

Rollout New

Known Consignor

Training Syllabus July 2023

Available to use NOW

Approval number #161

The CAA have been working closely with industry colleagues to create an up-to-date syllabus for Known Consignors, this training, under the new syllabus must be in place and being used by no later than **20th July 2023**.

The new training requirements include the following:

- ❖ Assessment strategy for both initial and recurrent training
- ❖ Cyber Security & Security culture
- ❖ CSC completion

We are bound by the new syllabus to include testing, not just attendance, we have devised testing as follows:

Mandatory theoretical assessment

At the end of each training section the student will have to complete a set of multiple-choice questions, the questions are based on the subjects just covered in the training. The trainee will be given one chance at each question and must attain a set percentage to pass, if the student does not achieve the correct percentage of marks (60%) they will be given two further opportunities to pass by being presented with further sets of questions. If after completing the three sets of questions the student does not meet the required standard, the student will be informed to contact their course administrator to contact Training Link Europe so that the course can be reset and completed in full a second time.

Mandatory practical assessment module 10 Consignment Security Certificate completion. If any of your staff are responsible for the completion of the CSC, they are now required to prove that they can complete the certificate successfully. We have devised a case study for the completion of the CSC by using drag and drop techniques to successfully complete the CSC. If the trainee does not complete the exercise successfully, it returns the trainee to the start of the module. The CAA has allowed this practical exercise to be completed remotely as part of a written assessment.

Certificates

Reflect that training is to the new syllabus and has been completed.

Module reference details change.

Some, but not all, reference numbers or levels have changed, this is to facilitate the new modules and allow for more orderly selection to training.

Module List:

- Module 1 – The Threat to Aviation
 Module 2 – Security in the Aviation Industry
 Module 3 – The Trainee’s Role
 Module 4 – Access Control and the Screening Point
 Module 5 - Escorting Employment and/or Visitor Passholders
 Module 6 - Overview of Cargo and Mail
 Module 7 - Transport (Driver Module)
 Module 8 - Security Controls
 Module 9 – Prohibited Articles and Concealments
 Module 10 – The Consignment Security Certificate
 Module 11 – The Responsible Person

Roles, their Modules & Prices:

Course Name	Modules				Duration	Description	Price + Vat
Level 1	1, 2, 3				1 Hr	Access to secure cargo, but does not handle identified secure cargo	I = £44.99 R= £39.99
Level 2	1, 2, 3	6, 8, 9			1 Hr 50 Mins	Access & handles secure cargo	I = £49.99 R = £44.99
Level 3	1, 2, 3	6, 7, 8, 9			2 Hrs	Access & handles secure cargo + driver & vehicle checks	I = £54.99 R = £49.99
Level 4	1, 2, 3	6, 8, 9	10		2 Hrs 10 Mins	Access & handles secure cargo + CSC completion	I = £54.99 R = £49.99
Level 5	1, 2, 3	6, 7, 8, 9	10		2 Hrs 20 Mins	Access & handles secure cargo + vehicle checks & CSC completion	I = £59.99 R = £54.99
Level 6	1, 2, 3	6, 7, 8, 9	10	11	2 Hrs 45 Mins	The Responsible Person for the application and supervision of the implementation of security controls at each site.	I = £74.99 R = £69.99
KC1-2	Upgrades		6, 8, 9		50 Mins	Level 1 Upgrade to Level 2	£34.99
KC1-3	Upgrades		6, 7, 8, 9		1 Hr.	Level 1 Upgrade to Level 3	£39.99
KC7UP	Upgrades		7		15 Mins	Transport Module Upgrade	£24.99
KC10SA	Standalone		10		20 Mins	CSC Completion SA	£44.99
KC11SA	Standalone		11		20 Mins	The Responsible Person SA	£49.99
Codes I = Initial, R = Recurrent, UP = Upgrade & SA = Standalone							

Training Matrix

Known Consignor Aviation Security Training – Suggested Training Requirements as shown in the matrix below.						
You must choose the modules that are required for each of your staff, they should only receive training that is required for their job.	KC Level 1 – Modules 1, 2 & 3	KC Level 2 – Modules 1, 2, 3, 6, 8 & 9	KC Level 3 – Modules 1, 2, 3, 6, 7, 8 & 9	KC Level 4 – Modules 1, 2, 3, 6, 8, 9 & 10	KC Level 5 – Modules 1, 2, 3, 6, 7, 8, 9 & 10	KC Level 6 (The Responsible Person) – Modules 1, 2, 3, 6, 7, 8, 9, 10 & 11
	Known Consignor that has access but does not handle identified secure cargo.	Known Consignor that has access and handles identified secure cargo.	Known Consignor that has access and handles identified secure cargo. Transports and completed vehicle checks	Known Consignor that has access, handles and is authorised to complete and sign the CSC for identified air cargo.	Known Consignor that has access, handles and is authorised to complete and sign the CSC for identified air cargo and checks vehicles.	Known Consignor nominated as responsible for the application and supervision of the implementation of security controls at each site.
Module 1 - The Threat to Aviation	X	X	X	X	X	X
Module 2 - Security in the Aviation Industry	X	X	X	X	X	X
Module 3 - The Trainee's Role	X	X	X	X	X	X
Module 4 - Access Control & The Screening Point						
Module 5 - Escort Employment and/or Visitor Passholders						
Module 6 - Overview of Cargo & Mail		X	X	X	X	X
Module 7 - Transport			X		X	X
Module 8 - Security Controls		X	X	X	X	X
Module 9 - Prohibited Articles & Concealment		X	X	X	X	X
Module 10 - The Consignment Security Certificate (CSC)				X	X	X
Module 11 - The Responsible Person						X