

Afghanistan Mine Action Standards

- AMAS 04.01

Fourth Edition
May 2013
Version 5, January 2019

Training & Qualifications

Directorate for Mine Action Coordination (DMAC)
Post Box : 520 Kabul – Afghanistan
Website: www.dmac.gov.af

Contents

1. Introduction.....	3
2. Training General Requirements	3
3. Qualifications and Experience.....	4
4. Training Courses	4
5. Monitoring of Training	4
6. Training Administration Procedures	5
Annex A.....	5
1. Non-Technical Survey (NTS) Training Courses	5
2. Technical Survey (TS) Training Courses	6
3. Team Leader Training.....	6
4. Mine/ERW Clearance Course	6
5. Mine/ERW Clearance Refresher Training	6
6. The Supervisor Mine/ERW Clearance Course	6
7. Explosive Ordnance Disposal Training Courses.....	6
8. Level 1 EOD Course	6
9. Level 2 EOD Course	7
10. Level 3 EOD Course	7
11. Level 3+ EOD Course	7
12. EOD Refresher Course.....	7
13. Medical Training Courses	8
14. Basic First Aid Training	8
15. Paramedic Training	8
16. Refresher Training.....	8
Amendment Record	9

Training and Qualifications

1. Introduction

A high standard of training is essential to maintain good management, sound operational procedures and safety. As the Government of Afghanistan does not currently have a national mine/ERW clearance training facility, all organizations involved in mine and ERW clearance shall be responsible to achieve the minimum training standards as outlined in this chapter, prior to conducting any actual mine/ERW clearance operations.

All agencies participating in mine/ERW clearance operations in Afghanistan shall have SOPs approved by DMAC. The SOPs shall specifically contain information relating to types and schedules of training, responsibilities and resources in the training, and methods of quality assurance designed to evaluate the suitability and effectiveness of the training.

Refresher training for staff should occur per the recommendation of Quality Assurance visit and investigation report. Improved techniques and or procedures should also be introduced with changes annotated in the organization SOPs.

This AMAS details the requirements for the training of all mine action staff. This AMAS has been written in the absence of a published International Mine Action Standard (IMAS) and is subject to review when the relevant IMAS is issued.

2. Training General Requirements

The mine action organizations shall establish proper procedures for the management of training within their organization.

The organizations conducting mine action training shall:

- a) Ensure that capacity development forms an essential part of their work and the work of Technical Advisors providing support to any training.
- b) Produce comprehensive Training Management Packages (TMPs).
- c) Ensure that their TMP is in compliance with the organization's SOPs and AMAS.
- d) Ensure that training is based on a Training Needs Analysis.
- e) Ensure training activities, whether formal or on the-job, are written into the strategic and work plans of the organization.
- f) Submit TMPs to the DMAC for accreditation prior to the training taking place, unless the training is carried out centrally under the control of the DMAC.
- g) Conduct internal monitoring and evaluation as an essential part of the training.
- h) Keep records of training.
- i) Make sure the training is being delivered by qualified and experienced trainers.

3. Qualifications and Experience

Organizations employed in mine/ERW clearance operations in Afghanistan shall employ senior staff with qualifications and significant experience in mine/ERW clearance operations. Additionally, international staff shall be able to train national staff in their area of expertise.

It is essential that the mine action specialists are able to conduct the training and support functions to the standards detailed in AMAS. International staff shall hold qualifications and experience adequate for their respective position, and be able to produce the relative documents and certificates to DMAC.

All personnel completing the training should be able to perform at the level required by the AMAS for Demining and EOD Operations. All personnel successfully completing the prescribed training should be given a certificate of training. All organizations are required to maintain a copy of each individual certificate as long as the organization is working in Afghanistan. If the organization closes its operations in Afghanistan, it should transfer these records to DMAC prior departing the country.

Due to the numerous types and levels of demining and EOD related courses conducted internationally and various existing qualifications, all personnel accredited within Afghanistan shall be assessed by DMAC to conduct the activity that he/she is being accredited for. All key personnel shall provide a detailed Curriculum Vitae (C.V.) detailing demining experience also in a humanitarian environment, and appropriate qualifications to DMAC, prior to deployment into the country. Once DMAC has reviewed the C.V. and qualifications, approval shall be given, if the individual is suitably qualified to conduct operations in Afghanistan. Personnel should not be deployed within the country, without prior approval.

4. Training Courses

The majority of courses for mine/ERW clearance, at the various practical and management levels are well-known and the syllabi are generally similar for most agencies. These requirements shall be based on the AMAS for Mine Clearance Operations. However, the generic syllabus may be modified to include specific training to each agency.

Training courses should be based around a training needs assessment in order to assess what staff are doing now and what staff should be doing if there has been a procedural change or improved technique. If a change is needed then only a short instruction period may be required.

As a result of the training needs assessment, then the course can be broken down in to smaller more manageable subjects which then become the training objectives. Once the training objectives have been agreed upon then the process to confirm the required skills have been acquired.

5. Monitoring of Training

Monitoring of training should be conducted as a matter of routine to ensure the training is effective and technically sound. Ensuring it is being conducted in accordance with the agreed plan and the objectives are being met. Monitoring should be done both internally by the organization responsible for the training and externally by the accreditation body to ensure standards are met. All training monitoring visits should be recorded and where possible a training QA form completed and held in the training folder.

- a) Internal Monitoring may include:
 - i. Observing classroom activities to ensure the training needs are being met.
 - ii. Observing practical training sessions to ensure the training is carried out under realistic conditions.
 - iii. Observing testing and evaluation periods to ensure the objectives have been met.
- b) External monitoring may include:
 - i. Observing classroom lessons to ensure the teaching aids are correct and being used appropriately.
 - ii. Observing practical training to ensure sufficient equipment and supervision is available.
 - iii. Observing testing and evaluation periods to ensure objectives are met.

6. Training Administration Procedures

Training Administration Procedures Should Include the Following:

- a) Selection of trainees: If the students are new to the organization then they should have been through a successful interview process during which they will have been informed of their need to pass any training necessary for the position. If students are experienced then they should have been selected for the training after a need's assessment. Refer to Annex A of this AMAS, if the training is required in order to move to a different job.
- b) Training equipment and materials: Equipment used for training should be the same as those required to complete their job in the field on completion of training. Materials used during training should be relevant, easily understood and complement the training.
- c) Training mines and ERW should be strictly controlled to avoid accidents: The use of inert, drill, instructional or replica mines and ERW shall be carried out in accordance with AMAS storage transport and handling of explosives.
- d) Training facilities should be appropriate for the training conducted: It should be large enough for the training conducted and ensure the health and safety of the students during the sessions.
- e) Management of training records: Each course held should be documented from start to finish including a copy of the training program, trainees who attended, testing procedures and results and recommendations for each student. This should be held and made available during the course and then held by the agency for review after the course. A copy of this training documentation should also be sent to the DMAC on completion of all training.

Annex A

1. Non-Technical Survey (NTS) Training Courses

Minimum requirements for NTS training courses shall include basic and advanced mine/ERW clearance, map reading, land navigation and surveying techniques. Manual surveying equipment shall be taught even if automatic/computerized surveying equipment is used and taught. EOD Level 1 or 2 courses are recommended for surveyors. NTS training course including classroom and practical activities followed by evaluation shall not be less than 14 working days.

2. Technical Survey (TS) Training Courses

Requirement for TS training course participants shall include Mine/ERW clearance and NTS. TS training course could be conducted as part of team leader training or stand-alone course. TS training course shall not be less than 5 working days including classroom and practice activities followed by evaluation.

3. Team Leader Training

All future instructors, team leaders and supervisors shall receive at minimum instruction in basic leadership, instruction techniques, and supervisor roles and responsibilities. All personnel in a Team Leader or Supervisor role shall attend a Mine/ERW Clearance Course and a Basic First Aid Course. Team leader training shall not be less than 21 working days including classroom and practical activities, followed by a comprehensive evaluation at the end of the training. If mine action organizations wants to integrate TS training course with the TLC, the duration will be extended as well.

4. Mine/ERW Clearance Course

The Mine/ERW clearance course shall involve sub-topics including: Mine Orientation and Identification, Using Mine Detectors, Probing and Trip Wire Detection, Vegetation Clearing, House clearance procedures, Battle Area Clearance (BAC), Mine Marking and basic First Aid. The Mine/ERW Clearance Course including classroom and practical activities followed by proper evaluation shall not be less than 21 working days for newly hired deminers and the deminers who were away from demining activities for more than two years. The duration of mine/ERW clearance course for deminers with past experience can be reduced to 10 days.

5. Mine/ERW Clearance Refresher Training

All deminers shall receive Mine/ERW clearance refresher training in order to maintain the deminers qualification and operational skill in the situations listed below:

- At the start of demining project (if the hired deminers have demining experience)
- At the start of each mission
- After a demining accident
- After break period of two weeks

Refresher training duration can be determined based on requirements, but in any case, it shall not be less than one full day.

6. The Supervisor Mine/ERW Clearance Course

A Supervisor's course shall reinforce Basic and Advanced Mine/ERW clearance topics and include Minefield Supervisory Techniques. This course shall not be less than 14 working days.

7. Explosive Ordnance Disposal Training Courses

There are four course levels for EOD, as well as a recommended refresher course. All personnel attending any of these courses shall (as a minimum) be able to read and write their native language. It is recommended that a language proficiency test (suitable to the level of the course) be given to each student prior to attending the courses.

8. Level 1 EOD Course

Level 1 (EOD) qualification enables the trained holder of the qualification to locate, expose and to destroy in situ, when possible, single items of mines and specific ERW on which the individual has been trained; thus

Level One operators may be licensed to destroy only specific items of ordnance. EOD Level 1 training course is covering in Mine/ERW training course.

9. Level 2 EOD Course

In addition to the skills of a Level 1 (EOD) qualification, a Level 2 (EOD) qualification enables the holder to determine when it is safe to move and transport munitions and to conduct the simultaneous disposal of multiple items of ordnance using line mains or ring mains. This qualification extends only to those mines and specific ERW on which the individual has been trained. EOD Level 2 training course shall not be less than 21 working days including classroom and practical activities.

10. Level 3 EOD Course

In addition to the skills of a Level 1 and 2 (EOD) qualification a Level 3 (EOD) qualification enables the holder to conduct render-safe procedures and final disposal of a wide range of specific types of explosive ordnance on which the individual has been trained. EOD Level 3 training course shall not be less than 28 working days including classroom and practical activities.

11. Level 3+ EOD Course

In addition to the skills of a Level 1, 2 and 3 (EOD) qualification, which cover the skills that are routinely required in Mine Action, there may be a requirement for additional specialist skills. The Level 3+ (EOD) qualification is for specialist EOD operators who have been trained in areas that needed to address specific hazards. Level 3+ competencies are listed in the T&EP 09.30/01/2014 and include the following:

- (1) Clearance of AFV.
- (2) Depleted Uranium (DU) related EO and DU hazards.
- (3) Guided Weapon System AXO where the missile is fitted in the launcher.
- (4) Guided Missiles containing liquid propellants.
- (5) Intact cluster munitions.
- (6) IED Disposal.
- (7) Underwater EOD.
- (8) Chemical EOD

The Level 3+ (EOD) qualification shall clearly indicate the specialist training received by each individual, whether within core or specialist competencies. Whenever there is a requirement for specialist skills not covered in the Level 3 qualification then it is the duty of the contracting authorities to specify the additional skills required for a particular task, and for the mine action organizations concerned to demonstrate that their Level 3+ operators have the higher-level training and experience appropriate for the task. EOD Level 3 and 3+ training course shall not be less than 30 days including classroom and practical activities.

12. EOD Refresher Course

Refresher courses should be held to train EOD Technicians on new techniques based upon new material or equipment, as well as covering topics from the Level 3+ training that may have changed or been forgotten from lack of use. EOD refresher training course shall not be less than 7 days.

13. Medical Training Courses

Trained medical support shall be on site during operations, should a medical emergency occur. Two levels of training shall be used under qualifications and training standards. Specific details of medical training are covered in AMAS Chapter 07.03 Medical Support and Casualty Evacuation.

14. Basic First Aid Training

All mine action field personnel shall be trained in Basic First Aid Training. A first aid course should consist of a minimum of 20 hours of formal medical training. Regular (at a minimum - biannual) refresher courses should be included in the agency's mission schedule as well as forming a part of their routine activities. As a minimum, the course shall provide basic life and limb saving procedures including cardiopulmonary resuscitation (CPR), management of bleeding, splinting fractures, immediate patient assessment, and patient transport techniques.

15. Paramedic Training

After attending the Basic First Aid Training Course, personnel designated to be the First Line Medical Technician (one per site) shall attend Paramedical Training. Topics shall include life and limb saving skills, triage, and patient management. Paramedics shall also be trained to provide basic medical attention and medical advice on sanitation, hygiene and the prevention of diseases.

Paramedic training course shall not be less than four weeks duration; including classroom and practical activities, followed by a comprehensive evaluation at the end of the training in order to make sure that they are sufficiently capable of providing first aid to the casualty immediately after incident, and can safely evacuate the victim from a demining worksite to a field medical unit and a medical Centre for further treatment.

16. Refresher Training

It is essential that paramedics maintain their qualifications and skill level through refresher training: all organizations shall plan to conduct annual refresher training for their medical staff. Paramedic shall also receive minimum of 10 days revision course after each three months, and regular performance measurement by their medical officer.

Amendment Record

Amendment record Management of AMAS amendments

The AMAS series of standards are subject to formal review on a triennial basis however this does not preclude amendments being made within this period for reasons of operational safety and efficiency or for editorial purposes. As amendments are made to this AMAS they will be given a number, and the date and general details of the amendment shown in the table below. The amendment will also be shown on the cover page of the AMAS by the inclusion under the edition date of the phrase 'incorporating version number(s) 1 etc. Amendments up to the date of the new edition will be incorporated into the new edition and the amendment record table cleared. Recording of amendments will then start again until a further review is carried out. The most recently amended AMAS will be the versions that are posted on the DMAC website at www.dmac.gov.af

Number	Date	Amendment Details
1	April 2011	
2	May 2013	
3	26 January 2019	Duration for each training course is added