



**Flight Operations Standards Directorate**  
**Commercial Air Transport Section - Aviation Training Organization - Training & Checking Arrangements**  
**Flight Crew CRM Instructor (CRMI) Authorization Issuance Application Form**  
 Ground Instructor Authorization is Valid For 24 Calendar Months  
 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 program			
• Head of training contact details	Name	Phone No.	E-Mail

**2. Flight Crew CRM Instructor (CRMI) Authorization Details.**

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

**3. Flight Crew CRM Instructor (CRMI) Authorization Issuance Requirements.**

No.	JCAR OPS 1 Requirements	YES	NO
a	Hold or have held valid JCAR ATPL		
b	Hold or have held type rating multi pilot airplane		
c	Have a minimum of 5 years working experience as commander in commercial air transport		
d	Have completed initial operator's CRM training, CRM training for operators' conversion course, and CRM for commander course		
e	Full time employment with aviation training organization		
f	<input type="checkbox"/> Complete teaching and learning course for ground instructor; <b>or</b>		
	<input type="checkbox"/> Hold or have held one of the following ratings FI (A), CRI (A), IRI (A), STI (A), MCCI (A),FI (H), TRI (H), IRI (H) or SFI (H)		
g	Complete CRM skill assessment training course		
h	Complete the operator internal training program		
i	Complete skill level assessment through demonstration lecture and interview with CARC flight operations inspector		

**4. Head of Training Recommendation.**

• I hereby certify that, the applicant meets JCARs Requirements for flight crew CRM instructor authorization issuance, 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. Flight Crew CRMI Authorization Issuance - Documents Assessment.**

No.	Assessment Event	YES	NO
a	Check applicant record for holding or have held JCAR ATPL		
b	Check applicant record for holding or have held type rating multi pilot airplane		
c	Check the applicant record for a minimum of 5 years working experience as commander in commercial air transport		
d	Check the applicant record for the completion of the initial operator's CRM training, CRM training for operators' conversion course, and CRM for commander course		
e	Check the applicant record for the full time employment with aviation training organization		
f	Check the applicant record for:		
	<input type="checkbox"/> The completion of the teaching and learning course for ground instructor; <b>or</b> <input type="checkbox"/> Holds or have held one of the following ratings FI (A), CRI (A), IRI (A), STI (A), MCCI (A),FI (H), TRI (H), IRI (H) or SFI (H)		
g	Check the applicant record for the completion of CRM skill assessment training course		
h	Check the applicant record for the completion of operator internal training program		

  

• <b>Assessment Result</b>	<input type="checkbox"/> Satisfactory	<input type="checkbox"/> Unsatisfactory
• <b>Remarks</b>		
<b>Flight Operations Inspector Name</b>	<b>Signature</b>	<b>Date</b>

**2. Flight Crew CRMI Authorization Issuance - Assessor Designation.**

• The under signed, Chief Commercial Air Transport Section authorises Capt.....to conduct the skill level assessment for flight crew CRM instructor authorization through lecture demonstration and interview		
<b>Name</b>	<b>Signature</b>	<b>Date</b>

**3. Flight Crew CRMI Authorization - Technical Assessment.** CRMI authorization issuance skill level assessment through demonstration lecture and interview with CARC flight operations 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)	Flight crew CRMI privileges		
(2)	Flight crew CRMI re-authorization requirements		
(3)	Flight crew CRM training program		
(4)	Flight crew CRM training program implementation procedures		



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

**4. Flight Crew CRMI Authorization Issuance.**

**a. CRMI Authorization Details.**

• Applicant name	
• Authorization type	• Flight Crew CRM Instructor (CRMI) Authorization
• Airplane type(s)	
• Organization name	
• Authorization expiry date - calendar months	

**b. CRMI Authorization Privileges.**

• Initial CRM training
• CRM skill assessment training course

  

Flight Operations Inspector Name		Signature		Date

**C. SUPPORTING DOCUMENTS.**

- Cover letter from the aviation training organization for the flight crew CRM instructor (CRMI) authorization issuance.
- Flight crew CRM instructor (CRMI) authorization issuance application form - this application form.
- Supporting documents for flight crew CRM instructor (CRMI) authorization issuance as detailed in this application form Part A para 3 a-h.