



SCAA

**DOC No: AC-011-009**

**Training Programme for Technical Staff Providing  
Meteorological Services for Air Navigation**

**November 2022**

Issued and Published under the Authority of the Director General

SUDAN CIVIL AVIATION AUTHORITY  
THE REPUBLIC OF SUDAN  
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## **Title: Training Programme for Technical Staff Providing Meteorological Services for Air Navigation**

### **1.0 PURPOSE**

- 1.1 This Advisory Circular (AC) is issued to provide general information and guidance on the development of a training programme for technical staff providing meteorological services for air navigation.

### **2.0 REFERENCES.**

- 2.1 SUCAR -Part 3 (Meteorological services for international air Navigation),  
2.2 ICAO DOC. 8896; Manual of Aeronautical Meteorological Practice.

### **3.0 GUIDANCE AND PROCEDURES**

#### **3.1 General**

- 3.1.1 Meteorological services for air navigation shall be provided by the designated Meteorological Authority. Details of the services provided are included in the Manual of Standards Aeronautical MET Services, Part 21.1. A suitable number of meteorological offices, watch offices and other meteorological stations shall be established to provide information required for operational planning, flight operations, the protection of aeronautical equipment on the ground and for various other aeronautical uses.

- 3.1.2 The information provided includes observations and reports of actual weather conditions at aerodromes and forecasts. This information is made available at aerodrome meteorological offices and is disseminated as appropriate to aeronautical users including operators, flight crew members, air traffic services units, search and rescue units, airports and others concerned with the conduct, or development of air navigation.

- 3.1.3 The Authority is hereby recommending a systematic approach in the provision of training to technical staff engaged in provision of meteorological services for air navigation.

#### **3.2 Categories of Personnel to be Trained**

- 3.2.1 The following categories of personnel are covered by this circular
- Meteorological Observers
  - Meteorological Forecaster
  - Meteorologists
  - Communication staff

#### **3.3 Approved Training Organizations**

- 3.3.1 A number of organizations provide training in aviation meteorology. The SCAA shall provide oversight to organizations providing training to personnel involved in the provision of meteorological service for air navigation.

#### **3.4 Requirements for Training**

##### **3.4.1 Basic Training**

Basic training shall include training in the following areas:


- Meteorological Observations and Report;
- Forecasts;
- SIGMET Information, Tropical Cyclone and Volcanic Ash Advisory Information,
- Information, AIRMET Information, Aerodromes Warning and Wind shear warnings;
- Meteorological Service for operators and flight crew members;



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- f) Dissemination of Aeronautical Meteorological Information;
  - g) Aircraft Observations and Reports;
  - h) Coordination between aeronautical Met Services and ATS and SAR units;
  - i) Information on aeronautical information services in Aeronautical
  - j) Information Publications
- 3.4.2 Specialized Training  
Specialized training may be conducted in any of the following and additionally as determined by the designated Meteorological Authority:
- a) WMO Class One – Meteorologist analysts;
  - b) WMO Class Three – Diploma for observers;
  - c) WMO Class Two – Degree holder;
  - d) Advanced Forecasting.
- 3.4.3 On-the-Job Training
- a) The designated Meteorological Authority shall ensure that performance-based OJT programme are conducted before any individual can be approved to carry out specified duties
  - b) The designated Meteorological Authority shall engage qualified OJT instructors to carry out specialized training in the field.
- 3.4.4 Refresher Training
- a) The designated Meteorological Authority shall determine the type of refresher training necessary to meet operational requirements in line with the services described in the air navigation regulation. Additionally, in order to cope with changing technology and operating procedures, it is necessary that the designated Meteorological Authority provides personnel with courses of instruction designed to bring knowledge and skills up to date.
  - b) Refresher courses may range from in-house to fully fledged training in specialized training organizations.
- 3.4.5 Recurrent Training
- a) The designated Meteorological Authority shall determine the type of recurrent training necessary to meet operational requirements in line with the SUCAR\_Part 3 (Meteorological services for international air Navigation).
  - b) Recurrent training will be provided to ensure that the technical staff remains current and that there is no need to retrain personnel following a long period of not practicing.
- 3.5 Training Records
- 3.5.1 The designated Meteorological Authority shall ensure that training records, including OJT are properly kept for inspection by the CAA as may be required. The training records shall include certificates, OJT tasks performed and any other documents related to training and approval of jobs performed.

  
**Fakhreldin Osman Ahmed**  
Director General  
Sudan Civil Aviation Authority  
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