
Dates/Location	<table><tr><td>12.-13.03.12</td><td>Berne-Belp*</td></tr><tr><td>08.-09.05.12</td><td>Berlin*</td></tr><tr><td>20.-21.11.12</td><td>Berlin*</td></tr></table>	12.-13.03.12	Berne-Belp*	08.-09.05.12	Berlin*	20.-21.11.12	Berlin*
12.-13.03.12	Berne-Belp*						
08.-09.05.12	Berlin*						
20.-21.11.12	Berlin*						

*Course language: German

**C-011****EASA Part-M Subpart F**

Target Group	Accountable Manager, Management Personnel, Certifying Staff, Technicians, Quality Personnel, Competent Authority Members.				
Pre-requisites	None				
Objectives	This two day course focuses on the content of EASA Part-M Subpart F and the relevant Acceptable Means of Compliance and Guidance Material, which is explained and discussed thoroughly. In addition, the connection to other relevant parts of EASA Part-M is being covered. Using practical illustrations, participants will not only understand the regulation in theory, but also gain awareness of how it can be practically and successfully implemented into their organisation.				
Contents	<ul style="list-style-type: none">> Overview of EASA organisation and EASA regulations> EC Regulation 2042/2003> EC Regulation 2042/2003 Annex I (Part-M) Subpart F and other relevant parts> ED Decision 2003/19/RM Annex I (AMC to Part-M) Subpart F and other relevant parts				
Duration	2 days				
Price	CHF 1'350.00 (without VAT)				
Dates/Location	<table><tr><td>18.-19.06.12</td><td>Berne-Belp</td></tr><tr><td>02.-03.10.12</td><td>Berne-Belp</td></tr></table>	18.-19.06.12	Berne-Belp	02.-03.10.12	Berne-Belp
18.-19.06.12	Berne-Belp				
02.-03.10.12	Berne-Belp				



C-012

FAA Part 145



Target Group	Management Personnel, Supervisors, Inspection Personnel, Certifying Staff, Technicians, Quality Personnel working in FAA Part 145 certified repair stations or an organisation intending to apply for such a certificate.				
Pre-requisites	None				
Objectives	<ul style="list-style-type: none">> This course familiarises the participants with the aviation regulations of the United States of America with respect to maintenance, covering the Part 39, Part 43 and Part 145 of Title 14 of the Code of Federal Regulations.> Participants learn how these regulatory requirements can be implemented into the organisation to fulfil all legal requirements.				
Contents	<ul style="list-style-type: none">> Introduction to US FAA and the regulatory system (Code of Federal Regulations)> Title 14 CFR Part 39 and Part 43 and Part 145				
Duration	2 days				
Price	CHF 1'350.00 (without VAT)				
Dates/Location	<table><tr><td>20.-21.06.12</td><td>Berne-Belp</td></tr><tr><td>27.-28.11.12</td><td>Berne-Belp</td></tr></table>	20.-21.06.12	Berne-Belp	27.-28.11.12	Berne-Belp
20.-21.06.12	Berne-Belp				
27.-28.11.12	Berne-Belp				



C-013



NiCad Batteries



Target Group	Technical Personnel.
Pre-requisites	None
Objectives	The course involves the construction and functioning of a NiCad battery as well as all steps of maintenance, installation, handling, storage and safety precautions. Special focus is applied to capacity checks and reconditioning (deep-cycling) as these are key elements for a long and trouble free battery life at minimum cost for the operator. The course shows methods to achieve maximum results with different materials and equipment already available in the workshop or yet to be acquired. Upon completing the course, participants will be able to carry out the complete spectrum of maintenance independently.
Contents	The above mentioned objectives are divided into a theoretical part (first day) and a practical part (second day).
Duration	2 days
Price	CHF 1'350.00 (without VAT)
Dates/Location	23.-24.10.12 Berne-Belp



C-014

EASA Part-66 / Part-147

Target Group	Management Personnel, Quality Personnel, Instructors, Examiners, Assessors, Certifying staff.				
Pre-requisites	None				
Objectives	This three day course focuses on the content of EASA Part-66 and Part-147 and the relevant Acceptable Means of Compliance and Guidance Material, which will be explained and discussed thoroughly. Using practical illustrations, participants will not only understand the regulation in theory, but also gain awareness of how it can be implemented successfully into the organisation.				
Contents	<ul style="list-style-type: none">> Overview of EASA regulations> EC Regulation 2042/2003> EC Regulation 2042/2003 Annex III (Part-66)> EC Regulation 2042/2003 Annex IV (Part-147)> ED Decision 2003/19/RM Annex IV (AMC to Part-66)> ED Decision 2003/19/RM Annex V (GM to Part-66)> ED Decision 2003/19/RM Annex VI (AMC to Part-147)> ED Decision 2003/19/RM Annex VII (GM to Part-147)				
Duration	3 days				
Price	CHF 1'700.00 (without VAT)				
Dates/Location	<table><tr><td>27.-29.02.12</td><td>Berne-Belp</td></tr><tr><td>05.-07.11.12</td><td>Berne-Belp</td></tr></table>	27.-29.02.12	Berne-Belp	05.-07.11.12	Berne-Belp
27.-29.02.12	Berne-Belp				
05.-07.11.12	Berne-Belp				

O-001

EASA-OPS / EASA-FCL Airplanes

Target Group

Operators

Operators personnel from Flight OPS, Maintenance, Training and Ground OPS, including Nominated Postholders, Quality Managers and Auditors, Flight Safety Officers and Cabin Crew management.

Authority

Flight Safety department managers and inspectors with operational oversight responsibilities.

Representatives from both the Industry and Authority with an emphasis on Licensing and operations Staff from:

- > Flight and Type Rating Training Organisations
- > AOC Holders; Instructors and Examiners

Pre-requisites

Basic knowledge in aviation (Aviation Intro course, experience in aviation business, etc.).

Objectives

After the course, the participants will have a good working knowledge of EASA-OPS and EASA-FCL requirements and how they will apply to their daily work environment.

Contents

This course covers an overview of the following:

The EASA-OPS course covers:

- > Operational requirements for CAT with airplanes as related to ICAO, EU, EASA and national legislation
- > Transfer of operational requirements from the JAA to the EU and EASA
- > Detailed structure of EASA OPS based on EASA Opinion 4/2011
- > Detailed presentation of all EASA OPS subparts including practical examples
- > Presentation of the Compliance Monitoring System requirements
- > Case Studies

The EASA FCL course covers selective lessons and discussions on the content of the major requirements of EASA FCL based on EASA Opinion 4/2010:

- > General, Licenses
- > Theoretical knowledge courses
- > Type and Class ratings
- > Interface with EASA-OPS
- > Instructors, Examiners
- > Examinations

Duration

3 days

Price

CHF 1'700.00 (without VAT)

Dates/Location

21.-23.02.12	Berne-Belp
01.-03.05.12	Berne-Belp
18.-20.09.12	Berne-Belp
13.-15.11.12	Berne-Belp



Q-001

Quality and Safety Management Systems in Aviation

Target Group Future Safety Managers, Quality Managers, Accountable Managers and other managing staff from operators, training organisations, Continuing Airworthiness Management Organisations, Maintenance Organisations and National Authorities.

Pre-requisites None

Objectives This course introduces the EASA-regulations regarding Management Systems / Safety Management Systems / Compliance Monitoring Systems / Quality-Systems contained in OPS , FCL, Part-145 and Part-M as well as SMS guidance material from ICAO Document 9859 Safety Management Manual. The new EU legislation set in force on April 8th, 2012, will also be considered (as far as published). It will illustrate and explain how it can be successfully, effectively and efficiently implemented into your company. A special focus is set on integrating Safety Management Systems and Quality Systems. Participants should contribute to the course with their professional experience as much as possible. The participants will be provided with useful tools and templates to establish, maintain and further develop their own safety and quality management system.

- Contents**
- > Strategic orientation of quality concept
 - > Introduction to quality and safety management
 - > Introduction to process management
 - > Overview of Quality and Safety Management relevant standards and law (ISO 9001, EASA-Regulations, ICAO Doc 9859)
 - > Interpretation of those requirements relevant to quality systems and Safety Management Systems
 - > Workshops consisting of discussions about a lean structure of an effective and compliant Safety and Quality Management system
 - > Phases for the implementation of a Safety and Quality Management System
 - > Effective tools will be provided on CD

Duration 4 days

Price CHF 2'350.00 (without VAT)

Dates/Location	13.-16.02.12	Berne-Belp
	03.-06.09.12	Berne-Belp



Q-002

Safety Management Systems Basic

Target Group	Present Quality Managers, Accountable Managers and other managing staff from operators, training organisations, Continuing Airworthiness Management Organisations, Maintenance Organisations and National Authorities.
Pre-requisites	Experience on implementation and maintenance of Quality System as known under JAA and EASA regulation.
Objectives	This course introduces the Safety Management requirements mainly contained in the ICAO Safety Management Manual (ICAO Document 9859). The new EU legislation set in force on April 8th, 2012, will also be considered. It will illustrate and explain how the participants can effectively and efficiently establish an integrated System that fulfils both, ICAO requirements and EASA requirements to Safety Management Systems and Quality Systems/Compliance Monitoring Systems. The participants will be provided with useful tools and templates.
Contents	<ul style="list-style-type: none">> Cornerstones and elements of an effective and compliant Q-System> Status and effect of Quality Systems in the aviation industry> Legal background and trends with regard to Safety & Risk Management> Cornerstones and elements of an effective Safety Management System> Synergies and gaps between a classical Quality System according to JAR/EASA and a Safety Management System according to ICAO document 9859> Lean approach to achieve a powerful and integrated Safety & Quality Management System
Duration	2 days
Price	CHF 1'350.00 (without VAT)
Dates/Location	12.-13.03.12 Berne



Q-003 Internal Auditor


Target Group	Future Internal Auditors and current Internal Auditors, who have to conduct audits as required by the Quality System or the Safety Management System.				
Pre-requisites	None				
Objectives	This course provides background and training needed as an Internal Auditor, emphasising on practical application. Successful participants will be in a position to independently plan and perform internal as well as sub-contractor audits. Participants contribute to the course with their own professional experience. The course includes task assignments, based upon current cases to be solved individually or within groups.				
Contents	<ul style="list-style-type: none">> EASA/EU/JAA and ICAO regulations related to Quality and Safety Assurance> Theoretical background with regards to audits> Procedures and practical tools for planning, preparation and conduction of audits> Audit reporting as well as implementation and monitoring of corrective actions> Required profile for Auditors> Soft-skills such as communication, human factor problems and how to overcome them> Appropriate case studies to apply and further the theoretical knowledge> Effective tools will be provided on CD				
Duration	3 days				
Price	CHF 1'700.00 (without VAT)				
Dates/Location	<table><tr><td>20.-22.03.12</td><td>Berne-Belp</td></tr><tr><td>27.-29.11.12</td><td>Berne-Belp</td></tr></table>	20.-22.03.12	Berne-Belp	27.-29.11.12	Berne-Belp
20.-22.03.12	Berne-Belp				
27.-29.11.12	Berne-Belp				



Q-004



Internal Auditor Refresher



Target Group	Qualified and experienced Internal Auditors for Quality and Safety Management Systems.
Pre-requisites	Experience and knowledge concerning Quality Auditing.
Objectives	This course deepens the knowledge of Auditors, who already attended a basic training for Internal Auditors (e.g. Q-003) and who intend to exchange their experiences with other Auditors. Participants contribute to the course with their own professional experience and work on practical tasks as much as possible.
Contents	<ul style="list-style-type: none">> Changes in the quality relevant requirements of JAA/EU/EASA regulations> Exchange of experience related to the auditing process and its related tools> The training need of the participants will be identified and considered as good as possible
Duration	1 day
Price	CHF 680.00 (without VAT)
Dates/Location	On request



D-001

EASA Part-21 DOA Regulation/Certification Basic

Target Group

Design Engineers, Certification Verification Engineers, Independent System Monitoring Managers, Members of the Office of Airworthiness of the EASA Part-21 Subpart J Organisation including Authority liaison.

Pre-requisites

None

Objectives

During this course, participants will learn about regulations and requirements for Design Organisation Approval according to EASA Part-21. The course covers both, theoretical aspects as well as practical implementation to ensure productive and effective results. Furthermore, the course is a platform for discussing problems and issues experiences in the working environment. An engineering case study offers the possibility to apply the learned content, followed by a presentation and class-room discussion.

Introduction to the EASA regulatory framework of the Basic EU Regulation (EC) 216/2008 and in detail (EC) 1702/2003 EASA Part-21 and the requirements for design organisations, certification process, application for a supplemental type certificate, required structure of design organisations, guidance material documents for design and certification.

The learning objective of this training is to give the participants an overview of the DOA sequences, to understand the basic elements of the classification of a change and to understand the responsibilities of EASA and the Design Organisation.

Duration

3 days

Price

CHF 1'700.00 (without VAT)

Dates/Location

05.-07.03.12	Berne-Belp
08.-10.10.12	Berne-Belp



D-002

EASA Part-21 DOA Regulation/Certification Expert

Target Group	Design Engineers, Certification Verification Engineers, Independent System Monitoring Managers, Members of the Office of Airworthiness of the EASA Part-21 Subpart J Organisation including Authority liaison.
Pre-requisites	Basic EASA Part-21 Training (D-001)
Objectives	<p>During this course, participants will learn and revise the regulations and requirements for Design Organisation Approval according to EASA Part-21. Amendments to the EASA Part-21 Regulations and their impact on the DOA Organisation will be covered and discussed.</p> <p>Several certification case studies will be performed to set the view on the role of the design- and CVE in regards to the four eye principle. The defined tasks in a DOA for the responsible engineers and managers will be reviewed. An in-depth view will be given on the classification of changes and repairs, which will be explained, and under which conditions these changes are approved under the privilege of the DOA approval or EASA.</p> <p>The usage of GM and AMC for the implementation on the case study or for the application in the Design Organisation to be in compliance to Part-21 will be revised and consolidated.</p> <p>The learning objective of this training is to give the participants an in-depth view of the DOA sequences and to understand the approval process of a modification.</p>
Duration	2 days
Price	CHF 1'350.00 (without VAT)
Dates/Location	18.-19.04.12 Berne-Belp



D-003 **EASA Part-21 DOA** Regulation/Certification Continuation

Target Group Design Engineers, Certification Verification Engineers, Independent System Monitoring Managers, Members of the Office of Airworthiness of the EASA Part-21 Subpart J Organisation including Authority liaison.

Pre-requisites Basic / Expert Part-21 Training

Objectives As required by the EU IR (EC) 1702/2003 Design Organisation Staff, as defined above, have to receive EASA Part-21 Continuation Training every two years in respect to the Basic Regulation (EC) 216/2008, the Implementing Rule (EC) 1702/2003 and the applicable AMC (Acceptable Means of Compliance) and GM (Guidance Material). Further the Continuation Training will reflect and revise all the main aspects of the Basic and Expert Part-21 Training.

This continuation training can be adapted to the participants needs on request which will allow a dedicated training.

Duration 1 day

Price CHF 680.00 (without VAT)

Dates/Location On request



P-001 EASA Part-21 POA - Production Organisation Basic

Target Group	All Members (Certifying Staff, Nominated Managers, Quality Personnel etc.) of an EASA Part-21 Subpart G approved Organisation.
Pre-requisites	None / Basic understanding of EASA Part-21 of advantage.
Objectives	<p>During this course, participants will learn about regulations and requirements for a Production Organisation Approval according to EASA Part-21. The course covers both, theoretical aspects in regards to the interpretation of the defined Implementing Regulations and an overview about the content of the Production Organisation Exposition. Furthermore, the course introduces an in-depth view of the approval requirements for a POA and is also a platform for discussing problems and issues experiences in the production working environment.</p> <p>An introduction to the EASA regulatory framework of the Basic EU Regulation (EC) 216/2008 (history included) and in detail (EC) 1702/2003 EASA Part-21 Subpart G and an overview of all other Subparts (i.e. SP J DOA, SP M Repairs), as well as the Guidance material documents will be given.</p> <p>The learning objective of this training is to give the participant an overview of the POA working environment, to understand the responsibilities of EASA (Competent Authorities) and the POA and furthermore also to understand the interactions between Production and Design.</p>
Duration	2 days
Price	CHF 1'350.00 (without VAT)
Dates/Location	29.-30.08.12 Berne-Belp

P-002 EASA Part-21 POA - Production Organisation Differential

Target Group All Members (Certifying Staff, Nominated Managers, Quality Personnel etc.) of an EASA Part-21 Subpart G approved Organisation.

Pre-requisites EASA Part-21 DOA Basic Training (D-001)

Objectives During this course, participants will learn about regulations and requirements for a Production Organisation Approval according to EASA Part-21. The course covers both, theoretical aspects in regards to the interpretation of the defined Implementing Regulations and an overview about the content of the Production Organisation Exposition. Furthermore, the course introduces an in-depth view of the approval requirement for a POA and is also a platform for discussing problems and issues experiences in the production working environment.

An introduction to the EASA regulatory framework of the Basic EU Regulation (EC) 216/2008 (history included) and in detail (EC) 1702/2003 EASA Part-21 Subpart G and an overview of all other Subparts (i.e. SP J DOA, SP M Repairs), as well as the Guidance material documents will be given.

The learning objective of this training is to give the participants an overview of the POA working environment, to understand the responsibilities of EASA (Competent Authorities) and the POA and furthermore also to understand the interactions between Production and Design.

Duration 1 day

Price CHF 680.00 (without VAT)

Dates/Location	08.03.12	Berne-Belp
	11.10.12	Berne-Belp

Aircraft Type Rating Trainings

Target Group	Technical aeronautical personnel and aeronautical maintenance personnel.
Pre-requisites	Participants should have a general understanding of aircraft systems.
Objectives	<p>Level I</p> <p>After completing the Type Training Level I Maintenance Course, the participant should be able to:</p> <ul style="list-style-type: none"> > describe the general layout of the aircraft's major systems > describe the general layout /characteristics of the aircraft's engines > identify the special tooling and testing equipment used with the aircraft > identify the safety precautions relating to airframe, airframe systems and engines <p>Level III</p> <p>On completion of this course, the participants will:</p> <ul style="list-style-type: none"> > have the detailed theoretical knowledge of the aircraft's applicable systems, their operation, maintenance and troubleshooting to Aircraft electrical, airframe, powerplant systems and applicable components including limited training in avionic LRU's systems, equipment, interior and applicable components. > be able to identify / locate the major components associated with each system. > know how to use technical manuals as well as approved data and procedures. > have knowledge of relevant inspections and limitations applicable to human and environmental factors. <p>Note Course T-002 (Learjet 35/36 B2): Each participants must have Level III B1 rating or participate in the respective Level III B1 training course.</p>
Instruction Method	The instruction method for the class is classroom discussion (lectures) along with classroom participation (questions, comments). Attendees are certainly encouraged to participate throughout each session.
Completion Standart	Minimal participation time is at least 90%. A passing score of 75% or above must be reached.

T-001	Learjet 35/36	B1/T1	15 days	08.10.-29.10.12	Berne	CHF 9'100.00
T-002	Learjet 35/36	B2 Extension	5 days	30.10.-03.11.12	Berne	CHF 3'300.00
T-003	Learjet 55	B1/T1	15 days	06.-27.02.12	Berne	CHF 9'100.00
T-004	Learjet 60	C/T4	3 days	23.-25.04.12	Berne	CHF 2'900.00
T-005	Learjet 60	B1/T1	15 days	04.-25.06.12	Berne	CHF 9'100.00
T-006	Bombardier CRJ 200 - CL 604	B1/T1	5 days	20.-24.08.12	Berne	CHF 7'800.00

General Conditions

Information	Please contact our office for information concerning course confirmations, invoices, dates etc.
Course Confirmation	Within 10 (ten) work days after your registration you will receive a course confirmation. The issuing of the confirmation presents a binding contract.
Course Fee	Payment is due 10 (ten) days before the beginning of the course. As a Swiss Company we usually invoice all our services in CHF. For payment in foreign currencies the exchange rate of the invoice date is relevant.
Weekend Premium	For company-internal courses given on Saturday and/or Sunday a daily extra charge of 50% will be invoiced.
Services	In open courses the course certificates, course material, lunch and break catering are included in the course fee. In company-internal courses only the certificates are included in the course fee.
Course Certificate	After course completion you will either receive a «Certificate of Attendance» or a «Certificate of Achievement». The certificate will be issued after receipt of the payment and if the participant has attended at least 90% of the class.
Number of Participants	Open courses are limited to 12 participants. However, for the definite course realisation a minimum number of participants is required.
Course Language	English or German.
Cancellation/ Rebooking through the Customer	The following payment conditions are applicable: Open courses: up to 11 work days prior course beginning: cancellation free of charge possible 6 – 10 work days prior course beginning: cancellation fee 50% of course fee 0 – 5 work days prior course beginning: cancellation fee 80% of course fee Company-internal courses: 00 – 05 work days prior course beginning: cancellation fee 100% of course fee plus possible travel and accommodation expenses.
Replacement	A replacement participant can be nominated at any time. Please inform our training department asap about personal details of the replacement.
Resignation	No reimbursement (partial or otherwise) is possible if a participant resigns from the course after its beginning.
Cancellation through QCM	If a training needs to be cancelled or rescheduled (e.g. in case of illness of instructor, etc.) we will try to arrange a new date. If a participant cannot take part at the new date we will refund the paid fees. We cannot be held liable for any claims of compensation (e.g. travel expenses, hotel costs, etc.).
Copyright	We do explicitly reserve public use and mental property of the course documentation. The documentation is protected by copyright.
Alterations	We reserve the right to adjust course fees, course contents as well as performance dates and locations.
Place of Jurisdiction	Place of jurisdiction is the domicile of the company, Berne, Switzerland.

