



**Flight Operations Standards Directorate**  
**Commercial Air Transport Section - Training & Checking Arrangements**  
**Cabin Safety Instructor (CSI) Authorization Issuance Application Form**

Ground Instructor Authorization is Valid For 24 Calendar Months  
 For initial issuance - Submitted within a minimum of 10 days before authorization use is required

**A. FOR AOC HOLDER/APPLICANT USE ONLY**

**1. AOC Holder/Applicant Details.**

• Operator name			
• Crew training post holder contact details	Name	Phone No.	E-Mail

**2. Cabin Safety Instructor (CSI) Authorization Details.**

• Applicant name	
• Attestation issuance date	
• Airplane type(s)	

**3. Cabin Safety Instructor (CSI) Authorization Issuance Requirements.**

No.	JCAR OPS 1 Requirements	YES	NO
a	Hold JCAR OPS 1 cabin safety attestation		
b	Have a minimum of 5 years working experience as cabin safety attendant in commercial air transport		
c	Have a minimum of 1 year as senior cabin crew		
d	Have completed operator conversion, differences training course and senior cabin crew member course		
e	Hold a valid cabin crew 12 months recurrent training		
f	Full time employment with AOC holder/applicant		
g	Complete teaching and learning course for ground instructor		
h	Complete the operator internal training program		
i	Complete skill level assessment through demonstration lecture and acceptance interview with CARC cabin safety inspector		

**4. Crew Training Post Holder Recommendation.**

• I hereby certify that, the applicant meets JCARs Requirements for cabin safety instructor authorization issuance, and I am satisfied that the information contained in this application is true, correct and completed

<b>Name</b>	<b>Signature</b>	<b>Date</b>



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**B. FOR CARC USE ONLY**

**1. CSI Authorization Issuance - Documents Assessment.**

No.	Assessment Event	YES	NO
a	Check applicant record for the JCAR OPS 1 cabin safety attestation		
b	Check applicant record for a minimum of 5 years working experience as cabin safety attendant in commercial air transport		
c	Check the applicant record for a minimum of 1 year as senior cabin crew		
d	Check the applicant record for the completion of the operator conversion, differences training course and senior cabin crew member course		
e	Check the applicant record for a valid cabin crew 12 months recurrent training		
f	Check the applicant record for the full time employment with AOC holder/applicant		
g	Check the applicant record for the completion of teaching and learning course for ground instructor		
h	Check the applicant record for the completion of operator internal training program		

<ul style="list-style-type: none"> <li>Assessment Result</li> </ul>	<input type="checkbox"/> Satisfactory	<input type="checkbox"/> Unsatisfactory
<ul style="list-style-type: none"> <li>Remarks</li> </ul>		
Cabin Safety Inspector Name	Signature	Date

**2. CSI Authorization Issuance - Assessor Designation.**

<ul style="list-style-type: none"> <li>The under signed, Chief Commercial Air Transport Section authorises Mr.....to conduct skill level assessment for cabin safety instructor authorization through lecture demonstration and interview</li> </ul>		
Name	Signature	Date

**3. CSI Authorization Issuance - Technical Assessment.** CSI authorization issuance skill level assessment through demonstration lecture and interview with CARC cabin safety inspector.

No.	Assessment Event	YES	NO
<b>a</b>	<b>Lecture demonstration.</b> Assess the applicant instructional skill level to include:		
(1)	Lecture subject relevant to the flight crew approved training program		
(2)	Lecture structure		
(3)	Use of training aids		
(4)	Eye contact		
(5)	Handling questions		
(5)	Control of trainees		
(6)	English proficiency		
(7)	Depth of knowledge		
(8)	Confidence		
<b>b</b>	<b>Interview.</b> Assess the applicant knowledge for:		
(1)	Cabin safety instructor privileges		
(2)	Cabin safety instructor re-authorization requirements		
(3)	Cabin crew training program		
(4)	Cabin crew training program implementation procedures		



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• Lecture & Interview Date		• Assessment Result	<input type="checkbox"/> SAT	<input type="checkbox"/> UNSAT
• Remarks				
Cabin Safety Inspector Name		Signature		Date

**4. CSI Authorization Issuance.**

**a. CSI Authorization Details.**

• Applicant name	
• Authorization type	• Cabin Safety Instructor (CSI) Authorization
• Airplane type(s)	
• AOC holder name	
• Authorization expiry date - calendar months	

**b. CSI Authorization Privileges.**

• Initial safety training program - if AOC holder holds initial safety training approval
• Cabin crew conversion and differences training program
• Single cabin crew member operations training program
• Senior cabin crew member training program
• Cabin crew refresher training program
• Cabin crew annual recurrent training program
• Flight crew emergency and safety equipment training program
• Flight crew annual recurrent emergency and safety equipment training program

A cabin crew member holding a recent qualification as a cabin safety instructor may continue to be a cabin safety instructor even after the cessation of active flying duties

Cabin Safety Inspector Name	Signature	Date

**C. SUPPORTING DOCUMENTS.**

- Cover letter from the AOC holder for the cabin safety instructor (CSI) authorization issuance.
- Cabin safety instructor (CSI) authorization issuance application form - this application form.
- Supporting documents for the cabin safety instructor (CSI) authorization issuance as detailed in this application form Part A para 3 a-h.