

CHAPTER 148. CERTIFICATION AND SURVEILLANCE OF TRAINING CENTERS

SECTION 1. BACKGROUND

1. PROGRAM TRACKING AND REPORTING SUBSYSTEM (PTRS) ACTIVITY CODES. (See figure 148-1 and applicable paragraphs.)

3. OBJECTIVE. The objective of this task is to determine whether an applicant for certification of a training center under the provisions of Title 14 of the Code of Federal Regulations (14 CFR) part 142 meets the requirements for a training center certificate and, during ongoing operations, continues to meet those requirements and standards. Successful completion of this task results in the issuance, renewal, or denial of a training center certificate and/or an indication of a satisfactory or unsatisfactory inspection.

5. GENERAL. Organizations certificated under part 142 provide aviation training, testing, and checking. The nature and structure of part 142 accommodates the training of persons such as pilots, flight engineers, flight dispatchers, and flight navigators. *Because part 142 is, by nature, multidisciplinary, text and figures in this chapter refer to 14 CFR parts 61, 63, 91, 121, 125, 127, 135, and 137 without differentiation, providing guidance for the entire spectrum of part 142 activities. This guidance is primarily for training center program managers (TCPM), partial program managers (PPM), and principal operations inspectors (POI) assigned to operators who obtain training and testing from training centers.* The objective of part 142 is to stimulate innovative approaches to training and to expand the use of flight simulators and flight training devices.

A. PTRS Activity Codes. In order to document activities associated with part 142 training centers, the edit tables for the PTRS activity codes and the CFR combinations were changed. The activity codes that were added or modified are listed in figure 148-1. When part 142 is the operative CFR, an entry may be made in the affiliated designator field. For example, if an inspector were observing a part 121 operator's training program being conducted by training center personnel, the activity would be recorded as a 1626 with CFR 142. The training center's designator would be entered in the designator block and the operator's

designator would be entered in the affiliated designator block. This will result in the activity being downloaded into the data base for both the inspector's office and the operator's certificate-holding district office (CHDO). If the training were being conducted by the operator's personnel at the training center, the activity would be recorded as a 1626 with CFR 121. The operator's designator would be entered in the designator block and the affiliated designator block would be left blank. (See figure 148-1.)

B. Training Center Concept. Part 142 authorizes organizations to conduct flight simulator training, testing, and checking for parts 61, 63, 91, 121, 125, 127, 135 and 137 operators. Parts 61, 63, 127, and 137 will not be included in every example. (Applicability for those parts may be determined on a case-by-case basis). Training centers develop training programs for each type of aircraft for which they offer training. Training programs consist of core curriculums and specialty curriculums. There are three basic types of training programs.

(1) Parts 91 and 125 operators may use the core curriculum and any specialty curriculum that has been approved by the TCPM for use by the training center.

(2) Part 121, 125, or 135 operators may contract with a training center to conduct the operator's approved program. Under this program, the operator's POI approves the training program in its entirety. Training center instructors and evaluators must qualify under the operator's training program.

(3) If approved by the operator's POI, part 121, 125, or 135 operators may use the core curriculum as approved by the TCPM. The operator's POI must approve any additional specialty curriculums necessary to satisfy the requirements of parts 121, 125, and 135 that may not be covered in the core curriculum.

C. Manuals, Checklists, and Procedures. Aircraft operating and crew coordination procedures, manuals, and checklists are integral parts of the training program and must be developed by the training

center. They are accepted in conjunction with the syllabus. Anyone using the core curriculum must use these accepted parts. Revisions to manuals, checklists, and procedures of the core curriculum shall be accomplished as outlined below. (PTRS code: 1366)

(1) Operators requesting or suggesting changes to manuals, checklists, and procedures or other components of the curriculum should jointly negotiate the requested changes with the operator's POI, the training center, and the TCPM. If a core curriculum is changed to meet the needs of a specific operator, it is no longer a core curriculum, but upon POI approval, becomes the approved program for that operator.

(2) POI's and other Federal Aviation Administration (FAA) inspectors should forward to the TCPM any recommendations for changes by using the PTRS.

(3) The TCPM is responsible for evaluating and approving or accepting recommended changes to the core curriculum. When changes are contemplated, the training center management is responsible for notifying all operators of the contemplated changes. The operators are responsible for notifying their POI's of the contemplated changes.

D. Responsibilities of TCPM's and POI's for Program Approvals. (PTRS codes: 1368, 1369, 1370, 1377, and 1378)

(1) The TCPM is responsible for granting approval, in conjunction with the Headquarters training center coordinator for the use of the core curriculum and associated procedures, manuals, and checklists.

(2) Specialty curriculums that are developed by training centers are approved by the TCPM through the issuance of training specifications.

(3) The decision to pursue the use of a training center's core or specialty curriculums is solely the operator's. The operator's POI is authorized to require the operator to modify its curriculums. The POI is responsible for granting approval for the operator to use the training center's approved curriculums.

(4) The operator's POI is responsible for ensuring that all training required by regulation, even if not covered by core or specialty curriculums, is provided by the operator. The operator may accomplish this as in-house training or contract with the training center. When the operator contracts with the training center to provide operator-specific training, the operator's POI reviews and approves this training. The POI shall coordinate with the TCPM for surveillance of this training.

(5) The TCPM is responsible for surveillance of all training conducted under core and specialty curriculums by the training center.

7. TRAINING CENTER PROGRAM MANAGER. A TCPM is assigned to each training center by the CHDO. Each TCPM has oversight responsibility for the training center and is responsible for overall FAA technical administration, certification, surveillance, and investigations.

A. Functions. The TCPM is the primary FAA focal point for relations with training centers and is responsible for coordinating FAA activity at training centers, satellites, and remote training sites. The TCPM's role is to ensure that the training conducted by the center, its personnel, and facilities meets regulatory standards. For air carrier clients, the TCPM must coordinate training matters with the POI whose operator is contracting with the training center.

B. Surveillance Responsibilities. The TCPM is responsible for ensuring regulatory compliance through the use of a planned surveillance and inspection program on a continuing basis. The TCPM is responsible for communicating and coordinating the surveillance requirements of each training center, remote site, and satellite facility with other FAA offices. (PTRS code: 1626)

C. Duties. When a TCPM's duties exceed 90 percent of the TCPM's available time, or when the complexity of the training center is such that the TCPM could not reasonably be qualified on all the aircraft training programs, the CHDO should consider the assignment of a PPM for the particular aircraft type. A TCPM or a PPM should not be required to be current in more than two aircraft types.

9. DEFINITIONS.

A. Authorized Instructor. An instructor who satisfies the requirements of § 142.47 and who has the following additional qualifications:

- (1) Holds the required certificates and ratings.
- (2) Has completed the training center's prescribed instructor training program.
- (3) Has demonstrated to the TCPM, or an evaluator designated by the TCPM, the ability to teach the designated curriculum.
- (4) In the case of an individual instructing for an air carrier, the individual must meet the requirements of 121.411 and 121.413 or 135.337 and 135.339, as applicable.

(5) Has been authorized as such, in writing, by the training center.

(6) In the case of an individual instructing for an air carrier, the individual must be listed by the air carrier as an instructor.

B. Course. A program of instruction to meet requirements for airman training, certification, qualification, authorization, or currency.

C. Courseware. Instructional material developed for each course or curriculum, including lesson plans, flight event descriptions, computer software programs, audiovisual programs, aircraft operating manuals, workbooks, checklists, and handouts.

D. Curriculum. A specific course or courses of study or, collectively, all the courses of study at a training center. It may be identified as either a "core" or "specialty" curriculum. Components of a curriculum are called curriculum segments.

(1) *Core Curriculum.* A document approved by the Administrator that contains airman certification requirements and is based on the Practical Test Standards (PTS) and Flight Standardization Board (FSB) reports, if applicable. Each curriculum segment includes consideration of an applicant's training and experience and training and testing procedures. It contains requirements for instructor and evaluator qualification and certification and their duty assignments. A core curriculum may include training to meet part or all of the current proficiency requirements of 14 CFR parts 61, 63, 65, 121, 125, and 135. It may also contain curriculum segments for recency of experience and requalification. It does not include training for tasks and circumstances unique to a training center client (such as equipment differences training).

(2) *Specialty Curriculum.* A specialty curriculum is an FAA-approved document that contains operator-specific training that is unique to a training center client; for example, basic indoctrination, windshear flight training, long-range navigation, Category II/III authorization, or differences training. Specialty curriculums are approved by the TCPM and/or the air carrier's POI without FAA headquarters' review. The TCPM should accomplish a comprehensive review before approval.

(3) *Curriculum Segments.* Integral parts of a curriculum that can be separately evaluated and individually approved but, by themselves, do not qualify a person for a certificate or rating; for example, cockpit procedures training, flight simulator periods, aircraft flight training, or ground training.

E. Element. An integral part of a module that is subject-oriented; for example, electrical inverter,

landing gear actuator, thunderstorm characteristics, or knowledge of steep turns, stalls, or glides.

F. Evaluator. A person who is authorized by the Administrator and who, while functioning under the operational control of a training center certificate holder, performs tests and checks that are authorized by the certificate holder's training specifications. Evaluators may work at more than one training center or satellite training center provided each is under the direct supervision of the training center management.

G. Event. An integral part of a module that is task-oriented such as the requirement to accomplish a steep turn.

H. Flight Simulator, Airplane. A device that simulates an airplane and meets the following standards:

(1) Is a full-size replica of the cockpit of a specific type or make, model, and series of airplanes.

(2) Includes the equipment and programs necessary to represent the airplane in ground and flight operations.

(3) Uses a force cueing system that provides cues at least equivalent to that of a 3-of-motion system.

(4) Has been evaluated and qualified for use as a flight simulator by a representative of the National Simulator Program Manager (NSPM). Details about airplane flight simulator evaluation may be found in the current version of Advisory Circular (AC) 120-40, Airplane Simulator Qualification.

I. Flight Simulator, Rotorcraft. A device that simulates a rotorcraft and meets the following standards:

(1) Is a full-size replica of the cockpit of a specific type or make, model, and series of rotorcraft.

(2) Includes the equipment and programs necessary to represent the rotorcraft in ground and flight operations.

(3) Uses a force cueing system that provides cues at least equivalent to that of a 3-of-motion system.

(4) Has been evaluated and qualified for use as a flight simulator by a representative of the NSPM. Details about rotorcraft flight simulator qualification may be found in the current version of AC 120-63, Helicopter Simulator Qualification.

J. Flight Training Device (FTD). A device that meets the following standards:

(1) Is a full-size replica of instruments, equipment, panels, and controls of an airplane or rotorcraft, or set of airplanes or rotorcraft, in an open flight deck area or in an enclosed cockpit. This may include the hardware and software installed for systems that are necessary to simulate the airplane or rotorcraft in ground and flight operations.

(2) Does not require a force (motion) cueing or visual system.

(3) Has been evaluated, qualified, and approved for use by the Administrator. (See AC 120-45, Airplane Flight Training Device Qualification, for evaluation requirements.)

K. Advanced Flight Training Device. An FTD that represents a specific aircraft in cockpit configuration, function, and flight handling characteristics. FTD's with those characteristics are currently qualified by the FAA in accordance with AC 120-45 as level 6 and level 7 FTD's.

L. Flight Training Equipment. Flight simulators, FTD's, as defined in the regulations, and aircraft.

M. Foreign Training Center. A training center or satellite training center that is located outside the U.S.

N. Lesson. One event or element, or part of an event or element, to be learned or taught, usually during one period of instruction.

O. Line-Operational Simulation (LOS). Simulation conducted using operational-oriented flight scenarios that, in real time, accurately replicate interaction among flight crewmembers and between flight crewmembers and dispatch facilities, other crewmembers, air traffic control (ATC), and ground operations. LOS's are conducted for training and evaluation purposes and include random, abnormal, and emergency occurrences. LOS specifically includes line-oriented flight training (LOFT), special purpose operational training (SPOT), and line-operational evaluation (LOE). (See AC 120-35, Line Operational Simulations: Line-Oriented Flight Training, Special Purpose Operational Training, Line Operational Evaluation.)

P. Module. A subpart of a curriculum segment that constitutes a logical, self-contained unit. A module contains elements or events that relate to a specific subject; for example, departures, airwork, landings, and precision approaches.

Q. Remote Training Site. A facility where training takes place and that is not collocated with a training center or satellite training center. Its use by the certificate holder is temporary in nature; for example, for

dry lease of a flight simulator or classroom. The certificate holder does not maintain operational control of the flight simulators or training facilities at remote training sites.

R. Satellite Training Center. A training center at a location other than that of the certificate holder. Satellite training centers will be identified in the training specifications. The certificate holder exercises operational control of flight simulator's or training facilities at satellite training centers.

S. Supervised Operating Experience (SOE). Experience serving in flight as pilot-in-command (PIC) in the seat normally occupied by the PIC under the supervision of a PIC who is qualified and current in the same type airplane.

T. Syllabus. An arrangement of subjects in lesson format, which are to be presented in learning order sequence. It includes scheduled hours, media, methods, and courseware. It is not an integral part of a curriculum but is used to implement a curriculum. An acceptable syllabus is required for each curriculum.

U. Training Program. The curriculums, courseware, facilities, flight training equipment, and personnel necessary to accomplish training objectives. It includes either a core curriculum or a specialty curriculum or both.

V. Training Specifications. A document issued by the Administrator to a training center certificate holder that prescribes that center's training, checking, and testing authorizations and limitations and specifies training program requirements.

11. CERTIFICATION PROCESS FOR TRAINING CENTERS. The following paragraphs generally describe the application procedure for certification of training centers and approval of both core and specialty training programs. Training center approval follows the five-phase general process for approval or acceptance that is described in volume 1, chapter 4, section 6, of FAA Order 8400.10, Air Transportation Operations Inspector's Handbook. The basic steps of this process must be followed. Each phase, however, may be adjusted to accommodate existing circumstances. Each phase is described separately below. Figure 148-3 contains a flow chart that describes the steps of the certification process. (PTRS codes: 1240, 1242, 1243, and 1260)

NOTE: Inspectors should see volume 2, chapter 1, section 4, of FAA Order 8400.10 for information on precertification number, final certificate number, and elements of a certificate number.

13. PHASE ONE - PREAPPLICATION.

A. General Application Procedures.

(1) A preapplication meeting is needed for persons who apply.

(2) Before applying, each applicant should be familiar with part 142 and ensure that the training center meets all requirements for certification.

(3) All written material must be presented in the English language.

(4) Applicants should submit a preapplication letter of intent which includes at least the following information (see figure 148-4):

(a) Business name, mailing address, and telephone number of the applicant.

(b) Proposed starting date.

(c) Proposed management personnel by name and title.

(d) Proposed training courses.

(e) Flight training equipment.

(f) Proposed location of the following:

- Training centers
- Satellite training centers
- Remote training sites
- Training records

(g) Additional information that provides a better understanding of the proposed business.

B. Authority for Deviations. The TCPM may deviate from these requirements if it is determined that a specific certification step is not required, based on the applicant's previous experience or qualification.

15. PHASE TWO - FORMAL APPLICATION.

A. Application Procedures. Persons desiring to establish and operate training centers as described in part 142 must apply by submitting a formal application letter to the FAA Flight Standards District Office (FSDO) that has jurisdiction over the area in which the applicant's principal business office is located (see figure 148-5). The applicant should submit the formal application letter and attachments to the assigned FSDO. The FSDO will appoint a specialist who will serve as the certification project manager (CPM). Unless the FSDO approves a shorter filing period, application should be made at least 120 days before the beginning of any proposed training. The letter and attachments should contain the following information:

(1) Business name, mailing address, and telephone number.

(2) Starting date (if revised).

(3) Management personnel and qualifications, including a statement acknowledging that the applicant shall notify the Administrator within 10 working days of any change made in the assignment of persons in the required management positions.

(4) Proposed training courses.

(5) Proposed authorization for evaluators.

(6) Actual aircraft flight training, if any.

(7) A description of the applicant's training facilities, equipment, qualifications of personnel to be used, and proposed evaluation plan.

(8) The training program curriculums, including syllabuses, outlines, courseware, procedures, and documentation to support the proposed courses.

(9) A description of a recordkeeping system that will identify and document the details of training, qualification, and certification of students, instructors, and evaluators.

(10) The description of quality control measures proposed.

(11) The method of demonstrating qualification and ability to provide training for a certificate or rating in fewer than the minimum hours prescribed in part 61, if the applicant proposes to do so.

B. Required Signatures. The following signatures are required on a completed formal application letter:

(1) An application from an individual must be signed by that individual.

(2) An application from a partnership must be signed by all partners or, if applicable laws permit this authority to be delegated to one partner, by the delegated partner.

(3) An application from a corporation must be signed by the president, or such other officers as authorized by the corporation, and by the corporate secretary, or another designated official of the corporation, who should attest to the individual's authority to sign such a document.

(4) An application from a company, club, or association must be signed by the president or such other officer or director as authorized by the organization's bylaws and attested to by the secretary.

(5) For training centers located outside of the U.S., the equivalent of the positions listed in subparagraphs 15B(1) through (4) will be determined by the certificating FAA office.

C. Other Required Information.

(1) The applicant should include, along with the formal application letter, a copy of the proposed training program(s).

(2) The applicant should submit a copy of a purchase contract or adequate lease of flight training equipment.

(3) A training center must submit specialty training course syllabuses to the CHDO for each course for which approval is sought. Specialty training course syllabuses are approved for use by only one training center and its satellite training center(s). An air operator may contract with a training center to conduct specialty curriculum training that has been submitted to the operator's POI for approval.

(4) Specialty training curriculums are not only for use by air carriers. They also may be used by part 91 operators who may not have a designated POI. Training centers may choose to have a specialty curriculum approved to market to these operators.

17. PHASE THREE - DOCUMENT COMPLIANCE.

A. Management Personnel. The training center applicant shall employ a sufficient number of management personnel who are qualified and competent to perform the duties to which they are assigned. The applicant should provide resumes that outline proposed management qualifications and compliance histories. Each resume should include the individual's name, address, airman certificate number, and certificates and ratings held. Medical certificate qualification information should be included, if applicable. A person whose employment or control contributed to the revocation, suspension, or termination of a part 121, 125, 135, 141, or 142 operating certificate within the previous 5 years shall not manage, be in control of, or have substantial ownership in a training center. Persons who conduct training directly with the student must be able to read, write, understand, and fluently speak the English language.

B. Evaluators. Evaluator applicants shall submit a completed FAA Form 8710-9, Designated Examiner Application/Qualification Record, to the TCPM to determine eligibility. Evaluators must meet the training center instructor eligibility, training requirements of part 142, subpart C, and follow the applicable guidance in Order 8710.3, Pilot Examiner's Handbook.

C. Selection Criteria for Evaluators.

(1) The applicant may be an employee of the training center or of another organization, but must be under the operational control of the training center.

(2) The applicant must have completed the instructor training program and have been designated, at that training center, as an instructor in the program in which evaluations will be conducted.

(3) Unless otherwise authorized by the TCPM, the applicant must have at least 1 year of experience as an instructor, check airman, designated examiner, or evaluator in the appropriate category, class, and, if applicable, type of aircraft.

(4) The applicant must have 1 year of previous experience as a PIC in the type of aircraft in which evaluations will be conducted.

D. FAA Training of Evaluators before Designation. The TCPM shall ensure that the evaluator applicant has completed training in the following areas: (PTRS code: 1595)

(1) The knowledge, abilities, and skills required for the applicable certification duties authorized.

(2) The procedures, methods, and techniques associated with administering the applicable certification events required by the PTS.

(3) Management of unsatisfactory tests, and subsequent corrective action.

(4) The authority, responsibilities, and limitations under the regulations; existing grants of exemption; and the applicable handbook guidance.

(5) The use of the FAA forms and job aids associated with the particular designated function.

(6) The administrative procedures and supervisory relationships that exist in the evaluator program.

(7) The functions of an evaluator as a representative of, and responsible to, the FAA Administrator.

(8) The understanding that company policies, economics, union affiliation, and seniority are not relevant issues when determining certification requirements of airmen.

NOTE: An evaluator applicant who is qualified under Special Federal Aviation Regulation (SFAR) 58 may be authorized to conduct evaluations under the Advanced Qualification Program (AQP) without complying with the requirements of this paragraph.

NOTE: Initially, and on an annual basis, an evaluator must pass a written test and a proficiency check in a flight simulator or aircraft in which the evaluator will be evaluating.

NOTE: Evaluators who will instruct under part 121 or 135 must meet the eligibility and qualifications requirements of those parts.

E. Initial Observation and Evaluation Requirements for Evaluators. Evaluator candidates shall be required to observe a qualified evaluator or inspector conduct a complete oral increment of a practical test, a simulator flight, and, if appropriate, an aircraft flight increment, including the necessary briefings and the completion of airman certification paperwork. A qualified FAA inspector shall evaluate the candidate conducting at least one complete oral increment of a practical test, a flight simulator flight, and, if appropriate, an aircraft flight increment, including the necessary briefings and certification paperwork for the certificate or added rating involved. (PTRS codes: 1595, 1641, 1642, 1643, 1668, and 1673)

F. Designation of Evaluators. Upon completion of the above requirements, the TCPM shall issue FAA Form 8000-5, Certificate of Designation, FAA Form 8430-9, Certificate of Authority (valid for 1 year), and a letter of authorization that defines the evaluator's privileges and limitations. The TCPM shall rescind these items of designation when the evaluator leaves employment with the training center or when the level of certification activity is such that an evaluator is no longer required. (PTRS codes: 1558 and 1559)

G. Evaluator Recurrent Training. Annual recurrent training must be given in those subject areas required for initial qualification. The TCPM may exercise flexibility in choosing which of those areas to emphasize during this training.

H. Surveillance of Evaluators. (PTRS codes: 1595, 1641, 1642, 1643, 1668, and 1673)

(1) A qualified FAA inspector shall observe each evaluator annually. The surveillance (which may be unannounced) should consist of the following:

(a) The oral increment of a practical test.

(b) The flight simulator increment of a practical test, which should include the observation of the evaluator operating the flight simulator control panel during a certification practical test.

(c) The aircraft increment of a practical test, if appropriate.

(2) Each evaluator must successfully complete an annual proficiency check in a flight simulator. This proficiency check should ensure that the evaluator is able to demonstrate proficiency in the knowledge and

skill areas required for the original issuance of the certificate that the evaluator is authorized to issue. The proficiency check must include all maneuvers and procedures listed in the PTS and may include other procedures and crewmember functions at the discretion of the person conducting the check. This check must be conducted or observed by the TCPM or a person the TCPM designates.

I. Evaluator Conditions and Limitations. The conditions and limitations pertaining to evaluators are as follows:

(1) Evaluators may have examining authority only for students who are graduates of the employing training center.

(2) Normally, evaluators shall not function as a required crewmember while conducting any evaluation.

(3) Certification activities conducted outside of the U.S. must be coordinated with the National Training Center Program Manager Coordinator (NTCPMC) at AFS-800.

(4) The evaluator will be limited to conducting tests and checks in two aircraft types.

(5) Evaluators (check airmen) who are authorized to evaluate airmen under a part 121 or 135 training program must maintain proficiency and recency of experience as required by those parts. Recency of experience may be accomplished in an approved flight simulator or aircraft and shall comply with § 142.53, Training Center Instructor Training and Testing Requirements.

J. FAA Inspector Qualifications for Evaluator Oversight. Each required surveillance shall be conducted by an FAA inspector qualified in the applicable category and class and, if a type rating is required, type of aircraft.

K. FAA Inspector Training for Evaluator Oversight. Training centers may provide initial type rating training and recurrent training, less aircraft flight time, for the TCPM or for FAA PPM's who will be providing surveillance. This training arrangement is described in a Memorandum of Understanding (MOU). (See figure 148-6.) When the training center provides training, the training center manager and the CHDO should execute the MOU. The training center should be willing to cooperate in scheduling this training so that the FAA inspector's qualification and currency requirements are accomplished in a timely manner. A copy of the MOU must be forwarded to the NTCPMC at AFS-800. (PTRS code: 1025)

NOTE: An evaluator who satisfactorily completes an evaluator training curriculum

required in the calendar month before or the calendar month after the month in which it is due is considered to have taken it when due, and future authorization due dates do not change.

L. Instructors. Before functioning as an instructor in a curriculum, an instructor must be appointed and authorized by the training center, in writing, to instruct in the curriculum(s) to which assigned. The instructor must meet the eligibility requirements of § 142.47. If an instructor is instructing a course that leads to the issuance of an airline transport pilot (ATP) certificate or a type rating at the ATP level, the instructor must hold an ATP certificate with a type rating in that aircraft or meet the aeronautical experience for the issuance of that certificate and rating. Each instructor must be at least 18 years of age and be able to read, write, speak, and understand the English language.

NOTE: Individuals who will be instructors for contracting part 121 or part 135 operators must meet the eligibility, training, and qualifications requirements of those parts, as applicable.

M. Required Documents.

(1) Leases, agreements, and contracts must be presented to the TCPM for review. If the TCPM determines that it is necessary, the Assistant General Counsel may review any of these documents to determine if the intent of any requirement is met. (PTRS code: 1335)

(2) Leases for flight training equipment must be presented to the TCPM so that an exclusive use determination can be made.

(3) If a training agreement exists, a pilot school certificated under part 141 may provide training, testing, and checking for a training center. Each training agreement should meet the requirements of §§ 141.26 and 142.33.

NOTE: Inspectors should consult volume 2, chapter 2, section 2, of FAA Order 8400.10 for additional information on leases, agreements, and contracts.

(4) Approved Program for Maintenance and Inspection.

(a) Aircraft used to provide training under part 142 must be maintained and inspected in accordance with part 91, subpart E (or foreign equivalent), and/or an approved program for maintenance and inspection. An aviation safety inspector (airworthiness) should verify the existence of an approved program for maintenance and inspection.

(b) Flight simulators and FTD's. (TBD)

(5) Minimum equipment lists (MEL) may be submitted to the TCPM for review and approval if the applicant seeks such an approval for aircraft that the training center owns or leases. MEL's, however, are not a certification requirement of part 142.

(6) A simulator component inoperative guide (SCIG) may be submitted to the TCPM for review and approval. SCIG's are not a certification requirement of part 142.

N. Training Program. Curricula, associated syllabuses, and related courseware are required to be reviewed and approved in the document compliance phase by the TCPM. The TCPM shall follow the general process for review and format that is found in volume 3, chapter 2, of FAA Order 8400.10. Additionally, the TCPM shall coordinate with the NTCPMC for approval of each core curriculum. The TCPM is responsible for accomplishing the following: (PTRS codes: 1366, 1368, 1369, and 1370)

(1) Core Curriculum.

(a) The TCPM shall notify the NTCPMC of receipt of a proposed core curriculum. The NTCPMC shall assemble a working group to approve each core curriculum. The working group is an ad hoc committee with representation from appropriate policy divisions and field offices. The NTCPMC shall then notify the TCPM of names of working group members and forward a copy of the core curriculum to each member.

(b) The TCPM shall then review the curriculum for format and content. Proposed core curricula must contain the necessary training to meet the knowledge and skill requirements of all operational areas of the PTS and any additional areas defined by FSB reports. FSB reports identify additional training requirements or limitations for types and variants within types of aircraft. These recommendations are consolidated in AC 120-53, Crew Qualification and Pilot Type Rating Requirements for Transport Category Aircraft Operated Under FAR Part 121.

(c) If obvious errors or omissions do not exist in the proposed core curriculum, the TCPM shall forward it to the NTCPMC with comment within 15 working days of receipt.

(d) If obvious errors or omissions exist, the TCPM shall notify the applicant as soon as possible and offer the applicant an opportunity to amend and resubmit the curriculum.

(e) The applicant may choose not to amend the curriculum; in this case, the TCPM shall forward it

to the NTCPMC with comments within 15 working days.

(f) The NTCPMC shall convene the working group to present the curriculum for review. The working group will attempt to complete the review within 15 working days. When the group completes its review, the curriculum shall be returned to the TCPM with a recommendation for approval or amendment.

(g) If the curriculum is recommended for approval by the working group, the TCPM shall stamp the List of Effective Pages page "FAA-Approved" and affix an original signature, title, and date.

(2) Specialty Curriculum.

(a) The TCPM shall review the specialty curriculum for format and content.

(b) If obvious errors or omissions exist, the TCPM shall notify the applicant as soon as possible and offer the applicant an opportunity to amend and resubmit the curriculum.

(c) If the specialty curriculum is approved, the TCPM shall stamp the List of Effective Pages page as "FAA-Approved" and affix an original signature, title, and date.

NOTE: Specialty curriculums are not submitted to the NTCPMC for review.

(3) Syllabuses and related courseware are accepted by the Administrator rather than FAA-approved. The issuance of a letter of approval for the training program is conditional; syllabuses and related courseware must first be acceptable.

(a) Review for satisfactory format and content.

(b) If obvious errors or omissions exist, notify the applicant as soon as possible and offer the applicant an opportunity to withdraw the syllabuses and related courseware and resubmit them when corrections or additions have been made.

(4) Upon completion of the items listed in subparagraphs 17N(1) through (3), a letter of approval shall be issued. The letter may include additional conditions for the use of the training program. (See figure 148-7.)

O. Deviations and Waivers. Deviations or waivers may be requested from any of the requirements of part 142. A training center applicant requesting a deviation or waiver must provide the TCPM with information that shows: (PTRS codes: 1242, 1243, and 1801)

(1) Justification for the deviation or waiver.

(2) That the deviation or waiver will not adversely affect the quality of instruction or evaluation.

P. Training Records. The training center applicant must maintain records of training activities, qualification, and currency. The following information is presented to assist the TCPM in determining training record system adequacy. (PTRS code: 1334)

(1) Subpart E Recordkeeping Requirements.

(a) A training center certificate holder must maintain for each trainee a record that contains the following:

- The name of the trainee
- A copy of the trainee's pilot certificate, if any, and medical certificate
- The name of the course and the make and model of flight training equipment used
- The trainee's prerequisite experience and course time completed
- The trainee's performance on each lesson and the name of the instructor providing instruction
- The date and result of each end-of-course practical test and the name of the evaluator conducting the test
- The number of hours of additional training that was accomplished after any unsatisfactory practical test

(b) A training center certificate holder shall maintain for each instructor or evaluator authorized to instruct a course approved in accordance with part 142, subpart B, a record that indicates that the instructor or evaluator has complied with the requirements of §§ 142.13, 142.45, 142.47, 142.49, and 142.53, as applicable.

(c) The certificate holder shall maintain the records required by § 142.73 (a) and (b) as follows: for trainees, 1 year; for instructors or evaluators, initial records permanently and all subsequent training, 1 year.

(d) The certificate holder shall keep the records required by § 142.73 (a) and (b) at the applicable training center or satellite training center, or other place approved by the Administrator, and must provide those records to the Administrator upon request and at a reasonable time.

NOTE: The recordkeeping requirements for air carriers are not eliminated or reduced.

(e) The certificate holder shall provide to a trainee, upon request and at a reasonable time, a copy of the trainee's training records.

(2) Records Required for Training Centers Conducting Air Carrier Training Programs under a Contract with an Air Carrier.

(a) Records containing the following information must be retained by the training center for at least 1 year:

- Name and identifier of the air carrier
- Name and airman certificate number of the trainee
- Name and airman certificate number of the evaluator
- Dates and results of training, checking, and testing

(b) The certificate holder shall keep these records at the applicable training center or satellite training center, or other place approved by the Administrator, and must provide those records to the Administrator upon request and at a reasonable time.

Q. Training Agreements. A pilot school certificated under part 141 may provide training, testing, and checking for a certificated training center, provided that the following situations exist: (PTRS codes: 1334 and 1335)

(1) There is a training, testing, and checking agreement between the certificated training center and the pilot school.

(2) The training, testing, and checking provided by the certificated pilot school is approved and conducted in accordance with part 142.

(3) The pilot school certificated under part 141 obtains the Administrator's approval for a training course outline that includes the portion of the training, testing, and checking to be conducted under part 141.

(4) Upon completion of training, testing, and checking conducted under part 141, a copy of each student's training record is forwarded to the part 142 training center and becomes part of the student's permanent training record.

NOTE: Transfer of credit from a part 141 pilot school to a training center under a training agreement must be accomplished if credit is to be granted by the receiving training center. The basis for which credit is granted is established in accordance with the training center's curriculum.

19. PHASE FOUR - DEMONSTRATION AND INSPECTION.

A. Timeframe for Inspections. As provided in part 142, the FAA will make certain inspections to determine a training center's compliance with, or eligibility under, the U.S. Transportation Laws, Title 49 of the United States Code (49 USC), the regulations, and the training center certificate and training specifications. Inspections must occur at the following times:

- (1) Upon initial certification.
- (2) Upon training center or satellite center location change.
- (3) Upon addition of a satellite center.
- (4) Upon training center application for amendment to an existing training program.
- (5) Upon training center application for an additional training program.

NOTE: These inspections will be made at a time agreed to by the training center and the FAA. All inspections shall be at a reasonable time and in a reasonable place.

B. Specific Requirements. (PTRS codes: 1334, 1371, 1603, 1607, 1612, 1621, 1626, 1629, 1640, 1646, 1647, 1649, 1650, and 1653)

(1) The facilities and equipment described in an applicant's formal application letter must be made available for inspection before certification.

(2) The CHDO should inspect the applicant's training centers or satellite training centers that are located within the CHDO's area of geographic responsibility.

(3) The CHDO should contact the FSDO having geographic responsibility over the areas in which the satellite training centers or training equipment are located and request facility and/or equipment inspections of those centers. The purpose of these inspections is to ensure that the facilities and equipment are as represented by the applicant and that they meet the certification requirements of the regulations.

(4) Each FSDO making a facilities and equipment inspection should complete a report on FAA Form 8000-36, Program Tracking and Reporting Subsystem Data Sheet, stating its observations and noting any discrepancies or recommendations for the CHDO.

(5) Automated recordkeeping systems that are proposed by the applicant must be inspected during the facilities inspection. An inspector conducting this inspection should refer to volume 3, chapter 11, section 4, of FAA Order 8400.10 for specific guid-

ance. Authorization for the use of an automated recordkeeping system is contained in the training specifications that are issued by the Administrator.

C. Areas of Inspection.

(1) Flight Simulators and FTD's. (PTRS codes: 1351, 1630, 1654)

(a) Qualification and approval of each flight simulator or FTD used for training, testing, checking, or currency under part 142 should be obtained as follows:

- Levels 6 and 7 FTD's and all flight simulators must be qualified by the National Simulator Program Manager (NSPM). Training devices shall be qualified in accordance with the procedures and criteria contained in AC 120-45. Flight simulators shall be qualified in accordance with the procedures and criteria contained in AC 120-40. Rotorcraft simulators and rotorcraft FTD's shall be qualified in accordance with AC 120-63.
- Levels 1 through 5 FTD's shall be qualified and approved for their intended use by the TCPM in accordance with the procedures and criteria contained in AC 120-45.
- FTD's and flight simulators are approved by the TCPM for their intended use in the center training programs. FTD's and flight simulators shall be approved via the issuance of training specifications. Each level 1 through 5 FTD shall be identified by the manufacturer's serial number. Level 6 and 7 FTD's and all flight simulators shall be identified by the FAA identification number.
- A rotorcraft flight simulator or FTD must be qualified and approved in accordance with the procedures and criteria contained in AC 120-63.

(b) Following qualification by the NSPM, a flight simulator or FTD is assigned a qualification level and an identification number.

(c) Only flight simulators and FTD's that have been properly qualified by the NSPM or otherwise authorized by the Administrator may be listed in a training center's training specifications.

(d) A flight simulator or FTD may be used for instruction if it is listed in the training center's approved training specifications and meets the flight training equipment requirements of the lesson for

which it is to be used, as stated in the training center's approved curriculum.

- FAA advisory material, such as the current version of AC 120-46, Use of Airplane Flight Training Devices (Inflight Training and Checking for Airman Qualification and Certification), and the PTS provide guidance on acceptable uses of FTD's.
- A higher level of flight simulator may be used in lieu of an FTD or a lower-level flight simulator. For example, a level A flight simulator may normally be used in lieu of an FTD, or a level B flight simulator may be used in lieu of a level A flight simulator.

(e) Flight simulators and FTD's must be properly maintained to ensure the reliability of the performances, functions, and all other characteristics that were required for initial approval of the equipment. They must also be updated to reflect any modification to the aircraft being simulated that results in changes in performance, in function, or in other characteristics. Flight simulators and FTD's used by a training center must be given a functional preflight check daily. A discrepancy log shall be kept, and all discrepancies shall be entered in the log at the end of each training or checking session by the instructor or evaluator.

(f) Unless otherwise authorized in an approved SCIG, all components on a flight simulator or FTD shall be operative, in accordance with § 142.59.

(2) Flight Simulator or FTD Component Inoperative Guide. (PTRS codes: 1372, 1373)

(a) A flight simulator or FTD SCIG is a guide that indicates the specific training or testing tasks that are authorized if a flight simulator or FTD component is inoperative, missing, or malfunctioning.

(b) An SCIG may be developed for all flight simulators or FTD's, or an SCIG may be developed for make, model, and series of aircraft simulated, as applicable. If an SCIG is make, model and/or series specific, it should list all training center flight simulators or FTD's for which the guide is applicable.

(c) An SCIG is developed by a training center applicant or Training Center Certificate holder. Authorization for use of each SCIG shall be included in the training specifications.

(d) An SCIG may be submitted for approval at the time of application for training center certifi-

cation, or it may be submitted for approval as an amendment to the approved training specifications.

(e) If an inoperative, missing, or malfunctioning component causes a flight simulator or FTD to be limited for training or testing, the SCIG should outline the training and testing that will not be permitted.

(3) Aircraft Requirements. (PTRS code: 1653)

(a) Each aircraft used for flight instruction must meet the following standards:

- Each aircraft used by a training center or satellite training center must be registered as a U.S. or foreign civil aircraft.
- The aircraft may meet the aircraft registration requirements of either subparagraph 17C(3)(a) or the registration requirements of the country in which it is operated if it is operated outside the U.S. by a training center. For example, a Bahamian-registered aircraft could be operated in London, and the crew could receive training in that aircraft at a foreign training center in London.
- The aircraft must have an FAA standard airworthiness certificate or a foreign equivalent of an FAA standard airworthiness certificate that is acceptable to the Administrator.
- Aircraft must be maintained and inspected in accordance with the requirements of part 91, subpart E, or must be maintained in accordance with a continuous airworthiness maintenance program as provided in parts 121, 125, 127, 129, or 135 or the equivalent maintenance requirements of the country of registry. The airworthiness of the aircraft is subject to inspector acceptance.

(b) Each aircraft must be equipped as provided in the training specifications for the approved course in which it is used.

(c) A training center may operate aircraft that are in the precertification phase of production when authorized by the Administrator and approved by the training specifications.

(d) Each aircraft must be at least a two-place aircraft with engine power controls and flight controls that are easily reached and that operate in a conventional manner from both pilot stations. However, airplanes with controls such as nose-wheel steering switches, fuel selectors, and engine air flow controls that are not easily reached and operated in a conventional

manner by both pilots may be used for flight instruction if the training center certificate holder determines that the flight instruction can be conducted in a safe manner.

(4) During this phase and before certification, the TCPM or other person designated by the CHDO shall observe the training of the initial cadre of instructors. After certification, the TCPM or other designated person shall observe in its entirety each curriculum presented to students for the first time. After either observation, the TCPM may require revisions to the training program. (PTRS codes: 1366, 1368, 1369, 1370, 1377, 1378, 1626, and 1646)

21. PHASE FIVE - CERTIFICATION.

A. *Issuance of Training Certificate and Specifications.* The CHDO shall issue FAA Form 8000-43, Training Center Certificate, and training specifications after satisfactory completion of the previous phases. (See figure 148-8.)

B. *Denial of Certification.* The applicant may be denied certification as a training center if deficiencies exist. If so, the CHDO must state the reason(s) for certificate denial. Such denial must be made in writing and describe corrective actions that may lead to certification.

(1) An applicant who has been denied certification should notify the CHDO in writing when corrective action has been taken. A second inspection of training center or satellite training center facilities may be required.

(2) After evaluation of the applicant's corrective actions, the CHDO shall either approve or deny certification and, if denied, state which requested changes have not been properly addressed. If the applicant is denied certification, the applicant may again follow the steps described in subparagraph 21B(1) above.

C. *Additional CHDO Responsibilities.*

(1) For each training center, the CHDO shall establish and maintain a file that contains the following:

- (a) A copy of the training center certificate.
- (b) A copy of the training specifications.
- (c) All documents required for initial certification such as application letters, inspection reports, resumes, leases, and training agreements.

(d) Copies of all FAA-approved materials used in the training programs such as curriculums, SCIG's, MEL's, and pilot operating manuals (POM).

(2) The CHDO shall forward copies of approved training programs, training specifications, manuals (such as SCIG or POM), or other documents that are pertinent to the training conducted at a satellite training center to the FSDO having geographic responsibility.

NOTE: Training center acquisitions, mergers, and bankruptcies shall be processed in accordance with guidance contained in volume 2, chapter 3, of FAA Order 8400.10.

23. AMENDMENT TO A TRAINING CENTER CERTIFICATE OR TRAINING SPECIFICATIONS.

A. CHDO Authority. The CHDO may amend the training center certificate or training specifications at any time under the provisions of the U.S. Transportation Laws, 49 USC § 44709(A). (PTRS codes: 1375, 1385, 1390, 1396, and 1397)

B. Request by Certificate Holder. The certificate holder may request an amendment by submitting a written request at least 60 calendar days before the proposed effective amendment date unless a different filing period is approved by the CHDO.

25. SURRENDER. A certificate holder must surrender the training center certificate and training specifications to the CHDO under the following circumstances:

- Upon termination of operations under part 142
- Upon suspension, revocation, or termination of the certificate by the Administrator

27. DENIAL, SUSPENSION, OR REVOCATION. The Administrator may deny, suspend, revoke, or terminate a certificate or training specifications issued under part 142 if it is found that the following circumstances exist.

A. Applicant Revoked, Suspended, or Terminated. An applicant for, or holder of, a training center certificate has had any certificate (issued by the Administrator) revoked, suspended, or terminated within the previous 5 years.

B. Employee Revoked, Suspended, or Terminated. An applicant for, or holder of, a training center certificate employs or proposes to employ a person who meets the following description:

(1) Was previously employed in a management or supervisory position or exercised control over any certificate holder whose certificate has been revoked, suspended, or terminated within the last 5 years.

(2) Contributed materially to the revocation, suspension, or termination of that certificate and who will be employed in a management or supervisory

position, or who will be in control of or have a substantial ownership interest in the training center.

C. Fraudulent Information. The information required to be provided by part 142 by the applicant for, or holder of, a training center certificate is incomplete, inaccurate, fraudulent, or false.

D. Contrary to Aviation Safety. The issuance or continuance of such certificate would not foster aviation safety.

29. ADVERTISING. Training center certificate holders that wish to advertise the provision of training must adhere to the following standards.

A. Distinguishing Types of Training. A training center certificate holder may not advertise to conduct any training that is not approved by the Administrator if that training is designed to satisfy any requirement of the regulations. However, a training center certificate holder may advertise provision of training that is not designed to satisfy any requirement of the regulations if such advertising is clearly distinguished as not being a part of the training center approved curriculums.

B. Accuracy of Statements. The training center may not make any statement relating to its certification that is false or designed to mislead any person contemplating enrollment. The training center must clearly differentiate between courses that have been approved and those that have not.

C. Surrender of Certificate. When a training center certificate has been surrendered, suspended, or revoked, part 142 requires the training center to remove all indications of center approval and cease advertising that the training center is certificated by the FAA. This includes removing all signs that advertise the training center and canceling radio, television, newspaper, magazine, and billboard advertisements for the training center.

D. Vacating a Training Center. If an FAA-approved training center vacates a training center facility or satellite training center facility, all signs indicating that an FAA-approved training center is located on the premises must be promptly removed.

31. TRAINING SPECIFICATIONS. (PTRS codes: 1396 and 1397)

A. Required Contents. Training specifications issued by the Administrator to the training center certificate holder shall contain the following:

(1) The type of training authorized, including approved courses.

(2) The category, class, and type of aircraft that may be used for training.

(3) For each flight simulator or FTD, the make, model, and series of airplane or set of airplanes being simulated and the qualification level assigned or the make, model, and series of rotorcraft, or set of rotorcraft being simulated and the qualification level assigned.

(4) For each flight simulator and FTD subject to qualification evaluation by the Administrator, the serial number assigned by the NSPM.

(5) The names and addresses of all satellite training centers and the approved courses offered at each satellite training center.

(6) Authorized deviations or waivers from part 142.

(7) Any other items the Administrator may require or allow.

B. Denial. The FSDO shall not issue training specifications when the certificate holder or applicant provides information that is incomplete, inaccurate, fraudulent, or false.

C. Suspension, Revocation, or Termination. Training specifications may be suspended, revoked, or terminated in accordance with the criteria outlined in paragraph 27 of this section.

33. APPLICABILITY.

A. General. The legal basis for the issuance of training specifications is § 142.5. Training specifications specify the authorizations, limitations, and certain procedures under which each type of operation must be conducted.

B. Training Specification Parts. Training specifications are to be issued to a training center to outline the various approvals and parameters under which the center may operate. There are six training specifications parts: Parts A through F. All training specifications paragraphs appear in section 2 as they are to be issued by the CHDO. (See figures 148-9 through 148-14.)

35. TRAINING PROGRAMS/CURRICULUMS.

A curriculum is a specific course of study or, collectively, all the courses of study at a training center that lead to certification and/or qualification of an airman or crewmember. It may be identified as either a core or specialty curriculum. (PTRS codes: 1302, 1303, 1306, 1307, 1366, 1368, 1369, 1370, 1371, 1372, 1373, 1377, 1378, 1621, 1626, 1630, 1646, and 1647)

A. Core Curriculum. A core curriculum is a document approved by the FAA and based on the PTS and FSB reports which contain airman certification requirements. It consists of segments that address an applicant's training and experience as well as training and testing procedures. A core curriculum may include training to meet part 61, 63, 65, 121, or 135 proficiency requirements. It may also contain curriculum segments for recency of experience, qualification, and proficiency training. It does not include training for tasks and circumstances unique to a training center client.

(1) Core curriculums are submitted by the TCPM/CHDO, following a review, to the NTCPMC for coordination with the working group. The core curriculum is then returned to the CHDO along with a recommendation for approval or disapproval (with comments) for action by the TCPM.

(2) Figure 148-15 contains a sample core curriculum.

B. Specialty Curriculum. A specialty curriculum is a document approved by the Administrator that contains operator-specific training that is unique to a training center client; for example, a company policy and procedures manual, windshear flight training, or differences training.

C. AQP Curriculums. AQP curriculums are developed through an alternative approval process. Curriculum development is based on an analysis process using an input that incorporates consideration of the PTS and FSB reports. AQP curriculums contain segments that address an air carrier's training requirements and experience, training and testing procedures, proficiency tracking, airman certification requirements, and operations. They incorporate requirements for instructor and AQP evaluator qualification, certification, and duty assignments. AQP curriculums include training to meet SFAR 58 proficiency requirements.

(1) The training center submits AQP curriculums directly to the Advanced Qualification Program Branch, AFS-230, at FAA headquarters for review. A copy will also be provided to the TCPM. When an AQP curriculum meets required standards, AFS-230 will provide initial approval after coordination with the TCPM. Copies of the approved AQP curriculum are then returned to the training center and the TCPM by AFS-230.

(2) Detailed information about the initial and final approval process for training centers that wish to conduct AQP training is delineated in volume 3, chapter 4, of FAA Order 8400.10.

37. COURSEWARE EVALUATION. Inspectors should ensure that the training center's courseware is adequate to support the curriculum goals. Courseware evaluation should be accomplished before approval of a training curriculum and be included in recurring inspector work programs. Examples of courseware that should be considered when reviewing and evaluating training programs are as follows:

- Lesson plans (PTRS codes: 1368, 1369, 1370, 1626, and 1646)
- Flight training event descriptions - PTS; part 61, appendix A; part 121, appendixes E, F, and H; part 135 and SFAR 58 required maneuvers (PTRS codes: 1368, 1369, 1370, 1626, and 1646)
- Computer software programs - CBI/computer-based instruction (PTRS codes: 1371 and 1647)
- Audiovisual programs (PTRS codes: 1371 and 1647)
- Aircraft operating manuals (PTRS codes: 1366 and 1621)
- Weight and balance (PTRS codes: 1366, 1372, 1373, and 1621)
- Aircraft performance (PTRS codes: 1366 and 1621)
- Flight operations manual (PTRS codes: 1366 and 1621)
- MEL (PTRS codes: 1366 and 1621)
- Mockups (PTRS codes: 1371 and 1647)
- Workbooks and handouts (PTRS codes: 1371 and 1647)

39. FACILITIES. Each training room, training booth, or other space used for instructional purposes must be heated, lighted, and ventilated to conform to local building, sanitation, and health codes. Each training facility must be located so that the students in that facility are not distracted by instruction conducted in other rooms or by flight and maintenance operations on the airport. (PTRS codes: 1371 and 1647)

41. EVALUATION OF FLIGHT TRAINING EQUIPMENT. Inspectors should ensure that the training center's flight training equipment is adequate to support the curriculum goals. Evaluation and approval of flight training equipment should be accomplished before approval of a training curriculum and should be included in recurring inspector work programs. (PTRS code: 1630)

A. Flight Simulators. Flight simulators must meet and maintain the standards under which they were

originally qualified; i.e., under the applicable edition of AC 120-40. The national simulator program staff will qualify flight simulators before approval by the TCPM. Flight simulators used must be included in paragraph D2 of the training specifications.

B. Level 6 and 7 FTD's. These devices must meet and maintain the qualification standards set forth in AC 120-45. The national simulator program staff will qualify these devices before approval by the TCPM. Level 6 and 7 FTD's used must be included in paragraph D3 of the training specifications.

C. Level 1 Through 5 FTD's. These devices are approved by the TCPM in accordance with an approval test guide submitted by the training center and accepted by the NSPM. Each device must meet and maintain the qualification standards set forth in AC 120-45. These FTD's must be included in paragraph D3 of the training specifications.

D. Aircraft. Aircraft used must be included in paragraph D1 of the training specifications. Each aircraft must be maintained and inspected in accordance with part 91, subpart E; an approved maintenance and inspection program; or the equivalent maintenance requirements of the country of registry. Each aircraft must be equipped to conduct all maneuvers and procedures required by the approved training program in which it is used.

43. TRAINING CENTER PERSONNEL. Each training center must have adequate personnel necessary to accomplish training objectives. In addition to management, supervisory, and evaluator personnel, each instructor must be individually approved by the training center for use in each training course assigned. The duties of each instructor must be identified and documented; for example, ground instructor, Learjet initial and recurrent; flight simulator instructor, initial and recurrent, B-727; airplane flight instructor, initial and recurrent, B-727. Each instructor must meet the prerequisites for the position and complete the appropriate training program in which that individual will instruct. (PTRS code: 1621)

45. AIRMAN QUALIFICATIONS AND TRAINING. All airman training leading to certification, qualification, recency of experience, flight review, and proficiency of U.S. certificate-holding airmen conducted by a part 142 training center must be conducted under an FAA-approved training program. Training of foreign airmen, maintenance technicians, or other personnel not requiring or holding a U.S. airman's certificate does not require the use of an FAA-approved training program.

A. *Instructor Qualification and Training.* (PTRS codes: 1368, 1370, 1621, and 1646)

(1) Part 142, subpart C, outlines the prerequisites, training requirements, operating procedures, and limitations of training center instructors for other than parts 121, 125, and 135 certificate holders.

(2) All instructors must complete an instructor training program that has been approved by the TCPM. The program must include the initial and recurrent training and testing requirements of part 142, subpart C. Before initial designation, each instructor shall complete at least 8 hours of ground training in the following subjects:

(a) Instruction methods and techniques.

(b) The fundamental principles of the learning process.

(c) Training center policies and procedures.

(d) Instructor duties, privileges, responsibilities, and limitations.

(e) Proper operation of simulation controls and systems.

(f) Proper operation of environmental control and warning or caution panels.

(g) Limitations of simulation.

(h) Minimum equipment requirements for each training curriculum.

(i) Revisions to the training curriculum(s).

(j) Crew resource management (CRM) and crew coordination.

NOTE: Instruction in the subjects in paragraphs (a) and (b) above may be waived by the TCPM for instructor applicants who hold a current teacher's certificate or its equivalent (issued by a state, county, or city) that authorizes that person to teach in a junior or senior high school or for a person regularly employed as an instructor in an accredited college or university. This training may also be waived for holders of a flight or ground instructor certificate.

(3) Additionally, each instructor must satisfactorily complete a written test on the subjects listed under subparagraph 45A(2). The test must be comprised of questions that are equivalent in difficulty, complexity, and scope to those specified by the Administrator for the flight instructor-airplane and instrument flight instructor knowledge tests. The certificate holder must ensure that the following condi-

tions are met for each person employed as a flight simulator instructor.

(a) Each person must satisfactorily complete an approved course of flight simulator training and an approved course of ground instruction which must include the following, as applicable, to the training courses the instructor is authorized to instruct:

- Proper operation of flight simulator and FTD controls and systems
- Proper operation of environmental and fault panels
- Limitations of simulation
- Minimum equipment requirements for each course of training
- Performance and analysis of flight training procedures and maneuvers applicable to the courses that the instructor is authorized to instruct
- Technical subjects covering aircraft subsystems and operating rules applicable to the courses that the instructor is authorized to instruct
- Emergency and abnormal operations
- Appropriate safety measures

(b) Each person must satisfactorily demonstrate to a designated evaluator or FAA inspector knowledge of, and proficiency in, instructing in a representative segment of each course of training for which that instructor is authorized to instruct.

(4) Every 12 calendar months, beginning the first day of the month following an instructor's initial authorization, each instructor must accomplish the items listed below.

(a) The instructor must complete 4 hours of ground training on the subject matter listed under subparagraph 45A(2) of this section.

(b) The instructor must satisfactorily pass a knowledge test on the subjects listed under subparagraph 45A(2) of this section.

(c) The instructor must demonstrate the following abilities:

- The instructor must be able to pilot the flight simulator in each maneuver, procedure, and crewmember function authorized to be taught.
- The instructor must be able to instruct in each maneuver, procedure, and crewmember function authorized to be taught. The demonstration of instructing ability must be performed

from the instructor panel in a flight simulator representing each type of aircraft in which the individual will instruct.

- The instructor may accomplish the pilot and instructor demonstrations with an FAA inspector or with a training center designated evaluator.
- The inspector or designated evaluator who conducts the evaluations required under subparagraph 45A(4)(c) must evaluate each maneuver and procedure listed in the appropriate PTS and may, at his or her discretion, select other procedures and crewmember functions to ensure that the examinee has the abilities required under subparagraph 45A(4)(c).

(d) In addition to the requirements listed under subparagraphs 45A(3) and (4), the certificate holder must ensure that each instructor who instructs in level C or D (phase II or III) flight simulators meets annually one of the following requirements.

(i) Each instructor must have performed 2 hours in flight that include three takeoffs and three landings as the sole manipulator of the controls of an aircraft of the same category and class and, if a type rating is required, of the same type replicated by the approved flight simulator in which that instructor is authorized to instruct.

(ii) Each instructor must have participated in an approved line-observation program (under part 121 or 135) that meets the following requirements:

- Is accomplished in the same airplane type as the airplane represented by the flight simulator in which that instructor is authorized to instruct
- Includes LOFT of at least 1 hour of flight as the sole manipulator of the controls in a flight simulator that replicates an aircraft of the same type for which that instructor is authorized to instruct

(iii) Each instructor must have participated in an approved in-flight observation training course that meets the following requirements:

- Consists of at least 2 hours of flight time in an airplane of the same type as the airplane replicated by the flight simulator in which the instructor is authorized to instruct

- Includes LOFT of at least 1 hour of flight as the sole manipulator of the controls in a flight simulator that replicates an aircraft of the same type for which that instructor is authorized to instruct

(e) An instructor who satisfactorily completes the requirements of this paragraph in the calendar month before or after the month in which it is due is considered to have taken it when due.

(f) An instructor who has satisfactorily completed an instructor training course for a part 121 or 135 certificate holder may be given credit for satisfying the requirements of this paragraph if the Administrator determines that the course meets the requirements of this paragraph.

(g) Except as required by subparagraph 45A(4)(h), each instructor must hold at least a commercial pilot certificate with appropriate category, class, type, and instrument-airplane ratings or meet the aeronautical experience requirements of § 61.129.

(h) If instructing in a flight simulator that represents an airplane requiring a type rating, or if instructing in a course of training leading to the issuance of an ATP certificate or an added rating to an ATP certificate, each instructor must satisfy one of the two following requirements:

- Hold an ATP certificate with appropriate category, class, and type ratings, or meet the aeronautical experience requirements of § 61.155
- Be currently qualified to instruct under part 121 or 135 in a flight simulator representing the same type airplane

(i) If instructing in an aircraft from a required crewmember position, each instructor must hold a medical certificate and a current flight instructor certificate with appropriate category, class, and type rating.

(j) Except as provided by subparagraph 45A(4)(i), each instructor who instructs in an aircraft must maintain recency of flight experience as required by § 61.57.

(k) Flight simulator instructors who also instruct in an aircraft may maintain recency of flight experience in a flight simulator, as authorized in Part F of the certificate holder's training specifications.

(5) Training Center Operational Control.

(a) Instructors must function under the operational control of a training center certificate holder who performs training for certification and

ratings that are authorized by the certificate holder's training specifications, and who is authorized to conduct such training. Instructors may work at more than one training center or satellite training center, provided each is under the direct supervision of the training center management.

(b) Training center instructors are selected, trained, and assigned by the training center. Each instructor is listed in paragraph C6 of the training specifications and in the Vital Information Subsystem (VIS).

B. Designated Evaluator Qualification and Training. (PTRS code: 1595)

(1) Evaluators may be designated for airmen certification activities (oral, flight simulator, and aircraft segments, if applicable) and/or proficiency evaluations of airmen. Part 142, subpart C, outlines the prerequisites, training requirements, operating procedures, and limitations of designated evaluators at training centers for other than parts 121, 125, and 135 certificate holders.

(2) Evaluators are nominated by the training center and trained and designated by the TCPM. Each designated evaluator is listed in paragraph C5 of the training specifications and in the VIS Designated Airmen File.

(3) All designated evaluators must complete the instructor training program for the training center and a designated evaluator training program that is developed and conducted by the FAA. The program must include the initial and recurrent training and testing requirements of part 142, subpart C. The training program must also include the following:

(a) Administrative procedures and supervisory relationships (FAA oversight) that exist in the designated evaluator program.

(b) Functions of a designated evaluator as a representative of, and responsible to, the FAA Administrator.

(c) The understanding that company policies, economics, organization affiliation, and seniority are not relevant issues when determining certification, qualification, and proficiency of airmen.

(d) The knowledge, abilities, and skills required for the applicable certification, proficiency, or qualification duties authorized.

(e) The procedures, methods, techniques, and guidance contained in the appropriate PTS and in volume 5, chapters 1 through 5, of FAA Order 8400.10.

(f) The authority, responsibilities, and limitations under parts 61, 63, 65, 121, 125, and 135; existing exemptions; related AC's; and applicable handbook guidance.

(g) The use of the FAA forms and job aids associated with a particular evaluator function.

(4) Designated evaluators are limited to evaluating airmen who complete programs approved for the training center. An evaluator may be authorized to evaluate airmen from more than one air operator or air carrier that is contracting with the center for training, provided that the evaluator has completed the training for each air operator or air carrier. An evaluator may conduct evaluations at multiple training centers under the following circumstances:

(a) The evaluator has completed all training and designation requirements for those training centers.

(b) The evaluator undergoes the appropriate initial and recurrent evaluations.

C. Student Training. Student training curriculums, associated syllabuses, and related courseware must meet or exceed part 121 and 135 requirements if they are to be used by a part 121 or 135 certificate holder. Student training must be conducted in compliance with the limitations of § 142.65.

D. Flight Simulator Safety. The training center must provide appropriate and adequate training/briefing to instructors, evaluators, trainees, and other occupants in flight simulator emergency shutdown, emergency egress, flight simulator/facility fire, the use of extinguishers, power failures, and other hazardous situations. This training or briefing should be accomplished before each training session. It is highly recommended that a briefing card or checklist be provided for reference by the instructor or evaluator. In addition, an operable flashlight should be available in the flight simulator during operation.

47. INTRODUCTION TO AQP.

A. Purpose. The following paragraphs provide guidance regarding a training center that intends to provide training, qualification, or evaluation for, and in connection with, an air carrier certificate holder's AQP. The guidance also applies to an air carrier certificate holder that intends to arrange for a training center to accomplish training, qualification, and evaluation under an AQP. For additional guidance on AQP, refer to volume 3, chapter 4, of FAA Order 8400.10 and AC 120-54, Advanced Qualification Program.

B. FAA Goal. AQP provides a systematic basis for matching technology to training requirements and for approving training program content based on relevance to operational performance. The FAA goal for this program is to improve safety through improved training.

C. PTRS Activity Codes. All activity connected with an AQP may be recorded using the existing PTRS activity codes and CFR combinations. Some unique AQP tracking requirements may be necessary in the future, and recording procedures will be provided at that time.

49. TRAINING CENTER APPROVAL GUIDELINES.

A. Approval. An air carrier certificate holder that provides qualification under an AQP to its own employees does not need to be approved as a training center, but will accomplish AQP approval under part 121 or 135, as applicable. An air carrier certificate holder that provides AQP training, qualification, or evaluation for other air carrier certificate holders or any other organization that provides AQP training, qualification, or evaluation for air carrier certificate holders is considered to be a training center that must be certificated under part 142 and must also be specifically approved under SFAR 58 to provide such training. A training center that applies to offer an AQP curriculum segment or portion of an AQP curriculum segment for a specific part 121 or 135 air carrier may be approved under SFAR 58 to provide such training to that specific carrier.

B. Provisional Approval.

(1) A training center that wishes to offer an AQP may apply for provisional approval of an AQP curriculum segment or portion of an AQP curriculum segment without designation of a specific air carrier recipient. A training center would not need to have a contract, arrangement, or proposed arrangement with a particular air carrier certificate holder to obtain provisional AQP approval; however, use of such curriculum content as part of a particular air carrier certificate holder's AQP would require additional FAA approval from AFS-230 in conjunction with the TCPM and the air carrier's POI.

(2) Permission to use a training center's provisionally approved curriculum segment or portion of a curriculum segment as part of a particular air carrier certificate holder's AQP depends on the FAA's assessment of the adequacy of the training center's curriculum material to meet the specific air carrier's needs. Some modification of the training center's AQP curric-

ulum could be required to ensure that it conforms with the air carrier's training and qualification needs.

(3) Instructors and evaluators employed by training centers must demonstrate competency to teach and evaluate in conformity with the air carrier certificate holder's approved training and qualification standards, operational methods, techniques, and procedures.

C. Certificate Holder Operations-Specific Training. Operations-specific training for an air carrier may be provided by the certificate holder or by a training center. A training center that desires to contract or otherwise arrange for the conduct of operations-specific AQP curriculum segments for a specific air carrier must show that the training center, including the center's instructors and evaluators, is fully qualified and competent to accomplish training for such operations-specific curriculum segments. This may require additional instructor and evaluator training specific to AQP.

51. TRAINING CENTER AQP APPROVAL PROCESS.

A. Initiating the Process. The AQP approval process for a training center can be initiated in two ways.

(1) The training center can inform the FAA by application to AFS-230, with copy to the TCPM, of plans to establish or change a provisional AQP.

(2) AFS-230 in coordination with the TCPM can inform the training center that revisions to its existing AQP are required, based on acquired information relative to training techniques, aviation technology, aircraft operational history, or operator performance.

B. AFS-230 Review. Upon receipt of an AQP application, AFS-230 will review the application package for content as the first step in a phased review process. AFS-230 will notify the applicant by letter, with a copy to the TCPM, concerning application approval and further action required.

C. Phased Review Process. The phased review process is delineated in volume 3, chapter 4, section 2, of FAA Order 8400.10. As part of the phased review process, an FAA team will review and analyze the AQP curriculum or curriculum segments. The review team will include the TCPM as well as representatives from AFS-230 and other applicable FAA personnel.

D. Provisional Approval. AFS-230 will issue provisional approval for a training center's AQP curriculum segment or portions of a curriculum

segment for which a specific part 121 or 135 air carrier recipient has not been identified. Provisional approval for a training center allows it to engage with a part 121 or 135 certificate holder in tailoring a provisionally approved curriculum or curriculum segments to the operator's specific operations. The manager of AFS-230 will notify the training center by letter, with copy to the TCPM, of provisional approval.

E. Approval. When a training center has developed an AQP curriculum segment or portion of a curriculum segment for a specific part 121 or 135 air carrier, initial FAA approval may be issued following an FAA review of carrier-specific AQP curriculum modifications, if any, and a letter of request from the air carrier to employ that program. The manager of AFS-230 will notify both the training center and certificate holder by letter of approval, with copies to the TCPM and POI. Approval of an AQP curriculum or curriculum segment provides the training center with authorization to conduct approved AQP training. The Administrator will update training specifications to reflect training center AQP authorization.

53. PTRS PROCEDURES FOR AQP.

A. General. Surveillance activities on approved AQP certificate holders and training centers will be conducted in accordance with the guidance provided by FAA Order 8400.10 in volume 3, chapter 4, section 4, and in volume 6.

B. Reporting. When reporting certification, surveillance, or other activities for an AQP-approved certificate holder or training center, inspectors must ensure that the letters "AQP" are annotated in the National Use field of FAA Form 8000-36. No other changes to PTRS reporting procedures are entailed. All of the operations activity codes that are defined in FAA Order 1380.51, Program Tracking and Reporting Subsystem, continue to apply under AQP. FAA Form 8000-36 may be overprinted or modified to provide the training center evaluator (TCE) and/or AQP evaluator with additional guidance and aid in standardization of data entry. Figure 148-21 contains an example of a modified form.

55. SURVEILLANCE OF TRAINING CENTERS.

A. Inspections. Inspections to determine compliance with the regulations and/or the training center's training specifications will be made when the FAA considers it necessary. A training center certificate and training specifications must be made available for inspection upon request by the Administrator, an authorized representative of the National Transportation Safety Board, or any federal, state, or local law enforcement agency. The job aids that are located in

figures 148-16 through 148-20 should be used by inspectors while they conduct FAA inspections. (PTRS codes: 1603, 1607, 1612, 1621, 1626, 1629, 1630, 1631, 1632, 1633, 1640, 1641, 1642, 1643, 1646, 1647, 1649, 1650, 1652, 1653, 1654, 1662, 1672, and 1673)

B. FSDO Responsibility. The objective of all surveillance programs is to ensure that the certificate holder complies with the regulations and training specifications and continues to meet the original training center certification requirements. Surveillance and inspection of satellite training centers and remote training sites should be conducted by the FSDO holding geographic responsibility for the area after coordination with the CHDO. Inspectors should consult FAA Order 8000.49, Flight Standards Geographic Program, for guidance on geographic responsibility.

C. Four-Phase Surveillance Programs. There are four phases to planning and executing surveillance programs. Specific guidance for each phase can be found in volume 6, chapter 1, of FAA Order 8400.10. The four phases are as follows:

(1) Phase One - Developing a surveillance plan by determining the types of inspections necessary and the frequency of those inspections.

(2) Phase Two - Accomplishing the surveillance plan by conducting the inspections.

(3) Phase Three - Analyzing surveillance data gathered from inspection reports and related information from other sources.

(4) Phase Four - Determining appropriate course of action.

57. AREAS OF SURVEILLANCE.

A. Aircraft/Ramp Checks. Ramp checks should be conducted on training center-operated aircraft, which could include foreign aircraft, precertification aircraft, and other aircraft furnished by clients or applicants. Emphasis should be on the following items during ramp checks: (PTRS codes: 1652 and 1653)

(1) Aircraft-use records or logbook.

(2) MEL's.

(3) Discrepancy records.

(4) Maintenance logbooks.

B. Flight Simulators and FTD's: (PTRS codes 1630 and 1654)

(1) Flight simulator/FTD's.

(2) Functional evaluations.

(3) Replication of the aircraft in configuration.

(4) Use records or logbook.

(5) SCIG, if applicable, or procedures for operating with inoperative components.

(6) Discrepancy records. (Note any items that would affect training, testing, or checking.)

(7) Maintenance logbooks.

(8) Records of daily preflight. (Verify that discrepancies are being recorded and note any deferred items that would affect training, testing, or checking.)

C. Facilities. When conducting surveillance activities at the main base, satellite bases, or remote training sites, the inspector should ensure that the facilities are adequate for the conduct of the training, checking, or testing that is approved for the respective site. (PTRS codes: 1640 and 1647)

D. Records.

(1) Student records should be reviewed to determine compliance with the approved training program. Each record should show a chronological record of the students' participation in the training program, as required by § 142.73(a) recordkeeping requirements. Student records are required to be maintained for 1 year after completion of a training program. (PTRS code: 1649)

(2) Training center instructor and designated evaluator records should be reviewed to determine compliance with the requirements of § 142.73(b). Initial training and qualification records shall be kept

permanently. All other records must be kept for at least 1 year following the completion of required training. (PTRS code: 1650)

(3) Training specifications shall identify the location of all required training center records. The approved method(s) for recordkeeping shall also be specified.

E. Surveillance of Designated Evaluators. Each designated evaluator shall be observed semiannually by a qualified FAA inspector. The surveillance (which may be unannounced) will consist of the following: (PTRS codes: 1641, 1642, 1643, 1672, and 1673)

(1) The oral increment of a practical test.

(2) The flight simulator increment of a practical test, which should include the observation of the evaluator operating the flight simulator control panel during a certification practical test.

(3) The aircraft increment of a practical test, if appropriate.

F. Observation of Training Programs. Training programs are observed to ensure that each program is being conducted as originally approved. The inspector should evaluate the courseware, syllabuses, equipment, and personnel to ensure that they continue to meet regulatory requirements. Figures 148-16 through 148-19 contain job aids for inspecting training center records. Figure 148-20 contains a job aid for internal evaluation of training centers. (PTRS codes: 1626 and 1646)

[THIS PAGE INTENTIONALLY LEFT BLANK]

SECTION 2. PROCEDURES

1. PREREQUISITES AND COORDINATION REQUIREMENTS

A. *Prerequisites.* This task requires knowledge of the regulatory requirements of Title 14 of the Code of Federal Regulations (14 CFR) parts 61, 91, 121, 125, 135, 141, and 142, as applicable, and Federal Aviation Administration (FAA) Orders and policies. Additionally, the person accomplishing this task must be qualified as an aviation safety inspector (ASI) (operations).

B. *Coordination.* This task may require coordination with the airworthiness unit; the Operational Systems Branch, AFS-620; and the National Simulator Program, AFS-205.

3. REFERENCES, FORMS, AND JOB AIDS.

A. *References.*

- Parts 61, 91, 121, 125, 135, 141, and 142
- PTRS Procedures Manual (PPM)
- FAA Order 8000.49, Flight Standards Geographic Program
- FAA Order 8400.10, Air Transportation Operations Inspector's Handbook
- FAA Order 8710.3, Pilot Examiner's Handbook
- Advisory Circular (AC) 120-35, Line Operational Simulations: Line-Oriented Flight Training, Special Purpose Operational Training, Line Operational Evaluation
- AC 120-40, Airplane Simulator Qualification
- AC 120-45, Airplane Flight Training Device Qualification
- AC 120-46, Use of Airplane Flight Training Devices (Inflight Training and Checking for Airman Qualification and Certification)
- AC 120-53, Crew Qualification and Pilot Type Rating Requirements for Transport Category Aircraft Operated Under FAR Part 121
- AC 120-54, Advanced Qualification Program
- AC 120-63, Helicopter Simulator Qualification

B. *Forms.*

- FAA Form 8000-36, Program Tracking and Reporting Subsystem Data Sheet
- FAA Form 8710-9, Designated Examiner Application/Qualification Record
- FAA Form 8000-43, Training Center Certificate (figure 148-8)

- FAA Form 8000-5, Certificate of Designation
- FAA Form 8430-9, Certificate of Authority
- FAA Form 8000-42, Training Specifications

C. *Job Aids.*

- Sample figures

5. PROCEDURES.

A. *Preapplication Phase.* Upon receipt of a preapplication letter of intent from an applicant, schedule a preapplication meeting and prepare a certification package for the applicant.

(1) During the preapplication meeting, advise the applicant of the elements of formal application. Advise the applicant to submit the documents required for formal application as far in advance as possible.

(2) Obtain a precertification training center number from AFS-620.

(3) Open a Program Tracking and Reporting Subsystem (PTRS) file. (Refer to figure 148-1 for PTRS activity code/CFR combinations applicable to training center activities.)

B. *Formal Application Phase.* Ensure that the letter and attachments contain at least the documents listed below. If the formal application package is acceptable, continue the process. If the package is not acceptable, return the materials to the applicant with the discrepancies noted.

- (1) Formal application letter.
- (2) Management personnel resumes.
- (3) Evaluator resumes.
- (4) Training programs.
- (5) Proposed evaluation plans.
- (6) Facility and equipment descriptions.
- (7) Recordkeeping system.
- (8) Quality control measures.
- (9) Training agreements.

C. *Document Compliance Phase.* Review and evaluate the documents listed below. If the documents are acceptable, continue the certification process. If not, return the documents to the applicant with discrepancies noted.

- (1) Management personnel resumes.
- (2) Training programs.
- (3) Minimum equipments lists (MEL) and component inoperative guides.
- (4) Lease and/or contract agreements.
- (5) Training agreements.

D. Demonstration and Inspection Phase. Conduct inspections of the facilities and areas listed below in accordance with the criteria outlined in section 1, paragraph 19. If any areas are unacceptable, forward comments to the applicant and reevaluate as needed.

- (1) Training center facilities.
- (2) Flight simulators/training devices.
- (3) Aircraft and maintenance programs.
- (4) Recordkeeping systems.

(a) Training for the initial cadre of training center instructors.

(b) Training center evaluator's proficiency checks and training.

E. Certification Phase. When the previous phases have been satisfactorily accomplished, complete the final certification actions noted below and outlined in section 1, paragraph 21. (If any area in any phase is deficient, discontinue the certification process and advise the applicant, in writing, of the deficiencies.

When the applicant has taken appropriate corrective action, the process may be continued.)

(1) Obtain a final training center number from AFS-620.

(2) Prepare and approve training specifications.

(3) Issue a training center certificate and training specifications.

F. Surveillance. Conduct ongoing surveillance, as appropriate, in accordance with the guidance in section 1, paragraphs 55 and 57.

G. PTRS. Close PTRS file.

7. TASK OUTCOMES. Completion of this task results in one of the following:

A. Issuance of a training center certificate.

B. Denial of a training center certificate.

C. Renewal of a training center certificate.

D. An indication of a satisfactory or unsatisfactory inspection.

9. FUTURE ACTIVITIES.

A. Surveillance of training center.

B. Possible amendment to a training center certificate or training specifications.

FIGURE 148-1
COMPOSITE OF TRAINING CENTER PTRS ACTIVITY CODES

1045	142	STAFF/ADMIN/SPECIAL PROJECTS
1240	142	ORG/CERT/ORIG TRAINING CENTER
1242	142	ORG/CERT/AGNCY/ORIG/WAIVER-ISSUANCE
1243	142	ORG/CERT/AGNCY/ORIG/DEVIATION-ISSUANCE
1260	142	ORG/CERT/AGNCY/ORIG/TECH ASSIST (No Certification)
1334	142	TECH/ADMN/AGNCY/EVAL RECRD SYS
1335	142	TECH/ADMN/AGNCY/EVAL LEASE/AGRMNT
1351	121	TECH/ADMN/OPR/EVAL SIM/TNG DVC
1351	125	TECH/ADMN/OPR/EVAL SIM/TNG DVC
1351	135	TECH/ADMN/OPR/EVAL SIM/TNG DVC
1351	142	TECH/ADMN/AGNCY/EVAL SIM/TNG DVC
1366	142	TECH/ADMN/AGNCY/EVAL MAN/PROC
1368	142	TECH/ADMN/AGNCY/EVAL TNG PROG-NEW
1369	142	TECH/ADMN/AGNC/EVAL TNG PROG-Add RTNG (Per Rating)
1370	142	TECH/ADMN/AGNC/EVAL TNG PROG-REV (Per Revision)
1371	142	TECH/ADMN/AGNCY/EVAL TNG FACIL/EQUIP
1372	142	TECH/ADMN/AGNCY/MEL-SCIG INIT APRV
1373	142	TECH/ADMN/AGNCY/MEL-SCIG REV APVL
1374	142	TECH/ADMN/AGNC/EVAL RENEW CERT
1375	142	TECH/ADMN/AGNC/AMND/REISU CERT
1377	63	TECH/ADMN/EVAL TNG COURSE INIT
1377	65	TECH/ADMN/EVAL TNG COURSE INIT
1378	63	TECH/ADMN/EVAL TNG COURSE REVS
1378	65	TECH/ADMN/EVAL TNG COURSE REVS
1380	142	TECH/ADMN/SPECIAL EMPH PROG
1385	142	TECH/ADMN/CERT SUPPORT
1390	142	TECH/ADMN/RECOVER CERTIFICATE
1395	142	TECH/ADMN/TECH ASSIST
1396	142	TECH/ADMN/AGNC/TNG SPEC INIT APVL
1397	142	TECH/ADMN/AGNC/TNG SPEC REV/ADD
1445	142	ACFT/EQU/CERT SUPPORT
1470	142	ACFT/EQU/TECH ASSIST NO CERT
1510	61	CERT/AIRM/ATP/FE ORAL
1510	63	CERT/AIRM/ATP/FE ORAL
1511	61	CERT/AIRM/ATP/FE SIMLTR
1511	63	CERT/AIRM/ATP/FE SIMLTR
1512	61	CERT/AIRM/ATP/FE AIRCFT
1512	63	CERT/AIRM/ATP/FE AIRCFT
1514	61	CERT/AIRM/ADD TYPE RTG ORAL
1515	61	CERT/AIRM/ADD TYPE RTG SIM LTR
1516	61	CERT/AIRM/ADD TYPE RTG AIRCFT
1518	63	CERT/AIRM/ADD RTG F/E ORAL
1519	63	CERT/AIRM/ADD RTG F/E SIM LTR
1520	63	CERT/AIRM/ADD RTG F/E AIRCFT
1541	61	CERT/AIRM/PROF/COMP CK ORAL (by Inspector)
1541	63	CERT/AIRM/PROF/COMP CK ORAL (by Inspector)
1541	65	CERT/AIRM/PROF/COMP CK ORAL (by Inspector)
1541	121	CERT/AIRM/PROF/COMP CK ORAL (by Inspector)
1541	125	CERT/AIRM/PROF/COMP CK ORAL (by Inspector)
1541	135	CERT/AIRM/PROF/COMP CK ORAL (by Inspector)

Figure 148-1--Continued
COMPOSITE OF TRAINING CENTER PTRS ACTIVITY CODES

1541	142	CERT/AIRM/PROF/COMP CK ORAL (by Inspector)
1542	61	CERT/AIRM/PROF/COMP CK SIM (by Inspector)
1542	63	CERT/AIRM/PROF/COMP CK SIM (by Inspector)
1542	65	CERT/AIRM/PROF/COMP CK SIM (by Inspector)
1542	121	CERT/AIRM/PROF/COMP CK SIM (by Inspector)
1542	125	CERT/AIRM/PROF/COMP CK SIM (by Inspector)
1542	135	CERT/AIRM/PROF/COMP CK SIM (by Inspector)
1542	142	CERT/AIRM/PROF/COMP CK SIM (by Inspector)
1543	61	CERT/AIRM/PROF/COMP CK ACFT (by Inspector)
1543	63	CERT/AIRM/PROF/COMP CK ACFT (by Inspector)
1543	65	CERT/AIRM/PROF/COMP CK ACFT (by Inspector)
1543	121	CERT/AIRM/PROF/COMP CK ACFT (by Inspector)
1543	125	CERT/AIRM/PROF/COMP CK ACFT (by Inspector)
1543	135	CERT/AIRM/PROF/COMP CK ACFT (by Inspector)
1543	142	CERT/AIRM/PROF/COMP CK ACFT (by Inspector)
1544	121	CERT/AIRM/PROF/LINE CK (by Inspector)
1544	135	CERT/AIRM/PROF/LINE CK (by Inspector)
1559	183	CERT/EXMNR/DESIG TCE
1563	61	CERT/EXAMNR/RE VW EXMNR/APD FILE
1563	63	CERT/EXAMNR/RE VW EXMNR/APD FILE
1585	142	CERT/SURVEY/SPCL EMPH PRG
1590	142	CERT/AIRM/CERTIFICAT'N SUPPORT
1595	142	CERT/AIRM/TECH ASSIST NO CERT
1603	142	SURV/AGNCY/INDEPTH INSP HQ
1607	142	SURV/AGNCY/INDEPTH INSP REGN
1612	142	SURV/AGNCY/INDEPTH INSP FIELD
1621	142	SURV/AGNCY/ MANUAL PROCEDURES
1626	142	SURV/AGNCY/OPR CONTRCT TNG PROG
1629	142	SURV/AGNCY/STRIKE/LABOR/FINANCL
1630	61	SURV/MISC/TRNG DEVICE
1630	63	SURV/MISC/SIMLTR/TRNG DEVICE
1630	91	SURV/MISC/SIMLTR/TRNG DEVICE
1630	121	SURV/OPER/SIMLTR/TRNG DEVICE
1630	125	SURV/OPER/SIMLTR/TRNG DEVICE
1630	135	SURV/OPER/SIMLTR/TRNG DEVICE
1630	141	SURV/AIR AGNCY/SIMLTR/TRNG DEVICE
1630	142	SURV/AIR AGNCY/SIMLTR/TRNG DEVICE
1631	121	SURV/OPER/CK AMN OBS
1631	125	SURV/OPER/CK AMN OBS
1631	135	SURV/OPER/CK AMN OBS
1631	142	SURV/AGNCY/OPER CK AMN OBS
1632	121	SURV/OPER/PROF CK AMN OBS SIMLTR
1632	125	SURV/OPER/PROF CK AMN OBS SIMLTR
1632	135	SURV/OPER/PROF CK AMN OBS SIMLTR
1632	142	SURV/AGNCY/OPER PROF CK AMN OBS SIMLTR
1633	121	SURV/OPER/LINE CK AMN OBS
1633	125	SURV/OPER/LINE CK AMN OBS
1633	135	SURV/OPER/LINE CK AMN OBS
1633	142	SURV/AGNCY/OPER LINE CK AMN OBS

Figure 148-1--Continued
COMPOSITE OF TRAINING CENTER PTRS ACTIVITY CODES

1640	142	SURVEILLANCE/AIR AGENCY/FACILITY INSPECTION
1641	142	SURV/AGENCY/TCE CK AMN ACTVY ORAL
1642	142	SURV/AGENCY/TCE CK AMN ACTVY SIM
1643	142	SURV/AGENCY/TCE CK AMN ACTVY ACFT
1646	142	SURV/AGENCY/AMN TNG PROG CURRICULUM
1647	142	SURV/AGENCY/TNG FACILITY/EQUIP
1649	142	SURV/AGENCY/STUDENT RECORDS
1650	142	SURV/AGENCY/PERSONNEL RECORDS
1652	142	SURV/AGENCY/RAMP
1653	142	SURV/AGENCY/ACFT DOCUMENTS
1654	142	SURV/AGENCY/SIMLTR-TNG DEV DOCUMENTS
1662	142	SURV/AGENCY/CFI-AUTH INSTRUCTOR
1672	183	SURV/AIRM/APD DESIGNEE
1673	183	SURV/AIRM/TCE (Not Air Carrier)
1702	142	INVSTGTN/ACCIDENTS/ON SITE
1703	142	INVSTGTN/ACCIDENTS/OTHER
1711	142	INVSTGTN/INCIDENT/ON SITE
1712	142	INVSTGTN/INCIDENTS/OTHER
1720	142	INVSTGTN/NEAR MIDAIR COLLISION
1725	142	INVSTGTN/OCCURRENCES
1731	142	INVSTGTN/ENFRMNT/LEGAL ACTION
1733	142	INVSTGTN/ENFRMNT/ADMIN ACTION
1735	142	INVSTGTN/ENFRMNT/NO ACTION
1737	142	INVSTGTN/COMPLAINT
1741	142	INVSTGTN/LEGAL SUPRT/ASST COUNSEL
1743	142	INVSTGTN/LEGAL SUPRT/HRNG/DEPSTN/TSTFY
1761	142	INVSTGN/TECH SUPRT/ACCIDENT
1763	142	INVSTGN/TECH SUPRT/INCIDENT
1765	142	INVSTGN/TECH SUPRT/NMAC
1767	142	INVSTGN/TECH SUPRT/OCCURENCE
1769	142	INVSTGN/TECH SUPRT/ENFORCEMNT
1771	142	INVSTGN/TECH SUPRT/COMPLAINT
1801	142	GENERAL TECH FUNCTIONS/EXEMPTIONS

FIGURE 148-2
ACRONYMS APPLICABLE TO TRAINING CENTER GUIDANCE

AC	Advisory Circular
AFM	Approved Flight Manual
AQP	Advanced Qualification Program
ASI	Aviation Safety Inspector
ATC	Air Traffic Control
ATP	Airline Transport Pilot
CDL	Configuration Deviation List
CFR	Code of Federal Regulations
CHDO	Certificate-Holding District Office
CPM	Certification Project Manager
CRM	Crew Resource Management
DBA	Doing Business As
DH	Decision Height
FAA	Federal Aviation Administration
FTD	Flight Training Device
FSB	Flight Standardization Board
FSDO	Flight Standards District Office
IFR	Instrument Flight Rules
ILS	Instrument Landing System
LOE	Line-Operational Evaluation
LOFT	Line-Oriented Flight Training
LOS	Line-Operational Simulation
MDA	Minimum Decision Altitude
MEL	Minimum Equipment List
MOU	Memorandum of Understanding
NTCPMC	National Training Center Program Manager Coordinator
NSPM	National Simulator Program Manager
PASI	Preapplication Statement of Intent
PIC	Pilot-in-Command
POI	Principal Operations Inspector
POM	Pilot Operating Manual
PPM	Partial Program Manager
PTRS	Program Tracking and Reporting Subsystem
PTS	Practical Test Standards
SCIG	Simulator Component Inoperative Guide
SFAR	Special Federal Aviation Regulation
SIC	Second-in-Command
SOE	Supervised Operating Experience
SPOT	Special Purpose Operational Training
SVT	Single-Visit Training
TBD	To Be Developed
TCPM	Training Center Program Manager
USC	United States Code
VFR	Visual Flight Rules
VIS	Vital Information Subsystem

**FIGURE 148-3
CERTIFICATION PROCESS FOR FAR PART 142 TRAINING CENTERS**

1. PREAPPLICATION PHASE

***Certification
Process
for FAR Part 142
Training Centers***

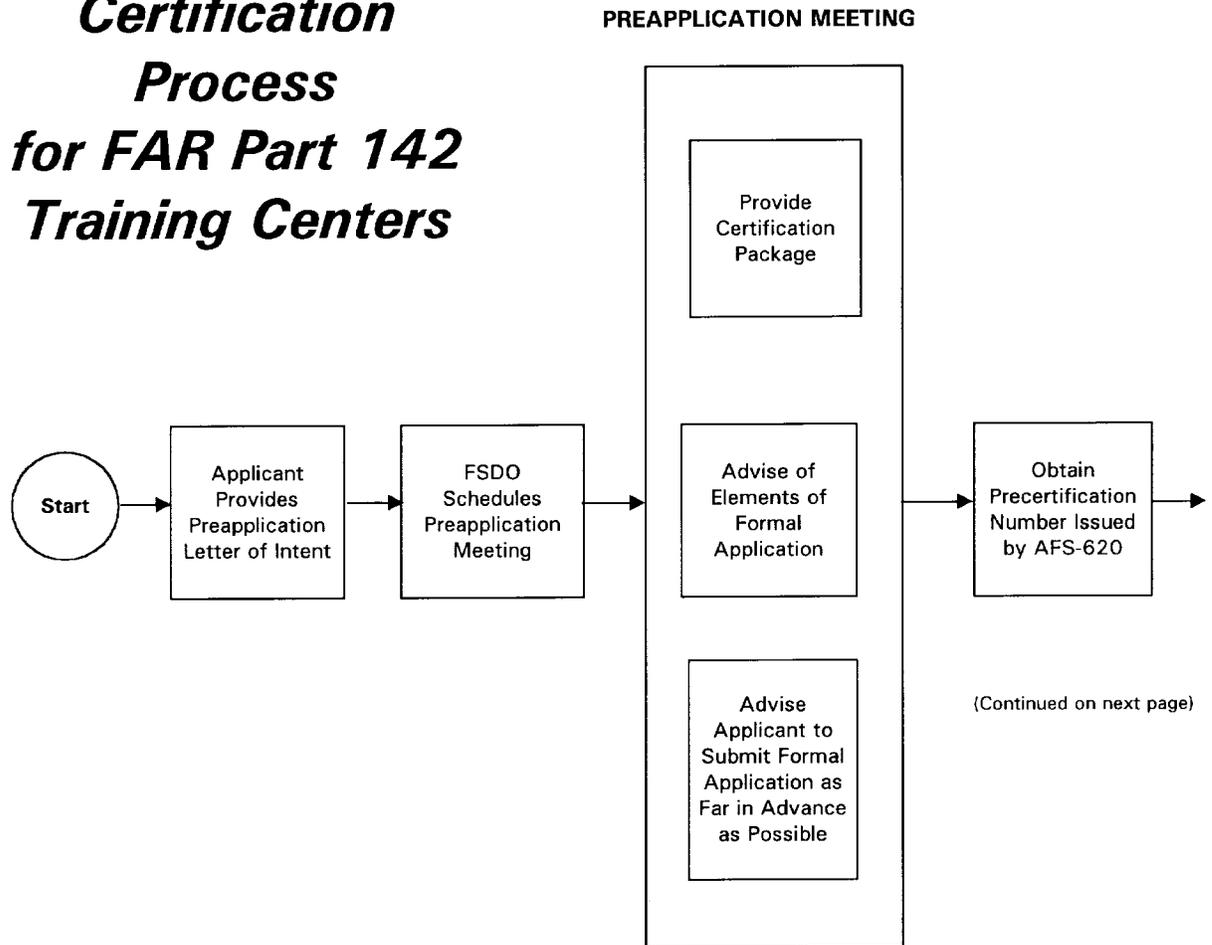


Figure 148-3--Continued
CERTIFICATION PROCESS FOR FAR PART 142 TRAINING CENTERS

2. FORMAL APPLICATION PHASE

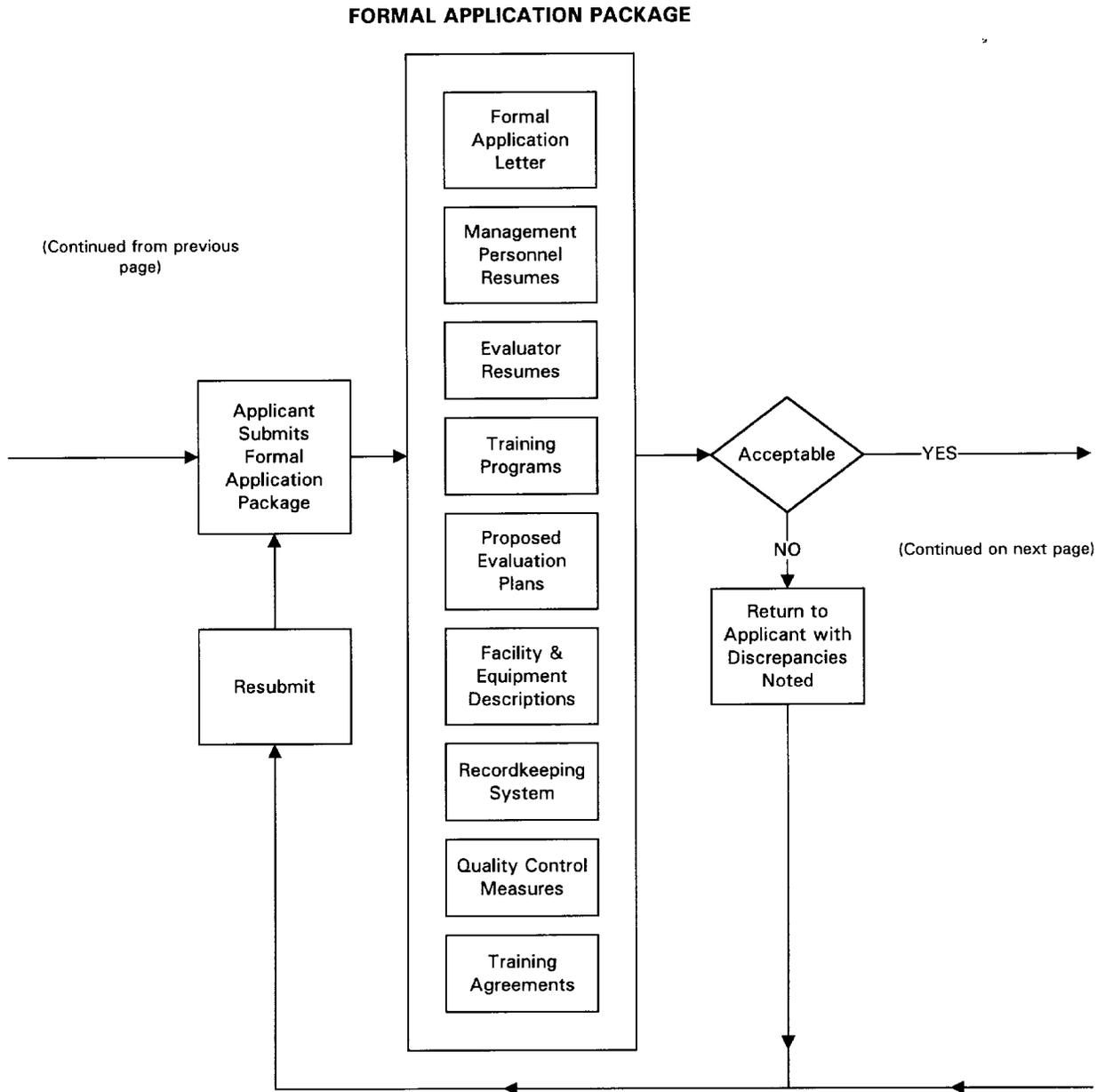
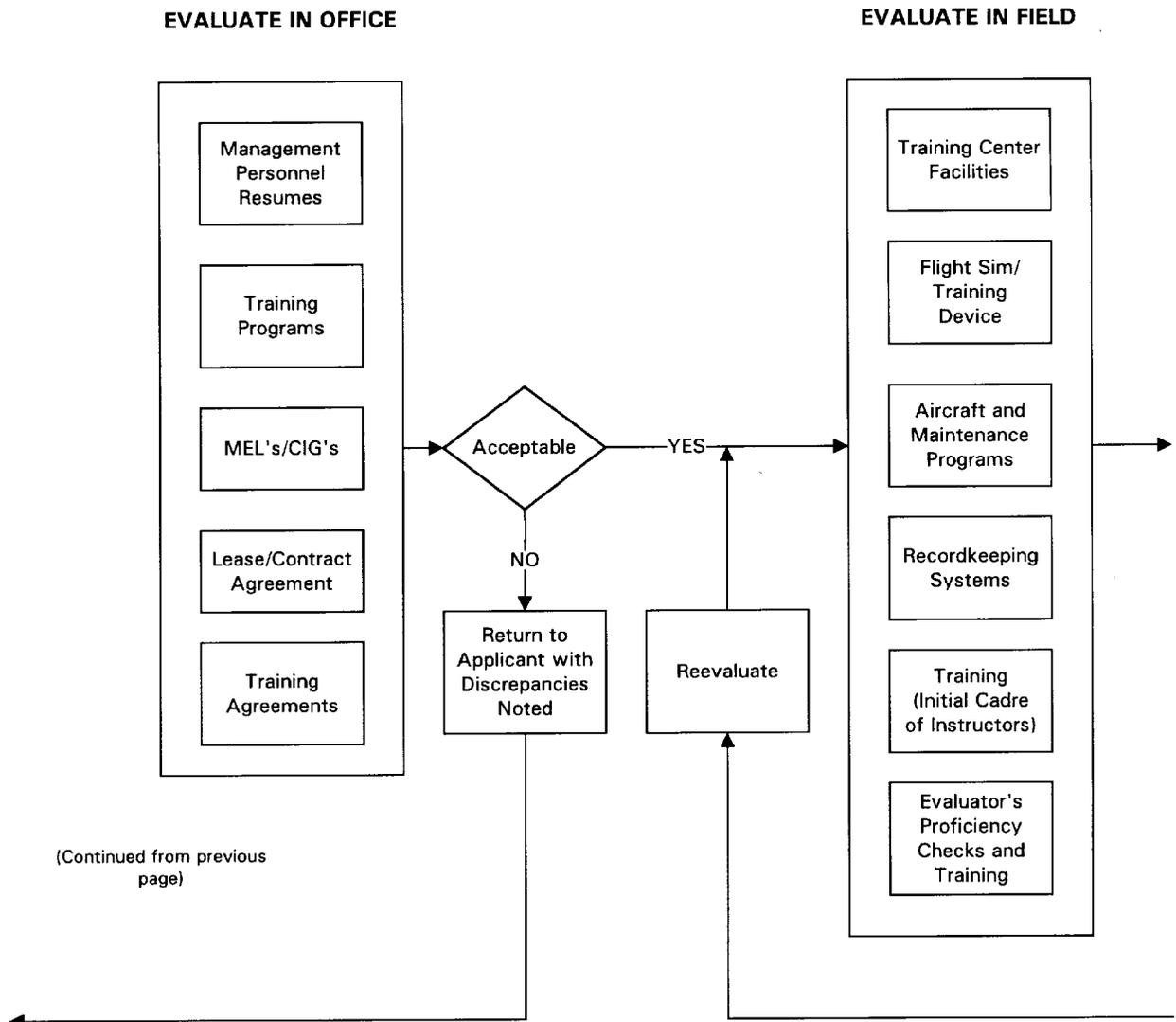


Figure 148-3--Continued
CERTIFICATION PROCESS FOR FAR PART 142 TRAINING CENTERS

3. DOCUMENT COMPLIANCE PHASE

4. DEMONSTRATION AND INSPECTION PHASE



(Continued from previous page)

(Continued on next page)

Figure 148-3--Continued
CERTIFICATION PROCESS FOR FAR PART 142 TRAINING CENTERS

5. CERTIFICATION PHASE

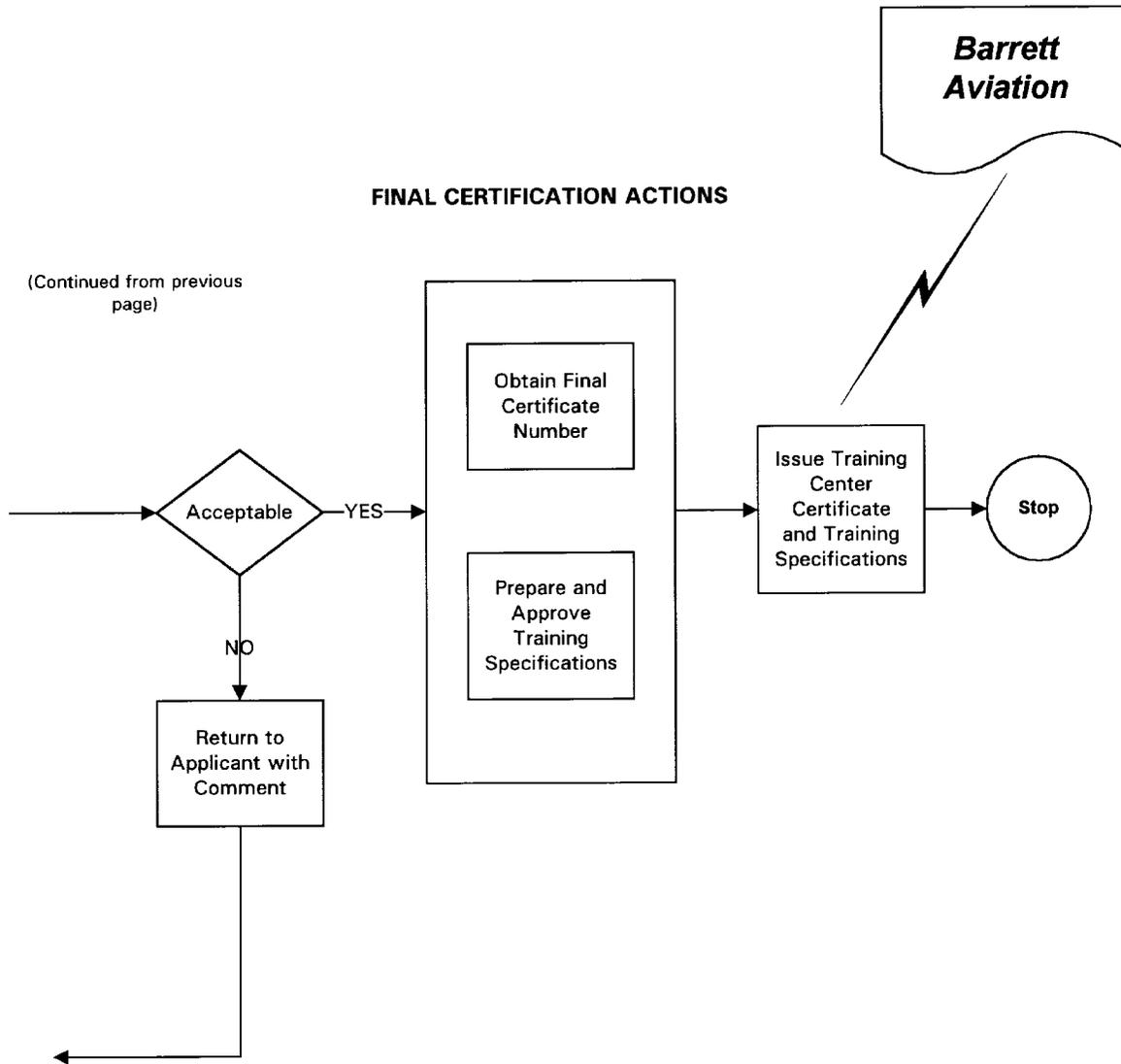


FIGURE 148-4
SAMPLE PREAPPLICATION LETTER OF INTENT

Barrett Aviation
2243 Alamo Circle
San Antonio, TX 76176
915-BARRETT

January 2, 1996

Federal Aviation Administration
San Antonio Flight Standards District Office
10100 Reunion Place, Suite 200
San Antonio, TX 78216-4118

Gentlemen:

This is to notify the Federal Aviation Administration (FAA) of our intent to become an FAA-approved training center under the provisions of Title 14 of the Code of Federal Regulations (14 CFR) part 142.

We are prepared to begin operations on May 2, 1996. Management personnel anticipated are Barrett Landon, President; Travis Lee, Training Center Manager. Our principal business location is 2243 Alamo Circle, San Antonio, TX 76176. The training center is located at 4444 Aviation Lane, San Antonio International Airport, San Antonio, TX 76175, and we plan to operate a satellite training center at 5333 Altitude Street, Denver, CO 80216. All training records will be maintained at the San Antonio training center.

We propose to offer certification training in the Boeing 737-200, using level C flight simulators located at our San Antonio training center and our satellite training center in Denver.

We intend to provide pilot training to Steele Airlines, a certificated air carrier under 14 CFR part 121 and other airmen under 14 CFR part 61.

Sincerely,

Barrett Landon, President

FIGURE 148-5
SAMPLE FORMAL APPLICATION LETTER

Barrett Aviation
2243 Alamo Circle
San Antonio, TX 76176
915-BARRETT

February 2, 1996

Federal Aviation Administration
San Antonio Flight Standards District Office
10100 Reunion Place, Suite 200
San Antonio, TX 78216-4118

Gentlemen:

This is our formal application letter notifying the Federal Aviation Administration (FAA) of our intent to become an FAA-approved Training Center under the provisions of Title 14 of the Code of Federal Regulations (14 CFR) part 142.

We are prepared to begin operations on June 15, 1996. Management personnel anticipated are Barrett Landon, President; Travis Lee, Training Center Manager. The resumes of Mr. Landon and Mr. Lee are included as Attachment 1. Our principal business location is 2243 Alamo Circle, San Antonio, TX 76176. The training center is located at 4444 Aviation Lane, San Antonio International Airport, San Antonio, TX 76175, and we plan to operate a satellite training center at 5333 Altitude Street, Denver, CO 80216. All training records will be maintained at the San Antonio training center.

We propose to offer certification training in the Boeing 737-200, using level C and D flight simulators located at our San Antonio training center and our satellite training center in Denver. We intend to provide pilot training to Steele Airlines, a certificated air carrier under 14 CFR part 121 and other airmen under 14 CFR part 61.

Attachment 2 describes our proposed training curriculums and supporting syllabuses for which training specifications and evaluation authorizations are requested. In addition, this attachment includes a document summary of the courseware. (Courseware will be made available on request.)

Our flight training equipment consists of a Brand X B-737-200 level C simulator, serial number 192 (located in Denver), and a Brand X, B-737-200 level D simulator, serial number 193, which is located at our San Antonio training center. We will be operating one level 5 flight training device at each facility. Additionally, we will be operating a leased Boeing 737-200 from Steele Airlines for flight training.

Our training facilities are described in Attachment 3.

Qualifications of instructors, evaluators, and other personnel are contained in Attachment 4.

Our proposed evaluation plans are explained in detail in Attachment 5.

A description of our recordkeeping system that identifies and documents the details of training, qualification, and certification of students, instructors, and evaluators is found in Attachment 6.

The description of quality control measures proposed is explained in Attachment 7.

Barrett Aviation will notify the Administrator within 10 working days of any change made in the assignment of persons in our required management positions.

All of us at Barrett Aviation are looking forward to working with you.

Sincerely,

Barrett Landon, President
Attachments

Figure 148-5--Continued
SAMPLE FORMAL APPLICATION LETTER

Attachment 1**RESUME OF QUALIFICATIONS****Attachment 2****PROPOSED TRAINING CURRICULUMS**

Part 61 Curriculums

CURRICULUM NAME	EVALUATION	CURRICULUM NAME	EVALUATION
ATP Certification	Yes	B-737 Type Rating	Yes

Part 121 Curriculums

CURRICULUM NAME	EVALUATION	CURRICULUM NAME	EVALUATION
Basic Indoctrination	Yes	Initial Equipment B-737-200 - PIC	Yes
Transition B-737-200 - PIC	Yes	Transition B-737-200 - SIC	Yes
Upgrade B-737-200 - PIC	Yes	Initial Equipment B-737-200 - SIC	Yes
Recurrent B-737-200 - PIC	Yes	Recurrent B-737-200 - SIC	Yes
Re-qualification B-737-200 - PIC	Yes	Re-qualification B-737-200 - SIC	Yes
Differences B-737-200	Yes	Hazardous Materials	Yes

Courseware summary:

Company-developed instructor guides (by curriculum)

Practical Test Standards

B-737-200 AFM

Video and audio materials, etc.

(Description of actual courseware)

Figure 148-5--Continued
SAMPLE FORMAL APPLICATION LETTER

Attachment 3**Training Facilities****SAN ANTONIO FACILITY**

Our training facilities in San Antonio are exclusively used by Barrett Aviation. All are air conditioned/heated and provide adequate lighting. A facility diagram for description purposes and showing a floor plan with room reference numbers is attached.

Rooms 1-3 will function as our principal business office. Room 1 is Barrett Landon's office. Room 2 is the staff administrative office. Room 3 is Travis Lee's office, which also houses the Mega Magic computer system used to maintain training center records.

Room 4 is the evaluator's office. Rooms 5 and 6 are for the instructors. Room 7 is a break room, and rooms 8 and 9 are restrooms. Classrooms (rooms 10 and 11) are 30' x 30' and suitable for concurrent training for twelve trainees. Each classroom contains a 36" x 60" dry board and state-of-the-art video and audio equipment [*name of equipment*], and each has posters depicting a generic B-737-200 panel layout.

Room 13 has two flight simulator bays: one Brand X B-737-200 level D flight simulator and one bay reserved for later use. Contained in this room are two briefing rooms, each suitable for student and instructor/evaluator preparation briefings.

Room 14 contains our level 5 training device. Room 15 is a storage room for office supplies.

DENVER SATELLITE TRAINING FACILITY

The Denver facility is leased space from Steele Airlines. A facility diagram showing a floor plan with room reference numbers is attached. All are air conditioned/heated and provide adequate lighting.

Room 1 is for the Director of Training of Steele Airlines. Room 2 is for the administrative staff of Steele Airlines. Room 3 is the evaluator's office. Rooms 4 and 5 are for instructors. Room 6 is a break room, and rooms 7 and 8 are restrooms.

Room 9 has three flight simulator bays: two Brand X B-737-200 level C flight simulators and one Brand X B-747-400 level D flight simulator. Contained in this room are three briefing rooms, each suitable for student and instructor/evaluator preparation briefings.

Room 10 contains a level 5 training device.

Figure 148-5--Continued
SAMPLE FORMAL APPLICATION LETTER

Attachment 4

QUALIFICATIONS OF INSTRUCTORS, EVALUATORS, AND OTHER PERSONNEL

EVALUATORS - MINIMUM QUALIFICATIONS (to be developed by each applicant in accordance with part 142)

All evaluators will have at least the following aeronautical experience:

- (1)
- (2)
- (3)
- (4)
- Etc.

INSTRUCTORS - MINIMUM QUALIFICATIONS (to be developed by each applicant in accordance with part 142)

All instructors will have at least the following aeronautical experience:

- (1)
- (2)
- (3)
- (4)
- Etc.

Figure 148-5--Continued
SAMPLE FORMAL APPLICATION LETTER

Attachment 5**PROPOSED EVALUATION PLANS**

The applicant should describe methods that the applicant intends to use to internally evaluate facilities, equipment, and qualifications of personnel to be used. Training curriculums should be evaluated on a continuing basis to determine if the quality of the original curriculum outcomes are maintained.

The applicant should refer to section 1 of this Order for specific subject guidance.

Attachment 6**RECORDKEEPING SYSTEM**

The applicant should describe methods and procedures to be used for the applicant's recordkeeping system, which should contain the following:

- Identification and documentation of the details of training, qualification, and certification of *students*
- A record of qualification, training, testing, and currency requirements of *instructors*
- A record of qualification, training, testing, and currency requirements of *evaluators*

The applicant should refer to section 1 of this Order for specific subject guidance.

Attachment 7**QUALITY CONTROL MEASURES**

The applicant should establish a system to ensure that the training center operations and training are run efficiently and effectively in accordance with company policy and the requirements of part 142.

The quality control system shall determine the effectiveness of company policies, procedures, and training.

The applicant should refer to section 1 of this Order for specific subject guidance.

FIGURE 148-6
SAMPLE MEMORANDUM OF UNDERSTANDING

**MEMORANDUM OF UNDERSTANDING BETWEEN BARRETT AVIATION
AND THE FEDERAL AVIATION ADMINISTRATION**

The parties involved are Barrett Aviation, 2243 Alamo Circle, San Antonio, TX 76176; and the Federal Aviation Administration (FAA) San Antonio Flight Standards District Office (SAT FSDO). The object of this memorandum is to establish a working agreement for an FAA evaluator program. This memorandum of understanding (MOU) will be terminated when there is no longer a need for an evaluator.

1. The FAA evaluator program has been established under the provisions of Title 14 of the Code of Federal Regulations (14 CFR) part 142 for the delegation of certification authority and responsibility to selected employees of simulator flight training centers. The evaluator program is comprised of employees of Barrett Aviation who may conduct airman certification practical tests under the supervision of an FAA inspector known as the training center program manager (TCPM). When a TCPM is responsible for more than two aircraft programs, a partial program manager (PPM) may be assigned to assist the TCPM. The TCPM and PPM are functionally responsible for the surveillance and certification activities for the aircraft to which they are assigned. Unwarranted co-training and co-qualification of PPM's is not contemplated.

2. The TCPM is directly responsible for the FAA regulatory management and surveillance of the training center.

3. The evaluator program is based upon the requirement that Barrett Aviation and the SAT FSDO maintain an open relationship. Barrett Aviation agrees to allow the TCPM unrestricted access to facilities, working-level personnel, and managers.

a. Barrett Aviation agrees to actively and continuously measure the effectiveness of its policies and procedures, manuals, and training programs. Through the TCPM, the FAA will share its surveillance findings so that Barrett Aviation is provided an independent assessment to measure the effectiveness of this program.

b. The guidelines contained in Advisory Circular 120-56, Air Carrier Voluntary Disclosure Reporting Procedures, shall serve as the basis for a voluntary disclosure program.

c. In order to function effectively in the evaluator program, the TCPM and PPM require an expert knowledge of the training center's programs. Barrett Aviation agrees to extend privileges to the TCPM and PPM's beyond those afforded to aviation safety inspectors not assigned as the TCPM or PPM. The privileges should include all privileges that the training center grants to its own check airmen (except that of acting as pilot-in-command (PIC) of an aircraft in flight). For example, the TCPM and PPM's should be granted the same authority to operate the flight controls of flight simulators and flight training devices as the operator grants to its own check airmen.

4. Barrett Aviation may provide the TCPM and PPM with the training that they provide to their instructors and check airmen for initial qualification as well as recurrent training requirements. This training should consist of at least the following:

a. Basic Indoctrination Training, if required.

b. Initial Equipment Training (includes type rating, if required).

c. Any Special Training (such as Category II or Category III procedures, if required) (Simulator Only).

5. The TCPM and PPM's are eligible for flight simulator training and may receive the certification in a flight simulator in accordance with Barrett Aviation's existing exemptions or part 142. For initial training, 2 hours as PIC in the actual aircraft is desirable, but often impractical. The FAA will determine when training in the aircraft is needed. If aircraft training is needed, the FAA will make arrangements and pay for the use of the aircraft.

Figure 148-6--Continued
SAMPLE MEMORANDUM OF UNDERSTANDING

6. The TCPM and PPM's should complete recurrent training and proficiency checks on the same basis as that administered to the training center's instructors and check airmen as follows:

a. Two hours of flight simulator time as PIC each quarter. This flight simulator time should be provided by Barrett Aviation at its expense and may be provided in a "dry" or "wet" status. The TCPM will schedule this training.

b. Two hours of flight simulator time annually for warm-up practice as PIC. This warm-up flight simulator time is required before the TCPM or PPM receives the annual proficiency check administered by the FAA. This period should be provided by Barrett Aviation at its expense, and may be provided in a "dry" or "wet" status. This warm-up flight simulator training will satisfy the quarterly requirement for the calendar quarter in which it is provided.

c. A 2-hour flight simulator period should be made available for administering the TCPM's or PPM's annual PIC proficiency check. The FAA will provide an inspector to administer the required proficiency check, and Barrett Aviation will provide qualified crewmembers to fill other required crew positions. This flight simulator time should be provided by Barrett Aviation at its expense.

d. Each TCPM and PPM should receive annual recurrent ground training on the same basis as that administered to Barrett Aviation's instructors. This training should be provided by Barrett Aviation at its expense.

7. Evaluators must be nominated by Barrett Aviation. The following criteria will be used for selection of an evaluator:

a. The nominee must be employed by Barrett Aviation.

b. The nominee must be qualified and current in the aircraft in accordance with part 121, 135, or 61 or exemption numbers #####, #####, #####, or #####, as amended. If conducting training for an air carrier under contract, the instructors must be qualified in accordance with that air carrier operator's training program, operational procedures, and manuals.

c. The nominee must possess the appropriate airman certificate, with aircraft class and type ratings.

d. The nominee must have at least 1 year of experience as an instructor, check airman, or designated examiner under part 61, or in a part 121 or 135 air carrier training program, as appropriate, unless waived by the SAT FSDO.

e. The nominee must have had no accidents or violations related to instructor or examiner duties within the past 5 years.

8. The evaluator will be authorized to serve as an evaluator on one type of aircraft. Additional type rating authorizations may be added to the certificate of authority upon approval by AFS-800. This authority is limited to the certification of graduates of Barrett Aviation's training program or a contracting air carrier's FAA-approved training program.

9. All certification conducted by the evaluator shall be limited to the privileges of the evaluator's certificate of authority. The evaluator may conduct pilot practical tests for initial issuance of a pilot certificate, including airline transport pilot (ATP), and for category, class, and type ratings to be added to an ATP, commercial pilot, or private pilot certificate. An evaluator may conduct evaluations of applicants for certificates and conduct pilot proficiency checks under part 61.

a. Except for the last 5 hours of flight simulator or flight training before the evaluation, an evaluator may conduct training and the evaluation, unless authorized otherwise by the TCPM. An evaluator may not conduct FAA written (knowledge) tests, special medical evaluations, tests for waivers, or any test for competency under Section 44709(a) of U.S. Transportation Laws, Title 49 of the United States Code. Any privileges and limitations listed in a letter of authority issued outside an evaluator program do not apply to the evaluator program.

FIGURE 148-7
SAMPLE LETTER OF APPROVAL

Federal Aviation Administration
San Antonio FSDO
10100 Reunion Place, Suite 200
San Antonio, TX 78216-4118

March 2, 1996

Barrett Aviation
2243 Alamo Circle
San Antonio, TX 76176
Attn: Mr. Barrett Landon

Dear Mr. Landon:

This letter confirms approval for use of the Barrett Aviation Boeing 737-200 training program submitted on February 2, 1996.

This approval is granted based on the following conditions:

1. This office must observe the first use of any part of this training program.
2. Revisions to this training program must be submitted to this office in a timely manner.
3. All proficiency checks scheduled under this approval require that 5 days' notice be given to this office.

This letter of approval shall remain in effect until surrendered, suspended, or revoked, at which time it must be returned to this office.

Ryan A. Donlon
Training Center Program Manager

FIGURE 148-8
SAMPLE TRAINING CENTER CERTIFICATE



U.S. Department
of Transportation
**Federal Aviation
Administration**

Training Center Certificate

Number:

This certificate is issued to

whose primary business address is

Upon finding that its organization complies in all respects with the requirements of the Federal Aviation Regulations relating to the establishment of an Air Agency, is empowered to operate an approved Training Center in accordance with the Training Specifications issued herewith, and may conduct training courses with respect to the following Parts of the Federal Aviation Regulations:

This certificate unless amended, suspended, or revoked, shall continue in effect indefinitely.

By Direction of the Administrator

Date issued: _____

Issuing Officer: _____

THIS CERTIFICATE IS NOT TRANSFERABLE, AND ANY MAJOR CHANGE IN THE APPROVED FACILITIES, OR IN THE LOCATION THEREOF, SHALL BE IMMEDIATELY REPORTED TO THE RESPONSIBLE FLIGHT STANDARDS DISTRICT OFFICE.

Any alteration of this certificate is punishable by a fine not exceeding \$1000, or imprisonment not exceeding 3 years, or both.

FAA FORM 8000-43 (11-95)

NSN: 0052-00-917-9000

FIGURE 148-9
TRAINING SPECIFICATIONS, PART A - GENERAL

	<h2>TRAINING SPECIFICATIONS</h2>	Department of Transportation Federal Aviation Administration
TABLE OF CONTENTS PART A--GENERAL		
<ul style="list-style-type: none"> A1. ISSUANCE AND APPLICABILITY A2. DBA (DOING BUSINESS AS) NAMES AUTHORIZED A3. EXEMPTIONS, DEVIATIONS, AND WAIVERS A4. SATELLITE TRAINING CENTERS A5. REMOTE TRAINING SITES A6. TRAINING AGREEMENTS 	EFFECTIVE DATE	
Effective Date: _____ Certificate Number: _____		

FAA Form 8000-42 (11-95)

Figure 148-9--Continued
TRAINING SPECIFICATIONS, PART A - GENERAL

	<h2 style="margin: 0;">TRAINING SPECIFICATIONS</h2>	<p style="margin: 0;">Department of Transportation Federal Aviation Administration</p>
<p><i>[A1. This paragraph identifies the training specifications holder, address, mailing address (if different), and the training center certificate number.]</i></p> <p>A1. ISSUANCE AND APPLICABILITY.</p> <p style="margin-left: 20px;">a. These training specifications are issued to <i>Name of training center</i> whose principal training center is located at the following address:</p> <p style="margin-left: 40px;"> <i>Name of training center</i> <i>Street address</i> <i>City, State, and Zip Code</i> <i>Voice telephone number</i> <i>Facsimile telephone number</i> <i>TELEX number</i> </p> <p style="margin-left: 20px;">Mailing Address: <i>P. O. Box 20594</i> <i>City, State, and Zip Code</i></p> <p>The holder of these training specifications is the holder of Training Center Certificate Number <i>TNBX134P</i> and shall hereafter be referred to as the certificate holder. The certificate holder is authorized to conduct training and checking pursuant to <i>Parts 121 and 135 of the Federal Aviation Regulations (FAR) and airman certification pursuant to Appendix A of Part 61, and Appendix H of Part 121 of the FAR [customized for the training center]</i>. The certificate holder shall conduct this training, checking, and airman certification in accordance with the specific authorizations, limitations, and the procedures in these training specifications and all appropriate FAR.</p> <p style="margin-left: 20px;">b. These training specifications shall remain in effect as long as the certificate holder continues to meet the FAR requirements specified for certification unless sooner suspended, surrendered, amended, or revoked.</p>		
<p>Issued by the Federal Aviation Administration. These Training Specifications are approved by direction of the Administrator.</p> <p>Signature of Inspector: _____ FAA Office: _____ Date approval is effective: _____ Amendment No.: _____ I hereby accept and receive the Training Specifications in this paragraph.</p> <p>Signature of authorized individual: _____ Date: _____</p>		
<p>Effective Date: _____ Certificate Number: _____</p> <p>_____</p>		

FAA Form 8000-42 (11-95)

Figure 148-9--Continued
TRAINING SPECIFICATIONS, PART A - GENERAL

[A2. This is a DBA paragraph.]

A2. DBA (DOING BUSINESS AS) NAMES AUTHORIZED.

The certificate holder is authorized to conduct the training described in paragraph A1 under the following other business names:

- (1) *Barrett Flight Simulators*
 - (2) *Travis Flight Training Devices*
-

[A3. This paragraph includes all exemptions, deviations, and waivers.]

A3. EXEMPTIONS, DEVIATIONS, AND WAIVERS.

The certificate holder is authorized to conduct training, checking, and airman certification in accordance with the provisions, conditions and/or limitations set forth in the following exemptions, deviations, and waivers issued in accordance with Title 14 of the Code of Federal Regulations (14 CFR).

a. Exemptions.

EXEMPTION NUMBER	EXPIRATION DATE	REMARKS
2532A	08/31/94	Exempting § 61.55(b)(2); § 61.56(c)(1); § 61.57(c)&(d); § 61.58(c)(1)&(d); § 61.63(c)(2)&(d)(2)&(3); § 61.67(d)(2); § 61.157(d)(1)&(2); § 61.157(e)(1); APPENDIX A OF PART 61
2441B	09/30/93	Exempting § 135.303; § 135.293; § 135.297; § 135.299; § 135.337(a)(2)&(3); § 135.337(b)(2); § 135.339(a)(2); § 135.339(b)&(c)
5551	02/28/94	Exempting §121.411(a)(2)&(3)&(b)(2); §121.413(b)(c)&(d); APPENDIX H OF PART 121

b. Deviations.

If authorized

c. Waivers.

If authorized

[A4. This paragraph will include all satellite training centers.]

A4. SATELLITE TRAINING CENTERS.

The certificate holder is authorized the following satellite training centers located at the following addresses:

Name or DBA of training center
Street Address
City, State, and Zip Code
Voice telephone number
Facsimile telephone number
TELEX number

Figure 148-9--Continued
TRAINING SPECIFICATIONS, PART A - GENERAL

[A5. This paragraph describes remote training site authority, training authorizations, and associated limitations. A curriculum or curriculum segment may be conducted at these remote sites.]

A5. REMOTE TRAINING SITES.

The certificate holder is authorized the following remote training sites:

Name of remote training site [for example, ABC Simcorp]

Street Address

City, State, and Zip Code

Voice telephone number

Facsimile telephone number

TELEX number

Training authorized [for example, B-737-200, flight simulator training, checking, and testing B-727-200, ground training, written and oral testing]

[A6. The purpose of this paragraph is to authorize training agreements between part 142 training centers and part 141 pilot schools. A training center may provide, or receive, training, testing, and checking from a pilot school, if a training agreement exists. Each training agreement must meet the requirements of §§ 142.33 and 141.26.]

A6. TRAINING AGREEMENTS.

The certificate holder is authorized to conduct training, testing, and checking under an agreement with the following:

Name of pilot school

Street address

City, State, Zip Code

Air Agency Certificate Number

Voice telephone number

Facsimile telephone number

TELEX number

Identification of each training course, including any training, testing, or checking authorized

**FIGURE 148-10
PART B - AUTHORIZED TRAINING CURRICULUMS**

	<h2 style="margin: 0;">TRAINING SPECIFICATIONS</h2>	Department of Transportation Federal Aviation Administration
<p>TABLE OF CONTENTS</p> <p>PART B—AUTHORIZED TRAINING CURRICULUMS</p>		
	EFFECTIVE DATE	
<p>RATINGS</p> <ul style="list-style-type: none"> B1. INSTRUMENT RATING—AIRPLANE B2. INSTRUMENT RATING—HELICOPTER B3. ADDED RATING—AIRCRAFT CLASS <ul style="list-style-type: none"> B3a. MULTIENGINE LAND B3b. SINGLE ENGINE LAND B3c. MULTIENGINE HELICOPTER B3c. SINGLE ENGINE HELICOPTER B3d. OTHER B4. ADDED RATING—AIRCRAFT CATEGORY <ul style="list-style-type: none"> B4a. AIRPLANE B4b. ROTORCRAFT B4c. OTHER B5. ADDED RATING—AIRCRAFT TYPE (ADD EACH AIRCRAFT TYPE FOR WHICH THE TRAINING CENTER HAS AN APPROVED TRAINING PROGRAM.) B6. OTHER B7-B10. RESERVED <p>AUTHORIZATIONS</p> <ul style="list-style-type: none"> B11. CATEGORY II OPERATIONS B12. CATEGORY III OPERATIONS B13. FLIGHT REVIEW B14. SPECIAL AUTHORIZATIONS B15. OTHER B16-B20. RESERVED <p>REGENCY OF EXPERIENCE</p> <ul style="list-style-type: none"> B21. LANDING REGENCY B22. IFR EXPERIENCE REGENCY B23. OTHER B24-B30. RESERVED <p>PROFICIENCY CHECKS</p> <ul style="list-style-type: none"> B31. FAR PART 61 PROFICIENCY CHECK—AIRPLANE B32. FAR PART 61 PROFICIENCY CHECK—HELICOPTER B33. FAR PART 61 INSTRUMENT COMPETENCY CHECK B34. FAR PART 121 PROFICIENCY CHECK B35. FAR PART 125 INSTRUMENT PROFICIENCY CHECK B36. FAR PART 127 B37. FAR PART 135 INSTRUMENT PROFICIENCY CHECK—AIRPLANE B38. FAR PART 135 INSTRUMENT PROFICIENCY CHECK—HELICOPTER B39. FAR PART 135 COMPETENCY CHECK—AIRPLANE B40. FAR PART 135 COMPETENCY CHECK—HELICOPTER B41. OTHER B42-B45. RESERVED 		
Effective Date: _____ Certificate Number: _____		

FAA Form 8000-42 (11-95)

Figure 148-10--Continued
PART B - AUTHORIZED TRAINING CURRICULUMS

	TRAINING SPECIFICATIONS	Department of Transportation Federal Aviation Administration
TABLE OF CONTENTS--CONTINUED PART B--AUTHORIZED TRAINING CURRICULUMS		
CERTIFICATIONS B46. PRIVATE PILOT--AIRPLANE B47. PRIVATE PILOT--HELICOPTER B48. COMMERCIAL PILOT--AIRPLANE B49. COMMERCIAL PILOT--HELICOPTER B50. CERTIFICATION--AIRLINE TRANSPORT PILOT--AIRPLANE B51. CERTIFICATION--AIRLINE TRANSPORT PILOT--HELICOPTER B52. OTHER B53-B56. RESERVED	EFFECTIVE DATE	
QUALIFICATION B57. HIGH PERFORMANCE AIRPLANE B58. HIGH ALTITUDE OPERATIONS ENDORSEMENT B59. PART 61 SIC QUALIFICATION B60. RE-QUALIFICATION, AIRPLANE/HELICOPTER (SELECT ONE OR BOTH), CLASS/TYPE (SELECT ONE), PART 121/125/127/135 (SELECT THOSE THAT APPLY.) B61. AQP (INDICATE SPECIFIC AUTHORIZATION IN SEPARATE SUBPARAGRAPHS.) B62. OTHER B63-B70. RESERVED		
Effective Date: _____ Certificate Number: _____		

FAA Form 8000-42 (11-95)

**Figure 148-10--Continued
PART B - AUTHORIZED TRAINING CURRICULUMS**

	<h2 style="margin: 0;">TRAINING SPECIFICATIONS</h2>	<p>Department of Transportation Federal Aviation Administration</p>																														
<p>(All paragraphs in Part B are to authorize the use of training curriculums for Ratings, Certifications, Authorizations, Recency of Experience, Proficiency Checks, and Qualification. Part B, Table of Contents, lists the possible training curriculums. The following training specification paragraphs are examples that could be issued.)</p> <p>B5. ADDED RATING--AIRCRAFT TYPE. The certificate holder is authorized to conduct training and testing for additional ratings on private, commercial, and airline transport pilot (ATP) certificates to satisfy the applicable requirements of Federal Aviation Regulations (FAR) 61.63, 61.64, 61.157, and 61.158 in the following aircraft:</p>																																
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 40%;">AIRCRAFT TYPE</th> <th style="width: 20%;">FLIGHT SIMULATOR AUTHORIZED</th> <th style="width: 40%;">AIRCRAFT AUTHORIZED</th> </tr> </thead> <tbody> <tr><td>GULFSTREAM G-159</td><td>YES</td><td>YES</td></tr> <tr><td>HAWKER HS-125-700</td><td>YES</td><td>YES</td></tr> <tr><td>FALCON DA-20-F</td><td>YES</td><td>YES</td></tr> <tr><td>CHALLENGER CL-601-3A</td><td>YES</td><td>YES</td></tr> <tr><td>DOUGLAS DC-9</td><td>YES</td><td>YES</td></tr> <tr><td>EMBRAER EMB-120</td><td>YES</td><td>NO</td></tr> <tr><td>ATR-42-300</td><td>YES</td><td>NO</td></tr> <tr><td>ATR-72-200</td><td>YES</td><td>NO</td></tr> <tr><td>BOEING B-737-300</td><td>YES</td><td>NO</td></tr> </tbody> </table>			AIRCRAFT TYPE	FLIGHT SIMULATOR AUTHORIZED	AIRCRAFT AUTHORIZED	GULFSTREAM G-159	YES	YES	HAWKER HS-125-700	YES	YES	FALCON DA-20-F	YES	YES	CHALLENGER CL-601-3A	YES	YES	DOUGLAS DC-9	YES	YES	EMBRAER EMB-120	YES	NO	ATR-42-300	YES	NO	ATR-72-200	YES	NO	BOEING B-737-300	YES	NO
AIRCRAFT TYPE	FLIGHT SIMULATOR AUTHORIZED	AIRCRAFT AUTHORIZED																														
GULFSTREAM G-159	YES	YES																														
HAWKER HS-125-700	YES	YES																														
FALCON DA-20-F	YES	YES																														
CHALLENGER CL-601-3A	YES	YES																														
DOUGLAS DC-9	YES	YES																														
EMBRAER EMB-120	YES	NO																														
ATR-42-300	YES	NO																														
ATR-72-200	YES	NO																														
BOEING B-737-300	YES	NO																														
<p>Issued by the Federal Aviation Administration. These Training Specifications are approved by direction of the Administrator.</p> <p>Signature of Inspector: _____ FAA Office: _____ Date approval is effective: _____ Amendment No.: _____ I hereby accept and receive the Training Specifications in this paragraph.</p> <p>Signature of authorized individual: _____ Date: _____</p>																																
<p>Effective Date: _____ Certificate Number: _____</p>																																

FAA Form 8000-42 (11-95)

Figure 148-10--Continued
PART B - AUTHORIZED TRAINING CURRICULUMS

B14. SPECIAL AUTHORIZATIONS.

The certificate holder is authorized to train and check in the following specialty curriculums that lead to the following authorizations:

AUTHORIZATION	AIRCRAFT	REMARKS
<i>MNPS NAT</i>	<i>BAE-125-800</i>	<i>GNS-500A</i>
<i>GPS</i>	<i>ATR-42-300</i>	<i>ARNAV 5000</i>

B31. PART 61 PROFICIENCY CHECK - AIRPLANE.

The certificate holder is authorized to conduct proficiency training and checking as required by § 61.58 in the following aircraft:

AIRCRAFT TYPE	FLIGHT SIMULATOR LEVEL	FLIGHT SIMULATOR FAA ID/SERIAL NO.	AIRCRAFT TRAINING APPROVED
<i>1G-159</i>	<i>A</i>		<i>YES</i>
<i>DA-20</i>	<i>A</i>		<i>YES</i>
<i>LR-25-D</i>	<i>A</i>		<i>YES</i>
<i>BAE-125-800</i>	<i>C</i>		<i>YES</i>
<i>CL-601-3</i>	<i>C</i>		<i>YES</i>
<i>DC-8-55</i>	<i>B</i>		<i>NO</i>
<i>B-737-300</i>	<i>C</i>		<i>NO</i>

B34. PART 121 PROFICIENCY CHECK.

The certificate holder is authorized to conduct training and checking for proficiency checks in accordance with § 121.441 and Appendix F of part 121 in the following aircraft:

AIRCRAFT TYPE	FLIGHT SIMULATOR LEVEL	FAA ID/SERIAL NUMBER	AIRCRAFT TRAINING APPROVED
<i>ATR-72-200</i>	<i>C</i>		<i>NO</i>
<i>ATR-42-300</i>	<i>C</i>		<i>NO</i>
<i>DC-8-55</i>	<i>B</i>		<i>NO</i>
<i>B-737-300</i>	<i>C</i>		<i>NO</i>

Figure 148-10--Continued
PART B - AUTHORIZED TRAINING CURRICULUMS

B50. CERTIFICATION - AIRLINE TRANSPORT PILOT-AIRPLANE.

The certificate holder is authorized to conduct training and checking for the original issuance of the airline transport pilot certificate with a type rating or an additional type rating in accordance with §§ 61.157 and 61.158 in the following flight simulators and/or aircraft:

AIRCRAFT TYPE	FLIGHT SIMULATOR LEVEL	FLIGHT SIMULATOR FAA ID/SERIAL NO.	AIRCRAFT TRAINING APPROVED
<i>HS-125-700</i>	<i>A</i>		<i>YES</i>
<i>BAE-125-800</i>	<i>C</i>		<i>YES</i>
<i>DC-8-55</i>	<i>B</i>		<i>NO</i>
<i>B-737-300</i>	<i>C</i>		<i>NO</i>

FIGURE 148-11
PART C - PERSONNEL AND STAFF



TRAINING SPECIFICATIONS

Department of
Transportation
Federal Aviation
Administration

TABLE OF CONTENTS

PART C-PERSONNEL AND STAFF

EFFECTIVE
DATE

- C1. MANAGEMENT PERSONNEL
- C2. AGENT FOR SERVICE
- C3. PERSON OR PERSONS DESIGNATED TO APPLY FOR AND RECEIVE TRAINING SPECIFICATIONS
- C4. SUPERVISORY PERSONNEL
- C5. EVALUATORS
- C6. INSTRUCTORS
- C7. OTHERS

Effective Date: _____ Certificate Number: _____

FAA Form 8000-42 (11-95)

**Figure 148-11--Continued
PART C - PERSONNEL AND STAFF**

	<h2 style="margin: 0;">TRAINING SPECIFICATIONS</h2>	Department of Transportation Federal Aviation Administration									
<p>(C1. This paragraph is used for identifying certificate holder upper management personnel.)</p> <p>C1. MANAGEMENT PERSONNEL</p> <p>The certificate holder uses the following named personnel in the training center positions listed below:</p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <thead> <tr> <th style="text-align: center;">POSITION TITLE</th> <th style="text-align: center;">NAME</th> <th style="text-align: center;">TELEPHONE</th> </tr> </thead> <tbody> <tr> <td>Vice President of Training</td> <td>William B. Travis</td> <td>819-888-0214</td> </tr> <tr> <td>Training Center Manager</td> <td>James L. Brown</td> <td>819-888-3456</td> </tr> </tbody> </table>			POSITION TITLE	NAME	TELEPHONE	Vice President of Training	William B. Travis	819-888-0214	Training Center Manager	James L. Brown	819-888-3456
POSITION TITLE	NAME	TELEPHONE									
Vice President of Training	William B. Travis	819-888-0214									
Training Center Manager	James L. Brown	819-888-3456									
<p>Issued by the Federal Aviation Administration. These Training Specifications are approved by direction of the Administrator.</p> <p>Signature of Inspector: _____ FAA Office: _____ Date approval is effective: _____ Amendment No.: _____ I hereby accept and receive the Training Specifications in this paragraph.</p> <p>Signature of authorized individual: _____ Date: _____</p>											
<p>Effective Date: _____ Certificate Number: _____</p>											

FAA Form 8000-42 (11-95)

Figure 148-11--Continued
PART C - PERSONNEL AND STAFF

[C2. The agent for service is the person or company designated by the certificate holder to be served when it is necessary to issue legal notices, processes, orders, decisions, and requirements of the Federal Aviation Administration and National Transportation Safety Board. Once any of these documents has been served to the agent for service, the certificate holder cannot claim (legally) that it did not receive the documents. This paragraph is used for identifying the certificate holder's agent for service.]

C2. AGENT FOR SERVICE.

The following person is designated as the certificate holder's agent for service:

Name

Physical address

City, State, and Zip Code

Voice telephone number

Facsimile telephone number

TELEX number

Mailing address (if different)

[C3. This paragraph is used to identify the person(s) who may apply for and receive training specifications for the certificate holder. The training center program manager may determine that it is appropriate to have the signature of these designated persons recorded in this paragraph.]

C3. PERSON OR PERSONS DESIGNATED TO APPLY FOR AND RECEIVE TRAINING SPECIFICATIONS.

a. The following personnel are designated to apply for and receive training specifications for the certificate holder as indicated below:

POSITION TITLE	NAME	PARTS AUTH.
<i>Vice President of Training</i>	<i>William B. Travis</i>	<i>A,C,D,E</i>
<i>Training Center Manager</i>	<i>Barrett Landon</i>	<i>A,B,C,D,E,F</i>

[C4. This paragraph identifies those personnel who are designated as supervisors by the certificate holder.]

C4. SUPERVISORY PERSONNEL.

The following named personnel have been designated as supervisors by the certificate holder:

POSITION TITLE	NAME	TELEPHONE
<i>Manager of Training & Standards SF-340</i>	<i>Debra Lea</i>	<i>510-555-1212</i>
<i>Manager of Training & Standards ATR-42</i>	<i>Vern Huffman</i>	<i>510-769-1943</i>
<i>Manager of Training & Standards B-737</i>	<i>Glenn Stephens</i>	<i>415-443-1952</i>

**Figure 148-11--Continued
PART C - PERSONNEL AND STAFF**

[C5. This paragraph identifies the personnel who are designated as evaluators for the certificate holder. Evaluators are categorized as certification and/or proficiency evaluators. Certification evaluators are authorized to administer tests for the issuance of an airman certificate or rating and proficiency checks. Proficiency evaluators are authorized to conduct proficiency checks required by parts 61, 121, 125, 135, or Advanced Qualification Program, as appropriate.]

C5. EVALUATORS.

a. The following persons are authorized to act as certification evaluators for the certificate holder.

NAME	AIRMAN CERTIFICATE #	AIR- CRAFT	LIMITA- TIONS	PART 61	PART 63	AIR CARRIER PROGRAMS	AQP AIR CARRIER
<i>B. Kratchett</i>	<i>987412369</i>	<i>HS-125</i>	<i>Flight Simulator Only</i>	<i>Yes</i>	<i>No</i>	<i>Blitz Air, XYZ Air- lines, Inc.</i>	<i>Blitz Air</i>
<i>J. Dasher</i>	<i>555846248</i>	<i>B-727</i>	<i>Flight Engineer Only</i>	<i>No</i>	<i>Yes</i>	<i>Pago Pago Air</i>	<i>None</i>
<i>J. Prancer</i>	<i>778899665</i>	<i>DC-8-55</i>		<i>Yes</i>	<i>Yes</i>	<i>None</i>	<i>None</i>
<i>S. Clause</i>	<i>555555555</i>	<i>G-159</i>		<i>No</i>	<i>No</i>	<i>Friendly Air</i>	<i>None</i>

b. The following personnel are authorized to act as proficiency evaluators for the certificate holder:

NAME	AIRMAN CERTIFICATE #	AIR- CRAFT	LIMITA- TIONS	PART 61	PART 63	AIR CARRIER PROGRAMS	AQP AIR CARRIER
<i>B. Kratchett</i>	<i>987412369</i>	<i>HS-125</i>	<i>Flight Simulator Only</i>	<i>Yes</i>	<i>No</i>	<i>Blitz Air, XYZ Air- lines, Inc.</i>	<i>Blitz Air</i>
<i>J. Dasher</i>	<i>555846248</i>	<i>B-727</i>	<i>Flight Engineer Only</i>	<i>No</i>	<i>Yes</i>	<i>Pago Pago Air</i>	<i>None</i>
<i>J. Prancer</i>	<i>778899665</i>	<i>DC-8-55</i>		<i>Yes</i>	<i>Yes</i>	<i>None</i>	<i>None</i>
<i>S. Clause</i>	<i>555555555</i>	<i>G-159</i>		<i>No</i>	<i>No</i>	<i>Friendly Air</i>	<i>None</i>

Individuals listed above to evaluate for an air carrier must be nominated by the air carrier and approved by the air carrier's POI.

**Figure 148-11--Continued
PART C - PERSONNEL AND STAFF**

[C6. This paragraph identifies the personnel who are qualified as instructors for the certificate holder. Instructors are categorized as ground instructors, flight simulator instructors, and aircraft flight instructors.]

C6. INSTRUCTORS.

a. The following persons are authorized to act as ground and/or flight training device instructors for the certificate holder:

NAME	AIRMAN CERTIFICATE #	AIRCRAFT	PART 61	AIR CARRIER PROGRAMS	AQP AIR CARRIER
<i>W. B. Wright</i>	<i>789654123</i>	<i>DC-9-30</i>	<i>Yes</i>	<i>Blitz Air, XYZ Airlines, Inc.</i>	<i>Blitz Air</i>
<i>W. B. Wright</i>	<i>789654123</i>	<i>DC-8-55</i>	<i>Yes</i>	<i>Pago Pago Air</i>	<i>None</i>
<i>J. Loren</i>	<i>456987123</i>	<i>HS-125</i>	<i>Yes</i>	<i>None</i>	<i>None</i>
<i>N. Jeane</i>	<i>654456987</i>	<i>DA-20</i>	<i>No</i>	<i>Friendly Air</i>	<i>None</i>
<i>J. Spratt</i>	<i>963258741</i>	<i>B-727</i>	<i>No</i>	<i>Fat Air Freight</i>	<i>None</i>

b. The following persons are authorized to act as flight simulator instructors for the certificate holder:

NAME	AIRMAN CERTIFICATE #	AIRCRAFT	PART 61	PART 63	AIR CARRIER PROGRAMS	AQP AIR CARRIER
<i>W. B. Wright</i>	<i>789654123</i>	<i>DC-9-30</i>	<i>Yes</i>	<i>No</i>	<i>Blitz Air, XYZ Airlines, Inc.</i>	<i>Blitz Air</i>
<i>W. B. Wright</i>	<i>789654123</i>	<i>DC-8-55</i>	<i>Yes</i>	<i>Yes</i>	<i>Pago Pago Air</i>	<i>None</i>
<i>J. Loren</i>	<i>456987123</i>	<i>HS-125</i>	<i>Yes</i>	<i>No</i>	<i>None</i>	<i>None</i>
<i>N. Jeane</i>	<i>654456987</i>	<i>DA-20</i>	<i>No</i>	<i>No</i>	<i>Friendly Air</i>	<i>None</i>
<i>N. Lean</i>	<i>963258741</i>	<i>B-727</i>	<i>No</i>	<i>Yes</i>	<i>Lean Air Freight</i>	<i>None</i>

c. The following persons are authorized to act as aircraft flight instructors for the certificate holder:

NAME	AIRMAN CERTIFICATE #	AIRCRAFT	PART 61	AIR CARRIER PROGRAMS
<i>W. B. Wright</i>	<i>789654123</i>	<i>DC-9-30</i>	<i>Yes</i>	<i>Blitz Air, XYZ Airlines, Inc.</i>
<i>W. B. Wright</i>	<i>789654123</i>	<i>DC-8-55</i>	<i>Yes</i>	<i>Pago Pago Air</i>
<i>J. Loren</i>	<i>456987123</i>	<i>HS-125</i>	<i>Yes</i>	<i>None</i>
<i>N. Jeane</i>	<i>654456987</i>	<i>DA-20</i>	<i>No</i>	<i>Friendly Air</i>
<i>V. Lean</i>	<i>999888777</i>	<i>B-727</i>	<i>Yes</i>	<i>Lean Air Freight</i>

Individuals listed to instruct for an air carrier also must be identified as instructors by the individual air carrier.

FIGURE 148-12 PART D - FLIGHT TRAINING EQUIPMENT

	TRAINING SPECIFICATIONS	Department of Transportation Federal Aviation Administration
TABLE OF CONTENTS PART D--FLIGHT TRAINING EQUIPMENT		
[This paragraph identifies the flight training equipment that may be used by a training center. This may include aircraft, flight simulators, and flight training devices.	EFFECTIVE DATE	
Aircraft are to be identified by make and model (and series if appropriate; for example, B-747 or B-747-400).		
Flight simulators and level 6 and 7 flight training devices are to be identified by qualification level, FAA identification number, and location.		
Levels 1 through 5 flight training devices are identified by qualification level, manufacturer's serial number, and location.		
D1. AIRCRAFT D2. FLIGHT SIMULATORS D3. FLIGHT TRAINING DEVICES D4-D12. RESERVED		
Effective Date: _____ Certificate Number: _____ _____		

FAA Form 8000-42 (11-95)

**Figure 148-12--Continued
PART D - FLIGHT TRAINING EQUIPMENT**



TRAINING SPECIFICATIONS

Department of
Transportation
Federal Aviation
Administration

(D1. This paragraph identifies aircraft authorized to be used in the certificate holder's approved training programs. In addition, it outlines maintenance, inspection, and equipment requirements.)

D1. AIRCRAFT.

a. The certificate holder is authorized to conduct training, testing, checking, and flight reviews (delete any not applicable), in the following certificate-holder-owned or leased aircraft:

AIRCRAFT MMS	REGISTRATION #	OWNED OR LEASED
CL-601-3A	N6114R	Owned
HS-125-700	XA-ROW	Leased

b. The certificate holder is authorized to conduct training, testing, checking, and flight reviews (delete any not applicable), in the following aircraft that are registered to, and maintained by, a certificated air carrier:

AIRCRAFT MMS	AIR CARRIER DESIGNATOR
B-737-200	TJWA
ATR-42-300	JKLA

c. The certificate holder is authorized to conduct training, testing, and checking in the following aircraft that are in the precertification phase of production:

AIRCRAFT MMS	MANUFACTURER
B-797-100	Boeing
ATR-92-100	Aerospatiale

d. The certificate holder is authorized to conduct training, testing, checking, and flight reviews (delete any not applicable), in the following customer-owned or furnished aircraft:

AIRCRAFT MMS
G-159
BH-222

Effective Date: _____ Certificate Number: _____

Figure 148-12--Continued
PART D - FLIGHT TRAINING EQUIPMENT



TRAINING SPECIFICATIONS

Department of
Transportation
Federal Aviation
Administration

e. The certificate holder must ensure that all aircraft listed in these training specifications are maintained and inspected in accordance with Federal Aviation Regulations (FAR) Part 91, Subpart E; an approved maintenance and inspection program; or the equivalent maintenance requirements of the country of registry.

f. The certificate holder must ensure that all aircraft listed in these training specifications are equipped to conduct all maneuvers and procedures required by the approved training program in which they are used.

Issued by the Federal Aviation Administration.
These Training Specifications are approved by direction of the Administrator.

Signature of Inspector: _____ FAA Office: _____

Date approval is effective: _____ Amendment No.: _____

I hereby accept and receive the Training Specifications in this paragraph.

Signature of authorized individual: _____ Date: _____

Effective Date: _____ Certificate Number: _____

Figure 148-12--Continued
PART D - FLIGHT TRAINING EQUIPMENT

[D2. This paragraph identifies flight simulators authorized to be used in the certificate holder's approved training programs. In addition, it outlines the requirements for qualification, maintenance, and inspection, and flight simulator limitations.

Paragraph D2b must contain at least three different airport visual scenes that meet level C standards for each level C flight simulator or at least one visual scene that meets level C standards for each level A or B flight simulator.

Paragraph D2c must contain at least three different airport visual scenes that meet level D standards for each level D flight simulator.]

D2. FLIGHT SIMULATORS.

a. The certificate holder is authorized to conduct *training, testing, checking, and flight reviews (delete any not applicable)* in the following flight simulators:

AIRCRAFT M/M/S	FLIGHT SIMULATOR LEVEL	FAA ID #	OPERATOR	LOCATION
<i>B-727-100</i>	<i>A</i>	<i>79</i>	<i>Name</i>	<i>City, State</i>
<i>LR-36-A</i>	<i>C</i>	<i>208</i>	<i>Name</i>	<i>City, State</i>

b. Training center shall maintain visual scene content to meet Level C qualification standards for the following airports or runways for the following flight simulators:

AIRPORT	RUNWAY	FLIGHT SIMULATOR	FAA I.D. #	LOCATION
<i>BNA</i> <i>MIA</i> <i>RDU</i>	<i>2</i> <i>9L</i> <i>23R</i>	<i>SF-340-B</i>	<i>191</i>	<i>JKL</i>
<i>DFW</i> <i>SJC</i> <i>TVL</i>	<i>18R</i> <i>17L</i> <i>36</i>	<i>B-757-200</i>	<i>342</i>	<i>CLL</i>

c. Training center shall maintain visual scene content to meet Level D qualification standards for the following airports or runways for the following flight simulators:

AIRPORT	RUNWAY	FLIGHT SIMULATOR	FAA I.D. #	LOCATION
<i>BNA</i> <i>MIA</i> <i>RDU</i>	<i>2</i> <i>9L</i> <i>23R</i>	<i>HS-125-800</i>	<i>101</i>	<i>SLN</i>
<i>DFW</i> <i>SJC</i> <i>TVL</i>	<i>18R</i> <i>17L</i> <i>36</i>	<i>B-767-300</i>	<i>312</i>	<i>COL</i>

d. The certificate holder is authorized to conduct training, testing, and checking in the circling approach maneuver subject to the limitations contained in a specific air carrier's operations specifications.

Figure 148-12--Continued
PART D - FLIGHT TRAINING EQUIPMENT

e. The certificate holder is authorized to conduct *training, testing, checking, and flight reviews (delete any not applicable)* in the circling approach maneuver in the following flight simulators at the following airports and runways:

AIRCRAFT M/M/S	FAA ID #	ARPT	APPROACH/RUNWAYS	FLIGHT SIMULATOR LOCATION
<i>SF-340-B</i>	<i>322</i>	<i>DEN</i>	<i>LOC 08R CIRCLE 35R</i>	<i>JKL</i>
<i>B-737-200</i>	<i>332</i>	<i>DEN</i>	<i>LOC 08R CIRCLE 35R</i>	<i>TVL</i>
<i>BA-3201</i>	<i>319</i>	<i>DEN</i>	<i>LOC 08R CIRCLE 35R</i>	<i>DFW</i>
<i>LR-24D</i>	<i>002</i>	<i>IAD</i> <i>DEN</i> <i>DEN</i> <i>DAY</i> <i>FWA</i> <i>FWA</i> <i>FWACY</i> <i>YZCYY</i> <i>Z</i>	<i>ILS 19L CIRCLE 30</i> <i>ILS 26 CIRCLE 35L/R</i> <i>ILS 08 CIRCLE 35L/R</i> <i>ILS 24 CIRCLE 36</i> <i>ILS 32 CIRCLE 23</i> <i>ILS 05 CIRCLE 32</i> <i>NDB 32 CIRCLE 23</i> <i>ILS 06L CIRCLE 15</i> <i>ILS 06R CIRCLE 33</i>	<i>7S5</i>

f. The flight simulators listed above are approved for use in the training program, provided the following conditions are met:

(1) The flight simulator remains programmed with the same computer software that was used during the initial evaluation, or that which may be or has been approved by the

National Simulator Program Manager (NSPM).

(2) The flight simulator is maintained to ensure the retention of the performance, function, or other characteristics present during initial evaluation.

(3) The flight simulator is evaluated on a recurrent basis by the NSPM in accordance with a schedule to be determined by the NSPM, but not less than once every 6 months.

g. The certificate holder is required to make available, during all evaluations by the NSPM, a pilot qualified in the make and model of aircraft represented by the flight simulator being evaluated.

[*D3. This paragraph identifies flight training devices (FTD) authorized to be used in the certificate holder's approved training programs. In addition, it outlines qualification, maintenance, and inspection requirements.]*

D3. FLIGHT TRAINING DEVICES.

a. The certificate holder is authorized to conduct *training, testing, checking, and flight reviews (delete any not applicable)* in the following level 6 or 7 FTD's:

AIRCRAFT M/M/S	FAA ID #	MANUFACTURER	MODEL	LEVEL	LOCATION
<i>SF-340-B</i>	<i>122</i>	<i>FRASCA</i>	<i>142</i>	<i>6</i>	<i>JKL</i>
<i>B-727-100</i>	<i>372</i>	<i>AST</i>	<i>4096</i>	<i>6</i>	<i>TVL</i>
<i>SW-3-B</i>	<i>666</i>	<i>ATC</i>	<i>610</i>	<i>7</i>	<i>DFW</i>

Figure 148-12--Continued
PART D--FLIGHT TRAINING EQUIPMENT

b. The certificate holder is authorized to conduct *training, testing, checking, and flight reviews (delete any not applicable)* in the following level 1 through 5 FTD's:

AIRCRAFT M/M/S	FAA ID #	MANUFACTURER	MODEL	LEVEL	LOCATION
<i>BE-200</i>	<i>F250</i>	<i>FRASCA</i>	<i>102</i>	<i>4</i>	<i>JKL</i>
<i>AMEL</i>	<i>FJ40</i>	<i>AST</i>	<i>286</i>	<i>3</i>	<i>TVL</i>
<i>SW-3-B</i>	<i>71001</i>	<i>ATC</i>	<i>386</i>	<i>5</i>	<i>DFW</i>

c. The FTD's listed above are approved for use in the training program, provided the following conditions are met:

- (1) The FTD's remain programmed as each was during the initial evaluation.
- (2) The FTD's are maintained to ensure the retention of the performance, function, or other characteristics present during initial evaluation.
- (3) The level 6 and 7 FTD's are evaluated on a recurrent basis by the NSPM in accordance with a schedule to be determined by the NSPM.

d. The certificate holder is required to make available, during all evaluations by the NSPM, a certificated pilot qualified in the make and model of aircraft represented by the FTD's being evaluated.

D4.-D12. RESERVED.

FIGURE 148-13
PART E - RECORDKEEPING

	TRAINING SPECIFICATIONS	Department of Transportation Federal Aviation Administration
TABLE OF CONTENTS PART E-RECORDKEEPING		
E1. TRAINING RECORDS LOCATIONS AND CUSTODIANS E2. FLIGHT SIMULATOR AND TRAINING DEVICE MAINTENANCE RECORDS E2a. ANNUAL/100-HOUR INSPECTIONS E2b. INSPECTION PROGRAMS E3. APPROVED RECORDKEEPING SYSTEM E3a. AUTOMATED RECORDS E3b. MANUALLY MAINTAINED RECORDS E4. TRAINING RECORD RETENTION AND COPIES E5-E12. RESERVED.	EFFECTIVE DATE	
Effective Date: _____ Certificate Number: _____ _____		

FAA Form 8000-42 (11-95)

Figure 148-13--Continued
PART E - RECORDKEEPING



TRAINING SPECIFICATIONS

Department of
Transportation
Federal Aviation
Administration

[Part E--Recordkeeping. These training specifications paragraphs delineate the location, custodian(s), and methods of recordkeeping.]

[E1c. Complete the address, which may be the training center address, or another designated location, subject to approval of the FAA.]

E1. TRAINING RECORDS LOCATIONS AND CUSTODIANS.

a. Training center *student* records must be maintained at the following address:

- Name of training center*
- Street Address*
- City, State, and Zip Code*
- Voice telephone number*
- Facsimile telephone number*
- TELEX number*

b. The point of contact for all *student* training records is the following:

- Name of custodian*
- Street Address*
- City, State, and Zip Code*
- Voice telephone number*
- Facsimile telephone number*
- TELEX number*

c. The certificate holder shall maintain, at the following location, records that show regulatory compliance with *Instructor and evaluator* qualification and training requirements:

- Location Name*
- Street Address*
- City, State, and Zip Code*
- Voice telephone number*
- Facsimile telephone number*
- TELEX number*

Effective Date: _____ Certificate Number: _____

Figure 148-13--Continued
PART E - RECORDKEEPING



TRAINING SPECIFICATIONS

Department of
Transportation
Federal Aviation
Administration

d. The point of contact for all records showing compliance with *instructor and evaluator* training and qualification requirements is as follows:

- Name of custodian*
- Street Address*
- City, State, and Zip Code*
- Voice telephone number*
- Facsimile telephone number*
- TELEX number*

Issued by the Federal Aviation Administration.
These Training Specifications are approved by direction of the Administrator.

Signature of Inspector: _____ FAA Office: _____

Date approval is effective: _____ Amendment No.: _____

I hereby accept and receive the Training Specifications in this paragraph.

Signature of authorized individual: _____ Date: _____

Effective Date: _____ Certificate Number: _____

FAA Form 8000-42 (11-95)

Figure 148-13--Continued
PART E - RECORDKEEPING

E2. FLIGHT SIMULATOR AND TRAINING DEVICE MAINTENANCE RECORDS.

The certificate holder shall maintain maintenance records, at the following location, for all flight simulators and flight training devices for which the certificate holder has maintenance responsibility:

Location Name
Street Address
City, State, and Zip Code
Voice telephone number
Facsimile telephone number
TELEX number

E2a. ANNUAL/100-HOUR INSPECTIONS. The following aircraft shall be maintained in accordance with § 91.409 (a) and (b)

MAKE, MODEL, AND SERIES	REGISTRATION NUMBERS
Cessna 310	N23F, N6114R
G-159	N1TX

E2b. INSPECTION PROGRAMS. The following aircraft shall be maintained in accordance with § 91.409 (e) and (f)

MAKE, MODEL, AND SERIES	REGISTRATION NUMBERS
DC-9-14	N1234C

E3. APPROVED RECORDKEEPING SYSTEM.

E3a. AUTOMATED RECORDS. The certificate holder shall maintain records by using an automated record-keeping system approved by the training center program manager.

or: (issue only one)

E3b. MANUALLY MAINTAINED RECORDS. The certificate holder shall maintain records manually by using forms or format approved by the training center program manager.

E4. TRAINING RECORD RETENTION AND COPIES. The certificate holder shall maintain a copy of the airman training record for a period of at least 12 calendar months after the completion of training, testing, checking, or flight review. Copies of airman training records for each air carrier or air operator client must be forwarded to the applicable air carrier or air operator.

E5.-E12. Reserved.

FIGURE 148-14 PART F - LIMITATIONS

	TRAINING SPECIFICATIONS	Department of Transportation Federal Aviation Administration
TABLE OF CONTENTS PART F—LIMITATIONS		
<ul style="list-style-type: none"> F1. CERTIFICATES USING LEVEL C OR D FLIGHT SIMULATORS F2. CERTIFICATE WITH 15-HOUR SUPERVISED OPERATING EXPERIENCE LIMITATION USING LEVEL C OR D FLIGHT SIMULATOR F3. CERTIFICATE WITH 25-HOUR SUPERVISED OPERATING EXPERIENCE LIMITATION USING LEVEL C OR D FLIGHT SIMULATORS F4. LIMITATION REMOVAL F5. TWO-SEGMENT CERTIFICATION USING LEVEL A, B, C, OR D FLIGHT SIMULATORS AND AIRCRAFT F6. FLIGHT REVIEW F7. ADDITIONAL CLASS RATING/REMOVAL OF CENTERLINE THRUST LIMITATION F8. TAKEOFF AND LANDING CURRENCY—LEVEL B, C, OR D F9. 24-MONTH PROFICIENCY CHECK—LEVEL C OR D F10. 24-MONTH PROFICIENCY CHECK—LEVEL A F11. CATEGORY II AUTHORIZATION REQUIREMENTS 	EFFECTIVE DATE	
Effective Date: _____ Certificate Number: _____ _____		

FAA Form 8000-42 (11-95)

Figure 148-14--Continued
PART F - LIMITATIONS



TRAINING SPECIFICATIONS

Department of
Transportation
Federal Aviation
Administration

F1. CERTIFICATES USING LEVEL C OR D FLIGHT SIMULATORS

The certificate holder is authorized to recommend applicants for an airman certificate without limitation after receiving initial *category/class/type rating* training and testing required by Federal Aviation Regulations (FAR) §§ 61.64 or 61.158 *entirely* in a level C or level D (Phase II or Phase III) flight simulator if the following requirements have been met:

- a. The applicant must have satisfactorily completed, within 60 days prior to the practical test, the certificate holder's approved training program.
- b. The training program must include at least 15 planned hours of flight training and practice *exclusively* in level C or D flight simulators.
- c. The applicant must have completed the preflight inspection (Item I (b)(1) of FAR Part 61, Appendix A) using an *FAA-approved* pictorial means or the actual aircraft.
- d. The applicant must have met the aeronautical experience requirements of FAR § 61.155 if the application is for an Airline Transport Pilot (ATP) certificate.
- e. The applicant must hold a type rating for a turbojet airplane of the same class, or have been appointed by a military service as a pilot-in-command (PIC) of an airplane of the same class, if a turbojet airplane type rating is sought.
- f. The applicant must hold a type rating for a turbopropeller airplane of the same class, or have been appointed by a military service as a PIC of an airplane of the same class, if a turbopropeller airplane type rating is sought.
- g. The applicant must have at least 2,000 hours of actual flight time, of which 500 hours must be in turbine-powered airplanes of the same class as the rating sought; or
- h. The applicant must have at least 500 hours of actual flight time in the same type airplane as the rating sought; or
- i. The applicant must have at least 1,000 hours of flight time in at least two different airplanes requiring a type rating; or
- j. The applicant must be a flightcrew employee of an air carrier and the certificate holder must hold a contract from the air carrier to conduct any portion of the air carrier's approved training program or provisionally approved training program that allows simulation-only training and testing. This applicant must accomplish the airman certification under the authority of the air carrier's approved training program.

Issued by the Federal Aviation Administration.
These Training Specifications are approved by direction of the Administrator.

Signature of Inspector: _____ FAA Office: _____

Date approval is effective: _____ Amendment No.: _____

I hereby accept and receive the Training Specifications in this paragraph.

Signature of authorized individual: _____ Date: _____

Effective Date: _____ Certificate Number: _____

Figure 148-14--Continued
PART F - LIMITATIONS

F2. CERTIFICATE WITH 15-HOUR SUPERVISED OPERATING EXPERIENCE LIMITATION USING LEVEL C OR D FLIGHT SIMULATOR.

The certificate holder is authorized to recommend applicants for an airman certificate with a limitation after receiving initial *category/class/type rating* training and testing required by § 61.64 or § 61.158 entirely in a level C or level D (Phase II or Phase III) flight simulator if the applicant meets the following requirements:

a. The applicant must meet the aeronautical experience requirements of FAR § 61.155 if the application is for an airline transport pilot (ATP) certificate; and

b. The applicant must hold a type rating in a propeller-driven airplane if a type rating is sought in a turbojet airplane; or a type rating is held in a turbojet airplane if a type rating is sought in a propeller-driven airplane; and

c. Since the beginning of the preceding 12 calendar months, the applicant must have logged the following flight time:

(1) At least 100 hours of flight time in airplanes in the same class and which requires a type rating as the aircraft in which the rating is sought.

(2) At least 25 hours of flight time in airplanes of the same type as the rating sought; or

d. If applying for an ATP certificate in a turbopropeller-powered airplane not requiring a type rating, the applicant must meet the following conditions:

(1) Have a minimum of 100 flight hours as pilot-in-command (PIC) in an airplane with *turbopropeller power* of the same class as sought for certification; or

(2) Hold a type rating for a propeller-driven airplane of the same class as sought for certification.

e. The evaluator or FAA inspector shall place a limitation on the airman certificate stating that 15 hours of supervised operating experience (SOE) is required in the type aircraft being added.

f. The certificate holder must inform clients in writing that certification under any of the qualifying provisions of paragraph F4a will result in the following:

(1) Certification will lead to an airman certificate with a limitation.

(2) An airman with the limitation specified in this paragraph may not act as pilot-in-command (PIC) of the aircraft type for which a type rating was obtained under the provisions of this paragraph until he or she has had the limitation removed from the certificate.

F3. CERTIFICATE WITH 25-HOUR SUPERVISED OPERATING EXPERIENCE LIMITATION USING LEVEL C OR D FLIGHT SIMULATOR.

The certificate holder is authorized to recommend applicants for an airman certificate with a limitation requiring SOE after receiving initial *category/class/type* training and testing required by § 61.64 or § 61.158 entirely in a level C or D (Phase II or Phase III) flight simulator if the following conditions have been met:

a. The applicant must meet the aeronautical experience requirements of part 61 applicable to the rating or certificate sought, but the applicant does not meet the additional prerequisites of paragraph F1 or F2.

Figure 148-14--Continued
PART F - LIMITATIONS

b. The applicant must have satisfactorily completed, within 60 days before the practical test, the certificate holder's approved training program.

c. The course(s) of training must include at least 15 planned hours of flight training and practice exclusively in level C or D flight simulators.

d. The certificate holder must inform clients in writing that certification under any of the qualifying provisions of paragraph F4a will result in the following:

(1) Certification will lead to an airman certificate with a limitation.

(2) An airman with the limitation specified in this paragraph may not act as PIC of the aircraft type for which a type rating was obtained under the provisions of this paragraph until he or she has had the limitation removed from the certificate.

e. The evaluator or FAA inspector shall place a limitation on the airman certificate stating that 25 hours of SOE is required in the type aircraft added.

F4. LIMITATION REMOVAL.

The certificate holder must inform applicants in writing that certification under any of the qualifying provisions of paragraphs F2 and F3 will result in the following:

a. Certification will lead to an airman certificate with a limitation; and

b. An airman with the limitation specified in this paragraph may not act as PIC of the aircraft type for which a type rating was obtained under the provisions of this paragraph until he or she has had the limitation removed from the certificate.

c. An airman may remove the limitation imposed by this paragraph by accomplishing the following:

(1) Serving 15 hours of SOE (under F2) or 25 hours of SOE (under F3) as PIC under the supervision of a qualified and current PIC, in the type airplane and seat normally occupied by the PIC; and

(2) Presenting evidence of the SOE time to any FAA Flight Standards District Office for reissuance of the certificate.

F5. TWO-SEGMENT CERTIFICATION USING LEVEL A, B, C, OR D FLIGHT SIMULATORS AND AIRCRAFT.

The certificate holder is authorized to recommend applicants for an airman certificate without limitation after receiving the initial *category/class/type rating* training and testing required [entirely in a combination of flight simulators and aircraft] if the following requirements have been met:

a. The applicant must have met the aeronautical experience requirements of part 61 applicable to the rating or certificate sought, but the applicant does not meet the additional prerequisites of paragraph F1, F2, or F3 of this section; and

b. The applicant must have satisfactorily completed, within 60 days before the practical test, the certificate holder's approved training program.

Figure 148-14--Continued
PART F - LIMITATIONS

c. The following areas of operation in the Airline Transport Pilot and Type Rating Practical Test Standards (FAA-S-8081-5) must have been done on a static airplane or in flight, as appropriate:

- (1) II.A - Preflight inspection
 - (2) III.A - Normal takeoff
 - (3) VI.B - Normal instrument landing system (ILS) approach
 - (4) III.E and VI.D - Circling approach (unless circling approach was accomplished in a flight simulator approved for circling approaches)
 - (5) III.F - Missed approach
 - (6) VI.A - Normal landing; and if the flight simulator used is a Level A flight simulator,
 - (7) VI.C - Maneuver to a landing with a simulated powerplant failure
 - (8) VI. - An additional landing (for a total of 3 landings).
-

F6. FLIGHT REVIEW.

The certificate holder is authorized to complete the flight review required by § 61.56(c)(1) in a level A flight simulator if the applicant meets the takeoff and landing requirements of § 61.57(c) or (d) in an aircraft of the same type as represented by the flight simulator in which the remainder of the flight review is accomplished.

a. The certificate holder is authorized to complete the flight review required by § 61.56(c)(1) in a level B, C, or D flight simulator, by allowing the applicant to meet the takeoff and landing requirements of § 61.57(c) or (d) in accordance with paragraph F10.

F7. ADDITIONAL CLASS RATING/REMOVAL OF CENTERLINE THRUST LIMITATION.

The certificate holder is authorized to recommend applicants for a multiengine class rating or the removal of a centerline thrust limitation in a flight simulator, provided that the applicant completes an approved supplemental course that covers the following flight training subjects:

- (1) Conditions of flight with various conditions of asymmetrical thrust and drag;
 - (2) Determination and considerations of attempted flight at V_{mca} and V_{mcg} ; and
 - (3) Critical engine determination and maneuvering with the critical engine inoperative.
-

F8. TAKEOFF AND LANDING CURRENCY - LEVEL B, C, OR D.

The certificate holder is authorized to allow clients to complete the *takeoffs and landings* required by § 61.57(c) and (d) in level B, C, or D flight simulators subject to the following:

a. The pilot must complete the requirements of § 61.57(c) or (d) in the airplane type in flight since the beginning of the preceding 12 calendar months; and

Figure 148-14--Continued
PART F - LIMITATIONS

(1) Since the beginning of the preceding 12 calendar months, accomplish 100 hours of pilot time, 10 hours of which must be in an airplane of the same type, if a type rating is required; or

(2) Since the beginning of the preceding 6 calendar months, accomplish 50 hours of pilot time, 5 hours of which must be in an airplane of the same type, if a type rating is required.

b. The pilot must make three takeoffs and three landings to a full stop, subject to the following requirements:

(1) The takeoffs and landings must be accomplished under the supervision of a flight simulator instructor who certifies that the pilot being observed is proficient in making takeoffs and landings.

(2) The takeoffs and landings must be accomplished in a flight simulator representative of the same class and, if a type rating is required, type of airplane as required by the regulation being met.

(3) The pilot must be the sole manipulator of the flight controls.

(4) The takeoffs and landings must include at least one takeoff with a simulated failure of the most critical powerplant and at least one landing from an instrument landing system (ILS) approach to the lowest minimums for which the applicant and airplane are authorized.

c. The flight simulator's visual system must be adjusted to display a visual scene representing the period between 1 hour after sunset until 1 hour before sunrise.

F9. 24-MONTH PROFICIENCY CHECK - LEVEL C OR D.

The certificate holder is authorized to allow clients to complete the 24-month proficiency check required by § 61.58(a)(2) in a flight simulator, representing the particular type aircraft in which the applicant is to serve as PIC, subject to the following:

a. The applicant must satisfactorily complete the certificate holder's approved training program within 60 days before being given the check.

b. Except as provided by (c) below, the circling approach requirement of the proficiency check must be accomplished in a flight simulator equipped with a visual system that permits accomplishment of the circling approach task.

c. The training record of an applicant who has used a flight simulator not authorized for the circling approach shall be annotated as follows: "Demonstration of the circling approach was not accomplished."

(1) The training center shall inform the applicant in writing that he or she is restricted from performing circling approaches as PIC when weather conditions are less than basic visual flight rules until the circling approaches have been satisfactorily demonstrated, in an actual airplane or flight simulator qualified for the circling maneuver, to an FAA inspector or an evaluator.

F10. 24-MONTH PROFICIENCY CHECK - LEVEL A.

The certificate holder is authorized to complete the check authorized by paragraph F6 in a level A flight simulator without doing the landing maneuver, provided the applicant has accomplished the following:

a. The applicant must hold a type rating in the airplane represented by the flight simulator; and

b. The applicant must have completed, within the preceding 90 days, at least three takeoffs and three landings (one to a full stop) as the sole manipulator of the flight controls in the make, model, and series of airplane for which the PIC check is sought.

Figure 148-14--Continued
PART F - LIMITATIONS

F11. CATEGORY II AUTHORIZATION REQUIREMENTS.

The certificate holder is authorized to allow clients to complete the requirements of § 61.67(d)(2) for a Category II authorization in a flight simulator subject to the following:

- a. The applicant must hold an airplane multiengine class rating and, if appropriate, a type rating in the aircraft represented by the flight simulator.
- b. The applicant must have completed the certificate holder's approved training program covering the subjects listed in § 61.67(d)(1) during the 60 days preceding the test.

FIGURE 148-15

SAMPLE CORE CURRICULUM

A core curriculum contains airman certification requirements, and is based on the Practical Test Standards (PTS) and Flight Standardization Board (FSB) reports (if applicable). Core curriculum is defined in section 1, paragraph 9.

A core curriculum consists of *segments* that can be separately evaluated, but by themselves do not meet the certification requirements for a type rating in the aircraft.

The following are examples of *segments* :

1. Ground training *segment*
2. Flight training *segment*
3. Testing *segment*

Segments are composed of training *modules*. Examples of training modules are as follows:

1. Ground training *segment*
 - a. Powerplant *module*
 - b. Electrical system *module*
 - c. Auxiliary Power Unit (APU) *module*
 - d. Oxygen system *module*
2. Flight training *segment*
 - a. Flight simulator period #1 *module*
 - b. Flight simulator period #2 *module*
 - c. Flight simulator period #3 *module*
 - d. Flight simulator period #4 *module*

An *element* is a part of a training or testing *module* that is subject oriented; for example:

1. Ground training *segment*
 - a. Electrical system *module*
 - AC power systems *element*
 - DC power systems *element*
 - Battery systems *element*

An *event* is a task-oriented part of a training *module* and requires the crewmember to use a specific procedure; for example:

2. Flight training *segment*
 - a. Flight simulator period #1 *module*
 - Maneuvers (*events*)
 - Steep turns
 - Approach to stalls
 - Normal takeoffs
 - Instrument landing system (ILS) approaches
 - System procedures (*events*)
 - Pre-start procedures
 - Engine fire in-flight emergency
 - Pneumatic system abnormal procedures

Figure 148-15--Continued
SAMPLE CORE CURRICULUM

Core Curriculum

The following is an **example** and not the only method of presenting a core curriculum. All information that may be required to conduct the course of training may not be contained in this example.

Although documents such as the syllabus are required to be submitted to, and accepted by, the training center program manager (TCPM), they are not a part of the core curriculum that is to be submitted to FAA national headquarters.

Items such as enrollment requirements, performance standards, revision procedures, instructor lists, and course objectives may be contained in other documents that may be submitted to the TCPM with the training program.

Barrett's Airline Training Center

Page #1

Date: @date

Revision: Original

Aircraft Type: Douglas DC-9 (and series of aircraft, if applicable)

The following terms are used throughout this manual and are defined as follows:

Training Program: A system of instruction that includes curriculums facilities, instructors, evaluators, check airmen, courseware, instructional delivery methods, and testing and checking procedures. This system may include all or part of the training program requirements of 14 CFR part 121, subparts N and O, and the Airline Transport Pilot and Type Rating Practical Test Standards. The training program ensures that each flight crew-member is adequately trained and certificated for each aircraft duty position and kind of operation in which each person serves.

Categories of Training: Courses of training that provide the necessary training and checking or testing for various types of flight crewmembers who have not previously qualified to serve in specific duty positions. Each category of training consists of one or more curriculums.

Testing Module: An integral part of a curriculum segment, which contains testing requirements specified under 14 CFR part 61 and the PTS, and part 121, subparts N and O.

Instructional Delivery Methods: Methodology for conveying information to a student. This may include lectures, demonstrations, audiovisual presentations, home study assignments, workshops, and drills. Training devices, flight simulators, aircraft, and computer work stations are also considered instructional delivery methods.

Testing and Checking: Methods for evaluating students as they demonstrate a required level of knowledge and, when appropriate, apply the knowledge and skills learned in instructional situations to practical situations.

Programmed Training Hours: The total amount of time necessary to complete the training required by a curriculum segment. This must provide an opportunity for instruction, demonstration, practice and testing, as appropriate. The programmed time must be specified in hours on the curriculum segment outline.

CHAPTER 1

ADMINISTRATION

Revision procedures are contained in Barrett Airline Training Center policies and procedures manual, section II.

Enrollment requirements are contained in Barrett Airline Training Center's policies and procedures manual, section III.

Standards of performance for ground and flight training are contained in Barrett Airline Training Center's policies and procedures manual, section IV and the current version of the Airline Transport Pilot and Type Rating Practical Test Standards.

Figure 148-15--Continued
SAMPLE CORE CURRICULUM

CHAPTER 2**AIRCRAFT GROUND TRAINING CURRICULUM SEGMENT****SECTION 1: GROUND TRAINING OBJECTIVES**

The primary objective of aircraft ground training is to provide flight crewmembers with the necessary knowledge for understanding the basic functions of aircraft systems, the use of the individual system components, the integration of those aircraft systems, and pertinent operational procedures. Upon completion of a specific ground training curriculum segment, the student will be sufficiently prepared to enter the flight training curriculum segment. Aircraft ground training is conducted by using the following media: classroom instruction, computer-based instruction, ground training devices, flight training devices (FTD), flight simulators, and static aircraft.

SECTION 2: CURRICULUM SEGMENT OUTLINE

The ground training curriculum segment outline is comprised of three subject areas: General Operational Subjects, Aircraft Systems, and Systems Integration Training. The total amount of time necessary to complete the training in the curriculum segment outline is considered programmed hours.

SECTION 3: GENERAL OPERATIONAL SUBJECTS SUBJECT AREA TRAINING MODULES

The General Operational Subjects area of a specific ground training curriculum segment outlines detailed instructions on certain operational requirements on which training is being conducted. Typical general operational subjects include the following: aircraft systems, performance and limitations, preflight inspection, weight and balance, flight planning, aircraft operating manual, the FAA-Approved Flight Manual (AFM), crew resource management (CRM), and adverse weather practices.

CHAPTER 3**AIRCRAFT FLIGHT TRAINING CURRICULUM SEGMENT****SECTION 1: FLIGHT TRAINING OBJECTIVES**

Flight training refers to the conduct of training events in a flight simulator or an FTD in accordance with Barrett Airline Training Center's approved training curriculum. Flight training may be conducted using a combination of flight simulator and FTD. In certain instances, flight training may be conducted entirely in an advanced flight simulator. In any case, the primary objective of flight training is to provide flight crewmembers with the skills and knowledge necessary to perform to a desired standard. This is accomplished by the demonstration, instruction, and practice of maneuvers and procedures (training events) pertinent to a particular aircraft and crewmember duty position. The successful completion of flight training is validated at Barrett Airline Training Center by appropriate testing and checking.

Flight Training credit is accumulated by the trainee crewmembers whenever they occupy their respective duty positions during flight simulator training.

SECTION 2: CURRICULUM SEGMENT OUTLINE

This includes the total amount of time allotted to complete the training in the flight training curriculum segment outline for this aircraft and the number of flight simulator periods required to complete the training. However, a flight crewmember must successfully complete all flight training maneuvers outlined in the PTS before being evaluated.

SECTION 3: AIRCRAFT SYSTEMS SUBJECT AREA TRAINING MODULES

The training modules presented in the aircraft systems subject area consist of a breakdown of the various systems of the aircraft.

Figure 148-15--Continued
SAMPLE CORE CURRICULUM

SECTION 4: SYSTEMS INTEGRATION SUBJECT AREA TRAINING MODULES

The Systems Integration Training subject area of each ground training curriculum segment provides the student with instruction on how aircraft systems interrelate with respect to normal, abnormal, and emergency procedures. Systems Integration Training includes flightcrew integration in checklist usage and CRM. Flight crewmembers become familiar with the cockpit layout, checklists, and Barrett Airline Training Center procedures prior to flight training.

FLIGHT OPERATIONS

Barrett Airline Training Center Training Manual

DC-9 ground training curriculum segment outline

Programmed Training Hours: 80

OBJECTIVE OF TRAINING: At the end of the ground training curriculum segment, the crewmember will be able to locate, identify, and operate all aircraft systems. The crewmember will be able to perform all normal, abnormal, and emergency operating procedures. Additionally, the crewmember will be able to demonstrate knowledge of aircraft performance, as well as systems and aircraft limitations. The applicant will be capable of satisfactorily completing the equipment examination at the end of this segment.

General Operational Subjects:

1. Weight and Balance
2. Adverse Weather Procedures
3. Flight Planning and Performance
4. Aircraft Operating Manual
5. FAA-Approved Flight Manual

AIRCRAFT SYSTEMS:

1. Aircraft Description
2. Powerplant
3. APU
4. Fuel System
5. Electrical System
6. Hydraulic Systems
7. Landing Gear
8. Brakes
9. Flight Controls
10. Pressurization System
11. Heating and Cooling System
12. Ice and Rain Protection System
13. Fire Protection System
14. Oxygen System
15. Communications System
16. Flight Instruments
17. Navigation Systems
18. Automatic Flight System
19. Emergency Equipment

Figure 148-15--Continued
SAMPLE CORE CURRICULUM

Systems Integration Training:

1. Cockpit Familiarization and Flow Patterns
2. Use of the Checklist - Normal Operating Procedures
3. Systems Abnormal Procedures
4. Systems Emergency Procedures
5. Emergency Training and Emergency Evacuation (Including Drill in Operation and Use of Exits, Emergency Equipment, and Fire/Smoke Trainer)

GROUND TRAINING MODULES

GENERAL OPERATIONAL SUBJECTS

1. Weight and Balance Module:

Principles and methods of weight and balance determination

2. Adverse Weather Procedures Module:

- Icing
- Turbulence
- Heavy precipitation
- Thunderstorms and associated windshear and microburst phenomena
- Low visibility
- Contaminated runways
- Windshear avoidance

3. Flight Planning and Performance Module:

- Fuel planning, consumption, and cruise control
- Drift-down procedures
- Route planning
- V-speed computations
- Takeoff and landing and airport analysis computations

4. Aircraft Operating Manual Module:

- Airplane operating limitations
- Visual cues prior to and during descent below decision height (DH) or minimum descent altitude (MDA)

5. FAA-Approved Flight Manual Module:

- Applicability and description of the AFM
- Limitations section
- Emergency procedures section
- Normal procedures section
- Abnormal procedures section
- General performance section
- Appendixes

6. Aircraft Performance Module:

- The use of charts, tables, tabulated data, and other related manual information
- Normal, abnormal, and emergency performance problems
- Meteorological and weight limiting performance factors such as temperature, pressure, precipitation, contaminated runway and climb/runway limits
- Inoperative equipment performance limiting factors, such as minimum equipment list (MEL), configuration deviation list (CDL), inoperative anti-skid
- Special operational conditions, such as high altitude airports and drift-down requirements

Figure 148-15--Continued
SAMPLE CORE CURRICULUM

Systems Integration Training

1. Cockpit Familiarization Module:

- Activation of aircraft systems controls and switches
- Normal, abnormal, and emergency switches
- Warning and caution lights and annunciator panel
- Pilot's panel
- Center pilot's panel
- Copilot's panel
- Center pedestal
- Overhead panel
- Circuit breaker panel

2. Use of the Checklist - the Normal Operating Procedures Module:

- Before starting engines
- Before taxi
- Taxi
- Before takeoff
- Climb
- Descent/in-range
- Before landing - final
- After landing
- Securing

3. System Abnormal Procedures Module:

- Abnormal checklists
- Challenge/response
- CRM

4. System Emergency Procedures Module:

- Emergency checklists
- Challenge/response
- CRM

5. Emergency Training and Emergency Evacuation Module:

- Preparing for emergency landing
- Emergency landing
- Emergency exit operation
- Escape slide operation
- Overwing exit removal
- Emergency evacuation
- Jettison of tail cone
- Emergency drills
- Operation and use of exits
- Emergency equipment
- Fire and smoke trainer

Figure 148-15--Continued
SAMPLE CORE CURRICULUM

AIRCRAFT SYSTEMS

1. Aircraft Description Module:

- Introduction
- Principal dimensions
- Cockpit arrangement
- Cabin doors and stairways
- Tail cone
- Forward/aft cargo compartment and doors
- Master warning/caution
- Annunciator panel lights
- Instrument panels
- Cockpit lighting
- Exterior lighting
- Cabin emergency lighting
- Preflight/walk-around

2. Powerplant Module:

- General description
- Engine fuel system
- Engine ignition system
- Engine pneumatic system
- Thrust reverser
- Engine synchronizer
- Operating limitations
- Controls and indicators

3. APU Module:

- General description
- APU doors
- APU fuel and control system
- APU starting and ignition system
- Operating limitations
- Controls and indicators

4. Fuel system module:

- General description
- Fuel distribution
- Fuel boost pumps
- Start pump
- Fuel crossfeed
- Fueling/defueling
- System limitations
- Controls and indicators

5. Electrical System Module:

- General description
- Generators and generator control
- AC power generation
- DC power generation
- Fault protection
- Battery and external power
- Controls and indicators

Figure 148-15--Continued
SAMPLE CORE CURRICULUM

6. Hydraulics Module:

- General description
- Engine-driven pumps
- Auxiliary and alternate pumps
- Operating limitations
- Controls and indicators

7. Landing Gear Module:

- General description
- Gear indications
- Nosewheel steering
- Ground shift mechanism
- Operating limitations
- Controls and indicators

8. Brakes Module:

- General description
- Normal brake system
- Anti-skid system
- Operating limitations
- Controls and indicators

9. Flight Controls Module:

- General description
- Ailerons
- Speed brake and flight spoilers
- Elevators
- Rudder
- Horizontal stabilizer
- Flaps and slats
- Stall warning system
- Operating limitations
- Controls and indicators

10. Pressurization System Module:

- General description
- Automatic cabin pressure control system
- Operating limitations
- Controls and indicators

11. Heating and Cooling Module:

- General description
- Pneumatic sources
- Distribution
- Air conditioning, auto shutoff
- Radio rack cooling and cargo compartment heating
- Operating limitations
- Controls and indicators

Figure 148-15--Continued
SAMPLE CORE CURRICULUM

12. Ice and Rain Protection System Module:

- General description
- Pneumatic sources
- Airfoil ice protection
- Engine anti-ice
- Pitot static heat
- Windshield heat
- Windshield wipers and rain repellent
- Operating limitations
- Controls and indicators

13. Fire Protection Module:

- General description
- Engine/APU fire warning system
- Engine/APU fire extinguishing system
- Lavatory smoke detection and fire extinguishing system
- Operating limitations
- Controls and indicators

14. Oxygen System Module:

- General description
- Crew oxygen system
- Passenger oxygen system
- Portable oxygen cylinder
- Operating limitations
- Controls and indicators

15. Communications Module:

- General description
- Communication system
- Selective calling system
- Flight interphone system
- Ground interphone system
- Passenger address system
- Voice recorder
- Controls and indicators

16. Instruments Module:

- General description
- Flight instruments
- Air data system
- Flight director system
- Instrument/comparator/failure warning system
- Operating limitations
- Controls and indicators

17. Navigation Module:

- General description
- Navigation receiver system
- Transponder
- Weather radar

Figure 148-15--Continued
SAMPLE CORE CURRICULUM

- Traffic Alert and Collision Avoidance System (TCAS)
- Ground proximity warning system
- Terrain warning system
- Operating limitations
- Controls and indicators

18. Automatic Flight Module:

- General description
- Operating limitations
- Controls and indicators

19. Emergency Equipment Module:

- Location and purpose of each item
- Fire extinguishers
- Oxygen bottles
- Protective breathing equipment (PBE)
- First aid kits
- Crash axe
- Emergency exits and lights
- Emergency evacuation slides
- Emergency over-water equipment

FLIGHT TRAINING

SECTION 3A: FLIGHT TRAINING CURRICULUM SEGMENT

PROGRAMMED TRAINING HOURS: 24 Hours.

OBJECTIVE OF FLIGHT TRAINING: The objective of flight training is to provide an opportunity for a flight crewmember to gain the skills and knowledge necessary to perform to a desired standard. The opportunity provides for demonstration, instruction, and practice of maneuvers and procedures (training events) pertinent to a particular aircraft and crewmember duty position. At the end of the flight training curriculum, the flight crewmember will be able to safely and efficiently operate the aircraft and perform the duties and responsibilities of the applicable duty position. Successful completion of flight training is validated by appropriate testing and checking.

NOTE: Appropriate tasks contained in the PTS areas of operation I through VIII must be reflected in the following training modules.

FLIGHT TRAINING MODULES:

1. Flight Simulator Period #1:
 - a. Normal and abnormal maneuvers and procedures
2. Flight Simulator Period #2:
 - a. Normal and abnormal maneuvers and procedures
 - b. Emergency maneuvers and procedures
3. Flight Simulator Period #3:
 - a. Normal and abnormal maneuvers and procedures
 - b. Emergency maneuvers and procedures
4. Flight Simulator Period #4:
 - a. Normal and abnormal maneuvers and procedures
 - b. Emergency maneuvers and procedures

Figure 148-15--Continued
SAMPLE CORE CURRICULUM

5. Flight Simulator Period #5:

- a. Normal and abnormal maneuvers and procedures
- b. Emergency maneuvers and procedures
- c. Windshear encounters (if applicable)

6. Flight Simulator Period #6:

- a. Normal and abnormal maneuvers and procedures
- b. Emergency maneuvers and procedures

7. Flight Simulator Period #7:

- a. Line-oriented flight training (LOFT) (if required)

8. Flight Simulator Period #8:

- a. Evaluation (practical test)

1. Flight Simulator Period #1:

Maneuvers

- Briefing
- Pushback or powerback (if required)
- Taxiing
- Normal takeoff
- Departure and arrival
- Normal climb
- Steep turns
- Approach to stalls
 - Takeoff configuration
 - En route configuration
 - Landing configuration
- Turns with and without spoilers
- ILS/Normal
- Normal descent
- Normal landing
- Parking
- Debriefing

System Procedures

- Prestart procedures
- Performance limitations
- Before starting engines checklist
- Normal engine starting
- Taxi/before takeoff checklist
- Climb checklist
- Stall warning
- Descent/in-range checklist
- Before landing/final checklist
- After landing checklist
- Parking and securing checklist

Figure 148-15--Continued
SAMPLE CORE CURRICULUM

2. Flight Simulator Period #2:**Maneuvers**

- Briefing
- Taxiing
- Takeoff with powerplant failure at V 1
- Rejected takeoff
- Normal takeoff
- Holding
- In-flight powerplant shutdown
- In-flight powerplant restart
- Visual approach with engine inoperative
- Missed approach from precision approach
- ILS/one engine inoperative
- Non-precision Approaches
- Missed approach from non-precision approach
- Landing and go-around with pitch mistrim
- Normal landing
- Debriefing

System Procedures

- Prestart procedures
- Performance limitations
- Before starting engines checklist
- Abnormal engine starts
- Flight instrument system malfunctions
- Autopilot malfunctions
- Stability augmentation system
- Flight control abnormal situation
- Taxi/before takeoff checklist
- Climb checklist
- Electrical system
- Fuel system abnormal situation
- Engine fire in flight emergency situation
- Descent/in-range checklist
- Before landing/final checklist
- After landing checklist
- Parking and securing checklist

3. Flight Simulator Period #3:**Maneuvers**

- Briefing
- Powerback taxi or pushback (if required)
- Taxiing
- Takeoff/lower-than-standard minimums
- Powerplant failure during second segment
- Departure and arrival
- One engine inoperative during climb to en route altitude
- Holding
- High Speed handling characteristics
- Maximum rate descent
- ILS/Normal

Figure 148-15--Continued
SAMPLE CORE CURRICULUM

- ILS/one engine inoperative
- Landing from precision instrument with most critical engine inoperative
- Missed approach with powerplant failure
- Debriefing

System Procedures

- Prestart procedures
- Performance limitations
- Before starting engines checklist
- Normal engine starts
- Taxi/before takeoff checklist
- Climb checklist
- Anti-icing and deicing system abnormal situations
- Electrical system abnormal situations
- Electrical fire in flight emergency situation
- Engine fire in flight emergency situation
- Smoke control
- Cabin pressurization system flight emergency
- Pressurization system abnormal situation
- Descent/in-range checklist
- Before landing/final checklist
- After landing checklist
- APU fire emergency
- Emergency evacuation procedure and checklist

4. Flight Simulator Period #4:

Maneuvers

- Briefing
- Taxiing
- Normal Takeoff
- Holding
- ILS/Normal
- Missed approach from precision approach
- Landing from precision approach
- Rejected landing
- Non-precision approaches
- Missed approach from non-precision approach
- Approach with flap/slat malfunction
- Landing with flap/slat malfunction
- Debriefing

System Procedures

- Prestart procedures
- Performance limitations
- Before starting engines checklist
- Normal and abnormal engine starts
- Taxi/before takeoff checklist
- Climb checklist
- Landing gear and flap systems failure or malfunction
- Hydraulic systems failure or malfunction

Figure 148-15--Continued
SAMPLE CORE CURRICULUM

- Descent/in-range checklist
- Before landing/final checklist
- After landing checklist
- Parking and securing checklist

5. Flight Simulator Period #5:

Maneuvers

- Briefing
- Taxiing
- Crosswind takeoff
- Non-precision approaches
- Visual approaches and landing
- Windshear encounter (if required)
 - On takeoff prior to V 1
 - On takeoff after V 2
 - On approach
- Crosswind landing
- Debriefing

System Procedures

- Prestart procedures
- Performance limitations
- Before starting engines checklist
- Normal engine starts
- Taxi/before takeoff checklist
- Climb checklist
- Descent/in-range checklist
- Before landing/final checklist
- After landing checklist
- Parking and securing checklist

6. Flight Simulator Period #6:

Maneuvers

- Briefing
- Taxiing
- Rejected takeoff
- Takeoff lower-than-standard minimums
- Takeoff with powerplant failure at V 1
- Normal takeoff
- Area departure and arrival
- Steep turns
- Approach to stalls
 - Takeoff configuration
 - En route configuration
 - Landing configuration
- ILS/normal
- Missed approach from precision approach
- Debriefing

Figure 148-15--Continued
SAMPLE CORE CURRICULUM

System Procedures

- Prestart procedures
- Performance limitations
- Before starting engines checklist
- Abnormal engine starts
- Taxi/before takeoff checklist
- Climb checklist
- Ice accumulation on airframe
- Engine fire in-flight emergency
- Electrical systems failure or malfunction
- Powerplant abnormal situations
- Failure of navigation or communications equipment
- Pneumatic system abnormal situations
- Environmental system/air conditioning system abnormal situation
- Descent/in-range checklist
- Before landing/final checklist
- After landing checklist
- Parking and securing checklist

7. Flight Simulator Period #7:

LOFT

Leg #1:

- Description of normal flight
- Cockpit preflight
- Takeoff
- Climb
- Cruise
- Descent
- Approach
- Landing
- Prepare for second flight segment

Leg #2:

- Description of abnormal flight
- Takeoff
- Climb
- Pressurization problem
- Divert to alternate
- Passenger medical problem, etc.

8. Flight Simulator Period #8:

Certification Evaluation.

Items to be evaluated are listed in the PTS.

FIGURE 148-17
JOB AID FOR INSPECTING FLIGHT SIMULATOR/TRAINING DEVICE

MAINTENANCE RECORDS

TRAINING CENTER:

DATE:

AIRCRAFT TYPE:

FLIGHT SIMULATOR OR TRAINING DEVICE:

LEVEL:

LAST NSPM EVALUATION DATE:

INSPECTIONS

PREFLIGHT:

Operational Check

Preflight Checklist

WEEKLY:

DISCREPANCY LOG

NUMBER OF OPEN DISCREPANCIES:

RECORD THE FOLLOWING INFORMATION ON EACH OPEN DISCREPANCY:

1. DATE OF DISCREPANCY

2. DESCRIPTION OF DISCREPANCY

3. ANY RESTRICTION TO TRAINING OR CHECKING

FREQUENCY OF RECURRING DISCREPANCIES

COMMENTS:

**FIGURE 148-19
JOB AID FOR INSPECTING INSTRUCTOR RECORDS**

TRAINING CENTER:

DATE:

NAME:

CERTIFICATE TYPE & NO.:

RATINGS:

FLIGHT INSTRUCTOR NO.:

EXPIRES:

GROUND INSTRUCTOR:

MEDICAL CLASS & DATE:

EMPLOYMENT DATE:

ASSIGNED TRAINING PROGRAM:

LAST TRAINING RECEIVED: INITIAL OR RECURRENT

GROUND:

FLIGHT SIMULATOR PROFICIENCY CHECK:

INSTRUCTOR PANEL CHECK:

AIRCRAFT PROFICIENCY CHECK:

LEVEL C OR D INSTRUCTORS

DATE COMPLETED ONE OF THE FOLLOWING:

A. 2 HOURS OF FLIGHT

B. APPROVED 121 OR 135 LINE OBSERVATION PROGRAM AND 1 HOUR LOFT

C. 2 HOURS IN-FLIGHT OBSERVATION TRAINING AND 1 HOUR LOFT

FIGURE 148-20
INSPECTION AND SURVEILLANCE JOB AID
INTERNAL EVALUATION GUIDANCE FOR PART 142 TRAINING CENTERS

1. PURPOSE. This figure sets forth guidance for conducting an in-depth internal appraisal of a training center. While not mandatory, internal evaluation programs are beneficial to the training center.

2. APPLICABILITY. This guidance applies to the FAA-approved part 142 training center certificate holder and is to be used for internal evaluation (self-audit) purposes.

3. OBJECTIVE. The objective of an in-depth internal evaluation is to ensure that the training center is in compliance with the, exemptions, company procedures and policies, and written FAA guidance material.

Development of an in-depth inspection plan is essential to an internal evaluation program. The plan should contain at least the following:

- a. A list of flight simulators by aircraft type and FAA identification numbers.
- b. A list of flight training devices by aircraft type and FAA identification number or manufacturer's serial number.
- c. A list of aircraft by type, registration, and serial number.
- d. A list of the kinds of services provided to the training center (for example, aircraft refueling, contract maintenance).
- e. A list of pilot training facilities and their locations.
- f. A list of maintenance bases, names, and locations.
- g. The number and location of employees, including instructors, evaluators, and organizational structure.

Various data sources should be considered during the development of the plan. These include the following:

- a. Core curriculums, specialty curriculums, syllabuses, lesson plans, manuals, and supporting materials.
- b. Training specifications.
- c. Accident and incident data.
- d. History of regulatory noncompliance.
- e. Knowledge of any previous internal evaluations or FAA inspection or surveillance reports.
- f. FAA correspondence.
- g. Minimum equipment lists and simulator component inoperative guides.
- h. Exemptions and/or deviations.

Figure 148-20--Continued
INSPECTION AND SURVEILLANCE JOB AID
INTERNAL EVALUATION GUIDANCE FOR PART 142 TRAINING CENTERS

4. INDEX.

Section 1.1 Management.

Section 1.2 Evaluators.

Section 1.3 Instructors.

Section 1.4 Training Specifications.

Section 1.5 Training Programs.

Section 1.6 Records.

Section 1.7 Exemptions and Deviations.

Section 1.8 Facilities.

Section 1.9 Quality of Instruction.

Section 1.10 Advertising.

Section 1.11 Parts 61, 121, 125, 135 Activity and Reports.

Section 1.12 Minimum Equipment List.

Section 1.13 Aircraft/Manuals/Pilot Operating Handbook.

Figure 148-20--Continued
INSPECTION AND SURVEILLANCE JOB AID
INTERNAL EVALUATION GUIDANCE FOR PART 142 TRAINING CENTERS

SECTION 1.1 MANAGEMENT	CFR REFERENCE
Is the information contained on the training center certificate current? Yes [] No [] <hr/> <hr/>	§ 142.7
Have the management or facilities changed since the training center certificate was issued? Yes [] No [] <hr/> <hr/>	§ 142.13
Is the training center certificate prominently displayed? Yes [] No [] <hr/> <hr/>	§ 142.27
Does the training center maintain a principal business office with a mailing address in the name shown on its certificate? Yes [] No [] <hr/> <hr/>	§ 142.15
Does the training center use satellite training centers or remote training sites? Yes [] No [] <hr/> <hr/>	§ 142.17

Figure 148-20--Continued
INSPECTION AND SURVEILLANCE JOB AID
INTERNAL EVALUATION GUIDANCE FOR PART 142 TRAINING CENTERS

SECTION 1.1 MANAGEMENT--Continued	CFR REFERENCE
Does the training center have a sufficient number of management personnel who are qualified and competent to perform required duties?	§ 142.13
Yes <input type="checkbox"/> No <input type="checkbox"/>	

Has each dispatcher, aircraft handler, line crewman, and serviceman been instructed in the procedures and responsibilities of their employment?

Yes No

SECTION 1.2 EVALUATORS

Does the training center have a sufficient number of qualified evaluators to provide required checks and tests?	§ 142.13
Yes <input type="checkbox"/> No <input type="checkbox"/>	

Are evaluators trained in accordance with part 142, subpart C?	§ 142.55
Yes <input type="checkbox"/> No <input type="checkbox"/>	

Is each practical test given by evaluators conducted in accordance with the appropriate Practical Test Standards?

Yes No

Figure 148-20--Continued
INSPECTION AND SURVEILLANCE JOB AID
INTERNAL EVALUATION GUIDANCE FOR PART 142 TRAINING CENTERS

SECTION 1.3 INSTRUCTORS

CFR REFERENCE

Does the training center have a sufficient number of qualified instructors to provide training?

§ 142.13

Yes [] No []

Are instructors trained in accordance with part 142, subpart C?

§ 142.53

Yes [] No []

Is each written, oral, or flight evaluation that is given by instructors of a scope, depth, and difficulty to adequately determine the student's knowledge and skills?

Yes [] No []

SECTION 1.4 TRAINING SPECIFICATIONS

Is the information that is provided in Part A of the training specifications current?

§ 142.5 & Part A of the training specifications

Yes [] No []

Does the training center have an authorization for each training course for which a certificate or rating is sought?

§ 142.5 & Part B of the training specifications

Yes [] No []

Figure 148-20--Continued
INSPECTION AND SURVEILLANCE JOB AID
INTERNAL EVALUATION GUIDANCE FOR FAR PART 142 TRAINING CENTERS

SECTION 1.4 TRAINING SPECIFICATIONS--Continued

FAR REFERENCE

Is personnel and staff information that is listed in Part C of the training specifications current?

§ 142.5 & Part C of the training specifications

Yes [] No []

Is the information regarding aircraft, flight simulators, and flight training devices that is contained in Part D of the training specifications current?

§ 142.5 & Part D of the training specifications

Yes [] No []

Is the information regarding recordkeeping that is contained in Part E of the training specifications current?

§ 142.5 & Part E of the training specifications

Yes [] No []

Is the information regarding training center limitations that is contained in Part F of the training specifications current?

§ 142.5 & Part F of the training specifications

Yes [] No []

SECTION 1.5 TRAINING PROGRAMS

Does the curriculum for each approved training program meet the minimum requirements contained in the Practical Test Standards?

§ 142.39

Yes [] No []

Figure 148-20--Continued
INSPECTION AND SURVEILLANCE JOB AID
INTERNAL EVALUATION GUIDANCE FOR PART 142 TRAINING CENTERS

SECTION 1.5 TRAINING PROGRAMS--Continued

CFR REFERENCE

Does the training program curriculum for each approved training program contain

a. A syllabus for each curriculum?

Yes [] No []

b. Minimum aircraft and flight training equipment requirements for each curriculum?

Yes [] No []

c. Minimum instructor and evaluator qualifications for each curriculum?

Yes [] No []

d. A curriculum for initial training and continuing training of each instructor or evaluator employed to instruct in a curriculum?

Yes [] No []

e. For each curriculum that provides for the issuance of a certificate or rating in fewer than the minimum hours prescribed by part 61 for training, testing, and checking conducted under part 142, does the training center have the following?

Figure 148-20--Continued
INSPECTION AND SURVEILLANCE JOB AID
INTERNAL EVALUATION GUIDANCE FOR PART 142 TRAINING CENTERS

SECTION 1.5 TRAINING PROGRAMS--Continued

CFR REFERENCE

(1) A means of demonstrating the ability to reduce the minimum hours prescribed in part 61 for training, testing, and checking conducted under part 142?

Yes [] No []

and;

(2) A means of tracking student performance.

Yes [] No []

f. Does the training center ensure the following, for each course designed to meet requirements of part 121, part 125, or part 135?

(1) Has the Administrator approved the training center's

(a) Facilities for planned training, qualification, or evaluation required by part 121 or 135?

Yes [] No []

(b) Training program curriculum, or course, for use by each air carrier certificate holder, or operator under part 125 for whom it is to be used?

Yes [] No []

and;

(2) Has each air carrier certificate holder, or operator under part 125, that has contracted for training with the training center certificate holder,

Figure 148-20--Continued
INSPECTION AND SURVEILLANCE JOB AID
INTERNAL EVALUATION GUIDANCE FOR PART 142 TRAINING CENTERS

SECTION 1.5 TRAINING PROGRAMS--Continued

CFR REFERENCE

(a) Notified the Administrator of its intent to use a training program curriculum, or course, approved under part 142?

Yes [] No []

and;

(b) Submitted the notification required by subparagraph f(2)(a), in writing, at least 30 days prior to the date that training for that air carrier certificate holder or operator began?

Yes [] No []

g. If the Administrator required modification of an approved training program curriculum or course to ensure that the curriculum or course is suitable for a specific air carrier certificate holder's training program requirements, has the training center certificate holder made the required modification within 30 calendar days?

Yes [] No []

Does the training program describe the courseware used?

§ 142.39

Yes [] No []

Does the training program describe each flight simulator, training device, cockpit procedures trainer (mockup) and other ground trainer?

§ 142.39

Yes [] No []

Figure 148-20--Continued
INSPECTION AND SURVEILLANCE JOB AID
INTERNAL EVALUATION GUIDANCE FOR PART 142 TRAINING CENTERS

SECTION 1.5 TRAINING PROGRAMS--Continued

CFR REFERENCE

Is there a description of the type of aircraft, including any special equipment, used for each course of instruction?

§ 142.39

Yes [] No []

Is there a description of each lesson, including its objectives and standards?

§ 142.39

Yes [] No []

SECTION 1.6 RECORDS

A. Instructors and Evaluators

Does the training center certificate holder maintain a record for each instructor or evaluator authorized to instruct an approved course that indicates that the instructor or evaluator has complied with the requirements of §§ 142.13, 142.45, 142.47, 142.49, and 142.53, as applicable?

Yes [] No []

Does each flight instructor who is giving flight instruction under an approved course of training have the ratings and minimum qualifications specified in the curriculum?

§ 142.47

Yes [] No []

Figure 148-20--Continued
INSPECTION AND SURVEILLANCE JOB AID
INTERNAL EVALUATION GUIDANCE FOR PART 142 TRAINING CENTERS

SECTION 1.6 RECORDS--Continued	CFR REFERENCE
<p>Has each instructor completed recurrent training within the preceding 12 months?</p> <p style="text-align: center;">Yes [] No []</p> <hr/> <hr/>	§ 142.53
<p>Has each instructor for an approved course of training accomplished the required evaluations, given by a designated evaluator or inspector in each type of aircraft?</p> <p style="text-align: center;">Yes [] No []</p> <hr/> <hr/>	§ 142.53
<p>B. Students</p> <p>Does the training center certificate holder maintain a record for each trainee that contains the following?</p> <p>(1) The name of the trainee;</p> <p>(2) The name of the trainee's employer;</p> <p>(3) A copy of the trainee's pilot certificate, if any, and medical certificate;</p> <p>(4) The name of the course and the make and model of flight training equipment used;</p> <p>(5) The trainee's prerequisite experience and course time completed;</p> <p>(6) The trainee's performance on each lesson and the name of the instructor providing instruction;</p> <p>(7) The name of each evaluator who conducts a required test or check;</p> <p>(8) The date and result of each end-of-course practical test and the name of the evaluator conducting the test; and</p>	§ 142.73

Figure 148-20--Continued
INSPECTION AND SURVEILLANCE JOB AID
INTERNAL EVALUATION GUIDANCE FOR PART 142 TRAINING CENTERS

SECTION 1.6 RECORDS--Continued	CFR REFERENCE
<p>(9) The number of hours of additional training that was accomplished after any unsatisfactory practical test.</p> <p style="text-align: center;">Yes [] No []</p> <hr/> <hr/>	
<p>Has the training center certificate holder provided the trainee with a copy of the trainee's training records when requested and within a reasonable time?</p> <p style="text-align: center;">Yes [] No []</p> <hr/> <hr/>	<p>§ 142.73</p>
<p>Does the training center retain each student record for at least 1 year from the date that the student graduates from the course for which the record pertains, terminates enrollment in that course, or transfers to another training center?</p> <p style="text-align: center;">Yes [] No []</p> <hr/> <hr/>	<p>§ 142.73</p>
<p>C. Simulator/Training Device</p> <p>Does each flight simulator have a discrepancy log that includes documentation of the daily functional inspection, discrepancies, and corrective action/deferral?</p> <p style="text-align: center;">Yes [] No []</p> <hr/> <hr/>	<p>§ 142.59</p>
<p>Does each flight simulator/flight training device continue to meet the specifications under which it was qualified and approved?</p> <p style="text-align: center;">Yes [] No []</p> <hr/> <hr/>	<p>§ 142.59</p>

Figure 148-20--Continued
INSPECTION AND SURVEILLANCE JOB AID
INTERNAL EVALUATION GUIDANCE FOR PART 142 TRAINING CENTERS

SECTION 1.6 RECORDS--Continued

CFR REFERENCE

Have any modifications been made to the flight simulators/flight training devices, and have the changes been documented and included in the appropriate approval test guide?

§ 142.59

Yes [] No []

D. Aircraft

Are aircraft used by the training center maintained in accordance with the provisions of the training specifications?

§ 142.57

Yes [] No []

SECTION 1.7 EXEMPTIONS AND DEVIATIONS

Does the training center hold any exemptions, deviations, or waivers?

§ 142.9

Yes [] No []

Does the training center comply with the conditions of the exemptions, deviations, and waivers?

Yes [] No []

Figure 148-20--Continued
INSPECTION AND SURVEILLANCE JOB AID
INTERNAL EVALUATION GUIDANCE FOR PART 142 TRAINING CENTERS

SECTION 1.7 EXEMPTIONS AND DEVIATIONS--Continued

CFR REFERENCE

Does the training center list the exemptions, deviations, and waivers in Part A of the training specifications?

Yes [] No []

Does the training center have exclusive use of the facilities (e.g., flight simulator and associated briefing room or classroom) during scheduled use?

§ 142.15

Yes [] No []

SECTION 1.8 FACILITIES

Is each room, training booth, or other space that is used for instructional purposes heated, lighted, and ventilated to conform to local building, sanitation, and health codes and adequate for the intended purpose?

§ 142.15

Yes [] No []

Are the facilities used for instruction free of significant distractions caused by flight operations and maintenance operations at the airport?

§ 142.15

Yes [] No []

Figure 148-20--Continued
INSPECTION AND SURVEILLANCE JOB AID
INTERNAL EVALUATION GUIDANCE FOR PART 142 TRAINING CENTERS

SECTION 1.8 FACILITIES--Continued

CFR REFERENCE

If the training center maintains a satellite center, does it meet all of the requirements listed above?

§ 142.17

(1) Does the satellite meet the appropriate requirements of subpart B and its approved syllabus?

Yes [] No []

SECTION 1.9 QUALITY OF INSTRUCTION

Is the training center complying with the approved course of training and providing training and instruction of such quality that at least 8 out of 10 students or graduates of that training center pass a test for a pilot certificate or rating on the first attempt?

Yes [] No []

SECTION 1.10 ADVERTISING

Does the training center advertise to conduct training that is not approved by the Administrator if that training is designed to satisfy any requirement of the CFR?

§ 142.31

Yes [] No []

Figure 148-20--Continued
INSPECTION AND SURVEILLANCE JOB AID
INTERNAL EVALUATION GUIDANCE FOR PART 142 TRAINING CENTERS

SECTION 1.10 ADVERTISING--Continued	CFR REFERENCE
<p>Has the training center certificate holder whose certificate has been surrendered, suspended, revoked, or terminated, promptly removed all indications, including signs, wherever located, that the training center was certificated by the Administrator; promptly notified all advertising agents, or advertising media, or both (employed by the training center certificate holder), to cease all advertising that indicates that the training center is certificated by the Administrator?</p> <p style="text-align: center;">Yes [] No []</p> <hr/> <hr/>	§ 142.31
<p>Has the training center made any statement relating to its certification and ratings that is false or designed to mislead any person contemplating enrollment in that training center?</p> <p style="text-align: center;">Yes [] No []</p> <hr/> <hr/>	§ 142.31
<p>Does the training center clearly differentiate between courses that have been approved by the FAA and those that have not?</p> <p style="text-align: center;">Yes [] No []</p> <hr/> <hr/>	§ 142.31
<p>If the training center has relocated or does not hold a current certificate, has it removed all indications that the training center is certificated by the Administrator?</p> <p style="text-align: center;">Yes [] No []</p> <hr/> <hr/>	§ 142.31

Figure 148-20--Continued
INSPECTION AND SURVEILLANCE JOB AID
INTERNAL EVALUATION GUIDANCE FOR PART 142 TRAINING CENTERS

SECTION 1.10 ADVERTISING--Continued

CFR REFERENCE

Does the training center advertise and conduct approved pilot courses in accordance with the certificate it holds?

§ 142.73(a)

Yes [] No []

SECTION 1.11 PARTS 61, 121, 125, 135 ACTIVITY AND REPORTS

Does the training center conduct any training or instruction other than parts 142 or 61?

§ 61.1

Yes [] No []

SECTION 1.12 MINIMUM EQUIPMENT LIST

Does the training center have and appropriately use SCIG's and/or FAA-approved MEL's?

§ 91.31

Yes [] No []

SECTION 1.13 AIRCRAFT/MANUALS/PILOT OPERATING HANDBOOK

Are the aircraft used by the training center registered as civil aircraft?

§ 142.57

Yes [] No []

Figure 148-20--Continued
INSPECTION AND SURVEILLANCE JOB AID
INTERNAL EVALUATION GUIDANCE FOR PART 142 TRAINING CENTERS

SECTION 1.13 AIRCRAFT/MANUALS/PILOT OPERATING HANDBOOK--Continued	CFR REFERENCE
<p>Are the aircraft certificated in the standard airworthiness category or foreign equivalent? Yes [] No []</p> <hr/> <hr/>	<p>§ 142.57</p>
<p>Are the aircraft maintained and inspected in accordance with the requirements of part 91 or foreign equivalent that apply to aircraft used? Yes [] No []</p> <hr/> <hr/>	<p>§ 142.57</p>
<p>Are the aircraft used in flight instruction at least two place with engine power controls and flight controls that are easily reached and operate in a conventional manner from both pilot stations? Yes [] No []</p> <hr/> <hr/>	<p>§ 142.57</p>
<p>Are the aircraft used in IFR operations properly equipped and maintained? Yes [] No []</p> <hr/> <hr/>	<p>§ 142.57</p>
<p>Are before-takeoff and before-landing checklists and the pilot operating handbook for the aircraft (if one is furnished by the manufacturer) carried on each aircraft that is used for instructional flights? Yes [] No []</p> <hr/> <hr/>	<p>§ 142.57</p>

FIGURE 148-21 MODIFIED PTRS DATA SHEET

PROGRAM TRACKING AND REPORTING SUBSYSTEM DATA SHEET (One PTRS Record Required for Each Unit of Work as defined in the PPM)			
SECTION I - Transmittal Inspector Name Code:			
Record ID:	Activity Number: 1563	FAR: 61 63 65 <small>(Circle applicable entry)</small>	
NPG:	Status (POC): C	Callup Date:	
Start Date:	Results (ACEFISTX): C	Closed Date: <small>(Date of evaluation activity)</small>	
Designator: <small>APD enter Air Carrier Designator TCE enter Training Center Designator</small>	Affiliated Designator: <small>TCE enter Air Carrier Designator when applicable</small>	OTNA:	
Aircraft Reg #:	Loc/Departure Point:	Loc/Arrival Point:	
Flight #: <small>(If A/C used enter full 4 or last 3 numbers of acct reg #)</small>	Complaint #:	Occurrence #:	
Make-Model-Series:			Incident #:
Simulator/Device ID:			EIR #:
Non-Cert Activity Name/Company: <small>(TCE Enter information if no designator assigned)</small>			Accident #:
Airman Cert #: <small>(Use for Proficiency/Competency Evaluations)</small>	Name:		
Examiner Cert #:	Name:		
Applicant Cert #: <small>(Use for Certification Evaluations)</small>	Name:		
Rec Instructor Cert #: <small>(Individual who recommended applicant or signed off completion of required training)</small>	Name:		
Pass/Fail:	Exam Kind: <small>(See Field Information Below)</small>	8430-13 #:	
Tracking:	Miscellaneous: <small>(Enter "OBSVD" if activity was observed by an Inspector)</small>	Numeric Misc: <small>Enter time (Hours/Tenths) to accomplish activity</small>	
Local Use:	Regional Use:	National Use: <small>Enter AQP if applicable</small>	
Activity Time:	Travel Time:	Travel Cost:	
Triggers	Activity Number:	Repeat Number:	Geographic? Yes <input type="checkbox"/> No <input type="checkbox"/> Foreign? Yes <input type="checkbox"/> No <input type="checkbox"/>
SECTION II - Personnel (unlimited)			
Personnel Name	Position	Base	Remarks (23 Characters)
SECTION III - Equipment (unlimited)			
Manufacturer	Model	Serial #	Remarks (23 Characters)
SECTION IV - COMMENT (unlimited)			
Primary Area	Key Word	Opinion Code	Comment Text (unlimited length)
ORAL	SIM	ACFT	EXAM KIND FIELD ENTRY INFORMATION
*Systems Validation	*Procedures Validation	*Maneuvers Validation	*Activity Description for AQP related evaluations Enter 1544/121(or 1544/135) for Line Operational Evaluation (LOE)
1510/61	1511/61	1512/61	Original Certification (Pilot)
1510/63	1511/63	1512/63	Original Certification (Flight Engineer)
1514/61	1515/61	1516/61	Added Rating (Pilot)
1518/63	1519/63	1520/63	Added Rating (Flight Engineer)
1541/xx	1542/xx	1543/xx	Proficiency/Competency Check (xx = FAR. Acceptable values are 61, 63, 65, 121, 125, 135, 142.)
Date:	Originator:	Office:	
Inspector Signature			Supervisor Initials: