



NIGERIAN CIVIL AVIATION AUTHORITY
 AVIATION HOUSE
 P. M. B. 21029, 21038, Ikeja, Lagos, Nigeria

**CL: O-OPS 017F CABIN CREW AIRCRAFT TYPE RATING/
 CONVERSION TRAINING INSPECTION
 (Facilities or In-Progress)**

Record ID:	Inspector	Type of Operation	Activity Number – Checklist 1611
Date Accomplished:	# Issues	Operator	Tracking #
Director of Training:	Checking Person:	Instructor:	
Instructor Status		Location	
Curriculum:	Lesson:	Time:	

Instructions for Use:

1. Check **`S`** column if you reviewed the record, procedure or event and it is **`Satisfactory`**.
2. Check **`U`** column if you reviewed the record, procedure or event and it is **`Unsatisfactory`**.
3. Check **NS (not seen)** column if you did not review the record, procedure or event or you do not have adequate information to make a valid comment.
4. Check **NA (not applicable)** column, if the line item is not required in this particular situation.
5. 'Enter any notes on reverse side regarding a 'U' answer for transfer to the Safety Issues Resolution Report.
6. For later reference, precede any notes with the appropriate question number.

	AIRCRAFT FAMILIARISATION	S	U	NS	NA
1.	Aircraft characteristics and description				
2.	Flight deck configuration familiarization and egress				
3.	Cabin configuration/Layout				
4.	Galleys				
5.	Lavatories				
6..	Stowage area and closets				
7.	Crew rest areas (normal and emergency egress)				
	AIRCRAFT EQUIPMENT AND FURNISHINGS	S	U	NS	NA
8.	Cabin crew member stations				
9..	Cabin crew member panels				
10	Passenger seats				
11.	Passenger service units and convenience panels				
12.	Passenger information signs				
13.	Aircraft markings				
14.	Aircraft placards				
15.	Bassinets and bayonet tables				
	AIRCRAFT SYSTEMS	S	U	NS	NA
16.	Air conditioning, ventilation and pressurization system				
17.	Aircraft communications systems (call, interphone and passenger address)				
18.	Lighting and electrical systems (galley lavatory, in-seat electrical systems, circuit breaker panels)				

19	Oxygen systems (flight , observer and passenger)				
20	Water and waste systems				
21.	Entertainment and convenience systems				
22.	Lighting system (interior, exterior and emergency lights)				
23.	Fire prevention system				
24.	Smoke detection and removal systems				
25.	Evacuation alarm system				
	AIRCRAFT EXITS	S	U	NS	NA
26.	General information				
27.	Exits with slides or sliderafts (preflight and normal operation)				
28.	Exits without slides (preflight and normal operations)				
29	Window exits (preflight)				
	CREW MEMBER COMMUNICATION AND CO-ORDINATION				
30	Crew member briefing communication and co-ordination				
31	Authority of PIC				
32	Routine communication signals and procedures				
33	Crew member briefing				
34	Routine crew duties and procedures				
35	Crew member general responsibilities				
36	Reporting duties and procedures for specific aircraft				
37	Pre-departure duties and procedures prior to passenger boarding				
38	Passenger boarding duties and procedures				
39	Prior to movement on the surface duties and procedures				
40	Prior to take-off duties and procedures applicable to specific aircraft.				
41	In-flight duties and procedures				
42	Prior to landing duties and procedures				
43	Movement on the surface and arrival duties and procedures				
44	After arrival duties and procedures.				
45	Intermediate stops				
	PASSENGERS HANDLING RESPONSIBILITIES				
46	Crew member general responsibilities				
	Infants, children, and unaccompanied minors.				
	Passengers needing special assistance				
	Passengers needing special accommodation				
	Carry –On stowage requirements				
	Passenger seating requirements				
	Smoking and no smoking requirements.				
	SAFETY AND EMERGENCY EQUIPMENT INCLUDING LOCATION AND OPERATION	S	U	NS	NA
30.	Emergency communication and notification systems				
31.	Aircraft exits				
32.	Exits with slides or sliderafts (emergency operation)				
33.	Slides and sliderafts in a ditching				
34.	Exits without slides (emergency operation)				
35.	Window exits (emergency operation)				
36.	Exit with tailcones (emergency operation)				
37.	Cockpit exits (emergency operation)				
38.	Ground evacuation and ditching equipment				
39.	First aid equipment				
40.	Portable oxygen systems (oxygen bottles, chemical oxygen generators, protective breathing equipment (PBE)				
41.	Firefighting equipment				
42.	Emergency lighting systems				

43.	Universal precaution kits				
44.	Automated external defibrillators				
45.	Additional emergency equipment				
46.	Installed emergency locator transmitter				
EMERGENCY ASSIGNMENTS AND PROCEDURES		S	U	NS	NA
47.	General types of emergencies specific to aircraft, including crew coordination and communication				
48.	Emergency communication signals and procedures				
49.	Rapid decompression				
50.	Insidious decompression and cracked window and pressure seal leaks				
51.	Fires				
52.	Ditching				
53.	Ground evacuation				
54.	Unwarranted evacuation(i.e. passenger initiated)				
55.	Illness and injury				
56.	Abnormal situational involving passengers or crew members				
57.	Hijacking and acts of unlawful interference				
58.	Bomb threat				
59.	Turbulence				
60.	Other unusual situations including an awareness of other crew members' assignments and functions as they pertain to the cabin crew member's own duties.				
61.	Previous aircraft accidents and incidents				
AIRCRAFT SPECIFIC EMERGENCY DRILLS		S	U	NS	NA
62.	Emergency exit drill				
63.	Hand fire extinguisher drill				
64.	Emergency oxygen system drill				
65.	Flotation device drill				
66.	Ditching drill, if applicable				
67.	Liferaft removal and inflation drill, if applicable				
68.	Sliderraft pack transfer drill, if applicable				
69.	Slide or sliderraft deployment, inflation, and detachment drill, if applicable				
70.	Emergency evacuation slide drill, if applicable				

RECOMMEND ACCEPTANCE

YES

NO

INSPECTION SIGNATURE

REMARKS & OBSERVATIONS

INSPECTION SIGNATURE