

Applicant's Information				
Name of Organisation		Click or tap here to enter text.		
ATO certificate no.		Click or tap here to enter text.		Expiry Date DD - MMM - YYYY
Type of Audit	☐ Initial Certification ☐ Renewal Certification ☐ Re-Certification ☐ Planned Surveillance ☐ Unplanned Surveillance ☐ Other (specify) Click or tap here to enter text.			
ATO Key Personnel	Accountable Manager: Click or tap here to enter text.		Safety Manager: Click or tap here to enter text.	
	Head of Training: Click or tap here to enter text.		Compliance Monitoring Manager: Click or tap here to enter text.	
	Chief Flight Instructor: Click or tap here to enter text.		Chief Theoretical Knowledge Instructor: Click or tap here to enter text.	
Coordinator Name	Click or tap here to enter text.		E-mail	Click or tap here to enter text.
CAAT Officials Use only				
Application No. (If applicable)		Click or tap here to enter text.		
Financial (If applicable)		☐ Invoice No. Click or tap here to enter text. Date: DD - MMM - YYYY		☐ Receipt No. Click or tap here to enter text. Date: DD - MMM - YYYY
Date of Inspection / Audit		DD-MMM-YYYY		
Auditor Team	No.	Name - Last Name	Position	Signature
	1	Click or tap here to enter text.	Click or tap here to enter text.	
	2	Click or tap here to enter text.	Click or tap here to enter text.	
	3	Click or tap here to enter text.	Click or tap here to enter text.	
	4	Click or tap here to enter text.	Click or tap here to enter text.	
	5	Click or tap here to enter text.	Click or tap here to enter text.	

Checklist Completion Instructions:

1. Choose the option from the results boxes to indicate the conclusion.
2. Indicate how it is achieved or not in "Description" section.
3. Obtain the inspectors' signatures.
4. Insert the Conclusion of Findings into the Findings Table at the End of the Checklist
5. For detailed completion guidance, refer to the CAAT-PEL-RDMSP Manual.

Sections	I	<u>Subpart ATO</u> Section I: General Section II: Additional requirements for ATOs providing training for a CPL, MPL and ATPL, and their associated ratings and certificates Section III: Additional requirements applicable to ATOs providing training of a specific type
	I+II	
	I+II+III	
	I+III	
Complex	Yes	AMC1 ORA.GEN.200(b) Management system: Size, Nature and Complexity of the activity
	No	
ORA.GEN.200 (c)	Yes	Requirements for ATOs which only provide training for an LAPL, PPL, SPL, BPL and their associated ratings and certificates
	No	

PERSONNEL		RESULTS
AAQ – P1	Accountable Manager - Appointment ORA.GEN.210 (a) – « Personnel requirements» Has the organisation appointed an accountable manager?	Choose an item.
Description		
AAQ – P2	Accountable Manager - Authority ORA.GEN.210 (a) – « Personnel requirements» Does the accountable manager have the authority to ensure that all activities can be financed and carried out in accordance with applicable requirements?	Choose an item.
Description		
AAQ – P3	Accountable Manager - Responsibility ORA.GEN.210 (a) – « Personnel requirements» Does the Accountable Manager is responsible to establishing and maintaining an effective management system?	Choose an item.
Description		
AAQ – P4	Compliance monitoring personnel - Appointment ORA.GEN.210 (b) – « Personnel requirements» Is a person or group of persons nominated by the organisation, with responsibility of ensuring that the organisation remains in compliance with the applicable requirements?	Choose an item.
Description		
AAQ – P5	Compliance monitoring personnel - Ultimate responsibility ORA.GEN.210 (b) – « Personnel requirements» Does the person(s) report directly to the Accountable Manager?	Choose an item.

PERSONNEL		RESULTS
Description		
AAQ – P6	Sufficient qualified personnel ORA.GEN.210 (c) – « Personnel requirements» Does the organisation have sufficient qualified personnel to ensure that planned tasks and activities are carried out in accordance with applicable requirements?	Choose an item.
Description		
AAQ – P7	Record of qualified personnel ORA.GEN.210 (d) – « Personnel requirements» Does the organisation maintain records of the experience, qualifications and training of its staff?	Choose an item.
Description		
AAQ – P8	Personnel awareness of rules and procedures ORA.GEN.210 (e) – « Personnel requirements» Does the organisation ensure that all personnel are aware of the rules and procedures relevant to the exercise of their duties?	Choose an item.
Description		
AAQ – P9	Head of Training - Requirements ORA.ATO.110 (a) – « Personnel requirements» Does the Head of training have extensive experience as an instructor in the areas relevant for the training provided by the ATO and have sound managerial skills?	Choose an item.
Description		
AAQ – P10	Head of Training - Additional requirements ORA.ATO.210 (a) – « Personnel requirements» Does the appointed Head of Training hold or have held in the 3 years prior to first appointment a professional pilot license and associated ratings or certificates issued in accordance with part FCL?	Choose an item.

PERSONNEL		RESULTS
Description		
AAQ – P11	Head of Training - Responsibilities ORA.ATO.110 (b) – « Personnel requirements» Are HT's responsibilities to: 1. Ensure that the training provided is in compliance with Part FCL; 2. Ensure that practical training on an aircraft, flight training simulator (FSTD) and theoretical knowledge instruction is satisfactory integrated; and 3. Supervise the progress of individual student?	Choose an item.
Description		
AAQ – P12	Chief Flight Instructor (CFI) - Responsibility and Qualification ORA.ATO.210 (b) – « Personnel requirements» Is the Chief Flight Instructor responsible for the supervision and standardisation of flight instructors and flight simulation training instructors? Does the Chief Flight Instructor hold? . the highest professional pilot licence and associated ratings related to the training course conducted. . an instructor certificate with the privilege of instructing at least one training courses provided.	Choose an item.
Description		
AAQ – P13	Chief Theoretical Knowledge Instructor (CTKI) ORA.ATO.210 (c) – « Personnel requirements» Is the Chief theoretical knowledge instructor responsible for the supervision of all theoretical knowledge instructors and for the standardisation of all theoretical knowledge instruction? Does the Chief theoretical knowledge have extensive experience as a theoretical knowledge instructor in the areas relevant for the training provided by the ATO?	Choose an item.
Description		
AAQ – P14	Theoretical Knowledge Instructor (TKI) - Prerequisite ORA.ATO.110 (c) – « Personnel requirements» Do theoretical knowledge Instructors comply with the requirements by having practical background in aviation in the areas relevant for the training provided and have undergone a course of training in instructional techniques or previous experience in giving theoretical knowledge instruction and	Choose an item.

PERSONNEL		RESULTS
	appropriate theoretical background in the subject on which they will provide theoretical knowledge instruction?	
Description		
AAQ – P15	Flight Instructor (FI, TRI, CRI, IRI, SFI, MCCI, STI) - Qualification ORA.ATO.110 (d) – « Personnel requirements» Do the flight instructors and flight simulation training instructors hold the qualifications required by Part-FCL for the type of training that they are providing?	Choose an item.
Description		

Management system and Documentation		RESULTS
AAQ – D1	Management system - lines of responsibility ORA.GEN.200 (a) (1) (i)– «Management system» Does the organisation establish, implement and maintain a management system that includes clearly defined lines of responsibility and accountability throughout the organisation, including a direct safety accountability of the accountable manager?	Choose an item.
Description		
AAQ – D2	Reserved	Choose an item.
Description		
AAQ – D3	Reserved	Choose an item.
Description		
AAQ – D4	Management system - personnel training and competency ORA.GEN.200 (a) (1) (iv) – «Management system» Has the organisation established, implemented and maintained a management system that maintains personnel trained and competent to perform their tasks?	Choose an item.
Description		
AAQ – D5	Management system - Documentation ORA.GEN.200 (a) (1) (v) – «Management system» Does the organisation establish, implement and maintain a management system that includes documentation of all management system key processes, including a process for making personnel aware of their responsibilities and the procedure for amending this documentation?	Choose an item.
Description		
AAQ – D6	Management system - Compliance monitoring ORA.GEN.200 (a) (2) – «Management system»	Choose an item.

Management system and Documentation		RESULTS
	Does the organisation have a function to monitor compliance of the organisation with the relevant requirements?	
Description		
AAQ – D7	Management system - feedback system of findings ORA.GEN.200 (a) (2) – «Management system» Does the compliance function include a feedback system to the accountable manager to ensure effective implementation of corrective actions as necessary?	Choose an item.
Description		
AAQ – D8	Management system - Additional requirements ORA.GEN.200 (a) (3) – «Management system» Does the organisation establish, implement and maintain a management system that includes: any additional requirements recommended in the relevant subparts of this Part or other applicable parts?	Choose an item.
Description		
AAQ – D9	Management system - Size and complexity ORA.GEN.200 (b) – «Management system» Is the management system appropriate for the size of the organization and the nature and complexity of its activities, taking into account the hazards and associated risks inherent in these activities?	Choose an item.
Description		
AAQ – D10	Certificate- Demonstration of regulation compliance ORA.GEN.115 (b) – «Application for an organization certificate» Does the organisation provide the competent authority for an initial certificate with documentation demonstrating how it will comply with the applicable requirements of the regulation?	Choose an item.
Description		

Management system and Documentation		RESULTS
AAQ – D11	Means of compliance ORA.GEN.120 (b) – «Means of compliance» Does the organisation wish to use alternative means of compliance? Does the organisation provide the competent authority with a full description of the alternative means of compliance? The description shall include any revisions to manuals or procedures that may be relevant, as well as an assessment demonstrating that Regulation and implementing rules are met.	Choose an item.
Description		
AAQ – D12	Changes to organisation- Stipulated during application ORA.GEN.115 (b) – «Application for an organization certificate» Does the documentation given to the competent authority include a description of the procedure "how changes that do not require the authority's approval are managed and notified?	Choose an item.
Description		
AAQ – D13	Changes to organisation - prior approval required ORA.GEN.130 (a) (b)–« Changes to organization» How organisation manage changes requiring prior approval by the competent authority?	Choose an item.
Description		
AAQ – D14	Changes to organisation - prior approval not required ORA.GEN.130 (a) (c)–« Changes to organization» Does the ATO manage changes that do not require prior approval by the competent authority in accordance with the procedure approved by the authority?	Choose an item.
Description		
AAQ – D15	Immediate reaction to a safety problem ORA.GEN.155(a) (b) – «Immediate reaction to a safety problem» Does the organisation have a procedure in place describing the implementation of measures mandated by the authority on safety issues?	Choose an item.
Description		

Management system and Documentation		RESULTS
AAQ – D16	Reserved	Choose an item.
Description		
AAQ – D17	Reserved	Choose an item.
Description		
AAQ – D18	Reserved	Choose an item.
Description		
AAQ – D19	Reserved	Choose an item.
Description		
AAQ – D20	Reserved	Choose an item.
Description		
AAQ – D21	Training manual and Operations Manual - Establishment ORA.ATO.130 (a) – «Training manual and operations manual» Has the ATO established and maintains a training manual and an operations manual containing information and instructions to enable personnel to perform their duties and guide students on how to comply with course requirements?	Choose an item.
Description		

Management system and Documentation		RESULTS
AAQ – D22	Training manual and Operations Manual - Availability ORA.ATO.130 (b) – «Training manual and operations manual» Does the ATO make available to staff, and where appropriate, to students, the information contained in the ATO training manual, operations manual and the ATO approval documentation?	Choose an item.
Description		
AAQ – D23	Flight and duty limitations ORA.ATO.130 (d) – «Training manual and operations manual» Does the operations manual establish flight time limitation schemes for flight instructors, including the maximum number of flight hours, the maximum flying duty hours and the minimum rest time between instructional duties in accordance with related regulation.	Choose an item.
Description		
AAQ – D24	Reserved	Choose an item.
AAQ – D25	Training Manual - Content ORA.ATO.230 (a) – «Training manual and operations manual» Does the training manual state the standards, objectives and training goals for each phase of training that the students are required to comply?	
Description		
AAQ – D26	Training Manual - Description ORA.ATO.230 (a) – «Training manual and operations manual» Does the training manual indicate the following topics: training planning, briefings and flight exercises, FSTD flight training, if applicable, and theoretical knowledge instruction?	Choose an item.
Description		
AAQ – D27	Operation manual - Relevant information to particular groups ORA.ATO.230 (b) – «Training manual and operations manual» Does the operations manual provide relevant information to particular groups of personnel, as flight instructors, flight simulation training instructors, theoretical knowledge instructors, operations and maintenance personnel?	Choose an item.

Management system and Documentation		RESULTS
Description		
AAQ – D28	Operation manual - Kind of information ORA.ATO.230 (b) – «Training manual and operations manual» Does the operations manual include general, technical, route and staff training information?	Choose an item.
Description		
AAQ – D29	Training programme for each course ORA.ATO.125 (a) – «Training program» Is a training program developed for each type of course offered?	Choose an item.
Description		
AAQ – D30	Training programme - Compliance with Part-FCL ORA.ATO.125 (b) – «Training program» Does the training program comply with the applicable Part-FCL regulations?	Choose an item.
Description		
AAQ – D31	Training programme - Breakdown, layout and listing ORA.ATO.225 (a) – «Training program» Does the training program include a breakdown of flight and theoretical knowledge instruction, presented in a week-by-week or phase layout, a list of standard exercises and a syllabus summary?	Choose an item.
Description		
AAQ – D32	Training programme - Specified in the training manual ORA.ATO.225 (b) – «Training program» Are the content and sequence of the training programme shall be specified in the training manual?	Choose an item.
Description		

Management system and Documentation		RESULTS
AAQ – D33	Pre-requisites for training ORA.ATO.145 (a) – «Prerequisites for training» Does the ATO ensure that trainees meet all the pre-requisites for training established in Medical regulation, Part- FCL, and, if applicable, as defined in the mandatory part of the operational suitability data?	Choose an item.
Description		
AAQ – D34	Reserved	Choose an item.
AAQ – D35	Training in third countries - Acclimatised flying before IR skill test ORA.ATO.150 (a) – «Training in third countries» Does the training programme include an acclimatisation flight in the Kingdom of Thailand before taking the IR practical test?	Choose an item.
Description		
AAQ – D36	Training in third countries - IR skill test ORA.ATO.150 (b) – «Training in third countries» Has the IR skill test been taken in the Kingdom of Thailand?	Choose an item.
Description		
AAQ – D37	Distance learning - Course approval ORA.ATO.300 (a)(b) (c) – «Distance Learning Courses» Do distance learning courses only concern: 1. modular courses of theoretical instruction 2. additional theoretical tutorial course for a class or type rating 3. approved theoretical appraisal instruction course for obtaining a first type rating for a multi-engine helicopter?	Choose an item.
Description		

Management system and Documentation		RESULTS
AAQ – D38	Distance learning - Classroom instruction ORA.ATO.305 (a) – «Direct classroom instruction» Is a direct classroom teaching module included in all areas covered by the modular distance learning courses?	Choose an item.
Description		
AAQ – D39	Distance learning - Classroom time ORA.ATO.305 (b) – «Direct classroom instruction» Should the time spent in actual classroom instruction shall not be less than 10 % of the total duration of the course?	Choose an item.
Description		
AAQ – D40	Distance learning - Classroom accommodation ORA.ATO.305 (c) – «Direct classroom instruction» Is a classroom available either at the principal place of business of the ATO or within a suitable facility elsewhere?	Choose an item.
Description		
AAQ – D41	Distance learning - Instructors ORA.ATO.310– «Direct classroom instruction» Are all instructors fully familiar with the requirements of the distance learning course program?	Choose an item.
Description		
AAQ – D42	Zero Flight Time Training (ZFTT) - Commercial air transport operation. ORA.ATO.330 (a) – «Zero Flight Time Training» Does the ATO has the privileges to conduct commercial air transport operations or has specific arrangements with commercial air transport operators?	Choose an item.
Description		
AAQ – D43	Zero Flight Time Training (ZFTT) - Operational experience ORA.ATO.330 (b) – «Zero Flight Time Training» Does the operator have at least 90 days of operational experience on the aeroplane type?	Choose an item.

Management system and Documentation		RESULTS
Description		
AAQ – D44	Zero Flight Time Training (ZFTT) - Specific arrangement ORA.ATO.330 (c) – «Zero Flight Time Training» Does the type rating instructor (TRI(A)) involved in additional take-off and landing activities, as required by the ORO part, have operational experience on the aircraft type?	Choose an item.
Description		
AAQ – D45	Zero Flight Time Training (ZFTT) - Standard Simulator ORA.ATO.335 (a) – « Simulator Training » Is the approved FFS for the ZFTT serviceable according to the management system criteria of the ATO?	Choose an item.
Description		
AAQ – D46	MPL Multi-crow Pilot Licence ORA.ATO.350 – «General » Does the ATO have the privilege to conduct commercial air transport operations or a specific arrangement with a commercial air transport operator?	Choose an item.
Description		

RECORDS		RESULTS
AAQ –R1	Record keeping – adequate storage and reliable traceability ORA.GEN.220 (a) – «Record keeping» Does the Record keeping system allows adequate storage and reliable traceability of all activities developed, covering in particular all elements of the ORA.GEN.200?	Choose an item.
Description		
AAQ –R2	Record keeping - format ORA.GEN.220 (b) – «Record keeping» Is the format of the files specified in the organisation's procedures?	Choose an item.
Description		
AAQ –R3	Record keeping - Protection ORA.GEN.220 (b) – «Record keeping» Are files stored in such a way as to protect them from damage, alteration and theft?	Choose an item.
Description		
AAQ –R4	Record keeping - document retention - individual students ORA.ATO.120 (a) – «Record keeping» Are records of details of ground, flight and flight training simulator training provided to each trainee kept for at least 3 years?	Choose an item.
Description		
AAQ –R5	Record keeping - document retention - progress reports, assessments and examinations ORA.ATO.120 (b) – «Record keeping» Are records of detailed and regular progress reports from instructors including assessments, and regular progress flight tests and ground examinations; kept for at least 3 years?	Choose an item.
Description		
AAQ –R6	Record keeping - document retention - licence, ratings and medicals ORA.ATO.120 (c) – «Record keeping» Does the organisation have facilities allowing the performance and management of all planned tasks and activities in accordance with the applicable requirements?	Choose an item.
Description		

FACILITIES		
AAQ -F1	Facilities requirements ORA.GEN.215 – «Facilities requirements» Does the organisation have facilities allowing the performance and management of all planned tasks and activities in accordance with the applicable requirements?	Choose an item.
Description		
AAQ -F2	Aerodromes and operating sites ORA.ATO.140 – «Aerodromes and operating sites» Does the ATO do this from aerodromes or operating sites that have appropriate facilities and characteristics to allow training of the maneuvers relevant, taking into account the training provided and the category and type of aircraft used?	Choose an item.
Description		
AAQ -F3	Training aircraft and FSTDs - Adequate fleet ORA.ATO.135 (a) – «Training aircraft and FSTDs - Adequate fleet» Does the ATO use an adequate fleet of training aircraft or FSTDs appropriately equipped for the training courses provided?	Choose an item.
Description		
AAQ -F4	Training FSTDs – Adequacy of specifications ORA.ATO.135 (b)(1)– « Adequate of FSTD» Does the ATO only provide training in an FSTD when it has demonstrated to the competent authority the adequacy between the FSTD specifications and the related training programme?	Choose an item.
Description		
AAQ -F5	Training FSTDs - Complying with Part-FCL ORA.ATO.135 (b) (2) – «Training aircraft and FSTDs» Does the ATO provide training in an FSTD only when it has demonstrated to the competent authority that the FSTDs used to comply with the relevant requirements of Part-FCL?	Choose an item.
Description		
AAQ -F6	Training FFS ORA.ATO.135 (b) (3) – « Training aircraft and FSTDs » Does the ATO provide training in an FSTD only when it has demonstrated to the competent authority, in the case of full flight simulators (FFSs), that the FFS adequately represents the relevant type of aircraft?	Choose an item.

Description		
AAQ -F7	FFS - motion and visual system serviceability ORA.ATO.335 (b) – «Flight simulator» Are the motion system and visual system of the FFS fully serviceable, in accordance with the applicable certification specifications for FSTD as mentioned in ORA.FSTD.205?	Choose an item.
Description		
AAQ -F8	Training FSTDs - monitoring system ORA.ATO.135 (b) (4) – « Training aircraft and FSTDs » Does the ATO only provide training in an FSTD when it has demonstrated to the competent authority that it has put in place a system to adequately monitor changes to the FSTD and to ensure that those changes do not affect the adequacy of the training programme?	Choose an item.
Description		
AAQ -F9	Training aircraft and FSTDs - credit allowed ORA.ATO.135 (c) – «Training Aircraft and FSTD» If the aircraft used for the practical test is of a different type from the FFS used for visual flight training, is the maximum credit shall be limited to that allocated for flight and navigation procedures trainer II (FNPT II) for aeroplanes and FNPT II/III for helicopters in the relevant flight training programme.?	Choose an item.
Description		
AAQ -F10	Reserved	Choose an item.
Description		
AAQ -F11	Contracted activities - certified ORA.GEN.205 (a) – «contracted activities» Is the contracted activity provided by another organisation certified itself to carry out such activity?	Choose an item.
Description		
AAQ -F12	Contracted activities - Not certified ORA.GEN.205 (b) – «contracted activities» If organisation is working under the contracting organisation's approval, does the ATO ensure that when contracting or purchasing any part of its activity, the contracted or purchased service or product conforms to the applicable requirements?	Choose an item.

<i>Description</i>	
AAQ -F13	Contracted activities - access ORA.GEN.205 (b) – «contracted activities» Does the organisation ensure that the contracted activity provides access to the authority? Choose an item.
<i>Description</i>	

For Foreign ATO only		
Instructor		RESULTS
AAQ -I1	FCL.900 (c) (1) – « <i>Instructor Certificate</i> » Does the instructor provide instruction in real aircraft holding FI, CRI, IRI or TRI as appropriate to TCAR PEL Part FCL?	Choose an item.
Description		
AAQ -I2	FCL.900 (c) (1) – « <i>Instructor Certificate</i> » Does the instructor provide instruction in FSTD only holding SFI, MCCI or STI as appropriate to TCAR PEL Part FCL?	Choose an item.
Description		
AAQ -I3	FCL.900 (c) (2) – « <i>Instructor Certificate</i> » Does the flight instruction occur outside the territory of the Kingdom of Thailand and is it provided only to student pilots who possess sufficient knowledge of the language used during instruction?	Choose an item.
Description		
AAQ -I4	FCL.900 (c) (3) – « <i>Instructor Certificate</i> » Does the ATO providing training outside the territory of the Kingdom of Thailand meet all of the following conditions for its instructors to be accepted by CAAT: 1. Has the ATO established a specific procedure to ensure instructor compliance with TCAR PEL Part FCL, Subpart J?	Choose an item.
Description		
AAQ -I5	FCL.900 (c) (3) – « <i>Instructor Certificate</i> » Does the ATO providing training outside the territory of the Kingdom of Thailand meet all of the following conditions for its instructors to be accepted by CAAT: 2. Is the ATO approved by a foreign authority deemed acceptable by CAAT?	Choose an item.
Description		
AAQ -I6	FCL.900 (c) (3) – « <i>Instructor Certificate</i> » Does the ATO providing training outside the territory of the Kingdom of Thailand meet all of the following conditions for its instructors to be accepted by CAAT: 3. Is the ATO approved under standards similar to TCAR PEL Part ORA and acceptable to CAAT?	Choose an item.

Description		
AAQ -I7	FCL.900 (c) (3) – «Instructor Certificate» Does the ATO providing training outside the territory of the Kingdom of Thailand meet all of the following conditions for its instructors to be accepted by CAAT: 4. Do the instructors hold an appropriate certificate or equivalent issued or accepted by the foreign authority mentioned above, and aligned with TCAR PEL Part FCL, Subpart J?	Choose an item.
Description		
AAQ -I8	FCL.900 (c) (3) – «Instructor Certificate» Does the ATO providing training outside the territory of the Kingdom of Thailand meet all of the following conditions for its instructors to be accepted by CAAT: 5. Does the ATO maintain and regularly update a list of its instructors for submission to CAAT?	Choose an item.
Description		
Examiner		RESULTS
AAQ -E1	FCL.1000 (c) (1) – «Examiners Certificate» Does the examiner provide skill test, proficiency checks and assessment of competences in real aircraft holding FE, CRE, IRE, TRE or FIE as appropriate to TCAR PEL Part FCL?	Choose an item.
Description		
AAQ -E2	FCL.1000 (c) (1) – «Examiners Certificate» Does the examiner provide skill test, proficiency checks and assessment of competences in FSTD only holding SFE as appropriate to TCAR PEL Part FCL?	Choose an item.
Description		
AAQ -E3	FCL.1000 (c) (2) – «Examiners Certificate» Does the skill tests and proficiency checks occur outside the territory of the Kingdom of Thailand and is it provided only to student pilots who possess sufficient knowledge of the language used during test/check is given?	Choose an item.
Description		

Section		Findings		
		Level 1	Level 2	Observation
1	Personnel			
2	Management System & Documentation			
3	Records			
4	Facilities			
5	Foreign ATO (Instructor & Examiner) – optional (used only when applicable)			
Total				

ORA.GEN.150 Findings (Classification of finding)

Level 1	A level 1 finding shall be issued by the CAAT when <u>any significant non-compliance</u> is detected with the applicable requirements, with the organisation's procedures and manuals or with the terms of approval, or certificate which <u>lowers safety or seriously endangers flight safety</u> .
Level 2	A level 2 finding shall be issued by the CAAT when <u>any non-compliance</u> is detected with the applicable requirement, with the organisation's procedures and manuals or with the terms of an approval, or certificate which could <u>lower safety or seriously hazards flight safety</u> .
OBS	Observation is opportunity for improvement, which is minor gap, mostly documented and implemented. The management system that may be weak, cumbersome, redundant, overly complex, or in some other manner, may, in the opinion of the auditor, offer an opportunity for an organisation to improve its current status. An observation is not subject to any corrective actions unless it is accepted by auditee for improvement.