

## Competencies for Regulatory Staff

### Competency: **Contract Oversight of Regulatory Activities**

**Description:** The ability to understand the terminology, OTAR and ICAO requirements to manage the contract and retain responsibility for the contracted oversight.

*Note: Elements are in italics.*

#### *Understanding*

A sound knowledge of ICAO, OTAR and/or OTAC requirements for the contracted discipline.

Can demonstrate knowledge of the terminology and concepts in the contracted discipline.

Understands any interaction of the contracted discipline with other regulated areas and where responsibility lies for regulation.

Can demonstrate a sound knowledge of the structure of the industry and any other parties in the areas being regulated.

Can assess the credentials of the contractor against the relevant technical competency.

Is able to understand the reports, including audits, submitted by the contractor and can interpret this information to make a regulatory decision.

Maintains sufficient technical understanding of the discipline under contract to be able to track and close findings resulting from an audit.

Has the skills to set up and manage the contract including setting the Terms of Reference.

#### *Guidance*

Is able to coordinate with the contractor in order to ensure the development of OTARs and adherence to ICAO and AN(OT)O requirements

Is able to coordinate with the contractor in order to provide advice to other technical areas on the related discipline.

#### *Persons to whom this is likely to apply:*

Those staff who are responsible for the control of a contract for regulatory oversight of one or more of the regulatory disciplines.