

ACCIDENT INVESTIGATION BUREAU



SAFETY HOUSE, NNAMDI AZIKIWE INTERNATIONAL AIRPORT P.M.B. 7009 GARKI FCT- ABUJA; NIGERIA

Individual Development Plan—Aircraft Accident Investigator/Manager					
Name:					
Title/Position/Grade Level:					
Knowledge, Skills, and Experience	Source /Course	Date Obtained	Date Demonstrated	Date Scheduled for Training	Remarks (Years/Grade)
General Background					
University degree or equivalent					
Post graduate degree					
Other formal education					
Airline pilot (type ratings)					
Military pilot (type)					
Air Traffic Controller					
Engineer (specialty)					
Cabin Crew					
Maintenance					
Meteorology					
Human performance					
Other, etc.					
Formal basic and advanced aircraft accident investigation courses attended and certificates held— <i>before employment</i>					
Administrative Matters					
Legislation & Regulations					
International requirements (including Annex 13)					
Memoranda of Understanding					
Liaison arrangements with local and national authorities					
Structure of the AIB					
Aircraft accident investigation manuals (PPM)					
Definitions and accident classification					
Equipment and tools					
Transportation arrangements					
Ethics and conduct					
Financial management					

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Initial response procedures					
On-call procedures					
Notification of other national authorities and organizations					
Securing of records, recordings and samples					
Accident site jurisdiction and security					
Investigator safety, biological hazard training, and equipment					
Investigator safety, including psychological stress familiarization					
Recovery of human remains					
Requests for autopsies					
Family assistance					
Investigation procedures					
Authority and responsibilities					
Size and scope of the investigation					
Investigation management—on scene domestic and foreign					
Use of specialists					
Parties to the investigation, accredited representatives, advisers and observers					
Dealing with news media					
Report Writing					
Internal and external correspondence					
Specialist field notes and factual report					
Specialist analysis report					
Safety recommendations					
Final reports					
Technical papers					
Speeches					
Seminar and Meeting Attendance					
International Society of Air Safety Investigators (ISASI)					
Flight Safety Foundation					
Seminars related to technical specialty					
ICAO Working Groups					
Regional Working Groups					
Other					

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