



Civil Aviation Authority
Information Notice
Number: IN-2015/053



Issued: 13 July 2015

Changes to the Requirements for the Training of Aerodrome RFFS Personnel

This Information Notice contains information that is for guidance and/or awareness.

Recipients are asked to ensure that this Information Notice is copied to all members of their staff who may have an interest in the information (including any 'in-house' or contracted maintenance organisations and relevant outside contractors).

Applicability:	
Aerodromes:	All Aerodrome Operators RFFS Approved Training Providers
Air Traffic:	Not primarily affected
Airspace:	Not primarily affected
Airworthiness:	Not primarily affected
Flight Operations:	Not primarily affected
Licensed/Unlicensed Personnel:	Not primarily affected

1 Introduction

- 1.1 This Information Notice (IN) has applicability to all licensed/certificated aerodromes. It aims to provide aerodrome operators with an update on the progress made regarding the training of aerodrome Rescue and Firefighting Service (RFFS) personnel following transition to Commission Regulation (EU) No. 139/2014 (Aerodromes) (EU Rules).
- 1.2 It includes notification that the CAA intends to cease its approval of RFFS training providers, and advises aerodrome operators of some changes to [CAP 168](#) (Licensing of Aerodromes).
- 1.3 This Information Notice updates and extends the content of IN-2014/133.

Important Note: The changes described in this Information Notice relate to aerodrome licence/certification requirements and aerodrome operators are therefore reminded of their statutory duties under the Part 1 (Section 2) of the Health and Safety at Work etc Act (1974) and the Management of Health and Safety at Work Regulations (1999).

2 Scope

- 2.1 The CAA communicated some potential changes to the regulatory requirements for the training of aerodrome RFFS personnel arising from the transition to the EU Rules through Information Notice IN-2014/133.

In that IN we told you that the EU Rules:

- a) place the responsibility for ensuring that RFFS personnel are properly trained and the establishment and implementation of a training programme, on the aerodrome operator.
- b) allow for the aerodrome operator to contract a third party to deliver training on their behalf.
- c) do not make provision for the approval and/or oversight of RFFS training providers by the CAA.

2.2 We also stated in the IN that we recognise that the current RFFS training framework is well embedded and understood, and could be seen as a means of compliance with the EU rules.

2.3 In order to enable the CAA to make informed decisions about its future oversight activity with regard to RFFS training, and to assist aerodrome operators to interpret the requirements placed upon them by the EU rules, we embarked on a collaborative approach with the Airport Operators Association (AOA). This collaboration included consultation with aerodrome operators, representative associations, and currently approved RFFS training providers, in order to understand how industry would like to provide for RFFS training following transition to the EU rules. We carried out a [survey](#) in autumn 2014. This, together with our collaboration with the AOA RFFS Working Group¹ has identified that the introduction of the EU rules requires two distinct but related actions to be carried out:

2.3.1 Action 1

- a) [CAP 699](#) (Standards for the competence of Rescue and Firefighting Service (RFFS) Personnel employed at United Kingdom licensed aerodromes) and associated Information Papers require review and update to enable their continued use as guidance material by aerodromes operating to the EU rules and as a primary source of reference for UK licensed aerodromes. This review will include its alignment with current Fire and Rescue Service National Occupational Standards (NOS).
- b) The CAA needs to clarify its intentions regarding the current RFFS training provider approvals framework, early work towards which has already started.

2.3.2 Action 2

- a) With effect from 31 March 2016, the CAA will no longer approve training providers for the delivery of structured learning and assessment programmes. The responsibility for ensuring that personnel are trained, equipped and qualified to operate in the aerodrome environment rests with the aerodrome operator (ADR.OPS.B.010).
- b) It is recognised that those UK licensed aerodromes that are outside the scope of the EU rules will continue to apply the requirements of CAP 168. Therefore, so as to make provision for both EASA certificated aerodromes, and UK licensed aerodromes, CAP 168 will be amended to reflect the above change. The amendment will remove the requirement for personnel to hold a certificate of competence. See [Appendix 1](#) for the changes to CAP 168.

2.4 The changes to CAP 168 detailed at Appendix 1 will take effect from 31 March 2016 and will be incorporated into the document at the next scheduled update.

¹ AoA RFFS Working Group is a subgroup of the AoA Ops and safety committee.

3 Anticipated Questions

- 3.1 The anticipated questions below have been added to assist aerodrome operators to understand the scope and impact of the changes. Should you have any further questions please direct them in the first instance to your allocated Aerodrome Inspector.

Q1 - I am the RFFS Manager at an aerodrome operating to Commission Regulation (EU) No. 139/2014 and I have some personnel whose current certificate of competence expires prior to 31 March 2016, what should I do?

ADR.OPS.B.010 and associated AMC places the responsibility for establishing and implementing a training and proficiency check programme on the aerodrome operator. You could continue to apply your current arrangements for RFFS training which the CAA regard as a means of compliance with the EU rules, or you could consider alternative options. If you plan to change your arrangements, the change management process described in your aerodrome Safety Management System (SMS) should be used to assess the impact.

Q2 - I am the RFFS Manager at an aerodrome operating to CAP 168, but will transition to Commission Regulation (EU) No. 139/2014 after 31 March 2016 and I have some personnel whose current certificate of competence expires prior to 31 March 2016, what should I do?

With effect from 31 March 2016, CAP 168 will be changed to remove the requirement for RFFS personnel to hold a certificate of competence appropriate to their task and role. In the meantime you should continue to apply your current arrangements for RFFS training which the CAA regards as a means of compliance with the CAP 168 requirements. Following the implementation of the changes to CAP168 (see Appendix 1) you could consider alternatives. If you plan to change your arrangements, the change management process described in your aerodrome Safety Management System (SMS) should be used to assess the impact. Your Aerodrome Inspector will review the impact assessment through ongoing oversight activity. When your aerodrome has transitioned to Commission Regulation (EU) 139/2014, the answer to question 1 will apply.

Q3 - I am the RFFS Manager at an aerodrome that is not within the scope of Commission Regulation (EU) No. 139/2014 and will therefore continue to operate to the requirements of CAP 168 and I have some personnel whose current certificate of competence expires prior to 31 March 2016, what should I do?

With effect from 31st March 2016, CAP168 will be changed to remove the requirement for RFFS personnel to hold a certificate of competence appropriate to their task and role. In the meantime you should continue to apply your current arrangements for RFFS training which we (CAA) regard as a means of compliance with the CAP168 requirements, Following the implementation of changes to CAP168 (see Appendix 1) you could consider alternatives. If you plan to change your arrangements, the change management process described in your aerodrome Safety Management System (SMS) should be used to assess the impact. Your Aerodrome Inspector will review the impact assessment through ongoing oversight activity. .