



PROTOCOL

(OPS.15) Emergency and safety equipment instructor assessment

May 2024



Acknowledgement of Country

The Civil Aviation Safety Authority (CASA) respectfully acknowledges the Traditional Custodians of the lands on which our offices are located and their continuing connection to land, water and community, and pays respect to Elders past, present and emerging.

Inside front cover artwork: James Baban.

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1. Purpose

Subpart 119.E (for air transport operators) and Division 138.B.5 (for aerial work operators) sets out the requirement for an operator to have a training and checking system. The primary role of a training and checking system is to ensure that operational safety-critical personnel are proficient in the required competencies for their role to support safe air operations. To achieve the training and checking objectives, operators need to have personnel who are appropriately authorised and capable of delivering the training and conducting the assessments.

For CASR Part 121 operators, the person conducting crew member emergency and safety equipment training and checking must be approved under regulation 121.010. For Parts 133, 135 and 138, the person chosen for the instructor role to conduct crew member emergency and safety equipment training and checking must be nominated to CASA. In each case, CASA may test the nominated instructor.

2. Concept and philosophy

If the operator intends to use its own personnel to conduct crew member emergency and safety equipment training and checking, the operator must provide a course of training and assessment to ensure personnel are competent to perform the role of an instructor.

The training required for an instructor to conduct training and checking activities will depend on the type of operations conducted. An instructor whose responsibilities include operator safety and emergency equipment training, assessments of standards, conduct of repeat exercises and remedial training should demonstrate the following skill sets:

- instructional competency
- assessment competency
- competency in managing assigned tasks in the training and checking system.

CASA's decision on whether to test the instructor will depend on the quality and maturity of the instructor training program. This protocol has been designed to assist the inspector in making that decision.

3. Process

All administration tasks should follow standard regulatory service administration procedures (as applicable), in addition to the following:

- a. Part 121 operators will submit an application to CASA for an approval under regulation 121.010 using the Air Operator's Certificate / Associated Approvals form (CASA-04-5515).
- b. Part 133, 135 and 138 operators will submit a non-significant change to their exposition / operations manual detailing the nomination of an emergency and safety equipment instructor using Notification Non-significant changes form (CASA-o4-5819)
- c. Regservices will identify that the non-significant change is the nomination of an emergency and safety equipment instructor and create a case in EAP to be assigned to an inspector.
- d. Regservices and the inspector should confirm that an EAP stop alert is not active.
- e. All associated CASA personnel must be knowledgeable of, and competent with, Principle (OPS.15) Emergency and safety equipment instructor assessment, which provides details for the complete assessment of the nomination.
- f. The relevant sections of Worksheet (OPS.15) must be completed by the CASA inspector and saved as a PDF document in RMS, including:
 - i. the assessment summary
 - ii. the approval data sheet.
- g. The inspector must notify both the person and operator of CASA's intention to conduct an assessment.

- h. At the completion of the assessment, the inspector will notify the person and operator of the outcome. When a person is found not suitable, CASA will advise both the person and operator in writing, providing justification.
- i. If the application is a significant change, the inspector must complete the relevant section on the approval data sheet and provide the revision details for the exposition.
- j. The inspector must complete EAP in accordance with the EAP OAS Case Management - Regulatory Oversight Division (ROD) handbook (CASA-03-550).
- k. When required, CASA will issue the approval under regulation 121.010 to conduct Part 121 emergency and safety equipment training and checking.

4. List of supplements

Only the following supplements may be used in support of this protocol. The most recently approved versions will be found on the CASA intranet website. Approved forms are located on CASA's external website.

- [Principle \(OPS.15\) Emergency and safety equipment instructor assessment](#)
- [Worksheet \(OPS.15\) Emergency and safety equipment instructor assessment](#)
- Instrument – Approval – Emergency and safety equipment training and checking.

5. Scope

This protocol considers the assessment of a person nominated by the operator to conduct emergency and safety equipment training and checking under the relevant operational Part. The assessment covers the approval of a person under regulation 121.010 to conduct emergency and safety equipment training and checking and when CASA decides to test a nominated person under Parts 133, 135 and 138.

6. Competency requirements

To conduct assessments, the CASA flying operations inspector (FOI) and cabin safety inspector (CSI) must have successfully completed CASA's foundation training and advanced regulatory assessment training programs. FOIs and CSIs must hold the appropriate qualifications for the assessment of their specific areas.

The inspector must conduct their first assessment under the supervision of a senior FOI or CSI.

Inspectors must also complete additional training in any other protocols related to the assessment.

7. Associated legislation

Table 1. Legislation associated with this protocol

Document	Title
Part 119 of CASR	Australian air transport operators—certification and management
Part 121 of CASR	Australian air transport operations—larger aeroplanes
Part 133 of CASR	Australian air transport operations—rotorcraft
Part 135 of CASR	Australian air transport operations—smaller aeroplanes
Part 138 of CASR	Aerial work operations

Document	Title
Part 121 MOS	Part 121 (Australian Air Transport Operations—larger aeroplanes) Manual of Standards 2020
Part 133 MOS	Part 133 (Australian Air Transport Operations—rotorcraft) Manual of Standards 2020
Part 135 MOS	Part 135 (Australian Air Transport Operations—smaller aeroplanes) Manual of Standards 2020
Part 138 MOS	Part 138 (Aerial work operations) Manual of Standards 2020

8. Guidance references

Table 2. Guidance material relevant to this protocol

Document	Title
AC 1-01	Understanding the legislative framework
AC 91-18	Restraint of infants and children
Multi-Part AC 91-19, 121-04, 133-10, 135-12 and 138-10	Passenger safety information
AMC/GM Part 119	Australian air transport operators—certification and management
AMC/GM Part 121	Australian air transport operations—larger aeroplanes
AMC/GM Part 133	Australian air transport operations – rotorcraft
AMC/GM Part 135	Australian air transport operations—smaller aeroplanes
AMC/GM Part 138	Aerial work operations

9. Revision history

Amendments/revisions of this protocol are recorded below in order of most recent first.

Table 3. Revision history table

Version No.	Date	Parts/Sections	Details
1.1	May 2024	All	Reformat to latest template
1.0	July 2022	All	First Issue