

	CIVIL AVIATION AUTHORITY AIR OPERATOR TRAINING AND QUALIFICATION RECORDS CHECK REPORT	CAAF-005-FSXX-1.0 20 th March, 2018
	Flight Standards Directorate	

Operator	Date	Location	Training / Records Name
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Note: Items to be marked as **Satisfactory "S"**, **Unsatisfactory "U"** and **Not Observed "N/O"**. Items marked as U to be supplemented by comments.

1. ADEQUACY.	
Comments:	
2. PRACTICABILITY.	
Comments:	
3. ACCESSIBILITY and SECURITY.	
Comments:	
4. ACCURACY.	
Comments:	
5. CURRENCY.	
Comments:	
6. CONFORMITY.	
Comments:	

Overall Result: <input type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory	PCAA Inspector:	Lic. No. / CCCC No.:
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Inspector Signature

DFS Remarks:

Following guidelines need to be consider before filling this form

- i) **ADEQUACY:** The record-keeping forms, which the operator uses, are adequate for recording essential information which is required by the DGPCAA;
- ii) **PRACTICALITY:** The forms are easy to fill out and to understand;
- iii) **ACCESSIBILITY AND SECURITY:** Records are easily accessible to the operator's staff who are required to use them, and secure from tampering by un-authorized individuals;
- iv) **ACCURACY** Details of individual training events are properly recorded by instructors and examiners;
- v) **CURRENCY:** Individual files have been expeditiously updated following completion of a training or qualification event; and
- vi) **CONFORMITY:** Employees are properly licensed and rated, have received all required training and checks, and are fully qualified to be used in their specific crewmember or operations control positions.