

Indian Aviation Academy
(National Institute of Aviation Management And Research Society)
 Joint Venture of - AAI, BCAS and DGCA, Govt of India
 Gurgaon Road, New Delhi - 110037
 Training Calendar 2017 - 2018

S. No.	Programme	Level of Participants	Scheduled dates	Room No.
APRIL, 2017	Orientation Programme (Tier-1)	Newly recruited JETs/ MGR of all Discipline	3 - 28 April, 2017	1
	Recurrent Trg. Programme for DAW, DDAW		3 - 10 April 2017	3
	Hindi Workshop	Executives from all disciplines [DGM and above]	12 April 2017.	2
	Induction Training Module-I Phase-I (Third Batch)		17 - 28 April 2017	2
	Basic Operations for non-operational executives	All executives other than (Ops.)/ATM	26 - 28 April, 2017	3
	Microsoft Office - Productivity Tools (Delhi based officials)	Delhi based officials (NE-5 to E-3)	17 - 21 April 2017	6
	AVSEC Air Cargo	Airlines / Airport Operators / Cargo Agents / BCAS	17 - 24 April, 2017	5
	Finance for Non Finance	Executives (for all others than Finance Discipline)	19 - 21 April, 2017	4
	Air Side Operation Management		24 - 28 April, 2017	4
	Aerodrome Licensing	All Executive from Plg, Engg / ATM / OPS & APDs	26 - 28 April, 2017	5

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MAY, 2017	AVSEC Instructors Course	ASG / Airlines / AAI / BCAS	1 - 9 May, 2017	3
	Module II Dte Specific		2 - 30 May, 2017	2
	Air Safety Refresher Course		2 - 3 May, 2017	4
	E&M Installations at Airports	Executives from Plg. & Engg. (JE to Jt. GM)	3 - 5 May, 2017	1
	Recurrent Trg. Programme for DAW, DDAW		8 - 20 May, 2017	5
	HR for non-HR Executives	Executives from all disciplines except HR [Junior Executive and above]	15 - 19 May, 2017	4
	AVSEC Supervisors	ASG / Airlines / BCAS	11 - 22 May, 2017	3
	Microsoft Office - Productivity Tools (Delhi based officials)	Delhi based officials (NE-5 to E-3)	15 -19 May 2017	6
	RTI Act	CPIO & FAA	18 May, 2017	1
	Training on Material Management		22 - 26 May, 2017	4
	Basic Airport Operation Course(Ab-Initio)	JE/Asstt. Manager (Ops.) / (Fresh appointment)	22 May - 14 July, 2017	5
	Techniques for investigation of Aircraft accidents / incidents		29 May - 2 June, 2017	3
	Recurrent Trg. Programme for DAW, DDAW		29 May - 2 June, 2017	4

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JUNE, 2017	Advanced Computer Training incl MS Office & MS Access		5 - 9 June 2017	4
	Microsoft Office - Productivity Tools (Delhi based officials)	Delhi based officials (NE-5 to E-3)	5 - 9 June 2017	6
	Executive Development Programme	Executives from all disciplines [Junior Executive and above]	5 - 9 June 2017	3
	Orientation Programme for JET & Manager (Technical)	Jr. Exe. To Manager (Technical)	5 - 16 June 2017	2
	Works & Accounts	Executives from Plgs., Engg. & Finance (JE to Jt. GM)	7 - 9 June, 2017	1
	Aircraft Rescue and Fire Fighting		14 - 16 June, 2017	3
	Auditors Course	ASG / Airlines / AAI / BCAS	14 - 22 June 2017	4
	Air Cargo Management	(Jr.Ex. and above deployed for cargo operations)	19 - 23 June, 2017	3
	CAR 145		21 - 23 June, 2017	2
	Preventive of sexual harassment to women at workplace(Delhi based)	women staff from all discipline Delhi based	21 - 22 June 2017	1
	Planning for Retirement	Executives from all disciplines (Jr. Executive & above) (retiring within one year)	28 - 30 June 2017	1
	CAR M		28 - 30 June 2017	4
Earthquake & Fire Awareness(Delhi Based)	Officials of all disciplines	30 June, 2017	2	

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S. No.	Programme	Level of Participants	Scheduled dates	Room No.
	Initial Trg. Programme for newly recruited ADAWOs		3 July - 10 November 2017	as per availability
	Dangerous Goods Regulations (Level VI)		3 - 7 July, 2017	4
	Training on change of ICAO annex 14 Vol-I & II		5 - 7 July, 2017	3
	HR for HR Executives	Executives from HR disciplines [Junior Executive and above]	10 - 14 July 2017	1
JULY, 2017	Referresher Course for Engineers	Executives from Civil/Elect./Structure Engg. (JE to Jt. GM)	11 - 14 July, 2017	3
	Commercial Management	Jr.Ex. to Jt.G.M. dealing with commercial matters	11 - 13 July, 2017	4
	AVSEC Management Course	ASG / Airlines / AAI / BCAS	11 - 21 July 2017	2
	AVSEC Instructor Refresher Course	ASG / Airlines / AAI / BCAS	13 - 14 July 2017	6
	Microsoft Office - Productivity Tools (Delhi based officials)	Delhi based officials (NE-5 to E-3)	17 - 21 July, 2017	6
	Ab-initio Programme for Airport Controller / Airport Directors		17 - 21 July, 2017	4
	Hindi Workshop	Executives from all disciplines [Junior Executive to Sr. Mgr.]	19 - 20 July 2017	5
	Electroics Systems in Terminal Building	Executive from Electronics / Communication / IT (JET/JGM)	24 - 28 July 2017	1
	CAR 66 & CAR 147		26 - 28 July 2017	4

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AUGUST, 2017	AVSEC Supervisors	ASG / Airlines / BCAS	1 - 11 August, 2017	3
	Management Development Programme (Tier-II)	Executives at the level Mgr, Sr. Mgr., AGM & Jt. GM- All Discipline	2 - 4 August, 2017	1
	Microsoft Office - Productivity Tools (Delhi based officials)	Delhi based officials (NE-5 to E-3)	7 - 11 August, 2017	6
	Training on Materials Management	AAI Officials	7 - 11 August, 2017	5
	Contract Law, Arbitration & Conciliation Act.	Executives from Engg./Land/Comml./Cargo/Law/ HR disciplines (AM to GM)	08 - 11 August, 2017	1
	Change Management	Executive upto DGM Level Ops. / Engg.	17 - 18 August, 2017	1
	AAI - ECDA Regulations / Domestic Enquiry	Executives from all disciplines [Junior Executive and above]	21 - 23 August, 2017	1
	Dangerous Goods Regulations	Staff & Officers from Cargo/Security & Fire discipline	21 - 26 August, 2017	4
	AVSEC Auditors Refresher Course	ASG / Airlines / AAI / BCAS	22 - 23 August, 2017	3
	Right To Information Act	CPIO & FAA	24 August, 2017	1
Green Field Airports	All Executives from Plg. & Engg./ATM/CNS/OPS.	29 - 31 August, 2017	1	
	Dangerous Goods Regulations		21 - 26 August, 2017	5

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SEPTEMBER, 2017	Airport Certification, SMS, SSP, Safety Overnight Inspection		5 - 7 September, 2017	3
	Business Ethics & Customer Care	Executives from all disciplines [Junior Executive and above]	11 - 13 September, 2017	5
	Wildlife Hazard Management	Executive upto AGM level (Operations) / Aviation Safety/ATM/ Civil (E)	11 - 13 September, 2017	4
	Construction & Project Management	Executives from Planning, Engineering and Finance disciplines (AM to GM)	12 - 15 September, 2017	1
	AVSEC Air Cargo	Airlines / Airport Operators / Cargo Agents / BCAS	19 - 26 September, 2017	3
	AVSEC Instructor Refresher Course	ASG / Airlines / AAI / BCAS	20 - 21 September, 2017	4
	Microsoft Office - Productivity Tools (Delhi based officials)	Delhi based officials (NE-5 to E-3)	18 - 22 September, 2017	6
	Training on repairs and Maintenance of Rosenbauer (ACFTs)	AAI Officials	18 - 22 September, 2017	5
	Domestic Cargo Orientation Programme	Jr.Ex. and above deployed for cargo operations	20 - 22 September, 2017	1
	Airport Terminal Management		25 - 29 September, 2017	4
	Competency Mapping	Executives from all disciplines [Junior Executive and above]	28 - 29 September, 2017	1

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	CAR 145		3 - 5 October, 2017	2
	Auditors Course	ASG / Airlines / AAI / BCAS	4 - 12 October, 2017	5
	Aeronautical Ground Aids	Executives upto Jt. G.M. level (Ops.)/Engg./ATM	5 - 6 October, 2017	1
OCTOBER, 2017	Managing for Productivity	Executives from all disciplines [Junior Executive and above]	9 - 11 October, 2017	1
	Microsoft Office - Productivity Tools (Delhi based officials)	Delhi based officials (NE-5 to E-3)	9 - 13 October, 2017	6
	Crisis Management	ASG / Airlines / AAI / BCAS	9 - 13 October, 2017	4
	Conservation of Energy	All Executive from Plg, Engg ., Ops. & APDs	11 - 13 October, 2017	3
	CAR M		16 - 18 October, 2017	2
	AVSEC ICAO Course / WKSP (ICAO)	ASG / Airlines / AAI / BCAS	23 - 31 October, 2017	5
	Hindi Workshop	Staff level from all discipline Delhi based only	25 - 26 October, 2017	1
	CAR 66 & CAR 147		25 - 27 October, 2017	2
	Advance Management Development Programme (Tier-III)	Executives from all disciplines [General Manager and above]	30 October - 1 November, 2017	2

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	Finance for Finance	upto Sr. Manager level in Finance Discipline	1 - 3 November, 2017	1
	Microsoft Office - Productivity Tools (Delhi based officials)	Delhi based officials (NE-5 to E-3)	6 - 10 November, 2017	6
	Airport Terminal Management	Executive upto AGM level (Ops.) / Engg. / ATM	6 - 10 November, 2017	5
NOVEMBER, 2017	Labour Laws - A Manager Must Know	Executives from all disciplines [Junior Executive and above]	6 - 10 November, 2017	4
	Engineering Work Procedure	Executive from Civil/Elect./Structure Engg. (JE to Jt. G.M.)	6 - 10 November 2017	1
	AVSEC Instructors Course	ASG / Airlines / AAI / BCAS	15 - 23 November, 2017	5
	Air Cargo Management	Jr.Ex. and above deployed for cargo operations	20 - 24 November, 2017	4
	Planning for Retirement	Executives from all disciplines (Jr. Executive and above) (retiring within one year)	22 - 24 November, 2017	1
	Hindi Workshop	Nodal Officer of official language (Jr. Executive and above from all discipline)	29 - 30 November, 2017	5
	Aerodrome Licensing	All Executive from Plg./ Engg / ATM / OPS & APDs	28 - 30 November, 2017	1

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DECEMBER, 2017	Airport Service Quality	Executive upto Jt. GM level (Ops.) / Engg. / ATM	4 December, 2017	1
	Microsoft Office - Productivity Tools (Delhi based officials)	Delhi based officials (NE-5 to E-3)	4 - 8 December, 2017	6
	Land Management of Airport	Executives from Planning/Land/Comml./Civil/Str. disciplines (AM to Jt. GM)	6 - 8 December, 2017	1
	Right To Information (RTI) Act	CPIO & FAA	14 December, 2017	1
	Computer Networks	AM/M/SM(Electronics/Communication/IT)	18 - 22 December 2017	6

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JANUARY, 2018	Microsoft Office - Productivity Tools (Delhi based officials)	Delhi based officials (NE-5 to E-3)	8 - 12 January, 2018	6
	Stress Management	Executives from all disciplines (Junior Executive and above)	10 - 12 January 2018	1
	Aviation Law & ICAO Annexes	Executives from all disciplines (Manager & above)	16 - 19 January, 2018	1
	Women Empowerment and Development	Women Executives from all disciplines	18 - 19 January, 2018	5
	Safety Management System	Executive upto JGM level (Ops.) / Engg. / ATM	22 - 23 January, 2018	1

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FEBRUARY, 2018	Dangerous Goods Regulations	Staff & Officers from Cargo/Security & Fire discipline	5 - 10 February 2018	5
	Performance Management Systems	Executive from all discipline (JET and above)	5 - 7 February 2018	1
	Microsoft Office - Productivity Tools (Delhi based officials)	Delhi based officials (NE-5 to E-3)	5 - 9 February 2018	6
	Refresher Course in Airport Operations	Executives upto JGM level of Ops. Dte.	5 - 9 February, 2018	3
	Hindi Workshop	Staff level Delhi based only from all disciplines	7 - 8 February 2018	4
	Earthquake & Fire Awareness(Delhi Based)	Officials of all disciplines	23 February, 2018	1
	Commercial Management	Jr.Ex. to Jt.G.M. dealing with commercial matters	21 - 23 February, 2018	5
	Changing role of Manager	Executives from all disciplines [Junior Executive and above]	26 - 28 February, 2018	1

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MARCH, 2018	Women Empowerment and Development	Women Executive from all discipline	7 - 8 March, 2018	1
	AOCC Management	All Executives upto JGM Level of Ops. / Engg. / ATM	8 - 9 March 2018	3
	General Management	Executives from all disciplines [Junior Executive and above]	12 - 16 March 2018	1
	Microsoft Office - Productivity Tools (Delhi based officials)	Delhi based officials (NE-5 to E-3)	12 - 16 March 2018	6
	Right to Information.	CPIO & FAA	29 March, 2018	1