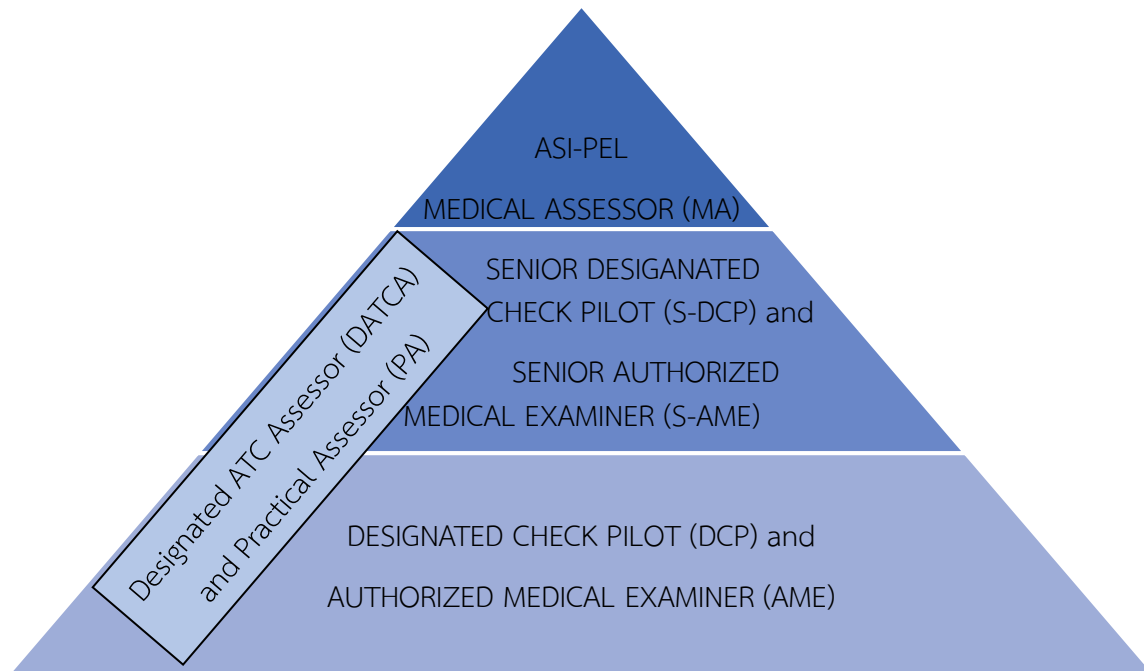


## 6. EXAMINER

### 6.1 Level of Authorization



#### 6.1.1 Duties and Responsibilities

ASI-PEL and Medical Assessor refer to CAAT-QAD-IAAP Inspector Appointment and Authorization Procedure

Senior Designated Check Pilot and Senior Authorized Medical Examiner (SAME) refer to

1. Rules of CAAT; Appointment of Senior Designated Check Pilot B.E.2562
2. Rules of CAAT; Authorized Medical Examiner, Senior Authorized Medical Examiner, Aeromedical Center and Aeromedical Office B.E.2560 and any amendments to this regulation

Authorized Medical Examiner (AME) Designated Check Pilot (DCP), Designated Check Practical ATC Assessor (DATCA) refer to

3. Rules of CAAT; Appointment of Designated Check Pilot for Approved Air Operator Certificate and ATO B.E.2561
4. Rules of CAAT; Authorized Medical Examiner, Senior Authorized Medical Examiner, Aeromedical Center and Aeromedical Office B.E.2560 and any amendments to this regulation
5. Rules of CAAT; Appointment of Designated Air Traffic Controller Assessor B.E.2563

## 6.2 Authorization of Designated Personnel Procedure

### 6.2.1 Objective

To provide procedure for authorizing Designated Personnel.

### 6.2.2 Reference

No.	List of Regulations
1.	Rules of CAAT; Appointment of Designated Check Pilot for Approved Air Operator Certificate and ATO B.E.2561
2.	Rules of CAAT; Appointment of Senior Designated Check Pilot B.E.2562
3.	Rules of CAAT; Authorized Medical Examiner, Senior Authorized Medical Examiner, Aeromedical Center and Aeromedical Office B.E.2560 and any amendments to this regulation
4.	Rules of CAAT; Appointment of Designated Check Practical ATC Assessor B.E.2563
5.	Notification of the Department of Air Transportation on the Principle and Test Procedures for Skill Test of the Aircraft Maintenance Engineer License B.E. 2551

### 6.2.3 Definition and Acronyms

Term	Definition
<i>AME</i>	Authorized Medical Examiner
<i>DATCA</i>	Designated ATC Assessor
<i>DCP</i>	Designated Check Pilot
<i>MA</i>	Medical Assessor
<i>PA</i>	Practical Assessor
<i>S-AME</i>	Senior Authorized Medical Examiner
<i>S-DCP</i>	Senior Designated Check Pilot

### 6.2.4 Responsibility

<i>Manager of PEL:</i>	Responsible in scope of overseeing PEL functions, verifying and approving document
<i>Head of EX:</i>	Responsible in the scope of checking competencies required by the CAAT legislation if the applicant meets the set of criterions.
<i>ASI-PEL-FCL; AME; MA; and ATC</i>	Responsible in the scope of checking competencies required by the CAAT legislation if the applicant meets the set of criterions.
<i>EX Officer:</i>	Responsible for the scope of monitoring and issuing of certificates

### 6.2.5 Procedure

Qualification, Appointments and Granting Authorization

Designated Personnel	Applicable Document
Designated Check Pilot (DCP)	Refer to CAAT-PEL-PEM Pilot Examination Manual
Practical Assessor (PA)	Refer to CAAT-PEL-GM01-AMEGM Aircraft Maintenance Engineer Licence Training and Skill Tests Guidance Material
Designated Air Traffic Controller Assessor (DATCA)	Refer to CAAT-PEL-ATCSM Air Traffic Controller Skill Examination Manual
Authorized Medical Examiner (AME), Senior Authorized Medical Examiner (S-AME) and Medical Assessor (MA)	Refer to CAAT-AMD-AMP Aeromedical Division Work Procedure

### 6.2.6 Monitoring on Designated Personnel Surveillance Program and Record of Test/Check

Designated Personnel	Applicable Document
Designated Check Pilot (DCP)	Refer to CAAT-PEL-OEP Oversight and Enforcement Procedure
Practical Assessor (PA)	
Designated Air Traffic Controller Assessor (DATCA)	
Authorized Medical Examiner (AME) and Senior Authorized Medical Examiner (S-AME)	Refer to CAAT-AMD-AMP Aeromedical Division Work Procedure

### 6.2.7 Record Management

Refer to CAAT-PEL-RDMSP: Record-Keeping and Document Management System Procedure

### 6.2.8 Appendix

N/A

## 6.3 Accepting of Qualified Practical Assessor Procedure

### 6.3.1 Objective

To provide procedures for granting authorization to qualified practical assessors who are employed by the authorized skill test provider

A Maintenance Training Organization (MTO) or an authorized skill test provider may carry out the examinations on behalf of CAAT only when they employ qualified and PA being accepted by CAAT.

Practical Assessor (PA) refers to an individual appointed by CAAT, who possesses technical knowledge and experience required for aviation mechanic certification, and meets the general qualification requirements outlined in this Chapter and currently employed by an MTO or an authorized skill test provider

### 6.3.2 Reference

Notification of the Department of Air Transportation on the Principle and Test Procedures for Skill Test of the Aircraft Maintenance Engineer License B.E. 2551

### 6.3.3 Definition and Acronyms

<i>Term</i>	Definition
<i>MTO</i>	Maintenance Training Organization
<i>PA:</i>	Practical Assessor

### 6.3.4 Responsibility

<i>DG:</i>	Responsible for approving Skill Test Procedure Manual
<i>Manager of PEL:</i>	Responsible in scope of overseeing PEL functions, verifying and approving document
<i>ASI-PEL-AME</i>	Responsible in the scope of checking competencies OF PERS required by the CAAT legislation if the applicant meets the set of criterions
<i>EX:</i>	Responsible for the scope of monitoring and keeping records of PA

### 6.3.5 Procedure

- a) An applicant (Skill test provider) must complete an application package and submit it to PEL/EX for review and consideration. The package must contain:
- (1) A name list of nominated applicants;
  - (2) Copies of the nominated applicants' AME license or relevant experiences concerning the skill tests;
  - (3) Standardised Examination Training records; and
  - (4) Competency of nominated examiners' assessment results by the Skill test provider

**Note:** The qualifications for experiences and qualifications should comply with CAAT-PEL-GM01-AMEGM Aircraft Maintenance Engineer Licence Training and Skill Tests Guidance Material

- b) EX reviews designee applications and check what if those applicants meet the requirements. When applicable, EX notifies PEL inspectors or PEL experts to provide expert recommendations;
- c) The appointing PEL inspectors or PEL experts assess the competency of the nominated practical assessors;
- d) If the nominated practical assessors meet the requirements, EX reports the final result to the PEL manager for acceptance;
- e) After the PEL manager's acceptance, EX will notify the ATO/Skill Test provider to include the name lists of practical assessors into its manual for having the Skill Test manual approved by DG;
- f) After DG consents the Skill Test manual, EX notifies the ATO/Skill Test provider by issuing a notification letter;
- g) EX registers the Practical assessors' name list into the EX database.

### 6.3.6 Oversight Programme

The oversight programme is designed per CAAT-PEL-OEP - Oversight and Enforcement Procedure.

### **6.3.7 Record Management**

#### a) Stowage of the Approved Training Organization Manuals

Once the Training and Procedures Manual and all relevant documents submitted by the applicant for Training Organization has been approved, The CAAT Training Organization Division is to stow a specific volume for the use of reference as well as review prior to perform a surveillance audit or certificate renewal.

Those specific volumes of TPMs and relevant documents retained at CAAT Training Organization Division shall be managed under controlled conditions which is suitable for document control management in order to effectively managed and safely achieved and secured in the Cabinet which ensuring that documents are available where they are needed.

The Head of Training Organization Division or the personnel in the division is to identify revision, updated status of those specific volumes of manual as well as relevant documents once they have been revised and submitted for an approval.

#### b) Stowage of the Audit Records

All audit results and the relevant information records conducted on ATO shall be managed with securely process provided a filing structure that will allow information to be efficiently retrieved by Training Organization Division officer as a reference.

### **6.3.8 Appendix**

N/A