CARC Civil Aviation Regulatory Commission	**Flight Operations Standards Directorate** **Commercial Air Transport Section - AOC Training & Checking Arrangements** **Acceptance of Training, Checking and Recent Experience Credit Application Form**

A. FOR AOC HOLDER USE ONLY.

1. AOC Holder Details.

• Operator name			
• Base airplane details			
• ☐ Difference Airplane details • ☐ Variant Airplane details			
• Training post holder contact details	Name	Phone No.	E-Mail

2. Base Airplane Details.

• Make	
• Model	
• Series	

3. Difference/ Variant Airplane Details.

• Make	
• Model	
• Series	

4. JCARs Bases for Operator Application.

a. Terminology.

No.	Events	JCAR OPS 1
(1)	**Differences training.** Differences training which requires additional knowledge and training on an appropriate training device for the airplane:	OPS 1.950 (a) 1
(a)	When operating another variant of an airplane of the same type or another type of the same class currently operated; or	OPS 1.950 (a) 1
(b)	When changing equipment and/or procedures on types or variants currently operated	OPS 1.950 (a) 1

No.	Events	JCAR OPS 1
(2)	**Familiarization training.** Familiarization training which requires the acquisition of additional knowledge:	OPS 1.950 (a) 2
(a)	When operating another airplane of the same type or variant; or	OPS 1.950 (a) 2
(b)	When changing equipment and/or procedures on types or variants currently operated	OPS 1.950 (a) 2
(3)	**Base airplane.** An airplane or a group of airplanes, designated by an operator and used as a reference to compare differences with other airplane types/variants within an operator's fleet	AMC OPS 1.980 1.1 a
(4)	**Airplane variant.** An airplane, or a group of airplanes, with the same characteristics but which have differences from a base airplane which require additional flight crew knowledge, skills, and or abilities that affect flight safety	AMC OPS 1.980 1.1 b
(5)	**Operator Difference Requirements (ODRs).** A formal description of differences between types or variants flown by a particular operator	AMC OPS 1.980 1.1 h
(6)	**Credit.** The acceptance of training, checking or recent experience on one type or variant as being valid for another type or variant because of sufficient similarities between the two types or variants	AMC OPS 1.980 1.1 c

b. Training and Checking Difference Levels.

No.	Requirements	JCAR OPS 1
(1)	**Level A:**	
(a)	**Training.** Level A training can be adequately addressed through self-instruction by a crew member through page revisions, bulletins or differences handouts. Level A introduces a different version of a system or component which the crew member has already shown the ability to use and understand. The differences result in no, or only minor, changes in procedures	AMC OPS 1.980 1.2 a i
(b)	**Checking.** A check related to differences is not required at the time of training. However, the crew member is responsible for acquiring the knowledge and may be checked during proficiency checking	AMC OPS 1.980 1.2 a ii
(2)	**Level B:**	
(a)	**Training.** Level B training can be adequately addressed through aided instruction such as slide/tape presentation, computer based instruction which may be interactive, video or classroom instruction. Such training is typically used for part-task systems requiring knowledge and training with, possibly, partial application of procedures (eg. fuel or hydraulic systems etc.)	AMC OPS 1.980 1.2 b i
(b)	**Checking.** A written or oral check is required for initial and recurrent differences training	AMC OPS 1.980 1.2 b ii

No.	Requirements	JCAR OPS 1
(3)	**Level C:**	
(a)	**Training.** Level C training should be accomplished by use of "hands on" FSTDs A qualified according to JCAR FSTD (A) FTD, Level 1 or higher. The differences affect skills, abilities as well as knowledge but do not require the use of "real time" devices. Such training covers both normal and non-normal procedures (for example for flight management systems)	AMC OPS 1.980 1.2 c i
(b)	**Checking.** An FSTD A used for training level C or higher is used for a check of conversion and recurrent training. The check should utilize a "real time" flight environment such as the demonstration of the use of a flight management system. Manoeuvres not related to the specific task do not need to be tested	AMC OPS 1.980 1.2 c ii
(4)	**Level D:**	
(a)	**Training.** Level D training addresses differences that affect knowledge, skills and abilities for which training will be given in a simulated flight environment involving, "real time" flight manoeuvres for which the use of an FSTD A qualified according to JCAR FSTD (A) FTD Level 1 would not suffice, but for which motion and visual clues are not required. Such training would typically involve an FSTD (A) as defined in JCAR FSTD (A) FTD Level 2	AMC OPS 1.980 1.2 d i
(b)	**Checking.** A proficiency check for each type or variant should be conducted following both initial and recurrent training. However, credit may be given for manoeuvres common to each type or variant and need not be repeated. Items trained to level D differences may be checked in FSTDs A qualified according to JCAR FSTD (A) FTD Level 2. Level D checks will therefore comprise at least a full proficiency check on one type or variant and a partial check at this level on the other	AMC OPS 1.980 1.2 d ii
(5)	**Level E:**	
(a)	**Training.** Level E provides a realistic and operationally oriented flight environment achieved only by the use of Level C or D Flight Simulators or the airplane itself. Level E training should be conducted for types and variants which are significantly different from the base airplane and/or for which there are significant differences in handling qualities	AMC OPS 1.980 1.2 e i
(b)	**Checking.** A proficiency check on each type or variant should be conducted in a level C or D Flight Simulator or the airplane itself. Either training or checking on each Level E type or variant should be conducted every 6 months. If training and checking are alternated, a check on one type or variant should be followed by training on the other so that a crew member receives at least one check every 6 months and at least one check on each type or variant every 12 months	AMC OPS 1.980 1.2 e ii

c. Difference Level Versus Training

No.	Difference Level	Method/Minimum Specification for Training Device	JCAR OPS 1
(1)	**Level A:** Represents knowledge requirement	Self instruction through operating bulletins or differences handouts	AMC OPS 1.980 6
(2)	**Level B:** Aided instruction is required to ensure crew understanding, emphasize issues, aid retention of information, or : aided instruction with partial application of procedures	Aided instruction e.g. computer based training (CBT), class room instruction or video tapes. Interactive CBT	AMC OPS 1.980 6
(3)	**Level C:** For variants having part task differences affecting skills or abilities as well as knowledge. Training device required to ensure attainment and retention of crew skills	JCAR FSTD (A) FTD) Level 1	AMC OPS 1.980 6
(4)	**Level D:** Full task differences affecting knowledge, skills and/or abilities using FSTDs A capable of performing flight maneuvers	JCAR FSTD (A) FTD Level 2	AMC OPS 1.980 6
(5)	**Level E:** Full tasks differences requiring high fidelity environment to attain and maintain knowledge skills and abilities	JCAR FSTD (A) FFS Level C	AMC OPS 1.980 6

Note. Levels A and B require familiarization training, levels C, D and E require differences training. For Level E, the nature and extent of the differences may be such that it is not possible to fly both types or variants with a credit in accordance with Appendix 1 to JCAR OPS 1.980, sub-paragraph (d)(7)

d. Operator Difference Requirement (ODR) Tables Methodology

(1)	The use of Operator Difference Requirement (ODR) Tables Methodology is acceptable to CARC as a means of evaluating airplane differences and similarities to justify the operation of more than one type or variant, and when credit is sought	AMC OPS 1.980 1.1
(2)	**Operator Difference Requirement (ODR) Tables.** Before requiring flight crew members to operate more than one type or variant, operators should first nominate one airplane as the Base Airplane from which to show differences with the second airplane type or variant, the 'difference airplane', in terms of technology (systems), procedures, pilot handling and airplane management. The Operator Difference Requirements (ODR) is constitute part of the associated differences/familiarization training for the flight crew	AMC OPS 1.980 2.1

e. Example on the Use of Operator Difference Requirement (ODR) Tables Methodology.

(1) Operator Difference Requirement (ODR) Table 1 – General.

• Base Airplane:	X	• Difference/Variant Airplane:	Y

No.	Events						Compliance Method		
	General	Differences	Impact on Flight Characteristic Performance and/or handling		Impact on Procedures - Change		Training	Checking	Recent Experience
(1)	Flight deck general design	Same flight deck arrangement, 2 observers seats on 'Y'	☐ YES	☑ NO	☐ YES	☑ NO	A	-	-
(2)	Cabin layout	'Y' max certificated Passenger capacity: 335, 'X': 179	☐ YES	☑ NO	☐ YES	☑ NO	A	-	-

(2) Operator Difference Requirement (ODR) Table 2 – Systems. ☑

• Base Airplane:	X	• Difference/Variant Airplane:	Y

No.	Events						Compliance Method		
	Systems - Differences in design ATA 100 index	Differences	Impact on Flight Characteristic Performance and/or handling		Impact on Procedures - Change		Training	Checking	Recent Experience
(1)	ATA 21 : Air conditioning	Trim air system	☐ YES	☑ NO	☑ YES	☐ NO	B	B	B
		Packs	☐ YES	☑ NO	☐ YES	☑ NO			
		Cabin temperature	☐ YES	☑ NO	☑ YES	☐ NO			
(2)	ATA 22 : Auto flight	FMGS architecture	☐ YES	☑ NO	☐ YES	☑ NO	B	B	B
		FMGES functions	☐ YES	☑ NO	☑ YES	☐ NO	C	C	B
		Reversion modes	☐ YES	☑ NO	☑ YES	☐ NO	D	D	D

(3) Operator Difference Requirement (ODR) Table 3 – Manoeuvres.

• Base Airplane:	X	• Difference/Variant Airplane:	Y

No.	Events						Compliance Method		
	Maneuvers - Phase of flight	Differences	Impact on Flight Characteristic Performance and/or handling		Impact on Procedures - Change		Training	Checking	Recent Experience
(1)	Taxi	Pilot eye height, turn radius	☑ YES	☐ NO	☐ YES	☑ NO	D	D	-
		Two engine taxi (1&4)	☐ YES	☑ NO	☐ YES	☑ NO	A	-	-
(2)	Take of	Flight Characteristics in ground law	☑ YES	☐ NO	☐ YES	☑ NO	E	E	E
(3)	Rejected take off	Reverser actuation logic	☑ YES	☐ NO	☐ YES	☑ NO	D	D	D
(4)	Take off engine failure	V1/Vr split	☑ YES	☐ NO	☐ YES	☑ NO	B	B	B
		Pitch attitude/ lateral Control	☑ YES	☐ NO	☐ YES	☑ NO	E	E	

5. Operator Study for the Acceptance for Training, Checking and Recent Experience Credit Based on Operator Difference Requirement (ODR) Methodology.

a. Operator Difference Requirement (ODR) Table 1 - General (AMC OPS 1.980 3.1)

• Base Airplane:		• Difference/Variant Airplane:	

No.	Events				Compliance Method		
	General	Differences	Impact on Flight Characteristic Performance and/or handling	Impact on Procedures - Change	Training	Checking	Recent Experience
(1)	General dimensions and airplane design		☐ YES ☐ NO	☐ YES ☐ NO			
(2)	Flight deck general design		☐ YES ☐ NO	☐ YES ☐ NO			
(3)	Cabin layout		☐ YES ☐ NO	☐ YES ☐ NO			
(4)	Engines (number, type and position)		☐ YES ☐ NO	☐ YES ☐ NO			
(5)	Limitations (flight envelope)		☐ YES ☐ NO	☐ YES ☐ NO			

b. Operator Difference Requirement (ODR) Table 2 - Systems (AMC OPS 1.980 3.2)

• Base Airplane:		• Difference/Variant Airplane:	

No.	Events				Compliance Method		
	Systems - Differences in design ATA 100 index	Differences	Impact on Flight Characteristic Performance and/or handling	Impact on Procedures - Change	Training	Checking	Recent Experience
(1)	ATA 21 : Air conditioning		☐ YES ☐ NO	☐ YES ☐ NO			
(2)	ATA 22 : Auto flight		☐ YES ☐ NO	☐ YES ☐ NO			
(3)	ATA 23 : Communication		☐ YES ☐ NO	☐ YES ☐ NO			
(4)	ATA 24 : Electrical power		☐ YES ☐ NO	☐ YES ☐ NO			
(5)	ATA 25 : Equipment/Furnishings		☐ YES ☐ NO	☐ YES ☐ NO			
(6)	ATA 26 : Fire protection		☐ YES ☐ NO	☐ YES ☐ NO			
(7)	ATA 27 : Flight control		☐ YES ☐ NO	☐ YES ☐ NO			
(8)	ATA 28 : Fuel		☐ YES ☐ NO	☐ YES ☐ NO			
(9)	ATA 29 : Hydraulic power		☐ YES ☐ NO	☐ YES ☐ NO			
(10)	ATA 30 : Ice and rain protection		☐ YES ☐ NO	☐ YES ☐ NO			
(11)	ATA 31 : Indicating / recording system		☐ YES ☐ NO	☐ YES ☐ NO			
(12)	ATA 32 : Landing gear		☐ YES ☐ NO	☐ YES ☐ NO			
(13)	ATA 33 : Lights		☐ YES ☐ NO	☐ YES ☐ NO			
(14)	ATA 34 : Navigation		☐ YES ☐ NO	☐ YES ☐ NO			
(15)	ATA 35 : Oxygen		☐ YES ☐ NO	☐ YES ☐ NO			
(16)	ATA 36 : Pneumatic		☐ YES ☐ NO	☐ YES ☐ NO			
(17)	ATA 49 : Airborne auxiliary power		☐ YES ☐ NO	☐ YES ☐ NO			
(18)	ATA 52 : Doors		☐ YES ☐ NO	☐ YES ☐ NO			
(19)	ATA 56 : Windows		☐ YES ☐ NO	☐ YES ☐ NO			
(20)	ATA 73 : Engine fuel and control		☐ YES ☐ NO	☐ YES ☐ NO			
(21)	ATA 74 : Ignition		☐ YES ☐ NO	☐ YES ☐ NO			
(22)	ATA 75 : Engine Controls		☐ YES ☐ NO	☐ YES ☐ NO			

(23)	ATA 77 : Engine indicating		☐	YES	☐	NO	☐	YES	☐	NO			
(24)	ATA 78 : Exhaust		☐	YES	☐	NO	☐	YES	☐	NO			
(25)	ATA 79 : Engine oil		☐	YES	☐	NO	☐	YES	☐	NO			
(26)	ATA 80 : Starting		☐	YES	☐	NO	☐	YES	☐	NO			

c. Operator Difference Requirement (ODR) Table 3 - Manoeuvres (AMC OPS 1.980 3.3)

• **Base Airplane:**		• **Difference/Variant Airplane:**	

(1) Phase of flight Based on Operational Analysis Items Para (2) Below:

No.	Events						Compliance Method		
	Maneuvers - Phase of flight	Differences	Impact on Flight Characteristic Performance and/or handling		Impact on Procedures - Change		Training	Checking	Recent Experience
(1)	Gate		☐ YES	☐ NO	☐ YES	☐ NO			
(2)	Taxi		☐ YES	☐ NO	☐ YES	☐ NO			
(3)	Take off		☐ YES	☐ NO	☐ YES	☐ NO			
(4)	Rejected take off		☐ YES	☐ NO	☐ YES	☐ NO			
(5)	Take off engine failure		☐ YES	☐ NO	☐ YES	☐ NO			
(6)	Flight		☐ YES	☐ NO	☐ YES	☐ NO			
(7)	Landing		☐ YES	☐ NO	☐ YES	☐ NO			

(2) Operational Analysis Items:

No.	Operational Analysis Items
(1)	Flight deck dimensions (e.g. size, cut-off angle and pilot eye height)
(2)	Differences in controls (eg. design, shape, location, function)
(3)	Additional or altered function (flight controls) in normal or abnormal conditions
(4)	Procedures
(5)	Handling qualities (including inertia) in normal and abnormal configurations
(6)	Performance in manoeuvres
(7)	Airplane status following failure
(8)	Management (e.g. ECAM, EICAS, nav.aid selection, automatic checklists)

d. Crew Training Post Holder Declaration.

- I hereby apply for the acceptance of training, checking and recent experience credit based on the fact that; the two airplane types or variants are sufficiently similar to allow training and checking credit as detailed above and I declare that the information above and attached documents are true, correct and completed.

Name	Signature	Date

B. FOR CARC USE ONLY.

1. Acceptance of Training, Checking and Recent Experience Credit - Documents Assessment.

No.	Assessment Event	Assessment Result YES	Assessment Result NO
a	Check the applicant acceptance of training, checking and recent experience credit application form is completed properly		
b	Check the applicant holds CARC approval to operate more than one type or variant for the applicable credit application		
c	Check the applicant submitted a copy of airplane flight manual for the base airplane		
d	Check the applicant submitted a copy of airplane flight manual for the difference/variant airplane		

• **Assessment Result**	☐ **Satisfactory**	☐ **Unsatisfactory**
• **Remarks**		
Flight Operations Inspector Name	**Signature**	**Date**

2. Acceptance of Training, Checking and Recent Experience Credit - Assessor Designation.

• The under signed, Chief Commercial Air Transport Section authorises Capt……..…….....to conduct training, checking and recent experience credit technical assessment.		
Name	**Signature**	**Date**

3. Acceptance of Training, Checking and Recent Experience Credit - Technical Assessment. Operator to prepare a presentation on the acceptance of training, checking and recent experience credit application to include:

No.	Assessment Event	Assessment Result YES	Assessment Result NO
a	Operator Difference Requirement (ODR) Table 1 - General		
b	Operator Difference Requirement (ODR) Table 2 - Systems		
c	Operator Difference Requirement (ODR) Table 3 - Manoeuvres		

• **Assessment Date**	•	• **Assessment Result**	☐ **Satisfactory**	☐ **Unsatisfactory**
• **Remarks**				
Flight Operations Inspector Name		**Signature**	**Date**	

4. CARC Acceptance of Training, Checking and Recent Experience Credit Details.

• AOC holder name	
• Base airplane type	
• Difference/variant airplane type	
• Training credit	
• Checking credit	
• Recent experience credit	

Flight Operations Inspector Name	Signature	Date

C. SUPPORTING DOCUMENTS.

- Cover letter from the AOC holder for the acceptance of training, checking and recent experience credit.
- Acceptance of training, checking and recent experience credit application form - This application form.
- Copy of the CARC approval to operate more than one type or variant for the applicable credit application
- Copy of the airplane flight manual for the base airplane.
- Copy of the airplane flight manual for the difference/variant airplane.