

## OJT AND IMPLEMENTATION TRAINING FOR AIR IN BHUTAN

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| <b>COSCAP-SA Reference</b>                               | <b>Course</b>  | 108 |
| <b>Scope of training</b>                                 | This course will provide a practical opportunity for delegates to learn how to prepare, realise and debrief audits in accredited organisations in accordance with EASA/SARI regulations.   |     |
| <b>Objectives of the course</b>                          | <ul style="list-style-type: none"> <li>• Review the main principles and objectives of each EASA/SARI Part</li> <li>• Acquire best practice to prepare, realise and debrief audits in the scope of Continuing Airworthiness, Maintenance and Training</li> </ul>  |     |
| <b>Course duration</b>                                   | 10 days  |     |
| <b>Recommended participant profile</b>                   | This course is recommend for Senior inspectors required to perform internal or external audits, with a good knowledge of EASA/SARI Parts and a good knowledge and practise of Auditing Techniques.   |     |
| <b>Key topics</b>  | <p>Training organisation</p> <ul style="list-style-type: none"> <li>• Day 1: Prepare a real audit</li> <li>• Day 2: Conduct the on-site audit</li> <li>• Day 3: Write and follow-up the audit reports</li> </ul> <p>Continuing Airworthiness Management Environment</p> <ul style="list-style-type: none"> <li>• Day 4: Prepare a real audit</li> <li>• Day 5: Conduct the on-site audit</li> <li>• Day 6: Write and follow-up the audit reports</li> </ul> <p>Maintenance organisation</p> <ul style="list-style-type: none"> <li>• Day 7: Prepare a real audit</li> <li>• Day 8: Conduct the on-site audit</li> <li>• Day 9: Write and follow-up the audit reports</li> </ul> <p>Day 10: Debriefing, conclusion and reminder of good practices</p> |     |
| <b>Method of delivery</b>                                | <ul style="list-style-type: none"> <li>• PowerPoint presentation and videos about regulation reminder</li> <li>• Workshop on Organisation Manual and procedures analysis</li> <li>• Interview</li> <li>• Simulated situations debriefing</li> <li>• Workshop on writing regulatory finding</li> </ul>  |     |
| <b>Maximum participants</b>                              | 6  |     |
| <b>Logistical requirements requested from host state</b> | <ul style="list-style-type: none"> <li>• Classroom training room with projector and screen, a flip chart with marker pens, U shaped class layout</li> <li>• Each delegate is requested to bring their own computer to the training</li> <li>• Access to Maintenance, continuing airworthiness and training environment</li> </ul>  |     |