# AVIATION ACADEMY INTERNATIONAL

## ISO 17024 Certification
## of Aviation Experts

CERTIFIED AVIATION EXPERT
TAKE-OFF GEWERBEPARK 28A
D-78579 NEUHAUSEN OB ECK/GERMANY
DIN EN ISO/IEC 17024:2012
GERMANY
Certification Branch
for Aviation Experts

AAI
AVIATION ACADEMY
INTERNATIONAL

The **ISO/IEC 17024:2012** certification for Aviation Experts is a new Quality Standard for aviators to strive for, especially if he or she wants to work as an aviation expert internationally or as a civil servant for Aviation Authorities.

This certification is for experts and specialists with many years of experience in aviation who wish to offer their expertise on the international stage.

The term "Aviation Expert" is not protected and covers a wide range of disciplines with many facets that cannot be covered by a single person. Therefore a general description of an Aviation Expert is required and it includes depth of knowledge, competencies and accomplishments; as well as relevant licences and other pertinent validations.

With inputs from ICAO the AAI Certification Body has developed an Aviation Expert concept based on their combined career experience in all areas of the Aircraft Industry, Aviation Authorities and Aviation Organisations, in order to provide transparency and an important platform for ambitious individuals.

The **ICAO Global Aviation Safety Plan (GASP)** is all-encompassing, based on Safety Management and Risk Mitigation to be standardised globally in the next few years. The commercial aviation industry is showing a high rate of growth and needs more certified specialists in all disciplines in the future. This is also true for the Authorities!

Authorities now need more expertise due to tight budgets and old-fashioned organisational structures. The ICAO is pushing Authorities world-wide to introduce State Safety Programmes (SSP), for which they shall need proven experts to action these programmes.

The ICAO has run Compliance Monitoring Audits (CMA) since 2013 world-wide where every Authority can compare and benchmark capabilities and knowledge via the ICAO website.

The aviation industry has long since developed its own structures, employed experts and implemented Safety Management Programmes. Now the Aviation Authorities are expected to develop a global SSP for all aviation areas, and additionally to monitor SMS. However there are often too few experienced experts available!

Decision-makers within the Authorities often find that one can find experts with relevant experience and validations, but that application processes and budget cuts often thwart the appointment of a qualified person within the required time-frame.

For this reason, the EASA has reacted and introduced new regulations (EU 965/2012 Part ARO-GEN 200) in the area of personnel requisition in Authorities where the hiring of competent experts is required. Similar and further-reaching requirements can be found in ICAO Document 8335 with a detailed profile for the selection of Flight Inspectors.

Looking at the long term, Authorities will have no choice but to employ staff on short-term contracts from outside the organisation in order to fulfil all required duties. Some Authorities have already gone down this route and recruited external experts.



Therefore this EASA concept proposes the collocation of all available aviation experts in a database.

However, there is still a central problem when one asks the question: **How does one fairly define and ascertain what an aviation expert knows; and which expert fits which expertise profile(s)?**

Some AAI employees also work for other Agencies as Inspectors or in Management positions. The ICAO and EASA have long discussed how one can solve the problem of fulfilling the GASP requirements whilst also having enough Aviation Experts to

support local needs and global benchmarking activities.

The solution to this problem lies in organising all the specialists and experts in a certified and organised system based on their career experience and knowledge in order to offer their services for future commissions. In addition such a validated process naturally offers the potential for a gap-analysis for experts to identify where they could continuously improve their capabilities.

There are many good experts available in the market! For example experienced pilots, flight instructors, aircraft inspectors or avionics experts, Directors of Flight Operations, accident inspectors, design engineers or Auditors and Quality Managers.

One only has to correctly estimate ones experience and catalogue this in order to apply for the certification process. This process is based on a realistic self-assessment backed-up with relevant certificates and supporting documentation; an assessment interview with the Certification Board; and the writing of a structured investigative report to demonstrate reporting skills. After a successful application, the new Aviation Expert shall receive an official certificate, a certificate, an official stamp and is added to the public database in order to advertise to receive commissions.

In March 2013 the ICAO audited the AAI for the efficacy of the special certification process for Aviation Experts, and the training of these experts for the aviation industry and for Aviation Authorities. This was successful and since May 2013 AAI is an ICAO Trainair PLUS Associate Member, which enables AAI and ICAO to support this initiative in the future.

We will be happy to take your application if you wish to be available as an Aviation Expert world-wide or just to broaden your current experience and find new career opportunities!

## Certification Process

The Applicant should send a formal request for Certification, any supporting documentation and a description of their area(s) of expertise.

The submitted documents shall be checked prior to a decision from the Head of Certification as to whether the Applicant the relevant experience has to show. The AAI requires an initial non-refundable charge for to cover the costs for this document review. If the application fails to get to the next level, then there are no further charges; however the Applicant can continue from this point once s/he has further proven experience or qualifications.

Once it is clear that an Applicant is successful their status changes to Candidate; and further charges are due to complete the certification process. If more areas of expertise are indicated, there would be certification costs per topic area.

The next stage sees the Candidate completing an investigation finished with a sample report covering their key area or one of their areas of expertise that will be chosen by the Examining Board. There is also an examination covering the Candidate's topic areas. In order to receive the certification, the Candidate must achieve a good pass in the examination and with the submitted sample report.

As soon as all parts of the certification process have been achieved the Candidate shall be awarded the ISO 17024 Certification.

This will also be made public on the AAI website in order that third parties can find the skills they need and check on the validity of single Certifications.

**The ISO 17024 certification conducted by the AAI Certification Body is not a solicitation for training at the AAI training center.**

## Certification Requirements

In addition to the above average expertise in one or more aviation topic areas, the following requirements should also be fulfilled:

| Prerequisites | Basic | Level 1 | Level 2 | Level 3 | Level 4 |
|---|---|---|---|---|---|
| Minimum Experience in aviation | 7 years | 10 years | 15 years | 10 years | 15 years |
| Minimum Area(s) of expertise | 1 | 1 | 2 | 3 | 4 |
| Minimum Work experience within one or more of the following: Aviation related government organization, Commercial Air Operator, Maintenance Organization, Design Organization, Training Organization, Airport Operator, ANSP, etc. | 3 years | 5 years | 10 years | 5 years | 10 years |
| Minimum Management Experience within one or more of the following: Aviation related government organization, Commercial Air Operator, Maintenance Organization, Design Organization, Training Organization, Airport Operator, ANSP, etc. | – | – | 3 years | – | – |
| Minimum Work experience within an Aviation related Governmental Organization (CAA and/or ICAO and/or RSOO) | – | – | – | 3 years | 5 years |
| Minimum Management Experience within an Aviation related Governmental Organization (CAA and/or ICAO and/or RSOO) | – | – | – | – | 3 years |
| Composition of legal opinions | ✔ | ✔ | ✔ | ✔ | ✔ |
| National aviation regulations | ✔ | ✔ | ✔ | ✔ | ✔ |
| International aviation regulations | – | ✔ | ✔ | ✔ | ✔ |
| Aviation Auditor | – | ✔ | ✔ | ✔ | ✔ |
| Quality Management | – | – | ✔ | ✔ | ✔ |
| Safety Management Systems & Risk Assessment | – | – | ✔ | ✔ | ✔ |
| Government Safety Inspector | – | – | – | ✔ | ✔ |
| Accident and Incident Investigation | – | – | – | – | ✔ |
| Transportation of Dangerous Goods | – | – | – | – | ✔ |

| The prices shown are valid from 1 April 2013 | | Price |
|---|---|---|
| **Validation of Applicants documentation and initial requirements** for the first examination of such | EUR | 500,00 |
| **First certification** of a Candidate for a topic area or area of expertise including examination and sample investigation report assessment | EUR | 1.400,00 |
| **First certification of each additional area of expertise** additionally | EUR | 300,00 |

*Pricing is shown in Euro and excludes VAT.*
*Price changes and typographical errors are not warranted and subject to alteration.*

## Re-certification

A Certification is valid for 3 years.

One should apply for a re-certification in order to extend the validity of a Certification. To do this the following are necessary to be submitted to the AAI Certification Board:

-) **three (3) completed reports** during the previous validated period;

OR

-) **two (2) completed reports** during the previous validated period and evidence of **one (1) area of expertise development**;

OR

-) **one (1) completed report** during the previous validated period and evidence of **two (2) areas of expertise development**;

OR

-) evidence of **three (3) areas of expertise development**

As soon as these evaluations have been positively validated, the Certification shall be extended by a further 3 years.

## Widening the field of your Certification

A certified Aviation Expert can extend his officially recognized capabilities as soon as s/he has proof of a further field of expertise. This is done by submitting a request and as before, necessitates an examination and test report to prove the new knowledge. The Candidate's successful validation is again rewarded with an extended ISO 17024 certificate.

## Application

For Applications for initial certification, re-certification and/or extension of a current certification we kindly ask that the Application Form which can be downloaded on our website is completely filled-in, signed and returned with the relevant documentation to cert@avac-int.eu for processing.

## Information about the Certification Body

Aviation Academy International GmbH

Take Off Gewerbepark 29a
D-78579 Neuhausen ob Eck
DEUTSCHLAND

# www.avac-int.eu

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