



Croatian Civil Aviation Agency

Zahtjev/Lista usklađenosti za odobrenje tečajeva osposobljavanja za tip ili klasu zračnih brodova (As) i zrakoplova sa pogonjenim uzgonom (PI)

*Application / Compliance Checklist for Type or Class Rating Courses Airships (As) and Powered-lift Aircraft (PI)*

Upravne pristojbe  
70,00 kn

**UPUTE:**

Ovaj zahtjev/listu usklađenosti potrebno je ispuniti kod inicijalnog stjecanja odobrenja tečaja osposobljavanja u skladu sa zahtjevima Uredbe Komisije (EU) br. 1178/2011 i njezinih izmjena i dopuna. Na sljedećoj stranici potrebno je označiti za koji tečaj osposobljavanja se traži odobrenje i navesti za koji tip.

Uz ovaj zahtjev/listu usklađenosti potrebno je dostaviti:

- 70,00 kn upravnih pristojbi;
- tečaj osposobljavanja (priručnik/program osposobljavanja) - u papirnatom i elektroničkom (CD/DVD) izdanju.

Upute za ispunjavanje:

U rubriku "*Organisation Reference*" potrebno je upisati referencu na program/priručnik (ime programa/priručnika i poglavlje) gdje je zahtjev opisan ili označiti N/A ukoliko nije primjenjivo.

Ispunjavanjem liste usklađenosti odgovorne osobe organizacije potvrđuju usklađenost programa/priručnika sa primjenjivim zahtjevima.

Rubrika "*Results*" (*Satisfactory-S, Unsatisfactory – U, Not applicable – N/A*) ispunjava se od strane CCAA inspektora. Rubrike S, U i N/A označavaju se sa znakom "X".

Uputa za buduće ishodaenje odobrenja izmjena tečaja osposobljavanja (programa/priručnika):

Nije potrebno ispunjavati ovaj zahtjev/listu usklađenosti, već je potrebno dostaviti zahtjev za odobrenje izmjena tečaja osposobljavanja (programa/priručnika) sa popisom izmjena i dopuna i 70,00 kn upravnih pristojbi, te izmjenom programa/priručnika u papirnatom i elektroničkom (CD/DVD) izdanju.



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	Name of the course	Aircrew Regulation reference
<input type="checkbox"/>	Class Rating Course Powered-lift Aircraft (Pl)	<ul style="list-style-type: none"> <li>FCL.100; FCL.725; GM1 FCL.700; GM1 FCL.710; FCL.720.PL</li> <li>ORA.ATO.125; AMC1 ORA.ATO.125</li> </ul>
<input type="checkbox"/>	Type Rating Course Powered-lift Aircraft (Pl) (specific type: _____)	<ul style="list-style-type: none"> <li>FCL.100; FCL.725; GM1 FCL.700; GM1 FCL.710; FCL.720.PL; FCL.725.PL; GM1 FCL.720.PL</li> <li>ORA.ATO.125; AMC1 ORA.ATO.125</li> </ul>
<input type="checkbox"/>	Type Rating Course Airship (As) (specific type: _____)	<ul style="list-style-type: none"> <li>FCL.100; FCL.725; GM1 FCL.700; GM1 FCL.710; FCL.720.As;</li> <li>ORA.ATO.125; AMC1 ORA.ATO.125</li> </ul>
<input type="checkbox"/>	Type Rating Course Airship (As) combined with MCC (specific type: _____)	<ul style="list-style-type: none"> <li>FCL.100; FCL.725; GM1 FCL.700; GM1 FCL.710; FCL.720.As; FCL.735.As</li> <li>ORA.ATO.125; AMC1 ORA.ATO.125</li> </ul>

TRAINING MANUAL		Obligatory			
Ref.: AMC&GM to Part-ORA; Subpart ATO; Section II; AMC1 ORA.ATO.230 (a)		Organization reference	RESULTS		
			S	U	N/A
<b>Part 1 – The training plan</b>					
(1) The aim of the course (ATP, CPL/IR, CPL, etc. as applicable)	A statement of what the student is expected to do as a result of the training, the level of performance, and the training constraints to be observed.				
(2) Pre-entry requirements	(i) Minimum age, educational requirements (including language), medical requirements; (ii) Any individual Member State requirements.				
(3) Credits for previous experience	To be obtained from the competent authority before training begins.				
(4) Training syllabi	As applicable, the flying syllabus (single-engine or multi-engine, as applicable), the flight simulation training syllabus and the theoretical knowledge training syllabus.				
(5) The time scale and scale, in weeks, for each	Arrangements of the course and the integration of syllabi time.				



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Ref.: AMC&GM to Part-ORA; Subpart ATO; Section II; AMC1 ORA.ATO.230 (a)		RESULTS		
Organization reference		S	U	N/A
syllabus				
(6) Training programme	(i) The general arrangements of daily and weekly programmes for flying, theoretical knowledge training and training in FSTDs, if applicable;			
	(ii) Bad weather constraints;			
	(iii) Programme constraints in terms of maximum student training times, (flying, theoretical knowledge, on FSTDs), for example per day, week or month;			
	(iv) Restrictions in respect of duty periods for students;			
	(v) Duration of dual and solo flights at various stages;			
	(vi) Maximum flying hours in any day or night;			
	(vii) Maximum number of training flights in any day or night.			
	(viii) Minimum rest period between duty periods.			
(7) Training records	(i) Rules for security of records and documents;			
	(ii) Attendance records;			
	(iii) The form of training records to be kept;			
	(iv) Persons responsible for checking records and students' log books;			
	(v) The nature and frequency of record checks;			
	(vi) Standardization of entries in training records;			
	(vii) Rules concerning log book entries.			
(8) Safety training	(i) Individual responsibilities;			
	(ii) Essential exercises;			
	(iii) Emergency drills (frequency);			
	(iv) Dual checks (frequency at various stages);			



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Ref.: AMC&GM to Part-ORA; Subpart ATO; Section II; AMC1 ORA.ATO.230 (a)	Organization reference	RESULTS		
		S	U	N/A
(v) Requirement before first solo day, night or navigation etc. if applicable				
(9) Tests and examinations	(i) Flying: (A) progress checks; (B) skill tests.			
	(ii) Theoretical Knowledge: (A) progress tests; (B) theoretical knowledge examinations.			
	(iii) Authorization for test;			
	(iv) Rules concerning refresher training before retest;			
	(v) Test reports and records;			
	(vi) Procedures for examination paper preparation, type of question and assessment, standard required for 'pass';			
	(vii) Procedure for question analysis and review and for raising replacement papers;			
	(viii) Examinations resit procedures.			
(10) Training effectiveness	(i) Individual responsibilities;			
	(ii) General assessment;			
	(iii) Liaison between departments;			
	(iv) Identification of unsatisfactory progress (individual students);			
	(v) Actions to correct unsatisfactory progress;			
	(vi) Procedure for changing instructors;			
	(vii) Maximum number of instructor changes per student;			
	(viii) Internal feedback system for detecting training deficiencies;			
	(ix) Procedure for suspending a student from training;			



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Ref.: AMC&GM to Part-ORA; Subpart ATO; Section II; AMC1 ORA.ATO.230 (a)	Organization reference	RESULTS		
		S	U	N/A
(x) Discipline;				
(xi) Reporting and documentation.				
(11) Standards and level of performance at various stages	(i) Individual responsibilities;			
	(ii) Standardisation;			
	(iii) Standardisation requirements and procedures;			
	(iv) Application of test criteria.			
<b>Part 2 - Briefing and Air Exercises</b>				
(1) Air Exercise	A detailed statement of the content specification of all the air exercises to be taught, arranged in the sequence to be flown with main and subtitles.			
(2) Air exercise reference list	An abbreviated list of the above exercises giving only main and subtitles for quick reference, and preferably in flip-card form to facilitate daily use by instructors.			
(3) Course structure: phase of training	A statement of how the course will be divided into phases, indication of how the above air exercises will be divided between the phases and how they will be arranged to ensure that they are completed in the most suitable learning sequence and that essential (emergency) exercises are repeated at the correct frequency.			
	Also, the syllabus hours for each phase and for groups of exercises within each phase shall be stated and when progress tests are to be conducted, etc.			
(4) Course structure: integration of syllabi	The manner in which theoretical knowledge and flying training in an aircraft or an FSTD will be integrated so that as the flying training exercises are carried out students will be able to apply the knowledge gained from the associated theoretical knowledge instruction and flight training.			



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TRAINING MANUAL		Obligatory			
Ref.: AMC&GM to Part-ORA; Subpart ATO; Section II; AMC1 ORA.ATO.230 (a)		Organization reference	RESULTS		
			S	U	N/A
(5) Student progress	The requirement for student progress and include a brief but specific statement of what a student is expected to be able to do and the standard of proficiency he/she must achieve before progressing from one phase of air exercise training to the next. Include minimum experience requirements in terms of hours, satisfactory exercise completion, etc. as necessary before significant exercises for example night flying.				
(6) Instructional methods	The ATO requirements, particularly in respect of pre- and post-flying briefing, adherence to syllabi and training specifications, authorization of solo flights, etc.				
(7) Progress tests	The instructions given to examining staff in respect of the conduct and documentation of all progress tests.				
(8) Glossary of terms	Definition of significant terms as necessary.				
(9) Appendices	(i) Progress test report forms;				
	(ii) Skill test report forms;				
	(iii) ATO certificates of experience, competence, etc. as required.				
<b>Part 3 – Flight training in an FSTD, if applicable</b>					
(1) Air Exercise	A detailed statement of the content specification of all the air exercises to be taught, arranged in the sequence to be flown with main and subtitles.				
(2) Air exercise reference list	An abbreviated list of the above exercises giving only main and subtitles for quick reference, and preferably in flip-card form to facilitate daily use by instructors.				
(3) Course structure: phase of training	A statement of how the course will be divided into phases, indication of how the above air exercises will be divided between the phases and how they will be arranged to ensure that they are completed in the most suitable learning sequence and that essential (emergency) exercises are repeated at the correct frequency.				



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TRAINING MANUAL		Obligatory			
Ref.: AMC&GM to Part-ORA; Subpart ATO; Section II; AMC1 ORA.ATO.230 (a)		Organization reference	RESULTS		
			S	U	N/A
	Also, the syllabus hours for each phase and for groups of exercises within each phase shall be stated and when progress tests are to be conducted, etc.				
(4) Course structure: integration of syllabi	The manner in which theoretical knowledge and flying training in an aircraft or an FSTD will be integrated so that as the flying training exercises are carried out students will be able to apply the knowledge gained from the associated theoretical knowledge instruction and flight training.				
(5) Student progress	The requirement for student progress and include a brief but specific statement of what a student is expected to be able to do and the standard of proficiency he/she must achieve before progressing from one phase of air exercise training to the next. Include minimum experience requirements in terms of hours, satisfactory exercise completion, etc. as necessary before significant exercises for example night flying.				
(6) Instructional methods	The ATO requirements, particularly in respect of pre- and post-flying briefing, adherence to syllabi and training specifications, authorization of solo flights, etc.				
(7) Progress tests	The instructions given to examining staff in respect of the conduct and documentation of all progress tests.				
(8) Glossary of terms	Definition of significant terms as necessary.				
(9) Appendices	(i) Progress test report forms;				
	(ii) Skill test report forms;				
	(iii) ATO certificates of experience, competence, etc. as required.				
<b>Part 4 - Theoretical knowledge instruction</b>					
(1) Structure of the theoretical knowledge course	A statement of the structure of the course, including the general sequence of the topics to be taught in each subject, the time allocated to each topic, the breakdown per subject and an example of a course schedule.				



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Ref.: AMC&GM to Part-ORA; Subpart ATO; Section II; AMC1 ORA.ATO.230 (a)	Organization reference	RESULTS		
		S	U	N/A
	Distance learning courses should include instructions of the material to be studied for individual elements of the course.			
(2) Lesson Plans	A description of each lesson or group of lessons including teaching materials, training aids, progress test organisation and inter-connection of topics with other subjects.			
(3) Teaching materials	Specification of the training aids to be used (for example study materials, course manual references, exercises, self-study materials, demonstration equipment).			
(4) Student progress	The requirement for student progress, including a brief but specific statement of the standard that must be achieved and the mechanism for achieving this, before application for theoretical knowledge examinations.			
(5) Progress testing	The organization of progress testing in each subject, including topics covered, evaluation methods and documentation.			
(6) Review procedure	The procedure to be followed if the standard required at any stage of the course is not achieved, including an agreed action plan with remedial training if required.			

GENERAL	Organization reference	RESULTS		
		S	U	N/A
<b>Section 1 – General</b>				
<b>FCL.700 Circumstances in which class or type ratings are required</b>				
(a) Except in the case of the LAPL, SPL and BPL, holders of a pilot licence shall not act in any capacity as pilots of an aircraft unless they have a valid and appropriate class or type rating, except when undergoing skill tests, or proficiency checks for renewal of class or type ratings, or receiving flight instruction.				
(b) Notwithstanding (a), in the case of flights related to the introduction or modification of aircraft				





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GENERAL	Organization reference	RESULTS		
		S	U	N/A
<p>types, pilots may hold a special certificate given by the competent authority, authorising them to perform the flights. This authorisation shall have its validity limited to the specific flights.</p> <p>(c) Without prejudice to (a) and (b), in the case of flights related to the introduction or modification of aircraft types conducted by design or production organisations within the scope of their privileges, as well as instruction flights for the issue of a flight test rating, when the requirements of this Subpart may not be complied with, pilots may hold a flight test rating issued in accordance with FCL.820.</p>				
<b>GM1 FCL.700 Circumstances in which class or type ratings are required</b>				
<ul style="list-style-type: none"> <li>- List of class and Type Ratings</li> <li>- Additional class and type rating lists and endorsement lists are published by the EASA</li> </ul>				
<b>FCL.725 Requirements for the issue of class and type ratings</b>				
<ul style="list-style-type: none"> <li>- An applicant shall complete a training course at an ATO.</li> <li>- The type rating training course shall include the mandatory training elements for the relevant type as defined in the operational suitability data established in accordance with Part-21.</li> <li>- Theoretical knowledge examination. The applicant for a class or type rating shall pass a theoretical knowledge examination organised by the ATO</li> <li>- For multi-pilot aircraft, the theoretical knowledge examination shall be written and comprise at least 100 multiple-choice questions distributed appropriately across the main subjects of the syllabus</li> <li>- For single-pilot multi-engine aircraft, the theoretical knowledge examination shall be written and the number of multiple-choice questions shall depend on the complexity of the aircraft</li> <li>- For single-pilot aeroplanes that are classified as high performance aeroplanes, the examination shall be written and comprise at least 60 multiple-choice questions distributed appropriately across the main subjects of the syllabus</li> <li>- Skill test. An applicant for a class or type rating shall pass a skill test. The applicant shall pass the skill test within a period of 6 months after commencement of the class or type rating training course and within a period of 6 months preceding the application for the issue of the class or type</li> </ul>				



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GENERAL	Organization reference	RESULTS		
		S	U	N/A
rating				
<b>FCL.720.PL Experience requirements and prerequisites for the issue of class or type ratings — powered - lift aircraft</b>				
<p>Unless otherwise determined in the operational suitability data established in accordance with Part-21, an applicant for the first issue of a powered-lift type rating shall comply with the following experience requirements and prerequisites:</p> <p>(a) for pilots of aeroplanes:</p> <p>(1) hold a CPL/IR(A) with ATPL theoretical knowledge or an ATPL(A);</p> <p>(2) hold a certificate of completion of an MCC course;</p> <p>(3) have completed more than 100 hours as pilot on multi-pilot aeroplanes;</p> <p>(4) have completed 40 hours of flight instruction in helicopters;</p> <p>(b) for pilots of helicopters:</p> <p>(1) hold a CPL/IR(H) with ATPL theoretical knowledge or an ATPL/IR(H);</p> <p>(2) hold a certificate of completion of an MCC course;</p> <p>(3) have completed more than 100 hours as a pilot on multi-pilot helicopters;</p> <p>(4) have completed 40 hours of flight instruction in aeroplanes;</p> <p>(c) for pilots qualified to fly both aeroplanes and helicopters:</p> <p>(1) hold at least a CPL(H);</p> <p>(2) hold an IR and ATPL theoretical knowledge or an ATPL in either aeroplanes or helicopters;</p> <p>(3) hold a certificate of completion of an MCC course in either helicopters or aeroplanes;</p> <p>(4) have completed at least 100 hours as a pilot on multi-pilot helicopters or aeroplanes;</p> <p>(5) have completed 40 hours of flight instruction in aeroplanes or helicopters, as applicable, if the pilot has no experience as ATPL or on multi-pilot aircraft.</p>				
<b>GM1 FCL.720.PL Experience requirements and prerequisites for the issue of type ratings — powered-lift aircraft</b>				
The endorsement of a powered-lift type rating to an aeroplane or helicopter licence does not confer upon its holder the privileges to fly helicopters or				



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GENERAL	Organization reference	RESULTS		
		S	U	N/A
aeroplanes, respectively.				
<b>FCL.725.PL Flight instruction for the issue of type ratings — powered-lift aircraft</b>				
The flight instruction part of the training course for a powered-lift type rating shall be completed in both the aircraft and an FSTD representing the aircraft and adequately qualified for this purpose.				
<b>FCL.720.As Prerequisites for the issue of type ratings — airships</b>				
Unless otherwise determined in the operational suitability data established in accordance with Part-21, an applicant for the first issue of an airship type rating shall comply with the following experience requirements and prerequisites: (a) for multi-pilot airships: (1) have completed 70 hours of flight time as PIC on airships; (2) hold a certificate of satisfactory completion of MCC on airships. (3) An applicant who does not comply with the requirement in (2) shall have the type rating issued with the privileges limited to exercising functions as co-pilot only. The limitation shall be removed once the pilot has completed 100 hours of flight time as PIC or pilot- in-command under supervision of airships.				
<b>FCL.735.As Multi-crew cooperation training course — airships</b>				
(a) The MCC training course shall comprise at least: (1) 12 hours of theoretical knowledge instruction and exercises; and (2) 5 hours of practical MCC training; (3) An FNPT II, or III qualified for MCC, an FTD 2/3 or an FFS shall be used. (b) The MCC training course shall be completed within 6 months at an ATO. (c) Unless the MCC course has been <b>combined with a multi-pilot type rating</b> course, on completion of the MCC training course the applicant shall be given a certificate of completion. (d) An applicant having completed MCC training for any other category of aircraft shall be exempted from the requirements in (a).				



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GENERAL	Organization reference	RESULTS		
		S	U	N/A
<b>GM1 FCL.710 Class and type ratings — variants</b>				
Differences and familiarisation training (a) Differences training requires the acquisition of additional knowledge and training on an appropriate training device or the aircraft. (b) Familiarisation training requires the acquisition of additional knowledge				

Training programme				
GENERAL	Organization reference	RESULTS		
		S	U	N/A
<b>ORA.ATO.125 Training programme</b>				
(a) A training programme shall be developed for each type of course offered. (b) The training programme shall comply with the requirements of Part-FCL and, in the case of flight test training, the relevant requirements of Part-21.				
<b>AMC1 ORA.ATO.125 Training programme</b>				
Flight training in an FSTD and theoretical knowledge instruction should be phased in such a manner as to ensure that students are able to apply to flight exercises the knowledge gained on the ground. Arrangements should be made so that problems encountered during instruction can be resolved during subsequent training.				



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Naziv organizacije:		
Datum podnošenja zahtjeva:		
	Ime i prezime:	Potpis:
Šef školstva (Head of Training):		
Voditelj nadgledanja usklađenosti (Compliance Monitoring Manager):		
Odgovorni rukovoditelj (Accountable Manager):		

Position	Name and Surname	Signature	Date
CCAA Inspector			
CCAA Inspector			

Note: CCAA Inspector shall provide detailed list of non-compliances, if found.