



Flight Operations Standards Directorate
Commercial Air Transport Section - Training & Checking Arrangements
Flight Dispatcher Instructor (FDI) Re-authorization Application Form

Instructor Authorization is Valid For 24 Calendar Months

For re-authorization - Submit within the final three calendar months of validity of the current authorization

A. FOR AOC HOLDER USE ONLY

1. AOC Holder Details.

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

2. Flight Dispatcher Instructor (FDI) Re-authorization Details.

• Applicant name			
• Airplane type(s)			
• License number		• License expiry date	

3. Flight Dispatcher Instructor (FDI) Re-authorization Requirements.

No.	JCAR OPS 1 Requirements	YES	NO
a	Hold a valid JCAR dispatcher license or equivalent validation		
b	Hold a valid flight dispatcher instructor (FDI) authorization		
c	Full time employment with AOC holder		
d	Shall within the last 12 months of the period validity of the authorization:		
	<input type="checkbox"/> Delivered flight dispatcher training programs; or <input type="checkbox"/> In the absence of this, attend the flight dispatcher 12 months recurrent training program		

4. Crew Training Post Holder Recommendation.

• I hereby certify that, the applicant meets JCARs Requirements for a flight dispatcher instructor re-authorization, and I am satisfied that the information contained in this application is true, correct and completed

Name	Signature	Date



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B. FOR CARC USE ONLY

1. FDI Re-authorization - Documents Assessment.

No.	Assessment Events	YES	NO
a	Check the applicant record for a valid JCAR dispatcher license or equivalent validation		
b	Check the applicant record for a valid flight dispatcher instructor (FDI) authorization		
c	Check the applicant record for the full time employment with AOC holder		
d	Shall within the last 12 months of the period validity of the authorization:		
	<input type="checkbox"/> Check the applicant record for the delivered flight dispatcher training programs; or		
	<input type="checkbox"/> In the absence of this, check the applicant record for the attend of the flight dispatcher 12 months recurrent training program		
• Assessment Result		<input type="checkbox"/> Satisfactory	<input type="checkbox"/> Unsatisfactory
• Remarks			
Flight Operations Inspector Name		Signature	Date

2. FDI Re-authorization.

a. FDI Authorization Details.

• Applicant name	
• Authorization type	• Flight Dispatcher Instructor (FDI) Authorization
• Airplane type(s)	
• AOC holder name	
• Authorization expiry date - calendar months	

b. FDI Authorization Privileges.

• Exercise the privilege of conducting flight dispatcher conversion training and annual recurrent training for the AOC holder/applicant		
Flight Operations Inspector Name	Signature	Date

C. SUPPORTING DOCUMENTS.

- Cover letter from the AOC holder for the flight dispatcher instructor (FDI) re-authorization.
- Flight dispatcher instructor (FDI) re-authorization application form - this application form.
- Supporting documents for Flight dispatcher instructor (FDI) re-authorization as detailed in this application form Part A para 3 a-d.