



# Interagency Aviation Training Needs Survey Job Aid – FY2015



Question #1	Contact information - <ul style="list-style-type: none"><li>- Phone Number needs to be in the following format to include area code and seven digit number separated by dashes (xxx-xxx-xxxx)</li><li>- E-mail must be a legitimate e-mail containing an @ sign (example- johndoe@sample.com)</li></ul>
Question #2	Your position title - <ul style="list-style-type: none"><li>- The positions listed within the drop down list should represent the intended audience for filling out this survey.</li><li>- You may be asked to fill this survey out as a collateral duty to your regular job title. When doing so, please select the position that best reflects this</li></ul>
Question #3	What agency are you with? <ul style="list-style-type: none"><li>- This is a “drill down” list and requires that Agency/Bureau be selected prior to Region/State prior to Unit.</li><li>- If you do not locate your particular unit in the final drop down list please select the appropriate statement “I cannot find...” when you proceed to next page it will give you the opportunity to fill in what we missed.</li></ul>

**Advance to the next page in the survey by selecting the blue button at the bottom of the page**



Question #4	Which aviation positions exist within your unit? (select all that apply) <ul style="list-style-type: none"><li>- Please reference the matrix at the end of this job aid for help with aviation titles and requirements</li><li>- For more extensive definitions of aviation titles, please reference the IAT guide which is located at <a href="http://www.iat.gov">www.iat.gov</a> or you may click on the links provided at the bottom of the survey page.</li></ul>
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Question #5	<p>What special use aviation activities are utilized within your unit? (select all that apply)</p> <ul style="list-style-type: none"> <li>- Please be sure to mark all that apply</li> <li>- If there is an aviation activity that is not listed please reference it in the comment box at the end of the survey.</li> </ul>
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Question #6	<p>What aviation training needs are expected within your unit for FY2015? (select all that apply)</p> <ul style="list-style-type: none"> <li>- A-100 Basic Aviation Safety has replaced the old B-3 curriculum which included the following courses: A-101, A-105, A-106, A-108, &amp; A-113.</li> <li>- A-325 Academic Refresher for Water Ditching is only approved for FWS currency requirements.</li> </ul> <p><i>-If no selection made – proceed to question #10</i></p> <p><b>** Please provide your known and projected needs. It is understood that needs may change, thus the information provided may become inaccurate.</b></p>
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Question #7	<p>Please answer the following questions for each of the trainings listed below. (Select all that apply for each. We recognize that the attendance estimates are subject to change.)</p> <p><i>These choices were populated from the selections you made in the previous question, if you feel you have missed something you may click on the blue back button at the bottom of the page.</i></p> <ul style="list-style-type: none"> <li>- Distance Learning - includes any delivery method in which the instructor is not present in the classroom. This might include methods such as <i>online courses, televised broadcasts, interactive webinars, etc.</i></li> <li>- Residential Learning - includes any delivery method which incorporates a facilitator and/or instructor present at the same location as the students.</li> </ul> <p><b>** Please provide your known and projected number of students. It is understood that people will change positions, thus the needs for training may change.</b></p>
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<p>Question #8</p>	<p>During what months do you expect to need this classroom training? (select all that apply, for each training listed)</p> <p><i>These choices were populated from the courses on the previous page for which you selected the “residential” delivery method. If you feel that you have selected residential delivery by mistake, you may click on the blue back button at the bottom of the page.</i></p> <ul style="list-style-type: none"> <li>- Month likely to deliver the selected course during, should be based on actual date and/or historical data concerning the best month to capture the majority of the intended participants</li> <li>- If you intend to deliver the course more than once during FY15, please indicate by selecting each month that applies</li> </ul> <p><b>** Providing an expected date of delivery does not commit you to an inflexible schedule. If an exact date is not know, please select a month that best reflects the time period in which the course would most likely be beneficial to the unit.</b></p>
<p>Question #9</p>	<p>Will you require assistance from a qualified OAS or Bureau trainer to deliver this training?</p> <p><i>These choices were populated from the courses on the previous page for which you selected the “residential” delivery method. If you feel that you have selected residential delivery by mistake, you may click on the blue back button at the bottom of the page</i></p> <ul style="list-style-type: none"> <li>- Select “YES” – if you expect to bring someone from outside of your unit to your location to help teach this course. Example might be a Subject Matter Expert to teach, or the person qualified to teach on your unit will be unavailable on needed date.</li> <li>- Select “NO” – if you have the qualified instructors needed to deliver the training in house.</li> </ul>
<p>Question #10</p>	<p>Will either of the following events be attended by your unit during FY15? (select all that apply)</p> <ul style="list-style-type: none"> <li>- Local IAT Workshop - this is a 3–4 day event where a person can expect all required aviation courses for any position, as listed in the IAT Training Guide, to be available</li> <li>- RT-372 - this is the Helicopter Manager Refresher training. It is required on a tri-annual basis for all qualified helicopter managers.</li> </ul> <p><i>-If no selection made – proceed to question #13</i></p>

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Question #11	<p>How many employees from your unit would attend the following events if they were offered in your regional area?</p> <p><i>These choices were populated from the courses selected on the previous page. If you feel that you have selected a course by mistake, you may click on the blue back button at the bottom of the page</i></p> <p><b>** Please provide your known and projected number of students. It is understood that people will change positions, thus the needs for training may change.</b></p>
Question #12	<p>In what general area would you like to see a RT-372 or Local IAT Workshop take place (Please use the drill down list to select the area that would be most convenient for those attending the event)</p> <p><i>This question was made available due to the selected courses on the previous page. If you do not intend to have anyone that will need an IAT Training Workshop and/or RT-372, you may click on the blue back button at the bottom of the page</i></p> <ul style="list-style-type: none"> <li>- Please select the location that is most convenient for your people to travel to and from. It is understood that some overnight expenses may be associated with travel to various listed locations.</li> <li>- The second part of this question provides a place for you to select an alternate location.</li> </ul> <p><b>** Please provide a primary and secondary place to attend the event. It is understood that needs may change, thus the information provided may become inaccurate. It is also understood that with current change in budgets, travel may not be authorized.</b></p>
Question #13	<p>Additional Training – List any other aviation based training which your unit is planning to conduct for FY15</p> <ul style="list-style-type: none"> <li>- Use this space to share any aviation training needs you may have that are in addition to those discussed previously in this survey. This helps us to coordinate available trainings with other units. Maximizing efficiency and cost savings to the bureaus/agencies.</li> <li>-</li> </ul>
Question #14	<p>Questions, Suggestions, &amp; Clarification – we are committed to supporting your needs. We want to know if you have questions regarding aviation training or suggestions on how we can improve this survey and the capture of information regarding your aviation training needs.</p> <ul style="list-style-type: none"> <li>- Use this space to share any thoughts you have concerning this survey or how OAS and the IAT sub Committee can better serve you. Every comment is read and considered.</li> </ul>

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