



Competence Assessment of Personnel in CAMO and MO

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Questions

**Please feel free
to ask any question**



Competent Assessment

➔ So simple, yet so complicated!

- ➔ Where does the requirements come from?
- ➔ Why?
- ➔ What is it?
- ➔ How?
- ➔ When?
- ➔ Who?



BR Essential requirements for airworthiness

➔ NBR (EU) 2018/1139 – Annex II (3.1(a))

*“the organisation must have all the means necessary for the scope of work. Those means comprise, but are not limited to, the following: facilities, **personnel**, equipment...”*



BR Essential requirements for airworthiness

➔ NBR (EU) 2018/1139 – Annex II (3.1(b))

*“as appropriate for the type of activity undertaken and the size of the organisation, **the organisation must implement and maintain a management system** to ensure compliance with the essential requirements set out in this Annex, manage safety risks and aim for continuous improvement of that system;”*



Competence assessment of personnel

➔ Part-145.A.30(e) Personnel requirements

“The organisation shall establish and control the competence of personnel involved in any maintenance, development of maintenance programmes, airworthiness reviews, management and/or quality audits...”



Competence assessment of personnel

➔ Part M.A.706(k) Personnel requirements

*“For complex motor-powered aircraft and for aircraft used by licenced air carriers in accordance with Regulation (EC) No 1008/2008, **the organisation shall establish and control the competence of personnel** involved in the continuing airworthiness management, airworthiness review and/or quality audits...”*



(EU) 2019/1383 Competence assessment of personnel

➔ CAMO.A.305(g) Personnel requirements

“The organisation shall establish and control the competency of personnel involved in compliance monitoring, safety management, continuing airworthiness management, airworthiness reviews or recommendations, and, if applicable, issuing permits to fly, ...”



(EU) 2019/1383 Competence assessment of personnel

→ CAMO.A.200(4) Management system

“maintaining personnel trained and competent to perform their tasks;”



Competence assessment of personnel

- ➔ Assessment is initial, and
- ➔ On continuous basis in Part-145 (AMC1 145.A.30(e))
- ➔ ...*have* ...personnel
- ➔ ...*maintain* management system...
- ➔ ...*control* the competency of personnel...

Maintaining personnel trained and competent to perform their tasks



Competence assessment of personnel

- Competence should be defined as a:
 - Measurable skill or standard of performance,
 - Knowledge and understanding,
 - Taking into consideration attitude and behaviour
- This is relevant to the individual particular job role
 - New job role, extension and renewal



Competence assessment of personnel

- ➔ The assessment should determine:
 - ➔ Whether there is a need for additional training
 - ➔ Which level of ongoing supervision would be required or whether unsupervised work could be permitted.



Competence assessment of personnel

- To assist in the assessment
 - Job descriptions for each job function are essential
 - It should contain sufficient criteria/requirements
 - Education
 - Licence
 - Experience
 - Initial and continuation training
 - etc.



Competence assessment of personnel

The assessment should be based on

- ➔ Desk-top pre-assessment (ahead of the interview/assessment)
 - ➔ Interview
 - ➔ On-the-job assessment and/or
 - ➔ Written test
-
- ➔ Records of the assessment must be kept



Competence assessment of personnel

Pre-assessment (desk-top)

- ➔ How does the individual meet the requirements
- ➔ Experience requirements
- ➔ Training status (has – needed)
- ➔ Review and validation of records
- ➔ Credit from previous assessments
- ➔ Actions to be taken before commencing the assessment



Competence assessment of personnel

Interview of the individual

- ➔ Decision taking and judgement making
- ➔ Professionalism
- ➔ Integrity
- ➔ Adaptability
- ➔ Leadership
- ➔ Team working

The demonstration of the appropriate personnel attitudes & behaviours are crucial factors that go towards maintaining and continuously improving maintenance and continued airworthiness standards.



Competence assessment of personnel

On the Job performance assessment

- ➔ Carried out by appropriately qualified personnel, such as managers, team leaders and supervisors
- ➔ Establish whether the individual can work unsupervised
 - ➔ Testing of skill, performance, knowledge, understanding
 - ➔ Attitude and behaviour
- ➔ My take hours, days or weeks (depends on job role)



Competence assessment of personnel

- ➔ The organisation should analyse all responses from the competence assessment
- ➔ Should an individual's competence fall below an acceptable level, it is the organisation's responsibility to identify suitable support and measures which are necessary to attain satisfactory competency. For example, by training, mentoring or working under supervision)



Competence assessment of personnel

Competency Ratings

Training required:	At the time of interview, the candidate cannot demonstrate adequate knowledge and understanding of the subject. It is therefore recommended that appropriate support, mentoring or training package be developed and delivered before reassessment
Satisfactory	The candidate demonstrates sufficient knowledge and understanding of the subject that allows the candidate to perform required tasks to an acceptable standard
Exceeds:	The candidate demonstrates a high level of experience and knowledge of the subject, which allows the candidate to perform required tasks to a very high standard. The candidate should be considered for additional responsibilities as part of their personal development



Competence assessment of personnel

Summary

- ➔ Relevant to the individual particular job role
- ➔ Contracted staff are also subject to assessment
- ➔ Initial, continuous, extension, change,
- ➔ Performed by appropriately qualified personnel
- ➔ Keep records
- ➔ This is not a box-ticking exercise!



Competence assessment of personnel

Useful documents

➔ UK CAA CAP 1715:

[https://publicapps.caa.co.uk/docs/33/CAP1715CompetencyAssessmentGuidanceDocumentAPRIL2019\(APPA\).pdf](https://publicapps.caa.co.uk/docs/33/CAP1715CompetencyAssessmentGuidanceDocumentAPRIL2019(APPA).pdf)

➔ EASA UG (3.14, page 106):

https://www.easa.europa.eu/sites/default/files/dfu/B01.UG_CAO_00024-007%20MOE.pdf



Thank you for your attention
Hvala za vašo pozornost
Kakšno vprašanje?

**ANY
QUESTIONS?**