TBA
Personnel Licensing

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Physical address:	No.4 Rudolph Hertzog Street, Windhoek, NAMIBIA		
Postal address:	Private Bag X12003, Ausspannplatz, Windhoek, NAMIBIA	*E-mail*	licensing@ncaa.na

FSS PEL 141-25

ATO –MANAGEMENT PERSONNEL QUALIFICATIONS CHECKLIST

Name of ATO:		ATO Number:	
Accountable Manager Name:		Telephone number:	
E-mail address:		Cell number:	
Inspector Name		Review date:	

NAMCAR 141 requirements

C – Compliant, A – Acceptable, NC – Not Compliant, U – Unacceptable, N/a – Not applicable

No	Item	N/a	C/A	NC/U	Comment ref:
1.	Has persons been identified for all the positions required in terms of the NAMCAR?:				
	•Accountable manager				
	•Compliance officer				
	•Person responsible for Quality Management System				
	•Person responsible for Maintenance				
	•Sufficient number of personnel to plan, conduct and supervise training and examination (Instructors & Examiners)				
	•Head of Training				
	•Chief Flying Instructor				
	•Chief Ground Instructor				
	•Accountant/Audit Agency				
	•Safety Manager / officer responsible for Safety Management System				
2.	Are the appointed persons suitably qualified and experienced?				
3.	•Accountable manager				
4.	•Compliance officer				
5.	•Person responsible for Quality Management System				
6.	•Person responsible for Maintenance				
7.	•Sufficient number of personnel to plan, conduct and supervise training and examination				
8.	•Head of Training				
9.	•Chief Flying Instructor				
10.	•Chief Ground Instructor				
11.	•Accountant/Audit Agency				
12.	•Safety Manager / officer responsible for Safety Management System				

Remarks/Comments

SIGNATURE OF INSPECTOR	**NAME IN BLOCK LETTERS**	**DATE**