

# **Training Committee Minutes**

23<sup>rd</sup> May – 25<sup>th</sup> May, 2007 – Reims, France

In the recently concluded Annual General Meeting of the CCA at Vatry Airport in France a new Training Committee was established to design, develop and deliver training on PTSP products to the Industry.

## **The Committee consists of**

- 1. Ms Jean Guy – Pangaeon**
- 2. Mr Tormod Lundemo – GPC**
- 3. Mr Colin Wells – HPL**
- 4. Mr Shoeb Muljiani – Emirates Aviation College (Leader)**

The **agenda** for the session was as follows:

- ◆ Presentation of the Training Curricula
  - ◆ Short/Mid/Long term goals of the committee
  - ◆ CCA Training certification requirement
  - ◆ Date and Place for next meeting (**TBA**)
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- **Presentation of the Training Curricula**

A guideline for minimum training requirements for personal involved in the transportation of PTSP products was established and presented to the CCA members.

The training curricula are available on the CCA web page for members only.

- **Short/Mid/Long term goals**

The committee discussed the immediate and mid term milestones to achieve.

- ◆ Short term milestones

- i. Confirmation of date/location/language and audience for the first training programme.
- ii. Design a certification of application for the training programme.

- ◆ Mid term Milestones

- i. Develop a pool of resources to deliver training.
- ii. Establish training schedule at different locations
- iii. Scope the possibility of training programmes in different languages.

The committee was in consensus to roll out the first training programme.

Tentative details are as follows

Date : October 2007 (Final date TBA)

Location: LUX or DXB

Duration : 2 days

Language: English

Audience: Middle management/Senior Operation Staff

Cost: Approx 600 USD (members price for training only)

Details on registration, recommended hotels and rates along with final details will thru the CCA web site.

**END.....**