

GENERAL CHECKLIST INFORMATION

Number	-07
Name	Theory
Description	
Possible Answers	IOSA Audit Result

CHECKLIST ITEMS BY SECTION

1 - 1

Checklist Item Number	Checklist Item Description	Reference
1.1	Does TKI have previous experience in giving theoretical knowledge instruction and an appropriate theoretical background in the subject on which he/she will provide theoretical knowledge instruction?	EASA.ORA.ATO.110
1.2	Or does TKI have practical background in aviation in the areas relevant for the training provided and have undergone a course of training in instructional techniques?	EASA.ORA.ATO.110
1.3	Is theoretical knowledge instruction for type or class ratings conducted by instructors holding the appropriate type or class rating, or having appropriate experience in aviation and knowledge of the aircraft concerned?	AMC1 EASA.ORA.ATO.210
1.4	Did theoretical knowledge instructors, before appointment, prove their competency by giving a test lecture based on material they have developed for the subjects they are to teach?	AMC1 EASA.ORA.ATO.110(c)
1.5	Did CTKI provide standartisation for theoretical knowledge instructor?	EASA.ORA.ATO.210
2.0	Facilities	
2.1	If ATO provides training for CPL, MPL, ATPL. ATO should have at least following facilities: (1) adequate classroom accommodation for the current student population; (2) suitable demonstration equipment to support the theoretical knowledge instruction; (3) a radiotelephony training and testing facility; (4) a reference library containing publications giving coverage of the syllabus; (5) offices for the instructional personnel.	AMC1 EASA.ORA.GEN.215
2.2	If ATO provides training for LAPL, PPL, SPL or BPL. ATO should have at least following facilities: (1) adequate classroom accommodation for the current student population; (2) suitable demonstration equipment to support the theoretical knowledge instruction; (3) suitable office(s) for the instructional personnel.	AMC2 EASA.ORA.GEN.215
3.0	Training process and documentation	
3.1	Does ATO provide adequate training syllabi and course material for instructors and students?	GM2 EASA.ORA.GEN.200(c)
3.2	Is training plan for theoretical knowledge instruction provided for instructor and students?	EASA.ORA.ATO.230
3.3	Are students pre-entry requirements respected?	AMC1 EASA.ORA.ATO.230(a), AMC1 EASA.ORA.ATO.145
3.4	Are general arrangements of daily and weekly programs for theoretical knowledge training provided?	AMC1 EASA.ORA.ATO.230(a)
3.5	Are students training records available? Entries are correct and performed on time? (not later than 72 hours)	AMC1 EASA.ORA.ATO.230(a)
3.6	Are progress tests and theoretical knowledge examinations performed?	AMC1 EASA.ORA.ATO.230(a)
3.7	Is actual theory training match planned training time?	AMC1 EASA.ORA.ATO.230(a)
3.8	Are students being trained not longer than 8 hours per day?	AMC1 EASA.ORA.ATO.230(a)
4.0	Record keeping	
4.1	Does ATO keep records of ground training given to individual students?	EASA.ORA.ATO.120
4.2	Does ATO keep regular progress reports (student's progress card) from instructors including assessments, and regular progress ground examinations?	EASA.ORA.ATO.120
4.3	Does ATO keep information on the licences and associated ratings and certificates of the students, including the expiry dates of medical certificates and ratings?	EASA.ORA.ATO.120