

**Offshore Helicopter Safety Inquiry****CAPP Response, December 2009, to Undertaking to Mr. Earle****Transcript November 17, 2009 page 99 lines 4-20****Re: Change to Helicopter Landing Officer Training**

At transcript November 17, 2009 page 99 lines 4-20 Mr. Earle asked for the following:

*4 Q. Mr. Commissioner, this is clearly a matter  
5 within the jurisdiction of this Inquiry. I  
6 mean, the training and qualifications of the  
7 helicopter landing officer, so I think it's an  
8 appropriate area for you to go, but beyond  
9 that, I think it also is something that we  
10 should look at in terms of seeing how these  
11 mechanisms work. Do they, in fact, in  
12 practise, flow out to the safety committees,  
13 is there a good verification system so that we  
14 can be assured that they go out to the safety  
15 committees and the feedback comes back. So I  
16 would ask that Mr. Barnes be asked to produce  
17 for your Inquiry the documents on that  
18 particular recent change in the training for  
19 helicopter safety officers, again so you can  
20 explore how these mechanisms are working*

Attached is the Training and Qualifications Standard Practice Change Request Form for the Helicopter Landing Officer (HLO) training with personal identifying information removed. The change is to the duration of the HLO training from the current two day requirement to one (8) hour day. The change was requested by MI-OSSC. As discussed below, the consultation that would normally have occurred by now with the workforce has yet to occur.

The process for seeking a change to the Training and Qualifications Standard Practice is for the party requesting the change, in this case MI, to discuss the matter with the Training and Qualifications Committee (TQC) and, taking into account comments and discussion by the TQC, draft a change request form (CRF) setting out the proposed change. The TQC would then, if it agrees to the change, approve the change at a future meeting. On occasion electronic means may be used to determine whether or not TQC members agree to the change. Normally, these changes are presented to stakeholders including the workforce around the time of the annual revision to the Training and Qualification Standard Practice.

The TQC in 2008 when the CRF for the HLO was considered comprised the two Offshore Boards, the NEB, the two offshore training institutes, CAODC representatives, a consultant (Strategic Directions), ExxonMobil, Suncor, Husky.

The HLO change was discussed at the December 2008 TQC meeting and approval was granted by all members at that time with the exception of one member that needed additional time. This member subsequently informed the Chair of the TQC its agreement with the change. The CRF was then considered conditionally approved.

MI-OSSC then requested that the TQC confirm with them that the CRF was approved so that they could implement the change immediately. This confirmation was provided.

The Training and Qualifications Standard Practice is updated annually. Changes that have been approved to the Training and Qualifications Standard Practice are normally presented to the TQC stakeholders and workforce close to the time of the annual revision of the standard practice. This has yet to occur. This year has been unusual, largely due to TQC member involvement in the HEUBA implementation, the March 12 helicopter crash and the return to service of helicopter operations in NL. The TQC formal approval process has been delayed. The TQC is in the process now of finalizing the 2009 revision, preparing the information on all the changes to go to the various TQC stakeholders and workforce and the change to the HLO training is a component of that.

This completes the undertaking response.