

## WATCHROOM PROCEDURE COURSE

**Target Group:**

Rescue and fire fighters.

**Venue:**

Kenya Airports Aviation Academy

**Duration:**

80 hours - 2 weeks

**Fees:**

US \$ 570 for tuition and training materials per participant

### OBJECTIVES

To enable the participants to gain the necessary knowledge in Watch room procedures and incident reporting in order to effectively carry out the duties of a Watch room operator in the operational unit.

### OUTLINE

#### Module 1: Watch room & Airport Emergency Communication Management

- o Watch room Attendant Roles and Standard Operation Procedures (SOP)
- o Radiotelephony procedures
- o Standard Operational Messages
- o Watchroom Procedure and Facilities
- o Air Traffic Control Procedures
- o Meaning and Essentials of Communication
- o Basic Map Skills
- o Human Factors in Watch room Operations
- o The role of a Fire-fighter
- o Airport Layouts, Markings and Runway Incursion
- o Emergency For Which Services May Be Required
- o How to plan and Write an Effective Report
- o Glossary of Terms used in Aircraft Incidents Reports

#### Module 2: Practical Training

- o Practicing OB Incident data entry
- o Practice using bomb threat checklist
- o Practicing Sending and Receiving Messages
- o Communication using four & six figure grid reference
- o Communication films, videos
- o Visit to Facilities of technical interest

### ADMISSION REQUIREMENTS

- Be proficient in the English language
  - Have at least 1 year of relevant experience in carrying out watch room duties
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