Input paper: [[1]](#footnote-2) VTS51-11.4.1

Input paper for the following Committee(s): check as appropriate Purpose of paper:

**□** ARM **□** ENG **□** PAP **X** Input

**□** ENAV **X** VTS **□** Information

Agenda item [[2]](#footnote-3) 11.4

Technical Domain / Task Number 2 …………………………………

Author(s) / Submitter(s) IALA World-Wide Academy

Approval process for online VTS training courses

# Summary

The IALA World-Wide Academy has received several requests from competent authorities and accredited training organizations with respect to how the delivery of online VTS training may be approved.

The VTS Committee is currently engaged in a review and update to IALA Guideline 1014 on the accreditation and approval process for VTS training.

As such, the IALA World-Wide Academy has drafted some suggested text for consideration for inclusion in the revised Guideline. The proposed text in annex 1 has been written with a view to provide guidance on the questions that have, to date, been posed on the subject of online and remote VTS training.

To assist in the review, the proposals have also been integrated into the latest draft of the revised IALA Guideline G1014 at input paper VTS51-11.4.1.1.

# Action requested of the Committee

The Committee is requested to:

1. Review, develop and finalize the text at annex 1 with a view to incorporating it, as appropriate, into the revised Guideline G1014.
2. Annex Heading 1

Proposed additional text for the body of the Guideline:

4.5 TRAINING DELIVERED AT ALTERANTIVE LOCATIONS OR THROUGH ONLINE/BLENDED LEARNING

Approval from a competent authority may be sought to deliver IALA model courses at a location other than the premises of the training organization or by means of online or blended learning. Such training may be delivered by a range of methods which may include:

* The students and instructors being located together at a location other than that of the training organization, using mobile or online simulation technology if required by the model course.
* Training conducted fully online where both the instructors and simulation technology, if required by the model course, are situated at a location remote from the students.
* Training conducted in a hybrid/blended manner using a mixture of online learning and face-to-face instruction.

Training organizations seeking approval to deliver such training should implement procedures to ensure that the standards, quality requirements and instructional practice are equivalent to those for direct face-to-face training at the premises of the organization.

Where mobile or online simulator-based training is conducted, and in order to achieve the same learning outcomes, it should provide sufficient realism and be managed in a manner consistent with IALA Guideline 1027 on Simulation in VTS Training.

Proposed additional elements for Annex B – example – approval of model course compliance matrix:

| **Section**  **Reference**  **No.** | **Elements** | **Auditee** | |
| --- | --- | --- | --- |
| **References** | **Comments** |
| **X.X** | **TRAINING CONDUCTED AT A LOCATION OTHER THAN THAT OF THE TRAINING ORGANIZATION OR REMOTELY/ONLINE** |  |  |
| X.X | Are the proposed training facilities and equipment suitable for course delivery? |  |  |
| X.X | If the instructors are not present at the same venue as the students how will:   * the course be structured and scheduled to ensure all elements of the model course are included? * arrangements be put in place to ensure appropriate and uninterrupted interaction between instructor(s) and students? * course presentations and materials be provided to the students? * student progress be monitored and assessed remotely? * the competency of students be assessed in a manner consistent with that model course? * student learning deficiencies be identified and managed? |  |  |
| (currently 4.5.3) | Where online training is being provided, have the instructors and assessors competed relevant training, and are they experienced in these delivery methods? |  |  |
| X.X | What arrangements are in place to ensure that the simulation facilities provide sufficient realism consistent with IALA Guideline 1027 on Simulation in VTS Training? |  |  |
| X.X | How, in a manner consistent with IALA Guideline 1027 on Simulation in VTS Training, will mobile or remote simulation exercises:   * be conducted in such a manner that an operational VTS environment is created? * be prepared, managed and debriefed? |  |  |
| X.X | What arrangements are in place with respect to resilience, redundancy and back-up systems should online training and/or simulation facilities experience technical/connectivity difficulties? |  |  |
| X.X | If the training is being delivered in a hybrid/blended manner using a mixture of online learning and face-to-face instruction, how is the split between delivery methods determined and managed to integrate the training methods? |  |  |

1. Input document number, to be assigned by the Committee Secretary [↑](#footnote-ref-2)
2. Leave open if uncertain [↑](#footnote-ref-3)