


FS-OPS-FRM-021		FOIM (Flight Operations Inspector Manual)	 سازمان هواپیمایی کشوری معاونت استاندارد پرواز - دفتر عملیات پرواز
AOC Checklist- Technical assessment for issue of Operations Specifications			
Revision 00	July 2018		


Technical assessment for issue of Operations Specifications

Note: This form will be completed at the completion of phase 4 of the Certification Process.


Name of the Applicant:

(When an item is marked to be unsatisfactory, indicate reasons under the Remarks column in detail)

	Item	Status		Remarks
		Sat	Unsat	
1.	Administrative			
	i. AOC Checklists			
	ii. Completed Compliance Statement			
2.	Management Personnel			
	i. Accountable Manager (General manager / Chief executive Officer)			
	ii. Director Flight Operations			
	iii. Director Engineering and Maintenance			
	iv. Director Training			
	v. Director Ground Operations			
	vi. Director Security			
	vii. Director Inflight Services (Cabin Safety)			
	viii. Director Compliance Monitoring			
	ix. Director Flight Safety			
	x. Director Safety Management (SMS)			
	xi. Chief pilots for each fleet			
3.	Document Evaluation			
	i. Operations Manual(A,B,C,D)			
	ii. Cabin Crew Safety & Emergency Procedures Manual			
	iii. Flight Safety Manual			
	iv. Safety Management Systems Manual			
	v. Dangerous Goods Manual			

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*	vi.	Flight Duty Time Limitation Scheme			
	vii.	Flight Crew Qualifications			
	viii.	Aircraft Operating Manual (AOM)			
	ix.	Normal and Emergency Checklists (SOPs)			
*	x.	Load and Trim Sheet			
	xi.	Runway Analysis Data			
	xii.	Route and Airport Manual			
*	xiii.	Minimum Equipment List (MEL)			
	xiv.	Configuration Deviation List (CDL)			
*	xv.	Maintenance Control Manual/ CAME			
*	xvi.	Aircraft Journey Log book			
*	xvii.	Maintenance Deferred Defects Log			
*	xviii.	Weight and Balance Manual			
	xix.	Ground Handling Manual			
	xx.	Deicing Manual (if applicable)			
*	xxi.	Maintenance Program			
*	xxii.	Flight Safety Documents System			
	xxiii.	Passenger Briefing Cards			
*	xxiv.	Training programmes (flight crew, flight dispatchers and cabin crew)			
*	xxv.	Simulator/ flight training device evaluation and approvals			
	xxvi.	Aircraft flight manual			
	xxvii.	Aircraft search procedure checklist			
	xxviii.	Company's Security Manual			
*	xxix.	Approval of Dangerous Goods Training Programme			

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*	xxx. Training Manual for maintenance personnel			
*	xxxi. Training Manual for flight crew, cabin crew, operations personnel and ground personnel			
	xxxii. Ground Handling arrangements including Ground Handling Manual			
*	xxxiii. Special authorizations			
	DG,RVSM,EDTO,LVO,PBN,MNPS, EFB,			
4.	Additional Information requirement for endorsement on Certificate			
	i. Continuing Airworthiness (Continuous Maintenance Organization Approval - CAMO)			

General Remarks :

Item	Status		Remarks
	Sat	Unsat	

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Name of the Lead Auditor	Signature	Date
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