

CHAPTER 106 EVALUATE A FAR PART 125 INSPECTION TRAINING PROGRAM/RECORDS

Section 1 Background

1. PTRS ACTIVITY CODES

A. *Maintenance*: 3305/3306

B. *Avionics*: 5305/5306

3. OBJECTIVE. This chapter provides guidance for evaluating a Required Inspection Item (RII) training program.

5. GENERAL

A. FAR § 125.251 requires that inspection personnel be properly trained. Effective training is essential to ensure that RII inspections are performed properly. Although procedures for inspecting airplanes may be similar, each operator's program is unique in terms of equipment, procedures, and methods of documenting tasks.

B. Training programs are accepted as part of the Policies and Procedures Manual.

C. The operator must ensure that contractors' personnel are trained according to the operator's procedures.

7. CONTENT

A. The training program should cover the following:

- The operator's policies and procedures manual
- The Federal Aviation Regulations regarding RII requirements
- Methods and techniques to conduct the RII inspections

(1) There should be a method for documenting the individual's training record.

(2) The operator must have a method to authorize a person to perform the RII inspection. The authorization may be in the form of a listing or an individual card.

B. Training consists of formal instruction and/or on-the-job-training. Training credit may be given for previous experience on similar type airplanes. However, procedures unique to the operator's RII must be taught.

9. TRAINING RECORDS

A. Training records should be current. They should indicate the content of formal training and on-the-job-training. Credit for previous experience must be shown.

B. Training records should be retained at the operator's main base, or at other locations listed in the operator's manual, to ensure that all authorized personnel are properly trained before performing RII inspections. The operator is responsible at all times for the accuracy of these records.

11. EVALUATING A TRAINING PROGRAM

A. A training program is evaluated to ensure that persons perform RII inspections with the highest degree of competency. Training received throughout the operator's system must be of equal quality and effectiveness.

B. While the operator's capabilities must be considered, the size of the operation should not influence the need for an effective RII inspection training program

Section 2 Procedures

1. PREREQUISITES AND COORDINATION REQUIREMENTS

A. Prerequisites

- Knowledge of the regulatory requirements of FAR Part 125
- Successful completion of Airworthiness Inspector's Indoctrination Course for General Aviation and Air Carrier Inspections, or previous equivalent
- Previous experience with Required Inspection Item training

B. *Coordination.* This task requires coordination between the involved Airworthiness Aviation Safety Inspectors (ASIs).

3. REFERENCES, FORMS, AND JOB AIDS

A. References

- FAR Parts 25, 43, 65, and 91

B. *Forms.* None.

C. *Job Aids.* None.

5. PROCEDURES

A. *Receive the Training Program as Part of a Manual/Revision*

B. *Evaluate the Content of the Training Program.* The training program for persons performing RII inspections should include the following:

- Training on the designated RII items listed in the Section 2 Procedures operator's Policies and Procedures Manual
- Training on the method of performing the RII inspection

- Training on buy-back procedures of previous RII inspection findings
- Training on the procedures, standards, and limitations for the acceptance or rejection of an RII item
- Training on company procedures for work interruptions on RII inspections
- *The name of the person responsible for the overall administration* of the RII inspection training
- Procedures for evaluating previous experience and training and providing appropriate credits to records
- Recordkeeping procedures. Records should include the student's name, course title, date completed, instructor's name and signature, the number of hours of training performed, and a notation of whether the course was completed successfully.
- A training syllabus describing the content of course, format of training, duration of training courses, standards for grading students, and training aids

C. *Evaluate the Training Facilities and Equipment.*

Ensure that facilities, training aids, and reference material are adequate to support the training program.

D. *Analyze Findings.* Discuss any deficiencies with assigned Maintenance and Avionics ASIs.

E. *Debrief Operator.* Discuss findings, including any deficiencies with the operator. Discuss any need for corrective action.

7. TASK OUTCOMES

A. *File PTRS Transmittal Form*

B. Completion of this task will result in one of the following:

(1) Program acceptance, shown by acceptance of the RII training portion of the complete manual

(2) Program rejection, by notifying the operator, in writing, of the reasons for rejection

C. *Document Task.* File all supporting paperwork in the operator's office file.

9. FUTURE ACTIVITIES. After accepting an inspection training program, observe training in progress. Evaluate instructors and teaching techniques to ensure that the training program is effective.

