

***A trained workforce is a safe workforce!
Be compliant and stay compliant with
CCAA Online Training & Classroom Workshops***

[CCAA Classroom Workshop Calendar](#)

Do you have more than 5 participants? Ask about our private workshops!

Save on travel costs for your large group, and have a CCAA-certified instructor come to your organization anywhere in Canada. Our instructor will deliver course material specially tailored to meet your organization's requirements, at a date/time and location of your choice anywhere in Canada. We offer group discounts and other incentives!

[QUALITY SYSTEMS AUDITOR \(2 DAYS\)](#)

This workshop provides a comprehensive overview of the steps involved in the audit process. Upon completion of this workshop, participants will have a sound understanding of the auditing process which is a key part of a Quality Assurance and Safety Management System and its importance in enhancing operational safety and improving operational performance.

[QUALITY ASSURANCE MANAGER \(1 DAY\)](#)

This workshop was developed to prepare participants for Transport Canada expectations in accordance with established Occupational Standards. It provides a comprehensive overview of the role and responsibilities of the Quality Assurance Manager. Upon completion of this course, participants will have a sound understanding of the fundamentals of the quality processes and procedures, and key responsibilities of a Quality Assurance Manager.

[CORRECTIVE ACTION PLANS \(1 DAY\)](#)

This workshop enables participants to develop meaningful and appropriate corrective action plans. Upon the successful completion of this workshop, participants will possess a thorough understanding of how to interpret findings, develop corrective actions, determine root causes and develop preventative actions.

[HUMAN FACTORS CLASSROOM WORKSHOP \(1-DAY\)](#)

This workshop meets the requirements of Canadian Aviation Regulations (CARs) and provides participants with an understanding and awareness of the human factors that can potentially lead to errors. Upon completion, participants will have a sound understanding of the relationship between human factors and safety management and receive a certificate of completion valid for 3 years.



COMPANY AVIATION SAFETY OFFICER (1 DAY)

This workshop will be beneficial to participants carrying out the responsibilities of the safety officers and managers, as it meets the requirements of CAR's 705.153, 573.06(8) 302.505. It will also be of interest to operations managers who require the Company Aviation Safety Officer's (CASO) course to meet the requirements of CAR's 723.07. Participants will benefit from a deeper understanding of the various aspects of safety management systems including how to better develop, manage and assess effective safety management within their operations.

PERSON RESPONSIBLE FOR MAINTENANCE CONTROL (1 DAY)

This workshop provides participants with a comprehensive overview of the regulatory requirements for the Person Responsible for Maintenance Control System role and the responsibilities in this position. This will help individuals to remain compliant with regulatory and company requirements, successfully complete Transport Canada's written and oral tests, and increase awareness of the key elements required for quality and safety.

HUMAN FACTORS ONLINE COURSE (4-5 HOURS)

CCAA's Human Factors Training is customizable to meet the specific needs of your company. Upon completion of either of these training courses, participants will have a sound understanding of the relationship between human factors and safety management and receive a certificate of completion. Here are some examples of the content of the course:

- Understand Human Factors and Safety Management
- Recognize and manage human factors that may lead to errors
- The "Dirty Dozen" concept
- Understand and address communication difficulties in the workplace

CANADIAN AVIATION REGULATIONS ONLINE COURSE

The Canadian Council for Aviation & Aerospace has developed Canadian Aviation Regulations (CARs) online training, consisting of 17 streams available in English and French. These courses are intended for individuals employed in manufacturing, maintenance, and design occupations including those performing elementary work. All the courses include information on accessing and interpreting the CARs.

WHMIS (2015) ONLINE COURSE (1.5 HOURS)

The WHMIS 2015 course updates training to the revised standard for hazardous materials in Canada, designed to align with the GHS. This online course covers new WHMIS 2015 regulations. It consists of interactive training modules, including these key components: hazard identification, product classification, labelling, safety data sheets and workplace education and training.



AVIATION & AEROSPACE MANAGER ONLINE COURSE – LEVEL 1

This course is divided into three separate levels of certification to support the transition into various levels of management. The course enables qualified workers to transition into management and existing managers to prepare for greater career advancement.

Currently, CCAA offers LEVEL 1 only.

Here are some examples of the content of the course:

- Safety and Security
- Production
- Administration
- Finance (No level I content)
- Business Development
- Human Resources
- Communication

Any Questions?

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