The better way to meet your flight department’s training needs

Online

Classroom

IS–BAO Auditor On Staff
Advanced Aircrew Academy is a Program Support Affiliate (PSA) for Subject Matter Training.
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About Advanced Aircrew Academy

Advanced Aircrew Academy enables flight operations to fulfill their training needs in the most efficient and affordable way—in any location at any time. We do this by providing high quality professional pilot, flight attendant, flight coordinator, maintenance, and line service training modules delivered via the web using a world-class online aviation training system.

Flight department personnel can log in and take their training at their own pace, at any time, from any place. All activity, progress, and exam scores are tracked and documented, and you have access to that information with a few mouse clicks.

After flying and training in business aviation for over two decades, we felt there was a niche in the aviation online training market for a company that could affordably customize online training to an operator’s specific needs. As technology, global standardization, safety awareness, and security concerns continue to drive changes in our aviation operations, we rapidly incorporate the latest information and aviation developments in our online modules.

Most online training companies today use a courseware developer working with a team of computer programmers and subject matter experts; all typically physically located somewhere else. Although this process can deliver a quality-looking product, it is time-consuming, inefficient, prone to errors, and produces training that can be rapidly outdated. At Advanced Aircrew Academy, we have streamlined the process: the subject matter expert is the courseware developer and “owns” the product, using our state-of-the-art editing software to rapidly and accurately develop up-to-date modules customized to each operator’s requirements. You get direct and accountable delivery of your training product.

Advanced Aircrew Academy’s modules are authored by trainers with extensive experience as professional pilots, flight attendants, and mechanics who share the ‘real’ information that can be used on the job. We can customize any of our modules to your operation easily and affordably.

Both operators and the Federal Aviation Administration (FAA) have praised two features unique to Advanced Aircrew Academy’s online training program: ‘Ask Instructor’ and Page References links. Each training page has an ‘Ask Instructor’ feature that allows a person to ask a question or provide feedback on the training. In addition, each module has Page References links embedded on training pages to allow students to download additional material on the topic.

There is no easier, more affordable, or effective way to meet your flight department’s training needs.
Why Choose Advanced Aircrew Academy?

Superior Content
Our superior eLearning content is the result of our Subject Matter Experts (SMEs) and frequent updates. Each of our eLearning modules has an industry expert responsible for developing and maintaining the training material. Our SMEs are active business aviation pilots, mechanics, and flight attendants. They regularly attend industry Safety Stand-downs, are members of FAA/Industry working groups and NBAA committees, and are subscribed to blogs, journals, and other publications to stay on top of what’s relevant and changing in the industry.

Our SMEs make updates to the courseware weekly while you can measure our competitor’s frequency of updates to eLearning content in years.

Total Customization
Many aviation eLearning companies say they will customize content for you, but when you get into the details, you quickly find out it is either too expensive or too limited.

Advanced Aircrew Academy includes, at no additional cost, Total Customization with our FAST+ and Air Carrier packages. What do we mean by customization?

- Total integration of your procedures throughout an eLearning module. For example, we include your hazard reporting process and safety policies in the Safety Management Systems module.
- Creation of an eLearning module on your company operations manual.
- Training material tailored to the regulatory authority where your aircraft is registered. We have versions of our modules compliant with the FAA, EASA, Hong Kong CAD, Bermuda Civil Aviation Authority (BCAA), and other civil aviation authorities around the world.

Comprehensive Catalog
With over 75 eLearning modules, we have the content to meet your training needs. We have eLearning modules for all job roles in your flight department including pilots, flight/cabin attendants, mechanics/engineers, scheduler/dispatchers, and line service technicians.

Have a training need and don’t see the eLearning module in our catalog? We can create it for you at no or little additional cost. Past projects include development of eLearning modules for International Waste, Aircraft Specific Memory Items and Limitations, Company Specific Emergency Response Plan, Required Inspection Items (RII), and Aircraft Tug Operations.

Easy to Manage
Put your training program on autopilot with Advanced Aircrew Academy’s easy-to-manage eLearning program.

With our FAST+ and Air Carrier packages, you have access to a robust reporting and record-keeping system designed specifically for aviation. Our system also includes automated email due date reminders for upcoming training due. Our eLearning is available for you to access and complete or return to and review for over a year while our competitors typically only make the training available for 90 days.

Consider us a diverse set of expert resources available to your training and flight department. Our service to you begins with a free training program analysis. Our team of experts has extensive experience managing business aviation training programs and will provide you with a recommended training plan to meet your training program requirements. We are also certified by the International Business Aviation Council as a Program Support Affiliate (PSA) for Subject Matter Training.
The Air Carrier Package is a group of modules designed to meet the training requirements of Federal Aviation Regulation (FAR) 135.331, 135.351, 135 subpart K, your Ops Specs, and Federal Aviation Administration (FAA) Order 8900.1. Each module contains an exam to meet the testing requirements of FAR 135.293 (a) 1 and 3-8. We customize each module to the operator’s General Operations Manual (GOM), Operations Specifications, FAA-approved Training Program, Standard Operating Procedures (SOP), Hazmat, and Security Manual. Your modules are delivered in a personalized Online Learning Center dedicated to your company.

We begin the process of setting up your online training with an in-depth analysis of your training program. We map out the modules we have that, after customization, will meet your training program requirements content and time requirements.

We have modules that satisfy the following curriculums:

- Pilot-In-Command (PIC) / Second-In-Command (SIC) Basic Indoctrination (Operator and Airman specific)
- Dangerous Goods / Hazmat (Will-Carry or Will-Not-Carry)
- Transportation Security Administration (TSA) Security
- Emergency Situations and Emergency Drill (by demonstration)
- International Procedures
- Specialty curriculums like Performance Based Navigation, Electronic Flight Bag (EFB), LAHSO, TCAS, and others

The flexibility of the platform the modules are written in allows us to integrate operator-specific procedures into the material. This also allows us to keep up with FAA emphasis items and your changing procedures.

The recurrent modules cover portions of the initial with the focus of each module changing annually. In the span of three years, everything covered in initial is reviewed.

Within 60-90 days, we can have your training program customized and ready for your pilots to enroll. Principal Operations Inspectors (POI) from across the country have approved the training programs and praised the emphasis on the operator’s specific procedures.

Our pricing is based on the scope of training provided. A typical recurrent training program covering your basic indoctrination, hazmat, security, and emergency curriculums is priced at $4000 for the first 5 recurrent curriculums, then $600 for each additional pilot recurrent. Initial curriculums are typically $900 per pilot. There is an additional fee for pilots that need Worldwide International Procedures training. Contact us for specific pricing based on your training requirements.
 Fundamental Aviation Safety Training Plus (FAST+) / IS-BAO Training Package

Advanced Aircrew Academy can deliver individual modules or a group of modules as part of a flight department proficiency program and/or to meet your International Standard for Business Aircraft Operations (IS-BAO) training needs. You can select the group of modules you want from any of those listed in this catalog. Supplement your aircraft-specific training with our general operating subjects training.

IS-BAO registered operators, or those seeking IS-BAO registration, can select our Fundamental Aviation Safety Training Plus (FAST+) / IS-BAO training package that includes eight modules per year for pilots, four modules per year for flight attendants and mechanics, and two modules per year for flight coordinators / schedulers. We have a complete line of modules available to meet your IS-BAO training needs, including Emergency Procedures, Aircraft Surface Contamination, Safety Management Systems (SMS), Dangerous Goods, Occupational Safety and Health (OSH), International Procedures, Controlled Flight Into Terrain (CFIT), Crew Resource Management (CRM), High Altitude Operations, Fatigue Management, and many more.

The FAST+ package includes total customization, a personalized online learning center dedicated to your flight department, and a flexible module delivery schedule. Pricing for the FAST+ / IS-BAO training package is as follows:

- $800 per pilot for the first five you train each year, then $600 for each additional pilot (8 modules)
- $450 for flight attendants and mechanics (4 modules)
- $350 for flight coordinators/schedulers (2 modules)

We can add Worldwide International Procedures training for pilots to the training package at a discounted price.

If you are not interested in a training package, individual module pricing is available. For more information, see our web site: www.aircrewacademy.com.
Advanced Aircrew Academy can deliver individual modules or a group of modules as part of a flight department proficiency program and/or to meet your Business Aviation Safety Consortium (BASC) training needs. BASC is a logical SMS, regulatory, and operational excellence verification for high performing business aviation organizations. The standard is based on International Civil Aviation Organization (ICAO) Annex 6 Part II, Annex 19, and ICAO Document 9859 with a standardization board comprised of operators.


We can also assist in providing a complementary training needs assessment to assist in developing a training plan to comply with ICAO Annex 6 and identify training topics that address specific risk mitigation in your organization.

The FAST+ package includes total customization, a personalized online learning center dedicated to your flight department, and a flexible module delivery schedule. Pricing for the FAST+/BASC training package is as follows:

- $4000 for the first five 8 module packages
- $600 for additional 8 module packages
- $450 for additional 4 module packages
- $350 for additional 2 module packages

We can add Worldwide International Procedures training for pilots to the training package at a discounted price.

If you are not interested in a training package, individual module pricing is available. For more information, see our web site: www.aircrewacademy.com.
IS–BAO Auditing and Consulting Services

The International Business Aviation Council (IBAC) recognizes Advanced Aircrew Academy as a Program Support Affiliate (PSA). In that role, we offer clients a broad range of International Standard for Business Aircraft Operations (IS-BAO)-related services.

Our clients have experienced significant benefits when selecting Advanced Aircrew Academy for their IS-BAO auditing/consulting services and their Training Program. The effectiveness of the consulting and training, along with the associated documentation, are important elements of the IS-BAO. Our core competencies in both training and IS-BAO reinforce each other in the delivery of these services to you.

Our in-house Accredited Auditor and IS-BAO Representative to IBAC, Jim Weaver, anchors the delivery of these services to you. They include the following:

- Training program consulting
- IS-BAO gap analysis
- Implementation support
- IS-BAO Stage 1, 2, and 3 audits
- IS-BAO highlight of changes
- Quarterly compliance checklists

Providing IS-BAO-related advice and consulting leverages both our training and IS-BAO competencies for existing and new customers, ultimately providing a more efficient and effective result for you. In addition, those with experience in working with IS-BAO will tell you that the judgement and perspective of the auditor or consultant are key to satisfactory outcomes. You need someone on your team who understands the difference between what’s important and what isn’t.
Module List

The following pages in this catalog detail our eLearning module offerings. Each listing includes a general module description, references to Part 135 and Part 91 training requirements, a brief module content outline, and a list of job functions the module applies to.

We are always working on developing new modules. Don’t see a topic listed that you are interested in? Contact us to discuss your training needs.

Our specialty is custom module creation. At the request of our clients, we have developed custom modules on International Waste, Aircraft Specific Memory Items and Limitations, Company Specific Emergency Response Plan, Required Inspection Items (RII), and Aircraft Tug Operations.

Need to train your group and document completion in an easy, effective, and affordable way? Contact us for more details.
ADS–B

Automatic Dependent Surveillance–Broadcast (ADS-B) is in use around the world to enhance or extend the surveillance capability of their air traffic control (ATC) systems. The ADS-B module is operationally oriented and covers operating procedures, flight planning, MEL procedures, human factors considerations, ADS-B phraseology, normal and abnormal system operation, aircraft IDs, data source errors, and incident reporting. The training is in compliance with FAA Advisory Circular (AC) 90-114B, FAR 91.225 and 91.227, guidance in the 8900.1, Australian AC 21-45, Hong Kong Aeronautical Information Service (AIC) 09-11, ICAO, and EASA AMC 20-24.

PART 135: Operators can use this eLearning module to satisfy their training program requirements for ADS-B.

PART 91: This module is not required by International Standard for Business Aircraft Operations (IS-BAO) or Business Aviation Safety Consortium (BASC) standard. Operators can use this eLearning module to raise flight crew awareness of the use of ADS-B.

Module Content
- General Information
- How ADS-B Works
- ADS-B In and Out
- Benefits
- Operational Considerations
- ADS-B In-Trail Procedure
- ADS-B Terminal Services

Applicable Job Functions
- Pilot – Fixed Wing
- Pilot – Rotor Wing
- Flight/Cabin Attendant
- Line Service
- Mechanics/Engineers
- Safety Manager
- Scheduler/Dispatcher
Air Ambulance Operations

The Air Ambulance Operations module is designed for Rotor or Fixed Wing Air Ambulance Operations. This module supplements other Part 135 training modules with the focus on air ambulance procedures.

PART 135: We use the air ambulance section of your operations manual to tailor the material to meet your training program requirements and the requirements of Ops Spec A021, Helicopter Air Ambulance (HAA) Operations, or Ops Spec A024, Air Ambulance Operations – Airplane and your training program requirements. This module is applicable to pilots, medical crewmembers, and operational control center personnel.

PART 91: This module is not applicable to Part 91 operators.

Module Content
- History
- Standards
- Safety of Emergency Medical Flights
- Regulations and Procedures
- Occupational Safety and Health
- Commission on Accreditation of Medical Transport Systems (CAMTS)
- Airplane Ground Training
- Air Medical Resource Management
- Medical Personnel

Applicable Job Functions
- ✗ Pilot – Fixed Wing
- ✗ Pilot – Rotor Wing
- ☐ Flight/Cabin Attendant
- ☐ Line Service
- ☐ Mechanics/Engineers
- ☐ Safety Manager
- ☐ Scheduler/Dispatcher
Aircraft Performance

The Aircraft Performance module includes training on Part 25 aircraft certification performance standards and on Aircraft Flight Manual (AFM) performance charts. The module is not aircraft-specific. For takeoff performance planning, the module details TORA/TODA/ASDA runway lengths, takeoff field lengths, and climb performance. The difference between Part 25 climb performance and obstacle clearance is highlighted. For landing performance planning, the module details Landing Distance Available (LDA), Part 25 certification standards, and additional additive factors to landing distances. We also review FAA Advisory Circular (AC) 120-91 from an operational perspective, SAFO 19003: Turbojet Braking Performance on Wet Runways, and InFO 18014 Compliance with 14 CFR Part 97 IFR Departure Procedure and Missed Approach Climb Gradient Requirements.

PART 135: This Aircraft Performance module satisfies a portion of the training requirements of FAR 135.345 (Initial) and 135.351 (Recurrent). After customization, this module satisfies your Training Program Airman Specific Basic Indoctrination curriculum on Aircraft Performance.

PART 91: This module is not required by International Standard for Business Aircraft Operations (IS-BAO) or Business Aviation Safety Consortium (BASC) standard. It expands on information provided in a Part 142 aircraft-specific ground school on aircraft performance.

Module Content
- Aircraft Flight Manual
- Declared Runway Distances
- Takeoff Field Length
- Climb Requirements
- Landing Performance

Applicable Job Functions
- Pilot – Fixed Wing
- Pilot – Rotor Wing
- Flight/Cabin Attendant
- Line Service
- Mechanics/Engineers
- Safety Manager
- Scheduler/Dispatcher
Alcohol/Drug Misuse Prevention

The Alcohol/Drug Misuse Prevention module is designed for employees working in a safety-sensitive position who are subject to U.S. Department of Transportation (DOT) workplace drug and alcohol testing. The module gives covered employees the basics of what they need to know about the DOT and your company programs. We also have supervisor and administrator versions that expand into observing employee behaviors to help determine if they are under the influence of alcohol or drugs.

PART 135: Flight crews, flight attendants, flight instructors, mechanics, and ground security coordinators working for Part 121 or 135 air carriers are required to be part of an alcohol and drug testing program. We customize our standard module for your specific policies and procedures for alcohol and drug testing.

PART 91: This module is not required by International Standard for Business Aircraft Operations (IS-BAO) or Business Aviation Safety Consortium (BASC) standard. If your company has an alcohol and drug testing program, we can customize our standard module for your specific program.

Module Content
- Drug and Alcohol Data
- Alcohol and Drug Testing
- FAA Anti-Drug Policy
- Illegal Drugs
- Other Drugs
- Approved Medications
- FAA Anti-Alcohol Policy
- Alcohol Awareness
- Reasonable Suspicion Recognition (supervisor and administrator versions)

Applicable Job Functions
- ☒ Pilot – Fixed Wing
- ☒ Pilot – Rotor Wing
- ☒ Flight/Cabin Attendant
- ☒ Line Service
- ☒ Mechanics/Engineers
- ☒ Safety Manager
- ☒ Scheduler/Dispatcher
Automation Airmanship

This module was developed by Convergent Performance. It provides an introduction to the fundamental concepts of Automation Airmanship to include how technology has been incorporated in the past, the new concept of Automation Airmanship, and the nine principles that must be mastered to achieve top performance on the automated flight deck.

The NBAA Management Guide (section 2.4) recommends advanced flight crew training above and beyond the regulatory requirements of the FAA as a best practice. That recommendation specifically cites automation training. This training module satisfies that NBAA training recommendation.

PART 135: There is no specific Part 135 requirement for training on Automation Airmanship. This module can be used as a one-time training event to highlight leading edge automation management skills to reduce your organization’s risk of an altitude or course deviation. This module was created to be used to mitigate potential hazards identified in your SMS.

PART 91: The module complies with the International Standard for Business Aircraft Operations (IS-BAO) training requirement for “Automation Management” defined in Chapter 8 of IS-BAO. This module is not required by the Business Aviation Safety Consortium (BASC) standard. With the higher rate of pilot deviations related to automation management, this module was created to mitigate a potential hazard identified by your SMS. This eLearning module can be used as your hazard mitigation tool to reduce your organization’s risk of an altitude or course deviation.

Module Content
- Tapping into Technology
- Automation 101
- Technology and Error
- High Drivers of Excellence
- 9 Automation Airmanship Skills

Applicable Job Functions
- Pilot – Fixed Wing
- Pilot – Rotor Wing
- Flight/Cabin Attendant
- Line Service
- Mechanics/Engineers
- Safety Manager
- Scheduler/Dispatcher
Aviation Safety Action Program

The Aviation Safety Action Program (ASAP) module is an introduction to what an ASAP program is, types of events that can be reported in an ASAP program, the event review committee process, and ways to use ASAP data to improve safety. Because ASAP programs require a memorandum of understanding between the company and the Federal Aviation Administration (FAA), the module is customized to the operator’s specific ASAP program. The eLearning module is recognized by the Air Charter Safety Foundation (ACSF) to meet the training requirements for their ASAP Program.

PART 135: As part of an operator’s overall training program, we can include ASAP program specifics either in a stand-alone eLearning module for initial training, or as part of recurrent training with ASAP reporting information embedded into the Emergency Procedures module.

PART 91: Employee training is required for operators that have an ASAP program. The module highlights the Air Charter Safety Foundation’s ASAP program for Part 91 operators. The module can be tailored to an operator’s ASAP program specifics, including how employees complete your tailored web-based aviation technology (WBAT) report form.

Module Content
- ASAP Procedures
- Event Review Committee
- Excluded Reports
- Sole Source / Non-Sole Source Events
- Safety Reports

Applicable Job Functions
- Pilot – Fixed Wing
- Pilot – Rotor Wing
- Flight/Cabin Attendant
- Line Service
- Mechanics/Engineers
- Safety Manager
- Scheduler/Dispatcher
Check Pilot Qualification

The Check Pilot Qualification module is designed to meet the ground training requirements of FAR 135.339 (c) and an operator’s Check Airman ground training special curriculum segment. It includes training on FAR Part 135 checks, 8900.1 guidance, and the ATP Practical Test Standards.

PART 135: The module can be customized to the operator’s Check Airman Manual and the certificate holder’s policies and procedures.

PART 91: This module is not applicable to Part 91 operations.

Module Content

- Check Pilot Role
- Check Pilot Regulations
- Part 135 Checks
- Conducting a 135 Check

Applicable Job Functions

☑️ Pilot – Fixed Wing
☑️ Pilot – Rotor Wing
☐ Flight/Cabin Attendant
☐ Line Service
☐ Mechanics/Engineers
☐ Safety Manager
☐ Scheduler/Dispatcher
Clear Air Turbulence

The Clear Air Turbulence module reviews the challenges presented by clear air turbulence and some techniques for predicting and managing flight in areas of clear air turbulence.

PART 135: There is no specific requirement to train on Clear Air Turbulence under Part 135 unless you have added it to your training program requirements. We can include Clear Air Turbulence as a stand-alone eLearning module or as part of the Weather module.

PART 91: There is no specific International Standard for Business Aircraft Operations (IS-BAO) or Business Aviation Safety Consortium (BASC) requirement for the Clear Air Turbulence module. This eLearning module can be used as your hazard mitigation tool to reduce your organization’s risk of injury due to clear air turbulence.

Module Content
- Jetstream
- Mountain Waves
- Wake Turbulence
- Thunderstorms
- Challenges and Techniques

Applicable Job Functions
- ☒ Pilot – Fixed Wing
- ☐ Pilot – Rotor Wing
- ☐ Flight/Cabin Attendant
- ☐ Line Service
- ☐ Mechanics/Engineers
- ☐ Safety Manager
- ☐ Scheduler/Dispatcher
Climb and Descend Via

The Climb and Descend Via module was created in response to the increasing complexity of Standard Instrument Departures (SIDs) and Standard Terminal Arrival Routes (STARs). In a four-month period in Las Vegas, there were 30 Pilot Deviations (PD) filed by the Federal Aviation Administration (FAA) against crews (the majority of which were business/general aviation crews) for failure to adhere to the altitude restrictions published on these procedures. This eLearning module reviews terminology, ATC expectations, and recent changes in these procedures.

The NBAA Management Guide (section 2.4) recommends advanced flight crew training above and beyond the regulatory requirements of the FAA as a best practice. That recommendation specifically cites procedural training for SIDs/STARs. This training module satisfies that NBAA training recommendation.

PART 135: Climb and Descend Via information is also included in our PBN and Instrument Procedures modules to meet your regulatory training requirements. This module can be used as a one-time training event to highlight the changing ATC procedures to reduce your organization’s risk of an altitude or course deviation on complex SIDs and STARS. This module was created to be used in response to a potential hazard identified in your Safety Management System (SMS).

PART 91: There is no International Standard for Business Aircraft Operations (IS-BAO) or Business Aviation Safety Consortium (BASC) requirement for the Climb and Descend Via module. With the higher rate of pilot deviations on complex SIDs and STARS, this module was created to be used in response to a potential hazard identified by your Safety Management System (SMS). This eLearning module can be used as your hazard mitigation tool to reduce your organization’s risk of an altitude or course deviation.

Module Content
- Preflight
- Climb Via
- Descend Via

Applicable Job Functions
- Pilot – Fixed Wing
- Pilot – Rotor Wing
- Flight/Cabin Attendant
- Line Service
- Mechanics/Engineers
- Safety Manager
- Scheduler/Dispatcher
Continuous Descent Final Approach

Non-precision approaches were not originally designed with a vertical path, but may easily be flown using a Continuous Descent Final Approach (CDFA) technique. Flying non-precision approaches with a continuous descent profile provides a safety advantage over flying approaches using the dive-and-drive technique. The Continuous Descent Final Approach highlights how to implement CDFA to incorporate the safety benefits derived from flying a continuous descent in a stabilized manner as a standard practice on a non-precision approach.

PART 135: The module was designed to meet the training requirements for Ops Spec / C073 – Vertical Navigation (VNAV) Instrument Approach Procedures (IAP) Using Minimum Descent Altitude (MDA) as a Decision Altitude (DA)/Decision Height (DH) and FAA AC 120-108.

PART 91: The module is not required by the International Standard for Business Aircraft Operations (IS-BAO) or Business Aviation Safety Consortium (BASC) standard. Training is required if you are seeking or are issued Letter of Authorization C073 – Vertical Navigation (VNAV) Instrument Approach Procedures (IAP) Using Minimum Descent Altitude (MDA) as a Decision Altitude (DA)/Decision Height (DH). The module meets the training requirements of FAA AC 120-108.

Module Content

- Controlled Flight Into Terrain
- Visual Descent Point
- Approach VNAV
- Minimums

Applicable Job Functions

☒ Pilot – Fixed Wing
☒ Pilot – Rotor Wing
☐ Flight/Cabin Attendant
☐ Line Service
☐ Mechanics/Engineers
☐ Safety Manager
☐ Scheduler/Dispatcher
Controlled Flight Into Terrain (CFIT)

The Controlled Flight Into Terrain (CFIT) module is designed for pilots flying turboprop and jet aircraft with a Terrain Awareness Warning System (TAWS) installed in the aircraft: Ground Proximity Warning System (GPWS), Enhanced Ground Proximity Warning System (EGPWS), or other TAWS system. The module raises awareness of CFIT hazards and best practices to avoid a CFIT accident. The training module provides an overview of the International Civil Aviation Organization (ICAO), Flight Safety Foundation, and Federal Aviation Administration (FAA) CFIT Education and Training Aid as it applies to business aircraft operations. Case studies on CFIT accidents and some near misses are included.

The NBAA Management Guide (section 2.4) recommends advanced flight crew training above and beyond the regulatory requirements of the FAA as a best practice. That recommendation specifically cites CFIT training. This training module satisfies that NBAA training recommendation.

PART 135: There is no specific requirement to train on CFIT under Part 135 unless you have added it to your training program. We can customize our standard module for any procedures you have outlined for CFIT avoidance or CFIT escape maneuvers in your manuals. The NTSB Most Wanted list includes Improve the Safety of Part 135 Aircraft Flight Operations. Part of that recommendation is to incorporate a CFIT-avoidance training program that addresses current TAWS technologies. This eLearning module satisfies that NTSB recommendation.

PART 91: The module is not required by the International Standard for Business Aircraft Operations (IS BAO) or Business Aviation Safety Consortium (BASC) standard.

Module Content
- Causal Factors in CFIT Accidents
- Visual Approaches
- Best Practices
- TAWS / GPWS / EGPWS
- Departure Procedures
- CFIT Escape Maneuvers

Applicable Job Functions
☑ Pilot – Fixed Wing
☑ Pilot – Rotor Wing
☐ Flight/Cabin Attendant
☐ Line Service
☐ Mechanics/Engineers
☐ Safety Manager
☐ Scheduler/Dispatcher
Controller Pilot Data Link Communications (CPDLC) / Performance Based Communication and Surveillance (PBCS)

CPDLC is a generic term for data link communications between pilots and air traffic controllers. You may also hear data link referred to as Future Air Navigation System (FANS) 1/A which, in addition to CPDLC, includes Automatic Dependent Surveillance–Contract (ADS-C).


The module includes the human factors associated with data link communications and Aviation Safety Reporting System (ASRS) reports by pilots with lessons learned on how to prevent errors. The module includes CPDLC Departure Clearance (DCL) and Performance Based Communication and Surveillance (PBCS). The CPDLC module can be included with the International Procedures curriculum for those crews using data link systems, or can be taken as a stand-alone module for crews seeking approval to use their system for the first time.

**PART 135:** FAA AC 120-70C states “operators that choose to use a data link system (in addition to the required voice communication system) must obtain FAA design approval and...operation specifications (Ops Specs).” This module can be used to demonstrate compliance with the training requirement of the Ops Spec.

**PART 91:** FAA Advisory Circular AC 120-70C states "operators that choose to use a data link system (in addition to the required voice communication system) must obtain FAA design approval and a...letter of authorization (LOA)." This module can be used to demonstrate compliance with the training requirement of the LOA. The module complies with the International Standard for Business Aircraft Operations (IS-BAO) training requirement for CPDLC defined in Chapter 13 of IS-BAO. The Business Aviation Safety Consortium (BASC) standard requires training when LOAs are issued for international operations.

### Module Content
- General Information
- ADS-C and CPDLC
- CPDLC Departure Clearance (DCL)
- Flight Planning
- Connecting with ATS
- CPDLC Messages
- Emergency
- Oceanic, NAT HLA, and Class II Airspace
- Europe-Specific Procedures
- Pacific-Specific Procedures
- AOC Messages
- ADS-C

### Applicable Job Functions
- Pilot – Fixed Wing
- Pilot – Rotor Wing
- Flight/Cabin Attendant
- Line Service
- Mechanics/Engineers
- Safety Manager
- Scheduler/Dispatcher
Corporate Aviation Security

The Corporate Aviation Security module is designed for all employees of Part 91 flight departments. The module is based on the best security practices developed by the general aviation industry and the National Business Aviation Association (NBAA) in the wake of the events of September 11, 2001. The module provides a review of the events leading to the current state of the business aviation security threat, and then covers the best practices that have been developed to address business aviation’s security vulnerabilities, including threat assessment and procedures to secure people, facilities, and aircraft. Recommended actions in the event of a security breach are included.

The NBAA Management Guide (section 2.4) recommends advanced flight crew training above and beyond the regulatory requirements of the FAA as a best practice. That recommendation specifically cites Security training. This training module satisfies that NBAA training recommendation.

PART 135: This module does not apply to Part 135 operators with aircraft over 12,500 lbs. For training in compliance with the TSA Twelve-Five Standard Security Program (TFSSP) or DCA Access Standard Security Program (DASSP), reference the TSA Security module.

PART 91: The module complies with the International Standard for Business Aircraft Operations (IS-BAO) training requirement for Security Programs defined in Chapter 5 of IS-BAO. This module is not required by the Business Aviation Safety Consortium (BASC) standard.

Module Content
- Background Events
- Threat Assessment
- People Security
- Facilities Security
- Aircraft Security
- Responsive Procedures

Applicable Job Functions
- Pilot – Fixed Wing
- Pilot – Rotor Wing
- Flight/Cabin Attendant
- Line Service
- Mechanics/Engineers
- Safety Manager
- Scheduler/Dispatcher
Crew Resource Management (CRM)

The CRM curriculum is a collection of modules that addresses the traditional CRM topics. Although the topics may be familiar, our modules take a unique perspective on the material. The module content is designed for pilots flying two-pilot high performance turboprop, helicopter, or jet aircraft. Based on extensive research into human performance, we present specific examples of how to break down barriers and effectively use available resources in each module. We use a case study approach in each module to reinforce the module material and focus on both the good use of CRM and incidents where poor use of CRM was a causal factor in an accident or incident.

The NBAA Management Guide (section 2.4) recommends advanced flight crew training above and beyond the regulatory requirements of the FAA as a best practice. That recommendation specifically cites CRM training. This training module satisfies that NBAA training recommendation.

PART 135: The curriculum content efficiently and effectively addresses the training requirements in Federal Aviation Regulation (FAR) 135.330, Crew Resource Management Training, and Advisory Circular (AC) 120-51E, Crew Resource Management Training. For recurrent training, the topics rotate year to year so your flight crews see different CRM modules each year. A modified version of the CRM curriculum is available for flight or cabin attendants.

PART 91: The curriculum complies with the International Standard for Business Aircraft Operations (IS-BAO) training requirement for “Crew Resource Management / Human Factors” defined in Chapter 8 of IS-BAO. IS-BAO recommends human factors / CRM training for schedulers, dispatchers, maintenance personnel, and all others connected with the operation. The Business Aviation Safety Consortium (BASC) standard NX6 3.12.4.1 and 2 requires CRM training.

Advanced Aircrew Academy has a wide variety of Human Factors eLearning and on-site training options for all members of a flight department.

We can combine 2 of the topics below to make a 1-hour eLearning module for recurrent training.

**Modules**
- Aeronautical Decision Making
- Communications / Red Flags
- Fatigue
- Effective Monitoring
- Risk Management
- Single-Pilot Resource Management
- Situational Awareness
- Stress
- Teamwork/Leadership: Authority of the PIC
- Workload Management

**Applicable Job Functions**
- ☒ Pilot – Fixed Wing
- ☒ Pilot – Rotor Wing
- ☒ Flight/Cabin Attendant
- ☐ Line Service
- ☐ Mechanics/Engineers
- ☒ Safety Manager
- ☒ Scheduler/Dispatcher
Dangerous Goods/Hazmat

Our online module for will-not-carry Hazmat operators helps flight crews recognize hazardous materials and know what exceptions they are allowed to have onboard. The Hazmat training module focuses on common hazardous materials that passengers may bring onboard, such as medical oxygen, powered wheelchairs, ammunition, alcohol, dry ice, and personal electronic device batteries, and provides information on risks associated with allowing these items onboard and how to safely carry the items. We also include analysis of National Aeronautics and Space Administration (NASA) Aviation Safety Reporting System (ASRS) reports of Hazmat incidents with other business aircraft crews. The module complies with the training requirements of both the U.S. Department of Transportation (DOT) and International Air Transport Association (IATA) Dangerous Goods Regulations (DGR).

This module also includes information from Federal Aviation Administration (FAA) Safety Alert for Operators (SAFOs) 06008, 09013, 15003, 15010, 16001, 16004, 16011, and 16012; Information for Operators (InFO) 08030, 09006, 13005, and 13010; Advisory Circular (AC) 120-95a Portable Oxygen Concentrators; AC 121-38, Reporting Hazardous Materials Discrepancies to the FAA; AC 121-40 Dangerous Goods Transportation Operations; and AC 91-76, Hazard Associated with Sublimation of Solid Carbon Dioxide (Dry Ice) Aboard Aircraft.

PART 135: After customization, this module satisfies your training program curriculum on Hazmat. We have organized the module to meet the training requirements outlined by the DOT Hazmat Training Reference Table, 49 CFR Parts 171 through 180, and 135 subpart K. We have both a will-carry and will-not-carry version for you to choose from.

We can add a module timer feature to this module to ensure your flight crews meet your minimum required curriculum time in your training program. We can also add your Hazmat manual or Hazmat section of your General Operations Manual (GOM) as a reference document to the module during the customization process.

PART 91: Transportation of hazardous materials aboard a Part 91 business aircraft is subject to the Hazardous Material Regulations (HMR). This module creates awareness of the HMR applicable to a will-not-carry flight department.

This module complies with the International Standard for Business Aircraft Operations (IS-BAO) training requirement for dangerous goods defined in Chapter 8 of IS-BAO. The standard is for flight crewmembers to complete the training during initial training and every two years thereafter. The Business Aviation Safety Consortium (BASC) standard NX6 2.1.2 and NX 18 requires Dangerous Goods training.

Module Content

- General Philosophy
- Limitations
- Labeling and Marking
- Recognition of Undeclared Hazardous Materials
- Provisions for Passengers and Crew
- Emergency Procedures

Applicable Job Functions

- Pilot – Fixed Wing
- Pilot – Rotor Wing
- Flight/Cabin Attendant
- Line Service
- Mechanics/Engineers
- Safety Manager
- Scheduler/Dispatcher
Effective Monitoring

Effective monitoring was identified as a concern at the first Human Factors Aviation Industry Roundtable meeting. Too many accidents today involve ineffective monitoring as a causal factor. As aircraft get more automated, the challenge of effectively monitoring gets more complex. An Active Pilot Monitoring Working Group was formed and published the *Practical Guide for Improving Flight Path Monitoring* through the Flight Safety Foundation. The Effective Monitoring module highlights the recommendations in the report for improving monitoring performance on the flight deck.

PART 135: There is no specific Part 135 requirement for training on Effective Monitoring. This module can be used as a one-time training event to supplement Crew Resource Management training.

PART 91: The module complies with the International Standard for Business Aircraft Operations (IS-BAO) training requirement for “Crew Resource Management / Human Factors” defined in Chapter 8 of IS-BAO. The standard is for flight crewmembers to complete the training during initial and every two years thereafter. This module is not required by the Business Aviation Safety Consortium (BASC) standard.

Module Content
- Monitoring Errors
- Challenge of Monitoring
- Sampling Rates
- Areas of Vulnerability
- Cognitive Bias
- Automation

Applicable Job Functions
- Pilot – Fixed Wing
- Pilot – Rotor Wing
- Flight/Cabin Attendant
- Line Service
- Mechanics/Engineers
- Safety Manager
- Scheduler/Dispatcher
Electronic Flight Bag (EFB) / iPad®

The Electronic Flight Bag / iPad module is designed to comply with the flight crew training requirements outlined in Advisory Circular (AC) 120-76D and 91-78. For operators looking to implement the iPad to replace paper charts and documents in the cockpit, this module is for you.

PART 135: This module complies with Ops Spec A061 training requirements and is designed to meet Federal Aviation Administration (FAA) Order 8900.1, Volume 3, Chapter 19, Training Programs and Airman Qualifications and FAA Order 8900.1 Volume 4, Chapter 15.

PART 91: This module complies with the International Standard for Business Aircraft Operations (IS-BAO) training requirement for electronic flight bags defined in Chapter 8 of IS-BAO. The standard is initial and recurrent training on use of an EFB. The Business Aviation Safety Consortium (BASC) standard NX6 2.4.17.2.2 requires EFB training.

Module Content
- Hardware Orientation
- Charging Procedures
- Settings
- Functions
- Human Factors Considerations
- Apps
- Company Guidance

Applicable Job Functions
- ☒ Pilot – Fixed Wing
- ☒ Pilot – Rotor Wing
- ☐ Flight/Cabin Attendant
- ☐ Line Service
- ☐ Mechanics/Engineers
- ☐ Safety Manager
- ☐ Scheduler/Dispatcher
Emergency Procedures

Do you know what the top two medical emergencies are on business aircraft and how to handle them? The Emergency Procedures module prepares crewmembers for emergency and abnormal situations that may occur on an aircraft. The module reviews ditching, first aid, fire protection, hijacking, decompression, and other emergency situations. Hands-on demonstration videos show use of fire extinguishers, life rafts, and flares. We can customize this module to show specific procedures with the equipment you carry onboard your aircraft. This module also includes information on the following documents:

**FAA Safety Alert for Operators (SAFO):** 09008, Proper Identification and Procedures During In-Flight Engine Failures; 09013 and Supplement, Fighting Lithium Battery Fires; 10004 Contaminated Halon Fire Extinguishers; 14006 Circuit Breaker Collars; 16001 Risks of Fire or Explosion when Transporting Lithium Batteries.

**FAA Advisory Circular:** 00-46E Aviation Safety Reporting Program; 20-42D Hand Fire Extinguishers for use in Aircraft; 61-107B Change 1 Aircraft Operations at Altitudes Above 25,000 Feet MSL or Mach Numbers Greater Than .75; 120-80A In-Flight Fires; 120-87C Use of Child Restraint Systems on Aircraft; 150/5200-32B Wildlife Strikes

**FAA Notice** 8900-430 Procedures for Fighting In-Flight Fires Associated with PEDs and Lithium Batteries

**Information for Operators (InFO)** 17021 Fire Containment Products

The NBAA Management Guide (section 2.4) recommends advanced flight crew training above and beyond the regulatory requirements of the FAA as a best practice. That recommendation specifically cites Emergency training. This training module satisfies that NBAA training recommendation.

**PART 135:** After customization, this module satisfies your Emergency Procedures training program curriculum and Federal Aviation Regulation (FAR) 135.331. We can also add videos demonstrating the use of the emergency exit in your aircraft to satisfy the 24-month Emergency Drill “by demonstration” training curriculum. We can add a module timer to the module to ensure your flight crews meet your minimum required curriculum time in your training program. We use the Emergency section of your General Operations Manual (GOM) to customize the courseware to your procedures.

**PART 91:** The module complies with the International Standard for Business Aircraft Operations (IS-BAO) training requirement for “emergency procedures training” defined in Chapter 8, section 8.3 of IS-BAO. The standard is for flight crewmembers to complete the training during initial and every two years thereafter. The Business Aviation Safety Consortium (BASC) standard NX 6 3.9.3 requires Emergency training.

### Module Content
- Flight Crewmember Duties and Responsibilities
- Crew Coordination
- Aircraft Fires
- First Aid Equipment
- Illness, Injury, and Basic First Aid
- Ground Evacuation
- Ditching
- Aircraft Accidents / Incidents
- Crewmember Incapacitation
- Basic Survival
- Hijacking and Other Unusual Situations
- Operations Above 25,000 Feet
- Rapid Decompression
- NTSB 830

### Applicable Job Functions
- Pilot – Fixed Wing
- Pilot – Rotor Wing
- Flight/Cabin Attendant
- Line Service
- Mechanics/Engineers
- Safety Manager
- Scheduler/Dispatcher

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Emergency Response Plan

The Emergency Response Plan training is a custom module developed to train flight department employees—pilots, flight attendants, mechanics, scheduler/dispatcher, and line service—on the contents of your Emergency Response Plan. The training is designed to familiarize employees with the layout of the manual and resources provided. Using two examples of incidents that would require use of your Emergency Response Plan, the training module describes the steps employees should follow in the event of an emergency.

PART 135: There is no specific requirement to train on your Emergency Response Plan under Part 135 unless you have added it to your training program requirements. If you have a published Emergency Response Plan, we can include this eLearning module in initial and recurrent training.

PART 91: The module complies with the International Standard for Business Aircraft Operations (IS-BAO) training requirement for “Emergency Response Plan” defined in Chapter 4 of IS-BAO. The standard is for all personnel who have a role in the emergency response plan to be trained. This module is not required by the Business Aviation Safety Consortium (BASC) standard.

Module Content
- Your company-specific Emergency Response Plan
- Scenario examples
- NTSB Part 830

Applicable Job Functions
☑️ Pilot – Fixed Wing
☑️ Pilot – Rotor Wing
☐ Flight/Cabin Attendant
☐ Line Service
☐ Mechanics/Engineers
☐ Safety Manager
☐ Scheduler/Dispatcher
ETOPS

The Extended-Range Twin-Engine Operational Performance Standards (ETOPS) module intends to familiarize pilots with the regulations, procedures, and safety considerations that they should know before performing ETOPS. This module includes the purpose of ETOPS regulations, which enlarge the area of operation for twin-engine aircraft. This module also includes information from FAA InFO 07004.

PART 135: The ETOPS module can be incorporated into your Worldwide International Procedures curriculum to meet the requirements of CFR 135.364, Advisory Circular (AC) 135-42B, and Ops Spec B342.

PART 91: ETOPS authorization is not required for Part 91 operators. If operating in remote areas, the ETOPS module can be incorporated into your Worldwide International Procedures curriculum or as a stand-alone module to learn best operating practices associated with ETOPS.

Module Content
- Objectives and Definitions
- ETOPS Overview
- Approval
- Initial Route Study
- ETOPS Flight Dispatch
- ETOPS Flight

Applicable Job Functions
- ✗ Pilot – Fixed Wing
- □ Pilot – Rotor Wing
- □ Flight/Cabin Attendant
- □ Line Service
- □ Mechanics/Engineers
- □ Safety Manager
- □ Scheduler/Dispatcher
FAR Part 43 Review

The FAR Part 43 Review module is a review of Federal Aviation Regulation Part 43 Maintenance, Preventive Maintenance, Rebuilding, and Alteration. The module is designed for maintenance professionals. It is FAA-accepted for one hour of IA Renewal credit. FAA Course Acceptance Number: C-IND-IM-140312-K-006-002.

PART 135: FAR Part 43 Review training for mechanics complies with CFR 135.433 and can be used for one hour of credit towards IA Renewal.

PART 91: The module is not required by the International Standard for Business Aircraft Operations (IS BAO) or Business Aviation Safety Consortium (BASC) standard.

Module Content
- The Regulations
- Return to Service
- Records
- General

Applicable Job Functions
- Pilot – Fixed Wing
- Pilot – Rotor Wing
- Flight/Cabin Attendant
- Line Service
- Mechanics/Engineers
- Safety Manager
- Scheduler/Dispatcher
The FAR Part 145 Review module is a review of Federal Aviation Regulation Part 145 Repair Stations. The module is designed for maintenance professionals.

**PART 135:** There is no specific Part 135 training requirement for the FAR Part 145 Review module.

**PART 91:** The module is not required by the International Standard for Business Aircraft Operations (IS BAO) or Business Aviation Safety Consortium (BASC) standard.

### Module Content
- General
- Certification
- Housing, Facilities, Equipment, Materials, and Data
- Personnel
- Operating Rules

### Applicable Job Functions
- Pilot – Fixed Wing
- Pilot – Rotor Wing
- Flight/Cabin Attendant
- Line Service
- Mechanics/Engineers
- Safety Manager
- Scheduler/Dispatcher
Fatigue Management

The Aviation Safety Reporting System (ASRS) database contains over 300 narrative reports by flight crews reporting fatigue as the cause of operational errors. Errors include altitude and module deviations, fuel miscalculations, landing without a clearance, and landing on the incorrect runway or at the wrong airport. Fatigue has also been cited by the National Transportation Safety Board (NTSB) as a causal factor in many accidents. This module is designed to raise awareness on the causes of fatigue and countermeasures to reduce or mitigate the effects of fatigue in aviation.

The NBAA Management Guide (section 2.4) recommends advanced flight crew training above and beyond the regulatory requirements of the FAA as a best practice. That recommendation specifically cites Fatigue Management training. This training module satisfies that NBAA training recommendation.

There is a separate version of Fatigue Management for maintenance. The Fatigue Management module for maintenance can be used for one hour of credit towards IA Renewal. FAA Course Acceptance Number: C-IND-IM-160330-K-006-001.

PART 135: Fatigue Management training is included with the Crew Resource Management training in accordance with FAR 135.330.

PART 91: The module complies with Chapter 12 of the International Standard for Business Aircraft Operations (IS-BAO) management strategy for all employees on “appropriate initial and recurrent training and education regarding preventive and operational fatigue countermeasures.” The Business Aviation Safety Consortium (BASC) standard requires Fatigue training.

Module Content

- Issue of Fatigue
- Causes and Symptoms
- Countermeasures

Applicable Job Functions

- Pilot – Fixed Wing
- Pilot – Rotor Wing
- Flight/Cabin Attendant
- Line Service
- Mechanics/Engineers
- Safety Manager
- Scheduler/Dispatcher
Federal Aviation Regulations (FAR) and Aeronautical Information Manual (AIM) Review

The FAR and AIM Review module is an overview of FAR Parts 61, Certification: Pilots, Flight Instructors, and Ground Instructors; Part 91, General Operating and Flight Rules; and the AIM. The applicable regulations in these Parts and the AIM are typically included in the subject matter of our other modules; for example, FAR 91.211, Supplemental Oxygen is in our Emergency Procedures module. Portions of the FARs and AIM that are not included in other modules are included in this FAR/AIM Review module.

The NBAA Management Guide (section 2.4) recommends advanced flight crew training above and beyond the regulatory requirements of the FAA as a best practice. That recommendation specifically cites FAR AIM training. This training module satisfies that NBAA training recommendation.

The applicable module for Maintenance Technicians is the FAR Part 43 Review or FAR Part 145 Review module.

PART 135: This module satisfies many of your training program requirements under the Operator-Specific Basic Indoctrination curriculum section on Appropriate Provisions of the Code of Federal Regulations. In addition to the FAR Parts already noted, we include a review of the applicable Part 135 regulations within all of the modules in your curriculum. Instead of combining all of the Part 135 regulations into a single module, we organize your curriculum according to subject matter. For example, FAR 135.379, Large transport category airplanes: Turbine engine powered – Takeoff limitations, along with your General Operations Manual (GOM) section guidance on takeoff performance, is included in our Aircraft Performance module.

PART 91: The module is not required by the International Standard for Business Aircraft Operations (IS-BAO) or Business Aviation Safety Consortium (BASC) standard.

Module Content

- FAR Parts
- VOR Check
- Alternates
- Aircraft Documents
- Airman Currency
- Airspace
- Landing Under Instrument Flight Rules (IFR)
- VFR Operations
- Uncontrolled Airfield Operations

Applicable Job Functions

☒ Pilot – Fixed Wing
☒ Pilot – Rotor Wing
☐ Flight/Cabin Attendant
☐ Line Service
☐ Mechanics/Engineers
☐ Safety Manager
☐ Scheduler/Dispatcher
Flight Discipline

This module was developed by Convergent Performance. It establishes an anchor point of understanding and compliance to act as a cornerstone for follow-on professional development. It establishes a common professional ethos and restores the integrity of existing policy, procedures, and regulatory guidance.

PART 135: There is no specific Part 135 requirement for training on Flight Discipline. This module can be used as a one-time training event to supplement Crew Resource Management training. If you are seeing a trend of non-compliance with your published procedures, this is a good module to highlight the critical role of following procedures in non-emergency situations.

PART 91: The module complies with the International Standard for Business Aircraft Operations (IS-BAO) training requirement for “Crew Resource Management / Human Factors” defined in Chapter 8 of IS-BAO. The standard is for flight crewmembers to complete the training during initial and every two years thereafter. This module is not required by the Business Aviation Safety Consortium (BASC) standard.

Module Content
- Professional Airmanship
- Personal Influences of Discipline
- Organizational Influences of Discipline
- Personalities
- Peer Pressure

Applicable Job Functions
- Pilot – Fixed Wing
- Pilot – Rotor Wing
- Flight/Cabin Attendant
- Line Service
- Mechanics/Engineers
- Safety Manager
- Scheduler/Dispatcher
Food Safety

The Food Safety module reviews the best practices related to handling inflight catering. From the ordering of or shopping for food, to storage in the aircraft, and preparation inflight, there are some key guidelines for keeping catering safe for passengers and crew.

**PART 135:** There is no regulatory requirement under Part 135 for the Food Safety module. The module does satisfy the training requirement for pilots and cabin personnel for safe handling and storage of food for the ARG/US and Air Charter Safety Foundation standard.

**PART 91:** The module is not required by the International Standard for Business Aircraft Operations (IS-BAO) or Business Aviation Safety Consortium (BASC) standard.

**Module Content**
- Risk of Foodborne Illnesses
- First Rule in Food Safety
- Second Rule in Food Safety
- Prevention Tips
- Food Allergies and Dietary Restrictions
- Cross-Contamination
- Catering
- Reheating

**Applicable Job Functions**
- ☒ Pilot – Fixed Wing
- ☒ Pilot – Rotor Wing
- ☒ Flight/Cabin Attendant
- ☐ Line Service
- ☐ Mechanics/Engineers
- ☐ Safety Manager
- ☒ Scheduler/Dispatcher
Fueling Safety

The Fueling Safety module is designed for operators with a fuel farm or self-fueling capabilities to raise awareness of fueling best practices and emergency response procedures. This module can be used for training pilots, mechanics, facility managers, or line service technicians.

PART 135: There is no specific requirement to train on your Fueling Safety under Part 135 unless you have added it to your training program requirements.

PART 91: The module is not required by the International Standard for Business Aircraft Operations (IS-BAO) or Business Aviation Safety Consortium (BASC) standard.

Module Content
- Fueling Safety
- Fire Hazard
- Fuel Spills
- Static Buildup

Applicable Job Functions
☐ Pilot – Fixed Wing
☒ Pilot – Rotor Wing
☐ Flight/Cabin Attendant
☒ Line Service
☒ Mechanics/Engineers
☐ Safety Manager
☐ Scheduler/Dispatcher
Fundamentals of Instruction (FOI)

The Fundamentals of Instruction (FOI) module is designed to meet the ground training requirements of FAR 135.340 (c) and an operator’s Flight Instructor ground training special curriculum segment. The training is adapted from the FAA Aviation Instructors Handbook for business aviation ground and flight training activities.

PART 135: The module can be customized to the certificate holder’s policies and procedures for flight and ground instruction.

PART 91: This module is not applicable to Part 91 operations.

Module Content
- Human Behavior
- The Learning Process
- Effective Communication
- The Teaching Process
- Assessment

Applicable Job Functions
- ☒ Pilot – Fixed Wing
- ☒ Pilot – Rotor Wing
- ☐ Flight/Cabin Attendant
- ☐ Line Service
- ☐ Mechanics/Engineers
- ☐ Safety Manager
- ☐ Scheduler/Dispatcher
Ground Vehicle Access Program

The Ground Vehicle Access Program module was created in response to the Federal Aviation Administration (FAA) Advisory Circular (AC) 150/5210-20A Ground Vehicle Operations to include Taxiing or Towing an Aircraft on Airports. It includes training on safe ground vehicle operations, personnel taxiing or towing an aircraft, and pedestrian control on the movement and safety areas of an airport. Vehicle operations includes aircraft being taxied under their own power by a non-pilot or being towed with no intention for flight.

PART 135: The overall responsibility for the operation of vehicles on an airport rests with the airport operator. The airport operator may require training for ground personnel to operate in the movement and safety areas of the airport.

PART 91: The module is not required by the International Standard for Business Aircraft Operations (IS-BAO) or Business Aviation Safety Consortium (BASC) standard. The overall responsibility for the operation of vehicles on an airport rests with the airport operator. The airport operator may require training for ground personnel to operate in the movement and safety areas of the airport.

Module Content

- Purpose
- Vehicle Operating Requirements
- Taxi and Towing
- Runway Incursions, Safety, and Security
- Signs, Markings, and Lighting
- Airport Familiarization Day/Night
- Communications
- Preventative Measures

Applicable Job Functions

☐ Pilot – Fixed Wing
☐ Pilot – Rotor Wing
☐ Flight/Cabin Attendant
☒ Line Service
☒ Mechanics/Engineers
☐ Safety Manager
☐ Scheduler/Dispatcher
The High Altitude Operations module is designed for pilots who are transitioning to higher performance aircraft that routinely operate above 18,000 feet and/or those who require the Federal Aviation Administration (FAA) high altitude operations training mandated in Federal Aviation Regulation (FAR) 61.31(g) and recommended in Advisory Circular (AC) 61-107B, Operations of Aircraft at Altitudes Above 25,000 Feet and/or Mach Numbers (MMO) Greater than .75. The module will also serve those seeking refresher training in high altitude operations. After providing a description of the High Altitude Environment, we review the High Altitude aspects of Weather, Flight Planning and Navigation, Physiology, Aircraft Systems, Aerodynamics and Performance, and Emergencies.

The NBAA Management Guide (section 2.4) recommends advanced flight crew training above and beyond the regulatory requirements of the FAA as a best practice. That recommendation specifically cites Physiology of Flight training. This training module satisfies that NBAA training recommendation.

**PART 135:** The module meets the high altitude ground training requirements of FAR 61.31(g) and addresses the high altitude weather ground training requirements of FAR 135.345(a)(3) (Initial) and 135.351(b)(2) (Recurrent) for Part 135 operators. We can include any General Operations Manual (GOM)-based operator-specific high altitude procedures in the customized module. The module meets the FAA High Altitude Operations pilot training recommendations published in AC 61-107B and can be customized to meet any specialty curriculum requirements in your FAA-approved Training Program.

**PART 91:** The module meets the high altitude ground training requirements of FAR 61.31(g) and includes the FAA High Altitude Operations pilot training recommendations published in AC 61-107B. The module complies with the International Standard for Business Aircraft Operations (IS-BAO) training requirement for High Altitude Physiology defined in Chapter 8 of IS-BAO. This module is not required by the Business Aviation Safety Consortium (BASC) standard.

**Module Content**
- The High Altitude Environment
- High Altitude Weather
- Flight Planning and Navigation
- High Altitude Physiology
- High Altitude Aircraft Systems
- Aerodynamics and Performance
- High Altitude Emergencies

**Applicable Job Functions**
- Pilot – Fixed Wing
- Pilot – Rotor Wing
- Flight/Cabin Attendant
- Line Service
- Mechanics/Engineers
- Safety Manager
- Scheduler/Dispatcher
Human Factors / Crew Resource Management (CRM)

Human Factors is a broad term to describe interactions among humans and other elements of a system. Human Factors training for pilots can include traditional CRM, Maintenance Resource Management, and Dispatch Resource Management as well as topics such as flight discipline and automation management.

The Maintenance Human Factors eLearning module is FAA-accepted for one hour of IA Renewal credit. FAA Course Acceptance Number: C-IND-IM-151112-K-006-002.

The NBAA Management Guide (section 2.4) recommends advanced flight crew training above and beyond the regulatory requirements of the FAA as a best practice. That recommendation specifically cites CRM training. This training satisfies that NBAA recommendation.

**PART 135:** The curriculum content efficiently and effectively addresses the training requirements in Federal Aviation Regulation (FAR) 135.330, Crew Resource Management Training, and Advisory Circular (AC) 120-51E, Crew Resource Management Training. For recurrent training, the topics rotate year-to-year so your flight crews see different CRM modules each year.


**Modules**

<table>
<thead>
<tr>
<th>Human Factors / CRM Training Modules to Choose From</th>
<th>Pilot</th>
<th>Flight / Cabin Attendant</th>
<th>Line Service</th>
<th>Mechanics Engineers</th>
<th>Safety Mgr</th>
<th>Scheduler Dispatcher</th>
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<tr>
<td>Aeronautical Decision Making</td>
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<td>Workload Management</td>
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ILS/RNAV PRM Approaches

This eLearning module covers Precision Runway Monitor (PRM) types of instrument approaches in use in Atlanta, GA (ATL), Chicago O'Hare (ORD), Detroit, MI (DTW), San Francisco, CA (SFO), and Sydney Australia (YSSY).

The FAA has replaced their ILS PRM video with the slide presentation, “Precision Runway Monitor (PRM) Pilot Procedures.” Advanced Aircrew Academy’s ILS/RNAV PRM Approach eLearning module has been updated to include the contents of the FAA slide presentation. We also include NASA ASRS reports that cite errors made by business aviation operators.

The NBAA Management Guide (section 2.4) recommends advanced flight crew training above and beyond the regulatory requirements of the FAA as a best practice. That recommendation specifically cites Precision Runway Monitoring training. This training module satisfies that NBAA training recommendation.

PART 135: For operations under Parts 135, pilots must comply with FAA-approved company training as identified in their Operations Specifications and Training Program Manual. This module meets the FAA PRM approach pilot training requirements published in the Flight Standards Information Systems (FSIMS) 8900.1, Volume 4, Chapter 2, Section 4 and the Aeronautical Information Manual (AIM) 5-4-16. The eLearning module is customized to your PRM approach authorizations in Ops Spec C052 and your operations manual procedures.

PART 91: Pilots operating transport category aircraft must be familiar with PRM and SOIA operations as contained in the Aeronautical Information Manual (AIM). Training, at a minimum, must require pilots to view the contents of the FAA slide presentation. Advanced Aircrew Academy’s ILS/RNAV PRM Approach eLearning module includes the contents of the FAA slide presentation and the AIM 5-4-16.

Module Content
- ILS PRM Approach Procedure Differences
- PRM Approach Authorization
- Attention All Users
- Required Briefing Items
- Use of Traffic Collision Avoidance System (TCAS)
- Simultaneous Offset Instrument Approaches (SOIA)
- RNAV PRM Approaches

Applicable Job Functions
- ✒ Pilot – Fixed Wing
- □ Pilot – Rotor Wing
- □ Flight/Cabin Attendant
- □ Line Service
- □ Mechanics/Engineers
- □ Safety Manager
- □ Scheduler/Dispatcher
The Instrument Procedures module is intended for Airline Transport Pilot (ATP) rated pilots flying transport category jet or equivalent high performance turboprop aircraft. The module includes a review of navigation basics and instrument procedures including departures, arrivals, and approaches. Training on the use of approach VNAV is provided. Background material and numerous text and web-linked references are included.

**PART 135:** This Instrument Procedures module provides ground training in preparation for the testing requirements of Federal Aviation Regulation (FAR) 135.293 (a)(4) and (5), and in response to the training requirements of FAR 135.345 (Initial) and 135.351 (Recurrent). After customization, this module satisfies your Training Program Airman Specific Basic Indoctrination curriculum on Aircraft Performance and Airport Analysis, Navigation, Airspace and Air Traffic Control (ATC) Procedures, and Concepts of Instrument Procedures. Separate Initial and Recurrent versions of the module are available. The module is customized based on your Ops Specs, General Operations Manual (GOM), and/or Flight Operations Manual (FOM) requirements, and any special curriculum requirements in your FAA-approved Training Program.

**PART 91:** Using Aeronautical Information Manual (AIM) and Instrument Procedures Handbook materials, this module supports Part 91 pilot knowledge and proficiency requirements for navigation, and instrument procedure flight operations in the U.S. National Airspace System. The module is not required by the International Standard for Business Aircraft Operations (IS-BAO) or Business Aviation Safety Consortium (BASC) standard.

**Module Content**
- Navigation Basics
- Instrument Procedures
- Takeoff
- Departures
- Arrivals
- Approaches
- Approach VNAV

**Applicable Job Functions**
- Pilot – Fixed Wing
- Pilot – Rotor Wing
- Flight/Cabin Attendant
- Line Service
- Mechanics/Engineers
- Safety Manager
- Scheduler/Dispatcher
An Internal Evaluation Program (IEP) is a component of Safety Assurance in a Safety Management System. The IEP module is designed for managers responsible for conducting an internal evaluation of their department or organization. The procedures and practices outlined in the module can be applied to maintenance, flight operations, and security.

**PART 135:** The IEP module can be used to train auditors in accordance with FAA Advisory Circular (AC) 120-59B Air Carrier Internal Evaluation Programs.

**PART 91:** The IEP module can be used to train individuals that are tasked with completing an internal evaluation in preparation for an IS-BAO or other audit. It can also be used to familiarize a safety manager with IEP processes. The module can partially satisfy the IS-BAO training requirement in 3.4 for training and education of a Safety Manager.

### Module Content
- Introduction to an Internal Evaluation Program (IEP)
- Building your IEP
- Terminology
- Process
- Checklists
- Findings and Corrective Actions
- Documentation

### Applicable Job Functions
- ☐ Pilot – Fixed Wing
- ☐ Pilot – Rotor Wing
- ☐ Flight/Cabin Attendant
- ☐ Line Service
- ☐ Mechanics/Engineers
- ☒ Safety Manager
- ☐ Scheduler/Dispatcher
The International Procedures North America Initial curriculum focuses on operations in Canada, Mexico, and the Caribbean along with Customs procedures. The initial curriculum includes training on flight planning, differences in ATC and instrument procedures, proper phraseology, long-range navigation, ICAO altimetry, New York West Oceanic airspace (formerly WATRS Plus), RVSM, and contingency procedures. We can tailor the contents of the training curriculum to meet your needs.

The International Procedures training consists of multiple online modules to create a training curriculum. Due to the scope of the International Procedures North America Initial training curriculum, there is an additional fee when added to our IS-BAO, BASC, or Part 135 package.

The NBAA Management Guide (section 2.4) recommends advanced flight crew training above and beyond the regulatory requirements of the FAA as a best practice. That recommendation specifically cites International Procedures training. This training satisfies that NBAA recommendation.

**PART 135:** If your Ops Spec B050 limits you to operations within North America, or certain aircraft in your fleet only operate within North America, this curriculum can be used to meet your international training needs.

**PART 91:** This module complies with the International Standard for Business Aircraft Operations (IS-BAO) training requirement for “International Operations” defined in Chapter 8 of IS-BAO. If Letters of Authorization (LOA) are issued to operate in Reduced Vertical Separation Minimum (RVSM) or for certain Performance Based Navigation (PBN) standards, training is required. To be issued an LOA, operators develop and submit to the Federal Aviation Administration (FAA) manuals to support the procedures you will follow, including a requirement for training crews. The Business Aviation Safety Consortium (BASC) standard requires training when LOAs are issued for international operations.

**Curriculum Content**
- ICAO Differences (includes ICAO Altimetry)
- ICAO Phraseology
- New York West Oceanic Airspace
- North America
- Performance Based Navigation
- RVSM

**Applicable Job Functions**
- Pilot – Fixed Wing
- Pilot – Rotor Wing
- Flight/Cabin Attendant
- Line Service
- Mechanics/Engineers
- Safety Manager
- Scheduler/Dispatcher
The International Procedures North America Recurrent curriculum focuses on operations in Canada, Mexico, and the Caribbean along with Customs procedures. The recurrent curriculum includes training on flight planning, New York West Oceanic airspace (formerly WATRS Plus), and contingency procedures. We can tailor the contents of the training curriculum to meet your needs to include any of the topics from initial training that you would like a refresher on.

The International Procedures training consists of multiple online modules to create a training curriculum. Due to the scope of the International Procedures North America Initial training curriculum, there is an additional fee when added to our IS-BAO, BASC, or Part 135 package.

The NBAA Management Guide (section 2.4) recommends advanced flight crew training above and beyond the regulatory requirements of the FAA as a best practice. That recommendation specifically cites International Procedures training. This training satisfies that NBAA recommendation.

**PART 135:** If your Ops Spec B050 limits you to operations within North America, or certain aircraft in your fleet only operate within North America, this curriculum can be used to meet your international training needs.

**PART 91:** This module complies with the International Standard for Business Aircraft Operations (IS-BAO) training requirement for “International Operations” defined in Chapter 8 of IS-BAO. If Letters of Authorization (LOA) are issued to operate in Reduced Vertical Separation Minimum (RVSM) or for certain Performance Based Navigation (PBN) standards, training is required. To be issued an LOA, operators develop and submit to the Federal Aviation Administration (FAA) manuals to support the procedures you will follow, including a requirement for training crews. The Business Aviation Safety Consortium (BASC) standard requires training when LOAs are issued for international operations.

### Curriculum Content
- New York West Oceanic Airspace
- North America

### Applicable Job Functions
- ✗ Pilot – Fixed Wing
- ✗ Pilot – Rotor Wing
- ☐ Flight/Cabin Attendant
- ☐ Line Service
- ☐ Mechanics/Engineers
- ☐ Safety Manager
- ☐ Scheduler/Dispatcher
International Procedures – Worldwide Initial

The International Procedures Worldwide Initial curriculum is a broad and comprehensive training package to prepare you to operate around the world. It includes approximately 21 hours of training material. We can tailor the contents of the training curriculum to meet your needs.

Our Worldwide International Procedures training consists of multiple online modules to create a training curriculum. Due to the scope of the Worldwide International Procedures training curriculum, there is an additional fee when added to our IS-BAO, BASC, or Part 135 package.

The NBAA Management Guide (section 2.4) recommends advanced flight crew training above and beyond the regulatory requirements of the FAA as a best practice. That recommendation specifically cites International Procedures training. This training satisfies that NBAA recommendation.

PART 135: This curriculum satisfies your specialty training program for International Procedures. If you are authorized for worldwide operations in Ops Spec B050, a typical training program requirement is for a 21-hour initial. This curriculum can meet that training requirement.

PART 91: Part 91 operators are issued Letters of Authorization (LOA) to operate in Reduced Vertical Separation Minimum (RVSM), Performance Based Navigation (PBN), and High Level Airspace (HLA). To be issued an LOA, operators develop and submit to the Federal Aviation Administration (FAA) manuals to support the procedures you will follow, including a requirement for training crews. This module complies with the International Standard for Business Aircraft Operations (IS-BAO) training requirement for “International Operations” defined in Chapter 8 of IS-BAO. The Business Aviation Safety Consortium (BASC) standard requires training when LOAs are issued for international operations.

Curriculum Content

- ADS-B
- CPDLC/PBCS
- Europe
- ICAO Differences (includes ICAO Altimetry)
- ICAO Phraseology
- Latin and South America
- New York West Oceanic Airspace
- North America
- North Atlantic
- Pacific Ocean Region
- Performance Based Navigation
- Polar Operations
- RVSM

Applicable Job Functions

- Pilot – Fixed Wing
- Pilot – Rotor Wing
- Flight/Cabin Attendant
- Line Service
- Mechanics/Engineers
- Safety Manager
- Scheduler/Dispatcher
The International Procedures Worldwide Recurrent curriculum is a review of the latest changes in international procedures. As a minimum, we include training to meet your Letters of Authorization (LOA) / Ops Spec training requirements. We can tailor the contents of the training curriculum to meet your needs by adding topics from the elective list to meet additional LOA / Ops Spec authorizations or spotlighting specific areas of operation.

Our Worldwide International Procedures training consists of multiple online modules to create a training curriculum. Due to the scope of the Worldwide International Procedures training curriculum, there is an additional fee when added to our IS-BAO, BASC, or Part 135 package.

The NBAA Management Guide (section 2.4) recommends advanced flight crew training above and beyond the regulatory requirements of the FAA as a best practice. That recommendation specifically cites International Procedures training. This training satisfies that NBAA recommendation.

The curriculum content changes based on the latest changes in international procedures. Select from the individual modules below to make your own personalized Worldwide International Procedures curriculum.

**PART 135:** This custom curriculum satisfies your specialty training program for International Procedures. If you are authorized for worldwide operations in Ops Spec B050, a typical recurrent training program requirement is an 8-hour recurrent. This curriculum is tailored to your specific authorizations, approved areas of operation, and company specific procedures.

**PART 91:** Part 91 operators are issued LOA to operate in Reduced Vertical Separation Minimum (RVSM), Performance Based Navigation (PBN), and High Level Airspace (HLA). To be issued an LOA, operators develop and submit to the Federal Aviation Administration (FAA) manuals to support the procedures you will follow, including a requirement for training crews. This module complies with the International Standard for Business Aircraft Operations (IS-BAO) training requirement for “International Operations” defined in Chapter 8 of IS-BAO. The Business Aviation Safety Consortium (BASC) standard requires training when LOAs are issued for international operations.

### Curriculum Content
- ICAO Differences (includes ICAO Altimetry)
- New York West Oceanic Airspace
- North America
- North Atlantic
- Performance Based Navigation
- RVSM

### Additional Elective Topics
- ADS-B
- CPDLC/PBCS
- Europe
- ICAO Phraseology
- Latin and South America
- Pacific Ocean Region
- Polar Operations

### Applicable Job Functions
- ✗ Pilot – Fixed Wing
- □ Pilot – Rotor Wing
- □ Flight/Cabin Attendant
- □ Line Service
- □ Mechanics/Engineers
- □ Safety Manager
- □ Scheduler/Dispatcher
Land and Hold Short Operations (LAHSO)

The LAHSO module reviews pilot responsibilities, best operating practices, and planning tools for pilots who are going to accept a land and hold short clearance. Over 250 Aviation Safety Reporting System (ASRS) reports were reviewed in the development of the module to learn the lessons from pilots involved in past LAHSO incidents. Runway signs and markings, landing distance information, Minimum Equipment List (MEL) considerations, weather, and required landing distance (RLD) for LAHSO are reviewed in the module.

PART 135: If approved in Ops Spec A027 for LAHSO, we will include the training module, tailored to your training program syllabus, in the Basic Indoctrination curriculums.

PART 91: The module is not required by the International Standard for Business Aircraft Operations (IS-BAO) or Business Aviation Safety Consortium (BASC) standard. If you operate into airports like Boston Logan (BOS), Chicago O’Hare (ORD), Miami (MIA), or other airports that may issue a land and hold short clearance, you must be proficient in knowing what your responsibilities are.

Module Content
- Definitions
- Preflight Planning
- In-flight Planning
- Visual Aids
- Rejected Landings

Applicable Job Functions
- Pilot – Fixed Wing
- Pilot – Rotor Wing
- Flight/Cabin Attendant
- Line Service
- Mechanics/Engineers
- Safety Manager
- Scheduler/Dispatcher
Low Visibility Operations

This module is an introduction to low visibility takeoff requirements, fog classification, reduced visibility due to fog, surface movement factors, runway markings, and runway visual range (RVR) equipment.

PART 135: Based on your Ops Spec C057 and/or C079, we tailor the content to your authorizations and procedures. We can also include training on pilot assessment of visibility if you are authorized for that in Ops Spec C079. This Low Visibility Operations information is typically provided in your tailored Instruments Procedures module, Takeoff section.

PART 91: The module is not required by the International Standard for Business Aircraft Operations (IS-BAO) or Business Aviation Safety Consortium (BASC) standard.

Module Content
- Fog
- Pilot Assessment of Visibility
- Takeoff Alternates
- Visual Aids

Applicable Job Functions
☑ Pilot – Fixed Wing
☐ Pilot – Rotor Wing
☐ Flight/Cabin Attendant
☐ Line Service
☐ Mechanics/Engineers
☐ Safety Manager
☐ Scheduler/Dispatcher
The Maintenance Resource Management training is also under the category of Human Factors training for mechanics and engineers. We have several options for Maintenance Resource Management eLearning modules to choose from including Communications, Fatigue Management, and Hazardous Attitudes.

The Maintenance Resource Management: Hazardous Attitudes module can be used for one hour of credit towards IA Renewal. FAA Course Acceptance Number: C-IND-IM-151112-K-006-002.

The Maintenance Resource Management: Fatigue Management module can be used for one hour of credit towards IA Renewal. FAA Course Acceptance Number: C-IND-IM-160330-K-006-001.

Each of the 3 topics listed below is a 1-hour eLearning module.

**PART 135:** Maintenance Resource Management training for mechanics complies with CFR 135.433 and Advisory Circular (AC) 120-72.

**PART 91:** International Standard for Business Aircraft Operations (IS-BAO) recommends that human factors training be provided to maintenance personnel. The Maintenance Resource Management modules are the maintenance version of human factors training. The Business Aviation Safety Consortium (BASC) standard NX6 3.12.4.1 and 2 requires Human Factors training.

### Curriculum Content
- Communications
- Fatigue Management
- Hazardous Attitudes

### Applicable Job Functions
- Pilot – Fixed Wing
- Pilot – Rotor Wing
- Flight/Cabin Attendant
- Line Service
- Mechanics/Engineers
- Safety Manager
- Scheduler/Dispatcher
Marshalling

Aircraft marshallers assist pilots in safely entering, operating in and exiting aircraft parking areas. Though the Pilot-In-Command is ultimately responsible for the safety of the aircraft, pilots are reliant on marshallers to prevent contacting obstacles or people. This module reviews ramp hazards like excessive use of engine thrust, aircraft lights, ramp markings, personal protective equipment, movement signals, and technical signals that line service techs and pilots use to communicate.

PART 135: There is no specific requirement to train on Marshalling under Part 135 unless you have added it to your training program requirements.

PART 91: The module is not required by the International Standard for Business Aircraft Operations (IS-BAO) or Business Aviation Safety Consortium (BASC) standard.

Module Content
- Aircraft Taxiing
- Movement on the Ramp
- Ramp Hazards
- Ramp Safety
- Movement Signals
- Technical Signals

Applicable Job Functions
- Pilot – Fixed Wing
- Pilot – Rotor Wing
- Flight/Cabin Attendant
- Line Service
- Mechanics/Engineers
- Safety Manager
- Scheduler/Dispatcher
Mid-Air Collision Avoidance

The Mid-Air Collision Avoidance module was created to address the National Transportation Safety Board (NTSB) Safety Alert 58 on Prevent Midair Collisions: Don’t Depend on Vision Alone. It highlights the potential hazards of midair collisions outlined in FAA Advisory Circular 90-48D: Pilots Role in Collision Avoidance. A review of the conclusions of a research study on the limitations of the See and Avoid Concept and why you should use the technique Search and Detect instead is included. The training topics are applied to unique nature of business aviation operations.

PART 135: There is no specific requirement to train on Mid-Air Collision Avoidance under Part 135 unless you have added it to your training program requirements. After an increase in the number of mid-air collision accidents involving Part 135 operators, some Principle Operating Inspectors (POIs) are making this a point of emphasis.

PART 91: The module is not required by the International Standard for Business Aircraft Operations (IS-BAO) or Business Aviation Safety Consortium (BASC) standard.

Module Content
- Physiology of the Eye
- Search and Detect Concept
- Limitations and Solutions
- Human Factors

Applicable Job Functions
- Pilot – Fixed Wing
- Pilot – Rotor Wing
- Flight/Cabin Attendant
- Line Service
- Mechanics/Engineers
- Safety Manager
- Scheduler/Dispatcher
Minimum Equipment List (MEL) Use

The MEL Use module is an overview of Federal Aviation Regulation (FAR) 91.213 Inoperative Instruments and Equipment; ICAO Annex 6, FAA 8900.1 Volume 4, Chapter 4, Section 2; FAA InFO 17007; and the different sections of a typical MEL. In this module, we address Configuration Deviation Lists (CDL) and Non-Essential Equipment and Furnishings (NEF) and review National Aeronautics and Space Administration (NASA) Aviation Safety Reporting System (ASRS) reports from fellow business aircraft pilots related to MELs.

The NBAA Management Guide (section 2.4) recommends advanced flight crew training above and beyond the regulatory requirements of the FAA as a best practice. That recommendation specifically cites Minimum Equipment List training. This training module satisfies that NBAA training recommendation.

PART 135: The MEL Use module contents are typically included in our Regulatory module for Part 135 operators to allow all of your maintenance procedures to be trained together in one module. The MEL Use content, in part, provides ground training in preparation for the testing requirements of FAR 135.293 (a)(1) and in response to the training requirements of FAR 135.345 (Initial) and 135.351 (Recurrent). This content satisfies your training program Operator Specific Basic Indoctrination curriculum requirement to train on Minimum Equipment Lists. We customize the module content based on your General Operations Manual (GOM) and/or Flight Operations Manual (FOM) guidance for flight crews.

PART 91: This module complies with the International Standard for Business Aircraft Operations (IS-BAO) training requirement for “minimum equipment list” defined in Chapter 8 of IS-BAO and FAA Letter of Authorization (LOA) D095 or D195. The module is not required by the Business Aviation Safety Consortium (BASC) standard.

Module Content
- FAR 91.213 and AC 91-67
- Definitions
- Preamble
- Master Minimum Equipment List
- Procedures Manual
- CDL / NEF

Applicable Job Functions
- Pilot – Fixed Wing
- Pilot – Rotor Wing
- Flight/Cabin Attendant
- Line Service
- Mechanics/Engineers
- Safety Manager
- Scheduler/Dispatcher
Mountain Flying

The Mountain Flying module is designed for pilots flying high performance jet and turboprop aircraft into and out of high altitude airports located in the mountains. Using airports such as Aspen, Eagle, and Telluride as examples, the module includes a review of best practices and considerations for flight planning, mountain weather, the terrain and its consequences for flight operations, density altitude and aircraft performance, approaches and departures, and emergencies during mountainous airport operations. Text and web-linked references are provided.

PART 135: This module is designed to support the safe operations of operators flying into high altitude mountain airports and is especially recommended for pilots who have limited experience in mountain airport flying. It may be used for both initial and recurrent training. We can customize the module to include any General Operations Manual (GOM) / Flight Operations Manual (FOM) operator-specific mountain operations procedures. We can also customize the module to meet any specialty curriculum requirements in your Federal Aviation Administration (FAA)-approved Training Program. This module is appropriate for use as a training element of risk mitigation when a Safety Management System (SMS) risk analysis identifies mountain flying hazards in your operation.

PART 91: For flight departments conducting operations into high altitude mountain airports, this module is appropriate for use as a training element of risk mitigation when an SMS risk analysis identifies mountain flying hazards in your operation. The module is not required by the International Standard for Business Aircraft Operations (IS-BAO) or Business Aviation Safety Consortium (BASC) standard.

Module Content

- Mountainous Terrain and Its Consequences
- Flight Planning for Mountain Flying
- Mountain Weather
- Density Altitude
- Approaches to Mountain Airports
- Departures from Mountain Airports
- Emergencies During Mountain Airport Operations

Applicable Job Functions

☑️ Pilot – Fixed Wing
☐ Pilot – Rotor Wing
☐ Flight/Cabin Attendant
☐ Line Service
☐ Mechanics/Engineers
☐ Safety Manager
☐ Scheduler/Dispatcher
Occupational Safety and Health (OSH)

Why train on OSH? Because it’s the law! The OSH module is designed as an introduction to and overview of the Occupational Safety and Health Act, establishment of Occupational Safety and Health Administration (OSHA), and the guidelines that are used to enhance safety in a flight operation.

We have 3 eLearning modules based on typical workplace hazard exposures for various flight operations personnel. The Ramp module is designed for all employees. The Hangar module supplements the Ramp module for Maintenance techs and others working in the hangar. The Powered Vehicle module supplements the Ramp module for anyone operating forklifts, tugs, or hydraulic lifts.

**PART 135:** Standards-29 Code of Federal Regulation (CFR) 1910 is the OSH standard for General Industry, including aviation, regulating health and safety guidelines performed in the aviation industry as a whole. Although the OSH Act does not apply to flight deck crew on an aircraft in operation, it does apply on all of their duties leading up to the cockpit door including loading bags and walking through the hangar.

**PART 91:** Standards-29 CFR 1910 is the OSH standard for General Industry, including aviation, regulating health and safety guidelines performed in the aviation industry as a whole. Although the OSH Act does not apply to flight deck crew on an aircraft in operation, it does apply on all their duties leading up to the cockpit door including loading bags and walking through the hangar. OSH standards compliance is an integral component of a Safety Management System (SMS). The module is responsive to the International Standard for Business Aircraft Operations (IS-BAO) training requirement for “complying with all national and local occupational health and safety laws and requirements” defined in Chapter 9 of IS-BAO. The Business Aviation Safety Consortium (BASC) standard requires training to comply with State occupational safety and health regulations.

The combined 3 eLearning modules; Occupational Safety and Health – Ramp, Hangar, and Powered Vehicle can be used for 3 hours of credit towards IA Renewal. FAA Course Acceptance Number: C-IND-IM-171024-K-010-001.

### Module Content

#### Ramp Module
- Introduction to OSH Act and OSHA
- Aircraft Fueling
- Ramp Safety
- Hearing Conservation
- Back Safety
- Ladder/Stairway Safety
- Slips, Trips, and Falls
- Hazardous Materials
- Hazard Communication
- Blood-borne Pathogens

#### Hangar Module
- Confined Spaces
- Electromagnetic Energy Exposure
- Electrostatic Discharge
- Lockout/Tagout
- Respiratory Protection

#### Powered Vehicle Module Content
- Powered Industrial Equipment (Forklift/Tug)
- Hydraulic Lift Safety

### Applicable Job Functions

- Pilot – Fixed Wing
- Pilot – Rotor Wing
- Flight/Cabin Attendant
- Line Service
- Mechanics/Engineers
- Safety Manager
- Scheduler/Dispatcher
Operations Manual

The Operations Manual module is a custom module developed to train flight department employees—pilots, flight attendants, mechanics, schedulers/dispatchers, and line service—on the contents of your Operations Manual. The training is designed to familiarize employees with the layout of the manual and general content. We can also design the module to highlight any changes you have recently made to the manual.

The NBAA Management Guide (section 2.4) recommends advanced flight crew training above and beyond the regulatory requirements of the FAA as a best practice. That recommendation specifically cites Flight Operations Manual training. This training module satisfies that NBAA training recommendation.

PART 135: This module does not apply to Part 135 operators. A Part 135 operator’s General Operations Manual (GOM) is covered in the general subjects customized modules. For example, fueling procedures are covered in the Regulatory module, emergency procedures in the Emergency Procedures module, and thunderstorm avoidance procedures in the Weather module.

PART 91: This module complies with the International Standard for Business Aircraft Operations (IS-BAO) training requirement for “Policies, Standard Operating Procedures (SOP), and Checklists” defined in Chapter 8 of IS-BAO. This module is responsive to many requests we have received from flight departments for a custom module on their manual. We don’t charge extra for the custom development of the module. This module is typically included for operators who select our IS-BAO training package. The module is not required by the Business Aviation Safety Consortium (BASC) standard.

Module Content

Each chapter of your Operations Manual is featured in a training module section with review questions. An exam is also included at the end of the training module. We typically deliver the module in 60-90 days from the day we receive your Operations Manual.

Applicable Job Functions

☒ Pilot – Fixed Wing
☒ Pilot – Rotor Wing
☒ Flight/Cabin Attendant
☒ Line Service
☒ Mechanics/Engineers
☒ Safety Manager
☒ Scheduler/Dispatcher
Overseas Territories Aviation Requirements (OTARs)

The module reviews the Overseas Territories Aviation Requirements (OTARs) Parts 1, 13, 91, 125, and 135 for Bermuda- or Cayman-registered operators.

**PART 135:** This module is not applicable to U.S.-registered Part 135 operations.

**PART 91:** This module is not applicable to U.S.-registered Part 91 operations.

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Part 125 Exam

The Part 125 exam is designed to meet the requirements of CFR 125.287 a1 and 3-9 initial and recurrent pilot testing requirements or CFR 125.289 initial and recurrent flight attendant crewmember testing requirements. This module is an exam only and is tailored to include company-specific questions from your operations manual.

PART 135: This module is not applicable to Part 135 operators.

PART 91: This module is not applicable to Part 91 operators.

Module Content
- Exam

Applicable Job Functions
- ✑ Pilot – Fixed Wing
- ✑ Flight/Cabin Attendant
- ✑ Safety Manager
- ☐ Scheduler/Dispatcher
- ☐ Pilot – Rotor Wing
- ☐ Line Service
- ☐ Mechanics/Engineers
- ☐ Scheduler/Dispatcher
Performance and Navigation

The Performance and Navigation module is designed for VFR rotary wing operators. It supports pilot knowledge and proficiency for rotary-wing aircraft performance and navigation. Training for the Washington DC and New York Class B Airspace Hudson River and East River Exclusion Special Flight Rules Airspace (SFRA) is included.

For a fixed-wing Instrument Flight Rules (IFR) version of this module, see our Instrument Procedures module.

The NBAA Management Guide (section 2.4) recommends rotorcraft-specific advanced flight crew training above and beyond the regulatory requirements of the FAA as a best practice. That recommendation specifically cites flight performance training. This training module satisfies that NBAA training recommendation.

PART 135: This Performance and Navigation module provides ground training in preparation for the testing requirements of CFR 135.293 (a)(4) and (5), and in response to the training requirements of CFR 135.345 (Initial) and 135.351 (Recurrent). After customization, this module satisfies your Training Program Airman Specific Basic Indoctrination curriculum on Aircraft Performance and Airport Analysis, Navigation, and Airspace and Air Traffic Control (ATC) Procedures.

PART 91: The module is not required by the International Standard for Business Aircraft Operations (IS-BAO) or Business Aviation Safety Consortium (BASC) standard.

Module Content
- Performance
- Navigation Basics
- Airspace and Air Traffic Control
- Special Flight Rules Airspace
- Aeronautical Charts and Data
- Airport/Heliport/Landing Zone Analysis

Applicable Job Functions
☐ Pilot – Fixed Wing
☒ Pilot – Rotor Wing
☐ Flight/Cabin Attendant
☐ Line Service
☐ Mechanics/Engineers
☐ Safety Manager
☐ Scheduler/Dispatcher
The PBN module is for pilots flying turboprop and jet aircraft with advanced avionics capable of navigating using Global Positioning System (GPS) and multiple-sensor, Flight Management System (FMS)-based Area Navigation procedures. The module provides background information and references along with a review of RNAV and RNP instrument flight procedures including departure, en-route, arrival, and approaches.

The module was developed in accordance with the International Civil Aviation Organization (ICAO) Document 9613, Performance Based Navigation (PBN) Manual. It includes training on the following navigation standards: RNP-1, RNAV-1, P-RNAV, RNP-2, RNAV-2, RNAV-10, RNP-4, RNP-5, B-RNAV, RNP-10, and RNP 0.3.

The Hong Kong Civil Aviation Department is requiring State Approval for RNP-1 and Australia for RNP-2. This eLearning module satisfies the training requirement for issuance of State Approval.

**PART 135:** The PBN module is customized based on Ops Spec authorizations in B034 Class I Terminal and En-route Navigation, B035 Class I Navigation in Class A Airspace, B036 Oceanic and Remote Continental Navigation Using Multiple Long-Range Navigation Systems (M-LRNS), C052 Instrument Approaches, C063 Departure Procedure (DPs) and Standard Terminal Arrival Routes (STARs), C073 Instrument Flight Rules (IFR) Approach Procedures Using VNAV, C085 Substituting GPS/Wide Area Augmentation System (WAAS) FMS for selected Non-Precision Approaches, and C384 Required Navigation Performance (RNP) Approaches, as applicable. GOM-based operator-specific RNAV procedures are included in the customized module. The module meets the FAA RNAV pilot training requirements published in Advisory Circular (AC) 90-100A, U.S. Terminal and En-Route Area Navigation (RNAV) Operations. We can customize the module to meet any specialty curriculum requirements in your FAA-approved Training Program.

**PART 91:** This module meets the FAA RNAV pilot training requirements published in AC 90-100A, U.S. Terminal and En-Route Area Navigation (RNAV) Operations, addressing the need for the specialized training required to operate in airspace systems that are moving increasingly toward satellite-based instrument procedures. For United States registered aircraft, the Federal Aviation Administration (FAA) published Notice N 8900.348 with guidance on issuance of Letter of Authorization (LOA) C063 Area Navigation (RNAV) and Required Navigation Performance (RNP) Terminal Operations. LOA C063 satisfies the requirement for operators to obtain State Approval for RNP. Operators have used this eLearning module to satisfy the training requirement for issuance of LOA C063. The module complies with the International Standard for Business Aircraft Operations (IS-BAO) training requirement for PBN defined in Chapter 13 of IS-BAO.

### Module Content
- Background
- Preflight
- General Procedures
- Departures (RNAV-1, RNP-1, P-RNAV)
- Enroute (RNAV-2, RNAV-5, RNAV-10, RNP-2, RNP-4, B-RNAV)
- Arrivals (RNAV-1, RNP-1, P-RNAV)
- Approaches (RNP 0.3)
- Contingencies

### Applicable Job Functions
- Pilot – Fixed Wing
- Pilot – Rotor Wing
- Flight/Cabin Attendant
- Line Service
- Mechanics/Engineers
- Safety Manager
- Scheduler/Dispatcher
Reduced Vertical Separation Minimums (RVSM)

Operations in RVSM airspace have become a non-event. We regularly climb through FL290 without a thought that we are entering RVSM airspace. Although it has become commonplace, the Federal Aviation Administration (FAA) still mandates training on the subject. The RVSM online module is designed for pilots flying aircraft that have either a Letter of Authorization (LOA), Ops Specs, or Part 91 Appendix G Section 9 authorization to operate in RVSM airspace. The module also includes a downloadable RVSM Reference card.

PART 135: This module meets the FAA RVSM pilot training requirements published in Advisory Circular (AC) 91-85B, Authorization of Aircraft and Operators for Flight in Reduced Vertical Separation Minimum Airspace, Appendix 4B and mandated by Ops Spec B046 paragraph c. Appendix G to Part 91 also requires “initial and recurring pilot training” for Part 135 operators on RVSM. Your training program may also contain a specialty curriculum for RVSM. During our customization process, we ensure we meet any operator-specific requirements that you have outlined in your training program.

PART 91: This module meets the FAA RVSM pilot training requirements published in AC 91-85B, Authorization of Aircraft and Operators for Flight in Reduced Vertical Separation Minimum Airspace, Appendix 4B, and mandated by your Letter of Authorization to operate in RVSM airspace. This module complies with the International Standard for Business Aircraft Operations (IS-BAO) training requirement for RVSM qualification defined in Chapter 13 of IS-BAO. The Business Aviation Safety Consortium (BASC) standard requires training when LOAs are issued for RVSM.

Module Content
- Authorizations
- Altitudes / Locations
- Flight Planning
- Equipment Requirements
- RVSM Numbers
- Special Emphasis Items
- Contingency Procedures

Applicable Job Functions
- Pilot – Fixed Wing
- Pilot – Rotor Wing
- Flight/Cabin Attendant
- Line Service
- Mechanics/Engineers
- Safety Manager
- Scheduler/Dispatcher
Regulated Waste

The Regulated Waste / International Garbage module is designed for operators with a compliance agreement with U.S. Customs and Border Protection / United States Department of Agriculture (USDA) approved to handle and dispose of regulated garbage when arriving back into the United States.

**PART 135:** There is no specific requirement to train on Regulated Waste under Part 135 unless you have added it to your training program requirements.

**PART 91:** The module is not required by the International Standard for Business Aircraft Operations (IS-BAO) or Business Aviation Safety Consortium (BASC) standard. If you have a compliance agreement with U.S. Customs and Border Protection / United States Department of Agriculture (USDA), this training is required.

**Module Content**
- United States Department of Agriculture (USDA) and Customs and Boarder Protection requirements
- Waste Bin
- Holding Period
- USDA No Free Ride Video
- Spill Procedures

**Applicable Job Functions**
- ☒ Pilot – Fixed Wing
- ☐ Pilot – Rotor Wing
- ☒ Flight/Cabin Attendant
- ☒ Line Service
- ☐ Mechanics/Engineers
- ☐ Safety Manager
- ☒ Scheduler/Dispatcher
Regulatory

The Regulatory module is a collection of topics in which we have combined various parts of the Federal Aviation Regulation (FAR) with your General Operations Manual (GOM) / Standard Operating Procedure (SOP) guidance and Ops Specs authorizations in one location. Unlike other online training providers, we integrate your multiple source documents for each topic so crews get a complete view of how they are expected to operate. For example, on the topic of Alternate Requirements, we integrate FAR 135.217—IFR: Takeoff limitations; FAR 135.223—IFR: Alternate airport requirements; FAR 135.225—IFR: Takeoff, approach, and landing minimums; Ops Spec A010, Aeronautical Weather Data; Ops Spec A057, Eligible On-Demand Operations; Ops Spec C055, Alternate Airport IFR Weather Minimums; and Aeronautical Information Manual (AIM) section 1-1-19, Global Positioning System into one comprehensive section on alternates. We use that same integrated approach for all module content sections listed and include downloadable flow charts to help crews apply the material in the cockpit.

**PART 135:** This module satisfies many of your training program requirements under the Operator Specific Basic Indoctrination curriculum section on Duties and Responsibilities of Flight Crew Members, Appropriate Provisions of the Code of Federal Regulations (CFR), and Concepts of Operating Manual, Certificate, and Operations Specifications.

This module also satisfies many of your training program Airman Specific Basic Indoctrination curriculum section on Flight Control, Weight and Balance, Takeoff and Landing minimums and alternate requirements.

**PART 91:** This module does not apply to Part 91 operators. For training on the Federal Aviation Regulations, see the FAR AIM Review module in this catalog.

**Module Content**
- Operating Certificate
- Training and Qualification
- Flight and Duty Times
- Operational Control
- Weight and Balance
- Alternates
- Fueling
- Maintenance Procedures
- Special Airport Familiarization

**Applicable Job Functions**
- Pilot – Fixed Wing
- Pilot – Rotor Wing
- Flight/Cabin Attendant
- Line Service
- Mechanics/Engineers
- Safety Manager
- Scheduler/Dispatcher
Runway Analysis

The Runway Analysis module is designed for an operational perspective on use of a commercial runway analysis product like that provided by Aircraft Performance Group (APG). Consideration of low close-in obstacles and the accuracy of efficiency of performance calculations are included. Insight into how maximum takeoff weight is derived is provided with an overview of the obstacle analysis process engineers use. Various engine-out procedures are discussed along with the implications for briefings and cockpit setup. It goes beyond what is taught during aircraft specific training with a focus on pilot responsibilities and the unique design of engine-out procedures.

PART 135: This Runway Analysis module satisfies a portion of the training requirements of FAR 135.345 (Initial) and 135.351 (Recurrent). After customization, this module satisfies your Training Program Airman Specific Basic Indoctrination curriculum on Runway Analysis.

PART 91: The module is not required by the International Standard for Business Aircraft Operations (IS-BAO) or Business Aviation Safety Consortium (BASC) standard. It provides training on integration of a runway analysis product into your flight operations.

Module Content
- Benefits
- Risk Management
- Obstacle Analysis Process
- Limit Weights
- Engine-Out Procedures

Applicable Job Functions
☑ Pilot – Fixed Wing
☐ Pilot – Rotor Wing
☐ Flight/Cabin Attendant
☐ Line Service
☐ Mechanics/Engineers
☐ Safety Manager
☐ Scheduler/Dispatcher
Runway Excursion

On average there are two business aviation runway excursions per month in the United States, making it the most frequent business aviation incident. The Runway Excursion module includes the top 10 focus areas to prevent runway excursions in business aviation. Each focus area highlights recent business aviation runway excursions with lessons learned as a takeaway.

Our subject matter expert monitors safety reporting databases weekly to keep the module updated with the latest trends in business aviation runway excursions.

PART 135: There is no specific Part 135 requirement for training on Runway Excursions. A review of Safety Alert for Operators (SAFO) 11011, 15009, and 16008; InFO 17009; and Advisory Circular 91-79A Change 2 is included in the module.

PART 91: This module complies with the International Standard for Business Aircraft Operations (IS-BAO) training requirement for “Runway Excursions” defined in Chapter 8 of IS-BAO. The module is not required by the Business Aviation Safety Consortium (BASC) standard.

Module Content
- Top 10 Focus Areas

Applicable Job Functions
- Pilot – Fixed Wing
- Pilot – Rotor Wing
- Flight/Cabin Attendant
- Line Service
- Mechanics/Engineers
- Safety Manager
- Scheduler/Dispatcher
Runway Incursion

The Federal Aviation Administration (FAA) special emphasis item Runway Incursions is presented in a training module that focuses on preventive measures. The latest information from the FAA and International Civil Aviation Organization (ICAO) Runway Safety teams are included in the module. In addition, we reviewed over 500 Aviation Safety Reporting System (ASRS) Reports related to runway incursions by business jet crews to assemble a practical list of prevention techniques. A National Transportation Safety Board (NTSB) animated presentation of a runway incursion prevented by a flight crew demonstrates best practices for surface operations. A pilot procedures brochure is available to download in the module.

PART 135: After customization, this module satisfies your training program Airman Specific Basic Indoctrination curriculum on all-weather surface operations and airport ground operational safety. During the customization process, we tailor our standard module to the guidance in your General Operations Manual (GOM) related to runway safety.

PART 91: The module is not required by the International Standard for Business Aircraft Operations (IS-BAO) or Business Aviation Safety Consortium (BASC) standard.

Module Content
- Statistics
- Why Do They Happen?
- Providence, RI Case Study
- Surface Movement Guidance Control System (SMGCS)
- Runway Status Lights
- Preventive Measures

Applicable Job Functions
- Pilot – Fixed Wing
- Pilot – Rotor Wing
- Flight/Cabin Attendant
- Line Service
- Mechanics/Engineers
- Safety Manager
- Scheduler/Dispatcher
Safe Towing Practices

Aircraft towing and ramp accidents resulting in aircraft damage can delay or cancel flights and be a major cause of flight schedule disruptions. Many costs are uninsured and estimated at over $100 million per year in direct costs. Most events are preventable by employing preventative measures, utilizing patience, and carefully handling the aircraft to avoid personnel injury and costly repairs. The Safe Towing Practices module addresses best practices when towing aircraft.

PART 135: This module is not required under Part 135 for flight crewmember training.

PART 91: The module is not required by the International Standard for Business Aircraft Operations (IS-BAO) or Business Aviation Safety Consortium (BASC) standard. It can be used for business aviation flight departments or FBOs to train pilots, maintenance techs, and line service techs on safe towing practices.

Module Content

- Ramp and Hangar Safety
- Best Practices – Tow Vehicle Use
- Best Practices – Towing Procedures
- Preventing Injuries
- Runway Incursion Prevention

Applicable Job Functions

- Pilot – Fixed Wing
- Pilot – Rotor Wing
- Flight/Cabin Attendant
- Line Service
- Mechanics/Engineers
- Safety Manager
- Scheduler/Dispatcher
Safety Management System (SMS)

The SMS eLearning module is designed as an introduction to and overview of the SMS concept and how an SMS can enhance safety in a flight operation. The module is organized around the four core elements of the SMS: Policy, Risk Management, Assurance, and Promotion. The SMS module provides web links, background, references, and examples. This training is appropriate for all flight operations personnel, not just aircrews. The SMS module can be customized to your organization and SMS.

Versions of the SMS module for Safety Managers, Pilots, Flight Attendants, Schedulers/Dispatchers, Line Service, and Admin are available.

The SMS module can be used for one hour of credit towards IA Renewal. FAA Course Acceptance Number: C-IND-IM-160330-K-006-002.

The NBAA Management Guide (section 2.4) recommends advanced flight crew training above and beyond the regulatory requirements of the FAA as a best practice. That recommendation specifically cites Safety Management System training. This training module satisfies that NBAA recommendation.

The SMS for Safety Managers module has been accepted by the International Business Aviation Council (IBAC) to meet the IS-BAO/IS-BAH auditor training requirements for “completion of an SMS training course” as defined in the appendix to the Audit Procedures Manual.

PART 135: There is currently no Federal Aviation Regulation (FAR) requiring an SMS in the U.S. for a Part 135 operator, although a Federal Aviation Administration (FAA) mandate is expected. Currently, both the National Transportation Safety Board (NTSB) and the FAA “encourage” General Aviation business and corporate operators to develop and implement an SMS. For operators of large and turbojet aircraft that operate internationally, an International Civil Aviation Organization (ICAO) mandate requires an SMS. This training module is responsive to both FAA and ICAO perspectives and their supporting documents.

PART 91: Both the NTSB and the FAA “encourage” GA business and corporate operators to develop and implement an SMS. For operators of large and turbojet aircraft that operate internationally, an ICAO mandate requires an SMS. This training module is responsive to both FAA and ICAO perspectives and their supporting documents. The module meets the International Standard for Business Aircraft Operations (IS-BAO) SMS training requirements as defined in Chapter 3. The Business Aviation Safety Consortium (BASC) standard NX 19 4.1 requires SMS training.

Module Content
- Introduction to SMS
- SMS Elements
- Safety Policy
- Safety Risk Management
- Safety Assurance
- Safety Promotion
- SMS Documentation
- Scenario Applicable to each Operations Group

Applicable Job Functions
- Pilot – Fixed Wing
- Pilot – Rotor Wing
- Flight/Cabin Attendant
- Line Service
- Mechanics/Engineers
- Safety Manager
- Scheduler/Dispatcher
Suspected Unapproved Parts

The Suspected Unapproved Parts (SUP) module highlights the role and responsibility of a maintenance technician in identification of unapproved or counterfeit parts. The module also includes Federal Aviation Administration (FAA) reporting procedures for SUP.

PART 135: The module can be customized to operator-specific procedures outlined in a General Maintenance Manual.

PART 91: This module is not required by International Standard for Business Aircraft Operations (IS-BAO). It can be used for business aviation flight departments or Part 145 repair stations to train maintenance technicians on Suspected Unapproved Parts.

Module Content
- Purpose
- How SUPs Enter the System
- Part Marking Requirements
- Civil and Legal Impacts
- Reporting

Applicable Job Functions
- Pilot – Fixed Wing
- Pilot – Rotor Wing
- Flight/Cabin Attendant
- Line Service
- Mechanics/Engineers
- Safety Manager
- Scheduler/Dispatcher
Threat and Error Management (TEM)

The International Civil Aviation Organization (ICAO) describes the Threat and Error Management (TEM) framework as a conceptual model that assists in understanding, from an operational perspective, the inter-relationship between safety and human performance in dynamic and challenging operational contexts. The module is part of our Human Factors training options. The training complies with the Transport Canada Advisory Circular (AC) 700-042 on Crew Resource Management training.

The NBAA Management Guide (section 2.4) recommends advanced flight crew training above and beyond the regulatory requirements of the FAA as a best practice. That recommendation specifically cites Threat and Error Management training. This training module satisfies that NBAA training recommendation.

PART 135: There is no specific Part 135 requirement for Threat and Error Management training. It may be added to supplement an operator’s Crew Resource Management training.

PART 91: Threat and Error Management training is recommended for all aircraft crewmembers in IS-BAO 8.2.4 as part of Human Factors (HF) and Crew Resource Management (CRM) Training. The module is not required by the Business Aviation Safety Consortium (BASC) standard.

Module Content
- What is Threat and Error Management
- Threats
- Errors
- Undesired Aircraft State
- Managing Threats and Errors
- Scenarios

Applicable Job Functions
- Pilot – Fixed Wing
- Pilot – Rotor Wing
- Flight/Cabin Attendant
- Line Service
- Mechanics/Engineers
- Safety Manager
- Scheduler/Dispatcher
Traffic Collision Avoidance System (TCAS)

In Safety Alert for Operators (SAFO) 11010, the Federal Aviation Administration (FAA) “strongly recommends” pilot training on use of TCAS for Part 91 and 135 flight crews because of a high percentage of noncompliance with TCAS RA alerts. Our TCAS module highlights the issues published in the SAFO and reviews best operating practices outlined in Advisory Circular (AC) 120-55C – Aircraft Operational Approval and Use of TCAS II, Information for Operators (InFO) 11012— Transponder/TCAS Operations While on the Airport Surface, and AC 90-48D Pilots’ Role in Collision Avoidance. This module addresses the NTSB Safety Alerts 45 and 58 and FAA SAFO 15006.

PART 135: Although training on TCAS is not specifically required under Part 135, we typically include it with the initial Pilot-In-Command (PIC)/Second-In-Command (SIC) Basic Indocritination curriculum. We review TCAS procedures specific to Reduced Vertical Separation Minimum (RVSM) airspace in the RVSM module and Precision Runway Monitor (PRM) approaches in the Instrument Procedures module.

PART 91: The module is not required by the International Standard for Business Aircraft Operations (IS-BAO) or Business Aviation Safety Consortium (BASC) standard.

Module Content
- TCAS History and Development
- TCAS/Airborne Collision Avoidance System (ACAS) – Including Software version 7.1
- Data Block
- TCAS Controls
- TCAS Operations
- Comply With the RA
- TCAS in RVSM Airspace
- TCAS Use During PRM Approaches
- Inhibited TCAS Commands
- Mid-Air Accidents

Applicable Job Functions
- Pilot – Fixed Wing
- Pilot – Rotor Wing
- Flight/Cabin Attendant
- Line Service
- Mechanics/Engineers
- Safety Manager
- Scheduler/Dispatcher
TSA Security

The Transportation Security Administration (TSA) Security module is designed for all flight department employees of Part 135 operators flying aircraft weighing over 12,500 lbs that have a need to know about the Twelve Five Standard Security Program (TFSSP) or operators with a TSA Security program like the DCA Access Standard Security Program (DASSP), Private Charter Standard Security Program (PCSSP), or Fixed Based Operator Standard Security Program (FBOSSP). The module goes beyond the TSA requirements, including security best practices for operations.

PART 135: We customize our standard TSA Security module for any company-specific security procedures you have. We will sign a TSA Non-Disclosure Agreement with you to develop an online module specific to your protocols. The exam is set up with a minimum 85% score to pass and module timers to ensure your crews meet the TSA guidelines, making your next TSA audit a breeze. The eLearning module includes all of the required training elements as well as meets the minimum time requirements for Ground Security Coordinators (GSC) and Inflight Security Coordinators (ISC).

PART 91: This module does not apply to Part 91 operators that are not part of the DASSP or FBOSSP TSA programs. For training in business aviation security best practices, see the Corporate Aviation Security module in this catalog.

Module Content
- Security Threats
- Threat Levels
- TFSSP
- DASSP
- Security Screening (FBOSSP and PCSSP only)
- Passengers
- Baggage
- Security Mindset
- International Security

Applicable Job Functions
- ✗ Pilot – Fixed Wing
- ✗ Pilot – Rotor Wing
- ✗ Flight/Cabin Attendant
- ✗ Line Service
- ✗ Mechanics/Engineers
- ✗ Safety Manager
- ✗ Scheduler/Dispatcher
Upset Prevention Recovery Training (UPRT)

UPRT has overtaken Controlled Flight Into Terrain (CFIT) as the leading cause of fatal aircraft accidents worldwide. The Federal Aviation Administration (FAA), European Aviation Safety Agency (EASA), and International Civil Aviation Organization (ICAO) have made UPRT one of their “hot button” issues in an effort to reduce the number of fatalities. This module covers the academic principles published in the Airplane Upset Recovery Training Aid developed by the Upset Prevention and Recovery Training Association.

The NBAA Management Guide (section 2.4) recommends advanced flight crew training above and beyond the regulatory requirements of the FAA as a best practice. That recommendation specifically cites Upset Recovery Training. NBAA recommends classroom (eLearning) combined with aircraft/simulator instruction.

PART 135: There is no specific requirement to train on your UPRT under Part 135 unless you have added it to your training program requirements.

PART 91: The module complies with the International Standard for Business Aircraft Operations (IS-BAO) training requirement for “Upset Prevention and Recovery Training (UPRT)” defined in Chapter 8 of IS-BAO. The module is not required by the Business Aviation Safety Consortium (BASC) standard.

Module Content
- Loss of Control – The Basics
- Wing Stall
- Tail Stall
- Upset

Applicable Job Functions
- ☒ Pilot – Fixed Wing
- ☐ Pilot – Rotor Wing
- ☐ Flight/Cabin Attendant
- ☐ Line Service
- ☐ Mechanics/Engineers
- ☐ Safety Manager
- ☐ Scheduler/Dispatcher
Volcanic Ash

The Volcanic Ash module covers information about the hazards of volcanic ash phenomenon and its negative effects on aviation. This module also presents the preventive measures for avoiding a cloud of volcanic ash and the procedures used to deal with an encounter.

PART 135: There is no specific requirement to train on Volcanic Ash under Part 135 unless you have added it to your training program requirements. We can include Volcanic Ash training as a stand-alone module or as part of the Weather module.

PART 91: The module is not required by the International Standard for Business Aircraft Operations (IS-BAO) or Business Aviation Safety Consortium (BASC) standard.

Module Content
- Volcanoes
- Aviation and Volcanic Eruptions
- Hazards
- Avoidance
- If Ash is Encountered

Applicable Job Functions
- ✗ Pilot – Fixed Wing
- □ Pilot – Rotor Wing
- □ Flight/Cabin Attendant
- □ Line Service
- □ Mechanics/Engineers
- □ Safety Manager
- ✗ Scheduler/Dispatcher
Wake Turbulence

The Wake Turbulence module addresses the hazard of flying into another aircraft’s vortices. Aimed at avoidance techniques, the module highlights the guidance in Federal Aviation Administration (FAA) Advisory Circular (AC) 90-23G, Aeronautical Information Manual (AIM), Safety Alert for Operators (SAFO) 12007 and 14007, Information for Operators (InFO) 13006, and several FAA Notices on the topic.

We present specific wake turbulence-related incidents in turbine business aircraft flown by professional flight crews. The module also highlights the new Wake Turbulence Aircraft Categories and Separation Standards going into effect across the United States and Europe.

PART 135: The Wake Turbulence module satisfies your training program Airman Specific Basic Indoctrination curriculum Wake Turbulence section. The Wake Turbulence information is included in the initial curriculum. During the customization process, we tailor our standard module to the guidance in your General Operations Manual (GOM) on wake turbulence avoidance techniques.

PART 91: The module is not required by the International Standard for Business Aircraft Operations (IS-BAO) or Business Aviation Safety Consortium (BASC) standard.

Module Content
- What Is Wake Turbulence?
- Where Does Wake Turbulence Exist?
- Avoiding Wake Turbulence

Applicable Job Functions
- Pilot – Fixed Wing
- Pilot – Rotor Wing
- Flight/Cabin Attendant
- Line Service
- Mechanics/Engineers
- Safety Manager
- Scheduler/Dispatcher
Our Weather module provides the required understanding and knowledge for flight crews to assess weather conditions that may be potentially hazardous to flight. The module covers the types of weather frontal systems that may be encountered and general conditions associated with each type. The following topics are presented in this module: Different types of cloud formations; Thunderstorms and the associated hazards of icing conditions, microburst, and windshear; high altitude weather, volcanic activity, and various regional weather phenomena; reading and understanding METAR and TAF products and a downloadable METAR/TAF key; and specific incidents about weather-related accidents and incidents in turbine business aircraft flown by professional flight crews.

**PART 135:** After customization, this module satisfies your training program Airman Specific Basic Indoctrination curriculum on Weather and Notices to Airmen (NOTAM) information as well as the Meteorology section. We have organized the module to meet the training requirements required under Federal Aviation Regulation (FAR) 135.345 and the testing requirements of 135.293 (a)6 and 7. During the customization process, our standard module is tailored to the guidance in your General Operations Manual (GOM) on operations near thunderstorms, icing conditions, and any other meteorological information published in your manuals.

**PART 91:** The module is not required by the International Standard for Business Aircraft Operations (IS-BAO) or Business Aviation Safety Consortium (BASC) standard. We do offer an IS-BAO required Winter Operations/Surface Contamination module that includes some meteorology information, an IS-BAO required High Altitude module that covers high altitude meteorology, and a Weather Radar module that addresses hazards of operating near thunderstorms.

**Module Content**
- Fronts
- Icing
- Fog
- Thunderstorms
- Microburst
- Clouds
- High Altitude
- Volcanoes
- Local Oddities
- METAR-TAF
- Weather Briefings

**Applicable Job Functions**
- ☒ Pilot – Fixed Wing
- ☒ Pilot – Rotor Wing
- ☐ Flight/Cabin Attendant
- ☐ Line Service
- ☐ Mechanics/Engineers
- ☐ Safety Manager
- ☒ Scheduler/Dispatcher
The Weather Radar module is designed to provide the required understanding and knowledge for flight crews to assess summer time weather conditions that may be potentially hazardous to flight. The module includes a detailed operational perspective on using onboard airborne and data uplinked NEXRAD weather radar. We also present specific incidents about weather-related accidents and incidents in turbine business aircraft flown by professional flight crews.

**PART 135:** There is no specific requirement to train on Weather Radar under Part 135 unless you have added it to your training program requirements.

**PART 91:** The module is not required by the International Standard for Business Aircraft Operations (IS-BAO) or Business Aviation Safety Consortium (BASC) standard.

**Module Content**
- Warm Weather Hazards
- Aviation Weather Radar
- Radar Limitations
- Radar Beam Control
- Lessons Learned / Case Study

**Applicable Job Functions**
- ☒ Pilot – Fixed Wing
- ☒ Pilot – Rotor Wing
- ☐ Flight/Cabin Attendant
- ☐ Line Service
- ☐ Mechanics/Engineers
- ☐ Safety Manager
- ☐ Scheduler/Dispatcher
Winter Operations / Surface Contamination

Are you ready for snow and ice? Our Winter Operations / Surface Contamination module reviews operations in ground icing conditions including anti- and deice fluids, deice procedures, holdover times, and pre-takeoff contamination checks. Braking action reports, cold temperature altitude corrections, and contaminated runways are also presented.

The eLearning module is updated each year for changes to Holdover Time Tables, Cold Temperature Restricted Airports, and new case studies.

The NBAA Management Guide (section 2.4) recommends advanced flight crew training above and beyond the regulatory requirements of the FAA as a best practice. That recommendation specifically cites Icing/Deicing Procedures training. This training module satisfies that NBAA training recommendation.

PART 135: After customization, this module satisfies your training program Airman Specific Basic Indoctrination curriculum on Winter Operations / Ground Deicing. This module also addresses Federal Aviation Administration (FAA) Safety Alert for Operators (SAFOs) 19003, 19001, 16009, 09004, 09015, 10006, and 01001 along with FAA Information for Operators (InFOs) 19012, 18011, 18009, 09007, and 09016 and Advisory Circular 91-79A, Change 2.

We customize this module based on the guidance published in your General Operations Manual (GOM), authorization in Ops Spec A041, and any FAA-Approved Deicing Program you might have.

Many Part 135 operators include the module in the initial training as well as have crews complete it each October as a Winter Operations refresher. We also have a shorter Surface Contamination module available for Flight/Cabin Attendants.

PART 91: This module complies with the International Standard for Business Aircraft Operations (IS-BAO) training requirement for “Aircraft Surface Contamination” defined in Chapter 8 of IS-BAO. The module is not required by the Business Aviation Safety Consortium (BASC) standard. Many Part 91 operators opt to complete the training each October as a Winter Operations refresher.

We also have an Aircraft Surface Contamination module available for Flight/Cabin Attendants.

Module Content
- Extreme Cold Temperatures
- Contaminated Runways
- Ground Icing Conditions

Applicable Job Functions
- Pilot – Fixed Wing
- Pilot – Rotor Wing
- Flight/Cabin Attendant
- Line Service
- Mechanics/Engineers
- Safety Manager
- Scheduler/Dispatcher
## Training Recommendations

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¹ **ISBAO**: The topic is specifically mentioned in the IS-BAO standard for required or recommended training. See our IS-BAO Training White Paper for more details.

² **NBAA**: The NBAA Management Guide recommends training on this topic. See the NBAA Management Guide for more details.

³ **BASC**: The Business Aviation Safety Consortium (BASC) requires training on this topic. See the BASC Training Table for more details.

⁴ **FAA**: The topic is required by the FAA for a Part 91 operator if you are authorized for that activity.
## Modules by Job Function

The following table lists each module and the job functions to which it is applicable.

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