CONCEPT NOTE ON THE REGIONAL WORKSHOP ON FLIGHT CREW AND FLIGHT DISPATCH SKILL TEST STANDARDS AND ASSESSMENT MATERIALS

(17TH –21ST NOVEMBER 2025)

Subject: Workshop on Flight Crew and Flight Dispatch Skill Test Standards and Assessment Materials

Period: From 17/11/2025 to 21//11/2025

1. Background

The East African Community (EAC) Civil Aviation Safety and Security Oversight Agency (CASSOA) has a mandate to promote a Safe, Secure, and Harmonized Civil Aviation system across the EAC region. One key area requiring regional alignment is the Skill Testing of Flight Crew and Flight Dispatchers, which directly influences the quality of Licence Holders, Operational Safety, and the Credibility of the State oversight system and the Training Institutions.

Currently, variations exist in Testing Practices across EAC Partner States. These variations have led to concerns about Standardization, Examiner Competence, and the overall alignment of Testing with the evolving international best practices. There is therefore a need recognized frameworks for Flight Crew and Flight Dispatcher Testing, which provide useful benchmarks for regional harmonization.

In light of this, a Workshop has been planned to bring together regulators, and industry stakeholders, to harmonize, and adopt up-to-date Skill Test Standards for Flight Crew and Flight Dispatchers.

2. Objectives of the Workshop

The overall objective is to establish a harmonized regional framework for Flight Crew and Flight Dispatcher Skill Testing in the EAC. Specifically, the Workshop will:

a) Review current practices in Skill Testing across the Region, based on stakeholder inputs.
b) Share benchmarks from International Test Standards and identify relevant practices for adoption in the Region.
c) Identify and address observed Skill Gaps in Flight Crew and Flight Dispatcher Testing within the Region.

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d) Establish a framework for Skill Test Examiner standardization, including grading consistency, bias management, and competency development.
e) Integrate Competency-Based Training and Assessment (CBTA) principles into Skill Test design and delivery.
f) Adopt a Roadmap for harmonized Skill Test Standards applicable to all EAC Partner States.

3. Target Audience

The Workshop will bring together a wide range of stakeholders, including:

a) State Civil Aviation Authorities (Personnel Licensing and Flight Operations)
b) Airline Operators (Flight Operations, Flight Dispatch, Training Departments)
c) Approved Aviation Training Organizations (ATOs)
d) Designated and intending Flight and Dispatch Skill Test Examiners
e) Licence holders & applicants

4. By the end of the Workshop, participants will have developed:

a) A baseline Report on current Flight Crew and Dispatch Skill Testing Practices in the EAC.
b) A prioritized List of Skill Gaps affecting both Flight Crew and Dispatchers.
c) Defined Examiner Standardization Framework for the Region.
d) Defined Guidelines for applying CBTA principles in Skill Testing.
e) Defined harmonized Skill Test Standards for Flight Crew and Flight Dispatchers.
f) A Roadmap for Harmonized Skill Test Standards, including timelines and responsibilities.

EAC-CASSOA
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