



Flight Operations Standards Directorate
Commercial Air Transport Section - Aviation Training Organization - 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 APPLICANT USE ONLY

1. Aviation Training Organization Details.

| | | | |
|------------------------------------|------|-----------|--------|
| • Organization name | | | |
| • Approved training programs | | | |
| • Head of training 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 aviation training organization | | |
| g | Complete teaching and learning course for ground instructor | | |
| h | Complete the internal training program | | |
| i | Complete skill level assessment through demonstration lecture and acceptance interview with CARC cabin safety inspector | | |

4. Head of Training 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

| | | |
|------|-----------|------|
| Name | Signature | Date |
| | | |



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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 aviation training organization | | |
| 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 the internal training program | | |

| | | |
|------------------------------------|---------------------------------------|---|
| • Assessment Result | <input type="checkbox"/> Satisfactory | <input type="checkbox"/> Unsatisfactory |
| • Remarks | | |
| | | |
| Cabin Safety Inspector Name | Signature | Date |
| | | |

2. CSI Authorization Issuance - Assessor Designation.

| | | |
|--|------------------|-------------|
| • 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 | | |
| 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 |
|----------|--|-----|----|
| a | Lecture demonstration. 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 | Interview. 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) | |
| • Organization name | |
| • Authorization expiry date - calendar months | |

b. CSI Authorization Privileges.

| |
|--|
| • Initial safety training program |
| • 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 aviation training organization 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.