Supervisory Review Instructions

This supervisory review guidance should be considered as an aid in your decision to recommend an individual for an AOV credential. The recommendation certifies to AOV that an individual meets or exceeds the requirements to hold an AOV credential as outlined in Chapter 7 of FAA Order 8000.90, AOV Credentialing and CTO Certification Programs.

Review the Employee file. Select a minimum of one supervisory action that has been recorded for the individual. Mark the box corresponding with the option that has been reviewed. The date line is for the Examiner to indicate the date the item (TTD, over the shoulder, etc) was recorded in the Employee file. You do not need to conduct additional Employee actions, this is strictly a management review. The Supervisory Review shall remain on file in the facility for the term of the Employees credential.

NOTE: No individual shall be recommended for an AOV credential if he/she is currently under an Opportunity to Display Acceptable Performance (ODP) or decertified from an operational position due to performance. Contact AOV for further guidance on these conditions.

AOV Credentialing and CTO Certificate Programs

Supervisory Review Checklist

Employee Name: _____ **Date:** _____

Examiners Name: _____ **Facility ID:** _____

Rating: _____

Supervisory Review Criteria:

Past Technical Training Discussions: ☐ Date: _____

Over the Shoulder Review: ☐ Date: _____

Tape Talks: ☐ Date: _____

On the Spot Corrections: ☐ Date: _____

Quality Assurance Review Results: ☐ Date: _____

Comments:

Signature: _____ **Date:** _____

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