



Civil Aviation Authority - Sultanate of Oman
Flight Safety Department - Personnel Licensing Section
Chief Theoretical Knowledge Instructors (CTKI) Approval Application Form

A. FOR ATO USE.

1. ATO Applicant Details.

• ATO name			
• Address			
• Accountable manager contacts details	Name	Phone No.	E-Mail

2. Nominated Chief Theoretical Knowledge Instructors Details.

• Applicant name	
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3. Chief Theoretical Knowledge Instructors Approval Requirements.

No.	CAR ORA Requirements	YES	NO
a	The CTKI shall have extensive experience as a theoretical knowledge instructor in the areas relevant for the training provided by the ATO		
b	Complete Chief Theoretical Knowledge approval interview with CAA inspector to:		
(1)	Assess the applicant for the comprehensive knowledge of:		
(a)	CAR ORA and FCL associated ratings and certificates.		
(b)	Thorough knowledge of the ATO training program.		
(c)	Thorough knowledge of the ATO operations manual.		
(2)	Assess the applicant for the familiarity with:		
(a)	Quality system.		
(b)	Safety management system.		

4. Accountable Manager Declaration.

• I hereby certify that; the applicant meets CAR ORA requirements for Chief Theoretical Knowledge Instructors.		
Inspector Name	Signature	Date

B. FOR CAA USE

5. Chief Theoretical Knowledge Instructors Approval - Documents Assessment.

No.	Assessment Events	YES	NO
a	Chief Theoretical Knowledge Instructors Approval Requirements. Assess the applicable CAR FCL Chief Theoretical Knowledge Instructors Approval Requirements para 3 a with the attached supporting documents para 7 c.		
• Assessment results		<input type="checkbox"/> Satisfactory	<input type="checkbox"/> Unsatisfactory
• Remarks.			
Inspector Name		Signature	Date

6. Chief Theoretical Knowledge Instructors Approval - Technical Assessment.

No.	Assessment Events	YES	NO
a	Assess the applicant for the comprehensive knowledge of:		
(1)	CAR ORA and FCL associated ratings and certificates.		
(2)	Thorough knowledge of the ATO training program.		
(3)	Thorough knowledge of the ATO operations manual.		
b	Assess the applicant for the familiarity with:		
(1)	Quality system.		
(2)	Safety management system.		



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• Interview Date		
• Assessment Result	<input type="checkbox"/> Satisfactory	<input type="checkbox"/> Unsatisfactory
• Remarks		
Inspector Name	Signature	Date

7. Supporting Documents.

- Cover letter for the Chief Theoretical Knowledge Instructors approval application.
- Chief Theoretical Knowledge Instructors approval application form - this application form.
- Supporting documents for Chief Theoretical Knowledge Instructors approval as detailed in this application form part A para 3 a