

ISSUANCE OF FLIGHT OPERATIONS OFFICER LICENCE
CHECKLIST FOR RECEIVING APPLICATIONS

Name of the Applicant:

Date:

Item	Yes	No	Remarks	Office Use
Application uploaded to the system			Application Number:	
Duly completed Application for FOO Issuance (Manual Application)				
Training Course completion certificate issued by the approved Training Organization (Original & copy) submitted				
Certificate/employment letter to the effect that employment related flight operation duties with an airline(Original & copy) submitted				
On the Job Training Assessment Reports(Original to be submitted)				
On the Job Training Syllabus, Subject & Subtopics(Original to be submitted)				
Route Check Report(Original to be submitted)				
Simulator Observation Reports(Original to be submitted)				
knowledge Examination Completion Certificate Issued by CASSL(Original & copy) submitted				
Birth Certificate(Original & copy) submitted				
NIC or Passport (Original & copy) submitted				
2 Stamp sized colour photos				

I understand that my application will not be processed unless I produce the original certificate / documents to the TOPL section and make the relevant payments.

I hereby certify that the particulars given by me in this application are true and correct.

.....
 (Applicant's Signature)

The Application and documents received on and payment made.

.....
 (Receiving Officer's signature)