



الهيئة العامة للطيران المدني
General Authority of Civil Aviation

Flight Operations Standards-Training Centers and Pilot Schools Section

Pilot Schools – GACAR PART-141

Quality Manager Acceptance Application Form

A. FOR APPLICANT USE ONLY

1	Training Organization/Operator Name	
2	Training Organization Address	
3	Nominated Quality Manager Name	
4	Nominated Quality Manager Email address	
5	Nominated Quality Manager Contact Number	

6	Qualifications

7	Work Experience

8	Training Relevant to Quality System

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9	Declaration By Nominated Quality Manager	
I hereby declare that the information given in this form is true, correct & complete.		
Name	Signature	Date

10	Training Organization Accountable Manager Declaration	
I hereby declare that the applicant is nominated for a Quality Manager Position for Training Organization.		
Name	Signature	Date

B. For Applicant USE		COMPLIANCE	
		YES	NO
1	Quality Manager Requirements fulfilled:		
a	Practical experience and expertise in aviation safety standards and Quality Management System		
b	Three years' experience in aviation industry of which at least one year should be in aviation training organization		
c	Applicant is not a part of any other system of the concerned Training Center Organization (considering the complexity of the Organization)		
d	Has received quality training covering:		
i.	An introduction to the concept of the Quality System		
ii.	Quality management		
iii.	The concept of Quality Assurance		
iv.	Quality manuals		
v.	Audit techniques		
vi.	Reporting and recording		
vii.	The way in which the Quality System will function in the company		
viii.	NOTE: Attach copies of relevant certificates		

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B. For Applicant USE		COMPLIANCE	
		YES	NO
e	Familiarity with knowledge of:		
i.	GACAR-PART 141, 61, 60 and all other applicable GACARs, EBOOK Volumes (V2, V3, V4, V9, 12,..etc, Guidance materials, Process and procedures		
ii.	Organization Operations Manual		
iii.	Organization Training Manual		
iv.	Safety Management System		
f	Be able to demonstrate relevant knowledge, background and appropriate experience related to the activities of the organization; including knowledge and experience in Quality Management System (compliance monitoring);		
i.	Comprehensive knowledge of aviation training organization Quality System & Quality Manual, to include		
ii.	Quality policy and strategy		
iii.	Quality system responsibilities		
iv.	Purpose of the Quality System		
v.	The primary role of the Quality Manager		
vi.	Quality system scope operations		
vii.	Quality system feedback system		
viii.	Quality Assurance Program		
ix.	Quality Assurance Responsibility for Sub-Contractors		
x.	Quality System Training		



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C. FOR GACA USE ONLY

1.	Nominated Quality Manager Acceptance	<input type="checkbox"/> Approved	<input type="checkbox"/> Rejected
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NO.	Remarks

Inspector Name	Signature	Date

2. Supporting Documents

1. Copy of relative certificates, Licenses, etc.
2. Copy of Personal C.V.
3. Prof of relative experience
4. Copy of relative training courses certificates
5. Copy of Passport/ID
6. ID Photo

(Document Owner: Flight Operations Standards Department, Training Centers and Pilot Schools Section)