



Laura Mădălina CATRINA

Nationality: Romanian | **Gender:** Female | **Email address:** madalina.catrina@caa.ro |

Address: Soseaua Bucuresti-Ploiesti, nr. 38-40, sector 1, 013695, Bucuresti, Romania (Work)

WORK EXPERIENCE

 **ROMANIAN CIVIL AERONAUTICAL AUTHORITY – BUCURESTI, ROMANIA**

HEAD OF COMMUNICATION DEPARTMENT – 01/06/2024 – CURRENT

National Continuous Monitoring Coordinator (NMC) - Ensured timely delivery of State safety data and documentation to ICAO's online monitoring system; represented Romania in regional NCMC workshops and working groups, promoting exchange of best practices; secured resources to support continuous safety improvement.

Alternate National Safety Coordinator (NSC) - Coordinated EASA standardisation inspections and continuous monitoring activities to ensure compliance with EU aviation safety standards; strengthened national oversight by providing guidance and resources; actively engaged in NSC peer meetings to harmonize safety practices; managed the full inspection cycle, from planning to follow-up.

Member, EASA Member States Advisory Body (MAB) - Participated in EU-level governance and decision-making on aviation safety policy, strategy, and standardisation.

Oversight & Compliance Monitoring - Monitored RoCAA's compliance with European and international requirements; supervised the implementation of ICAO SARPs; managed completion of PQs and SAAQ, with focus on LEG/ORG areas.

International Representation & Relations - Represented RoCAA at international meetings and conferences; organized international events; coordinated RoCAA's support to international organizations (regulation, standardisation, safety oversight).

Liaison Officer, Central European Rotation Group (CERG) - Acted as national liaison officer, facilitating coordination and representation within CERG.

Additional Responsibilities - Oversaw activities related to international relations, public relations, and secretariat functions to support strategic objectives.

 **ROMANIAN CIVIL AERONAUTICAL AUTHORITY – BUCURESTI, ROMANIA**

COORDINATOR OF THE INTERNATIONAL RELATIONS OFFICE (FOREIGN AFFAIRS EXPERT) – 05/07/2023 – 31/05/2024

National Continuous Monitoring Coordinator (NMC) - Ensured timely delivery of State safety data and documentation to ICAO's online monitoring system; represented Romania in regional NCMC workshops and working groups, promoting exchange of best practices; secured resources to support continuous safety improvement.

Alternate National Safety Coordinator (NSC) - Coordinated EASA standardisation inspections and continuous monitoring activities to ensure compliance with EU aviation safety standards; strengthened national oversight by providing guidance and resources; actively engaged in NSC peer meetings to harmonize safety practices; managed the full inspection cycle, from planning to follow-up.

Member, EASA Member States Advisory Body (MAB) - Participated in EU-level governance and decision-making on aviation safety policy, strategy, and standardisation.

Oversight & Compliance Monitoring - Monitored RoCAA's compliance with European and international requirements; supervised the implementation of ICAO SARPs; managed completion of PQs and SAAQ, with focus on LEG/ORG areas.

International Representation & Relations - Represented RoCAA at international meetings and conferences; organized international events; coordinated RoCAA's support to international organizations (regulation, standardisation, safety oversight).

Liaison Officer, Central European Rotation Group (CERG) - Acted as national liaison officer, facilitating coordination and representation within CERG.

Additional Responsibilities - Coordinated all activities of the **International Relations Office**, ensuring effective cooperation with national and international stakeholders; Acted as the **Responsible Person for UAS (Drones) Market Surveillance**, overseeing compliance monitoring and enforcement activities; Served as the **Responsible Person for UAS (Drones) Standardisation**, supporting the development and alignment of regulatory frameworks with EU and ICAO requirements.

 **ROMANIAN CIVIL AERONAUTICAL AUTHORITY – BUCURESTI, ROMANIA**

National Continuous Monitoring Coordinator (NCMC) - Ensured timely delivery of State safety data and documentation to ICAO's online monitoring system; represented Romania in regional NCMC workshops and working groups, promoting exchange of best practices; secured resources to support continuous safety improvement.

Alternate National Safety Coordinator (NSC) - Coordinated EASA standardisation inspections and continuous monitoring activities to ensure compliance with EU aviation safety standards; strengthened national oversight by providing guidance and resources; actively engaged in NSC peer meetings to harmonize safety practices; managed the full inspection cycle, from planning to follow-up.

Member, EASA Member States Advisory Body (MAB) - Participated in EU-level governance and decision-making on aviation safety policy, strategy, and standardisation.

Oversight & Compliance Monitoring - Monitored RoCAA's compliance with European and international requirements; supervised the implementation of ICAO SARPs; managed completion of PQs and SAAQ, with focus on LEG/ORG areas.

International Representation & Relations - Represented RoCAA at international meetings and conferences; organized international events; coordinated RoCAA's support to international organizations (regulation, standardisation, safety oversight).

Liaison Officer, Central European Rotation Group (CERG) - Acted as national liaison officer, facilitating coordination and representation within CERG.

Additional Responsibilities - Acted as the **Responsible Person for UAS (Drones) Market Surveillance**, overseeing compliance monitoring and enforcement activities; Served as the **Responsible Person for UAS (Drones) Standardisation**, supporting the development and alignment of regulatory frameworks with EU and ICAO requirements.

 **ROMANIAN CIVIL AERONAUTICAL AUTHORITY – BUCUREȘTI**

COORDINATOR OF THE INTERNATIONAL COOPERATION OFFICE – 08/2017 – 04/2021

National Continuous Monitoring Coordinator (NCMC) - Ensured timely delivery of State safety data and documentation to ICAO's online monitoring system; represented Romania in regional NCMC workshops and working groups, promoting exchange of best practices; secured resources to support continuous safety improvement.

Alternate National Safety Coordinator (NSC) - Coordinated EASA standardisation inspections and continuous monitoring activities to ensure compliance with EU aviation safety standards; strengthened national oversight by providing guidance and resources; actively engaged in NSC peer meetings to harmonize safety practices; managed the full inspection cycle, from planning to follow-up.

Member, EASA Member States Advisory Body (MAB) - Participated in EU-level governance and decision-making on aviation safety policy, strategy, and standardisation.

Oversight & Compliance Monitoring - Monitored RoCAA's compliance with European and international requirements; supervised the implementation of ICAO SARPs; managed completion of PQs and SAAQ, with focus on LEG/ORG areas.

International Representation & Relations - Represented RoCAA at international meetings and conferences; organized international events; coordinated RoCAA's support to international organizations (regulation, standardisation, safety oversight).

Liaison Officer, Central European Rotation Group (CERG) - Acted as national liaison officer, facilitating coordination and representation within CERG.

Additional Responsibilities - Coordinated all activities of the **International Cooperation Office**, ensuring effective cooperation with national and international stakeholders; Acted as the **Responsible Person for UAS (Drones) Market Surveillance**, overseeing compliance monitoring and enforcement activities; Served as the **Responsible Person for UAS (Drones) Standardisation**, supporting the development and alignment of regulatory frameworks with EU and ICAO requirements.

 **ROMANIAN CIVIL AERONAUTICAL AUTHORITY – BUCUREȘTI**

HEAD OF INTERNATIONAL RELATIONS DEPARTMENT – 06/2009 – 08/2017

National Continuous Monitoring Coordinator (NCMC) - Ensured timely delivery of State safety data and documentation to ICAO's online monitoring system; represented Romania in regional NCMC workshops and working groups, promoting exchange of best practices; secured resources to support continuous safety improvement.

Oversight & Compliance Monitoring - Monitored RoCAA's compliance with European and international requirements; supervised the implementation of ICAO SARPs; managed completion of PQs and SAAQ, with focus on LEG/ORG areas.

International Representation & Relations - Represented RoCAA at international meetings and conferences; organized international events; coordinated RoCAA's support to international organizations (regulation, standardisation, safety oversight).

Liaison Officer, Central European Rotation Group (CERG) - Acted as national liaison officer, facilitating coordination and representation within CERG.

Additional Responsibilities - Temporarily assumed responsibility for **flight and landing approvals for foreign air operators**, as well as the **management of notifications regarding the transport of dangerous goods** on scheduled flights operated by Romanian and foreign carriers at Romanian airports.

 **ROMANIAN CIVIL AERONAUTICAL AUTHORITY – BUCUREȘTI**

HEAD OF AIR OPERATORS AUTHORIZATION DEPARTMENT – 05/2008 – 06/2009

Authorization of Romanian air operators for aerial work and general aviation - Evaluated and approved applications for aerial work (e.g., aerial photography, surveying, crop spraying, firefighting, medical/emergency flights) and general aviation activities, ensuring compliance with Romanian and European aviation legislation; Conducted regulatory reviews, assessed operator capabilities, and issued authorizations in line with safety standards.

Certification of Romanian air operators for commercial air transport (CAT) operations - Oversaw the initial certification and continuous surveillance of commercial air carriers, verifying compliance with ICAO Annex 6, JAR-OPS 1&3, and other applicable standards.

Modification, suspension, or revocation of AOC/Authorizations - Exercised regulatory authority to **amend, suspend, or revoke** Air Operator Authorizations or Air Operator Certificates in cases of non-compliance, safety concerns, or organizational changes (e.g., ownership, fleet, or operational scope); Ensured enforcement actions were carried out in accordance with national law, JAA rules, and ICAO Standards and Recommended Practices (SARPs); Worked closely with legal, technical, and safety experts to balance enforcement with corrective action measures, always prioritizing aviation safety.

 **ROMANIAN CIVIL AERONAUTICAL AUTHORITY – BUCUREȘTI**

HUMAN RESOURCES MANAGER – 05/2005 – 05/2008

HR Policy & Management Manual - Oversaw the creation, updating, and implementation of the **Human Resources Management Manual, Resource Planning Procedures Manual, and Employee Manual**, ensuring alignment with national legislation, and internal institutional standards. Standardized processes for recruitment, onboarding, resource allocation, and staff development, improving organizational efficiency.

Personnel Evaluation & Development - Developed and implemented a comprehensive **personnel evaluation policy and procedures**, establishing clear performance metrics, appraisal cycles, and feedback mechanisms. Introduced structured career development initiatives, fostering staff motivation and professional growth.

Financial and Administrative Oversight - Temporarily assumed responsibilities for **financial and administrative management**, including budgeting, resource allocation, procurement, and administrative workflow optimization. Ensured operational continuity and compliance with internal regulations and audit requirements during transitional periods.

Process Improvement & Compliance - Identified gaps in HR and administrative processes, proposed corrective measures, and implemented standardized procedures to enhance **efficiency, transparency, and regulatory compliance**. Coordinated cross-departmental collaboration to ensure consistent application of policies and procedures.

 **ROMANIAN CIVIL AERONAUTICAL AUTHORITY – BUCUREȘTI**

AERONAUTICAL INSPECTOR – 01/2005 – 05/2005

Authorized Romanian air operators to conduct **aerial work and general aviation operations** by issuing Air Operator Authorizations (AOA), ensuring compliance with national and international aviation regulations.

Certified Romanian air operators for commercial air transport operations by issuing Air Operator Certificates (AOC), overseeing operational, safety, and regulatory compliance.

Managed the **modification, suspension, or revocation** of AOAs and AOCs, issuing the necessary documentation and coordinating follow-up actions to maintain aviation safety and regulatory standards.

 **ROMANIAN CIVIL AERONAUTICAL AUTHORITY – BUCUREȘTI, ROMANIA**

SPECIALIZED INSPECTOR – 10/1999 – 01/2005

Authorized Romanian air operators to conduct **aerial work and general aviation operations** by issuing Air Operator Authorizations (AOA), ensuring compliance with national and international aviation regulations.

Certified Romanian air operators for commercial air transport operations by issuing Air Operator Certificates (AOC), overseeing operational, safety, and regulatory compliance.

Managed the **modification, suspension, or revocation** of AOAs and AOCs, issuing the necessary documentation and coordinating follow-up actions to maintain aviation safety and regulatory standards.

 **ROMANIAN CIVIL AERONAUTICAL AUTHORITY – BUCUREȘTI**

SPECIALIZED INSPECTOR – 07/1999 – 10/1999

Development of Aviation Safety Standards and Programs - **Contributed as part of the Romanian team to the implementation of JAA (Joint Aviation Authorities) requirements**, supporting the alignment of national aviation regulations, procedures, and oversight practices with European safety and operational standards; Assisted in **translating JAA regulations into national legislation**, ensuring compliance and facilitating regulatory harmonization with other European states; Collaborated with internal departments, air operators, and other stakeholders to **implement JAA standards effectively**, providing guidance and support during the transition process.

Elaborated national norms, procedures, instructions, regulations, and programs governing the safety of air operations in Romania, ensuring compliance with **ICAO Standards and Recommended Practices (SARPs)** and other relevant international guidelines of the period.

Conducted **analyses of national regulations** to identify gaps and ensure alignment with international aviation safety requirements.

Coordinated with **internal departments and external stakeholders**, including air operators and airport authorities, to integrate feedback and ensure effective implementation of safety standards.

Monitored the **implementation of safety programs** and contributed to continuous improvement in civil aviation operations.

Supported **training and awareness initiatives** to ensure personnel and operators adhered to updated norms and procedures.

 **ROMANIAN CIVIL AERONAUTICAL AUTHORITY – BUCUREȘTI**

SPECIALIZED INSPECTOR – 05/1999 – 07/1999

Participated in inspections of Romanian air operators, supporting the authorization, certification, and ongoing supervision of their operations to ensure compliance with national and international aviation safety standards.

Took part in theoretical examination sessions for civil aeronautical personnel, contributing to the assessment of candidates' knowledge and competence in accordance with regulatory requirements.

Assisted in **identifying gaps or non-compliance issues**, providing input for corrective actions and continuous improvement of operational safety.

● **EDUCATION AND TRAINING**

08/2025 – 08/2025

AIR TRANSPORT PROFESSIONAL CERTIFICATE ICAO

18/08/2025 – 20/08/2025

AIR TRANSPORT ECONOMICS ICAO

11/08/2025 – 13/08/2025

AIR TRANSPORT REGULATIONS ISSUES ICAO

04/08/2025 – 06/08/2025

AIR TRANSPORT REGULATION ICAO

12/2024

USOAP CMA PHASE 2 (LEG/ORG) EXPERT ICAO

Website www.igat.icao.int

11/2024

USOAP CMA PHASE 1 EXPERT ICAO

Website www.igat.icao.int

23/09/2018 – 27/09/2018 Singapore, Singapore

MANAGING THE SAFETY OVERSIGHT FUNCTION IATA

knowledge of ICAO system (SARPs, safety oversight function)

National classification Excellency certificate

05/2011

NEXT GENERATION OF AVIATION PROFESSIONALS ICAO

knowledge of TRAINAIR Plus

National classification Attendance Certificate

04/2011 București

QUALITY MANAGEMENT ISO 9001:2008 Quasaro

knowledge of ISO 9001:2008 standards

National classification Certificate

08/2005 Singapore, Singapore

RESOURCES MANAGEMENT FOR AIR TRAFFIC SERVICES Singapore Aviation Academy

knowledge of human resources management for air traffic services

10/2004

AIR LAW FOR MANAGERS IATA

knowledge of international air law

National classification Excellency certificate

10/2004

AIR LAW DIPLOMA IATA

National classification Diploma

08/2004

AIRCRAFT BUYING AND LEASING CONTRACTS IATA

knowledge of aircraft acquisitions context

National classification Certificate

02/2004

LEGAL ASPECTS OF AIRCRAFT FINANCING IATA

Knowledge regarding the aircraft financing

National classification Excellency Certificate

2000 – 2003 București

MASTER DEGREE - INTERNATIONAL RELATIONS AND EUROPEAN INTEGRATION National School of Political and Administrative Studies - Department of International Relations and

knowledge of international and European context

National classification Master degree

08/2003

INTERNATIONAL AIR LAW CERTIFICATE IATA

knowledge of international air law

National classification Certificate

05/2003 Hoofddorp, Netherlands

JAR-145 - APPROVED MAINTENANCE ORGANIZATIONS European Academy for Aviation Safety

Knowledge of the JAR-145 regulation

National classification Attendance Certificate

05/2003 București

JAR-OPS SUBPART M - AIRCRAFT MAINTENANCE European Academy for Safety Aviation

National classification Attendance Certificate

knowledge of regulations applicable to commercial air transport

National classification Attendance Certificate

1993 – 1998 București
LAW LICENCE University "Titu Maiorescu" - Faculty of Law

knowledge of business and legal context

National classification Faculty licence

● **LANGUAGE SKILLS**

Mother tongue(s): **ROMANIAN**

Other language(s):

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken production	Spoken interaction	
ENGLISH	C2	C2	C1	C1	C2

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user

● **SKILLS**

Microsoft Office | Zoom | Skype | Facebook | Google Docs | Google Drive | Outlook | Promo products (Canva)

● **ORGANISATIONAL SKILLS**

Organisational skills

Led teams of over 10 staff members, overseeing daily operations, project execution, and performance management to ensure efficiency and compliance with institutional objectives.
Planned and organized international events with more than 100 participants, demonstrating strong project management, coordination, and communication skills.
Developed and implemented **efficient workflows and task allocation**, ensuring smooth execution of complex initiatives and high participant satisfaction.

● **COMMUNICATION AND INTERPERSONAL SKILLS**

Communication and interpersonal skills

Strong communication and interpersonal skills, developed through extensive collaboration with national and international organizations, facilitating effective coordination, stakeholder engagement, and successful project implementation.