**QUALIFICATIONS AND EXPERIENCE QUESTIONNAIRE FOR**

**POTENTIAL USOAP SUBJECT MATTER EXPERTS**

**SPECIALIZING IN**

**AIRCRAFT OPERATIONS (OPS) AND PERSONNEL LICENSING AND TRAINING (PEL)**

If you wish to be considered a potential USOAP CMA subject matter expert, please complete this questionnaire. All fields are mandatory. For reference purposes, the minimum criteria that must be met in order to be considered a potential USOAP expert are set out in the attachments to State letter 15/35 – *Short-term secondment of experts to the USOAP CMA*.

For OPS candidates, all fields in Section I (Aircraft Operations) and Section III are mandatory. For PEL candidates, all fields in Section II (Personnel Licensing and Training) and Section III are mandatory. Candidates who wish to be considered potential USOAP CMA subject matter experts in both OPS and PEL are invited to complete Sections I, II and III.

Kindly ensure that your curriculum vitae provides detailed information regarding the tasks you performed in support of the information requested below.

 Date:

First name: Last name:

Preferred form of address: Mr. [ ]  Mrs. [ ]  Ms. [ ]  Other (specify)

Nationality: E‑mail:

Current employer:

Current title:

**Section I – Aircraft Operations (OPS)**

a) Do you hold an airline transport pilot licence (ATPL) with commercial flight experience?

Yes [ ]  No [ ]

b) Do you have a university degree in engineering or an aviation-related area?

Yes [ ]  No [ ]

If so, specify:

c) How many years’ experience do you have as an aircraft operations inspector/auditor in a civil aviation authority (CAA) or regional safety oversight organization (RSOO)?

 years

d) Have you completed an aircraft operations inspector/auditor training programme?

Yes [ ]  No [ ]

e) How many years’ experience do you have with the process for the issuance of air operator certificates (AOCs) and operations specifications (OPSPECs)?

 years

f) How many years’ experience do you have regarding safety oversight in the area of the transport of dangerous goods by air?

 years

g) How would you rate your knowledge of ICAO Annex 2 — *Rules of the Air*, Annex 6 — *Operation of Aircraft* (Part I – *International Commercial Air Transport – Aeroplanes*, Part II – *International General Aviation* – *Aeroplanes* and Part III – *International Operations* – *Helicopters*), Annex 18 — *The Safe Transport of Dangerous Goods by Air* and Annex 19 — *Safety Management*?

Annex 2 Minimal [ ]  Moderate [ ]  Extensive [ ]

Annex 6 (Part I) Minimal [ ]  Moderate [ ]  Extensive [ ]

Annex 6 (Part II) Minimal [ ]  Moderate [ ]  Extensive [ ]

Annex 6 (Part III) Minimal [ ]  Moderate [ ]  Extensive [ ]

Annex 18 Minimal [ ]  Moderate [ ]  Extensive [ ]

Annex 19 Minimal [ ]  Moderate [ ]  Extensive [ ]

**Section II – Personnel Licensing and Training (PEL)**

a) Do you hold:

[ ]  a commercial pilot licence (CPL) [ ]  an airline transport pilot licence (ATPL)

 years’ commercial flight experience

[ ]  an aircraft maintenance engineer licence

 years’ experience working with an airline or approved maintenance organization

[ ]  an air traffic controller (ATC) licence

 year’s active controller experience in either the terminal or en‑route specialty

[ ]  a flight dispatcher licence or flight operations officer licence

 years’ experience working with an airline

☐ none of the above

b) Do you have a university degree in engineering or an aviation-related area?

Yes [ ]  No [ ]

If so, specify:

c) How many years’ experience do you have as a personnel licensing and training inspector/auditor in a civil aviation authority (CAA) or regional safety oversight organization (RSOO)?

 years

d) Have you completed a personnel licensing and training inspector/auditor training programme?

Yes [ ]  No [ ]

e) How many years’ experience do you have with the process for approving aviation training organizations?

 years

f) How many years’ experience do you have working with personnel licensing processes?

 years

g) How would you rate your knowledge of ICAO Annex 1 — *Personnel Licensing*, Annex 2 — *Rules of the Air* and Annex 19 — *Safety Management*?

Annex 1 Minimal [ ]  Moderate [ ]  Extensive [ ]

Annex 2 Minimal [ ]  Moderate [ ]  Extensive [ ]

Annex 19 Minimal [ ]  Moderate [ ]  Extensive [ ]

**Section III – Aircraft Operations (OPS) and Personnel Licensing and Training (PEL)**

h) How would you rate your knowledge of the functions and activities of ICAO?

Minimal [ ]  Moderate [ ]  Extensive [ ]

i) How would you rate your knowledge and experience related to civil aviation codes and regulations, including familiarity with at least one internationally recognized regulatory system, such as those developed by the European Aviation Safety Agency (EASA), or the United States Federal Aviation Administration (FAA)?

Minimal [ ]  Moderate [ ]  Extensive [ ]

j) How would you rate your English language skills?

Spoken Fair [ ]  Good [ ]  Very good [ ]  Fluent [ ]

Written Fair [ ]  Good [ ]  Very good [ ]  Fluent [ ]

Please indicate your language skills, if any, in ICAO’s other official languages:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  | Fair | Good | Very good | Fluent |
| French | Spoken | [ ]  | [ ]  | [ ]  | [ ]  |
|  | Written | [ ]  | [ ]  | [ ]  | [ ]  |
| Spanish | Spoken | [ ]  | [ ]  | [ ]  | [ ]  |
|  | Written | [ ]  | [ ]  | [ ]  | [ ]  |
| Russian | Spoken | [ ]  | [ ]  | [ ]  | [ ]  |
|  | Written | [ ]  | [ ]  | [ ]  | [ ]  |
| Arabic | Spoken | [ ]  | [ ]  | [ ]  | [ ]  |
|  | Written | [ ]  | [ ]  | [ ]  | [ ]  |
| Chinese | Spoken | [ ]  | [ ]  | [ ]  | [ ]  |
|  | Written | [ ]  | [ ]  | [ ]  | [ ]  |

k) How would you rate your ability to use Microsoft Office (Word, Outlook, Excel and PowerPoint) software?

Beginner [ ]  Intermediate [ ]  Advanced [ ]