

ASSESSOR ASSESSMENT CHECKLIST

A: DETAILS OF PERSONNEL	
NAME	
DEPARTMENT	
STAFF NO	
POSITION	
TYPE OF PRACTICAL ASSESSOR	<input type="checkbox"/> Basic/Regulatory Assessment <input type="checkbox"/> Technical/Specific Assessment
DATE OF ASSESSMENT	

(B) QUALIFICATION AND TRAINING					
NO	CRITERIA	COMPLIANCE			REMARKS
		YES	NO	NA	
1.	General requirement for Type Training Practical Instructor				
1.1	Undergone an instructional techniques training course and be able to demonstrate a comprehensive understanding of the CAAM Part 66 .	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1.2	Have a practical working knowledge of the MOE and associated training procedures.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1.3	(i) Hold an aircraft maintenance engineer’s licence acceptable to the authority; or	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	(ii) Hold an aeronautical or electrical or mechanical engineering degree; or	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	(iii) Provide evidence of previous employment as an aeronautical type-training instructor. Grandfather Rights will be given to any individual who can satisfactorily demonstrate previous employment as an Instructor however before being permitted to instruct they must demonstrate satisfactory update training; and	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	(iv) 3 years of relevant experience, including 1 year of experience on the relevant aircraft type(s).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.	Type Training Practical Instructor				

(B) QUALIFICATION AND TRAINING					
NO	CRITERIA	COMPLIANCE			REMARKS
		YES	NO	NA	
2.1	<p>Speciality Knowledge :</p> <p>A Part 147 Certificate of Recognition (training + examination + practical assessment) issued by an appropriately approved Part 147 training organisation or successfully completed type training course conducted by OEM for a type training (level 3) successfully received on the relevant aircraft(s) and including theory & practical.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.2	<p>Pedagogical Skill :</p> <p>(i) Instructor Certificate (delivered by a legal entity, recognised by its local authorities and acceptable to CAAM, where the instructor will exercise his privileges; or</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<p>(ii) Evidence of completion a “Train the trainer course” to a nationally recognised standard.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.3	<p>Speciality Experience :</p> <p>(i) 3 years of relevant experience, including 1 year of experience on the relevant aircraft type(s). (The experience must be representative of the tasks to be instructed and gained in approved civil aviation environment, for example aviation maintenance/ production), or acceptable equivalent, including line and/or hangar maintenance experience; or</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<p>(ii) 3 years of experience in similar aircraft types, and additional experience on the particular aircraft type gained through type training, or equivalent.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.	General requirement for Type Training Practical Assessor				
3.1	<p>(i) Demonstrate a comprehensive understanding of the CAAM Part 66 , additionally demonstrate a comprehensive practical working knowledge of the training document and associated training procedures.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<p>(ii) The Practical Assessor should assist instructional personnel in developing the practical training tasks and assessment criteria.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4	Qualifying Type Training Practical Assessor				

(B) QUALIFICATION AND TRAINING					
NO	CRITERIA	COMPLIANCE			REMARKS
		YES	NO	NA	
4.1	(i) Meet the same criteria in item 1 or the concerned Type-training elements and having also successfully completed a formal instructional / facilitators techniques course, and an assessor training course; or	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	(ii) hold a current aircraft-type technical authorisation, issued by a Part 145 organisation, on the subject/ aircraft-type being taught, and having also successfully completed a formal instructional/ facilitators techniques course, and an assessor training course.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.2	Attended Assessor Training Course	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.3	Attended Human Factor Course	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.4	Attended Safety Management System Course	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.5	Attended Company Exposition Course	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

(C) COMPETENCY ASSESSMENT					
NO	ITEMS	COMPETENCY			REMARKS
		YES	NO	N/A	
1.	General knowledge of applicable CAAM/Authority regulations/standards.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.	Knowledgeable about the subjects that are assigned to their scope of instruction.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.	Know how to organize a lesson and how to efficiently deliver a course that clearly highlights the fundamental points;	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.	Proficient and familiar with the tools or the training techniques used by the training organisation to support the lessons.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.	Has a good command of the subjects taught	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6.	Adequate communication skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

(D) CONCLUSION	
1. Is the personnel competent? YES <input type="checkbox"/> NO <input type="checkbox"/>	
If No, state the reason:	

If satisfactory please tick the boxes below:

<input type="checkbox"/>	I hereby certify that person, for which particular are given in block A, is able to perform and competent as practical assessor.
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(E) ASSESSMENT CARRIED OUT BY:			
ASSESSOR	NAME	SIGNATURE	DATE
1.			
2.			