



**Flight Operations Standards Department**  
**Flight Crew Licensing & Training Section - Flying Training Organizations**  
**FTOs/TRTOs Quality Manager Acceptance Application Form**

IEM No. I to JCAR-FCL 1.055

**A. FOR APPLICANT USE ONLY**

<b>1</b>	<b>Operator Name</b>		
<b>2</b>	<b>Nominated Quality Manager Name</b>		
<b>3</b>	<b>*Qualifications</b>		
<b>4</b>	<b>*Work Experience</b>		
<b>5</b>	<b>Training Relevant to Quality System</b>		
<b>6</b>	<b>Nominated Quality Manager.</b> I hereby declare that the information given in this form is true, correct & completed.		
	<b>Name</b>	<b>Signature</b>	<b>Date</b>
<b>7</b>	<b>Accountable Manager.</b> I hereby declare that the applicant is nominated as Quality Manager		
	<b>Name</b>	<b>Signature</b>	<b>Date</b>

**B. FOR CARC USE ONLY**

	<b>Quality Manager Requirements</b>	<b>YES</b>	<b>NO</b>
a	Practical experience and expertise in the application of aviation safety standards and safe operating practices		
b	Three years aeronautical industry work experience of which at least one year should be in aviation training organization		
c	Has received quality training covering:		
	• An introduction to the concept of the Quality System		
	• Quality management		
	• The concept of Quality Assurance		
	• Quality manuals		
	• Audit techniques		
d	Reporting and recording		
	The way in which the Quality System will function in the company		
	Familiarity with knowledge of:		
	• JCAR-FCL 1 and any associated requirements and procedures		
	• Organization Operations Manual		
e	• Organization Training Manual		
	• Safety Management System		
	Comprehensive knowledge of aviation training organization Quality System & Quality Manual, to include		
	• Quality policy and strategy		
	• Quality system responsibilities		
	• Purpose of the Quality System		
	• The primary role of the Quality Manager		
	• Quality system scope operations		
	• Quality system feedback system		
	• Quality Assurance Program		
• Quality Assurance Responsibility for Sub-Contractors			
	• Quality System Training		



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<b>2</b>	<b>Nominated Quality Manager Approval</b>	<input type="checkbox"/> Accepted	<input type="checkbox"/> Rejected
<b>• Remarks</b> (if rejected only).			
<b>Approving Flight Crew Licensing Inspector Name</b>		<b>Signature</b>	<b>Date</b>

\*Attach copy of relevant certificate