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| **THE CIVIL AVIATION AUTHORITY OF THAILAND**  **CHECKLIST FOR PHASE III (DOCUMENTS EVALUATION PHASE) ACCEPTANCE** | | | | |
| **Name of Company:** | |  | | |
| **Name of Training Organisation:** | |  | | |
| **Address:** |  | | | |
| **Type of Organisation:** | | **LPC**  **FTO**  **ATCTO**  **MTO** | | |
| **Application Course:** | |  | | |
| **Accountable Manager**  **Email:**  **Tel:** | |  | **Key Contact Person:**  **Email:**  **Tel:** |  |
| **Date of Phase III Acceptance** | |  | | |
| **FOR CAAT OFFICIALS** | | | | |
| |  |  |  |  | | --- | --- | --- | --- | | **No** | **Position** | **Name – Last Name** | **Signature** | | 1. | PEL Manager |  |  | | 2. | Head of TO |  |  | | 3. | Principal Inspector (PI) |  |  | | 4. |  |  |  | | | | | |
| **Instructions**   1. **‘S’** refers to satisfactory level. It shall be given if the ATO is able to provide valid documents, reliable records of implementation and demonstrate a sound knowledge if interview of relevant personnel are performed. Also, all sub-items must be satisfied. All documents are presented and keep in the CAAT storage. 2. **‘U’** shall be given if any actions found not to be compliance with CAAT rules and regulations or not to be conformed to any ATO’s documentations as well as any actions being done without evidence of records. | | | | |

| **NO.** | **Document** | **Reference** |  | | | | | | | | |
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| **FTO** | | **ATCTO** | | **MTO** | | **LPC** | | **Remarks** |
| **S** | **U** | **S** | **U** | **S** | **U** | **S** | **U** |
| 1 | Approved Training Procedure Manual (TPM) or Approved Language Proficiency Testing Procedures Manual (LPC-TPM) including with,   1. CAAT approved letter 2. Signed checklist for approve TPM / LPC-TPM 3. Approved TPM / LPC-TPM | *CAAT-ATO.B.E.2562, Section 1 Clause 7 (3)*  *CAAT-ATCTO B.E.2559 Clause 7*  *CAAT-MTO B.E.2551 Clause 6*  *CAAT-LPC B.E.2561 Clause 7 (3)*  *CAAT-PEL-RDMSP* |  |  |  |  |  |  |  |  |  |
| 2 | Approved Quality Management System Manual (QMS) including with,   1. CAAT approved letter 2. Signed checklist for approve QMS 3. Approved QMS Manual | *CAAT-ATO.B.E.2562, Section 1 Clause 7 (3)*  *CAAT-PEL-RDMSP*  **Note:** The detail of QMS and Record- Keeping System of ATCTO, MTO, and LPC could be contained in TPM / LPC-TPM. |  |  |  |  |  |  |  |  |  |
| 3 | Approved Safety Management System Manual (SMS) including with,   1. CAAT approved letter 2. Signed checklist for approve SMS 3. Approved SMS Manual | *CAAT-ATO.B.E.2562, Section 1 Clause 7 (3)*  *CAAT-PEL-RDMSP* |  |  |  |  |  |  |  |  |  |
| 4 | Approved Record-Keeping System Manual including with,   1. CAAT approved letter 2. Signed checklist for approve Record-Keeping System Manual 3. Approved Record-Keeping System Manual | *CAAT-ATO.B.E.2562, Section 1 Clause 7 (3)*  *CAAT-PEL-RDMSP* |  |  |  |  |  |  |  |  |  |
| 5 | Approved Training Course Manuals  Course ………………………………………………………………..  including with,   1. CAAT approved letter 2. Signed checklists for approve each Training Course Manuals 3. Approved Training Course Manual | *CAAT-ATO.B.E.2562, Section 1 Clause 7 (3)*  *CAAT-ATC Course Approval B.E.2559 Clause 7*  *CAAT-MTO B.E.2551 Clause 6*  *CAAT-PEL-RDMSP* |  |  |  |  |  |  |  |  |  |
| 6 | Approved Training Course Manuals  Course ………………………………………………………………..  including with,   1. CAAT approved letter 2. Signed checklists for approve each Training Course Manuals 3. Approved Training Course Manual | *CAAT-ATO.B.E.2562, Section 1 Clause 7 (3)*  *CAAT-ATC Course Approval B.E.2559 Clause 7*  *CAAT-MTO B.E.2551 Clause 6*  *CAAT-PEL-RDMSP* |  |  |  |  |  |  |  |  |  |