

**Safety Attribute Inspection (SAI) Data Collection Tool**  
**4.3.3 Advanced Qualification Program (AQP) (OP)**  
**Revision#: 10 Revision Date: 09/30/2013**

**ELEMENT SUMMARY INFORMATION**

**Scope of Element:**

**Purpose** (operator's responsibility): To ensure that the operator's Advanced Qualification Program (AQP) provides training that supports safe and reliable operations.

**Objective** (FAA oversight responsibility): To determine if the operator:

- Meets all applicable requirements of Title 14 of the Code of the Federal Regulations (14 CFR) and FAA policies,
- Incorporates the safety attributes, and
- Identifies any shortfalls in the operator's Advanced Qualification Program.

**Specific Instructions:**

The 4.2 Training Program elements, as applicable, still apply to operators with an Advance Qualification Program (AQP). The requirements of 14 CFR parts 61, 63, 65, 121, and/or the practical test standards (PTS) not specifically addressed in an approved AQP curriculum continue to apply to the operator.

**SUPPLEMENTAL INFORMATION**

**Regulatory Requirements:**

- 119.43, Certificate holder's duty to maintain operations specifications.
- 121.135, Manual contents
- 121.403, Training program: Curriculum.
- 121.405, Training program and revision: Initial and final approval.
- 121.407, Training program: Approval of airplane simulators and other training devices.
- 121.422, Aircraft dispatchers: Initial and transition ground training.
- 121.903, General requirements for Advanced Qualification Programs
- 121.909, Approval of Advanced Qualification Program
- 121.911, Introduction curriculum
- 121.913, Qualification curriculum
- 121.915, Continuing qualification curriculum
- 121.917, Other requirements
- 121.919, Certification
- 121.921, Training devices and simulators
- 121.923, Approval of training qualification, or evaluation by a person who provides training by arrangement
- 121.925, Recordkeeping requirements

**Related CFRs & FAA Policy/Guidance:**

**Related CFRs:**

Intentionally left blank

**FAA Policy/Guidance:**

FAA Order 8000.88, PRIA Guidance for FAA Inspectors, Chapter 1-3.

AC 120-29, Criteria for Approval of Category I and Category II Weather Minima for Approach.

AC 120-54, Advanced Qualification Program.

AC 120-68, Pilot Records Improvement Act of 1996.

<b>SAI SECTION 1 - PROCEDURES ATTRIBUTE</b>	
<b>Objective:</b>	
The questions in this section of the SAI will help verify that the operator's documented procedures identify who, what, when, where, and how those procedures are accomplished. These procedures must allow all personnel to perform their duties and responsibilities with a high degree of safety.	
14 CFR part 121.135(a)(1)	
<b>Tasks</b>	
	The inspector shall accomplish the following tasks:
1	Review the information in the Supplemental Information section of this SAI.
2	Review the duties and responsibilities for management and other personnel who accomplish the processes associated with this element.
3	Review the documentation of the processes associated with this element.
4	Review documented interfaces to identify interactions between related processes, interactions within this element process, and between one person, workgroup, or organization to another that the operator uses to accomplish this process.

<b>Questions</b>		
1.1	Does the program contain an approved training curriculum on each type of airplane for its required dispatchers and crewmembers?  Updated: Rev # 3 on 12/03/2009 SRRs: 121.403 Kind Of Question: Flag, Supplemental, Domestic	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.2	When seeking initial and final approval of a training program, or a revision to an approved program, does the program specify that an outline of the proposed training program and curriculum must be submitted?  <b>Note(s):</b> <i>The submitted outline must include sufficient information for a preliminary evaluation of the proposed training as well as other relevant information that may be requested.</i>  Updated: Rev # 3 on 12/03/2009 SRRs: 121.405(a)(1); 121.405(a)(2) Kind Of Question: Flag, Supplemental, Domestic	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.3	Does the program curriculum specify that each simulator and other training device used for training must be approved specifically for:  <ul style="list-style-type: none"> <li>• The operator;</li> <li>• The type airplane, and if applicable, the variation within type; and</li> <li>• The particular maneuver, procedure, or crewmember function involved?</li> </ul> Updated: Rev # 3 on 12/03/2009 SRRs: 121.407(a)(1)	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

	Kind Of Question: Flag, Supplemental, Domestic	
1.4	<p>Does the program curriculum specify that each approved simulator or training device must maintain its performance, function, and other characteristics?</p> <p>Updated: Rev # 3 on 12/03/2009 SRRs: 121.407(a)(2) Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.5	<p>Does the program require each simulator be modified to conform with airplane modifications that result in changes to performance, functions, or other characteristics?</p> <p>Updated: Rev # 3 on 12/03/2009 SRRs: 121.407(a)(3) Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.6	<p>Does the program specify that each simulator undergo a functional preflight check before its use?</p> <p>Updated: Rev # 3 on 12/03/2009 SRRs: 121.407(a)(4) Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.7	<p>Does the program require a daily discrepancy log for each simulator?</p> <p><b>Note(s):</b> <i>Discrepancies are entered by the appropriate instructor or check airman at the end of each training, or check flight.</i></p> <p>Updated: Rev # 3 on 12/03/2009 SRRs: 121.407(a)(5) Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.8	<p>Does each program curriculum specify the following:</p> <ul style="list-style-type: none"> <li>• The make, model, series, or variant of aircraft; and</li> <li>• The flight crewmember positions, flight instructors, evaluators, and any other positions covered by that curriculum?</li> </ul> <p>Updated: Rev # 3 on 12/03/2009 SRRs: 121.903(a) Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.9	<p>Does the operator's program specify that the operator and each person trained under an AQP must comply with the requirements of the approved AQP?</p> <p>Updated: Rev # 3 on 12/03/2009 SRRs: 121.903(b) Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.10	<p>Does the program specify that no person may be used or serve as a crewmember, aircraft dispatcher, instructor, or evaluator unless the person has satisfactorily completed the required training and proficiency evaluation for the type aircraft and duty position?</p> <p><b>Note(s):</b></p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

	<p><i>Required AQP training must be approved under this subpart.</i></p> <p>Updated: Rev # 3 on 12/03/2009 SRRs: 121.903(c) Kind Of Question: Flag, Supplemental, Domestic</p>	
1.11	<p>Does the program specify that required training or evaluation completed in the months before or after the month in which it is due is considered to be completed in the month it was due?</p> <p>Updated: Rev # 3 on 12/03/2009 SRRs: 121.903(e) Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.12	<p>Are there separate curriculums in the program for indoctrination, qualification, and continuing qualification (including upgrade, transition, and requalification)?</p> <p>Updated: Rev # 3 on 12/03/2009 SRRs: 121.909(b) Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.13	<p>Do qualification and continuing qualification curriculums integrate training and evaluation of CRM as well as technical skills and knowledge?</p> <p>Updated: Rev # 3 on 12/03/2009 SRRs: 121.909(b) Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.14	<p>Does each AQP for indoctrination, qualification, continuing qualification, and derivatives include the initial application for AQP and the initial job task listing?</p> <p>Updated: Rev # 3 on 12/03/2009 SRRs: 121.909(b)(2)(i); 121.909(b)(2)(ii) Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.15	<p>Does each AQP for indoctrination, qualification, continuing qualification, and derivatives include:</p> <ul style="list-style-type: none"> <li>• Instructional systems development methodology;</li> <li>• Qualification standards document;</li> <li>• Curriculum outline; and</li> <li>• Implementation and operations plan?</li> </ul> <p>Updated: Rev # 3 on 12/03/2009 SRRs: 121.909(b)(2)(iii); 121.909(b)(2)(iv); 121.909(b)(2)(v); 121.909(b)(2)(vi) Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.16	<p>Does the Qualification Standards Document indicate the applicable requirements in 14 CFR parts 61, 63, 65, or 121 that would be replaced by an AQP curriculum?</p> <p>Updated: Rev # 3 on 12/03/2009 SRRs: 121.909(b)(4) Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.17	<p>If a practical test requirement in 14 CFR part 61, 63, 65, or 121 is replaced by</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

	<p>an AQP curriculum, are there an initial justification and a continuing process to show how the curriculum provides an equivalent level of safety for each requirement that is replaced?</p> <p>Updated: Rev # 3 on 12/03/2009 SRRs: 121.909(b)(4) Kind Of Question: Flag, Supplemental, Domestic</p>	
1.18	<p>Does the indoctrination curriculum for newly hired persons include company policies, operating practices, and general operational knowledge?</p> <p>Updated: Rev # 3 on 12/03/2009 SRRs: 121.911(a) Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.19	<p>Does the indoctrination curriculum for new crewmembers and aircraft dispatchers include general aeronautical knowledge appropriate to the duty position?</p> <p>Updated: Rev # 3 on 12/03/2009 SRRs: 121.911(b) Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.20	<p>Does the indoctrination curriculum for instructors include:</p> <ul style="list-style-type: none"> <li>• Fundamental principles of the teaching and learning processes;</li> <li>• Methods and theories of instruction; and</li> <li>• Knowledge necessary to use aircraft flight training devices, flight simulators, and other training equipment?</li> </ul> <p>Updated: Rev # 8 on 03/01/2012 SRRs: 121.911(c) Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.21	<p>Does the indoctrination curriculum for evaluators include:</p> <ul style="list-style-type: none"> <li>• General evaluation requirements of the AQP;</li> <li>• Methods of evaluating crewmembers, aircraft dispatchers, and other operations personnel; and</li> <li>• Policies and practices used to conduct evaluations particular to an AQP (e.g., LOE)?</li> </ul> <p>Updated: Rev # 8 on 03/01/2012 SRRs: 121.911(d) Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.22	<p>Does the qualification curriculum include planned hours for training, evaluation, and supervised operating experience?</p> <p>Updated: Rev # 3 on 12/03/2009 SRRs: 121.913(a) Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.23	<p>Do qualification curriculums for crewmembers, aircraft dispatchers, and other operations personnel include training, evaluation, and certification activities to</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

	<p>qualify a person for a duty position on or for duties relating to the operation of a specific make, model, series, or variant aircraft?</p> <p><b>Note(s):</b> <i>Training, evaluation, and certification activities must be aircraft and equipment specific.</i></p> <p>Updated: Rev # 3 on 12/03/2009 SRRs: 121.422(a)(1)(ix); 121.913(b)(1) Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Not Applicable
1.24	<p>Do qualification curriculums for crewmembers, aircraft dispatchers, and other operations personnel list and describe the knowledge requirements, subject materials, job skills, and qualification standards for each proficiency objective?</p> <p>Updated: Rev # 3 on 12/03/2009 SRRs: 121.913(b)(2) Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.25	<p>Do qualification curriculums for crewmembers, aircraft dispatchers, and other operations personnel include requirements that add to or replace those in 14 CFR, parts 61, 63, 65, 121, or 135 (including applicable practical test requirements)?</p> <p>Updated: Rev # 3 on 12/03/2009 SRRs: 121.913(b)(3) Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.26	<p>Do qualification curriculums for crewmembers, aircraft dispatchers, and other operations personnel list and describe:</p> <ul style="list-style-type: none"> <li>• Operating experience;</li> <li>• Evaluation/remediation strategies;</li> <li>• Provisions for special tracking; and</li> <li>• How to accomplish recency of experience requirements?</li> </ul> <p>Updated: Rev # 8 on 03/01/2012 SRRs: 121.913(b)(4) Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.27	<p>Do qualification curriculums for flight crewmembers list and describe initial operating experience and line check requirements?</p> <p>Updated: Rev # 3 on 12/03/2009 SRRs: 121.913(c) Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.28	<p>Do instructor/evaluator qualification curriculums include activities that qualify a person to instruct on how to operate, or ensure the safe operation of, a particular make, model, and series aircraft (or variant)?</p> <p>Updated: Rev # 3 on 12/03/2009 SRRs: 121.913(d)(1) Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.29	<p>Do instructor qualification curriculums list and describe the knowledge</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

	<p>requirements, subject materials, job skills, and qualification standards for procedures and proficiency objectives?</p> <p>Updated: Rev # 3 on 12/03/2009 SRRs: 121.913(d)(2) Kind Of Question: Flag, Supplemental, Domestic</p>	
1.30	<p>Do instructor/evaluator qualification curriculums list and describe evaluation/remediation strategies, standardization policies and recency requirements?</p> <p>Updated: Rev # 3 on 12/03/2009 SRRs: 121.913(d)(3) Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.31	<p>Do evaluator qualification curriculums include activities that qualify a person to assess the performance of those who operate, or ensure the safe operation of, a particular make, model, and series aircraft (or variant)?</p> <p><b>Note(s):</b> <i>The activities must be aircraft and equipment specific.</i></p> <p>Updated: Rev # 3 on 12/03/2009 SRRs: 121.913(e)(1) Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.32	<p>Do evaluator qualification curriculums list and describe the knowledge requirements, subject materials, job skills, and qualification standards for procedures and proficiency objectives?</p> <p>Updated: Rev # 3 on 12/03/2009 SRRs: 121.913(e)(2) Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.33	<p>Do continuing qualification curriculums ensure that persons qualified under an AQP will receive the appropriate mix of training and evaluation during each cycle?</p> <p>Updated: Rev # 3 on 12/03/2009 SRRs: 121.915(a) Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.34	<p>Does the continuing qualification evaluation period include a continuing qualification cycle that does not exceed 24 months and includes two or more evaluation periods of equal duration?</p> <p>Updated: Rev # 3 on 12/03/2009 SRRs: 121.915(a)(1); 121.915(d) Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.35	<p>After the initial cycle, does the continuing qualification evaluation period include an extension of the continuing qualification cycle to a maximum of 36 months?</p> <p>Updated: Rev # 3 on 12/03/2009 SRRs: 121.915(d) Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.36	<p>Does the continuing qualification evaluation period:</p>	<input type="checkbox"/> Yes

	<ul style="list-style-type: none"> <li>Require each person receive ground and flight training, as appropriate, and a proficiency evaluation at a training facility; and</li> <li>Include FAA approval of the number and frequency of training sessions?</li> </ul> <p>Updated: Rev # 3 on 12/03/2009 SRRs: 121.915(a)(1) Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> No, Explain
1.37	<p>For pilots in command, seconds in command, and flight engineers (if applicable), does the continuing qualification include First Look in accordance with approved program documentation?</p> <p>Updated: Rev # 9 on 09/30/2012 SRRs: 121.915(a)(2)(i) Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.38	<p>For pilots in command, seconds in command, flight engineers, flight attendants, instructors and evaluators, does the continuing qualification include:</p> <ul style="list-style-type: none"> <li>Ground training with a general review of knowledge and skills covered in qualification training; and</li> <li>Updated information on newly developed procedures, and safety information?</li> </ul> <p>Updated: Rev # 9 on 09/30/2012 SRRs: 121.915(a)(2)(ii) Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.39	<p>For crewmembers, instructors, evaluators, and other operational personnel who have in-flight duties, does the continuing qualification include proficiency training on normal, abnormal, and emergency flight procedures and maneuvers in:</p> <ul style="list-style-type: none"> <li>An aircraft;</li> <li>Flight training device;</li> <li>Flight simulator; or</li> <li>Other equipment?</li> </ul> <p>Updated: Rev # 9 on 09/30/2012 SRRs: 121.915(a)(2)(iii) Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.40	<p>For dispatchers and other operational personnel who do not have in-flight duties, does the continuing qualification include:</p> <ul style="list-style-type: none"> <li>Ground training with a general review of knowledge and skills covered in qualification training; and</li> <li>Updated information on newly developed procedures, safety related information, and, if applicable, a line observation program?</li> </ul> <p>Updated: Rev # 9 on 09/30/2012</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable

	SRRs: 121.915(a)(2)(iv) Kind Of Question: Flag, Supplemental, Domestic	
1.41	<p>For instructors and evaluators, does the continuing qualification include proficiency training on training equipment operation in the type flight training device or the type flight simulator?</p> <p><b>Note(s):</b> <i>For instructors and evaluators who only perform their duties in flight simulators or flight training devices, the training is on operational flight procedures and maneuvers (normal, abnormal, and emergency).</i></p> <p>Updated: Rev # 9 on 09/30/2012 SRRs: 121.915(a)(2)(v) Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.42	<p>Does the continuing qualification curriculum include evaluating performance by using a sample of approved events and subjects that can diagnose a person's competence?</p> <p>Updated: Rev # 3 on 12/03/2009 SRRs: 121.915(b) Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.43	<p>For pilots in command, seconds in command, and flight engineers (if applicable), does the continuing qualification curriculum include a proficiency evaluation in an aircraft, flight simulator, or flight training device during each evaluation period?</p> <p>Updated: Rev # 3 on 12/03/2009 SRRs: 121.915(b)(1)(i) Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.44	<p>For any other persons covered by an AQP, does the continuing qualification curriculum include a proficiency evaluation on how they perform their duties and assigned tasks in an operational setting?</p> <p>Updated: Rev # 3 on 12/03/2009 SRRs: 121.915(b)(1)(ii) Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.45	<p>For pilots in command, does the continuing qualification curriculum include line checks in an aircraft during part 121 flight operations or during operationally oriented flights (e.g., ferry flights or proving flights)?</p> <p><b>Note(s):</b> <i>A line check must be completed in the month that is the midpoint of the evaluation period.</i> <i>Exceptions to this requirement are in 14 CFR part 121.915(b)(2)(ii).</i></p> <p>Updated: Rev # 3 on 12/03/2009 SRRs: 121.915(b)(2)(i) Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.46	<p>Does the continuing qualification curriculum include an approved no-notice line check strategy that may be used in lieu of line checks required by 14 CFR part 121.915(b)(2)(i)?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable

	<p><b>Note(s):</b>  <i>The no-notice line check strategy must comply with 14 CFR part 121.915(b)(2)(ii).</i></p> <p>Updated: Rev # 3 on 12/03/2009  SRRs: 121.915(b)(2)(ii)  Kind Of Question: Flag, Supplemental, Domestic</p>	
1.47	<p>Does the continuing qualification curriculum require a pilot in command, second in command, or flight engineer (if applicable) undergoing a line check be individually evaluated to determine that the person:</p> <ul style="list-style-type: none"> <li>• Remains adequately trained and currently proficient on the particular aircraft, crew position, and type of operation; and</li> <li>• Has sufficient knowledge and skills to operate effectively as part of a crew?</li> </ul> <p>Updated: Rev # 3 on 12/03/2009  SRRs: 121.915(b)(2)(iii)  Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.48	<p>Does the continuing qualification curriculum identify line checks requiring the evaluator to be a check airman, APD, or FAA inspector and to hold the certificates and ratings required of the pilot in command?</p> <p>Updated: Rev # 3 on 12/03/2009  SRRs: 121.915(b)(2)(iii)  Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.49	<p>For pilots in command, seconds in command, flight engineers, aircraft dispatchers, instructors, evaluators, and flight attendants, does the continuing qualification curriculum include recency of experience requirements appropriate to the position?</p> <p>Updated: Rev # 3 on 12/03/2009  SRRs: 121.915(c)  Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.50	<p>Do continuing qualification curriculums include requirements for re-qualifying a crewmember, aircraft dispatcher, other operations personnel, instructor, or evaluator?</p> <p>Updated: Rev # 3 on 12/03/2009  SRRs: 121.915(e)  Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.51	<p>Except for indoctrination training, do curriculums include integrated Crew Resource Management (CRM) or Dispatcher Resource Management (DRM) ground and, if appropriate, flight training for each position?</p> <p>Updated: Rev # 3 on 12/03/2009  SRRs: 121.917(a)  Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.52	<p>Except for indoctrination training, do curriculums evaluate a person's resource management and technical skills (piloting or other) in an actual or simulated operations scenario?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

	Updated: Rev # 3 on 12/03/2009 SRRs: 121.917(b) Kind Of Question: Flag, Supplemental, Domestic	
1.53	Except for indoctrination training, do curriculums evaluate the skills and proficiency of flight crewmembers in an approved flight training device, flight simulator, or, if approved under this subpart, in an aircraft?  Updated: Rev # 3 on 12/03/2009 SRRs: 121.917(b) Kind Of Question: Flag, Supplemental, Domestic	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.54	Except for indoctrination training, do curriculums include processes to collect and analyze performance data on crewmembers, dispatchers, instructors, evaluators, and other operations personnel to determine if training/evaluation activities are attaining curriculum objectives?  Updated: Rev # 3 on 12/03/2009 SRRs: 121.917(c) Kind Of Question: Flag, Supplemental, Domestic	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.55	Does the program state that a person is eligible to receive a certificate or rating as a commercial or airline transport pilot, flight engineer, or aircraft dispatcher based on a successful evaluation of:  <ul style="list-style-type: none"> <li>• The required knowledge and skills for that certification/rating as defined in 14 CFR parts 61, 63, or 65;</li> <li>• Satisfactory completion of the appropriate qualification curriculum;</li> <li>• Demonstrated competence in required technical (e.g., piloting) and crew resource management (e.g., CRM or DRM) knowledge and skills through scenarios that test both; and</li> <li>• Proficiency in the approved AQP Qualification Standards as witnessed by an instructor, check airman, or APD and passing an LOE administered by an APD or the FAA?</li> </ul> Updated: Rev # 3 on 12/03/2009 SRRs: 121.919(a); 121.919(b); 121.919(c); 121.919(d); 121.919(e) Kind Of Question: Flag, Supplemental, Domestic	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.56	Does the program require that each flight training device or airplane simulator be evaluated by the FAA for assignment of a qualification level when used for:  <ul style="list-style-type: none"> <li>• The required evaluation of individual or crew proficiency;</li> <li>• Training to proficiency or training to determine if an individual or crew is ready for an evaluation of proficiency;</li> <li>• Activities used to meet recency of experience requirements; and</li> <li>• Line Operational Simulations (LOS)?</li> </ul> Updated: Rev # 3 on 12/03/2009 SRRs: 121.921(a)(1); 121.921(a)(2); 121.921(a)(3); 121.921(a)(4) Kind Of Question: Flag, Supplemental, Domestic	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.57	Does the program require that training equipment intended to be used for purposes other than those set forth in 14 CFR part 121. 921(a), be approved by	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

	<p>the FAA?</p> <p>Updated: Rev # 3 on 12/03/2009 SRRs: 121.921(b)(1) Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Not Applicable
1.58	<p>For approval of training equipment under 14 CFR part 121.921, does the program require that the device be identified by its nomenclature and that its intended use be described?</p> <p>Updated: Rev # 3 on 12/03/2009 SRRs: 121.921(b)(2) Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.59	<p>Does the program require that each approved training device be part of a continuing program to maintain its serviceability and fitness to perform its intended function?</p> <p>Updated: Rev # 3 on 12/03/2009 SRRs: 121.921(b)(3) Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.60	<p>Does the program permit training, qualification, evaluation, or certification functions to be performed by another person (a "training provider") only if:</p> <ul style="list-style-type: none"> <li>• The training provider is certificated under 14 CFR part 119 or part 142;</li> <li>• The training provider's AQP training and qualification curriculums, curriculum segments, or portions of curriculum segments are provisionally approved by the FAA; and</li> <li>• The specific use of provisionally approved curriculums or segments/portions of a curriculum in an AQP are approved per 14 CFR part 121.909?</li> </ul> <p>Updated: Rev # 3 on 12/03/2009 SRRs: 121.923(a)(1); 121.923(a)(2); 121.923(a)(3) Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.61	<p>If an operator wants approval to use a training provider's provisionally approved curriculum or segment/portion of a curriculum, does the program require the following:</p> <ul style="list-style-type: none"> <li>• That instructors/evaluators of the training provider meet all qualification and continuing qualification requirements that apply to employees of the operator, including knowledge of its operations; and</li> <li>• That each provisionally approved curriculum or segment/portion of a curriculum segment be approved by the FAA?</li> </ul> <p>Updated: Rev # 3 on 12/03/2009 SRRs: 121.923(c)(1); 121.923(c)(2) Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.62	<p>Does the program require that the operator establish and maintain detailed records to demonstrate compliance with all requirements of the AQP and 14 CFR part 121, subpart Y?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

	Updated: Rev # 3 on 12/03/2009 SRRs: 121.925 Kind Of Question: Flag, Supplemental, Domestic	
1.63	Do procedures address the intent of the guidance contained in FAA Order 8000.88, Chapters 1 through 3, as specified in AC 120-68, Pilot Records Improvement Act (PRIA)?  Updated: Rev # 3 on 12/03/2009 Kind Of Question: Flag, Supplemental, Domestic	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.64	Do procedures address the intent of the guidance contained in AC 120-29, Criteria for Approval of Category I and Category II Weather Minima for Approach?  Updated: Rev # 7 on 06/01/2011 Kind Of Question: Flag, Supplemental, Domestic	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.65	Do procedures address the intent of the guidance contained in AC 120-54, Advanced Qualification Program?  Updated: Rev # 7 on 06/01/2011 Kind Of Question: Flag, Supplemental, Domestic	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
1.66	Does the manual include a requirement to comply with the operations specifications related to this element including clearly identified excerpts, references, mandatory compliance requirements, or other information that will keep employees informed of the impact on their duties and responsibilities?  Updated: Rev # 3 on 12/03/2009 SRRs: 119.43(b); 119.43(c); 121.135(a)(4) Kind Of Question: Flag, Supplemental, Domestic	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.67	Does the manual contain policies and procedures that include the duties and responsibilities for personnel involved with this element?  <b>Note(s):</b> <i>This includes personnel, in addition to those required by 14 CFR part 119, who have authority and responsibility for processes covered by this element.</i>  Updated: Rev # 3 on 12/03/2009 SRRs: 121.135(b)(2) Kind Of Question: Flag, Supplemental, Domestic	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.68	Does the manual refer to the appropriate sections of 14 CFR, and are the procedures consistent with the appropriate 14 CFR references or operating certificate concerning this element?  <b>Note(s):</b> <i>Procedures for Flag and Supplemental operations must be consistent with applicable foreign regulations as well.</i>  Updated: Rev # 3 on 12/03/2009 SRRs: 121.135(a)(4); 121.135(b)(3) Kind Of Question: Flag, Supplemental, Domestic	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.69	Does the manual contain general policies that require compliance with the SRRs?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

	Updated: Rev # 3 on 12/03/2009 SRRs: 121.135(b)(1) Kind Of Question: Flag, Supplemental, Domestic	
1.70	Are the procedures written in enough detail to ensure the effective coordination of work activities from one person, workgroup, or organization to another to ensure the desired result?  Updated: Rev # 10 on 09/30/2013 Kind Of Question: Flag, Supplemental, Domestic	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

**SAI SECTION 1 - PROCEDURES ATTRIBUTE****Drop-Down Menu**

1.	No policy, procedures, instructions, or information specified.
2.	Procedures or instructions and information do not identify who, what, when, where, how.
3.	Policy, procedures, or instructions and information do not comply with CFR.
4.	Policy, procedures, or instructions and information do not comply with FAA policy and guidance.
5.	Policy, procedures, or instructions and information do not comply with other documentation (e.g., manufacturer's data, Jeppesen Charts, etc.).
6.	Policy, procedures, or instructions and information unclear or incomplete.
7.	Documentation quality (e.g., unreadable or illegible).
8.	Policy, procedures, or instructions and information inconsistent across certificate holder manuals (FOM - Flight Operations Manual to GMM - General Maintenance Manual, etc.).
9.	Policy, procedures, or instructions and information inconsistent across media (e.g., paper, microfiche, electronic).
10.	Resource requirements incomplete (personnel, facilities, equipment, technical data).
11.	Other.

<b>SAI SECTION 2 - CONTROLS ATTRIBUTE</b>	
<b>Objective:</b> The questions in this section of the SAI will help determine if controls (i.e. checks and restraints) are designed into the processes associated with this element to ensure policies and procedures are followed to achieve desired results.	
<b>Tasks</b>	
The inspector shall accomplish the following tasks:	
1	Review the policies, procedures, instructions, and information to understand the controls associated with this element.

<b>Questions</b>		
2.1	Are controls in place to ensure that the operator or training center maintains its records in sufficient detail to establish the qualification of personnel trained under the Advanced Qualification Program (AQP)?  Updated: Rev # 3 on 12/03/2009 Kind Of Question: Flag, Supplemental, Domestic	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
2.2	Are controls in place to ensure that all training devices and/or flight simulators used by the operator or training center are properly evaluated and approved for the AQP?  Updated: Rev # 3 on 12/03/2009 Kind Of Question: Flag, Supplemental, Domestic	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
2.3	Are controls in place to ensure that flight crewmembers are properly paired?  Updated: Rev # 3 on 12/03/2009 Kind Of Question: Flag, Supplemental, Domestic	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
2.4	Are controls in place to ensure that the person used in a seat substitution meets the AQP requirements to occupy that seat?  Updated: Rev # 3 on 12/03/2009 Kind Of Question: Flag, Supplemental, Domestic	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
2.5	Are controls in place to ensure that the operator adheres to its instructor quality assurance program?  Updated: Rev # 3 on 12/03/2009 Kind Of Question: Flag, Supplemental, Domestic	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
2.6	Are controls in place to ensure that the operator adheres to its evaluator quality assurance program?  Updated: Rev # 3 on 12/03/2009 Kind Of Question: Flag, Supplemental, Domestic	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
2.7	Are controls in place to ensure that the instructors are qualified for the modules they teach?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

	Updated: Rev # 3 on 12/03/2009 Kind Of Question: Flag, Supplemental, Domestic	
2.8	Are controls in place to ensure that the operator or the training center utilized by the operator, conducts AQP training for newly hired personnel, instructors, and evaluators in accordance with its approved program?  Updated: Rev # 3 on 12/03/2009 Kind Of Question: Flag, Supplemental, Domestic	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
2.9	If the operator uses AQP contracts with another party to conduct training, qualifications, or evaluations, are controls in place to ensure that those activities are conducted in accordance with the operator's approved program?  Updated: Rev # 3 on 12/03/2009 Kind Of Question: Flag, Supplemental, Domestic	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable

**SAI SECTION 2 - CONTROLS ATTRIBUTE****Drop-Down Menu**

1.	No controls specified.
2.	Documentation for the controls do not identify who, what, when, where, how.
3.	Controls incomplete.
4.	Controls could be circumvented.
5.	Controls could be unenforceable.
6.	Resource requirements incomplete (personnel, facilities, equipment, technical data).
7.	Other.

### SAI SECTION 3 - PROCESS MEASUREMENT ATTRIBUTE

**Objective:**

Process measurements ensure the operator uses an internal evaluation function to detect, identify, and eliminate or control hazards and the associated risk. For airworthiness elements this is a required function of operator's Continuing Analysis and Surveillance System (CASS), required by 14 CFR part 121.373. The director of safety and the quality assurance department often work together to accomplish this function for the operator. Negative findings could require amendments to the safety/internal evaluation program or CASS audit forms or checklists.

**Tasks**

	The inspector shall accomplish the following tasks:
1	Review the control questions in Section 2 of this SAI.
2	Review the operator's policies, procedures, instructions, and information to gain an understanding of the process measurements accomplished for this element.

**Questions**

3.1	<p>Are there process measurements that evaluate whether the operator's policies, procedures, and controls are achieving the desired results?</p> <p><b>Note(s):</b>  <i>Inspectors should refer to the controls in Section 2 of this SAI for possible process measurements for this element.</i>  <i>Persons engaged in this process should have a method for identifying undesired results.</i></p> <p>Updated: Rev # 3 on 12/03/2009            Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
3.2	<p>Do the operator's process measurements assess the performance of the processes associated with this element?</p> <p><b>Note(s):</b>  <i>Verify audits exist to measure this element's performance.</i>  <i>Verify audits are scheduled for this element.</i>  <i>Verify audits ensure everyone, including all outsource providers, comply with the operator's program, manual and all applicable regulations and statutes.</i></p> <p>Updated: Rev # 3 on 12/03/2009            Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
3.3	<p>Does the operator's program require the documentation of process measurement results?</p> <p>Updated: Rev # 3 on 12/03/2009            Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
3.4	<p>Does the operator's program describe how the process measurement results are used to improve the ability to achieve the desired results?</p> <p>Updated: Rev # 3 on 12/03/2009            Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

3.5	<p>Does the organization that conducts the process measurements have direct access to the person with responsibility for this element?</p> <p>Updated: Rev # 3 on 12/03/2009 Kind Of Question: Flag, Supplemental, Domestic</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
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**SAI SECTION 3 - PROCESS MEASUREMENT ATTRIBUTE**

**Drop-Down Menu**

1.	No process measurements specified.
2.	Documentation for the process measurements does not identify (who, what, when, where, how).
3.	Inability to identify negative findings.
4.	No provisions for implementing corrective actions.
5.	Ineffective follow-up to determine effectiveness of corrective actions.
6.	Resources requirements (personnel, facilities, equipment, technical data).
7.	Other.

<b>SAI SECTION 4 - INTERFACES ATTRIBUTE</b>
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**Objective:**

Data collected in this section helps the principal inspector determine if the operator identifies, documents and manages change between this process and other related processes within the operator's organization. It is important for the operator to identify and document where interactions between processes exist, and to have a method of managing change between these processes. Written policies, procedures, or instructions and information that are interrelated and located in different manuals within the operator's manual system must be consistent to allow personnel to perform their duties and responsibilities with a high degree of safety.

**Tasks**

	The inspector shall accomplish the following task:
1	Review interfaces associated with the processes for this element.

**Questions**

4.1	Does the operator identify and document the interfaces between processes?  Updated: Rev # 10 on 09/30/2013 Kind Of Question: Flag, Supplemental, Domestic	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
4.2	Does the operator have a method to evaluate the impact of changes in this process to other related processes that interface with this process?  Updated: Rev # 10 on 09/30/2013 Kind Of Question: Flag, Supplemental, Domestic	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

<b>SAI SECTION 4 - INTERFACES ATTRIBUTE</b>
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**Drop-Down Menu**

1.	No interfaces specified.
2.	The following interfaces not identified within the certificate holder's manual system:
3.	Interfaces listed are inaccurate.
4.	Specific location of interfaces not identified within the manual system.
5.	Other

**SAI SECTION 5 - MANAGEMENT RESPONSIBILITY & AUTHORITY ATTRIBUTE**

**Objective:**

Data from questions in this section will help determine if there is an identifiable, qualified (when required by CFR), and knowledgeable person who:

- Is responsible for the process,
- Is answerable for the quality of the process, and
- Has the authority to establish and modify the process.

**Tasks**

	The inspector shall accomplish the following tasks:
1	Identify the person(s) who has overall responsibility for this element.
2	Identify the person(s) who has the authority to revise the procedures associated with this element.
3	Review the duties and responsibilities of the above person(s).
4	Review the appropriate organizational chart.

**Questions**

5.1	Is an individual(s) identified who is responsible for the quality of the procedures associated with this element?  Updated: Rev # 3 on 12/03/2009 Kind Of Question: Flag, Supplemental, Domestic	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
5.2	Is an individual(s) identified who has the authority to establish and modify the policies, procedures, instructions, and information associated with this element?  Updated: Rev # 3 on 12/03/2009 Kind Of Question: Flag, Supplemental, Domestic	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
5.3	Are duties and responsibilities documented for those who manage the procedures associated with this element?  Updated: Rev # 3 on 12/03/2009 Kind Of Question: Flag, Supplemental, Domestic	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
5.4	Does the operator document the procedures for delegation of authority for this element?  Updated: Rev # 3 on 12/03/2009 Kind Of Question: Flag, Supplemental, Domestic	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

**SAI SECTION 5 - MANAGEMENT RESPONSIBILITY & AUTHORITY ATTRIBUTE**

**Drop-Down Menu**

1.	Not documented.
2.	Documentation unclear.

3. Documentation incomplete.
4. Other.