

Terms of Reference for Crew Training Officer

- Prepare and submit TNA for 2023 to HRD.
- Revise all aircrew validity sheets (initial and recurrent) and advise crew and maintain records.
- Liaisoning with GM-FOCTD and GM-HRD for all crew training.
- Arrange Crew Training, Travel, and associate matters.
- Duties assigned by Crew Training Manager.
- Exploring, inspection and approval of suitable Approved Training Organization for FOCTD.