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|  | <p style="text-align: center;">TANZANIA CIVIL AVIATION AUTHORITY</p> <p style="text-align: center;">AERODROMES AND GROUND AIDS</p> | <p>Revision: 1</p> |
| <p>Document No. TCAA/FRM/SR/AGA-19</p> | <p style="text-align: center;">OJT RECORD OF AERODROME INSPECTORS</p> | <p>Page 1 of 4</p> |

1. TRAINEE BIODATA

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| NAME OF TRAINEE: |
| DESIGNATION: |
| DATE OF BIRTH: |
| GENDER: |
| <p>DUTIES AND RESPONSIBILITIES: To conduct inspections for certification of aerodromes and continuous surveillance of aerodromes, participate in review and develop aerodrome operators' requirements and regulations, assist in preparation and review of technical guidance materials (TGMs), advise and recommend in the construction of aerodromes and siting of navigational aids, enforce AGA regulatory compliance, record and report on published aerodrome operations activities and participate in aircraft accidents and incidents. Other activities include, control of obstacles in the vicinity of aerodromes and perform any other duties as assigned by the supervisor/instructor</p> |
| <p>CORE OJT AREAS (<i>tick appropriate OJT area</i>):</p> <ul style="list-style-type: none"> a) Induction <input type="checkbox"/> b) Certification <input type="checkbox"/> c) Surveillance <input type="checkbox"/> d) Investigations and Enforcement <input type="checkbox"/> e) Specialization <input type="checkbox"/> f) Job skills <input type="checkbox"/> g) Management <input type="checkbox"/> |

2. TRAINING DESCRIPTION

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| <p>LEVEL OF TRAINING: Knowledge <input type="checkbox"/> Understanding <input type="checkbox"/> Independence <input type="checkbox"/></p> |
| AREA OF OJT: |
| <p>INSTRUCTIONS CONDUCTED ON THE FOLLOWING OJT JOB TASKS (<i>refer training profile</i>):</p> |

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DESCRIPTION OF KNOWLEDGE/SKILLS ATTAINED *(To be entered by OJT Instructor the details and dates of accomplishment)*

| S/N | Knowledge/Skill | Date conducted | Instructor |
|-----|-----------------|----------------|------------|
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3. ASSESSMENT OF OJT LEVELS *(refer OJT levels)*

OJT OBJECTIVE LEVEL I (KNOWLEDGE) *(to be commented by OJT Instructor)*

1. Development of OJT schedule based on Job Tasks

2. Development of Job Tasks

3. Validation of knowledge gained by the Trainee

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OJT OBJECTIVE LEVEL II (UNDERSTANDING) *(to be commented by OJT Instructor)*


1. Demonstration schedules based on Job Tasks
2. Demonstrate and Instructions
3. Validation of knowledge gained by the Trainee

OJT OBJECTIVE LEVEL III (TRAINEE INDEPENDENCE) *(to be commented by OJT Instructor)*

1. Observe the trainee based on Job Tasks
2. Assess capability to perform the Task
3. Validation of independence on Job Task

4. COMMENTS ON THE PERFORMANCE OBJECTIVES *(To be completed by OJT Instructor based on the Job tasks)*

KNOWLEDGE OBJECTIVE

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5. UNDERSTANDING OBJECTIVE *(based on demonstration by the instructor)*

6. INDEPENDENCE OBJECTIVE

7. RESULTS OF OJT *(To be completed by OJT Instructor)*

| S/N | | S | NS | Instructor name | Signature |
|-----|-------------------------|---|----|-----------------|-----------|
| 1 | Knowledge Objective | | | | |
| 2 | Understanding Objective | | | | |
| 3 | Independence Objective | | | | |

Note: S = Satisfactory, NS = Not Satisfactory (tick where appropriate)

8. OJT INSTRUCTOR AUTHENTICATION *(To be completed by OJT Instructor)*

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|--------------------------------|
| NAME OF OJT INSTRUCTOR: |
| DESIGNATION: |
| DATE OF AUTHENTICATION: |
| SIGNATURE: |