

**AIRWORTHINESS INSPECTOR PROCEDURES MANUAL OJT**

<b>Scope of training</b>	This course is designed to support the CAA in preparing their own material and to provide advice on the development of a training plan
<b>Objectives of the course</b>	The objectives of the course are to provide: <ul style="list-style-type: none"><li>• Guidance on procedures development</li><li>• Guidance on inspection guide development</li><li>• Guidance on staff qualification requirements including both basic and specific</li></ul>
<b>Course duration</b>	5 days
<b>Recommended participant profile</b>	Airworthiness inspectors, training officers, rulemaking officers (depending on the CAA's organisation)
<b>Key topics</b>	<ul style="list-style-type: none"><li>• Administrative procedures</li><li>• Checklist development</li><li>• Inspection guides</li><li>• Quality control</li><li>• Qualification requirements</li></ul>
<b>Method of delivery</b>	<ul style="list-style-type: none"><li>• Power point presentation</li><li>• Examples of best practise</li><li>• Working jointly with the delegates to develop some examples</li></ul>
<b>Maximum participants</b>	4
<b>Logistical requirements requested from host state</b>	<ul style="list-style-type: none"><li>• A suitable workspace to allow for discussion, and for access to all documents used in the delegates daily activities</li><li>• PC with internet connection is a basic requirement for the trainees and internet access for the instructor</li></ul>