

Training Centers and Pilot Schools Section – Training Centers (TC)
Head of Training Acceptance Application Form
GACAR-PART 142

A. FOR APPLICANT USE ONLY.

1. Training Center/Organization information.

a	Training Center/Organization Name	
b	Address	
c	Contact Number	
d	Email Address	

2. Applicant (Nominated Head of Training) information

a.	Nominated Head of Training Name	
b.	ID/Passport Number	
c.	ATPL Number	
d.	Contact Number	
e.	Email Address	

3. Applicant (Nominated Head of Training) Qualifications.

3	Qualifications Relevant to Head of Training Post (e.g. License (s), type/class ratings, instructor rating(s), Diploma, etc.)
a.	
b.	
c.	
d.	
e.	
f.	
g.	

4. Applicant (Nominated Head of Training) Experience.

4	Work Experience Relevant to Head of Training Post
a.	
b.	
c.	
d.	
e.	
f.	

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5. Training Center/Organization Declaration.

a.	Nominated Post Holder. I hereby declare that the information given in this form is true, correct and completed.		
	Name	Signature	Date

b.	Accountable Manager. I hereby declare that the applicant is nominated for head of Training Post		
	Name	Signature	Date

B. Head of Training Requirements.

1	Head of Training (HT) Requirements	YES	NO
a	The nominated HT shall have extensive experience, at least 3 years' experience, in training as a Pilot Instructor and at least one year experience in evaluation as an Evaluator/Examiner for professional pilot license and/or associated ratings;		
b	Hold or has held a professional pilot license, at least Airline Transport Pilot license, and associated rating(s) issued in accordance with GACA or at least by ICAO Contracting State (ICAO Annex 1);		
c	Hold at least one aircraft type rating related to the flight training courses/Curriculum that provided by the concerned training Center;		
d	Managerial experience in Aviation is preferable		
e	Basic training in Safety Management System, if required		
f	Possess a sound managerial capability		
g	Comprehensive knowledge of:		
	• GACARs 142, 61, 60, 183, 121, 125, 135 and any other applicable GACA regulations		
	• EBOOK V3, V4, V12, V14, V9 and any other applicable GACA regulations		
	• Organization Operations Manual		
	• Organization Training Manual		
	• Organization Quality Manual		
h	General knowledge of the Organization:		
	• Quality System		
	• Safety Management System, if applicable		

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C. FOR GACA USE ONLY.

1	Head of Training (HT) Requirements	YES	NO
a	The nominated HT shall have extensive experience, at least 3 years' experience, in training as a Pilot Instructor and at least one year experience in evaluation as an Evaluator/Examiner for professional pilot license and/or associated ratings;		
b	Hold or has held a professional pilot license, at least Airline Transport Pilot license, and associated rating(s) issued in accordance with GACA or at least by ICAO Contracting State (ICAO Annex 1);		
c	Hold at least one aircraft type rating related to the flight training courses/Curriculum that provided by the concerned training Center;		
d	Managerial experience in Aviation is preferable		
e	Basic training in Safety Management System, if required		
f	Possess a sound managerial capability		
g	Comprehensive knowledge of:		
	• GACARs 142, 61, 60, 183, 121, 125, 135 and any other applicable GACA regulations		
	• EBOOK V3, V4, V12, V14, V9 and any other applicable GACA regulations		
	• Organization Operations Manual		
	• Organization Training Manual		
h	General knowledge of the Organization:		
	• Quality System		
	• Safety Management System, if applicable		

2	Nominated Flight Operations Post Holder	Accepted	Rejected
Remarks (if rejected only).			
	Aviation Safety Inspector Name	Signature	Date

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Supporting Documents

1. This application form
2. Training Center/Organization nomination official letter
3. Copy of Applicant (Nominee) C.V
4. Copy of applicant License(s), Ratings, certificates, etc.
5. Prof of relevant experience
6. Copy of passport/ID
7. One personal photo