



EUROPEAID/125350/C/SER/MULTI

**TRACECA CIVIL AVIATION
Safety Security & Environment Project**

Ref. Contract ENPI 2008/150-669

PROGRESS REPORT N°3

August 2010



VERSION CONTROL

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VISAS


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DISTRIBUTION LIST

Table 1: List of distribution

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Tacis Monitoring Team – Kiev Office	Mr Vadim KUZYK	1	1	1

ACRONYMS

AIRW	Airworthiness
ANSP	Air Navigation Service Providers
AOC	Aircraft Operator Certificate
ATC	Air Traffic Control
ATM	Air Traffic Management
CAA	Civil Aviation Authority
CIS	Commonwealth of Independent States
EASA	European Aviation Safety Agency
EC	European Commission
ECAC	European Civil Aviation Conference
ENPI	European Neighbourhood Policy Instrument
ENV	Environmental Issues
ETS	Emission Trading Scheme
EU	European Union
IAC	CIS Interstate Aviation Committee (also known as MAK ¹)
IATA	International Air Transport Association
ICAO	International Civil Aviation Organisation
MAK	CIS Interstate Aviation Committee (Russian acronym for IAC)
MoT	Ministry of Transport
MoTC	Ministry of Transport and Communications
NIS	New Independent States
NSA	National Safety Agency
OJT	On Job Training
OPS	Air Transport Operations
OVI	Objectively Verifiable Indicators
PEL	Personnel Licensing
SMS	Safety Management System
SSE	Safety, Security and Environment
TA	Technical Assistance
TRACECA	Transport Corridor Europe Caucasus Asia

¹ "Межгосударственный авиационный комитет". The Interstate Aviation Committee (IAC) is formed on the basis of the intergovernmental Agreement on Civil Aviation and Air Space Use, signed on 30.12.91 by Azerbaijan, Armenia, Belarus, Georgia, Kazakhstan, Kyrgyzstan, Moldova, Russian Federation, Tajikistan, Turkmenistan, Uzbekistan and Ukraine.

1. INTRODUCTION

This document is the 3rd Progress Report delivered in the frame of the “TRACECA Civil Aviation Safety, Security and Environment” project according to the Terms of Reference (chap. 7.1) and the General conditions of the Contract (art.26).

It is issued 1 ½ year after the contract coming into force which happened in February 2009 and six months after last progress report.

It covers the period from 1st February 2010 (T0+6) to 31st July 2010 (T0+12).

The document includes:

- A **narrative section** (Chapters 2 to 4) which provides an overview of the project and describes the activities done during the period covered as well as the activities planned in the next 6-month period.
- A **tabular section** (Chapter 5) which gives information on the manpower used (Core Team and Short Term Experts) and the expenditure spent (Air Tickets, Per-diem and other expenses) during the covered period and from the beginning of the Project.
- A **set of annexes** (Chapter 6) which gather significant documents (Minutes, Reports, ...) issued by the Project Team during the covered period

2. PROJECT SYNOPSIS & LOGFRAME

2.1 Project synopsis

Project Name:

TRACECA Civil Aviation Safety, Security and Environment Project
Reference EUROPEAID/125350/C/SER/MULTI
Contract ENPI 2008/150-669

Beneficiary countries:

Direct – Armenia, Azerbaijan, Georgia, Kazakhstan, the Kyrgyz Republic, Moldova, Tajikistan, Ukraine, Uzbekistan

Indirect – Bulgaria, Romania, Turkey

Overall Objective:

Improve air transport safety and security in the EC neighbouring countries and the Central Asian countries, in line with international and European standards in the field of civil aviation.

Specific Objectives:

- ✓ Introduce aviation personnel (in the sectors of safety, security and environment of the beneficiary countries) from the administration and from operators to the requirements of international conventions, resolutions and standards of the EU/EASA (European Aviation Safety Agency) and of ICAO (International Civil Aviation Organisation).
- ✓ Provide aviation personnel (in the sectors of safety, security and environment of the beneficiary countries) from the administration and from operators with improved knowledge, skills and capacities in the relevant technical sectors.
- ✓ Strengthen the administrative capacity of the civil aviation authorities of the beneficiary countries to further develop and to fully implement international and, where relevant, European safety standards (EU-OPS, maintenance standards, occurrence reporting and just culture, oversight tools).
- ✓ Prepare the authorities of the beneficiary countries for closer relations with (Central Asia) or integration (Caucasus, Moldova, Ukraine) to Pan-European aviation structures.
- ✓ Provide support measures in the context of negotiations between beneficiary countries and the European Union on aviation agreements in the fields of safety and security, and in the context of safety discussions (blacklist).
- ✓ Promote closer regional cooperation between the aviation administrations of the beneficiary countries to optimise the use of scarce resources.

Requested outputs:

1. A complementary assessment and updated analysis of the situation is provided for the aviation sectors of safety, security and environment in each country.

2. A programme of training courses is implemented for aviation personnel from the administrations and operators (in the sectors of safety, security and environment) of the beneficiary countries, to strengthen their technical skills and their English language knowledge in the relevant areas.

3. A capacity-building programme in aviation safety, security and environment management systems is implemented and specific expertise support is provided, in order to develop the necessary regulatory frameworks, technical and institutional conditions, regional management and monitoring systems in line the requirements of international conventions, resolutions, recommendations and standards of the EU/EASA (European Aviation Safety Agency) and of ICAO (International Civil Aviation Organisation).

Regional and international study tours will be organised for aviation personnel (in the sectors of safety, security and environment) of the beneficiary countries, allowing networking and demonstrating the application of best practices of knowledge, skills and capacities.

4. An awareness, communication and visibility programme is defined and implemented for all aviation safety, security and environment components of the project.

Activities:

For production of the above outputs, the following activities will be implemented, divided into 4 Work Packages (WP):

WP1

- Assessment of current situation (safety, security & environment)
- Assessment of training institutions capacity
- Establishment of the Work Plan

WP2

- Provision of training (safety, security & environment)
- Provision of English language courses

WP3

- Organisation of management capacity-building courses to managers
- Provision of expertise support to managers (safety, security & environment)
- Organisation of study tours for managers

WP4

- Implementation of communication plan
- Organisation of regional meetings

Target Groups:

Management, technical, operational and instructional personnel working in the safety, security and environmental areas of:

- ✓ The Civil Aviation Departments in the Ministries of Transport;
- ✓ The Civil Aviation Authorities or other Authorities concerned with Regulation, Safety Oversight and Accident Investigation.
- ✓ The Operational, technical and administrative departments of airports;
- ✓ The Operational, technical and administrative departments of airlines;
- ✓ The Instructional and administrative departments of those training centres, academies, schools etc. that are concerned with aviation disciplines

Recipient authorities:

The recipient authorities in the Beneficiary countries are the Ministries of Transport, other state entities involved in Civil Aviation when relevant (Ministry of Finance, Ministry of Justice, etc ...) and

the national Civil Aviation Authorities. In the limits of reasonable availabilities, industry will also be invited to join the activities (events, trainings ...), namely air operators, maintenance & repair organisations, training institutions and design/manufacturing organisations where applicable.

Project starting date: 2 February 2009

Project duration: 36 months

Project main office: Kiev, Ukraine

2.2 Project Logical Framework

	Description	Indicators	Source of Verification	Assumptions
Overall Objective	Improve air transport safety and security in the EC neighbouring countries and the Central Asian countries, in line with international and European standards in the field of civil aviation.	Accident rates Security incidents at airports, in flight security incidents	ICAO and IATA statistics List of carriers subject to operating ban within the EU National statistics by police, military authorities or interior Ministry - European Commission audits	
Purpose	<p>A. Introduce aviation personnel (in the sector of SSE) from the administration and operators to the requirements of international conventions, resolutions and standards of EASA and of ICAO</p> <p>B. Provide aviation personnel (in the sector of SSE) from the administration and operators with improved knowledge, skills and capacities in the relevant technical sectors</p> <p>C. Strengthen administrative capacity of the local CAAs to further develop and to fully implement international and, where relevant, to European safety standard</p> <p>D. Prepare local authorities for closer relations with (Central Asia) or integration (Caucasus, Moldova, Ukraine) to Pan-European aviation structure</p>	<p>By end of WP 2</p> <p>Level of adoption of ICAO and where relevant European safety standard in national regulation National Training program</p> <p>By end of WP 3</p>	<p>EU reviews and Audits</p> <p>Number and impact of workshops and training activities provided</p>	<p>Sustainability in common regional priorities is achieved in order to lead to the implementation of the project and full technical and logistic support Continued support to the project's objectives at the level of decision-making in the beneficiary countries</p>

	<p>E. Provide support measures in the context of negotiations between beneficiary countries and European Union on aviation agreements in the fields of safety and security, and in the context of safety discussions (<i>blacklist</i>)</p> <p>F. Promote closer regional cooperation between the aviation administrations to optimise the use of scarce resources</p>	<p>Availability of measures by end of WP 3</p> <p>Edition of submitted possible cooperation – Workshop reports including cooperation promotion</p>	<p>Provided by beneficiary countries</p> <p>Regional cooperation projects by end of WP 3</p>	<p>Enforcement of regulation and quick implementation of legislation</p> <p>Regional policy emergence to implement cooperation and regional management</p>
Results	<p>1. A complementary assessment and updated analysis of the situation provided for the aviation sectors of SSE in each country. (Inception phase)</p> <p>2. A programme of training courses implemented for aviation personnel from the administrations and operators to strengthen their technical skills and English knowledge in the relevant areas. (for Purposes A & B)</p> <p>3. A capacity-building programme in management systems implemented and specific expertise support provided, in order to develop the necessary regulatory frameworks, technical and institutional conditions, regional management and monitoring systems in line the requirements of international conventions, resolutions, recommendations and standards of EASA and of ICAO. (for Purposes A, C, D, E & F)</p> <p>Study tours organised for aviation personnel, allowing networking and demonstrating the application of best practices (for Purposes C, D & F)</p>	<p>Full report delivered by the end of WP 1 with a Need Analysis for each country in the areas of SSE and an analysis of the capacity of the aviation training institutions of each country</p> <p>Progress reports edited during WP 2 implementation</p> <p>Progress reports edited during WP 3 implementation including activities reports</p> <p>Progress reports edited during WP 3 implementation</p>	<p>Delivered to EU PM, Traceca General Secretary and relevant countries</p> <p>Delivered to EU PM</p> <p>Delivered to EU PM</p> <p>Delivered to EU PM</p>	<p>Low turn-over of trained personnel</p> <p>Continuity of same management Officers throughout the project Willingness to develop and implement the international standard tools</p>

	4. An awareness, communication and visibility programme defined and implemented for all aviation safety, security and environment components of the project. (for Purpose A)	Internet site updates, publications, seminars and meetings performed	Press revue delivered to EU PM	
Activities	<p><u>Work Package 1: Assessment and analysis</u></p> <p>1.1 Conduct visits in all beneficiary countries, assess needs and deliver a job task analysis in the area of SSE, a training need analysis and a training gap analysis</p> <ul style="list-style-type: none"> . Define the training program and select personnel for the training program . Define the study tour program . Define communication tools <p>1.2 Analysis of the capacity of the aviation training institutions of each country.</p> <p><u>Work Package 2: Technical training and capacity building</u></p> <p>2.1 Technical courses</p> <p>2.2 English Language courses for Aviation purpose (for Result B)</p>	<p>Resources/Mean</p> <p>KE + short term experts</p> <p>Approved by EC PM</p> <p>Approved by EC PM</p> <p>KE + short term experts</p> <p>Local training institutes</p>	<p>Budget</p> <p>Ref. Financial Proposal</p>	<p>Availability of all documentation in time</p> <p>Willingness of the training institutions to cooperate</p> <p>Relevant administrations, local transport operators and airport authorities are willing and ready to participate to the project through ad hoc working sessions</p> <p>Availability of trainees</p>

	<u>Work Package 3: Capacity building in management and expertise support</u>			
	3.1 Capacity-building	Short term experts + local training institute KE + short term experts		Availability of all general management personnel Local willingness to join the international standards
	3.2 Specific expertise support			
	3.3 Study tours			
	<u>Work Package 4: Awareness and communication programme</u>			
	Implementation of the communication plan	PM + KE		Existence of efficient communication channels at destination of targeted population
	National meetings organization	Local administration + KE		
	Regional seminars organization	KE + external speakers (ICAO, EASA...)		Levels and time window of external speakers availability to be involved in seminars and workshops known in advance for planning activities
	<u>Permanent Management and Reporting</u>	PM Project office in Kiev Egis Avia support facilities in Paris High availability of experts and competences within the Egis Avia-led consortium		Continuity of same Liaison Officer on EC side throughout the project strongly preferable Availability of designated EC Liaison Officer for informal coordination

3. PROJECT SUMMARY STATUS

The present Chapter provides summarised lists of completed and remaining activities, with focus on those conducted in the reporting period or planned for the next reporting period. Such past and up-coming activities are described in more details in Chapter 4 hereafter.

3.1 Summary of project progress during the reporting period (1/02/2010 to 31/07/2010)

WP2 - Training and capacity-building

- Technical English Training Courses completed (last session delivered 8 to 19/02 in Kiev)
- Technical Training Courses delivered as follows:
 - All courses for Airworthiness
 - 6 courses out of 8 for Safety-OPS
 - 4 courses out of 5 for Personnel Licensing
 - 3 courses out of 6 for Security
 - 6 courses out of 9 for Environment

WP3 - Capacity-building in management and expertise support

- Management training programme
 - The management training programme was finalised (Re attached Annex 6.2)
- Management capacity-building:
 - 5 participants representing 4 Project's beneficiary countries were invited by the Project to EASA International Cooperation Forum in Dubai (UAE), 27 to 29 April 2010 (forum organised by EASA)
 - Stakeholders from Beneficiary Countries were invited by the Project to participate to the ECAC Aviation Training Conference held in Istanbul, 24-25 June 2010 (event organised by ECAC)
 - Stakeholders from the 5 former JAA Beneficiary Countries were invited by the Project to participate to the EASA Pan-European Partner Workshop held in Cologne, 29-30 June 2010 (workshop organised by EASA)
- Provision of Specific Expertise Support:
 - TA mission conducted 11-14/05 in Moldova in the area of Security: assistance to preparation of up-coming ICAO audit, and to implementation of body-scanners
 - TA mission conducted 28/5 to 4/6 in Armenia in the area of Security: assistance to preparation of up-coming ICAO audit, to implementation of body-scanners and bespoke additional training
 - TA in the area of Environment conducted on ETS 26-27/7 in Tbilisi for Georgian and Armenian participants
 - TA in the area of Environment conducted on ETS 29-30/7 in Kiev for Ukrainian and Moldovan participants

WP4 - Safety, security and environment visibility, awareness and communication programme

- The website <http://www.tracecacivilaviation.org/> now provides full information about the project: General, Trainings, Events, Publications and Reports. It is being kept up to date on a monthly basis. The outcomes, relevant reports and presentations done during the events are as far as possible mentioned on the site and made accessible in pdf format by links on the event

pages. Concerning the Training sessions, the information published on the site is limited to dates, venue, attendance and purpose of each session. Links are provided to the course programme, but the training supports are exclusively given to the participants.

- Newsletter nr 1 was issued and distributed in English and Russian versions. Newsletter nr 2 is under preparation. It will be ready and finalised after conclusion of the 2nd Steering Committee Meeting

Management & coordination

- Meetings and reports
 - The 1st Steering Committee meeting was held in Kiev, 25 February 2010
 - Informal coordination meetings were continued with the TEN-T project
 - Progress Report nr 3 is presently issued in its English Draft version
 - Informal coordination meetings have been organized in Paris at ICAO EUR/NAT office
 - Informal coordination meetings have been arranged with the Ministry of Economy, United Transport Administration and Twining Project Team in Georgia.
- Core Team
 - Finalising the management training programme ended the need for a dedicated “Training Key Expert”. Consequently Mr Bujnowski terminated his Long Term assignment on June 22nd.
 - Since March 15 2010 Mr. Kakhi Kavatahidze has been approved as Deputy Team Leader to support project in team management, planning organizing and delivering of technical assistance missions to the beneficiary States.

3.2 Summary of project progress since the start

WP1 - Assessment of the aviation sector in the beneficiary countries

- Completed

WP2 - Training and capacity-building

- Technical Training plan finalised
- General English Training completed, except for Uzbekistan²
- Technical English Training Courses completed
- Technical Trainings courses in progress
 - In the area of SAFETY: 20 courses completed out of 23
 - In the area of SECURITY: 3 courses completed out of 6
 - In the area of ENVIRONMENT: 6 courses completed out of 9

WP3 - Capacity-building in management and expertise support

- Management capacity-building:
 - Opening Seminar held in Kiev, October 27 & 28
 - Stakeholders from Beneficiary Countries invited by the Project to participate to an International EASA Legal Workshop held in Brussels, October 12 to 14 (workshop organised by EASA)
 - Seminar on Environment held 14 & 15 December in Istanbul, Turkey on the ETS (Emission Trading Scheme)

² Uzbekistan was systematically invited to all the Project events and training courses, but no reply was ever received from them. At the present stage of the project, the General English could be provided if they require it, but all other events and courses were missed for them and cannot reasonably be repeated.

- 5 participants representing 4 Project's beneficiary countries were invited by the Project to EASA International Cooperation Forum in Dubai (UAE), 27 to 29 April 2010 (forum organised by EASA)
- Stakeholders from Beneficiary Countries were invited by the Project to participate to the ECAC Aviation Training Conference held in Istanbul, 24-25 June 2010 (event organised by ECAC)
- Stakeholders from the 5 former JAA Beneficiary Countries were invited by the Project to participate to the EASA Pan-European Partner Workshop held in Cologne, 29-30 June 2010 (workshop organised by EASA)
- Provision of Specific Expertise Support:
 - Short-Term mission conducted 5 to 11 December for Technical Assistance to the Kyrgyz Republic³
 - TA mission conducted 11-14/05 in Moldova in the area of Security: assistance to preparation of up-coming ICAO audit, and to implementation of body-scanners
 - TA mission conducted 28/5 to 4/6 in Armenia in the area of Security: assistance to preparation of up-coming ICAO audit, to implementation of body-scanners and bespoke additional training
 - TA in the area of Environment conducted on ETS 26-27/7 in Tbilisi for Georgian and Armenian participants
 - TA in the area of Environment conducted on ETS 29-30/7 in Kiev for Ukrainian and Moldovan participants

WP4 - Safety, security and environment visibility, awareness and communication programme

- Development of the Communication Plan completed
- TV Broadcast of the Opening seminar. Diffusion of the interview on national Ukrainian TV
- TV Broadcast of the Coordination Meeting with ICAO EUR/NAT office officials and Ministry of Economical Development of Georgia. Diffusion of the interview on national Georgian TV
- Communication plan implementation: Website prepared and ready for use. Info on all past and up-coming activities published
- Communication plan implementation: Newsletter nr 1 issued, nr 2 in preparation

Management & coordination

- Project office installed in Kiev
- Inception Report, Progress Report nr 1 and 2 finalised and issued. Progress Report nr 3 ready in Draft version
- Participation of the Security expert to ICAO's conference held in Montreal (21 - 22 September) on APIS (advance passenger info systems)
- Meetings held:
 - with DG-MOVE (Brussels), EASA (Cologne) and kick off meeting at the EU Delegation in Kiev
 - for coordination with the South Ring project (9 TRACECA countries), Twinning project (Ukraine) and the TEN-T project (Ukraine)
 - with DG-MOVE in Brussels for discussing the issues for the countries with carriers on the list of airlines banned within the EU. The purpose was to draw a general picture and decide more specifically what support actions can be provided as per WP3
 - in Brussels for TRACECA coordination meeting (c/o AIDCO)
 - with TRACECA General Secretariat for formal coordination

³ Follow-up of the support to Kyrgyz Republic had to be temporarily suspended due to the political situation in the country. The support actions will resume as soon as the situation and position of relevant executives will be stabilized

- with the Project Stakeholders for general organisation and constitution of a Steering Committee
- in Paris with ICAO Regional EUR/NAT office
- for coordination with the Ministry of Economy, United Transport Administration and Twinning Project Team in Georgia
- with the Ministry of Economy, United Transport Administration and ICAO Regional EUR/NAT office with the view to reforming the CAA bodies and strengthening the institutional framework as well as safety oversight capacity of the CAA of Georgia
- with the Project Stakeholders for 1st Steering Committee meeting
- Core Team reduced to 4 experts from June 22nd to Project end: Team Leader/Safety expert, Deputy Team Leader, Security expert and Environment expert

3.3 Summary of project activities planned during the next reporting period (1/08/2010 to 31/01/2011)

WP2 - Training and capacity-building

- Continue & complete Technical Training Courses
 - 2 remaining courses for Safety-OPS
 - 1 remaining course for Personnel Licensing
 - 3 remaining courses for Security
 - 3 remaining courses for Environment

WP3 - Capacity-building in management and expertise support

- Start delivering Management Training Courses
- Provision of Specific Expertise Support:
 - Prepare full Technical Assistance plan and schedule
 - Conduct short Term missions for Technical Assistance in the area of Security for Ukraine, including support to prepare the Euro 2012 Cup
 - Conduct short Term mission for Technical Assistance to Tajikistan in the area of Security at Dushanbe Airport (subject to confirmation by the Beneficiary)
 - Provide TA in the area of Environment on ETS in Baku for Azerbaijan, Kazakhstan, Kyrgyz Republic and Tajikistan

WP4 - Safety, security and environment visibility, awareness and communication programme

- Communication plan implementation: Feed / up-date the Website, and keep the TRACECA General Secretariat informed of the up-dates
- Communication plan implementation: Issue Newsletter nr 2 in English and Russian versions, and prepare Newsletter nr 3

Management & coordination

- 2nd Steering Committee meeting planned in Tbilisi, 16 September 2010
- Continue coordination meetings with other projects, particularly next twinnings in Georgia and in Armenia.
- Issue Progress Report nr 3, and prepare Progress Report nr 4

3.4 Summary of project remaining activities

WP2 - Training and capacity-building

- Complete Technical Training sessions

WP3 - Capacity-building in management and expertise support

- Finalise Specific Expertise Support (Technical Assistance) plan, and provide relating Specific Expertise Support
- Plan and start delivering Management Training programme
- Prepare study tours

WP4 - Safety, security and environment visibility, awareness and communication programme

- Communication plan implementation: Keep Website up to date
- Communication plan implementation: issue next Newsletters
- Organise National and Regional Meetings

Management & coordination

- Continue coordination meetings with other projects. Extend to the new projects starting in other beneficiary countries
- Hold Steering Committee meetings every 6 months
- Prepare next Progress Reports / Final Report

4. PROGRESS & ACTIVITIES

4.1 Project progress in reporting period

4.1.1 WP0: Management & coordination

- **Steering Committee meetings**

The First Steering Committee Meeting took place in Kiev, Ukraine, on the 25th February 2010. It was attended by:

- The EU Programme Manager
- Representatives of the 8 active Beneficiary countries (i.e. all except Uzbekistan)
- 1 Representative of TRACECA General Secretariat
- 2 Representatives of the European Commission DG-MOVE
- 2 Representatives of EASA
- The Project Core Team

The role of the Steering Committee is to supervise progress of the Project and to provide guidance on the major areas of focus. It allows to review the past and up-coming activities of the Project and to provide advice and inputs when required.

The agenda of the meeting was:

- Hearing of Team's report on Project progress since the start
- Hearing of Team's presentation of Project planned activities for the next 6 months
- Validating of actions undertaken and validating or amending of further orientations
- Review of critical issues and deciding on possible actions

During the SC Meeting, the participants heard the report on the Project progress. Issues were discussed and feedback was received on questions, which were to be resolved, followed by their approval. The next planned activities were presented and validated by the Steering Committee. At the end of the meeting it was proposed to set the date and location of next SC Meeting in Tbilisi coming September.

Detailed minutes were issued and distributed, as appended hereafter in Annex 6.1.

- **Coordination with other projects**

Coordination was continued with the Ukraine TEN-T project through regular informal meetings. At present stage it allowed to exchange information on the respective training programmes, thus avoiding potential duplications. At further stages of the Project⁴ exchange of contacts with the TEN-T aviation expert can become useful, such as for instance a contact already established in Hoofddorp with the Director of JAA Training Organisation.

⁴ e.g. organizing the Study Tours

The Deputy Team Leader was presented as an observer at the informal meeting with the up-coming Twinning Project in Georgia by kind invitation of the Ministry of Economical Development of Georgia. Implementation of the Twinning Project in Georgia is planned to start in January 2011. Coordination with twinning project will be conducted in view of ensuring information exchange and complementarities on the project activities.

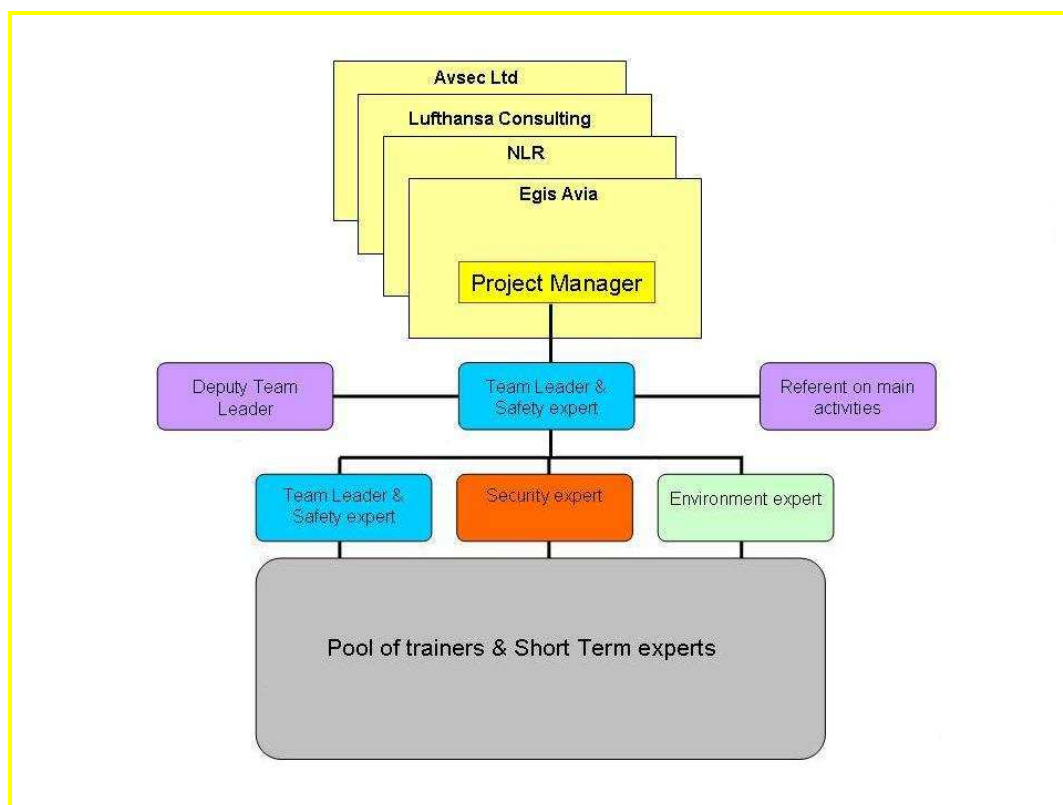
- **Reporting**

Progress Report N°2 was issued and distributed, in its English and Russian versions.

- **Organisation**

From Project start, the Core Team was organised with one of the key experts, Mr Bujnowski, specifically dedicated to organising the Training activities. His presence was planned full time until mid-project. Finalising the management training programme ended the duties of this dedicated “Training Key Expert”. Consequently Mr Bujnowski terminated his Long Term assignment on June 22nd. The whole training programme is now well defined, and the remaining training courses will be followed directly by the relevant key experts for Safety, Security, Environment and Management.

The resulting organisation of the Core Team is now the following:



4.1.2 WP2 - Training and capacity-building

Aviation English courses

The whole English Training programme was completed with delivery in February of the last Technical English trainings: ENV-Environment, from 25/01 to 05/02 in Tbilisi, OPS, from 25/01 to 05/02 in Kiev and AIRW-Airworthiness, from 08 to 19/02 in Kiev.

As a general statement we were pleased with the good response and participation rate of the Beneficiaries. This allowed training 95 persons to General Aviation English and 55 to Technical Aviation English, i.e. 11 in each specialised area: Airworthiness, Flight Operations, Personnel Licensing, Security and Environment.

At the end of each course the participants were asked to fill an assessment form. All trainees expressed their satisfaction whereas the quality and content of the courses, as summarised in the following tables:

General Aviation English Language Training

No of participants	Assessment by participants in %	
	Excellent	Good
95	73	25

Technical Aviation English Language Training

No of participants	Assessment by participants in %	
	Excellent	Good
55	88	12

Total Aviation English Language Training

No of participants	Assessment by participants in %	
	Excellent	Good
150	80	19

Technical Training courses

Technical training sessions were delivered according to the Training Plan attached in Annex 6.3. The courses delivered during this period cover the total list of courses planned in Airworthiness (AIRW) and significant part of the courses planned in the areas of Licensing (PEL), Flight Operations (OPS), Security (SEC) and Environment (ENV).

These courses were organised according to the following delivery schedule:

PROGRAM SCHEDULE						
	English	Safety			Security	Environment
		AIRW	OPS	PEL		
.Feb 10	Technical English training - 08-19 Airworthiness [Kiev]			2/FCL; 5/FCL 22-27 [Tbilisi]		
.Mar 10		2/AIR; 3/AIR; 4/AIR; 5/AIR 16-19 [Kiev]			4/SEC 30.03-01.04 [Tbilisi]	
.Apr 10		6/AIR; 7/AIR 27-30 [Tbilisi]	1/OPS; 3/OPS 12-16 [Kiev]		5/SEC 19-26 [Kiev]	
.May 10		8/AIR; 9/AIR 11-14 [Kiev]			2/SEC 17-22 [Kiev]	2/ENV; 3/ENV; 4/ENV 17-21 [Tbilisi]
.Jun 10		1/AIR; 10/AIR 8-10 [Almaty]	5/OPS; 6/OPS 14-18 [Almaty]			
			2/OPS; 4/OPS 21-26 [Almaty]	1/FCL; 4/FCL 15-18 [Tbilisi]		
.Jul 10						7/ENV; 8/ENV; 9/ENV 05-09 [Kiev]

During these courses the participants were trained to the applicable International and European standards, i.e.:

- For Safety: ICAO annexes, EASA Parts for AIR, EU-OPS and former JAR FCL
- For Security and dangerous goods: ICAO annexes and other relevant rules, including IATA's, EU's and ECAC's Doc 30
- For Environment: ICAO annexes and other relevant best practices, as well as initiation to the Emission Trade Scheme.

The attendance was good, with motivated trainees and in most cases all countries were represented⁵.

At the end of each course the participants were asked to fill an assessment form. The general trend expressed by the trainees is between Excellent and Good. The full assessment figures will be available at the end of the training programme planned during next reporting period.

⁵ For some courses (e.g. EU-OPS) the interest is mainly for the countries having working arrangements with EASA, i.e. the 5 Western NIS and Caucasus Beneficiaries

During the reporting period 29 courses were delivered out of the 39 courses planned for WP2. A total of 978 trainee.days were provided, through 66 days of training with average attendance of 15,3 trainees as detailed in the following table (Re. full details in Annex 6.5):

Code	Courses	Days	Participants		Trainee.days	Average attendees
			Trainees	Countries		
Courses AIR	10	14	166	8	231	16,6
Courses OPS	6	16	73	5 to 8	200	12,2
Courses FCL	4	10	55	6 to 8	135	13,8
Courses SEC	3	16	44	7 to 8	237	14,7
Courses ENV	6	10	105	8	175	17,5
TOTAL	29	66	443	5 to 8	978	15,3

Hereafter is the detail of the technical training courses provided during the reporting period.

- **Courses delivered in February**

- 2/FCL (3 day course) - "ICAO Annex 1"

This course in the area of SAFETY (Personnel Licensing) was conducted in Tbilisi from 22 to 24 February 2010 by the Lufthansa Consulting Instructor Hrvoje Lazic.

Dedicated to inspectors of CAA and all CAA personnel involved in PEL management, the scope of the course was: Establishing and maintaining a CAA PEL system; knowledge testing system; evaluating license application; flight crew licensing and AMT skill tests; validating and converting foreign licenses; suspending or revoking licenses.

11 representatives from 6 beneficiary countries participated in this training.

- 5/FCL (3 day course) - "Human factor in aviation"

The course was conducted in Tbilisi from 25 to 27 February 2010 by the Lufthansa Consulting Instructor Hrvoje Lazic.

Dedicated to CAA managers and inspectors, individuals conducting operator proficiency checks, training organisation employees, the scope of the course was: Current practices for licensing personnel to improve the safety level.

14 representatives from 8 beneficiary countries participated in this training.

- **Courses delivered in March**

- 2/AIR (1 day course) - "Certification procedures, including approval of design changes and repairs"

This course in the area of SAFETY (Airworthiness) was conducted in Kiev, from 16 to 19 March 2010 by the Egis Avia Instructor, Nadia Konzali. The course was delivered at the premises of the Kiev ICAO Institute.

The course was dedicated to airworthiness experts and inspectors from CAA; Inspectors from CAA for design, production and maintenance organisations, Technical, safety and quality managers from organisations designing, producing and maintaining civil aviation products. Its scope was: Description of the procedures used for type certification of aircraft, including certification of design changes and repairs.

18 representatives from 8 beneficiary countries participated in this training.

- 3/AIR (1 day course) - "Issuance of certificate of airworthiness"

The course was conducted in Kiev, from 16 to 19 March 2010 by the Egis Avia Instructor, Nadia Konzali. It was delivered at the premises of the Kiev ICAO Institute.

The course was dedicated to airworthiness experts and inspectors from CAA; technical, safety and quality managers from organisations maintaining and operating civil aviation products. Its scope was: Description of the procedures for issuance of the airworthiness certificate to each individual aircraft.

18 representatives from 8 beneficiary countries participated in this training.

- 4/AIR (1 day course) - "Issuance of permit to fly"

The course was conducted in Kiev, from 16 to 19 March 2010 by the Egis Avia Instructor, Nadia Konzali. It was delivered at the premises of the Kiev ICAO Institute.

The course was dedicated to CAA management for maintaining the safety level of the fleet; airworthiness experts and inspectors from CAA; technical, safety and quality managers from organisations designing, operating and maintaining civil aviation products. Its scope was: Description of the procedures for issuance of a permit to fly to an aircraft without a valid certificate of airworthiness.

18 representatives from 8 beneficiary countries participated in this training.

- 5/AIR (1 day course) - "Approval of MMEL/MEL and other operator's documentation"

The course was conducted in Kiev, from 16 to 19 March 2010 by the Egis Avia Instructor, Nadia Konzali. It was delivered at the premises of the Kiev ICAO Institute.

The course was dedicated to airworthiness experts and inspectors from CAA; technical, safety and quality managers from organisations designing and operating civil aviation products.

Its scope was: Procedures for approval of documents to be used by operators, which are based on the aircraft certification activity. This refers in particular to approval of MMEL/MEL (Minimum Equipment List) or AFM (Aircraft Flight Manual).

18 representatives from 8 beneficiary countries participated in this training.

- 4/SEC (3 day course) - "The development of a National Aviation Security Programme (NASP)"

The course was conducted in Tbilisi from 30 March to 1st April 2010 by the UK Instructor Christopher Barratt, an expert working with Avsec Global Ltd.

Intended to CAA staff involved in rulemaking, the scope of this course was to update or produce a National Aviation Security Programme.

14 representatives from 8 beneficiary countries participated in this training.

- **Courses delivered in April**

- 6/AIR (2 day course) - "Human factor in maintenance"

This course was delivered in Tbilisi from April 27th to 30th by the Egis Avia Instructor, Nadia Konzali.

The course was intended to managers of both civil aviation administrations and the airline industry including airline safety, training, operational and maintenance managers; Airworthiness experts and inspectors from CAA; Technical, safety and quality managers from organisations maintaining civil aviation products. Its scope was to present current practice for maintenance.

18 representatives from 8 beneficiary countries participated in this training.

- 7/AIR (1 day course) - "Audit methodology"

This course was delivered in Tbilisi from April 27th to 30th by the Egis Avia Instructor, Nadia Konzali.

The course was intended to managers and Inspectors from CAA involved in the approval of design, production and maintenance organisations. Its scope was to present the rules, purpose and procedures of audit methodology.

18 representatives from 8 beneficiary countries participated in this training.

- 1/OPS (2 day course) - "EU-OPS 1"

This course was conducted in Kiev from 12 to 13 April 2010 by Udo Dees, senior expert of the Air Transport Safety Institute of the National Aerospace Laboratory NLR, the Netherlands. The course was delivered at the premises of the Kiev ICAO Institute.

It was intended to CAA OPS department managers, CAA OPS inspectors, Operations personnel from airlines. Its scope was to present EU-OPS1 requirements and responsibilities between regulators and operators.

10 representatives from 5 beneficiary countries participated in this training.

- 9/OPS (3 day course) - "Human factors in Aviation"

The course was conducted in Kiev from 14 to 16 April 2010 by Edzard Boland, Training Specialist of the Training, Simulation and Operator Performance Department of the National Aerospace Laboratory NLR, the Netherlands. The course was delivered at the premises of the Kiev ICAO Institute.

The course was intended to managers and inspectors of civil aviation administrations, airline operators' employees, flight safety facilitator, air crews, accountable, quality and training managers; the nominated SMS manager; departmental heads, and operations managers. Its scope

was to present the current practice for flight and ground operation personnel for improving the safety level.

15 representatives from 7 beneficiary countries participated in this training.

- 5/SEC (7 day course) - "Airport and Airline Security managers course"

The course was conducted in Kiev at ICAO Institute from 19 to 26 April 2010 by the following experts from the ICAO Training Institute of Kiev:

1. Prof. Galyna Suslova, National Coordinator, ICAO Training Institute Director
2. PhD Andrii Kryzhanovskiy, Head of ICAO Academic Department
3. PhD Oleksandr Kim, Head of ICAO European Regional Government Safety Inspectors Training Centre
4. Igor Dobrovolskyi, Head of ICAO European Regional Aviation Security Training Centre.

Intended to the Airport security managers and CAA managers, the scope of the course was: National and local requirements for aviation security, Management procedures and compliance issues.

15 representatives from 7 beneficiary countries participated in this training.

- **Courses delivered in May**

- 8/AIR (2 day course) - "Aircraft continuing airworthiness"

The course was conducted in Kiev, from 11 to 14 May 2010 by the Egis Avia Instructor, Nadia Konzali. It was delivered at the premises of the Kiev ICAO Institute.

The course was dedicated to all management of CAA having a responsibility in maintaining the safety level of the fleet; airworthiness experts and inspectors from CAA; technical, safety and quality managers from organisations designing, operating and maintaining civil aviation products. Its scope was to present the purpose and content of Part M.

18 representatives from 8 beneficiary countries participated in this training.

- 9/AIR (2 day course) - "Aircraft maintenance"

The course was conducted in Kiev, from 11 to 14 May 2010 by the Egis Avia Instructor, Nadia Konzali. It was delivered at the premises of the Kiev ICAO Institute.

The course was dedicated to all management of CAA having a responsibility in maintaining the safety level of the fleet; airworthiness experts and inspectors from CAA; technical, safety and quality managers from organisations designing, operating and maintaining civil aviation products. Its scope was to present the purpose and content of Part 145, Part 66 and Part 147.

18 representatives from 8 beneficiary countries participated in this training.

- 2/SEC (6 day course) - "National Inspector/Auditor course for Dangerous Goods by Air"

The course was conducted in Kiev at ICAO Institute from 17th to 22nd May 2010 by experts from the ICAO Training Institute of Kiev.

Intended to CAA Regulatory Staff, the scope of this course was inspection and oversight of facilities and operators handling dangerous goods.

15 representatives from 8 beneficiary countries participated in this training.

- 2-3-4 /ENV (5 days workshop) - Basic concepts of environmental concerns related to aviation. Legal framework for environment in Europe and ICAO. Environmental Policy, strategy planning and environmental reporting. Introduction to Environmental Management Systems (EMS) and Collaborative Environmental Management (CEM). Guidance on European best practices.

This first environmental workshop was held in Tbilisi from 17th to 21st May 2010. The participants were from Civil Aviation Administrations of Azerbaijan, Moldova, Georgia, Kazakhstan, Kyrgyzstan, Tajikistan and Ukraine. In addition one participant (who is responsible for environment) from Tbilisi Airport Authority and Georgian Airways attended the workshop. 1 instructor from ENVISA was involved in delivering this one week course to the 16 participants.

The training materials were designed as a starting point for presenting the main issues and guiding the discussions through the various topics in the course. They include:

- Presentation handouts
- A bibliography of existing legislation and guidance with regards to aviation and environment
- A dictionary of most frequent acronyms and terms in the field
- Video and audio materials
- Group brainstorming exercises
- Group debates
- Basic exercises of aircraft emission calculations
- Two quizzes

The environmental workshop was successful according to instructors and participants opinions. Trainees seem motivated to attend further trainings on aviation and environment, notably more technical trainings showing how to numerically assess noise and emissions.

16 representatives from 7 beneficiary countries participated in this workshop.

- **Courses delivered in June**

- 1/AIR (1 day course) - "General principles used with regard to aircraft safety, certification and continued airworthiness"

This course was delivered in Almaty from the 8^h to the 10th of June 2010 by the Egis Avia Instructor, Nadia Konzali.

It was dedicated to: Management of Ministry of Transport responsible for overseeing the civil aviation authority's activity; CAA management for maintaining the safety level of the fleet; CAA Airworthiness inspectors; CAA inspectors for design, production and maintenance organisations and maintaining civil aviation products; safety and quality managers from designing and producing organisations. Its scope was to present the principles of aircraft certification and continued airworthiness to ensure aircraft safety.

11 representatives from 8 beneficiary countries participated in this training.

- 10/AIR (2 day workshop) - "Airworthiness department organisation"

This course was delivered in Almaty from the 8th to the 10th of June 2010 by the Egis Avia Instructor, Nadia Konzali.

It was dedicated to: Airworthiness department managers, Director General advisors, Airworthiness inspectors, all Civil Aviation Airworthiness branch managers involved in co-ordination a State's corrective action plans. Its scope was to allow exchanges on current issues and challenges with experts and peers to develop practical, universal approaches aimed at finding out how to comply with the international obligations of ICAO Member States.

11 representatives from 8 beneficiary countries participated in this training.

- 5/OPS (2 day course) - "Air Operations department organisation"

This course was delivered in Almaty from the 14th to the 18th of June 2010 by Mr Marian Bujnowski, key expert, and Mr Henryk Krasowski from Polish CAA.

Intended for CAA Director Generals, Flight Operations managers, CAA financial and legal departments managers, the scope of the course was to provide exchange of current issues and challenges with experts and peers to develop practical, universal approaches and international obligations of ICAO Member States.

9 representatives from 8 beneficiary countries participated in this training.

- 6/OPS (3 day workshop) - "Safety Management System"

This course was delivered in Almaty from the 14th to the 18th of June 2010 by PhD Oleksandr Kim from the ICAO Training Institute of Kiev.

The course was intended to key post-holders developing Safety Programs, developing SMS implementation plans, and those responsible for effectiveness of SMS within Authorities and Operators. Its scope was to provide comprehensive, interactive, application-based program specifically designed to help organizations develop an effective Safety Management System.

9 representatives from 8 beneficiary countries participated in this training.

- 2/OPS (3 day course) - "ICAO Annex 6"

This training was be delivered in Almaty from 21st to 28th of June 2010, by Mr Udo DEES from the Air Transport Safety Institute of the National Aerospace Laboratory NLR, the Netherlands.

The course was intended to CAA OPS department managers, CAA OPS inspectors, Operations personnel from airlines. Its scope was to provide support for implementation of OPS requirements under CAA responsibility.

15 representatives from 8 beneficiary countries participated in this training.

- 4/OPS (3 day course) - "Audit techniques in relation to OPS"

This training was be delivered in Almaty from 21st to 28th of June 2010, by Mr Udo DEES from the Air Transport Safety Institute of the National Aerospace Laboratory NLR, the Netherlands.

The course was intended to CAA OPS inspectors, Safety and Quality managers from CAA and Operators. Its scope was to provide an overview of the techniques regarding both internal and external audits, including quality auditing, safety management systems and highlights of risk.

15 representatives from 8 beneficiary countries participated in this training.

- 1/FCL (2 day course) "JAR-FCL"

This course was delivered in Tbilisi from 15th to 18th of June 2010 by Mr Mihailo Manojlovic from Lufthansa Consulting.

The course was intended to Inspectors of CAA and all CAA personnel involved in PEL management. Its scope was to present JAR-FCL requirements and responsibilities between regulators, licensing personnel, and training institution operator.

15 representatives from 8 beneficiary countries participated in this training.

- 4/FCL (2 day workshop) - "PEL department organisation"

This course was delivered in Tbilisi from 15th to 18th of June 2010 by Mr Henryk Krasowski from the Polish CAA.

The course was intended to PEL department managers, Director General advisors, PEL inspectors, Civil Aviation licensing branch managers. Its scope was: Exchanges on current issues with experts and peers to comply with the international obligations of ICAO Member States.

15 representatives from 8 beneficiary countries participated in this training.

- **Courses delivered in July**

- 7-8-9/ENV - Best Practices and Method for Computing Noise and Emissions. Guidance for calculating aircraft related emissions related to all aircraft operations. Operational Opportunities to Minimise Fuel Use and Reduce Emissions:

This environmental training was held at the ICAO Training Institute in Kiev, Ukraine from July 5th to 9th, 2010 by Mr Ivan De Lepinay.

The participants were from Civil Aviation Administrations of Moldova, Georgia, Kazakhstan, Kyrgyzstan, Tajikistan, Armenia, Azerbaijan and Ukraine. In addition, one participant (who is responsible for environment) from Tbilisi Airport Authority and 2 experts from NAU attended the workshop.

Two instructors were in charge of delivering this one week course to the 16 participants. Both instructors have a long environmental background on environmental best practices, EU and CAEP initiatives. During the workshop, several team exercises and case studies were organised and participants were actively involved. The TRACECA Key Environmental Expert also attended part of the training in order to have contact with the beneficiary participants and supervised them in the project scope and following activities

19 representatives from 8 beneficiary countries participated in this training.

4.1.3 WP3 - Capacity-building in management and expertise support

- **Management Training programme**

A Management Training Programme was prepared and will be presented at the Steering Committee meeting planned next September in Tbilisi. Its draft version is appended hereafter in Annex 6.2.

The Management Training Programme was developed in accordance with the following approach:

- Split the capacity building activities into three levels for each Authority: Top Management, Middle management and Train the Trainers programme.
- Develop activities with interventions of EU experts for aviation related training and local experts when feasible for purely management related training.
- Top Management trainings will be split in: aviation related management (CAA management) and pure management activities (Team Management, Time management)
- For the Train the Trainers programme, courses will be developed in two parts: courses for managers in charge of CAA personnel Training and courses for instructors for the improvement of their capacities

- **Seminars, forums, Management Capacity building**

Within WP3 an activity of organising seminars was included for Capacity Building in relevant areas of the Project. The purpose of such seminars is to provide information as well as create regional meeting opportunities for the Beneficiary institutions.

The Project is also a good strategic point for getting information on various relating seminars organised by the EU Civil Aviation agency & organisations: EASA, ECAC. When relevant events are identified, the Project relays the information and invites stakeholders from all Beneficiary Countries, taking in charge the expenses to facilitate their venue. In the reporting period, the following events were promoted in that way.

- **EASA International Cooperation Forum in Dubai (UAE), 27 to 29 April 2010**

On 27 to 29 April 2010, the European Aviation Safety Agency (EASA) held its International Cooperation Forum in Dubai (UAE). It welcomed more than 100 delegates from 50 countries and civil aviation bodies, which apply the EASA standards.

The aim of the Forum was to share experience and knowledge among states and authorities adopting EASA standards and to update the participants on the latest developments in European aviation safety legislation.

5 participants representing 4 Project's beneficiary countries were invited by the Project to the event.

- **ECAC Aviation Training Conference held in Istanbul, 24-25 June 2010**

On 24-25 June 2010, the Directorate General of Civil Aviation of Turkey hosted the ECAC Aviation Training Conference in Istanbul. It covered a number of topics related to training, specifically:

- the role of training in delivering safety, security and environment standards
- best practices for measuring quality and effectiveness of training
- an insight into training policies and practices outside Europe
- future challenges in training for Europe.

The Conference was organised for the ECAC Member State aviation stakeholders, responsible for training policy. TRACECA delegates from Ukraine, Georgia, Moldova, Azerbaijan, and Armenia participated to the conference. The conference was found very interesting and informative by the participants and Ukraine delegate made a presentation during the conference. The presentation stated the need for effective coordination between current and planned EU projects; avoiding duplication of activities, coordination on training programs and taking the outcome of previous project as input for a new one.

It was a good opportunity for TRACECA participants to discuss training issues related to safety, security and environment from all over the world.

○ **EASA Pan-European Partner Workshop held in Cologne, 29-30 June 2010**

This event was organised by EASA and concerned all countries having Working Arrangements with EASA (generally former JAA states). Within this event the states are invited to share their own experiences after JAA ceased to exist and to discuss ways to enhance cooperation amongst them, EASA and other European Institutions. This event was of clear interest for 5 of our beneficiary Countries. In order to facilitate their venue, the Project invited 1 representative of each.

The countries invited were the 5 Project Beneficiaries having Working Arrangements with EASA: Ukraine, Moldova, Armenia, Georgia and Azerbaijan. All 5 of them participated in the event, which provided them opportunities of mutual exchanges, as well as exchanges with countries of the Western Balkans also involved in a EU regulatory convergence process⁶.

• **Provision of Specific Expertise Support (Technical Assistance)**

The following Technical Assistance missions were completed during the reporting period:

○ **Short Term mission for Assistance to Moldova in the area of Security**

As a result of a request from The Director of the Civil Aviation Authority of Moldova the core team expert for security carried out a 4 day technical assistance programme in Chisinau from 11 to 14/05, 2010.

The specific areas to be examined were to conduct a pre audit assessment prior to The CAA being subject of an ICAO audit, an input regarding the introduction of 'Body scanners' and development of contingency planning in the area of security.

During this programme a number of areas regarding the legal status of The NASP were identified and have now been referred back to The Minister of Transport.

Some recommendations were also made with regard to the X Ray screening system and the regulation and oversight of the procedures.

⁶ The western Balkan countries are in the process of implementing the ECAA agreement – European Common Aviation Area

The introduction of a Body scanner at the Airport had raised a number of problems and the core team expert was able to assist in the development of an operating protocol that was internationally compliant with emphasis being placed on the privacy, human rights and Health and Safety areas.

○ **Short Term mission for Assistance to Armenia in the area of Security**

This Technical Assistance programme resulted from a request from the Director of the CAA in Armenia and fell into two distinct and separate areas:

- Firstly the pre ICAO audit assessment of procedures and the NASP and then site visits to all areas including the cargo facility
- The second area to be covered was the refresher training of all the security managers and search cone supervisors, this training is mandatory

To achieve the desired outcome the core team expert for security assumed responsibility for the audit and assessment area and was accompanied by a UK Department for Transport approved security instructor in Yerevan International Airport from 28/5 to 4/6, 2010.

A bespoke training programme was developed to reflect the exact needs of the Armenia CAA and 6 training sessions were delivered by the short term expert and a total of 36 managers and supervisors were trained and certification issued.

Yerevan International Airport is nearing the completion of a multi million dollar extension and this was the subject of input from the expert regarding the introduction of new scanning systems and the introduction of an automated hold baggage screening system which the current facility does not have.

As well as the pre audit functions assistance was also given in the areas of a security quality control programme and contingency and operation planning.

○ **Short Term mission in the area of Environment on the ETS - Emission Trade Scheme**

A Technical Assistance mission in the area of Environment was conducted on ETS 26-27/7 in Tbilisi for Georgian and Armenian participants, and 29-30/7 in Kiev for Ukrainian and Moldovan participants.

During the assessment phase of the project ETS was defined as one of the priority areas in the environment section of the project. Although the first ETS seminar provided a good level of information; during the Steering Group meeting beneficiary countries requested the continuation of such support. Therefore technical assistance was continued in this area, provided in order to help them to be prepared for the ETS verification and reporting cycle which started in 2010 where they will need assistance.

Evaluation team provided support and guidance to help Beneficiary stakeholders to meet their obligations under the legislation. It is important to meet the requirements of the EU ETS directive before the submissions date MRG plans is due.

4.1.4 WP4 - Safety, security and environment visibility, awareness and communication programme

- **Communication - Website**

The following actions were performed relating to the Project Website that was designed and made available since the end of the previous reporting period:

- Translate into Russian the pages already existing in their English version
- Feed the site with full info on the past events / trainings, in the English and Russian pages
- Feed the site with info on the next planned events / trainings, in the English and Russian pages
- Include on the site the full training plan in the English and Russian pages
- Offer the possibility to download the newsletters and miscellaneous publications

The site is now up to date and constantly kept up-dated at each new event.

- **Communication – Newsletter**

Newsletter nr 1 was issued and distributed in English and Russian versions, as attached in Annex 6.4.

Newsletter nr 2 was prepared in its Draft version, developing current information on the activities of the period, and using feedback from Newsletter nr 1. It will be completed after the Steering Committee meeting, for issue and distribution by next October.

4.2 Activities planned for next reporting period

The following activities are planned in the next 6 months period:

4.2.1 WP0: Management & coordination

- **Steering Committee meetings**

Next Steering Committee meeting is planned in Tbilisi, 16 September 2010. The main purpose of these bi-annual meetings is to help the involvement of the Project partners to define the actions and the promotion of the project. In order to avoid overloading Steering Committee members, these events last only one day.

September meeting agenda will be issued soon, based on the following headlines:

- ½ day for strictly reporting matters:
 - Report on the activities completed during the past reporting period
 - Report presenting the forecast activities for the coming 6 months period
 - Report on the last evolution in the Core Team
 - Approval by the Steering Committee of the above reports
- ½ day for common work / open discussion on topics of importance⁷:
 - Environment - The ETS Emission Trade Scheme
 - Safety - Situation of non-EU former JAA countries / countries wishing to join the EASA system
 - Security - Body scanners and other security relating issues

- **Coordination with other projects**

The coordination meetings will be continued for the Ukraine TEN-T. Contacts will also be established with relevant representatives of the new projects starting in other beneficiary countries, with help of the TRACECA General Secretariat and EU Delegations in the countries: up-coming Twinning projects were identified in Georgia and in Armenia.

- **Reporting**

Progress Report N°3 will be issued in its English and Russian versions.

Progress Report N°4 will be prepared and submitted at the end of the period in its English Draft version.

4.2.2 WP2 - Training and capacity-building

Technical Training sessions

⁷ Indicative list; may be subject to changes when finalising the agenda

The remaining Technical training courses will be delivered in the next 6 months period according to the Training Plan presented in Annex 6.3. The courses planned during this period consist in 1 course in the area of Licensing (PEL), 2 in Flight Operations (OPS), 3 in Security (SEC) and 3 in Environment (ENV).

They are planned as described here-after, subject to possible further date changes due to practical availabilities / convenience of the Beneficiaries.

- **Courses planned in August**

None

- **Courses planned in September**

1 week in Kiev for the following courses in the area of SAFETY (Flight Operations):

- 7/OPS (4 day course) - "Safety Assessment of Foreign Aircraft (SAFA)"
- 8/OPS (1 day seminar organised 3 times) - "Airline seminar on SAFA requirements, quality system and general management"

2x1 week in Tbilisi for the following course in the area of SECURITY:

- 6/SEC (4 day course) - "Cargo security managers course"
- 7/SEC (5 day course) - "Dangerous goods training to Level 6 (acceptance) level"

1 week in Almaty for the following courses in the area of ENVIRONMENT:

- 5/ENV (1 day course) - "ICAO and EU recommendations and guidance for Bird Control and Management"
- 6/ENV (2 day course) - "Best Practises and Guidance for monitoring Noise, emissions and air quality"
- 10/ENV (1 day course) - "Manual of Aircraft Ground De-icing/Anti-icing Operations (Doc 9640)"

- **Courses planned in October**

1 week in Kiev for the following course in the area of SAFETY (Personnel Licensing):

- 6/FCL (5 day course) - "Audit techniques in relation to FCL"

1 week in Almaty for the following course in the area of SECURITY:

- 1/SEC (7day course) - "National Inspector /Auditor course for security"

- **Other Courses**

No further courses are planned. The October session will close the Technical Training Programme to be delivered within frame of WP2

4.2.3 WP3 - Capacity-building in management and expertise support

- **Management Training programme**

Delivery of the Management training courses will start during the coming 6 months period, to be implemented in the fourth and sixth semesters of the project. A detailed schedule will be prepared during the period, in order to cover the proposed courses as presented in Annex 6.2.

- **Specific Expertise Support Programme (Technical Assistance)**

As a consequence of the WP2 trainings described here-above, it is expected that practical impact will be visible in the beneficiary countries. Particularly this is desirable in terms of changes in the regulatory framework or in its implementation. For such changes training is a useful pre-requisite, but further support is likely to be needed, in terms of Specific Expertise or Technical Assistance.

Taking into account needs expressed by the countries, a full Technical Assistance plan and schedule will be prepared in the first months of the coming period, presented by country and by Technical Area (Safety, Security, Environment).

- **Provision of Specific Expertise Support (Technical Assistance)**

At present stage, the following Technical Assistance missions are planned for the next period

- **Expertise Support to Ukraine in preparing the 2012 European Football championships**

Ukraine will serve as host for the 2012 European Football championships and as such has specific needs that do not apply to all the beneficiary countries.

Extra training places have already been allocated to Ukraine in the area of security to allow staff from regional airports who will be dealing with football charter flights to participate. Assistance will be offered in the areas of security and dangerous goods with regard to the implementation of both the new passenger and cargo terminals at Kiev.

As a result of a specific request from The State Aviation Administration the core team expert will accompany some SAA staff to Manchester Airport, United Kingdom at a time when the airport is handling large amounts of football charter flights to allow them to gain the experience needed.

- **Expertise Support to Tajikistan in the area of Security at Dushanbe Airport⁸**

Dushanbe International Airport is in the process of building a new passenger terminal which will incorporate security systems that the current staff is not familiar with and the core team expert will assist with this.

The new facility is partially funded by the French Government who has a military facility at the airport and the project team is in contact with all the relevant parties to ensure compliance with ICAO requirements regarding the introduction of security systems in a new airport facility.

- **Short Term mission in the area of Environment on the ETS - Emission Trade Scheme**

For Technical Assistance in the area of ETS, it was considered to organise the actions regionally, in order to build up a higher level of intercommunication with regional dimension on the matter.

○ ⁸ (subject to confirmation by the Beneficiary) Prepare and issue Newsletter nr 2, developing current information on the activities of the period, and using possible feedback from Newsletter nr 1.

The third ETS workshop is planned next October in Baku, for participants from Azerbaijan, Kazakhstan, Tajikistan and the Kyrgyz Republic. It will be the continuation of the series already delivered in Tbilisi and Kiev for Georgian, Armenian, Ukrainian and Moldovan participants. It will have the same technical content, i.e. provide support and guidance to help Beneficiary stakeholders to meet their obligations under requirements of the EU ETS directive before the submissions date.

4.2.4 WP4 - Safety, security and environment visibility, awareness and communication programme

- **Communication - Website**

In the next period, the following actions will be performed relating to the Project Website that was designed and made available since the end of the previous reporting period:

- Regularly update the site with info on the next actions, trainings and events, in the English and Russian pages
- Make next newsletter available on the site
- Keep the TRACECA General Secretariat informed of the up-dates for coordination with the TRACECA general Website.

- **Communication – Newsletter**

- Issue Newsletter nr 2 in English and Russian versions, developing current information on the activities of the period, and including a section on the 2nd Steering Committee Meeting.
- Prepare Newsletter nr 3 at the end of the period, using possible feedback from the 2 previous Newsletters.

5. TABLES

5.1 Schedule

Table 1: Activities during the reporting period

		TIME FRAME											
		2010 (months)											
No	ACTIVITIES	February		March		April		May		June		July	
	WP2 - Training and capacity-building												
	Technical English Training	xxxxx	xx										
	Technical Trainings - Safety ⁹	xxxxx	xxxxx	xxxxx	xxxxx	xxxxx	xxxxx	xxxxx	xxxxx	xxxxx	xxxxx		
	Technical Trainings - Security			xxxxx	xxxxx	xxxxx	xxxxx	xxxxx	xxxxx				
	Technical Trainings - Environment							xxxxx	xxxxx			xxxxx	xxxxx
	WP3 - Capacity-building in management and expertise support												
	Management program				xxxxx	xxxxx	xxxxx	xxxxx	xxxxx	xxxxx		xxxxx	xxxxx
	Specific Expertise Support				xxx								
	(Security, Environment)					xxxxx	xxxxx	xxxxx	xxxxx	xxxxx	xxxxx	xxxxx	
	WP4 - Safety, security and environment visibility, awareness and communication programme												xxxxx
	Communication plan: website update	xxxxx	xxxxx	xxxxx	xxxxx	xxxxx	xxxxx	xxxxx	xxxxx	xxxxx	xxxxx	xxxxx	xxxxx
	Communication plan: Newsletter	xx											xxxxx
	National and Regional Meetings						xxx				xxxxx		

Table 2: Activities planned for the next reporting period

		TIME FRAME											
		2010 / 2011 (months)											
No	ACTIVITIES	August		September		October		November		December		January 2011	
	WP2 - Training and capacity-building Remaining Technical Trainings			xxxxx	xxxxx	xxxxx	xxxxx						
	WP3 - Capacity-building in management and expertise support Management training Specific Expertise Support Plan Specific Expertise Support actions	xxxxx	xxxxx	xxxxx	xxxxx		xxxxx	xxxxx	xxxxx	xxxxx			xxxxx
				xxxxx	xxxxx	xxxxx	xxxxx	xxxxx	xxxxx	xxxxx			xxxxx
	WP4 - Safety, security and environment visibility, awareness and communication programme Communication plan: website update Communication plan: Newsletter	xxxxxx xx	xxxxxx	xxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx xxxxxx	xxxxxx	xxxxxx	xxxxxx xxxxxx

⁹ Re.: Training Schedule as detailed in section 4.2.2

5.2 Resource used

Table 3: Resource used¹⁰

RESOURCES / INPUTS	TOTAL PLANNED	PERIOD PLANNED	PERIOD REALISED	TOTAL PREVIOUS PERIODS	TOTAL REALISED	AVAILABLE FOR REMAINDER
PERSONNEL	Days	Days	Days	Days	Days	Days
Long Term experts	1785	420	360	759	1119	666
Short Term experts	1367	170	232	287	519	848
INCIDENTAL EXPENDITURES	k€ 1024	k€ 100	k€ 346	k€ 192	k€ 547	k€ 477

¹⁰ Indicative figures, subject to final approval of the financial report submitted separately

5.3 Outputs

Table 4: Project Deliverables

Deliverable	Due date	Actual date	Completion
Management & Reporting			
Inception Report	T0+6	04/09/2009	Issued – English + Russian
Progress Report n° 1	T0+6	03/09/2009	Issued – English + Russian
Progress Report n° 2	T0+12	18/03/2010	Issued – English + Russian
Progress Report n° 3	T0+18	02/08/2010	Submitted – English version
WP1 - Assessment of the aviation sector in the beneficiary countries			
Country survey reports (1 per country)	T0+8	17/7 (Eng.) 7/9 (Rus.)	English version: transmitted 17/07/2009 Russian version: transmitted 07/09/2009
WP2 - Training and capacity-building			
Training plan	T0+8		Training plan issued
English training report – General English	T0+9		Report issued
WP3 - Capacity-building in management and expertise support			
Management training programme	T0+7	09/04/2010	Training plan issued
Study tours programme	T0+11		
WP4 - A safety, security and environment visibility, awareness and communication programme			
Website	T0+8	02/12/09	Site operational
Newsletter nr1	T0+12	29/04/2010	Issued
Newsletter nr2	T0+12		In preparation. To be finalised after SC meeting

6. ANNEXES

- 6.1 Minutes of Steering Committee Meeting - Kiev, 25/2/2010
- 6.2 Management training programme
- 6.3 Technical training plan
- 6.4 Newsletter nr 1
- 6.5 Training statistics – February to July 2010