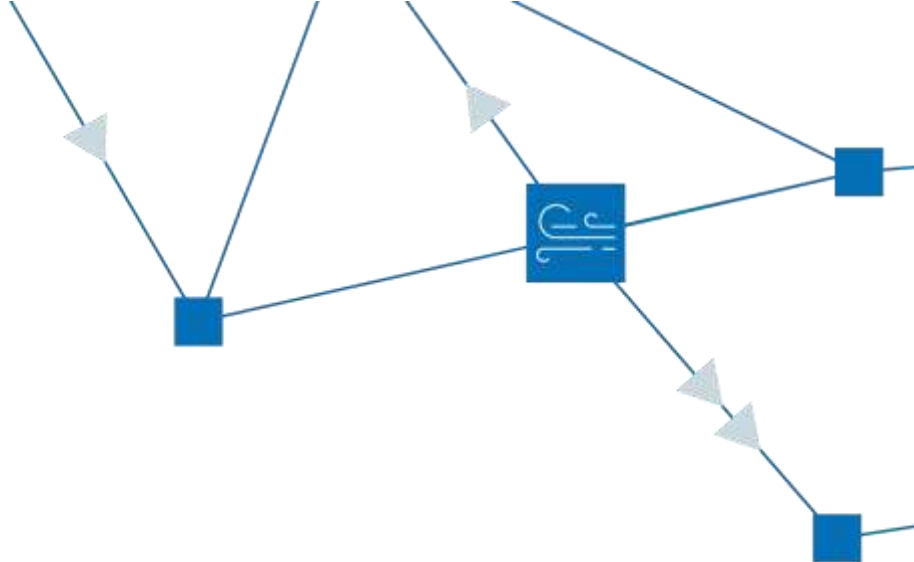




REPUBLIC OF ESTONIA
TRANSPORT ADMINISTRATION



SSP/SPAS Training Plan 2024-2025 for Estonia

Document version

Issue	Version / Name	Date
Version	V 1.0	22.04.2024
Prepared by:	ETA AD - Margit Markus Moossen	29.04.2024
Reviewed by:	ETA AD - Üllar Salumäe	29.04.2024
Reviewed by:	Ministry – Taivo Linnamägi	23.04.2024
Reviewed by:	OJK – Karl-Eerik Unt	23.04.2024
Reviewed by:	MIL – Martin Noorsalu	23.04.2024
Reviewed by:	EANS – Ivar Värk	23.04.2024
Reviewed by:	TLL – Katrin Hagel	23.04.2024
Reviewed by:	PPA – Rain Jõeveer	23.04.2024
Reviewed by:	KAUR – Taimar Ala	23.04.2024
Endorsed by:	ETA AD - Priit Sauk	03.05.2024

ORGANIZATION	SSP/SPAS FUNCTION HOLDER SURNAME/NAME	REQUIRED TRAINING	PROPOSED DURATION	INITIAL / RECURRENT (and frequency)	DATE	
					Initial training	Validity
CA						
ETA AD	Margit Markus Moossen	SSP Training course	3-5 days	Initial / Recurrent (every 3 years frequency)	Planned 2024	
		SMS Training course	3-5 days	Initial / Recurrent (3 years frequency)		Completed 2024, initial February; advanced March
		Soft skills training	1-2 days	Initial / No recurrent needed	N/A	N/A
	Viktor Popov	SSP Training course	3-5 days	Initial / Recurrent (every 3 years frequency)		Sep 2023 Completed
		SMS Training course	3-5 days	Initial / Recurrent (every 3 years frequency)		Sep 2023 Mar 2024 Completed
		Data analysis training	3-5 days	Initial / Recurrent (3 years frequency)	Planned 2025	
		Occurrence reporting training	1-3 days	Initial / Recurrent (3 years frequency)	Self training	Completed
		Soft skills training	1-2 days	Initial / No recurrent needed	Planned 2025 Power BI	N/A
	Teisi Timma	SSP Training course	3-5 days	Initial / Recurrent (3 years frequency)		Sep 2023 Completed
		SMS Training course	3-5 days	Initial / Recurrent (3 years frequency)		Aug 2023 Mar 2024 Completed
		Data analysis training	3-5 days	Initial / Recurrent (3 years frequency)	Planned 2025	

		Occurrence reporting training	1-3 days	Initial / Recurrent 3 years frequency)	Onsite training	Nov 2023 Completed
		Soft skills training – MS Power BI	1-2 days	Initial / No recurrent needed	Planned 2025	No recurrent needed

ORGANIZATION	SSP/SPAS FUNCTION HOLDER SURNAME/NAME	REQUIRED TRAINING	PROPOSED DURATION	INITIAL / RECURRENT (and frequency)	DATE	
					Initial training	Validity
Ministry of						
Ministry	Taivo Linnamägi	SSP Training course	3-5 days	Initial / Recurrent (5 years frequency)		Planned 2025
		SMS Training course	3-5 days	Initial / Recurrent (x years frequency)		Planned 2025
		Soft skills training	1-2 days	Initial / No recurrent needed	N/A	N/A
	Silja Vöörmann	SSP Training course	3-5 days	Initial / Recurrent (x years frequency)		Planned 2025
		Soft skills training	1-2 days	Initial / No recurrent needed	N/A	N/A

ORGANIZATION	SSP/SPAS FUNCTION HOLDER SURNAME/NAME	REQUIRED TRAINING	PROPOSED DURATION	INITIAL / RECURRENT (and frequency)	DATE	
					Initial training	Validity
Accident Investigation Body						

Accident Investigation Body	Karl- Eerik Unt	SSP Training course	3-5 days	Initial / Recurrent (5 years frequency)		2025
		SMS Training course	3-5 days	Initial / Recurrent (5 years frequency)	2021	
		Soft skills training	1-2 days	Initial / No recurrent needed		2025

ORGANIZATION	SSP/SPAS FUNCTION HOLDER SURNAME/NAME	REQUIRED TRAINING	PROPOSED DURATION	INITIAL / RECURRENT (and frequency)	DATE	
					Initial training	Validity
ANSP(s)						
EANS	Kristjan Telve	SSP Training course	3-5 days	Initial / Recurrent (3 years frequency)		Planned in I quarter of 2025
		SMS Training course	3-5 days	Initial / Recurrent (3 years frequency)	2018	Refresher Safety inhouse training
		Soft skills training	1-2 days	Initial / No recurrent needed	2018	N/A
	Ivar Värk	SSP Training course	3-5 days	Initial / Recurrent (5 years frequency)		Planned in I quarter of 2025
		Leadership training	1-2 days	Initial / No recurrent needed	2023	N/A
Military		Safety briefing for top management	1-day	Initial / Recurrent 3 years frequency)	2018	Refresher Safety inhouse training

		Soft skills training	1-2 days	Initial / No recurrent needed	2018	N/A
	Martin Noorsalu	SSP Training course	3-5 days	Initial / Recurrent (5 years frequency)		2025
		SMS Training course	3-5 days	Initial / Recurrent (5 years frequency)	2020 US Air Force - Aviation Safety Program Management, 10 days	2025
		Soft skills training	1-2 days	Initial / No recurrent needed		
KAUR	Tiina Josepson	SSP Training course	3-5 days	Initial / Recurrent (5 years frequency)		Planned 2025
		SMS Training course	3-5 days	Initial / Recurrent (5 years frequency)		Planned 2025
		Data analysis training	3-5 days	Initial / Recurrent (5 years frequency)		Planned 2025
		Occurrence reporting training	1-3 days	Initial / Recurrent (5 years frequency)	September 2023 Completed	

ORGANIZATION	SSP/SPAS FUNCTION HOLDER SURNAME/NAME	REQUIRED TRAINING	PROPOSED DURATION	INITIAL / RECURRENT (and frequency)	DATE	
					Initial training	Validity
Aerodrome operator						
Aerodrome operator	Hannus Vard	SSP Training course https://jaato.com/courses/160/icao-ssp-and-easa-authority-management-system-introduction-course/	3-5 days	Initial / Recurrent (5 years frequency)		2025

		SMS Training course Advanced	3-5 days	Initial / Recurrent (5 years frequency)		2025
		Soft skills training	1-2 days	Initial / No recurrent needed		2025
	Katrin Hagel	SSP Training course	3-5 days	Initial / Recurrent (5 years frequency)		2025
		SMS Training course Advanced	3 days	Initial / Recurrent 5 years		2025
		MS PowerBI analysis	1-day	Initial / No recurrent needed		2025
	Laura Inno	SSP Training course	3 days	Initial / Recurrent (5 years frequency)		2025
		SMS Training course Advanced	3-5 days	Initial / Recurrent (5 years frequency)		2025
		MS PowerBI analysis	1 days	Initial / No recurrent needed		2025
	Border Guard	Rain Jõeveer	SSP Training course	3-5 days	Initial / Recurrent (5 years frequency)	
SMS Training course			3-5 days	Initial / Recurrent (5 years frequency)		2025
Andres Lainoja		SSP Training course	3-5 days	Initial / Recurrent (5 years frequency)		2025
		SMS Training course	3-5 days	Initial / Recurrent (5 years frequency)	2022	2027
		Occurrence reporting training	1-3 days	Initial / Recurrent (5 years frequency)		2025
		Soft skills training	1-2 days	Initial / No recurrent needed	N/A	N/A