



• Applicant Details.			
• Registered name			
• Type of ATO approval	<input type="checkbox"/> Initial approval	<input type="checkbox"/> Approval Renewal	
• Airplane type			
• Required training program(s) type	<input type="checkbox"/> Type rating	<input type="checkbox"/> Instructor rating	
• Applicant focal point Details	Name	Phone	Email

• Foreign ATO Details.			
• Registered name			
• Airplane type			
• Approved training program(s)	<input type="checkbox"/> Type rating	<input type="checkbox"/> Instructor rating	
• Approved FSTD(s) number			
• ATO focal point Details	Name	Phone	Email

• Assessment Result.			
• Type Rating (A) MPA	<input type="checkbox"/> Satisfactory	<input type="checkbox"/> Satisfactory with conditions	<input type="checkbox"/> Unsatisfactory
• Type Rating Instructor(A) MPA	<input type="checkbox"/> Satisfactory	<input type="checkbox"/> Satisfactory with conditions	<input type="checkbox"/> Unsatisfactory

[illegible]

Inspector Name	Signature	Date

No.	ATO Assessment Checklist (ICAO Annex 1 Appendix 2)	OM Reference	YES	NO
1.0	Issue of Approval			
1.1	The issuance of an approval for a training organization and the continued validity of the approval shall depend upon the training organization being in compliance with the requirements of this Appendix 2 of annex 1			
1.2	The approval document shall contain at least the following:			
a.	Organization's name and location			
b.	Date of issue and period of validity (where appropriate);			
c.	Terms of approval.			
2.0	Training and Procedures Manual.			
2.1	The training organization shall provide a training and procedures manual for the use and guidance of personnel concerned. This manual may be issued in separate parts and shall contain at least the following information:			
a.	General description of the scope of training authorized under the organization's terms of approval			
b.	the content of the training programs offered including the courseware and equipment to be used;			
c.	Description of the organization's quality assurance system in accordance with 4			
d.	Description of the organization's facilities			
e.	The name, duties and qualification of the person designated as responsible for compliance with the requirements of the approval in 6.1			
f.	Description of the duties and qualification of the personnel designated as responsible for planning, performing and supervising the training in 6.2;			
g.	Description of the procedures used to establish and maintain the competence of instructional personnel as required by 6.3;			
h.	Description of the method used for the completion and retention of the training records required by 7			
i.	Description, when applicable, of additional training needed to comply with an operator's procedures and requirements; and			
j.	When a State has authorized an approved training organization to conduct the testing required for the issuance of a license or rating in accordance with 9, a description of the selection, role and duties of the authorized personnel, as well as the applicable requirements established by the Licensing Authority			
2.2	The training organization shall ensure that the training and procedures manual is amended as necessary to keep the information contained therein up to date			
2.3	Copies of all amendments to the training and procedures manual shall be furnished promptly to all organizations or persons to whom the manual has been issued			
3.0	Training Programs (CAR FCL).			
3.1	Type Rating (A)MPA Training Program			
a	Training Program Contents			
(1)	Training Course. An applicant for type rating shall complete a training course at an ATO.			
(2)	Theoretical Knowledge. - The type rating training course shall include the mandatory training elements for the relevant type as defined by manufacturer or in accordance with the OSD, where applicable - The training courses shall include UPRT theoretical knowledge related to the specificities of the relevant type.			
(3)	Theoretical Knowledge Examination. The applicant for type rating shall pass a theoretical knowledge examination organized by the ATO to demonstrate the level of theoretical knowledge required for the safe operation of the applicable aircraft type.			
(4)	Flight Training. - The type rating training course shall include the mandatory training elements for the relevant type as defined by manufacturer or in accordance with the OSD, where applicable - The training courses shall include UPRT flight instruction related to the specificities of the relevant type - Except for those courses giving credit for previous experience, a minimum of thirty-two (32) hours of FSTD training should be programmed for a crew of a multi-pilot airplane, of which at least sixteen (16) hours should be in an FFS operating as a crew The MCC training course shall comprise at least, as applicable: - 25 hours of theoretical knowledge instruction and exercises; and - 20 hours of practical MCC training, or 15 hours in the case of student pilots attending an ATP integrated course. An FNPT II MCC or an FFS shall be used. When the MCC training is combined with initial type rating training, the practical MCC training may be reduced to no less than 10 hours if the same FFS is used for both the MCC and type rating training.			
(5)	Skill Test. An applicant for type rating shall pass a skill test in accordance with Appendix 9 to CAR FCL to demonstrate the skill required for the safe operation of the applicable type of aircraft			

No.	ATO Assessment Checklist (ICAO Annex 1 Appendix 2)	OM Reference	YES	NO
(6)	With the exception of courses approved for ZFTT, certain training exercises normally involving take-off and landing in various configurations should be completed in the airplane rather than in an FFS. Unless otherwise specified in the OSD as established for the applicable type, this take-off and landing training should include: - At least four landings in the case of MPAs (or single-pilot high performance complex airplanes (SP HPAs)) where the student pilot has more than 500 hours of MPA experience (or SPA experience) in airplanes of similar size and performance or, in all other cases, at least six landings; - At least one full-stop landing; and - One go-around with all engines operating.			

b	Training Program Entry Requirements			
a	First type rating for a multi-pilot airplane experience and prerequisites requirements. Applicants for the issue of the first type rating for a multi-pilot airplane: Shall be student pilots currently undergoing training on an MPL training course; or Shall, before starting the type rating training course, comply with the following requirements: - Have at least 70 hours of flight experience as PIC in airplanes. - Hold or have held a multi-engine IR(A) - Have passed the ATPL(A) theoretical knowledge examinations in accordance with CAR FCL. - Except when the type rating course is combined with an MCC course: • Hold a certificate of satisfactory completion of an MCC course in airplanes; or • Hold a certificate of satisfactory completion of MCC in helicopters and have more than 100 hours of flight experience as pilots of multi-pilot helicopters; or • Have at least 500 hours as pilots of multi-pilot helicopters; or • Have at least 500 hours as pilots in multi-pilot operations on single-pilot multi-engine airplanes, in commercial air transport in accordance with the applicable air operations requirements; and - Have completed the training course specified in point FCL. 745.A (Advanced UPRT course (A)), unless they comply with any of the following: • They completed, within the preceding 3 years, the training and checking in accordance with CAR OPS 1.945 (Conversion training and checking) and CAR OPS 1.965 (Recurrent training and checking); • They have completed the training specified in point FCL.915(e)(1)(ii) (Qualified instructors for Advanced UPRT course (A))			
b	A pilot undertaking instruction at a ZFTT course shall have completed, on a multi-pilot turbo-jet airplane certificated to the standards of CS-25 or equivalent airworthiness code or on a multi-pilot turbo-prop airplane having a maximum certificated take-off mass of not less than 10 tonnes or a certificated passenger seating configuration of more than 19 passengers, at least: - If an FFS qualified to level CG, C or interim C is used during the course, 1 500 hours flight time or 250 route sectors; - If an FFS qualified to level DG or D is used during the course, 500 hours flight time or 100 route sectors.			

3.2 Type Rating Instructor (TRI) (A)MPA Training Program

a	Training Program Contents			
(1)	An applicant for an instructor certificate shall have completed a course of theoretical knowledge and flight instruction at an ATO. The TRI training course shall be conducted in the aircraft only if no FSTD is available and accessible and shall include: - 25 hours of teaching and learning. - 10 hours of technical training, including revision of technical knowledge, the preparation of lesson plans and the development of classroom/ simulator instructional skills. - 5 hours of flight instruction on the appropriate aircraft or an FSTD representing that aircraft for single-pilot aircraft and 10 hours for multi-pilot aircraft or an FSTD representing that aircraft.			
(2)	Applicant for an instructor certificate shall pass an assessment of competence in the appropriate aircraft category, in the relevant class or type or in the appropriate FSTD, to demonstrate to an examiner qualified in accordance with Subpart K of CAR FCL ability to instruct a student pilot to the level required for the issue of the relevant license, rating or certificate. This assessment shall include: - The demonstration of the competencies during pre-flight, post flight and theoretical knowledge instruction; - Oral theoretical examinations on the ground, pre-flight and post-flight briefings and in-flight demonstrations in the appropriate aircraft class, type or FSTD; - Exercises adequate to evaluate the instructor's competencies			

No.	ATO Assessment Checklist (ICAO Annex 1 Appendix 2)	OM Reference	YES	NO
(3)	TRI(A) Specific training, as applicable: - Additional specific training before conducting LIFUS. The applicant for a TRI(A) certificate should receive instruction on LIFUS training in an FSTD and in airplane. - Additional specific training before conducting landing training. That training in the FSTD shall include training for emergency procedures related to the aircraft. The applicant for a TRI(A) certificate should receive instruction on landing training in an FSTD and in airplane.			
(4)	Applicants holding or having held an instructor certificate shall be fully credited towards the requirement of the 25 hours of teaching and learning			
b	Training Program Entry Requirements			
(1)	Applicants for the issue of an instructor certificate shall be at least 18 years of age			
(2)	Applicants for the issue of or holders of an instructor certificate with privileges to conduct flight instruction in an aircraft shall: - For license training, hold at least the license for which flight instruction is to be given. - For a rating training, hold the relevant rating for which flight instruction is to be given. - Have completed at least 15 hours of flight time as pilots of the class or type of aircraft on which flight instruction is to be given, of which a maximum of 7 hours may be in an FSTD representing the class or type of aircraft, if applicable; or - Passed an assessment of competence for the relevant category of instructor on that class or type of aircraft; and - Be entitled to act as PIC in the aircraft during such flight instruction.			
(3)	Hold a CPL, MPL or ATPL pilot license on airplane			
(4)	Have completed 1 500 hours flight time as a pilot on multi-pilot airplanes; and			
(5)	Have completed, within the 12 months preceding the date of application, 30 route sectors, including take-offs and landings, as PIC or co-pilot on the applicable airplane type, of which 15 sectors may be completed in an FFS representing that type.			
4.0	Quality Assurance System			
4.1	The training organization shall establish a quality assurance system, acceptable to the Licensing Authority granting the approval, which ensures that training and instructional practices comply with all relevant requirements			
5.0	Facilities			
5.1	The facilities and working environment shall be appropriate for the task to be performed and be acceptable to the Licensing Authority.			
5.2	The training organization shall have, or have access to, the necessary information, equipment, training devices and material to conduct the courses for which it is approved			
5.3	Synthetic training devices shall be qualified according to requirements established by the State and their use shall be approved by the Licensing Authority to ensure that they are appropriate to the task			
6.0	Personnel			
6.1	The training organization shall nominate a person responsible for ensuring that it is in compliance with the requirements for an approved organization			
6.2	The organization shall employ the necessary personnel to plan, perform and supervise the training to be conducted			
6.3	The competence of instructional personnel shall be in accordance with procedures and to a level acceptable to the Licensing Authority			
6.4	The training organization shall ensure that all instructional personnel receive initial and continuation training appropriate to their assigned tasks and responsibilities. The training program established by the training organization shall include training in knowledge and skills related to human performance			
7.0	Records			
7.1	The training organization shall retain detailed student records to show that all requirements of the training course have been met as agreed by the Licensing Authority. The records shall be kept for a minimum period of two years after completion of the training			
7.2	The training organization shall maintain a system for recording the qualifications and training of instructional and examining staff, where appropriate. The records shall be retained for a minimum period of two years after the instructor or examiner ceases to perform a function for the training organization			