



## Review and update of the Civil Aviation Inspectors SMS training materials for conversion to e-learning for Transport Canada

The mission of Transport Canada (TC) is to develop and administer policies, regulations and services to create the best transportation system for Canada and its citizens. Their aim is to have a transportation system that is safe, secure, efficient, affordable, integrated and environmentally friendly.

### 1. Safety Management Plan

- 1.1 Safety Policy
- 1.2 Non-punitive Safety Reporting Policy
- 1.3 Roles, Responsibilities & Employee Involvement
- 1.4 Communication
- 1.5 Safety Planning, Objectives & Goals
- 1.6 Performance Measurement
- 1.7 Management Review

### 2. Document Management

- 2.1 Identification & Maintenance of Applicable Regulations
- 2.2 SMS Documentation
- 2.3 Records Management

### 3. Safety Oversight

- 3.1 Reactive Processes
- 3.2 Proactive Processes
- 3.3 Investigation and Analysis
- 3.4 Risk Management

### 4. Training

### 5. Quality Assurance

### 6. Emergency Preparedness

### Services:

ISR was tasked with the review and update of TC's Delegated Officer (inspector) SMS training package. The objective of this update was to build new and enhance the existing SMS skills of TC civil aviation inspectors from across the country.

In addition, ISR assisted in the conversion of this training from classroom to e-learning material.

Upon updating the training material, ISR then delivered the course to TC civil aviation inspectors.