

# JOB TASK ANALYSIS

## OPS 2.014: Approve an Operator's Exit Row Seating Program



CCAA

### 1. Regulation References:

- 1.1. [Circulaire N° 000555 du 15 Septembre 2009 relative aux sièges passagers](#)

### 2. CCAA Forms/Checklists:

To be developed

### 3. Guidance Material References: ICAO Doc. 8335

### 4. Job Task Description:

To evaluate and approve a certificate holder's exit row seating program.

### 5. Job Performance Subtasks:

1. Receive request from certificate holder.
  - 1.1 Open work tracking record.
2. Evaluate certificate holder's proposal, briefing card, flight attendant manual and training program.
  - 2.1 Require certificate holder to correct any deficiencies.
  - 2.2 Terminate approval if uncorrectable deficiencies are detected.
  - 2.3 Close work tracking record, if applicable.
3. Review corrected discrepancies.
4. Document the approval.
  - 4.1 Advise the CAA office of the inspection results for approval.
  - 4.2 File supporting documentation in the CAA office.
5. Task Outcomes.
  - 5.1 Revise Manual, if required.
  - 5.2 Revise Training Program, or briefing card, if required.
  - 5.3 Revise Operations Specification.