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| **PERSONNEL LICENSING DEPARTMENT****CHECKLIST FOR INSTRUMENT RATING COURSE MANUAL APPROVAL** |
| **Course Name :** **Name of Organisation :**  |
| By signing below, I, as an authorised person of (Civil Aviation Training Center), hereby confirm that the information given on this form are entirely true, accurate, and complete. Signature( ) Date:  |
| Official Use Only |
| **Verification Result:** **🞏 Accept 🞏 Reject**  |
| **This compliance check form has been verified by:*****Signature*****Name – Last Name** |
| **Date Completed: …..……/……………/…………..** |

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| **Instructions**1. ATO is to conduct a compliance check by marking “X” in either YES or No Column;
	1. ‘Yes’ means contents/details are given. The ATO shall provide manual references into the **‘Reference’** column.
	2. ‘No’ means contents/details are not given. The ATO shall indicate ‘N/A’ in the **‘Reference’** column.
2. Inspector(s) shall mark “**X**” in either S or U column:
	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.
	2. ‘**U**’ refers to unsatisfactory level. It 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.
3. **‘N/A’** shall be given in the **‘Remark Column’** to indicate when information in a certain table cell is not provided, either because it does not apply to a particular case in question or because the answer is not available
 |

| No | Item | Regulatory Requirement | Compliance checked by ATO | References*E.g. Chapter 1 page 1-2**2.3 Organisational Structure*  | CAAT Officials Use Only |
| --- | --- | --- | --- | --- | --- |
| Yes | N/A | S | U | Remark(s) |
| 0 | Title of manual | CAAT-ATO-B.E.2562 |  |  |  |  |  |  |
| Table of contents |  |  |  |  |  |  |
| List of effective pages |  |  |  |  |  |  |
| Distribution list |  |  |  |  |  |  |
| Definitions and Acronyms |  |  |  |  |  |  |
| **PART 1 GENERAL** |
| 1 | Course title | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 2 | Course objective(s) | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 3 | Pre entry Requirements and Qualifications for Trainees | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 4 | Course Overview1. Total Hours of Theoretical Training and Lists of All the Subjects.
2. Total Hours of Practical Training:
3. Total Hours of Solo
4. Total Hours of PIC
5. Total Hours of Night Flight
6. Total Simulator Training Hours and Maximum Credited Hours
7. Total Aircraft Training Hours
8. Required Proficiency
 | CAAT-ATO-B.E.2562, Section 2, Clause 18RCAB 89 |  |  |  |  |  |  |
| 5 | Summary of Practical Training Hours  | CAAT-ATO-B.E.2562, Section 2, Clause 18RCAB 89CM Template GI  |  |  |  |  |  |  |

| **PART 2. THEORETICAL TRAINING CURRICULUM** |
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| **Subject 1**: Air law |
| No | Item | Regulatory requirement(s) | Compliance checked by ATO | References*E.g. Chapter 1 page 1-2**2.3 Organisational Structure* | CAAT Officials Use only |
| Yes | N/A | S | U | Remark(s) |
| 1 | Objectives of Subject | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 2 | Instructor’s Educational and Training Qualifications and Experience Required | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 3 | Lesson Plan and Training Hours1. Learning Activities
2. Training Methods
 | CAAT-ATO-B.E.2562, Section 2, Clause 18RCAB 891. Personnel Licensing
2. Rules of the Air
3. Procedures for Air Navigation – Aircraft Operations
4. Air Traffic Services, Air Traffic Management and Procedures on Relevant Air Traffic Services
5. Aeronautical Information Services
6. Aerodromes (ICAO Annex 14)
 |  |  |  |  |  |  |
| 4 | Training Location and Facilities | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 5 | Instructional Materials  | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 6 | Methods of Performance Evaluation/Grading System  | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 7 | Passing Requirements | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |

| **PART 2. THEORETICAL TRAINING CURRICULUM** |
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| **Subject 2**: Aircraft General |
| No | Item | Regulatory requirement(s) | Compliance checked by ATO | References*E.g. Chapter 1 page 1-2**2.3 Organisational Structure* | CAAT Officials Use Only |
| Yes | N/A | S | U | Remark(s) |
| 1 | Objectives of Subject | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 2 | Instructor’s Educational and Training Qualifications and Experience Required | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 3 | Lesson Plan and Training Hours1. Learning Activities
2. Training Methods
 | RCAB 891. Measurement of Air Data Parameters
2. Magnetism - Direct Reading Compass and Flux Valve
3. Gyroscopic Instruments
4. Aeroplane: Automatic Flight Control Systems
5. Trims - Yaw Damper - Flight Envelope Protection
6. Flight Management Systems (FMS)
7. Alerting Systems, Proximity Systems
8. Integrated Instruments - Electronic Displays
9. Digital Circuits and Computers
10. Equipment required for IFR flight
11. Instruments Failure Procedure
12. The Coriolis Force’s Effect
13. Maintenance of Fuselage and Aircraft Engines
 |  |  |  |  |  |  |
| 4 | Training Location and Facilities | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 5 | Instructional Materials  | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 6 | Methods of Performance Evaluation/Grading System  | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 7 | Passing Requirements | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |

| **PART 2. THEORETICAL TRAINING CURRICULUM** |
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| **Subject 3**: Flight Performance and Planning |
| No | Item | Regulatory requirement(s) | Compliance checked by ATO | References*E.g. Chapter 1 page 1-2**2.3 Organisational Structure* | CAAT Officials Use Only |
| Yes | N/A | S | U | Remark(s) |
| 1 | Objectives of Subject | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 2 | Instructor’s Educational and Training Qualifications and Experience Required | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 3 | Lesson Plan and Training Hours1. Learning Activities
2. Training Methods
 | RCAB 891. Flight Planning for IFR Flights
2. Fuel Planning
3. Pre-Flight Preparation and Inspection
4. ICAO Fight Plan (ATS Flight Plan)
5. Flight Monitoring and In-Flight Re-Planning
6. Altimeter Setting Procedures
 |  |  |  |  |  |  |
| 4 | Training Location and Facilities | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 5 | Instructional Materials  | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 6 | Methods of Performance Evaluation/Grading System  | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 7 | Passing Requirements | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |

| **PART 2. THEORETICAL TRAINING CURRICULUM** |
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| **Subject 4**: Human Performance and Limitation |
| No | Item | Regulatory requirement(s) | Compliance checked by ATO | References*E.g. Chapter 1 page 1-2**2.3 Organisational Structure* | CAAT Officials Use Only |
| Yes | N/A | S | U | Remark(s) |
| 1 | Objectives of Subject | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 2 | Instructor’s Educational and Training Qualifications and Experience Required | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 3 | Lesson Plan and Training hours1. Learning Activities
2. Training Methods
 | RCAB 891. Human Factors: Basic Concepts
2. Basics of Flight Physiology
3. Basic Aviation Psychology
4. Threat and Error managements
 |  |  |  |  |  |  |
| 4 | Training Location and Facilities | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 5 | Instructional materials  | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 6 | Methods of Performance Evaluation/Grading System  | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 7 | Passing Requirements | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |

| **PART 2. THEORETICAL TRAINING CURRICULUM** |
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| **Subject 5:** Meteorology |
| No | Item | Regulatory requirement(s) | Compliance checked by ATO | References*E.g. Chapter 1 page 1-2**2.3 Organisational Structure* | CAAT Officials Use Only |
| Yes | N/A | S | U | Remark(s) |
| 1 | Objectives of Subject | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 2 | Instructor’s Educational and Training Qualifications and Experience Required | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 3 | Lesson Plan and Training Hours1. Learning Activities
2. Training Methods
 | RCAB 891. The Atmosphere
2. Wind
3. Thermodynamics
4. Clouds and Fog
5. Precipitation
6. Air masses and Fronts
7. Pressure Systems
8. Climatology
9. Flight Hazards (example of Icing, Wind shear, Storms, Tailwind) and Avoidance
10. Meteorological Information (Acquire and Usage)
11. Codes and abbreviations
12. Iced rotors (For Helicopter and Powered-lift)
 |  |  |  |  |  |  |
| 4 | Training Location and Facilities | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 5 | Instructional Materials  | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 6 | Methods of Performance Evaluation/Grading System  | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 7 | Passing Requirements | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |

| **PART 2. THEORETICAL TRAINING CURRICULUM** |
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| **Subject 6:** Navigation |
| No | Item | Regulatory requirement(s) | Compliance checked by ATO | References*E.g. Chapter 1 page 1-2**2.3 Organisational Structure* | CAAT Officials Use Only |
| Yes | N/A | S | U | Remark(s) |
| 1 | Objectives of Subject | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 2 | Instructor’s Educational and Training Qualifications and Experience Required | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 3 | Lesson Plan and Training Hours1. Learning Activities
2. Training Methods
 | RCAB 891. Basic Radar Principles
2. Radio Aids
3. Area Navigation Systems RNAV/FMS
4. Global Navigation Satellite Systems
5. Performance Based Navigation (PBN)
 |  |  |  |  |  |  |
| 4 | Training Location and Facilities | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 5 | Instructional Materials  | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 6 | Methods of Performance Evaluation/Grading System  | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 7 | Passing Requirements | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |

| **PART 2. THEORETICAL TRAINING CURRICULUM** |
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| **Subject 7:** Operation Procedure |
| No | Item | Regulatory requirement(s) | Compliance checked by ATO | References*E.g. Chapter 1 page 1-2**2.3 Organisational Structure* | CAAT Officials Use Only |
| Yes | N/A | S | U | Remark(s) |
| 1 | Objectives of Subject | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 2 | Instructor’s Educational and Training Qualifications and Experience Required | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 3 | Lesson Plan and Training hours1. Learning Activities
2. Training Methods
 | RCAB 891. Threat and Error Management
2. Aeronautical Information Publication (AIP), A Notice to Airmen (NOTAM), and other codes or aeronautical abbreviations
3. Application and interpretation of chart concerning IFR
4. IFR safety measures and topographical obstacle distance
 |  |  |  |  |  |  |
| 4 | Training Location and Facilities | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 5 | Instructional materials  | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 6 | Methods of Performance Evaluation/Grading System  | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 7 | Passing Requirements | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |

| **PART 2. THEORETICAL TRAINING CURRICULUM** |
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| **Subject 8:** Radiotelephony |
| No | Item | Regulatory requirement(s) | Compliance checked by ATO | References*E.g. Chapter 1 page 1-2**2.3 Organisational Structure* | CAAT Officials Use Only |
| Yes | N/A | S | U | Remark(s) |
| 1 | Objectives of Subject | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 2 | Instructor’s Educational and Training Qualifications and Experience Required | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 3 | Lesson Plan and Training hours1. Learning Activities
2. Training Methods
 | RCAB 891. Definition and General Operating Procedures
2. Communication Failure
3. Distress and Urgency procedures
4. Relevant Weather Information Term
5. Principles of VHF Propagation and Allocation of Frequencies
6. Morse Code
 |  |  |  |  |  |  |
| 4 | Training Location and Facilities | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 5 | Instructional materials  | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 6 | Methods of Performance Evaluation/Grading System  | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 7 | Passing Requirements | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |

| **PART 3. PRACTICAL TRAINING CURRICULUM** |
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| **Total Hours: ……………………………………………….** |
| No | Item | Regulatory requirement(s) | Compliance checked by ATO | References*E.g. Chapter 1 page 1-2**2.3 Organisational Structure* | CAAT Officials Use Only |
| Yes | N/A | S | U | Remark(s) |
| 1 | Objectives of Practical Training Lesson | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 2 | Segmentation of Training into Different Phases  | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 3 | Number of Training Hours in each Lesson including Progress Tests | CAAT-ATO-B.E.2562, Section 2, Clause 18RCAB 89 |  |  |  |  |  |  |
|

| **FLIGHT TRAINING** | IR | Remarks |
| --- | --- | --- |
| 1 | Aircraft Time(Minimum) |  |  |
| (10) |
| 1.1 | PIC Cross-Country in aircraft category being sought |  |  |
| (10) |
| **FLIGHT TRAINING** | IR | Remarks |
| 1.2 | Dual instruction on flight instructional techniques |  |  |
|  |
| 1.3 | Instrument flying |  |  |
| (30) |
| 1.4 | Night flying |  |  |
|  |
| 1.5 | Other: |  |  |
|  |
| 2 | Simulator(Maximum credit) |  |  |
| (30) |
| 2.1 | BITD |  |  |
| (20) |
| **FLIGHT TRAINING** | IR | Remarks |
| 2.2 | FNPT FSTD certificate no. : FSTD-030, FSTD-031, FSTD-032, FSTD-033,  FSTD-034 |  |  |
| (30) |
|  |

 |  |  |  |
| 4 | Practical Activities | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 5 | Training Method | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 6 | Training Location and Facilities | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 7 | Instructional Materials  | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 8 | Methods of Performance Evaluation/Grading System  | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 9 | Passing Requirements | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |
| 10 | Safety Requirements | CAAT-ATO-B.E.2562, Section 2, Clause 18 |  |  |  |  |  |  |