

## **COURSE: HELICOPTER DECK ASSISTANT**

### **SCOPE AND APPLICABILITY:**

This course will cover routine helideck operations including landing, departure, handling cargo, refueling to be performed by rig personnel.

### **REGULATIONS & STANDARDS**

- API-U American Petroleum Institute University Accreditation ID: 2014:108300-01;
- OPITO Training Standards Helideck Assistant;
- Civil Aviation Authority UK CAP 437 Standards for Offshore Helicopter Landing Areas;
- Norwegian Oil and Gas Association recommended guidelines for Helideck Personnel No. 074;
- NORSOK C-004 Helicopter Deck on Offshore Installations Edition 2, May 2013
- UKOOA Guidelines for the Management of Offshore Helideck Operations;
- Atlantic Canada Offshore Petroleum Industry Standard Practice for the Training and Qualifications of Personnel 2013-0007 CAPP TT 3.5.2 Offshore Fire Team (OFT);
- International Air Transport Association Dangerous Goods Regulations 55 Ed.;
- Netherlands Oil & Gas Exploration and Production Association (NOGEP) Sec. 1.3, Rev. 9, 01-10-2014.

### **COURSE CONTENT:**

1. Policies and procedures when dealing with safety, communications and use of equipment;
2. Preparations for helicopter landings and departures;
3. Preparation and unloading/loading of freight and baggage;
4. Knowledge of conditions which affect helicopter operations-weather, vessel movement;
5. Potential hazardous situations during helicopter operations;
6. Contribute or assist with helicopter refueling operations.

### **COURSE DESIGN:**

Theoretical – 9 hours  
**TOTAL:** 18 hours

Practical – 9 hours

### **PREREQUISITE(S):**

None.

### **MINIMUM/MAXIMUM NUMBER OF DELEGATES**

This course requires a minimum of 2, and a maximum number of 12 trainees.

To offshore trainings, the course number of attendees will comply with the vessels/rig necessity.

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**MAIN SAFETY ISSUES:**

- Special attention to the touch areas on the helipads;
- Functionality of lights and accessories;
- Firefighting protective equipment ready to be operated;
- Functional communication equipment;
- Luggage and passengers' approach and support.

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**REQUIRED EQUIPMENT:**

- Available Helideck;
- Radio communicators;
- Firefighting equipment.

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**PROCEDURE FOR PRACTICAL EXERCISES:**

- Exercises with radio communicators;
- Positioning during simulated landing and liftoff;
- Simulations of luggage and passengers approaching.

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**CERTIFICATION:**

Certificate of Training.

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**CERTIFICATE VALIDITY PERIOD:**

3 years.