



## ACCOUNTABLE AVIATION MANAGEMENT: 14.1.2019 – 19.1.2019

The goal of this module is to answer pending questions, but also to educate and update the skills of Accountable Managers.

### DAY 1, 14/01/2019: INTRODUCTION IN THE SYSTEM OF AVIATION AND AUTHORITIES

TIME	TOPIC AND CONTENT	LECTURER
09.00 – 09.30	Welcome and Administration	Andreas Wittmer
09.30 – 10.30	Basics and overview of the Aviation System I	Andreas Wittmer
10.30 – 10.45	Coffee break	
10.45 – 12.45	Basics and overview of the Aviation System II	Andreas Wittmer
12.45 – 13.45	Lunch	
13.45 – 15.15	Overview of International Authorities and Organizations in Aviation	Jorge Pardo
15.15 – 15:30	Coffee break	
15:30 – 17.30	Overview and handling of National Authorities	Jorge Pardo
17:30 – 17:45	Coffee break	
17.45 – 18.15	Organization of Transfer Work and Exam	Andreas Wittmer
19.00	Networking Dinner at Restaurant National (Costs included in registration fee)	

### DAY 2, 15/01/2019: ACCOUNTABILITIES, LIABILITIES AND RESPONSIBILITIES

TIME	TOPIC AND CONTENT	LECTURER
08.00 – 10.00	Accountability, Duties and Responsibilities of the Accountable Manager	Roland Müller
10.00 – 10.30	Coffee break	
10.30 – 12.00	Air Law and Labour Law in Aviation Part I	Roland Müller
12.00 – 13.00	Lunch	
13.00 – 14.30	Air Law and Labour Law in Aviation Part II	Roland Müller
14.30 – 14.45	Coffee break	
14.45 – 16.15	Basics and overview of Aviation Governance	Roland Müller
16.15 – 16.30	Coffee break	
16.30 – 18.00	Implementation and optimization of Aviation Governance	Roland Müller
18.30 – 19.00	Open Questions and Discussion	Roland Müller

**DAY 3, 16/01/2019: INTERNATIONAL AND EASA REGULATIONS**

TIME	TOPIC AND CONTENT	LECTURER
08.00 – 10.00	International Aviation Safety Regulation: An overview Part I	Joel Hencks
10.00 – 10.30	Coffee break	
10.30 – 12.00	International Aviation Safety Regulation: An overview Part II	Joel Hencks
12.00 – 13.00	Lunch	
13.00 – 14.30	Overview of the applicable EASA Regulations Part I	Joel Hencks
14.30 – 14.45	Coffee break	
14.45 – 16.15	Overview of the applicable EASA Regulations Part II	Joel Hencks
16.15 – 16.30	Coffee break	
16.30 – 18:00	Overview of the applicable EASA Regulations Part III	Joel Hencks
18.00 – 18.30	Open Questions and Discussion	Joel Hencks

**DAY 4, 17/01/2019: CUSTOMER, PROJECT and RISK MANAGEMENT**

TIME	TOPIC AND CONTENT	LECTURER
08.30 – 10.00	Customer Centricity I	Christoph Senn
10.00 – 10.30	Coffee break	
10.30 – 12.00	Customer Centricity II	Christoph Senn
12.00 – 13.00	Lunch	
13.00 – 14.30	Project Management	Michel Guillaume
14.30 – 14.45	Coffee break	
14.45 – 16.15	Basics and Overview of Risk Management	Roland Müller
16.15 – 16.30	Coffee break	
16.30 – 18.00	Implementation and Optimization of Risk Management	Roland Müller
18.30 – 19.30	City Tour by St. Gallen Bodensee Tourismus	Andreas Wittmer

**DAY 5, 18/01/2019: LEADERSHIP AND QUALITY MANAGEMENT**

TIME	TOPIC AND CONTENT	LECTURER
08.00 – 10.00	Leadership	Andreas Wittmer
10.00 – 10.30	Coffee break	
10.30 – 12.30	Quality Management Frameworks	Andreas Wittmer
12.30 – 13.30	Lunch	
13.30 – 15.00	Quality Management Process Implementation Part I	Joel Hencks
15.00 – 15.30	Coffee break	
15.30 – 18.00	Transfer Paper Presentations of the CAS-GAM Participants 2018	Andreas Wittmer
19.00	Dinner and CAS-GAvM 2018 Award Ceremony at Einstein Hotel (Costs included in registration fee)	Andreas Wittmer

**DAY 6, 19/01/2019: AVIATION MANAGEMENT SYSTEMS AND CERTIFICATION, PROCESS MANAGEMENT**

TIME	TOPIC AND CONTENT	LECTURER
08.00 – 09.30	Quality Management Process Implementation Part II	Joel Hencks
09.30 – 10.00	Coffee break	
10.00 – 11.30	Aviation Management Systems according EASA (Safety Management & Compliance Monitoring) Part I	Joel Hencks
11.30 – 12.15	Aviation Management Systems according EASA (Safety Management & Compliance Monitoring) Part II	Joel Hencks
12.15 – 13.15	Lunch	
13.15 – 14.00	Aviation Management Systems according EASA (Safety Management & Compliance Monitoring) Part II cont.	Joel Hencks
14.00 – 15.30	Certification Process Part I	Joel Hencks
15.30 – 16.00	Coffee break	
16.00 – 17:30	Documents and Requirements	Joel Hencks
17.30 – 18.00	Open Questions and Discussion	Joel Hencks