

OPERATOR :		
CHECKED BY :	CHECK DATE:	SIGNATURE :

1.	Is the air operator's operational control system in place as described in its operations manual?	N/A <input type="checkbox"/> OK <input type="checkbox"/> Observation/Finding <input type="checkbox"/> Not checked <input type="checkbox"/>
2.	Does the air operator have an approved flight dispatcher training syllabus?	N/A <input type="checkbox"/> OK <input type="checkbox"/> Observation/Finding <input type="checkbox"/> Not checked <input type="checkbox"/>
3.	Does the air operator have an approved recurrent training program for the flight dispatchers?	N/A <input type="checkbox"/> OK / <input type="checkbox"/> Observation/Finding <input type="checkbox"/> Not checked <input type="checkbox"/>
4.	Does the air operator have record that each flight dispatcher has successfully completed the initial & recurrent training?	N/A <input type="checkbox"/> OK <input type="checkbox"/> Observation/Finding <input type="checkbox"/> Not checked <input type="checkbox"/>
5.	Does the air operator provide cockpit familiarization training and has this been recorded in the appropriate file?	N/A <input type="checkbox"/> OK <input type="checkbox"/> Observation/Finding <input type="checkbox"/> Not checked <input type="checkbox"/>
6.	Do all the certified flight dispatchers meet the minimum age requirement as per regulation /company procedure?	N/A <input type="checkbox"/> OK <input type="checkbox"/> Observation/Finding <input type="checkbox"/> Not checked <input type="checkbox"/>
7.	Does the air operator have a check dispatcher?	N/A <input type="checkbox"/> OK <input type="checkbox"/> Observation/Finding <input type="checkbox"/> Not checked <input type="checkbox"/>
8.	Has the check dispatcher (if any) been approved?	N/A <input type="checkbox"/> OK <input type="checkbox"/> Observation/Finding <input type="checkbox"/> Not checked <input type="checkbox"/>
9.	Do the records of operations control personnel indicate that their required training syllabus has been followed through?	N/A <input type="checkbox"/> OK <input type="checkbox"/> Observation/Finding <input type="checkbox"/> Not checked <input type="checkbox"/>

10.	Do the operational control personnel perform the duties & authority as described in operations manual?	N/A <input type="checkbox"/> OK <input type="checkbox"/> Observation/Finding <input type="checkbox"/> Not checked <input type="checkbox"/>
11.	Are company aircraft being dispatched as outlined in the company operations manual?	N/A <input type="checkbox"/> OK <input type="checkbox"/> Observation/Finding <input type="checkbox"/> Not checked <input type="checkbox"/>
12.	Is the company meeting the ground communication requirements as outlined in the applicable regulations for its operation?	N/A <input type="checkbox"/> OK <input type="checkbox"/> Observation/Finding <input type="checkbox"/> Not checked <input type="checkbox"/>
13.	Does the air operator provide the minimum operational flight plan requirements?	N/A <input type="checkbox"/> OK <input type="checkbox"/> Observation/Finding <input type="checkbox"/> Not checked <input type="checkbox"/>
14.	Does the air operator's flight release system provide a procedure for verification, acceptance and disagreement resolution of the operational flight plan?	N/A <input type="checkbox"/> OK <input type="checkbox"/> Observation/Finding <input type="checkbox"/> Not checked <input type="checkbox"/>
15.	Are MET, NOTAMs etc made available for flight planning?	N/A <input type="checkbox"/> OK <input type="checkbox"/> Observation/Finding <input type="checkbox"/> Not checked <input type="checkbox"/>
16.	Does the air operator have duty records for each flight dispatcher exercising duty in the operational control?	N/A <input type="checkbox"/> OK <input type="checkbox"/> Observation/Finding <input type="checkbox"/> Not checked <input type="checkbox"/>
17.	Does the flight watch continue until completion of flight?	N/A <input type="checkbox"/> OK <input type="checkbox"/> Observation/Finding <input type="checkbox"/> Not checked <input type="checkbox"/>
18.	Are in-flight reports directed to the flight dispatcher performing flight watch?	N/A <input type="checkbox"/> OK <input type="checkbox"/> Observation/Finding <input type="checkbox"/> Not checked <input type="checkbox"/>
	Flight Following	
19.	Is the person qualified to respond to the requests from the pilot- in command of an aircraft?	N/A <input type="checkbox"/> OK <input type="checkbox"/> Observation/Finding <input type="checkbox"/> Not checked <input type="checkbox"/>
20.	Is the flight following system adequate for all hours during which aircraft are flown?	N/A <input type="checkbox"/> OK <input type="checkbox"/> Observation/Finding <input type="checkbox"/> Not checked <input type="checkbox"/>
21.	Does the flight follower monitor the	N/A <input type="checkbox"/> OK <input type="checkbox"/> Observation/Finding <input type="checkbox"/> Not checked <input type="checkbox"/>

	air operator's flights from commencement to termination and any intermediate stops?	
22.	Is there a procedure for the pilot-in-command to pass messages concerning landings and departures to the flight follower?	N/A <input type="checkbox"/> OK <input type="checkbox"/> Observation/Finding <input type="checkbox"/> Not checked <input type="checkbox"/>
23.	Are in-flight reports directed to the flight dispatcher performing flight watch?	N/A <input type="checkbox"/> OK <input type="checkbox"/> Observation/Finding <input type="checkbox"/> Not checked <input type="checkbox"/>
24.	Are in-flight reports directed to the flight dispatcher performing flight watch?	N/A <input type="checkbox"/> OK <input type="checkbox"/> Observation/Finding <input type="checkbox"/> Not checked <input type="checkbox"/>