



## IATA Ground Operations Manual

14<sup>th</sup> Edition (English)

### Temporary Revision (TR.1)

Posted 30 July 2025

Users of the IATA Ground Operations Manual are asked to note the following amendment and correction to the 14<sup>th</sup> Edition, effective 1 January 2026.

Where appropriate, changes or amendments to existing text have been highlighted (in yellow - PDF or grey - hardcopy) to help identify the change or amendment.

This TR 1 is for printed version. The digital version will be automatically updated and will display the correct information.

Revision section 1.1.2 as shown.

 1.1.2 Intentionally left blank

Revise Annex A- as shown.

#### Annex A-GLOSSARY

**ASSESSMENT–PRACTICAL** means an evaluation method that measures an individual's ability to perform tasks or demonstrate skills in a practical setting. This could involve simulations, demonstrations, or hands-on tasks, **on-the-job, and** to assess competency in a specific **subject** area.

**EVALUATOR/ON-THE-JOB TRAINER** ~~A person, who teaches practical skills through the demonstration on-the-job and examines or judges the on-job performance of the student. This role is usually performed by operational employees.~~ A person who teaches practical skills through demonstration in a live operation and examines the on-the-job performance of the trainee. This role is typically carried out by an on-the-job trainer or an operational employee.

**TRAINING–MANDATORY** means the training that shall be delivered in order for personnel to be deemed competent to perform the defined functions within the company, **including regulatory training.**

**Training - On-the-job (OJT)** Training that focuses on gaining practical experience and skills by performing job tasks in the live operation under the supervision of a qualified On-the-Job Trainer. It emphasizes learning through direct experience in the workplace

**TRAINING–PRACTICAL** means training that focuses on hands-on experience and skill development in a specific area or profession. It is typically conducted under supervision, which is gradually reduced as experience is gained, in a simulated or controlled **live** environment, outside live operations. It involves working with tools,

**TRAINING–RE-QUALIFICATION-** means training provided to re-qualify an employee where the employee is identified as no longer meeting the required levels of performance.

**TRAINING–UPDATE-** means training provided to ensure operational personnel remain competent because of changes relevant to the operational duties.