



**Lufthansa Flight Training Academy** in cooperation with **airBaltic Training** has developed a Flight Dispatcher/Flight Operations Officer Theoretical Training Course that will be conducted in Riga, Latvia.

The course has been developed in accordance with ICAO Doc 7192-AN/857, Part D-3.

The duration of the training is 35 days (245 lessons) with 15 participants. **The course is scheduled to start on March 12, 2012.**

Training pre-requirements:

- Age: 19 and over
- Education: High School or equivalent
- Intermediate English level

**Lufthansa Flight Training (LFT)** is an ISO certified company and the concepts and procedures of its training courses are defined by stringent quality assurance criteria. LFT implements the ISO 9001 international standard for quality management systems and is a flight training organization (FTO) in accordance with JAA. The training methods are based on the latest findings and ensure an orientation to practice and the very highest standards of quality. Instructors are all experienced operational professionals who design their training in accordance with the processes and requirements of your airline or company.

**FD/FOO COURSE SYLLABUS:**

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| <b>1. Training concept and Responsibilities of the FOO</b>   | <b>Duration 4</b>  |
| 1.1. FOO Training<br>1.2. Responsibility of the FOO  |                    |
| <b>2. Civil air law and regulations</b>  | <b>Duration 14</b> |
| 1.1. ICAO<br>1.2. National Air law<br>1.3. Other international Regulations<br>1.4. EU-OPS<br>1.5. Traffic rights   |                    |
| <b>3. Dispatch Resource Management, Human factors</b>  | <b>Duration 14</b> |
| 3.1. Introduction<br>3.2. Ideas of Human factors<br>3.3. Human error<br>3.4. Teamwork<br>3.5. Decision making<br>3.6. Authority and assertiveness<br>3.7. Communication<br>3.8. Debriefing |                    |
| <b>4. Charts and legends</b>   | <b>Duration 7</b>  |
| 4.1. Planning- and En-route Charts<br>4.2. SID and STAR<br>4.3. Approach charts  |                    |

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| <b>5. Meteorology</b>   | <b>Duration 28</b> |
| 5.1. General Meteorology<br>5.2. Altimetry<br>5.3. Thumb rules<br>5.4. Aviation hazards<br>5.5. Synoptic<br>5.6. Weather information<br>5.7. Exercise   |                    |
| <b>6. Take Off performance</b>  | <b>Duration 9</b>  |
| 6.1. T/O distances and length<br>6.2. T/O flight path<br>6.3. Speeds<br>6.4. Power Setting<br>6.5. A/C configuration and system settings<br>6.6. Limitation<br>6.7. Factors of influence<br>6.8. Practical Examples |                    |
| <b>7. Cruise performance</b>  | <b>Duration 7</b>  |
| 7.1. Definitions<br>7.2. Speeds<br>7.3. Altitudes<br>7.4. Optimum, Maximum, Trading factor<br>7.5. Factors of influence<br>7.6. Power and configuration<br>7.7. Examples and Exercise                               |                    |
| <b>8. Landing performance</b>   | <b>Duration 7</b>  |
| 8.1. Landing distances<br>8.2. In-flight limitations<br>8.3. Factors of influence<br>8.4. Exercise  |                    |
| <b>9. Aircraft systems and engines, use of the MEL/CDL</b>  | <b>Duration 25</b> |
| 9.1. OM-B documentation<br>9.2. Aircraft systems<br>9.3. Exercise MEL/CDL   |                    |
| <b>10. Mass and Balance Refresher in view of flight planning</b>  | <b>Duration 7</b>  |
| 10.1. Definitions of mass/weight<br>10.2. Mass limits<br>10.3. Centre of Gravity<br>10.4. Allowed Traffic Load  |                    |
| <b>11. Flight planning</b>  | <b>Duration 28</b> |
| 11.1. Fuel policy and the criteria<br>11.2. Operational Limitations and exercise<br>11.3. Special Operation<br>11.4. RWY strength<br>11.5. Rescue and fire fighting services  |                    |

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| 11.6.                                       | HF inop, LRNS inop, VHF inop            |                    |
| 11.7.                                       | Direct operating costs                  |                    |
| <b>12. ETOPS</b>                            |   | <b>Duration 20</b> |
| 12.1.                                       | ETOPS regulations and approval          |                    |
| 12.2.                                       | ETOPS definitions                       |                    |
| 12.3.                                       | ETOPS fuel requirements                 |                    |
| 12.4.                                       | ETOPS WX                                |                    |
| 12.5.                                       | ETOPS procedures                        |                    |
| 12.6.                                       | Case studies                            |                    |
| <b>13. Basic Navigation Refresher</b>       |   | <b>Duration 7</b>  |
| 13.1.                                       | Coordinates and position                |                    |
| 13.2.                                       | Variation                               |                    |
| 13.3.                                       | Compass                                 |                    |
| 13.4.                                       | Speed and wind effects                  |                    |
| 13.5.                                       | Course and Heading                      |                    |
| 13.6.                                       | Chart projection and specification      |                    |
| 13.7.                                       | Time systems, SR-SS                     |                    |
| 13.8.                                       | Thumb rules                             |                    |
| 13.9.                                       | Exercise                                |                    |
| <b>14. Air Traffic Management (ATM)</b>     |   | <b>Duration 14</b> |
| 14.1.                                       | Air Traffic Services                    |                    |
| 14.2.                                       | ICAO Airspace Classification            |                    |
| 14.3.                                       | AIS                                     |                    |
| 14.4.                                       | IFR                                     |                    |
| 14.5.                                       | RNP                                     |                    |
| 14.6.                                       | OTS                                     |                    |
| <b>15. Cold Weather Operation</b>           |   | <b>Duration 12</b> |
| 15.1.                                       | Anti- /De-icing                         |                    |
| 15.2.                                       | Runway condition measurement and report |                    |
| 15.3.                                       | Exercise                                |                    |
| <b>16. CFMU slot</b>                        |   | <b>Duration 3</b>  |
| 16.1.                                       | IFPS                                    |                    |
| 16.2.                                       | CFMU                                    |                    |
| <b>17. Network planning</b>                 |   | <b>Duration 14</b> |
| <b>18. Operations Control</b>               |   | <b>Duration 12</b> |
| <b>19. Dangerous Goods Regulation (DGR)</b> |   | <b>Duration 3</b>  |
| 19.1.                                       | Regulations and documents               |                    |
| 19.2.                                       | Emergency procedures                    |                    |
| 19.3.                                       | Exercise                                |                    |

After the training the trainees will be able to demonstrate an adequate organization, method of control and supervision of flight operations, maintenance arrangements consistent with nature and extent of the operations specified.

As a participant of the Flight Dispatcher/Flight Operations Officer Training Course, you and your personnel can expect first-class service from the very beginning. We do everything in our power to make your work a pleasure - by taking care of all the chores and paperwork, travel arrangements and accommodation to ensure a smooth and supportive experience all-round.

The training will take place in the **airBaltic Training Centre** conveniently located at the International Airport of Riga. Last year alone roughly 3000 aviation industry professionals have chosen **airBaltic Training Centre** to raise qualification levels and broaden their horizons in the aviation field. All airBaltic Training programs adhere to ICAO, EU-OPS, JAR-FCL, EASA and IATA regulations and are created and instructed by active aviation professionals working and flying directly with AirBaltic. In February, 2011, AirBaltic Training Center has been officially named as “**IATA Regional Training Center**”, the only one in the European Union.

Being a home base to airBaltic and thanks to its wide flight route network, Riga is easily accessible for every customer. As a part of airBaltic Corporation we are able to provide most attractive package of possible extra services, including flight, transportation, accommodation and others. As a result, your crews are free to focus on what matters most: qualifying quickly and effectively in a top-quality training environment.

For more detailed information please contact

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