



HONG KONG
INTERNATIONAL
AVIATION ACADEMY
香港國際航空學院

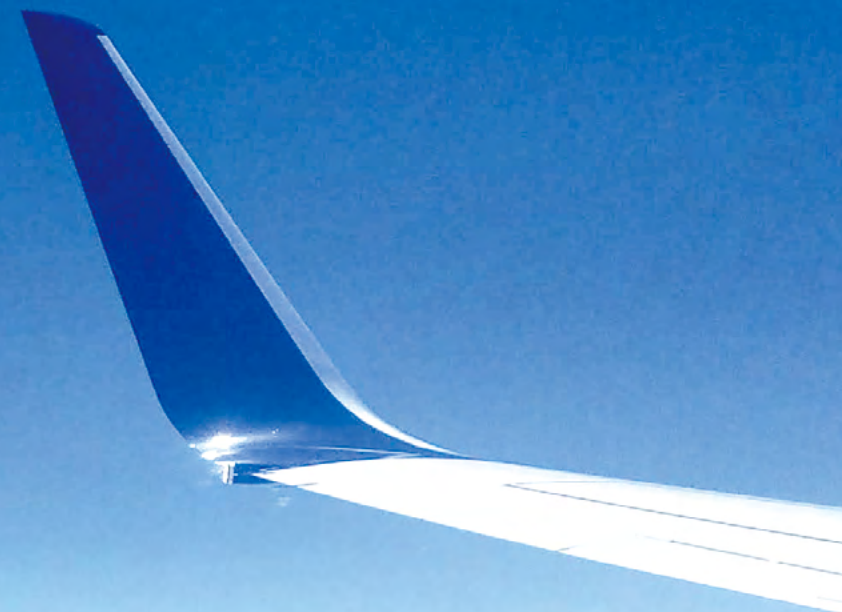
*A Member Company of HKIA SHL,
subsidiary of the Airport Authority Hong Kong*
本公司為香港機場管理局旗下
香港國際機場服務控股有限公司成員之一

COURSE LIST
課程概要

2022

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PRESIDENT'S MESSAGE

院長的話

It is with great pleasure that I introduce the 2022 course list for the Hong Kong International Aviation Academy. This is my first year serving as the Academy's President, and I couldn't be more excited to lead it on its mission to become one of the leading institutions of its kind in the region. As an industry professional who has spent nearly four decades in the Civil Aviation Department of the Hong Kong SAR, I look forward to applying my experience and passion for aviation and to help the Academy achieve its goals.

This is a very exciting time to be a part of the Academy. Our new campus came into service in 2021, offering greatly enhanced facilities to accommodate a growing number of participants from Hong Kong, Mainland China and across the region in the coming future. This 5,500-square-metre campus is equipped with an Air Traffic Control Training Centre, Auditorium, ICAO compliant training system, aviation security training facilities and more. Underscoring our commitment to keep adapting in an ever-changing world, the Academy also now features an innovative Digital Training Centre that employs virtual reality technology as the common new mode of teaching and learning. Such advances will help us meet the evolving needs of participants and professionals who come to the Academy to embark on new careers or add to their qualifications.

To cope with future industry training demand, and to help participants get the most out of their experience, the Academy is also reorganising its curriculum with the establishment of five separate training centres: Air Traffic Management; Aviation Security and Safety; Airport Operations and Management; Emergency Services and Crisis Management; and the Foundation and Academic Programmes. By offering expanded programme portfolios of specialised courses in dedicated areas, we aim to nurture talent and support the sustainable growth of the regional aviation industry.

The past two years have been unlike anything ever experienced in the aviation industry. However, I am confident that our resilience in the face of adversity and our combined efforts to fight the pandemic will result in a stronger industry that is even better equipped to face the challenges of the future. As always, the Academy will do its part to nurture professional aviation talent and establish Hong Kong as the regional aviation training hub of excellence.

我很高興向大家介紹香港國際航空學院2022年的課程概要。今年是我出任學院院長首年，能夠肩負使命，帶領學院成為區內首屈一指航空學院，我感到萬分雀躍。在我的航空業職業生涯中，曾於香港特區民航處任職近40年，我期望運用多年的經驗與對航空業的熱情，以助學院達成目標。

學院的新校舍於2021年正式投入服務，能於此際加入成為一分子，讓我感到無比興奮。新校舍佔地5,500平方米，配套完善，能為日後來自香港、內地及區內與日俱增的學員提供優秀的學習環境與設備。學院設有航空交通管制培訓中心、禮堂、符合國際民航組織標準的培訓系統及航空保安培訓設施等，另設有創新數碼培訓中心，應用虛擬實境技術，定能配合瞬息萬變的勢態下教與學的新常態。憑藉學院積極優化設施，將有助於滿足前來修讀學員與行業專才不斷變化的需求，以助他們開拓事業青雲路，鞏固專業知識。

為應付未來業界的培訓需要，協助學員發揮所長，學院設有五個獨立培訓中心，更特別重整課程內容，涵蓋航空交通管理、航空保安及安全、機場營運及管理、緊急服務及危機管理，以及基礎及學術課程。我們希望通過擴大特定範疇的專門課程，培育更多人才，以支持區內航空業的持續發展。

過去兩年，航空業經歷前所未有的衝擊。然而，我有信心在業界群策群力、齊心抗疫下，定能逆境自強，努力裝備迎接未來挑戰。一如既往，學院將秉持使命，孕育航空專才，致力發展香港成為卓越的區域民航培訓中心。

Simon Li 李天柱

President, Hong Kong International Aviation Academy
香港國際航空學院院長

WHERE AVIATION CAREERS TAKE FLIGHT

航空事業 展翅高飛

The Hong Kong International Aviation Academy, the first civil aviation academy in Hong Kong, is established by the Airport Authority Hong Kong (AAHK) in 2016. Partnering with the local and overseas educational bodies, vocational training institutions, industry practitioners and other organisations, the Academy offers a comprehensive aviation-related curriculum – including aviation summer day camps, placement programmes, professional certificate courses and more academic programmes. The Academy has become a member company of HKIA SHL, a subsidiary of the AAHK since December 2019.

香港國際航空學院於2016年由香港機場管理局（機管局）成立。作為香港首間民航學院，學院與本地及海外教育機構、職業訓練學院、業界從業員及其他組織合作，提供全面的航空相關課程，包括航空夏日營、具實習計劃的課程、專業證書課程及其他進階學術課程等。航空學院於2019年12月成為機管局旗下香港國際機場服務控股有限公司的成員之一。

VISION 願景

To establish Hong Kong's position as a regional civil aviation training hub by providing educational programmes and practical hands-on training for the aviation industry.

提供航空業相關教育課程及實用培訓，發展香港成為區域民航培訓中心。

MISSION 使命

To create a training facility for aviation practitioners and professionals in Hong Kong and around the region, aiming to:

- Nurture young talent and provide career advancement for the continuous development of Hong Kong's aviation industry; and
- Develop a training hub that will support the sustainable growth of the regional aviation industry

為香港及鄰近地區航空從業員及專才提供完善培訓設施，致力：

- 培訓青年並提供事業發展機會，支持香港航空業持續發展；及
- 成為支持區域航空業可持續發展的培訓中心

CAMPUS FACILITIES

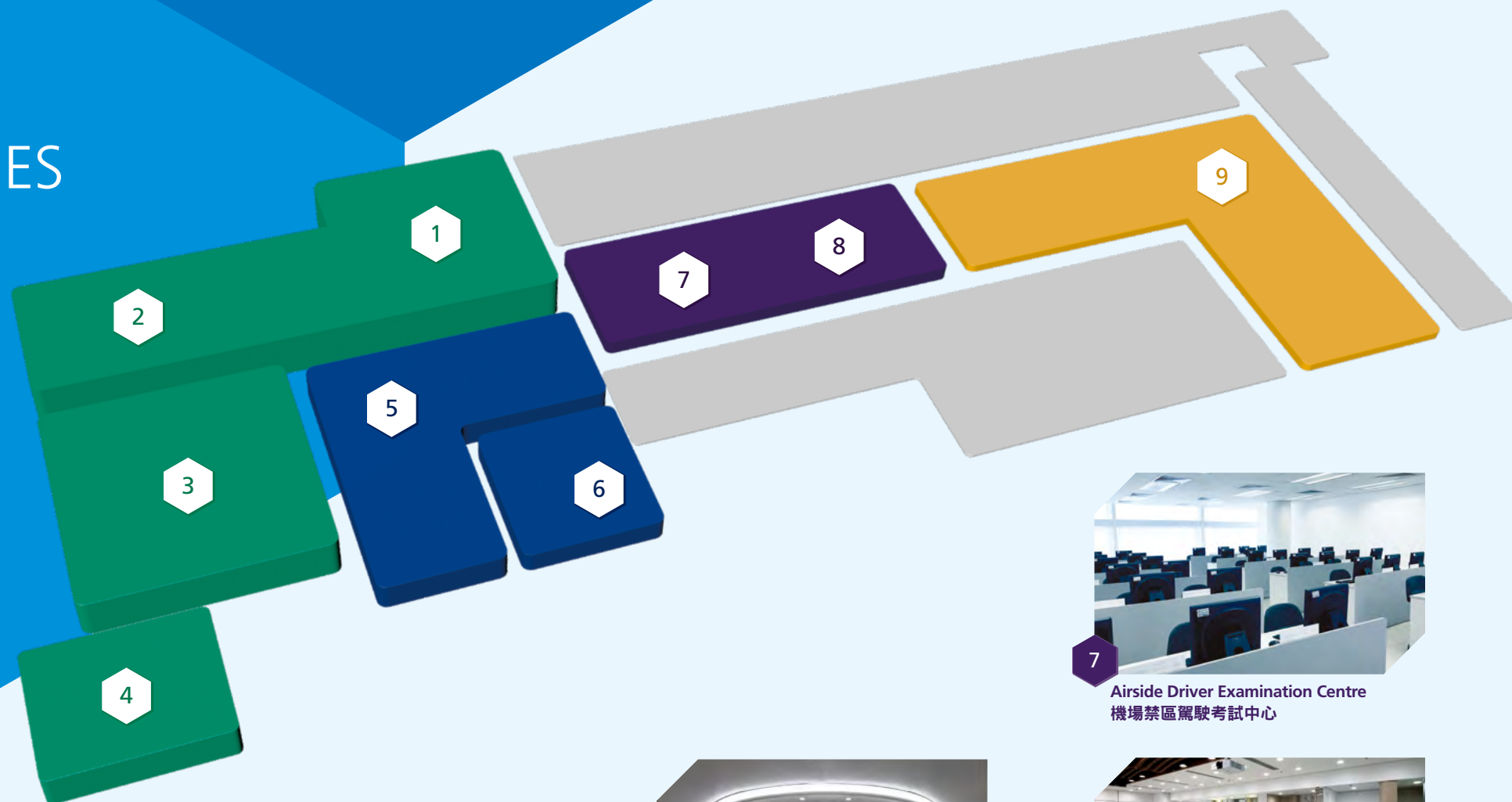
學院設施

A New Campus comes to service!

Our new permanent campus has now come to service! It is located at the 9th floor of HKIA Community Building, adjacent to Terminal 1, and provides 5,500-square-meter facilities incorporating new resources to accommodate more students.

新校舍經已投入服務！

航空學院新永久校舍經已投入服務！校舍位於一號客運大樓旁的機場員工綜合大樓九樓全層，佔地 5,500 平方米，設有不少全新設施以培訓更多學員。



1

ICAO Classroom
ICAO 課室



3

Auditorium
禮堂



2

Classroom
課室



4

Executive Lecture Hall
行政人員課室



5

Air Traffic Control Training Centre
航空交通管制培訓中心



6

Digital Training Centre
數碼培訓中心



7

Airside Driver Examination Centre
機場禁區駕駛考試中心



8

Cleaning Training Centre
清潔培訓中心



9

Aviation Security Training Facilities
航空保安培訓設施

AIR TRAFFIC MANAGEMENT

航空交通管理

With advanced facilities and highly qualified professional instructors, the Aviation Academy helps talented individuals further their careers in air traffic management. We offer proven training programmes to nurture skilled and successful air traffic management professionals in Hong Kong and around the region, with the ultimate goal of supporting the sustainable growth of the regional aviation industry.

This series of courses are beneficial not only to managers, supervisors, and personnel from civil aviation administrations and air traffic control service providers who are responsible for the planning and management of air traffic service resources, but also to university students and graduates who are interested in joining the profession of air traffic control.

航空學院備有先進的設備及資質優良的專業導師，協助具潛質學員進一步發展航空交通管理的事業。學院提供獲認證的培訓課程，培育香港及地區的航空交通管理人才，讓他們具備優秀的專業技能，從而支持區域航空業的可持續發展。

此系列課程切合負責規劃及管理航空交通服務資源的員工需要，特別是為民用航空管理部門和航空交通管制服務供應商的經理、主管及員工；課程亦適合有意投身航空交通管制的大學生及畢業生報讀。



Target
對象



Date
日期



Fees
費用



Location
上課地點



Duration
修業期



Certificate
issued by
證書頒發機構



MATF approved course
海運及空運人才培訓基金
核准課程



PROFESSIONAL AND ICAO COURSES
專業及國際民航組織課程

Code 編號	Course Name 課程名稱	Duration 修業期	Dates 開課日期	Fees 費用
ATCS1910	Air Traffic Control Flow Management 航空交通管制流量管理	3 days 3 天	25/07/2022 – 27/07/2022	HKD6,300
ATCS1900	Air Traffic Control Simulator – Operator Course 航空交通管制模擬器操作	5 days 5 天	19/09/2022 – 23/09/2022, 05/12/2022 – 09/12/2022	HKD20,000
ATCS2904	Air Traffic Services Message Handling System (AMHS) 航空交通服務信息處理系統	2 days 2 天	29/06/2022 – 30/06/2022	HKD4,200
ATCS1913	Basic Air Traffic Control Operations 基礎航空交通管制運作	2 days 2 天	25/02/2022 – 26/02/2022, 29/06/2022 – 30/06/2022, 13/10/2022 – 14/10/2022	HKD2,400
ATCS1001	English Course for Air Traffic Management 航空交通管理英語課程	3 days 3 天	14/09/2022 – 16/09/2022, 07/11/2022 – 09/11/2022	HKD3,600
ICAO2951	ICAO 051 Basic Air Traffic Control Induction Training ICAO 051 航空交通管制基礎訓練	13 weeks 13 星期	On request 視乎要求而定	TBC 待定
ICAO2952	ICAO 052 Aerodrome Control ICAO 052 機場塔台管制	60 days 60 天	On request 視乎要求而定	TBC 待定
ICAO2953	ICAO 053/054 Approach Control Procedural and Radar ICAO 053/054 進場管制程序及雷達	60 days 60 天	On request 視乎要求而定	TBC 待定
ICAO2955	ICAO 055/054 Area Control Procedural and Radar ICAO 055/054 空域管制程序及雷達	60 days 60 天	On request 視乎要求而定	TBC 待定
ATCS1971	Improving Pilot – Air Traffic Control Collaboration 飛行員與航空交通管制合作改進	1 day 1 天	Ongoing 持續進行	HKD3,980
ATCS1906	Introduction to Accident Investigation 意外調查簡介	3 days 3 天	23/05/2022 – 25/05/2022, 22/08/2022 – 24/08/2022	HKD6,300
ATCS1904	Introduction to Aeronautical Information Management 航空情報管理簡介	2 days 2 天	14/07/2022 – 15/07/2022	HKD2,400
ATCS1903	Introduction to Air Traffic Control 航空交通管制簡介	1 day 1 天	18/02/2022, 24/06/2022, 07/10/2022	HKD1,200
ATCS1905	Search and Rescue Coordination 搜索與救援協調	3 days 3 天	21/11/2022 – 23/11/2022	HKD6,300

Air Traffic Control Flow Management
航空交通管制流量管理

 Airport or airline personnel involved in operations and likely affected by Air Traffic Control (ATC) resulted flight delays
任職於機場或航空公司，其工作會受航空交通管制而導致航班延誤影響的員工

The three-day course provides participants with an understanding of why, how and when ATC induced flight delays and flow management works. The design of the flow management tactics, how it is driven by circumstances like weather conditions, traffic load and other ATC considerations will be fully covered. The working arrangements of the Arrival Manager (AMAN) systems will also be explained in detail.

本課程為期三天，旨在讓學員了解航空交通管制（空管）導致航班延誤的原因，以及流量管理的運作。課程將涵蓋流量管理的策略、流量管理如何受天氣等其他情況影響、交通負荷，以及空管的考量因素。課程亦將闡述進場航機排序 (AMAN) 系統。

Topics covered 學科包括：

- What is flow management and why is it necessary
什麼是流量管理以及其必要性
- The strategic and tactical applications and how this is impacted by other circumstances
流量管理的戰略及策術性應用，以及其如何受其他情況影響
- The AMAN work process
進場航機排序的工作流程

Air Traffic Control Simulator – Operator Course
航空交通管制模擬器操作

 Personnel who are interested in joining the Air Traffic Control (ATC) simulator operator profession
有志投身航空交通管制模擬器操作的人士

This five-day course covers all the necessary knowledge needed to assume the position of ATC simulator pilot – from the understanding of the role, the operations of various simulator functions, the phraseologies to be used and role play practices. On successful completion of the course, the participants should be able to apply for the position with minimal further training.

本課程為期五天，涵蓋航空交通管制（空管）模擬器飛行員一職所需的知識，包括此崗位的職能、各種模擬器的功能操作、工作時所需的術語，以及角色扮演的模擬練習。完成課程後，學員已對此職位的工作範疇及所需能力準備就緒。

Topics covered 學科包括：

- What does ATC simulator pilots do and the interaction required
簡介空管模擬器飛行員 – 職及此職位所需的互動
- The vocabulary and ICAO phraseologies to be used
工作時所需的詞彙及國際民航組織的術語
- Functions of the ATC simulator
空管模擬器的各項功能
- Role play practices
角色扮演的模擬練習

ATCS1910

 25/07/2022 – 27/07/2022


 HKD6,300

 HKIAA
香港國際航空學院

 3 days
3 天

 HKIAA
香港國際航空學院

ATCS1900

 19/09/2022 – 23/09/2022,
05/12/2022 – 09/12/2022

 HKD20,000

 HKIAA
香港國際航空學院

 5 days
5 天

 HKIAA
香港國際航空學院

Air Traffic Services Message Handling System (AMHS) 航空交通服務信息處理系統

 Airport or airline personnel working in aeronautical communication centres or handling aeronautical data communications
任職於機場航空通訊中心，或需處理航空數據通訊的機場或航空公司員工

This two-day introductory course facilitates participants to gain practical awareness and understanding of aeronautical communications. It introduces the X.400 standards, Elements of Service (EoS) of MHS, different types of AMHS addressing scheme, AMHS and AFTN message inter-conversion and ICAO specifications and requirements in AMHS.

本簡介課程為期兩天，能夠讓學員對航空通訊有實質的認識及了解。本課程將簡介 X.400 標準、信息處理系統 (MHS) 的服務元素 (EoS)、航空交通服務信息處理系統 (AMHS) 的各類編址方案、航空交通服務信息處理系統 (AMHS) 與航空專用電傳通信網 (AFTN) 信息之間的轉換，以及國際民航組織 (ICAO) 對航空交通服務信息處理系統 (AMHS) 的規格及要求。

Topics covered 學科包括：

- ITU MHS information object, functional objects, protocols and models
國際電訊聯盟 (ITU) 信息處理系統 (MHS) 的信息物件、功能物件、協定及模型
- EoS of MHS and IPMS
信息處理系統 (MHS) 及個人信息服務 (IPMS) 的服務元素 (EoS)
- AMHS versus MHS and AMHS specifications
航空交通服務信息處理系統 (AMHS) 與信息處理系統 (MHS) 的對比，及 AMHS 的規格
- IPN, IPM and report elements
個人通知 (IPN)、個人資訊 (IPM) 及報告元素
- Inter-conversion between IPN / IPM / report and AFTN
個人通知 (IPN)、個人資訊 (IPM) 以及報告與航空專用電傳通信網 (AFTN) 之間的轉換

Basic Air Traffic Control Operations 基礎航空交通管制運作

 University students and graduates who are interested in joining the Air Traffic Control (ATC) profession
有志投身航空交通管制的大學生及畢業生

The two-day course is an extension of the course ATCS1903 Introduction to Air Traffic Control. This course provides participants with a more detailed view of the role and duties of the air traffic controller. On completion of the course, the participants should understand if the ATC profession is a suitable career choice.

本課程為期兩天，為 ATCS1903《航空交通管制簡介》的延伸課程，就航空交通管制員的角色及責任提供更詳細的資訊。完成課程後，學員將更清楚了解自己是否適合從事航空交通管制 (空管)。

Topics covered 學科包括：

- Airspace division – understanding of the sector division principles
空域劃分 - 了解航段劃分原理
- How air traffic is managed – the application of traffic separation and sequencing requirements
如何管理航空交通 - 交通分隔及排序要求的應用
- Capacity and flow management – how is the handling capacity determined and how traffic delays are managed
容量及流量管理 - 如何判斷可處理量及管理交通延誤
- Job sharing and teamwork in ATC – planner / executive concept, how sector efficiency impact others
空管的工作分擔及團隊合作 - 規劃者 / 管理者的概念、部門間的效率如何相互影響
- Qualities required to be an air traffic controller – what are the basic qualities you should have before applying
航空交通管制員所需的特質 - 申請前了解職位所需的基本要求
- How to prepare for Student Air Traffic Control Officer (SATCO) application
如何準備申請見習航空交通管制主任 (SATCO)

ATCS2904

 29/06/2022 – 30/06/2022

 HKD4,200


 HKIAA
香港國際航空學院

 2 days
2天

 HKIAA
香港國際航空學院



ATCS1913

 25/02/2022 – 26/02/2022,
29/06/2022 – 30/06/2022,
13/10/2022 – 14/10/2022

 HKD2,400

 HKIAA
香港國際航空學院

 2 days
2天

 HKIAA
香港國際航空學院

English Course for Air Traffic Management 航空交通管理英語課程

 University students and graduates who are interested in joining the Air Traffic Control (ATC) profession
有志投身航空交通管制的大學生及畢業生

This three-day course provides participants with the knowledge of the English proficiency requirements for applicants of aviation professionals. It covers the training, vocabulary and English standard needed to achieve the ICAO Level 4 standard for both air traffic controllers and pilots to perform in the operational environment. It also gives applicants a thorough understanding and the preparation needed for these professions.

本課程為期三天，旨在讓學員了解航空業專業崗位所需的英語要求。航空交通管制員及飛行員須具備國際民航組織 (ICAO) 英語專業能力檢定第四級程度以執行日常工作，本課程將簡介此英語能力程度相關的培訓、詞彙及英語標準，有助學員準備申請航空交通管制員及飛行員的職位。

Topics covered 學科包括：

- Listening and speaking skills required for aviation communications
航空業通訊所需的聆聽及會話技巧
- Oral fluency and interactions requirements for routine and non-routine scenarios
在常規及非常規情況下，對會話流暢度及互動能力的要求
- Monitoring, understanding and expression
監督、理解及表達
- Role play practices
角色扮演的模擬練習

Improving Pilot – Air Traffic Control Collaboration 飛行員與航空交通管制合作改進

 University students and graduates who are interested in applying for Air Traffic Control (ATC) or pilots positions, and have a basic understanding of these roles
有志投身航空交通管制或飛行員，並對這兩個崗位有基本認識的大學生及畢業生

This one-day course conducted in a flight simulator is an excellent introduction to the cockpit issues faced by both air traffic controllers and pilots. The course facilitator is an experienced aircraft commander who will share the operational issues encountered in daily operations. There will be an enactment of an outbound and then an inbound sector into Hong Kong International Airport. The course will provide a first-hand view for participants into both professions.

為期一天的課程於飛行模擬器進行。此培訓環境有助學員理解在飛機駕駛艙內，飛行員及航空交通管制員所面對的問題。課程導師為具有豐富經驗的機長，他將分享日常工作中所面對操作問題。課程將先模擬飛機離開香港國際機場，然後再抵達香港國際機場的情境，學員將可親身以飛行員及航空交通管制員的身份了解此兩項專業的運作。

Topics covered 學科包括：

- Briefing on the simulator layout
簡介模擬器
- Operational issues faced by both ATC and pilots
航空交通管制及飛行員所面對的問題
- Use of the simulator to demonstrate various cockpit functions
利用飛行模擬器示範駕駛艙內各項功能
- ATC / pilot exchanges and enactment of out / in sector
航空交通管制及飛行員崗位互換，模擬離境及抵港

ATCS1001

 14/09/2022 – 16/09/2022,
07/11/2022 – 09/11/2022

 HKD3,600

 HKIAA
香港國際航空學院

 3 days
3天

 HKIAA
香港國際航空學院

ATCS1971

 Ongoing
持續進行

 HKD3,980

 HKIAA
香港國際航空學院

 1 day
1天

 HKIAA
香港國際航空學院

Introduction to Accident Investigation 意外調查簡介

 Airport or airline personnel involved in the investigation of aircraft-related incidents / accidents
任職於機場或航空公司，需參與飛機有關的事件或意外調查的員工

This three-day course provides participants with the essential objectives of incident / accident investigations. The basic ICAO Annex 13 requirements are covered to ensure a sound understanding of the States' obligations and how this is to be met. The essentials in the investigation process, witness interview and report writing will be shared.

本課程為期三天，向學員介紹事件或意外調查的主要目的。課程將涵蓋國際民航組織《附件 13》的基本要求，讓學員清晰明白及履行地方對事件或意外調查的義務。課程亦會帶出調查的過程、目擊者的訪問及撰寫報告的要點。

Topics covered 學科包括：

- What is considered as an incident / accident
事件或意外的定義
- The objectives of an investigation
調查的目的
- The ICAO Annex 13 requirements and States' obligations
國際民航組織《附件 13》的基本要求及地方義務
- Investigation procedures and workflow
調查的程序及工作流程

Introduction to Aeronautical Information Management 航空情報管理簡介

 Personnel from airline operations / aviation support services who require knowledge of ICAO flight plans, NOTAMs and aeronautical information; Public who are interested in Aeronautical Information Service / Management and its role in providing Air Traffic Services to airline operators
任職於航空公司運作 / 航空支援服務，其工作需對國際民航組織飛行計劃、飛行通報及航空情報有所認識的員工；對航空情報服務 / 管理及就他們如何為航空公司營運商提供航空交通服務一職位感興趣的公眾人士


This two-day course provides participants with the necessary knowledge and skills to acquire and make use of international aeronautical information in the context of Air Traffic Control. All of the course materials are in accordance with ICAO licensing standards that apply to operational staff in discharging their duties in an aeronautical information centre.

本課程為期兩天，旨在讓學員掌握航空交通管制所需的知識及技巧，以及如何善用國際航空情報進行航空交通管制。所有教材均符合國際民航組織 (ICAO) 的持牌標準，適用於航空情報中心操作人員履行職責。

Topics covered 學科包括：

- Integrated briefing: NOTAM and flight plans FPL
整合簡介：飛行通報 (NOTAM) 及飛行計劃 (FPL)
- Concept, global implementation and expected benefits of AIM and its products
航空情報管理 (AIM) 及相關產品的概念、全面執行情況及預期可達到的效益
- Data format: AICM and AIXM
資料格式：航空情報概念模式 (AICM) 及航空情報交換模式 (AIXM)
- ICAO roadmap for the transition from AIS to AIM
國際民航組織 (ICAO) 對從航空資料服務 (AIS) 向航空情報管理 (AIM) 過渡的路線圖
- Role of AIM in the aviation industry and its future development
航空情報管理 (AIM) 在航空業的角色及未來發展趨勢

ATCS1906

 23/05/2022 – 25/05/2022,
22/08/2022 – 24/08/2022

 HKD6,300

 HKIAA
香港國際航空學院

 3 days
3天

 HKIAA
香港國際航空學院

ATCS1904

 14/07/2022 – 15/07/2022

 HKD2,400

 HKIAA
香港國際航空學院

 2 days
2天

 HKIAA
香港國際航空學院



Introduction to Air Traffic Control 航空交通管制簡介

 University students and graduates who are interested in joining the Air Traffic Control (ATC) profession
有志投身航空交通管制的大學生及畢業生

This one-day course provides participants with a broad knowledge of the nature of jobs in ATC, including the responsibilities and technical knowledge required for such a position. The course also covers training and skill sets that an air traffic controller requires in the day-to-day running of their job. It prepares participants for a career in ATC.


On completion of this course, participants are encouraged to enrol in its extension course i.e. ATCS1913 Basic Air Traffic Control Operations.

本課程為期一天，旨在讓學員對航空交通管制 (空管) 的工作性質有全面認識，包括該崗位肩負的責任及技術知識。本課程還涵蓋空管人員日常工作所需的培訓及技巧方面的內容，適合有志投身空管人員的人士報讀。完成課程後，學員可報讀延伸課程，包括 ATCS1913《基礎航空交通管制運作》。

Topics covered 學科包括：

- Introduction to ICAO
國際民航組織 (ICAO) 簡介
- Objectives of air traffic services
航空交通服務的目標
- Concept of air traffic management
航空交通管理的概念
- Different phases of flight and control position
飛行及管制定位的不同階段
- IFR and VFR
儀器飛行規則 (IFR) 及目視飛行規則 (VFR)
- IFR cruising level system
儀器飛行規則 (IFR) 巡航高度系統

Search and Rescue Coordination 搜索與救援協調

 Personnel from Air Traffic Control (ATC), airlines or other aviation-related organisations, who are interested in the topic of search and rescue
任職於航空交通管制、航空公司或其他航空相關組織，並對搜索與救援工作感興趣的人士


This three-day course provides participants with the necessary knowledge and skills to understand, plan and conduct a search and rescue mission, particularly if it is related to an aircraft accident. All the course materials are in accordance with ICAO standards, in particular the IAMSAR Manual (ICAO Doc 9731).

本課程為期三天，旨在讓學員掌握搜索與救援行動所需的知識和技巧，有助他們明白、計劃及指導相關的協調行動，特別適用於飛機意外事故。所有課程內容符合國際民航組織 (ICAO) IAMSAR Manual (ICAO Doc 9731) 的標準。



Eligible applicants may apply for refund of 80% of fees after completing this approved course, subject to a maximum of HKD30,000, under the Professional Training and Examination Refund Scheme (ProTERS) of the Maritime and Aviation Training Fund (MATF). For details, please refer to www.matf.gov.hk.
合資格申請人在完成本核准課程後，可向「海運及空運人才培訓基金」旗下的「專業培訓課程及考試費用發還計劃」申請發還 80% 的費用，上限為 HKD30,000。詳情請瀏覽 www.matf.gov.hk。

ATCS1903

 18/02/2022, 24/06/2022,
07/10/2022

 HKD1,200

 HKIAA
香港國際航空學院

 1 day
1天

 HKIAA
香港國際航空學院



ATCS1905

 21/11/2022 – 23/11/2022

 HKD6,300

 HKIAA
香港國際航空學院

 3 days
3天

 HKIAA
香港國際航空學院



AIRPORT OPERATIONS AND MANAGEMENT 機場營運及管理

Boasting extensive track records managing one of the best and busiest airports in the world, instructors from Hong Kong International Airport and other local aviation experts offer their practical experience and comprehensive knowledge of a wide range of airport functions to mid- and top-level executives in a series of strategic management programmes. These courses benefit airport operations and management personnel, from civil aviation administrations and airport authorities to organisations supporting airport grounds and terminals.

憑藉管理全球其中一個最優秀及最繁忙機場的豐富經驗，航空學院邀請來自香港國際機場及其他本地的航空專家，出任課程導師。透過一系列的管理策略課程，向中高層管理人員分享機場營運的豐富經驗及全面知識。此系列課程適合任職於民航管理、機場管理，至支援地勤及客運大樓，日常工作須參與機場營運及管理的人士報讀。



Target
對象



Date
日期



Fees
費用



Location
上課地點



Duration
修業期



Certificate
issued by
證書頒發機構



MATF approved course
海運及空運人才培訓基金
核准課程



PROFESSIONAL AND ICAO COURSES
專業及國際民航組織課程

Code 編號	Course Name 課程名稱	Duration 修業期	Dates 開課日期	Fees 費用
APOM1401	Airfield Operations and Management 飛行區營運及管理	5 days 5 天	20/06/2022 – 24/06/2022, 24/10/2022 – 28/10/2022	HKD11,700
APOM1304	Airport Economic and Financial Management 機場經濟及財務管理	2 days 2 天	TBC 待定	HKD4,680
APOM1402	Airport Operations and Management 機場營運及管理	5 days 5 天	04/07/2022 – 08/07/2022, 31/10/2022 – 04/11/2022	HKD11,700
APOM2301	Baggage Handling System (BHS) Operations and Management 行李處理系統運作及管理	5 days 5 天	05/09/2022 – 09/09/2022	HKD11,700
ICAO1200	Core Competencies For Passenger Terminal Operations and Management 客運大樓運作及管理的關鍵	5 days 5 天	21/11/2022 – 25/11/2022	USD1,500
APOM1303	Introductory to Airport Design and Engineering 機場設計及工程簡介	3 days 3 天	11/04/2022 – 13/04/2022	HKD7,020
APOM1305	Introduction to Aviation Law 航空法簡介	2 days 2 天	TBC 待定	HKD8,580
APOM1301	Introduction to Baggage Handling System (BHS) 行李處理系統簡介	2 days 2 天	12/05/2022 – 13/05/2022	HKD4,680
APOM1302	Introduction to SMART Airport 「智能機場」簡介	2 days 2 天	01/08/2022 – 02/08/2022, 07/11/2022 – 08/11/2022	HKD4,680
APOM1403	Terminal Operations and Management 客運大樓營運及管理	5 days 5 天	13/06/2022 – 17/06/2022, 17/10/2022 – 21/10/2022	HKD11,700

REGULAR AND FOUNDATION PROGRAMMES
定期及基礎課程

Code 編號	Course Name 課程名稱	Duration 修業期	Dates 開課日期	Fees 費用
APOM1201	Aircraft Towing and Runway crossing (ATRC) Briefing 飛機牽引及橫過跑道運作簡介	0.5 day 0.5 天	Ongoing 持續進行	HKD400
APOM1101	Foundation Certificate in Airport Operations (Passenger Stream) 機場營運基礎證書 (地勤服務)	5 days 5 天	TBC 待定	TBC 待定
APOM1102	Foundation Certificate in Airport Operations (Ramp Stream) 機場營運基礎證書 (停機坪服務)	5 days 5 天	TBC 待定	TBC 待定
APOM1203	Pre-Conditioned Air (PCA) Training and Fixed Ground Power (FGP) Briefing 固定地面供電系統 (地電) 及預調空氣系統簡介	1 day 1 天	Ongoing 持續進行	HKD400
APOM1202	VHF R/T Phraseology (VHF) Briefing 甚高頻無線電通訊簡介	1 day 1 天	Ongoing 持續進行	HKD400

Airfield Operations and Management
飛行區營運及管理

 Managers, supervisors or airport personnel who are involved or interested in airfield operations
任職於機場飛行區的管理人員及員工


This five-day course provides participants with an understanding of the intricacies of the airside environment and the required skill sets and knowledge to enhance operational efficiency and safety in airfield operations. The course material is supported by real examples taken from Hong Kong International Airport (HKIA).

本課程為期五天，能夠讓學員對機場禁區環境的複雜性有所認識，同時掌握提升飛行區運作效率及安全措施的必要技能及知識。授課內容會以香港國際機場的真實例子加以說明和分析。

Topics covered 學科包括：

- Overview of HKIA
香港國際機場概覽
- International operation and management standards
國際營運及管理標準
- Licensing requirements and competence management
發牌條件及能力管理
- Apron Control Centre – functions and activities management
停機坪控制中心 - 功能及事務管理
- Aircraft ground service providers performance and safety audits
飛機地面服務商表現與安全審核
- Airside safety compliance and discipline
機場禁區的安全規格及紀律
- Ground accidents and incidents investigation
地面意外及事故調查
- Roles of Integrated Airport Centre and Apron Control Centre
中央控制中心及停機坪控制中心的崗位

APOM1401

 20/06/2022 – 24/06/2022,
24/10/2022 – 28/10/2022

 HKD11,700


 HKIAA
香港國際航空學院

 5 days
5 天

 HKIAA
香港國際航空學院



Airport Economic and Financial Management 機場經濟及財務管理

 Personnel who wish to know more about the airport economic and financial management
對機場經濟及財務管理感興趣的人士

This two-day course enables participants to explore the fundamentals and characteristics of the airport economy through case studies. Supplemented with the examples from different international airports, the course also examines the main differences among airport business models which use to cope with global aviation challenges. On completion of the course, participants will be able to analyse an airport's financial performances and apply strategies to manage resources in the airport business life cycle.

本課程為期兩天，學員將透過分析相關案例，了解各種機場經濟型態及財政結構的基礎與特點。課程亦以世界各地的國際機場案例作輔助資料，探討各機場就應對全球航空挑戰所採用的商業模式之間的差異。完成課程後，學員能夠分析各機場財務表現，及應用有關策略去管理機場商業生態系統的資源。

Topics covered 學科包括：

- The economic fundamentals of an airport
機場的經濟基調
- Airport ownership type
機場擁有權的類別
- Aeronautical and non-aeronautical revenues management
航空及非航空收益管理
- Source of revenue
收益來源
- Traffic and revenue forecast
交通流量及收益預測
- Cost structure and management
成本結構及管理
- Evaluation of the financial performance of an airport
機場財政績效評估
- Airport privatisation
機場私有化

Airport Operations and Management 機場營運及管理

 Management and personnel working in the airport; group applications from overseas airports are welcome
任職於機場的管理人員和員工，歡迎海外機場員工組團報讀

This five-day course equips participants with a preliminary understanding of the daily operations and management of Hong Kong International Airport (HKIA). The content of the course is wide-ranging and covers various domains of airport management, which enables participants to have an understanding of the general situation of airport management.

Management personnel from relevant departments of HKIA will introduce their respective professional areas and will supplement them with case studies for illustration and analysis. Site visits are included to enhance the learning experience.

本課程為期五天，將使學員對香港國際機場的日常營運及管理有初步認識。本課程涉及機場管理的各領域，內容涵蓋廣泛，學員得以了解機場管理概況。

香港國際機場有關部門的管理人員會到場講解其負責的專業，並引述真實案例加以說明和分析。課程還安排實地參觀，藉此加深學員的學習體驗。

Topics covered 學科包括：

- Airport operations
機場營運
- Operations revenue management
營運收益管理
- Concession management
特許專營權管理
- Financial management
財務管理
- Facilities planning
設施規劃
- Passenger facilitation
客流管理

APOM1304

 TBC
待定

 HKD4,680


 HKIAA
香港國際航空學院

 2 days
2天

 HKIAA
香港國際航空學院



APOM1402

 04/07/2022 – 08/07/2022,
31/10/2022 – 04/11/2022

 HKD11,700


 HKIAA
香港國際航空學院

 5 days
5天

 HKIAA
香港國際航空學院



Baggage Handling System (BHS) Operations and Management 行李處理系統運作及管理

 Personnel from airport operation managers, station managers from airlines and baggage handling supervisors from airlines and handling agents
任職機場營運經理、航空公司航站經理，以及航空公司與行李管理代理人的行李處理主管

This five-day course provides participants with an in-depth understanding of baggage handling operations and management, helping them to identify the roles and responsibilities of different parties, e.g. system owners, airlines, handling agents etc, in the baggage operations at Hong Kong International Airport. Standard measures for quantifying performance and system enhancement will also be covered. Examples and industry practices will be cited for discussion.

本課程為期五天，能夠深化學員對行李處理運作及管理的認識，有助他們釐清各個單位（包括系統負責單位、航空公司、行李處理公司等）於香港國際機場內的崗位與責任。課程亦會涵蓋用量化表現及系統改善的標準措施，並設有討論環節，引用範例及業內最佳實例供學員討論學習。

Topics covered 學科包括：

- Baggage handling operational structure
行李處理運作結構
- Baggage Handling System (BHS)
行李處理系統
- Baggage tracking
行李追蹤
- Baggage hall safety, security and crisis management
行李大堂安全、保安及危機管理
- Future and technology
未來及科技發展

Core Competencies for Passenger Terminal Operations and Management 客運大樓運作及管理的關鍵

 Personnel from airport authorities, airports, airlines and other aviation-related organisations, who are responsible for passenger terminal operations
任職於機場管理、機場及航空公司或其他航空相關組織，並負責客運大樓運作及管理的員工

This five-day course equips participants with the necessary knowledge, skills and attitudes to incorporate the core competencies involved in passenger terminal operations and management. On completion of the course, participants will be able to identify the key practices of each core competency and assess these core competencies taken at Hong Kong International Airport with those competencies at their home airports.

本課程為期五天，旨在讓學員掌握客運大樓運作及管理須具備的知識、技能及態度。完成課程後，學員可更了解客運大樓各項功能的主要工作，及如何將適用於香港國際機場的功能調整至適用於學員所屬的機場。

Topics covered 學科包括：

- Resolve impact on terminals operation management during the adverse weather
解決惡劣天氣對客運大樓運作及管理的影響
- Resolve impact on terminals operation management during Automated People Mover (APM) disruption
解決旅客捷運系統事故對客運大樓運作及管理的影響
- Resolve impact on terminals operation management during Baggage Handling System (BHS) disruption
解決行李處理系統事故對客運大樓運作及管理的影響
- Resolve impact on terminals operation management during crowd management disruption
解決人群管制事故對客運大樓運作及管理的影響

APOM2301

 05/09/2022 – 09/09/2022

 HKD11,700

 HKIAA
香港國際航空學院

 5 days
5天

 HKIAA
香港國際航空學院




ICAO1200

 21/11/2022 – 25/11/2022


 USD1,500

 HKIAA
香港國際航空學院

 5 days
5天

 HKIAA and ICAO
香港國際航空學院及國際民航組織

Introductory to Airport Design and Engineering 機場設計及工程簡介

 Personnel working in airport and airline operations or aviation support services who wish to understand more about airport design and engineering at the operation planning level
任職機場及航空公司運作崗位或從事航空支援服務，並對機場設計及工程（運作規劃）感興趣的人士

This three-day course helps participants to identify the airport industry's latest challenges in terms of airport design and engineering management planning. The course demonstrates the key elements of the airport runway and taxiway design, as well as engineering considerations for terminal locations and airport concourse design. Examples from around the world and industry best practices will be cited for active discussion.

本課程為期三天，引導學員探究機場業界近期在機場設計及工程管理規劃方面遇到的挑戰。課程將介紹機場跑道及滑行道的設計要素、客運大樓選址，以及機場客運廊設計的工程考慮，並且設有討論環節，引用世界各地的範例及行業最佳實例供學員討論。

Topics covered 學科包括：

- Overview of HKIA 香港國際機場概覽
- Aerodrome data 機場數據
- Airfield pavement system 飛行區道面系統
- History of the state of art and architectural expression 機場藝術及建築呈現歷史
- Elements and considerations for concourse planning design and construction 客運廊規劃設計及建設的基本要素及考慮因素
- HKIA's future infrastructure developments 香港國際機場未來基建發展

Introduction to Aviation Law 航空法簡介

 Non-legal professionals from airport authorities, regulatory bodies, airlines, air traffic control service providers and other aviation-related organisations
任職於機場管理局、監管機構、航空公司、航空交通管制服務商及其他航空相關組織的非律師專業人士

This two-day course introduces participants to the fundamentals of international aviation law and updates their knowledge of key aspects such as the legal framework, the basis of treaties and agreements and legal issues surrounding liability for air carriers and airports, airport charges, ground handling agents and concessions agreements.

本課程為期兩天，向學員簡介國際航空法的主要基礎知識及最新資訊，內容包括航空法框架、基本條款及協議、有關航空公司及機場的責任、機場收費、地勤服務代理及特許協定的法律問題。

Topics covered 學科包括：

- Public international air law 國際航空公法
- Private international air law 國際航空私法
- Code sharing 代碼共用
- Aviation security in relation to air carrier ground liability 有關航空公司機場責任的航空安全
- Airport business law 機場商業法律

APOM1303

 11/04/2022 – 13/04/2022

 HKD7,020


 HKIAA
香港國際航空學院

 3 days
3天

 HKIAA
香港國際航空學院



Introduction to SMART Airport 「智能機場」簡介

 Personnel who are interested in improving the efficiency and user experience in the airport with innovative technology
對如何應用創新科技提升機場效率及旅客體驗感興趣的員工

This two-day course enables participants to appreciate how technology and innovation can improve the efficiency and passenger experience in an airport. Case studies and examples from successful SMART Airports from around the world will be cited, demonstrating how innovative technology applies to airport operations and the considerations that management should take. Future development in SMART Airports will also be discussed from the perspectives of passengers, airlines and airports.

本課程為期兩天，學員將掌握如何透過科技及創新應用提升機場的效率與旅客體驗。課程設有討論環節，引用世界各地智能機場的成功範例，去闡述創新科技如何應用於機場運作，以及應用時的考量。課程亦會討論智能機場對旅客、航空公司和機場方面的未來發展。

Topics covered 學科包括：

- Definition of "SMART" Airport in terms of airport operations 「智能」機場對機場運作的定義
- Reasons for going "SMART" and ways to going "SMART" 發展「智能」的原因及如何發展「智能」
- Innovation and technology used in SMART Airports 應用於智能機場的創新及科技
- Development of a SMART Airport 智能機場的發展

APOM1305

 TBC
待定

 HKD8,580

 HKIAA
香港國際航空學院

 2 days
2天

 HKIAA
香港國際航空學院



Terminal Operations and Management 客運大樓營運及管理

 Managers, supervisors or airport personnel who are involved or interested in terminal operations
任職或對機場客運大樓運作感興趣的管理人員及員工


This five-day course provides participants with a basic understanding of running an airport terminal, covering fundamental knowledge includes five key operational areas in terminal operations and six key elements in terminal management. Examples from the Hong Kong International Airport will be cited.

本課程為期五天，旨在讓學員對機場客運大樓運作有初步認識，課程涵蓋客運大樓五大營運範疇及六大管理要素。授課內容會以香港國際機場的案例加以說明和分析。

Topics covered 學科包括：

- Primary elements of an airport 機場的基本元素
- Major stakeholders and their functions 主要持份者及其作用
- 5 key operational areas in terminal operations 客運大樓五大營運範疇
- 6 key elements in terminal management 客運大樓六大管理要素

APOM1302

 01/08/2022 – 02/08/2022,
07/11/2022 – 08/11/2022


 HKD4,680

 HKIAA
香港國際航空學院

 2 days
2天

 HKIAA
香港國際航空學院

APOM1403

 13/06/2022 – 17/06/2022,
17/10/2022 – 21/10/2022

 HKD11,700

 HKIAA
香港國際航空學院

 5 days
5天

 HKIAA
香港國際航空學院



AVIATION SECURITY AND SAFETY

航空保安及安全

Minimising potential threats to safe and secure operations remains one of the industry's chief concerns. Therefore, it is crucial to have effective and efficient measures in place for handling such risks. Aviation security personnel must also understand the full range of threats in the current operating environment and how to manage them.

The Aviation Academy's professional courses provide timely information and training for addressing today's challenges. We partner with a pool of qualified aviation security instructors from ICAO and ACI to conduct a wide spectrum of professional training, at both the local and international levels, to give participants the tools they need to ensure operational security and safety.

減低任何對航空業運作構成的潛在威脅為業界最首要的前提。因此，制訂有效機制去處理相關風險非常重要。航空保安人員必須全面了解現今營運環境中存在的任何威脅，並有效應對、處理及解決問題。

航空學院的專業課程提供因時制宜的資訊，讓學員適時有效地處理現今業界面臨的挑戰。此外，學院與國際民航組織 (ICAO) 及國際機場協會 (ACI) 合作，引入資歷優良的航空保安導師，開辦一系列達到本地及國際標準、課題廣泛的培訓，務求讓學員獲取所需知識和技巧，確保執行職務時有效維持最高的安全標準。



ICAO AVSEC AND ICAO COURSES
國際民航組織航空保安及國際民航組織課程

The Aviation Academy is one of the Accredited ICAO Aviation Security Centre (ASTC) to deliver ICAO sponsored training activities, develop and deliver a yearly programme of Regional Aviation Security Courses adapted to the regional needs.

航空學院為全球其中一間獲認證的國際民航組織 (ICAO) 航空保安中心開辦國際民航組織贊助的培訓活動，以及制定和開辦每年按地區需要編制的地區航空保安課程。

Code 編號	Course Name 課程名稱	Duration 修業期	Dates 開課日期	Fees 費用
ICAO AVSEC	Air Cargo and Mail Security – Virtual Classroom (ICAO Sponsored Course) 貨運及郵件保安 - 網上課堂 (國際民航組織贊助課程)	5 days 5 天	14/03/2022 – 18/03/2022, 09/2022	USD650 [#]
ICAO AVSEC	AVSEC National Inspectors* 航空保安國家審計員	7 days 7 天	07/2022, 10/2022	USD910 [#]
ICAO AVSEC	AVSEC National Instructors* 航空保安國家導師	7 days 7 天	TBC 待定	USD910 [#]
ICAO AVSEC	Behavior Detection* 行為檢測	3.5 days 3.5 天	06/2022, 11/2022	USD500 [#]
ICAO AVSEC	Crisis Management Workshop – Virtual Classroom* 危機管理工作坊 - 網上課堂	5 days 5 天	05/2022	USD650 [#]
ICAO1700v	ICAO International Air Law – Virtual Classroom ICAO 國際航空法 - 網上課堂	5 days 5 天	21/11/2022 – 25/11/2022	USD1,300
ICAO1410v	ICAO Safety Management for Practitioners (SMxP) – Virtual Classroom 安全管理系統 (專為航空業界人士) - 網上課堂	6 days 6 天	02/03/2022 – 09/03/2022, 05/10/2022 – 12/10/2022	USD1,300
ICAO AVSEC	Risk Management Workshop – Virtual Classroom* 風險管理工作坊 - 網上課堂	5 days 5 天	12/2022	USD650 [#]
ICAO AVSEC	Security Culture Workshop – Virtual Classroom* 保安文化工作坊 - 網上課堂	5 days 5 天	28/03/2022 – 01/04/2022	USD650 [#]

Remarks 備註：

* Only eligible airport staff can sign up for the aviation security courses.
航空保安課程只供合資格機場員工報讀。

[#] ICAO reserves the right to adjust the course fees.
國際民航組織保留更改課程費用的權利。

ICAO International Air Law – Virtual Classroom
ICAO 國際航空法 - 網上課堂

 Personnel, with or without legal education, working in civil aviation administrations, civil aviation authorities, airports and air navigation service providers
任職於民航司法監管、民航處、機場及航空導航服務供應商的員工 (非法律專業的人士亦可報讀)

This five-day ICAO online course aims to facilitate participants in supporting their organisations in compliance with international air law, through the application of appropriate knowledge and advocacy. The course also explains the relevance of the rules and procedures of international air law for the participants' roles and functions in their organisations. Case studies from around the world will be cited for active discussion.

本國際民航組織網上課程為期五天，旨在促進學員透過應用相關的法律知識及意見，確保其機構遵守國際航空法。課程亦會闡述國際航空法的法則和程序，與學員於其機構所擔當的崗位和功用之間的關係，並且設有討論環節，引用世界各地的範例供學員討論。

Topics covered 學科包括：

- Understand the concepts and rules of international air law
國際航空法的概念及條例
- Explain the relevance of the rules and procedures of international air law for one's own role and functions in their organisations
國際航空法的法則和程序與學員於其機構所擔當的崗位和功用之間的關係
- Apply their knowledge and understanding to assist their national administration in improving implementation
利用對國際航空法的知識和理解，協助國家的監管機構優化執行工作

ICAO Safety Management for Practitioners (SMxP) – Virtual Classroom
ICAO 安全管理系統 (專為航空業界人士) - 網上課堂

 Personnel working in airline operator, approved maintenance organisation, design / manufacturing organisation, aerodrome operator, air traffic services provider, aviation training organisation or other related organisation that involved SMS activities
負責安全管理系統，並任職於航空公司營運商、獲核實的飛機維護機構、設計 / 製造機構、機場營運商、航空交通服務商、航空培訓機構或其他有關機構員工

This six-day ICAO online course provides participants with practical knowledge of risk management and safety assurance. It aims to provide qualified Safety Management System (SMS) staff with a comprehensive application of operational safety management processes and practical examples on the use of IT tools (Bowtie XP), to enhance the efficiency and effectiveness of safety management activities.

本國際民航組織網上課程為期六天，為學員提供風險管理及安全保險的實際知識，旨在讓合資格安全管理系統的員工全面掌握運作安全管理流程的應用，以及使用資訊科技軟件工具 (Bowtie XP) 的實際例子，以作提升安全管理活動的效率。

Topics covered 學科包括：

- Identify hazards following a systematic and consistent approach
以有系統及貫徹的手法識別危害
- Mitigate safety risks following a systematic and consistent approach
以有系統及貫徹的手法緩減安全風險
- Manage changes to the system in a safe manner
以安全的方式管理系統的改變
- Assess safety reports through a safety screening and internal investigation
以安全篩選及內部調查的方法去檢視安全報告
- Prepare a safety audit / survey for assessing performance of the process
準備安全審查 / 調查以作評核流程表現
- Design a safety performance monitoring scheme
設計安全表現監察計劃

Remarks 備註：

Prior to the enrolment of the course ICAO1410v, applicants are required to complete the Safety Management Online Course.
學員在修讀課程 ICAO1410v 前，必須已完成安全管理網上課程。

 21/11/2022 – 25/11/2022

 USD1,300

 5 days
5 天

 HKIAA and ICAO
香港國際航空學院及
國際民航組織

ICAO1410v

 02/03/2022 – 09/03/2022,
05/10/2022 – 12/10/2022

 USD1,300

 6 days
6 天

 HKIAA and ICAO
香港國際航空學院及
國際民航組織

ACI PROGRAMMES
國際機場協會課程

Course Name 課程名稱	Duration 修業期	Dates 開課日期	Fees 費用
Accident and Incident Investigation – Virtual Classroom	3 days 3 天	28/03/2022 – 30/03/2022	USD1,025
ACI – ICAO Aerodrome Certification – Virtual Classroom	5 days 5 天	09/05/2022 – 13/05/2022	USD2,000
ACI – ICAO Management of Airport Security – Virtual Classroom	5 days 5 天	07/11/2022 – 11/11/2022	USD2,000
Aerodrome Safeguarding and OLS Course – Virtual Classroom	3 days 3 天	17/01/2022 – 19/01/2022	USD1,025
Management of Cybersecurity for Airport IT Managers	3 days 3 天	03/10/2022 – 07/10/2022	USD1,575
Working with Annex 14 – Virtual Classroom	5 days 5 天	10/10/2022 – 14/10/2022	USD1,575

Remarks 備註：

Only English version is available.
只提供英文版本。

The course fees are ACI members rates and ACI reserves the right to adjust the course fees and schedule. For details, please visit <https://aci.aero/>.
所有列出的費用為國際機場協會會員價，國際機場協會保留更改課程費用及時間表的權利，詳情請瀏覽 <https://aci.aero/>。

X-RAY TRAINING FOR RACSF
管制空運貨物安檢設施培訓

Code 編號	Course Name 課程名稱	Duration 修業期	Dates 開課日期	Fees 費用
AVSC1403- PART1	Explosive Trace Detection (ETD) Classroom Training and Certification for Regulated Air Cargo Screening Facility (RACSF) 爆炸物痕量探測設備 (ETD) 課堂培訓及認證課程 - 管制空運貨物安檢設施	1 day 1 天	14/02/2022, 11/04/2022, 13/06/2022	HKD947
AVSC1403- PART2	Explosive Trace Detection (ETD) On-the-job Training for Regulated Air Cargo Screening Facility (RACSF) 爆炸物痕量探測設備 (ETD) 在職培訓 - 管制空運貨物安檢設施	8 hours 8 小時	TBC 待定	HKD1,631
AVSC1401- PART1	X-Ray Screening Classroom Training and Certification for Regulated Air Cargo Screening Facility X 光安檢課堂培訓及認證課程 - 管制空運貨物安檢設施	4 days 4 天	04/01/2022 – 07/01/2022, 08/02/2022 – 11/02/2022, 01/03/2022 – 04/03/2022, 19/04/2022 – 22/04/2022, 10/05/2022 – 13/05/2022, 07/06/2022 – 10/06/2022	HKD1,716
AVSC1401- PART2	X-Ray Screening On-the-job Training for Regulated Air Cargo Screening Facility (RACSF) X 光安檢在職培訓 - 管制空運貨物安檢設施	30 hours 30 小時	TBC 待定	HKD4,738
AVSC1402- PART1	X-ray Screening Refresher Training and Re-certification (Periodic Evaluation Service) for Regulated Air Cargo Screening Facility (RACSF) X 光安檢複修培訓及認證課程 (定期評核服務) - 管制空運貨物安檢設施	TBC 待定	TBC 待定	HKD466
AVSC1402- PART2	X-ray Screening Refresher Training and Re-certification for Regulated Air Cargo Screening Facility (RACSF) X 光安檢複修培訓及認證課程 - 管制空運貨物安檢設施	2 days 2 天	17/01/2022 – 18/01/2022, 21/02/2022 – 22/02/2022, 21/03/2022 – 22/03/2022, 27/06/2022 – 28/06/2022	HKD980
AVSC1402- PART3	X-ray Screening Refresher Training and Re-certification (Specialised Remedial Training) for Regulated Air Cargo Screening Facility (RACSF) X 光安檢複修培訓及認證課程 (特別輔導培訓) - 管制空運貨物安檢設施	TBC 待定	TBC 待定	HKD1,049

Remarks 備註：

- RACSF shall ensure that all X-ray security screeners, whether they are employees or the employees of a screening service provider, have met the medical, educational, and other criteria requested by CAD. For details, please refer to CAD's guidelines on Application for RACSF for Off-airport Air Cargo Screening. 管制空運貨物安檢設施 (RACSF) 須確保所有 X 光安檢人員 (包括所屬員工或是外判安檢服務承辦商的員工) 符合民航處對健康、學歷及其他準則的規定。準則詳情，請參閱民航處《申請註冊為管制空運貨物安檢設施於機場以外的地點為空運貨物進行安檢》。
- All applications of RACSF-related training have to be made by RACSF. To enrol in the training, RACSF shall visit the Academy's website to download, complete, and submit each applicant's application form and all supporting documentary proofs listed in the application form to AcademyEnquiry@hkiaaAcademy.com. RACSF shall ensure each applicant's documentary proof is furnished at the time of the application submission. Failure to submit the documentary proof at this time may result in the suspension or rejection of the application(s). 所有有關管制空運貨物安檢設施 (RACSF) 的培訓必須由 RACSF 遞交申請，如需報讀課程，請瀏覽學院網站，下載及填妥申請表格，並連同申請表格中列明的所有所需證明文件，電郵至 AcademyEnquiry@hkiaaAcademy.com。RACSF 須確保證明文件與申請表格一併提交，否則其申請有機會遭拒絕。

Explosive Trace Detection (ETD) Training and Certification for Regulated Air Cargo Screening Facility (RACSF)

爆炸物痕量探測設備 (ETD) 培訓及認證課程 - 管制空運貨物安檢設施

 Certified X-ray screeners (who have completed the four-day classroom training organised by HKIAA-AVSECO JV) nominated by RACSF with certified ETD equipment
獲管制空運貨物安檢設施 (RACSF) (已於工作現場配置符合規格的爆炸物痕量探測設備) 提名的合資格的 X 光安檢員。該名 X 光安檢員須已完成四天由 HKIAA-AVSECO JV 舉辦的 X 光安檢培訓及認證課程

Classroom Training and Certification

課堂培訓及認證

This training is a prerequisite one-day classroom learning which provides participants with an understanding of the principles, advantages as well as health and safety issues associated with Explosive Trace Detection (ETD). It also equips participants with knowledge on the use of the ETD equipment, sampling procedures, appropriate routine check-up and maintenance, standard calibration procedures, and operational requirements and limitations of the ETD system.

本培訓課程為必修的一天課程，旨在訓練學員成為合資格的爆炸物痕量探測設備操作員。課程向學員講解爆炸物痕量探測設備 (ETD) 原理、優點、與設備相關的健康與安全問題，並讓學員掌握爆炸物痕量探測設備使用、採樣、常規檢查、保養及校正的正確方法，以及說明設備運作要求與限制。

Topics covered 學科包括：

- Basic operating principles of ETD
爆炸物痕量探測設備的基本運作原則
- Safety issues of ETD
爆炸物痕量探測設備的安全問題
- Sampling methodology
採樣技術
- Routine check-up, maintenance and calibration
常規檢查、保養及校正

On-the-job Training

在職培訓

This is an eight-hour on-the-job operational training supervised by Certification Body (CB). Participants are required to complete the prerequisite one-day Explosive Trace Detection (ETD) classroom learning and initial certification tests prior to the enrolment of training. This training is focused on the operation of IONSCAN 600.

Security screeners have to complete classroom learning, certification tests and on-the-job training before they are allowed to perform ETD screening duties of air cargo in RACSF.

本 8 小時在職培訓課程由認證機構 (CB) 監督，學員報讀課程前須已完成爆炸物痕量探測設備 (ETD) 的課堂及通過認證。課程的認證儀器以 IONSCAN 600 為主。


X 光安檢員須完成課堂、認證及在職培訓，方可在管制空運貨物安檢設施 (RACSF) 以 ETD 執行空運貨物保安檢查工作。

Remarks 備註：

- The minimum enrolment of each class will be 6 participants.
每班人數最少 6 人。
- The training equipment of this training and certification tests is focused on IONSCAN 600.
本課程的培訓及認證儀器以 IONSCAN 600 為主。

AVSC1403

AVSC1403-PART1

 14/02/2022, 11/04/2022,
13/06/2022

 HKD947

 HKIAA
香港國際航空學院

 1 day
1 天

 HKIAA-AVSECO JV

AVSC1403-PART2

 TBC
待定


 HKD1,631

 HKIAA
香港國際航空學院

 8 hours
8 小時

 HKIAA-AVSECO JV

X-Ray Screening Training and Certification for Regulated Air Cargo Screening Facility (RACSF) X 光安檢培訓及認證課程 - 管制空運貨物安檢設施

 Security screeners, whether they are employees of RACSF or employees of a RACSF's screening service provider, who will perform air cargo screening duties in the RACSF premises
所有管制空運貨物安檢設施 (RACSF) 的所屬員工，或其外判安檢服務承辦商的員工，將需在管制空運貨物安檢設施執行空運貨物保安檢查工作的 X 光安檢員

Classroom Training and Certification

課堂培訓及認證

This training is a prerequisite four-day classroom learning which equips participants with the knowledge and skill sets of X-ray screening of cargo with the aid of X-ray image analysis. It also covers the RACSF system and relevant legislation, definitions and classifications of restricted articles and dangerous goods, and natures of explosives and improvised explosive devices (IEDs).

The classroom training includes lectures, trainers' demonstrations, computer-based training system practice. Participants are required to complete all classes and pass each individual test (i.e. a written test and two certification tests on cargo search and X-ray screening).

本培訓課程為必修的四天課堂課程，利用 X 光圖像分析，讓學員掌握 X 光安檢貨物的原則及技巧。課堂亦涵蓋管制空運貨物安檢設施 (RACSF) 系統及相關法規、違禁物品及危險物品的定義與分類，以及爆炸品類別和簡易爆炸裝置 (IEDs)。

課程包括講課、導師示範及電腦輔助培訓系統示範。學員須出席所有課堂及通過一次筆試及兩次就貨物安檢和 X 光安檢的認證測試。

On-the-job Training

在職培訓

This is a 30-hour on-the-job operational training supervised by Certification Body (CB). Participants are required to complete the prerequisite four-day classroom learning and initial certification tests conducted by the same CB prior to the enrolment of training. Security screeners have to complete the classroom learning, certification tests and on-the-job training before they are allowed to perform the screening duties of air cargo individually in RACSF.


本 30 小時在職培訓由認證機構監督。參與學員須已完成四天由相同認證機構 (CB) 監督的課堂及通過認證。X 光安檢員須完成課堂、認證及在職培訓，方可在管制空運貨物安檢設施 (RACSF) 獨立執行空運貨物保安檢查工作。

Remarks 備註：

- RACSF shall be responsible for the operation of the screening equipment and the continuous supervision of the X-ray screeners' performance. If any X-ray screener is found to be unfit for carrying out the screening duties, e.g. his / her certification expired or absent from duty for 90 consecutive days or more, RACSF shall report to the CB to suspend or revoke his / her certification. RACSF shall not permit such X-ray screener to perform any screening duty until he / she has received refresher training and passed written and re-certification tests conducted by a CB.
管制空運貨物安檢設施 (RACSF) 負責檢查安檢設備的運作，並須持續監察 X 光安檢員的工作表現。如發現 X 光安檢員不再適合執行安檢職務 (包括缺席執勤 90 天或以上)，RACSF 須通知認證機構，以暫停或撤銷該員的認證。RACSF 須暫停該員的安檢職務，直至該員已參加由認證機構舉辦的培訓並獲得認證，方可再次執行 X 光安檢職務。
- The minimum enrolment of each class will be 12 participants. A discount of 20% will be offered to the charter class with 24 participants.
每班人數最少 12 人。歡迎團體報名，包班人數達 24 人可享八折。

AVSC1401

AVSC1401-PART1

 04/01/2022 – 07/01/2022,
08/02/2022 – 11/02/2022,
01/03/2022 – 04/03/2022,
19/04/2022 – 22/04/2022;
10/05/2022 – 13/05/2022;
07/06/2022 – 10/06/2022

 HKD1,716

 HKIAA
香港國際航空學院

 4 days
4 天

 HKIAA-AVSECO JV



AVSC1401-PART2

 TBC
待定

 HKD4,738

 HKIAA
香港國際航空學院

 30 hours
30 小時

 HKIAA-AVSECO JV



X-ray Screening Refresher Training and Re-certification for Regulated Air Cargo Screening Facility (RACSF)

X 光安檢複修培訓及認證課程 - 管制空運貨物安檢設施



Certified security screeners (including Employees of RACSF or employees of a RACSF's screening service provider) should attend refresher training every 12 months; and security screener who is found to be unfit for carrying out the screening duties, including absent from duty for 90 consecutive days or more)

已獲得認證的 X 光安檢員 (包括管制空運貨物安檢設施的所屬員工, 或其外判安檢服務承辦商的員工須每 12 個月接受複修培訓; 以及或被界定為不再適合執行安檢職務, 包括缺席執勤 90 天或以上的 X 光安檢員)

Periodic Evaluation Service 定期評核服務

This periodic evaluation is a prerequisite prior to the undertaking of re-certification. The performance of X-ray security screeners should be subject to the performance evaluation conducted by Certification Body's (CB's) qualified aviation security supervisory officers. The evaluation will be taken place in the RACSF premises. On completion of this evaluation, participants then have to complete the two-day refresher training and pass the written tests and the re-certification tests on cargo search and X-ray screening, in order to renew their screening qualifications.

X 光安檢人員在接受複修培訓及進行重新認證前, 必須先接受定期評核。X 光安檢人員的表現須經由認證機構 (CB) 的合資格航空保安督導人員進行評核, 此程序須於管制空運貨物安檢設施 (RACSF) 中進行。學員通過此評核後, 須完成兩天複修培訓, 並通過筆試、貨物安檢及 X 光安檢的重新認證測試, 方可保留執行 X 光安檢職務的資格。

Refresher Training and Re-certification 複修培訓及認證

This two-day refresher training allows X-ray security screeners to reinforce the core principles of X-ray screening of cargo, and to keep them updated with the latest knowledge and trends. The classroom training includes lecturers, trainers' demonstrations and a computer-based training system on X-ray screening. To renew the certification, participants also have to pass two written tests and two re-certification tests on cargo search and X-ray screening.

本複修培訓課程為期兩天, 旨在加深 X 光安檢員對 X 光安檢貨物基本原則的認識, 以及讓他們了解最新的業界知識及趨勢。課程包括講課、導師示範及電腦輔助培訓系統示範。X 光安檢員如需獲得持續認證, 他們必須通過兩次筆試及兩次就貨物安檢和 X 光安檢的再次認證測試。

Specialised Remedial Training 特別輔導培訓

Specialised remedial training is required for X-ray security screeners who have failed in the re-certification tests. They have to complete the remedial training and pass the re-certification tests before resuming their screening duties. This training with the re-certification tests on the failed subject(s) will take about three hours, subject to the number of subjects re-seated.

如 X 光安檢人員在複修培訓及認證課程中未能通過測試, 他們須完成特別輔導培訓, 以及通過重新認證測試, 才能獲得認證執行安檢職務。特別輔導培訓連認證測試需時約三小時, 視乎補考測試的數目而定。

Remarks 備註:

- RACSF shall be responsible for the operation of the screening equipment and the continuous supervision of the X-ray screeners' performance. If any X-ray screener is found to be unfit for carrying out the screening duties, e.g. his / her certification expired or absent from duty for 90 consecutive days or more, RACSF shall report to the CB to suspend or revoke his / her certification. RACSF shall not permit such X-ray screener to perform any screening duty until he / she has received refresher training and passed written and re-certification tests conducted by a CB.
- 管制空運貨物安檢設施 (RACSF) 負責檢查安檢設備的運作, 並須持續監察 X 光安檢員的工作表現。如發現 X 光安檢員不再適合執行安檢職務 (包括缺席執勤 90 天或以上), RACSF 須通知認證機構, 以暫停或撤銷該員的認證。RACSF 須暫停該員的安檢職務, 直至該員已參加由認證機構舉辦的培訓並獲得認證, 方可再次執行 X 光安檢職務。

AVSC1402

AVSC1402-PART1

TBC
待定

HKD466

HKIAA
香港國際航空學院

TBC
待定

HKIAA-AVSECO JV

AVSC1402-PART2

17/01/2022 – 18/01/2022,
21/02/2022 – 22/02/2022,
21/03/2022 – 22/03/2022,
27/06/2022 – 28/06/2022

HKD980

HKIAA
香港國際航空學院

TBC
待定

HKIAA-AVSECO JV

AVSC1402-PART3

TBC
待定

HKD1,049

HKIAA
香港國際航空學院

TBC
待定

HKIAA-AVSECO JV

HUMAN FACTORS AND ERROR MANAGEMENT COURSES 人為因素及疏失管理課程

Code 編號	Course Name and Descriptions 課程名稱及描述	Duration 修業期	Dates 開課日期	Fees 費用
HUMF1001	<p>Human Factors and Error Management – General Staff 人為因素及疏失管理概論</p> <p>It introduces participants to the general concepts of human factors in aviation, helping them identify common factors influencing work outcome, models for studying the human factor and investigations into error-caused accidents in ramp services and supporting functions in the airport environment. It also covers the fundamentals of error management to identify, capture and analyse errors to help prevent them.</p> <p>本課程簡介航空工作中所涉及的人為因素, 讓學員了解影響工作成效的常見因素、探討人為因素模式、探究機場環境內停機坪及支援崗位出現疏失的成因、以及疏失管理的基本要素, 從而去識別、發現和分析引致疏失的各類因素, 防範於未然。</p>	2 days 2 天	26/05/2022 – 27/05/2022	HKD4,200 
HUMF1002	<p>Human Factors and Error Management – Maintenance, Repair and Overhaul 人為因素及疏失管理 - 保養、維修及檢修</p> <p>It provides participants with an in-depth understanding of human factors in aviation, helping them identify common factors influencing the daily operations in aircraft maintenance and repair services. It also introduces a decision-making tool – Maintenance Error Decision Aid (MEDA) which is a structured process used to investigate events caused by maintenance technician and / or inspector performance. Examples from latest academic findings and industry best practices will be cited.</p> <p>本課程深化學員對航空工作中所涉及的人為因素的認識, 針對飛機保養、維修及檢修的日常運作, 並指導學員如何利用「維修疏失決策支援工具」(MEDA) 去識別、發現和分析引致疏失的各類因素, 防範於未然。課程引用學術界最新資訊及行業最佳實例以供討論。</p>	2 days 2 天	20/06/2022 – 21/06/2022	HKD4,200 
HUMF1003	<p>Human Factors and Error Management – Ramp, Cargo and Logistics Operation 人為因素及疏失管理 - 停機坪、貨運及物流運作</p> <p>It provides participants with an in-depth understanding of human factors in aviation, helping them identify common factors influencing the daily operations in ramp, cargo and logistics. It also introduces a decision-making tool – Ramp Error Decision Aid (REDA), which is a structured process used to investigate events caused by worker performance. Examples from latest academic findings and industry best practices will be cited.</p> <p>本課程深化學員對航空工作中所涉及的人為因素的認識, 針對停機坪、貨運及物流的日常運作, 並指導學員如何利用「停機坪疏失決策支援工具」(REDA) 去識別、發現和分析引致疏失的各類因素, 防範於未然。課程引用學術界最新資訊及行業最佳實例以供討論。</p>	2 days 2 天	09/06/2022 – 10/06/2022	HKD4,200 



Eligible applicants may apply for refund of 80% of fees after completing this approved course, subject to a maximum of HKD30,000, under the Professional Training and Examination Refund Scheme (ProTERS) of the Maritime and Aviation Training Fund (MATF). For details, please refer to www.matf.gov.hk.
合資格申請人在完成本核准課程後, 可向「海運及空運人才培訓基金」旗下的「專業培訓課程及考試費用發還計劃」申請發還 80% 的費用, 上限為 HKD30,000。詳情請瀏覽 www.matf.gov.hk。

EMERGENCY SERVICES AND CRISIS MANAGEMENT

緊急服務及危機管理

This newly established team conducts specialised programmes in emergency services and crisis management. Participants are given first-hand experience in dealing with emergency situations, learning from veteran rescue professionals as they learn how to build and maintain effective and efficient operational responses to incidents. Instructors offer a hands-on approach to the airport and airport-related business partners to help them understand, anticipate and manage operational disruptions and crises.

這新成立的團隊專門開辦緊急服務及危機管理相關的專業課程。課程由經驗豐富的專業救援人員教授，透過分享處理緊急情況的第一手經驗，讓學員學習擬訂及維持有效的行動方案，以應對突發事件。導師以務實方式，指導機場及機場相關的業務伙伴有效了解、預計及應對營運受阻及不同危機的情況。



Target
對象



Date
日期



Fees
費用



Location
上課地點



Duration
修業期



Certificate
issued by
證書頒發機構



MATF approved course
海運及空運人才培訓基金
核准課程



PROFESSIONAL COURSES
專業課程

Code 編號	Course Name 課程名稱	Duration 修業期	Dates 開課日期	Fees 費用
ESBC1402	Aircraft Emergency Response Management – Aircraft Accident Support Infrastructure 飛機緊急應變管理 – 飛機事故支援基建	5 days 5 天	06/06/2022 – 10/06/2022	HKD10,920
ESBC1403	Aircraft Emergency Response Management – Family Assistance 飛機緊急應變管理 – 家屬支援	4 days 4 天	27/06/2022 – 30/06/2022	HKD8,700
ESBC1404	Airport Risk and Business Continuity Management – Risk Register 機場危機及業務持續管理系統 – 風險記錄冊	3 days 3 天	12/10/2022 – 14/10/2022	HKD6,300
ESBC8001z	Emergency Response Management with Business Continuity Concepts (Customised Programme) 緊急應變管理與業務持續概念 (客製課程)	On request 視乎要求而定	TBC 待定	TBC 待定
ESBC1461	Emergency Service Responders Engaged in Aircraft Emergency 飛機緊急事故專責應急人員	10 days 10 天	16/05/2022 – 27/05/2022, 19/09/2022 – 30/09/2022, 05/12/2022 – 16/12/2022	HKD21,840
ESBC1421c	Refresher – Accident Site / Casualty and Non-injured Management 複修課程 – 意外現場 / 傷亡及非傷員處理	1.5 hours 1.5 小時	Early 2022 2022年年初	TBC 待定
ESBC1221c	Refresher – Aircraft Salvage and Recovery from Ramp Handling Operator (RHO) / Line Maintenance Operator (LMO) Perspective 複修課程 – 飛機打撈及清理 (停機坪服務 / 航線維修服務商方面)	1.5 hours 1.5 小時	Early 2022 2022年年初	TBC 待定
ESBC1121c	Refresher – Disruption Handling within Terminal Areas 複修課程 – 客運大樓運作受阻處理	1.5 hours 1.5 小時	Early 2022 2022年年初	TBC 待定
ESBC1422c	Refresher – Operation of Family Reception Centre (FRC) from Airline / Ground Handling Agent (GHA) Perspective 複修課程 – 家屬接待中心運作 (航空公司 / 地勤代理服務商方面)	1.5 hours 1.5 小時	Early 2022 2022年年初	TBC 待定

For enrolment and course details, please visit our website at www.hkiaAcademy.com.
 有關課程及報名詳情，請瀏覽學院網頁 www.hkiaAcademy.com。

Aircraft Emergency Response Management
飛機緊急應變管理

 Personnel from emergency services, airlines, ground handling agents, airport operators and aviation regulators
 任職於緊急服務單位、航空公司、地勤服務代理商、機場營運商及航空監管機構的員工

This series of strategic courses aims to build and maintain effective and efficient operational responses to aircraft accidents. Participants will be able to assess their own organisation's aircraft accident plans as well as to make recommendations for improvements. Site visits are included to enhance the learning experience. The course is divided into separate modules based on the general response phases in aircraft incident management.

本系列課程目的是建立一套針對飛機事故的高效營運應變機制。學員將可評估其機構的飛機事故應變計劃，繼而提出改善建議。課程設實地參觀，加深學員的學習體驗。本課程針對飛機事故管理的應變階段，劃分成獨立學習單元。

Aircraft Accident Support Infrastructure
飛機事故支援基建

This five-day course identifies and explains the core functions, roles and responsibilities of the infrastructure required to support immediate responses to an aircraft accident, nurturing participants to build and maintain effective and efficient operational responses to aircraft accidents. This infrastructure includes "hardware" such as the family reception centre and "software" such as a coordinated crisis media communication response.

本課程為期五天，針對發生飛機事故時須立刻提供支援的各基建崗位，闡釋這些崗位的核心職責、所發揮的作用及所肩負的責任。基建崗位包括「硬體配套」(如家屬接待中心)及「軟體配套」(如在危機發生時與媒體協調溝通)。

Topics covered 學科包括：

- Accident investigation 事故調查
- Airline crisis management centre 航空公司危機管理中心
- Airport family reception centre 機場家屬接待中心
- Coordinated crisis media communication response 危機發生時協調與傳媒的溝通
- Family reception centre desktop simulation 家屬接待中心桌面模擬
- Off-airport response 機場範圍以外的應變措施

Family Assistance
家屬支援

This four-day course identifies and explains the roles and responsibilities of the family assistance response required to help passengers and their families in the aftermath of an aircraft accident.

本課程為期四天，針對在發生飛機事故後須隨即協助旅客及其家屬的支持崗位，闡釋這些崗位的工作及所肩負的責任。

Topics covered 學科包括：

- Family assistance – ICAO policy, national requirements and industry best practices
家屬支援 – 國際民航組織政策、國家規定及業界最佳實務
- Special assistance team – aims, recruitment, organisation, training, deployment and defusing
特別援助隊 – 目標、招聘、組織、培訓、部署及舒緩
- Humanitarian assistance / psychological first aid – what is it and how to help passengers and their families
簡介人道援助 / 心理急救，及其如何協助旅客和家屬
- Integration with the ground handling agents
與地勤服務代理商合作
- Telephone enquiry centre
電話查詢中心
- Company internet dark site
公司互聯網緊急後備網站

ESBC1402

 06/06/2022 – 10/06/2022

 HKD10,920

 HKIAA
香港國際航空學院

 5 days
5 天

 HKIAA
香港國際航空學院



ESBC1403

 27/06/2022 – 30/06/2022

 HKD8,700

 HKIAA
香港國際航空學院

 4 days
4 天

 HKIAA
香港國際航空學院



Airport Risk and Business Continuity Management – Risk Register
機場危機及業務持續管理系統 - 營運風險記錄冊

 Personnel with responsibilities for contingency planning, risk, disruption, crisis or operational management functions
 負責制訂意外事故應變計劃、危機處理或運作管理的機場員工


This three-day course provides a hands-on approach for airport and airport-related business partners to help them understand, anticipate and manage operational disruptions and crises. This course explores how airports and their business partners manage the aviation risk landscape and enables participants to design an airport risk and business continuity management system, along with a validated Operational Risk Register (ORR). Its course material is supported by case studies, ICAO SARPS and industry best practices.

本課程為期三天，旨在為機場及機場相關業務夥伴提供一套實用手冊，讓學員可以了解、預備應對及管理機場運作方面可能出現的風險及威脅。課程探討機場及其業務夥伴如何管理航空方面的風險，並讓學員學以致用，自行設計一套機場危機及業務持續管理系統，以及制訂行之有效的營運風險記錄冊 (ORR)。課程教材源自真實案例、《國際民航組織標準及建議守則》(ICAO SARPS) 及業內最佳實例。

Topics covered 學科包括：

- Threats and impact to aviation
航空業面臨的威脅及影響
- New airport management paradigm
新機場管理範例
- Holistic ARBCM approach
全面機場危機及業務持續運作管理 (ARBCM) 方針
- Operational Risk Register (ORR) and validation
營運風險記錄冊及核驗

Emergency Service Responders Engaged in Aircraft Emergency
飛機緊急事故專責應急人員

 Personnel who are responsible for commanding airport fire-fighting, airport management and operation
 專責機場消防指揮官、管理及運作人士

This ten-day strategic course aims to inspire participants to build up their professional competence and implement collaborative operational responses to aircraft accidents. The course also sustains airport business continuity and is customised specifically for personnel responsible for commanding airport fire-fighting, airport management and operation.

The course covers topics from the outset on how aircraft emergencies are tackled by various response units, handling of the passengers, service recovery and paving the way on business continuity. It is divided into modules based on aircraft incident management's three general response phases.

On completion of the programme, participants will be able to reassess their own organisation's aircraft accident plans and make recommendations for improvements. Simulation / practical sessions on fire responses and site visits are included to widen participants' horizons in airport fire-fighting and enhance their learning experience.

本策略性課程為期十天，旨在啟發學員建立專業技能及實施協作的應變行動，以應對飛機事故和持續機場商業運作。課程特別為專責機場消防指揮官、管理及運作人士而編訂。

課程涵蓋各個應急部門在事故發生時，如何應對飛機緊急情況、處理乘客、恢復服務及為其後的商業運作製造條件。課程針對飛機事故管理的三個應變階段，劃分成多個單元。

完成課程後，學員可以重新評估其機構的飛機事故應變計劃，並提出改進建議。課程當中包括模擬撲滅火災 / 實踐培訓及實地參觀，有助加深學員對機場滅火策略的認識及提升學習體驗。

Remarks 備註：
 Only participants in the airport fire-fighting profession are allowed to join the practical sessions on fire responses. 撲滅火災的實踐培訓只適用於機場消防專業人士。

ESBC1404

 12/10/2022 – 14/10/2022

 HKD6,300


 HKIAA
 香港國際航空學院

 3 days
 3天

 HKIAA
 香港國際航空學院



ESBC1461

 16/05/2022 – 27/05/2022,
 19/09/2022 – 30/09/2022,
 05/12/2022 – 16/12/2022

 HKD21,840

 HKIAA
 香港國際航空學院

 10 days
 10天

 HKIAA
 香港國際航空學院

REFRESHER COURSES
複修課程

Code 編號	Course Name and Descriptions 課程名稱及描述	Duration 修業期	Dates 開課日期	Fees 費用
ESBC1421c	Refresher – Accident Site / Casualty and Non-injured Management 複修課程 - 意外現場 / 傷亡及非傷員處理 Topics covered 學科包括： • Command / control / communications – scope of HKIA emergency response with alert and callout 指揮 / 控制 / 溝通 - 香港國際機場對緊急情況的應變安排 • Accident site management – Fire Service Department response and Police cordoning 意外現場處理 - 消防應變及警察封鎖安排 • Casualty management – triage and medical treatment 傷者處理 - 分流及醫療流程 • Passenger management (non-injured) – setting up passenger reception centre (PRC) 旅客處理 (非傷員) - 成立旅客接待中心	1.5 hours 1.5 小時	Early 2022 2022 年初	TBC 待定
ESBC1221c	Refresher – Aircraft Salvage and Recovery from Ramp Handling Operator (RHO) / Line Maintenance Operator (LMO) Perspective 複修課程 - 飛機打撈及清理 (停機坪服務 / 航線維修服務商方面) Topics covered 學科包括： • Introducing different types of recovery equipment and their respective operative functions 介紹不同類別的搜救器材及其相關的功能 • Case studies 個案討論	1.5 hours 1.5 小時	Early 2022 2022 年初	TBC 待定
ESBC1121c	Refresher – Disruption Handling within Terminal Areas 複修課程 - 客運大樓運作受阻處理 Topics covered 學科包括： • Different types of disruptions 不同受阻類別 • Remedial measures (crowd control with passenger care) 緩減措施 (人流管理及旅客關顧安排)	1.5 hours 1.5 小時	Early 2022 2022 年初	TBC 待定
ESBC1422c	Refresher – Operations of Family Reception Centre (FRC) from Airline / Ground Handling Agent (GHA) Perspective 複修課程 - 家屬接待中心運作 (航空公司 / 地勤代理服務商方面) Topics covered 學科包括： • Purpose / roles and responsibilities of responding parties 目的 / 各負責單位的角色及責任 • Standard design and layout 設計及佈局標準 • Operational parameters and processes 運作參數及程序	1.5 hours 1.5 小時	Early 2022 2022 年初	TBC 待定



Eligible applicants may apply for refund of 80% of fees after completing this approved course, subject to a maximum of HKD30,000, under the Professional Training and Examination Refund Scheme (ProTERS) of the Maritime and Aviation Training Fund (MATF). For details, please refer to www.matf.gov.hk.
 合資格申請人在完成本核准課程後，可向「海運及空運人才培訓基金」旗下的「專業培訓課程及考試費用發還計劃」申請發還 80% 的費用，上限為 HKD30,000。詳情請瀏覽 www.matf.gov.hk。

FOUNDATION AND ACADEMIC PROGRAMMES

基礎及學術課程

With a mission to nurture young talent and provide career advancement for the continuous development of Hong Kong's aviation industry, the Aviation Academy provides industry newcomers with a broad spectrum of foundational programmes ranging from the language proficiency, soft skill sets and basic aviation knowledge to technical know-how.

The Aviation Academy also offers continuous development to aviation industry practitioners by developing accredited programmes for various qualification levels, helping participants acquire the skills, knowledge and abilities they need to reach new heights in their careers.

學院一直秉持使命，致力培訓青年並提供事業發展機會，支持香港航空業持續發展，因此學院為新入行人士提供範疇廣泛的基礎課程，包括語言能力培訓、軟技巧培訓、基本航空知識以及實際技術與技能等課程。

學院亦為航空從業員提供持續進修的機會，透過各級獲資歷架構認可的學術課程，協助學員發展不同技能、知識和能力，在事業上更上一層樓。



Target
對象



Date
日期



Fees
費用



Location
上課地點



Duration
修業期



Certificate
issued by
證書頒發機構



MATF approved course
海運及空運人才培訓基金
核准課程



ACADEMIC PROGRAMMES
學術課程

Code 編號	Course Name 課程名稱	Duration 修業期	Dates 開課日期	Fees 費用
ENAC6001	Advanced Master in Air Transport Management (Part-time) 航空運輸管理高等碩士課程 (兼讀)	18 months 18 個月	01/2023	EUR23,000
DIPA3001	Diploma in Aviation Operations 航空營運文憑	13 months 13 個月	08/2022	HKD24,000
DIPA4001	Professional Diploma in Aviation Management 航空管理專業文憑	15 months 15 個月	09/2022	HKD31,900

Diploma in Aviation Operations
航空營運文憑

 People aged 18 or above and have completed Secondary 6 (under the New Senior Secondary academic structure) or equivalent
完成香港高中課程或具同等學歷的 18 歲或以上人士

This 13-month programme integrates structured classroom learning and industry placement, providing students with an accredited qualification, professional skill sets and experience, as well as a steady income.

The programme consists of a one-month classroom study that includes lectures, experts' sharing and site visits, followed by a job interview session and a 12-month industry placement in one of the aviation professions: aircraft engineering, customer / ground handling services, ramp / flight operations services, air cargo, airline catering, aviation security and aviation development.

To equip students with the fundamental knowledge and skills, students are required to attend two school days per month during placement. Each student will also have a Workplace Supervisor to look after their working performance and issues, as well as an Academy Supervisor to assist students in setting up their learning objectives and give career advice.

On completion, successful graduates will receive a recognised qualification equivalent to Level 3 of the Qualifications Framework (QF3). Graduates are also encouraged to enrol in the part-time Professional Diploma in Aviation Management, acquiring a higher qualification recognised at Qualifications Framework Level 4 (QF4).

本課程為期 13 個月，提供理論與實踐並重的香港航空業課程，讓青年獲取認可學歷，同時掌握專業技術及經驗，賺取穩定收入，賺住學、學住做。

課程包括一個月的課堂學習，當中包括講課、業界人士分享及實地參觀，旨在讓學員全方位認識香港航空業，並親身了解該行業及職位的實際運作和工作環境。其後學院會為學員安排面試及配對 12 個月工作實習，學員可從其中一項航空專業範疇，包括飛機工程、地勤服務、停機坪或飛行運作服務、航空貨運、航空配餐、航空保安及航空發展，揀選適合自己興趣或專長的實習崗位。

在職培訓期間，學員每月都需有兩天回到學院上課，賺取經驗的同時，亦增長知識。每位學員亦將由一位實習督導帶領，監察其工作表現；學院亦會委派學術督導，協助學員規劃學習目標及分擔他們在職場遇到的困難。

學員完成課程及實習後，可獲頒授相當於資歷架構第三級資歷水平的證書，並可銜接「航空管理專業文憑」兼讀課程，向更高專業資歷（相當於資歷架構第四級）邁進。

DIPA3001

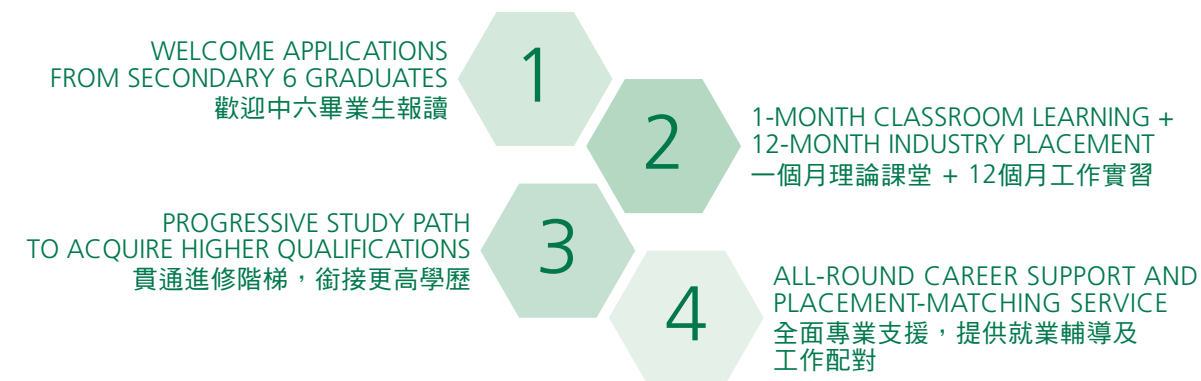
 08/2022

 HKD24,000

 HKIAA
香港國際航空學院

 13 months
13 個月

 HKIAA
香港國際航空學院



OVER 90% OF THE STUDENTS FROM 2019 TO 2021 INTAKES ATTAINED ONE OF THEIR TOP THREE PLACEMENT CHOICES
2019 至 2021 年年度學員超過 90% 考獲首三志願實習工作

Remarks 備註：

- Applicants are required to attend selection interviews. Applicants with other equivalent qualifications and relevant work experience will be considered on individual merit. 申請人需接受入學面試，申請人若持有其他資格，將按個別情況考慮。
- Qualifications Framework Level 3 Programme, QR Registration No.: 19/000804/L3 and Validity Period: 01/08/2019-31/07/2022. 資歷架構第三級課程，資歷名冊登記號碼：19/000804/L3；資歷名冊登記有效日期：01/08/2019-31/07/2022。
- This Programme is eligible for the Aviation Operations Training Incentive (AOTIS) under Maritime and Aviation Training Fund (MATF). For details, please refer to the Academy website. 課程已獲得「海運及空運人才培訓基金」旗下的「航空營運培訓獎勵計劃」資助，詳情請參閱學院網頁。

Professional Diploma in Aviation Management

航空管理專業文憑

Completion of Diploma in Aviation Operations or other equivalent qualification including an aviation-related programme at Qualifications Framework Level 3; or Industry practitioners aged 23 or above with at least 3 years of relevant working experience in aviation industry 完成「航空營運文憑」或其他同等資格，包括完成香港資歷架構第三級的航空相關課程；或年滿 23 歲或以上並具最少三年航空業相關工作經驗的從業員

This 15-month part-time programme provides industry practitioners with an accredited qualification. With a focus on practices, the programme integrates management concepts into work applications. Its wide coverage of different aviation management aspects will allow students to gain a more realistic understanding of different professions in the industry and help them take their careers to the next level. The programme consists of ten modules and the Aviation work-based project, each module will take 25 to 35 contact teaching hours. To fit in the schedules of industry practitioners, the programme allows a flexible and efficient timescale with two school days per week, three hours per school day. On completion, successful graduates will receive a recognised qualification equivalent to Level 4 of the Qualifications Framework (QF4), leading to Bachelor's degree.

本兼讀制課程為期 15 個月，為航空業從業員提供認可學歷，課程以實務為本，將管理概念融入工作應用，涵蓋航空管理多個範疇，讓學員對業界不同專業有更實則的了解及掌握，有助他們事業更上一層樓。

課程包括十個學科單元及以機場工作為本的項目，各單元授課時間約為 25 至 35 小時，課堂每堂三小時，每星期上課兩天，時間表具靈活彈性，切合業界增值需要。

學員完成課程及實習後，可獲頒授相當於資歷架構第四級資歷水平的證書，並可銜接學位課程，鼓勵持續進修。

DIPA4001

09/2022

HKD31,900

HKIAA
香港國際航空學院

15 months
15 個月

HKIAA
香港國際航空學院



Advanced Master in Air Transport Management (Part-time)

航空運輸管理高等碩士 (兼讀制)

Executives and managers from airports, regulatory bodies, airlines, air traffic control service providers and other aviation-related organisations 機場、監管機構、航空公司、航空交通管制服務商及其他航空相關組織的行政管理層和經理

This 18-month part-time Advanced Master programme is jointly offered by the Academy and Ecole Nationale de l'Aviation Civile (ENAC or National School of Civil Aviation of France) in Hong Kong, preparing executives to meet the real-world challenges of their roles in air transport management. In addition to traditional MBA courses, the programme takes a systematic approach to air transport by examining the subject from various perspectives.

Successful graduates will receive a recognised qualification equivalent to Level 6 of the Hong Kong Qualifications Framework (QF6).

本兼讀制高等碩士課程由香港國際航空學院與法國國立民用航空學院 (ENAC) 於香港合辦，讓航空管理人員裝備自己，迎接挑戰。課程為期 18 個月，內容廣泛，除了一般工商管理碩士課程單元外，課程亦涵蓋多個航空專業範疇的策略管理、知識與技能。

成功畢業的學員，可獲頒相當於香港資歷架構第六級資歷水平的學位證書。

Medium of Instruction: English

Mode of Study:

- Taught component: 12 modules in the programme Each module to be delivered every month
- Thesis preparation in the last six months

Programme Structure:

- 12 modules, each module consists of 30 hours of contact teaching once a month
- On completion of the lecture part, students are required to carry out a professional thesis based on a topic relating to the aviation field and approved by ENAC within a six-month period
- All students are required to give an oral presentation and submit a professional thesis to a jury formed by HKIAA and ENAC teaching staff

Entry Requirements:

Applicants are required to meet one of the following requirements:

- Hold a Master's degree or a 4-year Bachelor's degree; or
- Hold a 3-year Bachelor's degree with at least three years of working experience

Applicants should also meet one of the below English language proficiency requirements:

- TOEFL: 550 (Paper-based) / 79 (Internet-based); or
- TOEIC: 785; or
- IELTS: 6.5; or
- HKDSE English Language: Level 4; or
- HKCEE English Language (Syllabus B): Grade B; or
- HKALE Use of English: Grade C

Remarks 備註:

1. Qualifications Framework Level 6 Programme, QR Registration No.: 20/000618/L6 and Validity Period: 01/01/2021-31/12/2023. 資歷架構第六級課程，資歷名冊登記號碼：20/000618/L6；資歷名冊登記有效日期：01/01/2021-31/12/2023。
2. This Advanced Master degree is accredited by ENAC Conseil des études and Conférence des Grandes Ecoles (CGE). 此高等碩士學位獲法國國立民用航空學院及高等學院聯合會認可。
3. Non-local Higher and Professional Education Courses List Registration Number: 272772. 非本地高等及專業教育課程名冊註冊編號：272772。
4. It is a matter of discretion for individual employers to recognise any qualification to which this course may lead. 個別僱主可酌情決定是否承認本課程可令學員獲取的任何資格。
5. Applicants with other equivalent qualifications, English language proficiency and relevant working experience will be considered on individual merit. 申請人若持有其他資格，將按個別情況考慮。

ENAC6001

01/2023

EUR23,000

HKIAA
香港國際航空學院

18 months
18 個月

ENAC
法國國立民用航空學院



STUDY PATH 升學階梯



Remarks 備註:

1. Applicants are required to attend selection interviews. Applicants with other equivalent qualifications and relevant work experience will be considered on individual merit. 申請人需接受入學面試，申請人若持有其他資格，將按個別情況考慮。
2. Qualifications Framework Level 4 Programme, QR Registration No.: 19/000805/L4 and Validity Period: 01/08/2019-31/07/2022. 資歷架構第四級課程，資歷名冊登記號碼：19/000805/L4；資歷名冊登記有效日期：01/08/2019-31/07/2022。

Eligible applicants may apply for refund of 80% of fees after completing this approved course, subject to a maximum of HKD30,000, under the Professional Training and Examination Refund Scheme (ProTERS) of the Maritime and Aviation Training Fund (MATF). For details, please refer to www.matf.gov.hk.

合資格申請人在完成本核准課程後，可向「海運及空運人才培訓基金」旗下的「專業培訓課程及考試費用發還計劃」申請發還 80% 的費用，上限為 HKD30,000。詳情請瀏覽 www.matf.gov.hk。

Advanced Master in Air Transport Management (Part-time) 航空運輸管理高等碩士課程 (兼讀)

The holistic curriculum also allows participants to take the modules separately. This series of strategic courses equips participants with in-depth knowledge of air transport management from various perspectives.

課程提供一系列的學科單元可供學員個別選修，讓他們從多方面認識航空運輸，裝備自己，迎接挑戰。

Code 編號	Course Name 課程名稱	Duration 修業期	Dates 開課日期	Fees 費用
AVOM5110	Air Passengers and Quality of Services 航空旅客及服務質素	3 days 3 天	14/01/2022 – 16/01/2022	HKD12,480
AVOM5710	Human Resources 人力資源	3 days 3 天	11/02/2022 – 13/02/2022	HKD12,480
AVOM5711	Financial Management 金融管理	3 days 3 天	11/03/2022 – 13/03/2022	HKD12,480
AVOM6710	Air Transport Economics 航空運輸經濟	3 days 3 天	08/04/2022 – 10/04/2022	HKD12,480
AVOM6412	Airline Operations and Safety Management 航空公司運作及安全管理	3 days 3 天	13/05/2022 – 15/05/2022	HKD12,480
AVOM5510	Marketing 市場推廣	3 days 3 天	10/06/2022 – 12/06/2022	HKD12,480
AVOM6110	Ground Handling and Operations 地勤服務及運作	3 days 3 天	08/07/2022 – 10/07/2022	HKD12,480
AVOM6510	Communication and Crisis Management 溝通及危機管理	3 days 3 天	09/09/2022 – 11/09/2022	HKD12,480
AVOM6511	Air Transport Market and Airline Distribution 航空運輸市場及航空分銷	3 days 3 天	14/10/2022 – 16/10/2022	HKD12,480
AVOM6410	Airline Strategy 航空公司策略	3 days 3 天	11/11/2022 – 13/11/2022	HKD12,480
AVOM6711	Air Transport Security and International Laws 航空運輸保安及國際法	3 days 3 天	09/12/2022 – 11/12/2022	HKD12,480
AVOM6411	Sustainable Development of Air Transport 航空運輸的可持續發展	3 days 3 天	13/01/2023 – 15/01/2023	HKD12,480

* Lectures will be delivered in 12 three-day classes every month plus online learning classes.
課堂每月以三日全日面授課程及網上課堂形式舉行，合共12個月。

Hong Kong Aviation Scholarship Scheme 香港航空獎學金計劃



It is one of the eligible programmes under the Hong Kong Aviation Scholarship Scheme (Scholarship) of the Maritime and Aviation Training Fund (MATF). Eligible applicants, after successful registration of the programme, submit a Scholarship application through the Academy. The scholarship is capped at HKD100,000 each to selected students.

For details of the scholarship, please refer to <http://www.matf.gov.hk>.

For application procedures, please contact the Academy by email AMATM@hkiaaAcademy.com.

此課程為「海運及空運人才培訓基金」旗下的「香港航空獎學金計劃」所選定的課程之一。合資格申請人獲院校成功錄取後，可經學院提交申請。獲選學生所獲頒的獎學金上限約為 HKD100,000。

有關獎學金的詳情，請瀏覽 <http://www.matf.gov.hk>。

有關申請程序，請電郵至學院 AMATM@hkiaaAcademy.com。

Air Passengers and Quality of Services 航空旅客及服務質素

Executives or managers from airports, airlines and other aviation-related organisations, who are interested in providing quality services to air passengers
任職於機場、航空公司及其他航空相關組織，並對飛機乘客服務感興趣的行政管理層和經理

This module provides participants with an in-depth understanding of the concepts and measurements of the quality of services in the air transport industry. It also enables participants to analyse the main difficulties experienced by the main air transport actors in building up a service culture and managing the quality of services.

本課程幫助學員深入了解航空運輸業服務質素的概念和標準。學員亦可學會分析主要航空運輸業界在建立服務文化及管理服務質量時遇到的主要困難。

Learning Outcomes 學習成果：

- Describe the structure of the air transport market and the major stakeholders in terms of service delivery
介紹航空運輸市場結構及提供服務的主要持份者
- Analyse the characteristics of different types of passengers and their expectations in services
分析不同類型乘客的特徵及其預期的服務
- Examine how airports, airlines and ground handlers manage and measure services quality
探討機場、航空公司和地勤服務商如何管理與衡量服務質量
- Appraise the concepts of Smart Airport with the use of innovative technology to enhance passenger experience and efficiency
檢視使用創新技術提升乘客體驗和效率的「智能機場」概念
- Analyse the main difficulties to build up a service culture in the air transport industry
分析航空運輸業建立服務文化的主要困難

Air Transport Economics 航空運輸經濟

Executives or managers from airports, airlines and other aviation-related organisations, who are interested in air transport economics
任職於機場、航空公司及其他航空相關組織，並對航空運輸經濟感興趣的行政管理層和經理

This module focuses on the key concepts of economics in relation to air transportation. It also examines the strategies generally used in demand forecast and business development in the global air transport industry.

本課程著重與航空運輸有關的主要經濟概念，並研究全球航空運輸業需求預測和業務發展中的常用策略。

Learning Outcomes 學習成果：

- Relate economic fundamentals to demand, cost and price structure in the global air transport industry
聯繫全球航空運輸業的經濟基本元素與需求、成本和價格結構
- Evaluate the air transport structure, profitability and strategy in market development
評估航空運輸業結構、盈利能力和市場開發策略
- Analyse the trend and structure in aircraft leasing towards aircraft portfolio management
評估飛機租賃至飛機投資組合管理 / 轉型的趨勢和結構
- Critically evaluate air traffic forecasts and aircraft risk portfolio
批判性地評估航空交通預測和飛機風險概況



Eligible applicants may apply for refund of 80% of fees after completing this approved course, subject to a maximum of HKD30,000, under the Professional Training and Examination Refund Scheme (ProTERS) of the Maritime and Aviation Training Fund (MATF). For details, please refer to www.matf.gov.hk.
合資格申請人在完成本核准課程後，可向「海運及空運人才培訓基金」旗下的「專業培訓課程及考試費用發還計劃」申請發還 80% 的費用，上限為 HKD30,000。詳情請瀏覽 www.matf.gov.hk。

AVOM5110

14/01/2022 – 16/01/2022

HKD12,480

HKIAA
香港國際航空學院

3 days
3 天



AVOM6710

08/04/2022 – 10/04/2022

HKD12,480

HKIAA
香港國際航空學院

3 days
3 天



Air Transport Market and Airline Distribution 航空運輸市場及航空分銷

 Executives or managers from airports, airlines and other aviation-related organisations, who are interested in air transport market and airline distribution
任職於機場、航空公司及其他航空相關組織，並對航空運輸市場及航空分銷感興趣的行政管理層和經理


This module gives participants a broad overview of the characteristics of airline commercial distribution, as well as the main distribution and payment tools used for airline ticket distribution and freight agents. On completion of the module, participants will be able to evaluate company distribution strategy towards an integrated distribution network.

本課程讓學員對航空公司商業分銷的特徵有全面理解，並明白機票分銷與貨運代理業務使用的主要分銷和支付工具。完成本課程後，學員將能夠評估公司面向一體化分銷網絡的分銷策略。

Learning Outcomes 學習成果：

- Describe the airline business environment and the airline commercial distribution characteristics
介紹航空公司業務環境及商業分銷特徵
- Relate the airlines with its major distribution stakeholders and service providers in the air transport market
綜合考慮航空公司與其在航空運輸市場的主要分銷持份者和服務商的關係
- Develop airline corporate agreement and sales approach towards strategic distribution management
制定航空公司協議和銷售方法以實踐策略分銷管理
- Compare and contrast the different business models in relation to airline distribution
比對與航空分銷相關的不同業務模式
- Evaluate the contemporary issues in airline distribution towards an integrated distribution network
評估航空分銷發展至一體化分銷網絡中所面對的問題

Air Transport Security and International Laws 航空運輸保安及國際法

 Executives or managers from airports, airlines and other aviation-related organisations, who are interested in air transport security or aviation law
任職於機場、航空公司及其他航空相關組織，並對航空運輸保安或航空法感興趣的行政管理層和經理

This module provides participants with a broad knowledge of how regulatory framework and aviation security governing global civil aviation activities and development. It also examines global aviation security solutions and legal implications faced by the air transport industry.

本課程除了讓學員們更廣泛地了解監管框架和航空保安如何規管全球民航活動和發展，亦探討全球航空保安方案以及航空運輸業面臨的法律問題。

Learning Outcomes 學習成果：

- Describe the main issues, stakeholders and measures involved in aviation security and its associated regulations
說明航空保安及其相關法規涉及的主要問題、持份者和措施
- Evaluate the implementation of a global aviation security solution
評估全球航空保安方案的實施情況
- Describe the legal structure and processes governing global civil aviation activities and development
說明用於規管全球民航活動和發展的法律框架與流程
- Analyse the important legal implications in the operations and development of the airline industry
分析航空業營運和發展面臨的重要法律問題
- Appraise air legal framework in the implementation, operations and management of aviation security
評價航空保安實施、營運和管理方面的航空法律框架

AVOM6511

 14/10/2022 – 16/10/2022


 HKD12,480

 HKIAA
香港國際航空學院

 3 days
3天



Airline Operations and Safety Management 航空公司運作及安全管理

 Executives or managers from airports, airlines and other aviation-related organisations, who are interested in airline operations and safety management
任職於機場、航空公司及其他航空相關組織，並對航空公司運作及安全管理感興趣的行政管理層和經理

This module provides participants with a global vision of the operational organisation of airline companies. It also covers the implementation of a Safety Management System (SMS) in the air transport industry.

本課程向學員提供航空公司營運商的全球視角，並介紹如何於航空運輸業中實施安全管理系統 (SMS)。

Learning Outcomes 學習成果：

- Describe the context, constraints and solutions in structuring airline organisations
說明航空公司營運商的境況、限制和解決方案
- Evaluate the processes, procedures and technical requirements of airline flight operations management
評估航空公司航班營運管理的流程、程序和技術要求
- Formulate risk management process in terms of risk identification, assessment and mitigation
按照風險識別、評估和緩解，編制風險管理流程
- Apply fundamental concepts and principles of a Safety Management System (SMS) in aviation safety
於航空安全中運用安全管理系統 (SMS) 的基本概念和原則

AVOM6711

 09/12/2022 – 11/12/2022

 HKD12,480

 HKIAA
香港國際航空學院

 3 days
3天



Airline Strategy 航空公司策略

 Executives or managers from airports, airlines and other aviation-related organisations, who are responsible for strategic planning and development
任職於機場、航空公司及其他航空相關組織，負責計劃與發展策略的行政管理層和經理

This module equips participants with a broad knowledge of airline management and its strategic decisions. On completion of the module, participants will be able to evaluate strategies of global airlines and how they are driven by external factors.

本課程深化學員對航空公司管理及其決策策略的認識。完成本課程後，學員將能夠評估全球航空公司的策略及如何受外部因素推動。

Learning Outcomes 學習成果：

- Describe the main concepts, methods and tools in airline strategic management
介紹航空公司策略管理的主要概念、方法和工具
- Critically evaluate the impact of air transport stakeholders in airline strategies
批判性地評估航空運輸持份者對航空公司策略造成的影響
- Analyse the different strategies used by the major and low-cost carriers and other business models
分析大型航空公司、低成本航空公司以及其他商業模式使用的不同策略
- Evaluate how airline strategies are driven by regulations, competition, change in market environment and customer expectations
評估航空公司策略如何受法規、競爭、市場環境變化和客戶期望影響

AVOM6412

 13/05/2022 – 15/05/2022

 HKD12,480

 HKIAA
香港國際航空學院

 3 days
3天



AVOM6410

 11/11/2022 – 13/11/2022

 HKD12,480

 HKIAA
香港國際航空學院

 3 days
3天



Communication and Crisis Management 溝通及危機管理

 Executives or managers from airports, airlines and other aviation-related organisations, who are responsible for contingency planning, risk, disruption, crisis or operational management functions
任職於機場、航空公司及其他航空相關組織，負責制訂意外事故應變計劃、危機處理或運作管理的行政管理層和經理

This module aims to raise participants' awareness of the global threats and aviation risk landscape faced by the airport transport sector, particularly airlines and airport operators in the 21st Century. It also facilitates participants to develop essential skills and knowledge to assess and manage the subsequent risks of aircraft incidents and accidents resulting in severe casualties and disruptions to air transport services. Participants could also assess the effectiveness of an organisation's emergency response plans in response to risks and threats it faces in the 21st Century aviation environment.

本課程旨在讓學員更了解航空運輸業（特別是航空公司和機場營運商）在 21 世紀面臨的全球威脅和航空風險概況，促進學員建立重要技能與知識，去評估及管理導致嚴重傷亡和擾亂航空運輸服務的飛行事故及意外的後續風險。學員還可評估組織針對 21 世紀航空風險和威脅的應急方案的效果。

Learning Outcomes 學習成果：

- Critically analyse the roles and responsibilities of major stakeholders in their crisis management of aircraft incidents and accidents
批判性地分析主要持份者在航空事故和意外的危機管理中的角色和職責
- Evaluate aircraft accident response infrastructure and follow up actions to restore the reputation of involved organisations
評估航空意外事件的應對措施和跟進行動，以恢復相關組織的聲譽
- Evaluate the roles of media and social media in accidents and the importance of a crisis communications plan
評估意外事件中媒體和社交媒體的角色，以及危機溝通方案的重要性
- Appraise the importance of aviation companies contingency plans in handling accidents and the consequences of not handling the crisis properly
評價航空公司應急預案對於處理意外事件的重要性，以及危機處置失當的後果
- Relate preventative measures in the air transport sector to global aviation safety
綜合考慮航空運輸業預防措施與全球航空安全

Financial Management 金融管理

 Executives or managers from airports, airlines and other aviation-related organisations, who are interested in financial management
任職於機場、航空公司及其他航空相關組織，並對金融管理感興趣的行政管理層及經理

This module presents participants with the broader field of financial management in the air transport industry. It equips participants with fundamental skills to identify the key financial indicators in assessing the health of air transport operators and analysing financial performances, which will help their companies to secure a place in the international market.

本課程增進學員對航空運輸業的金融財務管理知識，並培養學員識別關鍵財務指標的基礎技能，以評估航空運輸營運商的健康程度並分析財務績效，幫助公司在國際市場佔領一席之地。

Learning Outcomes 學習成果：

- Describe the conceptual framework of financial management used in the air transport industry
介紹航空運輸業使用的金融財務管理概念框架
- Relate financial management tools and practices with profit maximisation
綜合考慮利潤最大化目標的財務管理工具及慣例
- Evaluate the financial performance of airlines and airport operators
評估航空公司和機場營運商的財務業績
- Develop a financial forecast for organisations in the global air transport industry
對全球航空運輸業組織進行金融財務預測

AVOM6510

 09/09/2022 – 11/09/2022

 HKD12,480

 HKIAA
香港國際航空學院

 3 days
3 天



Ground Handling and Operations 地勤服務及運作

 Executives or managers from airports, airlines and other aviation-related organisations, who frequently work with ground handling service providers
任職於機場、航空公司及其他航空相關組織，需經常與地勤服務供應商合作的行政管理層和經理

This module provides participants with a broad overview of ground handling and airside safety operations. It also enables participants to examine ground handling management issues based on global trends and evolution.

本課程向學員闡釋地勤和禁區安全營運的整體概況，有助學員根據全球趨勢和發展情況，探討地勤服務的管理問題。

Learning Outcomes 學習成果：

- Describe the standard and structure of the ground handling market and the roles of the main actors
介紹地勤服務業內的標準和結構，以及主要參與者的角色
- Explain the functions, activities and services of ground handlers and the relationship with the airlines and the airport authorities
解釋地勤服務公司的職能、活動和服務，及其與航空公司及機場管理局之間的關係
- Evaluate quality ground handling operations and their impact towards airside safety operations
評估地勤營運質量及其對機場禁區安全營運的影響
- Examine global trends and evolution to develop ground handling management solutions
考察全球趨勢和發展情況，制定地勤管理解決方案

Human Resources 人力資源

 Executives or managers from airports, airlines and other aviation-related organisations, who are interested in Human Resources Management (HRM) and Organisational Behaviour (OB)
任職於機場、航空公司及其他航空相關組織，並對人力資源管理 (HRM) 與組織行為 (OB) 感興趣的行政管理層和經理

This module presents participants who are non-specialists with the current trends in Human Resources Management (HRM) and Organisational Behaviours (OB) by understanding the basic knowledge, studying tools and practices specific to air transport worldwide. It also equips participants with the ability to provide corresponding recommendations to enhance the human resource system of an aviation company.

本課程向非領域專才的學員介紹人力資源管理 (HRM) 和組織行為 (OB) 範疇的當前趨勢，讓學員理解全球航空運輸的基本知識、研究工具及慣例，學員亦可掌握提供建議以改善航空公司人力資源系統的能力。

Learning Outcomes 學習成果：

- Relate modern human resources management functions to organisational behaviour and talent management
綜合考慮現代人力資源管理職能與組織行為和人才管理
- Analyse how executive coaching can improve leadership effectiveness
分析行政管理人員輔導如何提升領導力
- Develop the operational knowledge and insights to handle issues of managing people on local, international and global scale
發展營運知識和洞見，處理本地、國際及全球人事管理問題
- Analyse regional and global human resources contemporary issues for the air transport industry
分析航空運輸業當前的地區和全球人力資源問題
- Explore the changing role of the human resources management function and its impact on line managers in air transportation
探索人力資源管理不斷變化的職能及其對航空運輸直屬主管的影響

AVOM6110

 08/07/2022 – 10/07/2022

 HKD12,480

 HKIAA
香港國際航空學院

 3 days
3 天



AVOM5710

 11/02/2022 – 13/02/2022

 HKD12,480

 HKIAA
香港國際航空學院

 3 days
3 天



Marketing 市場推廣

 Executives or managers from airports, airlines and other aviation-related organisations, who are responsible for marketing planning and research
任職於機場、航空公司及其他航空相關組織，並負責制訂市場推廣計劃與調查的行政管理層和經理


This module provides participants with an introduction to marketing and communication including market research and marketing plan. It equips participants with the knowledge to make strategic marketing decisions in the air transport industry.

本課程向學員簡介市場推廣和傳訊主要概念，包括市場調查和市場推廣方案。學員亦可掌握相關知識，制定航空運輸業策略性市場推廣決策。

Learning Outcomes 學習成果：

- Describe the main concepts, tools and practices in marketing that are related to the air transport industry
介紹與航空運輸業有關的主要市場推廣概念、工具和慣例
- Apply the main concepts and tools in marketing and communication in business-to-business (B2B) and business-to-customer (B2C) markets
運用主要市場推廣與傳訊概念及工具於 B2B 及 B2C 營銷模式中
- Examine qualitative and quantitative tools in market research
考察市場調查中的定性工具和定量工具
- Describe the target and requirements for a spectrum of business data analysis problems in marketing
描述市場推廣中一系列商業數據分析問題的目標和要求
- Develop marketing plan towards strategic marketing for companies in the air transport industry
為航空運輸業公司制定市場推廣方案的策略

Sustainable Development of Air Transport 航空運輸的可持續發展

 Executives or managers from airports, airlines and other aviation-related organisations, who are responsible for sustainable development of their organisations
任職於機場、航空公司及其他航空相關組織，負責制訂可持續發展計劃的行政管理層和經理

This module equips participants with knowledge to analyse the environmental issues associated and its impacts on air transport industry. It also enables participants to examine the latest designs and operations from aviation companies and its strategies towards sustainable development in the industry.

本課程增進學員相關知識以分析環境問題及其對航空運輸業的影響。學員亦可藉此研究航空公司的最新設計和營運，及其在行業中實現可持續發展的策略。

Learning Outcomes 學習成果：

- Describe climate change from an aviation perspective and the environmental impacts on air transport
從航空角度闡述氣候變化，以及航空運輸業受到環境的影響
- Evaluate the importance of climate change mitigation as an environmental issue in air transport
評估減緩氣候變化（作為環境問題）對於航空運輸的重要性
- Examine how airline, airport, aircraft and airspace operations and design contribute to sustainable development
探討航空公司、機場、飛機和空域營運及設計如何促進可持續發展
- Appraise air transport enterprise's strategy and corporate social responsibility towards sustainable development
評價航空運輸企業的可持續發展策略以及企業社會責任

AVOM5510

 10/06/2022 – 12/06/2022

 HKD12,480

 HKIAA
香港國際航空學院

 3 days
3天



ICAO COURSES 國際民航組織課程

Code 編號	Course Name 課程名稱	Duration 修業期	Dates 開課日期	Fees 費用
ICAO1500v	ICAO Aviation Data-driven Decision Making (AD3M) – Virtual Classroom ICAO 航空數據驅動決策 (AD3M) – 網上課堂	5 days 5天	05/09/2022 – 09/09/2022	USD1,300
ICAO1040v	ICAO Post-Training Evaluation (PTE) – Virtual Classroom 國際民航組織 (ICAO) 培訓後之評估 – 網上課堂	5 days 5天	11/07/2022 – 15/07/2022	USD1,300
ICAO1030v	ICAO Training Developers Course (TDC) – Virtual Classroom 國際民航組織 (ICAO) 培訓發展課程 – 網上課堂	10 days 10天	15/08/2022 – 26/08/2022	USD1,500
ICAO1020	ICAO Training Instructors Course (TIC) – Part 2 國際民航組織 (ICAO) 培訓導師課程 – 第二部份	5 days 5天	12/12/2022 – 16/12/2022	USD1,500
ICAO1050	ICAO Virtual Classroom Instruction (VCI) – Virtual Classroom 國際民航組織 (ICAO) 虛擬課堂培訓導師課程 – 網上課堂	1 day 1天	27/05/2022	USD500

AVOM6411

 13/01/2023 – 15/01/2023

 HKD12,480

 HKIAA
香港國際航空學院

 3 days
3天



ICAO Aviation Data-driven Decision Making (AD3M) – Virtual Classroom ICAO 航空數據驅動決策 (AD3M) - 網上課堂

Aviation professionals and managers from civil aviation authorities, airlines, aerodrome operators, and other service providers who are involved in collecting, managing, reporting or making decisions using aviation data 任職於民航處、航空公司、機場營運商或其他航空交通服務商，並需使用航空資料作收集、管理、報告或決策的專家及管理人員

This five-day ICAO online course is designed to prepare aviation professionals to generate reports and interpret results for making effective decisions, managing risk and setting priorities for different civil aviation activities, operations, or procedures. Participants will be able to apply best practices of data-driven decision making in aviation and define suitable Key Performance Indicators (KPIs) in civil aviation sectors. On completion of the programme (Part 1 and 2), participants will be able to apply aviation data-driven decision making principles and methods in their professional roles.

This AD3M programme consists of two parts, a prerequisite online course (Part 1) to explore the fundamental concepts behind data-driven decision making, followed by a virtual classroom course (Part 2) to apply the concepts to practical scenarios and real-life situations.

本國際民航組織 (ICAO) 網上課程為期五天，專為需透過製作報告及解釋結果作決策、危機管理或為民航活動、運作或程序制定優先順序的行業專家而設。課程教導學員如何充分利用航空數據以達致最佳決策，並為民航界別釐訂最適合的關鍵績效指標 (KPIs)。完成第一及第二部份課程後，學員將可套用航空數據驅動決策的原則及方法到日常工作崗位上。

本 AD3M 課程分為兩部份。第一部份為必修的網上課程，有助學員探索數據驅動決策的基本概念；其後的第二部份為網上課堂，指導學員如何將概念運用到實際場景及日常工作。

Topics covered 學科包括：

- Practical examples and exercises using AD3M methods
實則例子及練習應用到航空數據驅動決策
- Apply concepts to practical scenarios and real-life situations
將概念學以致用到實際場景及日常工作

ICAO Post-Training Evaluation (PTE) – Virtual Classroom 國際民航組織培訓後之評估 - 網上課堂

Aviation training instructors and subject experts who wish to enhance the quality of their training and development programmes 有意提升教學專業及課程規劃能力的航空培訓導師

This five-day ICAO online course equips participants with the necessary knowledge, skills, and attitudes for implementing the Level 3 Post Training Evaluation (L3 PTE) methodology under the TRAINAIR PLUS programme. On completion of the course, participants will be able to evaluate the effectiveness of training on work performance, and to enhance the quality of the developed training courses and processes.

本國際民航組織 (ICAO) 網上課程為期五天，旨在讓學員掌握應用於「航空培訓升級版」(TRAINAIR PLUS) 計劃中，第三級培訓後之評估 (L3 PTE) 方法的知識、技巧及態度。完成課程後，學員能夠評估就工作表現的培訓成效，以及提升培訓課程及流程的質素。

Topics covered 學科包括：

- Theoretical framework and structure of the L3 PTE methodology
第三級培訓後之評估 (L3 PTE) 方法的理論框架及架構
- Preparation of L3 PTE Report
第三級培訓後之評估 (L3 PTE) 報告的準備工作
- Building PTE evaluation culture in a Training Organisation
於培訓機構中建立培訓後評估的恆常文化

ICAO1500v

05/09/2022 – 09/09/2022

USD 1,300

5 days
5 天

HKIAA and ICAO
香港國際航空學院及
國際民航組織

ICAO Training Developers Course (TDC) – Virtual Classroom 國際民航組織培訓發展課程 - 網上課堂

Aviation training instructors and professionals who wish to enhance their productivity as developers of training and educational programmes 負責發展教育培訓課程的航空培訓導師及專家，並有意提升工作效率

This ten-day ICAO online course provides participants with advanced techniques for applying the Instructional Systems Development methodology (ISD) under the TRAINAIR PLUS programme. It is an instructional development workshop with a focus on the practical aspects of developing training and educational programmes.

本國際民航組織 (ICAO) 網上課程為期十天，為「航空培訓升級版」(TRAINAIR PLUS) 計劃下的教學發展工作坊，集中培訓學員開發教育及培訓課程的實戰範疇，讓他們掌握應用於「教學系統發展法」(ISD) 的進階技巧。

Topics covered 學科包括：

- Analyse training needs and choose strategies
分析培訓需要及揀選相應策略
- Analyse jobs and target populations
分析工種及目標對象
- Determine training objectives
釐定培訓目標
- Set sequence objectives and group them into modules
制訂階段性目標，並編制學科單元
- Prepare and validate tests
編寫及檢驗測驗內容
- Design modules
設計學科單元
- Produce and validate training material
撰寫及檢驗教材
- Assist in the planning and monitoring of on-the-job training
協助計劃及監察在職培訓計劃

ICAO1040v

11/07/2022 – 15/07/2022

USD 1,300

5 days
5 天

HKIAA and ICAO
香港國際航空學院及
國際民航組織

ICAO Training Instructors Course (TIC) – Part 2 國際民航組織培訓導師課程 - 第二部份

Aviation training instructors and subject matter experts who wish to upgrade their instructional competencies 有意提升教學專業能力的航空培訓導師及專家

This five-day ICAO course is the second part of ICAO Training Instructors Course (TIC) which enables participants to methodically conduct training courses in accordance with ICAO instructor Competency Framework and develop the required training strategies for course delivery. The course will also train instructors to deliver Standard Training Packages (STPs), based on the TRAINAIR PLUS methodology, as well as conventional courses. Participants are required to complete the Part I (i.e. 30-hour online course) before joining this course. For details, please visit ICAO's training website.

本國際民航組織 (ICAO) 課程為期五天，為國際民航組織培訓導師第二部份課程，讓學員可根據「國際民航組織導師職能架構」的指引，有條理地舉辦培訓課程，同時培養學員授課所需的培訓策略。課程亦培訓導師以「航空培訓升級版」的方法教授「標準培訓成套教材」(STPs) 及其他傳統課程。學員在修讀此課程前，必須已完成課程第一部份 (30 小時的網上課程)，詳情請瀏覽國際民航組織培訓網頁。

Topics covered 學科包括：

- Prepare the training environment, ensuring adequate facilities and equipment
準備培訓環境，並確保裝備設施充足
- Manage trainees through awareness of needs and characteristics
了解學員的需要及特點，因材施教
- Use an effective training strategy and demonstrate a variety of instructional methods
運用有效的培訓策略及多元化的教學方式
- Assess the trainees using formative and summative evaluation
運用進展性及總結性評估方法評核學員表現
- Assess the training course and produce a comprehensive training report for continuous improvement
評估培訓課程，並撰寫綜合培訓報告以持續改善課程
- Self-evaluate and identify actions for improvement
自我評核教學表現，並提出改善措施

ICAO1030v

15/08/2022 – 26/08/2022

USD 1,500

10 days
10 天

HKIAA and ICAO
香港國際航空學院及
國際民航組織

ICAO1020

12/12/2022 – 16/12/2022

USD 1,500

5 days
5 天

HKIAA and ICAO
香港國際航空學院及
國際民航組織

FOUNDATION COURSES
基礎課程

Code 編號	Course Name 課程名稱	Duration 修業期	Dates 開課日期	Fees 費用
SRVC1033	Customer Services at Airport – Complaint Handling 機場客戶服務 - 投訴處理	1 day 1 天	15/06/2022	HKD800
SRVC1032	Customer Services at Airport – Telephone Skills and Social Media Responding 機場客戶服務 - 電話處理及社交媒體回應技巧	1 day 1 天	14/06/2022	HKD800
SRVC1702	Data Visualisation: A New approach to analyse data 數據視覺化：新方法分析數據	2 days 2 天	24/03/2022 – 25/03/2022, 10/10/2022 – 11/10/2022	HKD2,400
SRVC1011	Effective Supervision Workshop through Personality Assessments 「以個性評估作有效監督」工作坊	1 day 1 天	18/07/2022	HKD1,800
SRVC1101	Introduction to HKIA – Passenger Stream 香港國際機場簡介 - 旅客服務課程	1 day 1 天	Ongoing 持續進行	HKD400
SRVC1201	Introduction to HKIA – Ramp Stream 香港國際機場簡介 - 停機坪服務課程	1 day 1 天	Ongoing 持續進行	HKD400
SRVC1421	Mandatory Airport Induction Training for Contractors – Landside Stream 機場入門訓練 - 公眾區 (承包商強制性課程)	1 day 1 天	Ongoing 持續進行	HKD400
SRVC1401	Mandatory Airport Induction Training for Contractors – Ramp Stream 機場入門訓練 - 停機坪 (承包商強制性課程)	1 day 1 天	Ongoing 持續進行	HKD400
SRVC1411	Mandatory Airport Induction Training for Contractors – Terminal Stream 機場入門訓練 - 客運大樓 (承包商強制性課程)	1 day 1 天	Ongoing 持續進行	HKD400
SRVC1505	Professional English Skills for Airport Staff – Workshop 2: Customer Service Pro for Airport Staff 機場專業英語課程 - 工作坊二：專業顧客服務	1 day 1 天	05/09/2022	HKD1,400
SRVC1507	Professional English Skills for Airport Staff – Workshop 4: Better Emails for Airport Staff 機場專業英語課程 - 工作坊四：撰寫專業電郵	1 day 1 天	19/09/2022	HKD1,400
SRVC1508	Professional English Skills for Airport Staff – Workshop 5: Technical Reports Writing for Airport Staff 機場專業英語課程 - 工作坊五：撰寫技術報告	1 day 1 天	03/10/2022	HKD1,400
SRVC1031	The ABCs of Customer Services at Airport 機場客戶服務入門	1 day 1 天	13/06/2022	HKD800

Data Visualisation: A New Approach to Analyse Data
數據視覺化：新方法分析數據



Personnel who wish to enhance their decision-making skills and improve business operations through data analyses

有意透過數據分析增強決策能力及提升業務運作的員工

This two-day course equips participants with practical knowledge to analyse data efficiently and effectively with interactive data visualisation. On completion of the course, participants will be able to generate dynamic queries, create reports and dashboards with the use of visual analytics platform (Tableau).

本課程為期兩天，旨在裝備學員如何利用數據視覺化有效及清晰地分析數據。完成課程後，學員能掌握使用視覺化分析平台 Tableau 去制定自訂查詢 (dynamic queries)，建立報告及儀表板。

Topics covered 學科包括：

- Introduction to Tableau
簡介視覺化分析平台 Tableau
- Basic data manipulation and charting skills
基本數據處理及圖象化的技巧
- Quick calculation
快速運算
- Dynamic Tabular reports and dashboard
多元化表格報告及儀表板
- Chart design for business use cases
商業用案例的圖像設計

Effective Supervision Workshop through Personality Assessments
「以個性評估作有效監督」工作坊



Junior supervisors

初級主管

This one-day workshop allows participants to enhance self and other awareness through personality assessments. It also enables participants to better interact with people and manage conflicts in workplaces, aiming to manage work relationships and supervision more effectively.

本工作坊為期一日，有助學員透過個性評估提高對自我及他人的意識，同時亦能增強學員與他人溝通互動，並管理工作間的衝突，從而有效管理工作關係及監督。

Topics covered 學科包括：

- Understand yourself and others through personality assessments
透過個性評估了解自己及他人
- Better interaction in workplace
改善工作間的溝通互動
- Conflict management
衝突管理

SRVC1702

24/03/2022 – 25/03/2022,
10/10/2022 – 11/10/2022

HKD2,400

HKIAA
香港國際航空學院

2 days
2 天

HKIAA
香港國際航空學院

SRVC1011

18/07/2022

HKD1,800

HKIAA
香港國際航空學院

1 day
1 天

HKIAA
香港國際航空學院

MANDATORY AIRPORT INDUCTION TRAINING

機場入門訓練 (強制性課程)

Code 編號	Course Name and Descriptions 課程名稱及描述	Duration 修業期	Dates 開課日期	Fees 費用
SRVC1421	<p>Mandatory Airport Induction Training for Contractors – Landside Stream 機場入門訓練 - 公眾區 (承包商強制性課程)</p> <p>This one-day course provides contractors with a basic understanding of the daily operations at Hong Kong International Airport and the fundamental safety and security requirements working in the landside. Site visit is included to enhance the learning experience. 本課程為期一天，介紹香港國際機場的日常運作服務，以及公眾區工作時須注意的基本安全與保安守則。課程設有實地參觀以加深學習體驗。</p>	1 day 1天	Ongoing 持續進行	HKD400
SRVC1401	<p>Mandatory Airport Induction Training for Contractors – Ramp Stream 機場入門訓練 - 停機坪 (承包商強制性課程)</p> <p>This one-day course provides contractors with a basic understanding of the daily operations at Hong Kong International Airport and the fundamental safety and security requirements working on the ramp. Site visit is included to enhance the learning experience. 本課程為期一天，介紹香港國際機場的日常運作服務，以及停機坪工作時須注意的基本安全與保安守則。課程設有實地參觀以加深學習體驗。</p>	1 day 1天	Ongoing 持續進行	HKD400
SRVC1411	<p>Mandatory Airport Induction Training for Contractors – Terminal Stream 機場入門訓練 - 客運大樓 (承包商強制性課程)</p> <p>This one-day course provides contractors with a basic understanding of the daily operations at Hong Kong International Airport and the fundamental safety and security requirements working in the terminal. Site visit is included to enhance the learning experience. 本課程為期一天，介紹香港國際機場的日常運作服務，以及客運大樓工作時須注意的基本安全與保安守則。課程設有實地參觀以加深學習體驗。</p>	1 day 1天	Ongoing 持續進行	HKD400

Professional English Skills for Airport Staff

機場專業英語課程



Airport staff who frequently interact with passengers or customers
日常需要款待旅客或顧客的機場員工

This series of workshop takes an interactive approach to simulate real-life situation in class. Each module may be taken individually.
此系列課程以互動學習的方式模擬日常在機場的情境。每個單元可獨立修讀。

Code 編號	Course Name and Descriptions 課程名稱及描述	Duration 修業期	Dates 開課日期	Fees 費用
SRVC1505	<p>Professional English Skills for Airport Staff – Workshop 2: Customer Service Pro for Airport Staff 機場專業英語課程工作坊二 - 專業顧客服務</p> <p>This workshop focuses on the conversation training. Participants will get to know how to respond to different airport related customer service situations, including some challenging situations such as dealing with furious customers, handling complaints and emergency responses. 本工作坊旨在提升學員的英語會話技巧，讓他們掌握適用於機場顧客服務的得宜對答，當中包括一些較難應付的情況，例如處理盛怒的顧客、處理投訴，及應對危急情況。</p>	1 day 1天	05/09/2022	HKD1,400 
SRVC1507	<p>Professional English Skills for Airport Staff – Workshop 4: Better Emails for Airport Staff 機場專業英語課程工作坊四 - 撰寫專業電郵</p> <p>This workshop aims to enhance participants' email writing skills. On completion, they will be able to write emails in a precise manner, and adopt the skills to handle different situations for effective communications. 本工作坊旨在提升學員撰寫電郵的技巧。完成課程後，學員能掌握撰寫更清晰、更有效電郵的技巧，並融會貫通，套用於各種情況。</p>	1 day 1天	19/09/2022	HKD1,400 
SRVC1508	<p>Professional English Skills for Airport Staff – Workshop 5: Technical Report Writing for Airport Staff 機場專業英語課程工作坊五 - 撰寫技術報告</p> <p>This workshop aims to enhance participants' report writing skills. On completion, they will be able to present facts with easy-to-understand language in report writing. 本工作坊旨在提升學員撰寫報告的技巧。完成課程後，學員能掌握如何使用簡單易明的語句表達事情。</p>	1 day 1天	03/10/2022	HKD1,400 



Eligible applicants may apply for refund of 80% of fees after completing this approved course, subject to a maximum of HKD30,000, under the Professional Training and Examination Refund Scheme (ProTERS) of the Maritime and Aviation Training Fund (MATF). For details, please refer to www.matf.gov.hk.
合資格申請人在完成本核准課程後，可向「海運及空運人才培訓基金」旗下的「專業培訓課程及考試費用發還計劃」申請發還 80% 的費用，上限為 HKD30,000。詳情請瀏覽 www.matf.gov.hk。

FOUNDATION AND ACADEMIC PROGRAMMES 基礎及學術課程

AVIATION SUMMER DAY CAMPS 航空夏日營

Code 編號	Course Name 課程名稱	Duration 修業期	Dates 開課日期	Fees 費用
CAMP1001	Air Transport Summer Day Camp 航空運輸夏日營	5 days 5天	08/08/2022 – 12/08/2022, 15/08/2022 – 19/08/2022	HKD2,100
CAMP1003	Aircraft Engineering Summer Day Camp 飛機工程夏日營	5 days 5天	01/08/2022 – 05/08/2022	HKD2,100
CAMP1010	Aviation Inside-out Summer Day Camp 航空續 FUN 夏日營	4 days 4天	12/07/2022 – 15/07/2022, 19/07/2022 – 22/07/2022	HKD1,800
CAMP1005	Cabin Crew and Ground Services Summer Day Camp 空中及地勤服務夏日營	4 days 4天	26/07/2022, 29/07/2022	HKD1,800

YOUTH PROGRAMMES 青年課程

Code 編號	Course Name 課程名稱	Duration 修業期	Dates 開課日期	Fees 費用
OUTP1007	Aircraft Engineering – 767 Close Up 航空工程 - 767 零距離	1 day 1天	On request 視乎要求而定	HKD800
OUTP1006	Discovery STEM in Aviation 航空解密 - STEM 體驗工作坊	1 day 1天	On request 視乎要求而定	HKD600
OUTP1005	Introduction to Hong Kong International Airport – Integrated Tour 香港國際機場簡介 - 綜合參觀	1 day 1天	On request 視乎要求而定	HKD400

Introduction to Hong Kong International Airport – Integrated Tour 香港國際機場簡介 - 綜合參觀

 Schools, organisations and associations, only group applications are accepted
學校、機構或組織，課程只接受團體報讀

The Aviation Academy offers introductory course which consists of classroom learning and site visits, aiming at young people who are interested in pursuing a career in aviation or finding out more about airport operations.

This one-day course provides participants with an introduction to the daily operations at Hong Kong International Airport (HKIA) in the morning, followed by a guided tour of the passenger terminal and airside in the afternoon.

For enquiry and enrolment, please contact the Aviation Academy at AcademyEnquiry@hkiaaAcademy.com.

航空學院設結合課堂及參觀活動的簡介課程，讓有意投身航空業或對機場運作感興趣的青年，親身體驗機場的日常運作。

本課程為期一天，上午的課堂先簡介香港國際機場的日常運作，下午再參觀客運大樓及飛行區，實地介紹機場的各種運作。

有關課程報名及查詢，請電郵至航空學院 AcademyEnquiry@hkiaaAcademy.com。

OUTP1005

 On request
視乎要求而定

 HKD400

 HKIAA
香港國際航空學院

 1 day
1天

 HKIAA
香港國際航空學院

School Talks

校園講座

The Aviation Academy also conducts free onsite or online school talks for secondary schools or tertiary education institutions. The talks cover the introduction of the aviation industry and its development in Hong Kong, careers in aviation, the courses offered by the Aviation Academy, the traits of aviation talents and Q&A session.

Interested teaching staff from Secondary and Tertiary institutions, please complete and submit the online application at www.hkiaAcademy.com.

此外，航空學院亦為中學及大專院校舉辦到校或網上校園講座。講座將簡介香港航空業概況及前景、航空業工作種類、學院所提供的課程，以及航空業人才需具備之條件。講座設問答環節，費用全免。

有意為其中學或大專院校舉辦講座的教職員，請瀏覽 www.hkiaAcademy.com，填妥及遞交網上申請表格。

Aviation Summer Day Camps

航空夏日營

Aviation Summer Day Camps are the summer highlights of the Aviation Academy, bringing young people aged 16 or above a fun learning journey at Hong Kong International Airport (HKIA). In addition to acquiring fundamental aviation knowledge, participants will also visit different spots at the airport and learn more about insider tips and experts' sharing.

學院一年一度的暑期活動，為青年帶來又充實又有趣的「飛」一般學習之旅。學員不但學習到航空業基礎知識，更會走訪機場多個基地，加上資深從業員的心得分享，「飛」常精采。

-  9:30am – 5:00pm
-  HKIAA
香港國際航空學院
-  Young people aged 16 or above
16歲或以上青年

Air Transport Summer Day Camp

航空運輸夏日營

This five-day Air Transport Summer Day Camp focuses on inspiring young people to become pilots and air traffic controllers, through a series of pilots' talks, site visits (e.g. HKIA's airside and airlines) and VR simulation demonstration.

為期五天的航空運輸夏日營，透過一系列的機師分享、實地參觀（如香港國際機場飛行區及航空公司）及VR虛擬實境示範，啟發學員對從事機師及航空交通管制員的興趣。

Aircraft Engineering Summer Day Camp

飛機工程夏日營

The five-day Aircraft Engineering Summer Day Camp encourages young people to pursue aircraft engineering professions and promotes aviation knowledge, through a series of specialists' talks, site visits (e.g. HKIA's airside and maintenance area) and VR simulation demonstration. Participants will also acquire basic knowledge in aircraft engineering and discover the interrelationship of daily operations between aircraft engineering, air transport and air traffic control.

為期五天的飛機工程夏日營，透過一系列的專家分享、實地參觀（如香港國際機場飛行區和維修區）及VR虛擬實境示範，喚起學員對飛機維修工程的興趣。學員將對飛機工程有基本的認知，並了解飛機工程、航空運輸及航空交通管制在日常運作中的相互關係。

Aviation Inside-out Summer Day Camp

航空續FUN夏日營

The four-day Aviation Inside-out Summer Day Camp coaches participants with aviation fundamental knowledge, in particular in the professions of pilot, air traffic control, aircraft engineering and aircraft services, through a series of site visits (e.g. HKIA's airside) and VR simulation demonstration.

為期四天的航空續FUN夏日營，透過一系列的機師分享、實地參觀（如香港國際機場飛行區）及VR虛擬實境示範，啟發學員對航空業的興趣，讓學員認識到機師、航空交通管制、飛機工程及飛機服務的行業基礎知識。

Cabin Crew and Ground Services Summer Day Camp

空中及地勤服務夏日營

The four-day Cabin Crew and Ground Services Summer Day Camp inspires young people to pursue a future career as a member of the cabin crew or ground services team, through a series of specialists' talks and site visits (e.g. HKIA terminal and ground services providers).

為期四天的空中及地勤服務夏日營，透過一系列空中服務員、地勤人員的分享及實地參觀（如香港國際機場客運大樓及地勤服務供應商），提升學員對投身航空服務的興趣。

CAMP1010

-  12/07/2022 – 15/07/2022,
(Cantonese session 廣東話授課)
19/07/2022 – 22/07/2022
(English session 英語授課)

 HKD1,800

 HKIAA
香港國際航空學院

 4 days
4天

 HKIAA
香港國際航空學院

CAMP1001

-  08/08/2022 – 12/08/2022,
15/08/2022 – 19/08/2022

 HKD2,100

 HKIAA
香港國際航空學院

 5 days
5天

 HKIAA
香港國際航空學院

CAMP1003

-  01/08/2022 – 05/08/2022

 HKD2,100

 HKIAA
香港國際航空學院

 5 days
5天

 HKIAA
香港國際航空學院

CAMP1005

-  26/07/2022 – 29/07/2022

 HKD1,800

 HKIAA
香港國際航空學院

 4 days
4天

 HKIAA
香港國際航空學院

Remarks 備註：

The Aviation Academy reserves all rights to make revisions or alternations to the course schedule, content, instructor, site visits or other details if necessary. 航空學院保留一切權利按需要更改課程的上課時間、內容、導師、實地參觀或其他細節。

MARITIME AND AVIATION TRAINING FUND (MATF) 海運及空運人才培訓基金

SUPPORT HONG KONG'S
FUTURE DEVELOPMENT
香港發展 全力支持

The HKD100 million Maritime and Aviation Training Fund (MATF) approved by the Legislative Council in January 2014 came into operation on 1 April 2014. In May 2019, HKD200 million was approved to be injected into the MATF to sustain and enhance existing training schemes and scholarships, as well as for launching new initiatives for the maritime and aviation sectors. The aim of MATF is to build up in due course a vibrant, diversified and competitive pool of professionals and technical personnel to support Hong Kong's future development in the two sectors.

政府在 2014 年 4 月撥款一億元，成立「海運及空運人才培訓基金」（「基金」），並於 2019 年 5 月再獲注資兩億元，以持續和優化現行的培訓和獎學金計劃，以及在海運和航空業界推行新措施。「基金」旨在逐漸建立一個有活力、多元化和具競爭力的專業及技術人才庫，支持兩個行業的長遠發展。

The followings are the aviation-related initiatives operating under the MATF:
以下各項為基金與航空業有關的計劃：

Professional Training and Examination Refund Scheme (ProTERS)

The ProTERS aims to encourage aviation in-service practitioners to take courses offered by various academic institutions, professional or trade bodies, and to take part in professional examinations, so as to raise their professional competency and help them acquire relevant professional qualifications. Under the ProTERS, eligible applicants are refunded with 80% of the fees after completing pre-approved courses or examinations, subject to a cap of HKD30,000.

Maritime and Aviation Internship Scheme (Aviation) (Internship Scheme (MAIS (Aviation)))

Through the tripartite collaboration among the Government, industries and academic institutions, the Internship Scheme (Aviation) gives the young generation early exposure to the wide spectrum of career opportunities in the aviation sector. Non-final year full-time local students studying undergraduate or sub-degree programmes offered by relevant education institutions and secondary six school leavers are eligible to apply. Under this scheme, participating companies are reimbursed monthly honorarium paid to interns up to 75% or HKD7,000 (whichever is lower) up to three months for an internship offered.

Partial Tuition Refund Scheme for the Specialised Aircraft Maintenance Programme (Refund Scheme)

To encourage young people to choose specialised aircraft maintenance programmes and join the aircraft maintenance industry after graduation, the Refund Scheme provides an extra financial incentive for those who have completed relevant programmes offered by the Vocational Training Council, namely the Higher Diploma in Aircraft Maintenance Engineering or the Diploma in Vocational Education (Aircraft Maintenance). Eligible applicants undertaking these programmes and joining the aircraft maintenance industry after graduation are refunded 50% of the total tuition fee, subject to a cap of HKD50,000.

Hong Kong Aviation Scholarship Scheme (HKASS)

To encourage continuous professional enhancement for the aviation sector, the Government will provide full scholarships, capped at about HKD100,000 each to selected students to complete an aviation-related degree or higher degree programmes offered by the Hong Kong Polytechnic University, the Hong Kong University of Science and Technology and the Hong Kong International Aviation Academy. Eligible applicants are required to complete the identified programme and undertake to work in the aviation sector in Hong Kong for a period of not less than twelve consecutive calendar months, within three calendar months upon graduation.

Aviation Operations Training Incentive (AOTIS)

The AOTIS provides a minimum monthly salary of HKD7,000 and a monthly incentive allowance of HKD2,000 during the placement period for a maximum of 12 months, as well as the study allowance of HKD24,000, to the eligible applicants undertaking the Diploma in Aviation Operations offered by the Hong Kong International Aviation Academy, and joining the aviation industry after graduation.

專業培訓課程及考試費用發還計劃

此計劃旨在鼓勵於航空業工作的現職人士修讀由各院校、專業或業界團體提供的課程和參加專業考試，以提升技能和協助他們獲得專業資格。「專業培訓課程及考試費用發還計劃」下的合資格申請人在完成核准課程或通過考試後，可獲發還 80% 的費用，上限為 HKD30,000。

海運和航空業實習計劃（航空）

透過政府、業界和院校三方合作，此計劃讓年輕一代及早了解航空業界提供的多元化就業機會。於相關院校就讀學士學位或副學位課程的本地全日制非準畢業學生和中六離校生均合資格提出申請。在海運和航空業實習計劃（航空）下，基金將向參與計劃提供實習機會的公司發還有關酬金的 75% 或 HKD7,000（以金額較低者為準），上限為三個月。

飛機維修專門課程部分學費退還計劃

為鼓勵青年人選修飛機維修專門課程及在畢業後投身飛機維修工作，此計劃提供額外資助予修畢職業訓練局提供的有關課程，即飛機維修工程高級文憑或中專教育文憑（飛機維修）。修讀有關課程和在畢業後投身飛機維修工作的合資格申請人可獲退還有關課程學費總額的 50%，上限為 HKD50,000。

香港航空獎學金計劃

為鼓勵航空業界的持續專業發展，政府會向就讀由香港理工大學、香港科技大學及香港國際航空學院提供與航空相關的學位或高級學位課程的學生提供獎學金，獲選的學生可獲上限約為 HKD100,000 的獎學金，讓他們完成有關課程。合資格申請人須修畢有關指定課程和於畢業後三個月內在航空界工作最少連續 12 個月。

航空營運培訓獎勵計劃

為修讀香港國際航空學院「航空營運文憑」，並於畢業後加入航空業的合資格申請人，提供在工作實習期間每月最低 HKD7,000 薪酬及 HKD2,000 獎勵津貼，為期最長 12 個月，並提供 HKD24,000 學習津貼。



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The Hong Kong International Aviation Academy reserves all rights to make revisions or alternations to the course schedule, content, tutor or other details if necessary.

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香港國際航空學院保留一切權利按需要更改課程的上課時間、內容、導師或其他細節。
有關課程的最新資訊，請瀏覽學院網頁 www.hkiaAcademy.com