

## Initial Training Flight Dispatch



ASISTIM GmbH  
Theaterstr. 3  
30159 Hannover  
Germany

Phone +49 511 450 318 -0  
Fax +49 511 450 318 15  
Email [info@asistim.com](mailto:info@asistim.com)  
Web [www.asistim.com](http://www.asistim.com)

### 4 Weeks Training Course (160 classroom hrs)

This 4 weeks course contains a challenging training program in accordance to the training recommendations for Flight Operations Officers as laid down in ICAO doc. 7192-AN/857 Part D-3 and the requirements established by IOSA standards. The course is intended for prospective flight dispatchers, ideally having first experiences in aviation.

The degree of expertise for this course will be tailored to the needs of airline staff working in operations control and is derived from the daily experience in our own Dispatch Centre.

### Training Materials

The costs of the training materials are included in the tuition fee. Materials used during the course stay with the students as reference documents for them to take home or keep at work.

### Certificate

All students earn a certificate after completion of the course and passing the exam by more than 75%.

The certificate confirms that the recipient has successfully completed the attended courses and also displays the training content as well as the total classroom hours.

### Tuition Fees

The tuition fee for this course is 3980 EUR excluding tax. After completing the application form, you will receive a confirmation as well as an invoice. Payment is due upon receipt.

Cancellation 30 days or less prior course begin shall entitle ASISTIM GmbH to charge 50 % of the tuition fee. Cancellation 14 days or less shall entitle ASISTIM GmbH to charge the full tuition fee.

### Accommodation

ASISTIM holds a limited number of hotel rooms at special conditions for our course participants. In case you need accommodation, please contact our Training Department as early as possible.

## EXTRACT OF COURSE CONTENTS

### Meteorology

- ✈ Atmosphere
- ✈ Thunderstorms/ aircraft icing
- ✈ Visibility and RVR
- ✈ Surface/upper air observations, station model
- ✈ Aeronautical reports, aeronautical forecasts
- ✈ Analysis of surface and upper air charts
- ✈ Prognosis charts
- ✈ Meteorological services for aviation

---

### Navigation

- ✈ Position, distance and time
- ✈ True, Magnetic and Compass directions
- ✈ Aeronautical charts
- ✈ Altitudes
- ✈ RNAV
- ✈ NAT HLA
- ✈ RVSM
- ✈ PBN
- ✈ Approach procedures
- ✈ Navigation equipment

---

### Civil Air Law & Regulations

- ✈ ICAO / IATA / FAA / EU and Chicago Convention
- ✈ State civil aviation authority
- ✈ Air Operators Certificate
- ✈ Operations Manual
- ✈ International / national Air Law
- ✈ Traffic rights and flight permits

---

### Aviation Indoctrination

- ✈ Aviation terminology and terms of reference
- ✈ Theory of flight and flight operations
- ✈ Aircraft systems

### Course Targets

Successful completion of this course will allow the participant to contribute to the safety and reliability of flight operations, and make a positive contribution to the economy and efficiency of aircraft operations. The acquired skills will improve the applicants ability to analyse and evaluate operational problems, thereby improving their judgment and decision making.



## Aircraft Systems and MEL

- ✈ Fuel
  - ✈ Emergency equipment
  - ✈ Electrical systems
  - ✈ Powerplant
  - ✈ Hydraulic systems
  - ✈ MEL/CDL/Hold item
  - ✈ FANS
- 

## Aircraft Mass (Weight) and Balance

- ✈ Basic principles for flight safety
  - ✈ Aircraft Specification
  - ✈ Load Control
  - ✈ Aircraft weight and limitations
  - ✈ Aircraft speed and limitations
  - ✈ Fuel quantity determination and limitations
  - ✈ Take-off and landing requirements
- 

## Air Traffic Management

- ✈ Controlled airspace
  - ✈ Flight rules
  - ✈ ATC clearance and requirements
  - ✈ Slot management
- 

## Dangerous Goods

- ✈ Regulations and limitations
- ✈ Classification
- ✈ Identification
- ✈ Handling

## Communications

- ✈ Aviation terminology
  - ✈ Communication equipment
  - ✈ IFR communication basics
  - ✈ Radio telephony
- 

## Flight Watch

- ✈ Basic concepts and definitions
  - ✈ Fuel determination
  - ✈ En-route weather changes
  - ✈ ETOPS
  - ✈ Communication and aircraft reports
  - ✈ Emergency situations
- 

## Flight Planning

- ✈ Flight planning basics
  - ✈ Fuel / Load planning and calculation
  - ✈ Airway structure and limitation
  - ✈ Route and alternate selection
  - ✈ Navigation Charts
  - ✈ Flight plan computation
  - ✈ ETOPS requirements
  - ✈ Special airports
- 

## Dispatch Resource Management

- ✈ Human factors in aviation
- ✈ Social competence and skills
- ✈ Working in a team
- ✈ Effective Communication
- ✈ Decision-making
- ✈ Error management
- ✈ Conflicts and discussion
- ✈ Emotions and impact
- ✈ Leadership and authority
- ✈ Self-perception

# ENROLMENT

Herewith I apply for the 4 weeks Initial Training Flight Dispatch in Hanover, Germany.

\_\_\_\_\_

Course date

\_\_\_\_\_

Applicant's first name

\_\_\_\_\_

Applicant's last name

\_\_\_\_\_

Department

\_\_\_\_\_

Position

\_\_\_\_\_

Phone

\_\_\_\_\_

Fax

\_\_\_\_\_

Email

\_\_\_\_\_

Company

\_\_\_\_\_

Address

\_\_\_\_\_

Date

\_\_\_\_\_

Signature

Please email this enrolment form to:  
**info@asistim.com**

In case of questions please do not hesitate to contact us:  
**+49 511 450 318 -23**

- I need a hotel room
- I don't need a hotel room