

Checklist for Approval : AIRLINE TRANSPORT PILOT KNOWLEDGE for AEROPLANE/HELICOPTER COURSE MANUAL

Part I : Applicant's Information			
Name of Organisation:		ATO certificate no.: FTO-XXXX or ATCO-XXXX or MTO-XXXX	
Title of proposed Training Program: <i>Course title issues XX revision XX</i>		Date of Submitted: DD – MMM - YYYY	Application No.: (For CAAT)
		Date of Expected : DD – MMM - YYYY	
Prior Approval	Type of Submission <input type="checkbox"/> Initial <input type="checkbox"/> Amendment	Type of Program <input type="checkbox"/> Initial Training <input type="checkbox"/> Additional <input type="checkbox"/> Rating Training <input type="checkbox"/> Requalification <input type="checkbox"/> Refresher <input type="checkbox"/> Recurrent <input type="checkbox"/> Other (specify).....	How the training is to be delivered <input type="checkbox"/> Classroom Delivery <input type="checkbox"/> Virtual Classroom <input type="checkbox"/> Flight Training <input type="checkbox"/> Simulator Training <input type="checkbox"/> Other (specify).....
	No. of Attempt <input type="checkbox"/> 1 st attempt <input type="checkbox"/> 2 nd attempt <input type="checkbox"/> 3 rd attempt		Training device will be used for this course (Type and number) <input type="checkbox"/> Simulator (FSTD/ STD)..... <input type="checkbox"/> Actual aircraft.....
Coordinator Name/ contact: 1. Mr. XXX YYYY/ email 2. Mr. XXX YYYY/ email			
The following documents are submitted with this application by applicant: <input type="checkbox"/> 1. Intention letter on the applicant's company letterhead specifying the title of the training programme <input type="checkbox"/> 2. Checklist No..... <input type="checkbox"/> 3. Draft Manual <input type="checkbox"/> 4. Reference of training material/Other relevant documents or required by competent official.....			
Please ensure that <ul style="list-style-type: none"> • There is a list of effective pages. Every page is identified with a page number, a date and a revision number. • Training materials, in any format, shall be made accessible for CAAT inspector • Reference in the applicable Training Program should be detail appropriate with training materials • Organisation declaration and signature in the first page must be signed 			
Declaration and Signature the information provided in this form is complete and correct and that the documents provided are genuine.			
Signature: Applicant's Name/: Date:			

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Part II Competent Official Use Only		
Check Submitted document		
1 st checked <input type="checkbox"/> Complete date..... <input type="checkbox"/> Incomplete date..... Signature/Name:	2 nd checked <input type="checkbox"/> Complete date..... <input type="checkbox"/> Incomplete date..... Signature/Name:	3 rd checked <input type="checkbox"/> Complete date..... <input type="checkbox"/> Incomplete date..... Signature/Name:
1 st attempt Verification result: <input type="checkbox"/> Accept <input type="checkbox"/> Reject This compliance check form has been verified by: Signature: Inspector's Name/: Date:		
2 nd attempt Verification result: <input type="checkbox"/> Accept <input type="checkbox"/> Reject This compliance check form has been verified by: Signature: Inspector's Name/: Date:		
3 rd attempt Verification result: <input type="checkbox"/> Accept <input type="checkbox"/> Reject This compliance check form has been verified by: Signature: Inspector's Name/: Date:		
Financial (If applicable) <input type="checkbox"/> Invoice No..... Date:..... <input type="checkbox"/> Receipt No..... Date:.....		
Instructions:		
1) ATO is to conduct a self-assessment as part of its compliance check by providing manual references into the 'Compliance checked by ATO'. 2) Failure to complete this form may result in a delay in approval processing. After 3 rd rejected, applicant shall start the new process from the beginning with the new intention letter. 3) Each check list item shall be assessed and given a result either Satisfactory or Unsatisfactory (a) Satisfactory shall be given if the ATO is able to provide valid contents and details that comply with the requirements . (b) Unsatisfactory shall be given if the ATO is provide insufficient contents/details that comply with the requirement as well as impractical/non-realistic process or procedures that do not reflect an actual context and operations of the ATO. (c) Not applicable shall be filled out as N/A 4) Provide detail in each subtopic/content of every subjects.		

Part III COURSE STRUCTURE								
No	Item	Regulatory Requirement	Compliance checked by ATO		References <i>E.g. Part 3, No. 6 Organisational Structure, page. xx</i>	CAAT Officials Use Only		
			Yes	No		S	U	Remark(s)
1	Cover Page and Course Title	CAAT-ATO-B.E.2562						
2	Table of contents							
3	List of effective pages							
4	Distribution list							
5	Definitions and Acronyms							
6	Course Objective(s)	CAAT-ATO-B.E.2562, Section 2, Clause 18						
7	Pre entry Requirements and Qualifications for Trainees	CAAT-ATO-B.E.2562, Section 2, Clause 18 RCAAT 24, Clause 5 (4) Before an application issue the ATPL - Age more than 21 - Medical class 1						
8	Course coordinator's qualification, educational and Training Experience	CAAT-ATO-B.E.2562, Section 2, Clause 18 (3)(b)(1)						

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Part III COURSE STRUCTURE								
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			Yes	No		S	U	Remark(s)
9	Course Instructors' qualification, educational and Training Experience	CAAT-ATO-B.E.2562, Section 2, Clause 18(3)(b)(2)						
10	Training Method	CAAT-ATO-B.E.2562, Section 2, Clause 18(2)(a)(6)						
11	Training Location	CAAT-ATO-B.E.2562, Section 2, Clause 18(3)(c)(1)						
12	Training Devices and facilities	CAAT-ATO-B.E.2562, Section 2, Clause 18(3)(d)(1)						
13	Training Reference and Material.	CAAT-ATO-B.E.2562, Section 2, Clause 18(2)						
14	Methods of Performance Evaluation, Assessment, Examination and Grading System	CAAT-ATO-B.E.2562, Section 2, Clause 18(2)(b)(7)						

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Part III COURSE STRUCTURE								
No	Item	Regulatory Requirement	Compliance checked by ATO		References <i>E.g. Part 3, No. 6 Organisational Structure, page. xx</i>	CAAT Officials Use Only		
			Yes	No		S	U	Remark(s)
15	Course Certificate	CAAT-ATO-B.E.2562, Section 2, Clause 18(2)(b)(2)						

PART VI THEORETICAL TRAINING CURRICULUM								
Subject 1: Air law								
No	Item	Regulatory requirement(s)	Compliance checked by ATO		References <i>E.g. Part 3, No. 6 Organisational Structure, page. xx</i>	CAAT Officials Use Only		
			Yes	No		S	U	Remark(s)
1.1	Objectives of Subject	CAAT-ATO-B.E.2562, Section 2, Clause 18						
1.2	Course Instructors' qualification, educational and Training Experience	CAAT-ATO-B.E.2562, Section 2, Clause 18(3)(b)(2)						
1.3	Lesson Plan and Training Hours (a) Learning Activities (b) Training Methods	CAAT-ATO-B.E.2562, Section 2, Clause 18(2)(b)(5) RCAAT 24, Clause 5 (5) (1) Personnel Licensing and Regulations relating to persons holding airline transport pilot licenses (2) Rules of the Air (3) Air Traffic Services practices and procedures.						
1.4	Training Location and device/facilities	CAAT-ATO-B.E.2562, Section 2, Clause 18						
1.5	Instructional Materials and references	CAAT-ATO-B.E.2562, Section 2, Clause 18						

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Subject 2: Aircraft General Knowledge								
No	Item	Regulatory requirements	Compliance checked by ATO		Reference <i>E.g. Part 3, No. 6 Organisational Structure, page. xx</i>	CAAT Official Use Only		
			Yes	No		S	U	Remark(s)
2.1	Objectives of Subject	CAAT-ATO-B.E.2562, Section 2, Clause 18						
2.2	Course Instructors' qualification, educational and Training Experience	CAAT-ATO-B.E.2562, Section 2, Clause 18(3)(b)(2)						
2.3	Lesson Plan and Training Hours (a) Learning Activities (b) Training Methods	CAAT-ATO-B.E.2562, Section 2, Clause 18(2)(b)(5) RCAAT 24, Clause 5 (5) 1. general characteristics and limitations of electrical, hydraulic, pressurization and other aircraft systems; flight control systems, including autopilot and stability augmentation 2. principles of operation, handling procedures and operating limitations of aircraft engines; effects of atmospheric conditions on engine performance; relevant operational information from the flight manual or other appropriate document 3. operating procedures and limitations of the relevant category of aircraft; effects of atmospheric conditions on aircraft						

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Subject 2: Aircraft General Knowledge								
No	Item	Regulatory requirements	Compliance checked by ATO		Reference <i>E.g. Part 3, No. 6 Organisational Structure, page. xx</i>	CAAT Official Use Only		
			Yes	No		S	U	Remark(s)
		performance in accordance with the relevant operational information from the flight manual 4. use and serviceability checks of equipment and systems of appropriate aircraft 5. flight instruments; compasses, turning and acceleration errors; gyroscopic instruments, operational limits and precession effects; practices and procedures in the event of malfunctions of various flight instruments and electronic display units 6. maintenance procedures for airframes, systems and engines of appropriate aircraft 7. for helicopters, transmission (power trains) where applicable						
2.4	Training Location and device/facilities	CAAT-ATO-B.E.2562, Section 2, Clause 18						
2.5	Instructional Materials and references	CAAT-ATO-B.E.2562, Section 2, Clause 18						

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Subject 3: Flight performance, planning and loading								
No	Item	Regulatory requirements	Compliance checked by ATO		Reference <i>E.g. Part 3, No. 6 Organisational Structure, page. xx</i>	CAAT Official Use Only		
			Yes	No		S	U	Remark(s)
3.1	Objectives of Subject	CAAT-ATO-B.E.2562, Section 2, Clause 18						
3.2	Course Instructors' qualification, educational and Training Experience	CAAT-ATO-B.E.2562, Section 2, Clause 18(3)(b)(2)						
3.3	Lesson Plan and Training Hours (a) Learning Activities (b) Training Methods	CAAT-ATO-B.E.2562, Section 2, Clause 18(2)(b)(5) RCAAT 24, Clause 5 (5) 1. effects of loading and mass distribution on flight characteristics; mass and balance calculations 2. use and practical application of take-off, landing and other performance data, including procedures for cruise control 3. pre-flight and en-route operational flight planning; preparation and filing of air traffic services flight plans; appropriate air traffic services procedures; altimeter setting procedures						

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Subject 3: Flight performance, planning and loading								
No	Item	Regulatory requirements	Compliance checked by ATO		Reference <i>E.g. Part 3, No. 6 Organisational Structure, page. xx</i>	CAAT Official Use Only		
			Yes	No		S	U	Remark(s)
		4. In the case of helicopters, effects of external loading on handling						
3.4	Training Location and device/facilities	CAAT-ATO-B.E.2562, Section 2, Clause 18						
3.5	Instructional Materials and references	CAAT-ATO-B.E.2562, Section 2, Clause 18						

Subject 4: Human Performance								
No	Item	Regulatory requirements	Compliance checked by ATO		Reference <i>E.g. Part 3, No. 6 Organisational Structure, page. xx</i>	CAAT Official Use Only		
			Yes	No		S	U	Remark(s)
4.1	Objectives of Subject	CAAT-ATO-B.E.2562, Section 2, Clause 18						
4.2	Course Instructors' qualification, educational and Training Experience	CAAT-ATO-B.E.2562, Section 2, Clause 18(3)(b)(2)						

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4.3	Lesson Plan and Training Hours (a) Learning Activities (b) Training Methods	CAAT-ATO-B.E.2562, Section 2, Clause 18(2)(b)(5) RCAAT 24, Clause 5 (5) human performance including principles of TEM human performance including principles of TEM; <i>Guidance material to design training programmes on human performance, including TEM, can be found in the Human Factors Training Manual (Doc 9683).</i>						
4.4	Training Location and device/facilities	CAAT-ATO-B.E.2562, Section 2, Clause 18						
4.5	Instructional Materials and references	CAAT-ATO-B.E.2562, Section 2, Clause 18						

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Subject 5: Meteorology

No	Item	Regulatory requirements	Compliance checked by ATO		Reference <i>E.g. Part 3, No. 6 Organisational Structure, page. xx</i>	CAAT Official Use Only		
			Yes	No		S	U	Remark(s)
			5.1	Objectives of Subject	CAAT-ATO-B.E.2562, Section 2, Clause 18			
5.2	Course Instructors' qualification, educational and Training Experience	CAAT-ATO-B.E.2562, Section 2, Clause 18(3)(b)(2)						
5.3	Lesson Plan and Training Hours (a) Learning Activities (b) Training Methods	CAAT-ATO-B.E.2562, Section 2, Clause 18(2)(b)(5) RCAAT 24, Clause 5 (5) 1. interpretation and application of aeronautical meteorological reports, charts and forecasts; codes and abbreviations; use of, and procedures for obtaining, meteorological information, pre-flight and in-flight; altimetry 1. interpretation and application of aeronautical meteorological reports, charts and forecasts; use of, and procedures for obtaining, meteorological information, pre-flight and in-flight; altimetry 2. aeronautical meteorology; climatology of relevant areas in respect of the elements having an effect upon aviation; the movement of pressure systems, the structure of fronts,						

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		and the origin and characteristics of significant weather phenomena which affect take-off, en-route and landing conditions 3. causes, recognition and effects of icing; frontal zone penetration procedures; hazardous weather avoidance 4. in the case of aeroplanes, practical high altitude meteorology, including interpretation and use of weather reports, charts and forecasts; jetstreams						
5.4	Training Location and device/facilities	CAAT-ATO-B.E.2562, Section 2, Clause 18						
5.5	Instructional Materials and references	CAAT-ATO-B.E.2562, Section 2, Clause 18						

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Subject 6: Navigation

No	Item	Regulatory requirements	Compliance checked by ATO		Reference <i>E.g. Part 3, No. 6 Organisational Structure, page. xx</i>	CAAT Official Use Only		
			Yes	No		S	U	Remark(s)
			6.1	Objectives of Subject	CAAT-ATO-B.E.2562, Section 2, Clause 18			
6.2	Course Instructors' qualification, educational and Training Experience	CAAT-ATO-B.E.2562, Section 2, Clause 18(3)(b)(2)						
6.3	Lesson Plan and Training Hours (a) Learning Activities (b) Training Methods	CAAT-ATO-B.E.2562, Section 2, Clause 18(2)(b)(5) RCAAT 24, Clause 5 (5) 1. air navigation, including the use of aeronautical charts, radio navigation aids and area navigation systems; specific navigation requirements for long-range flights 2. use, limitation and serviceability of avionics and instruments necessary for the control and navigation of aircraft 3. use, accuracy and reliability of navigation systems used in departure, en-route, approach and landing phases of flight; identification of radio navigation aids 4. principles and characteristics of self-contained and external-referenced navigation systems; operation of airborne equipment						

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Subject 6: Navigation

No	Item	Regulatory requirements	Compliance checked by ATO		Reference <i>E.g. Part 3, No. 6 Organisational Structure, page. xx</i>	CAAT Official Use Only		
			Yes	No		S	U	Remark(s)
6.4	Training Location and device/facilities	CAAT-ATO-B.E.2562, Section 2, Clause 18						
6.5	Instructional Materials and references	CAAT-ATO-B.E.2562, Section 2, Clause 18						

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Subject 7: Operational Procedures								
No	Item	Regulatory requirements	Compliance checked by ATO		Reference <i>E.g. Part 3, No. 6 Organisational Structure, page. xx</i>	CAAT Official Use Only		
			Yes	No		S	U	Remark(s)
7.1	Objectives of Subject	CAAT-ATO-B.E.2562, Section 2, Clause 18						
7.2	Course Instructors' qualification, educational and Training Experience	CAAT-ATO-B.E.2562, Section 2, Clause 18(3)(b)(2)						
7.3	Lesson Plan and Training hours (a) Learning Activities (b) Training Methods	CAAT-ATO-B.E.2562, Section 2, Clause 18(2)(b)(5) RCAAT 24, Clause 5 (5) 1. application of TEM to operational performance 2. interpretation and use of aeronautical documentation such as AIP, NOTAM, aeronautical codes and abbreviations 3. precautionary and emergency procedures; safety practices 4. operational procedures for carriage of freight and dangerous goods 5. requirements and practices for safety briefing to passengers, including precautions to be observed when embarking and disembarking from aircraft 6. in the case of helicopters, and if applicable, settling with power; ground resonance;						

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Subject 7: Operational Procedures								
No	Item	Regulatory requirements	Compliance checked by ATO		Reference <i>E.g. Part 3, No. 6 Organisational Structure, page. xx</i>	CAAT Official Use Only		
			Yes	No		S	U	Remark(s)
		retreating blade stall; dynamic rollover and other operating hazards; safety procedures, associated with flight in VMC						
7.4	Training Location and device/facilities	CAAT-ATO-B.E.2562, Section 2, Clause 18						
7.5	Instructional Materials and references	CAAT-ATO-B.E.2562, Section 2, Clause 18						

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Subject 8: Principle of Flight

No	Item	Regulatory requirements	Compliance checked by ATO		Reference <i>E.g. Part 3, No. 6 Organisational Structure, page. xx</i>	CAAT Official Use Only		
			Yes	No		S	U	Remark(s)
8.1	Objectives of Subject	CAAT-ATO-B.E.2562, Section 2, Clause 18						
8.2	Course Instructors' qualification, educational and Training Experience	CAAT-ATO-B.E.2562, Section 2, Clause 18(3)(b)(2)						
8.3	Lesson Plan and Training Hours (a) Learning Activities (b) Training Methods	CAAT-ATO-B.E.2562, Section 2, Clause 18(2)(b)(5) RCAAT 24, Clause 5 (5) Principles of Flight						
8.4	Training Location and device/facilities	CAAT-ATO-B.E.2562, Section 2, Clause 18						
8.5	Instructional Materials and references	CAAT-ATO-B.E.2562, Section 2, Clause 18						

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Subject 9: Radiotelephony

No	Item	Regulatory requirements	Compliance checked by ATO		Reference <i>E.g. Part 3, No. 6 Organisational Structure, page. xx</i>	CAAT Official Use Only		
			Yes	No		S	U	Remark(s)
9.1	Objectives of Subject	CAAT-ATO-B.E.2562, Section 2, Clause 18						
9.2	Course Instructors' qualification, educational and Training Experience	CAAT-ATO-B.E.2562, Section 2, Clause 18(3)(b)(2)						
9.3	Lesson Plan and Training Hours (a) Learning Activities (b) Training Methods	CAAT-ATO-B.E.2562, Section 2, Clause 18(2)(b)(5) RCAAT 24, Clause 5 (5) communication procedures and phraseology; action to be taken in case of communication failure						
9.4	Training Location and device/facilities	CAAT-ATO-B.E.2562, Section 2, Clause 18						
9.5	Instructional Materials and references	CAAT-ATO-B.E.2562, Section 2, Clause 18						