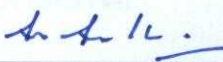


	A-320 SEAT CONVERSION LINE TRAINING SYLLABUS	Edition 01 Revision 00 Page 1
	Doc. No.F/TRG/01-D01 (Annexure B6)	
		December 16, 2019

APPROVAL

STEP	NAME & DESIGNATION	SIGNATURE	DATE
Prepared by	Mohammad Saleem Manager Crew Training & Licensing		16-12-2019
Reviewed by	Capt. R. A. Hussain Deputy Chief Pilot A-320		17 TH = DECEMBER -19
Vetted by	Capt. Syed Ali Zaman Chief Pilot Crew Training		17-12-19.
Approved by	Capt. Arshad Khan Director Flight Operations/CoFO		17 DEC-19.
PCAA Approval No.	HQCAA/1076/038/FSAC/5539, dated 24-12-2019		
Effective Date	27 th December, 2019		



24 DEC 2019

SIGNATURE & STAMP OF
APPROVING AUTHORITY

	A-320 SEAT CONVERSION LINE TRAINING SYLLABUS	Edition 01 Revision 00 Page 2
	Doc. No.F/TRG/01-D01 (Annexure B6)	
		December 16, 2019

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	A-320 SEAT CONVERSION LINE TRAINING SYLLABUS	Edition 01 Revision 00 Page 3
	Doc. No.F/TRG/01-D01 (Annexure B6)	
		December 16, 2019

A-320 SEAT CONVERSION LINE TRAINING SYLLABUS

Objective

The objective of this conversion Training is to allow the Trainee to practice Normal Line Procedures on the aircraft while acclimating him/her for change of Seat, moreover to achieve proficiency and confidence in the procedures respective to their area of responsibility. Only routine operations in normal configuration are intended and no abnormal situations will be intentionally created.

General

Each exercise in this Training Program will be covered, but the Instructor will only sign off the particular exercise once a proficient level has been achieved. If proficiency is not achieved, then it is required that amplifying comments be made to fully identify the trainee's deficiencies in the comments section along with the exercise number.

The Training Lesson Plan contains asterisk (*) items, which are "For Discussion Only". The Instructor will sign off all such items only when proficient knowledge has been demonstrated by the trainee.

TRI/TRE will conduct this training and sign the aircraft load sheet/flight Plan and take full responsibility for the safety of the aircraft, crew and passengers and the integrity of the operating schedule.

Preparation

Trainee is expected to be familiar with A-320 SOP, FCOM, FCTM, MEL/AFM along with PIA OM. Cognitive understanding and application of these manuals will be expected from the trainee during the training.

The trainee is also expected to study and assimilate all the items in the syllabus before commencement of this Training Program.

Under Supervision Line Flying

Pilots undergoing this training are required to complete Ten sectors or 25 Hours of under supervision line training whichever is more. All exercises and discussion items in the Lesson Plan must be satisfactorily completed.

Upon satisfactory completion of the exercises and items in the Lesson Plan along with the stipulated Training above, the Trainee will be put up for a "Route Check".

	A-320 SEAT CONVERSION LINE TRAINING SYLLABUS	Edition 01 Revision 00 Page 4
	Doc. No.F/TRG/01-D01 (Annexure B6)	
		December 16, 2019

Capt F/O			Flight No/Date	Instructor's Name	Instructor's Signature
P #	Lic #	Ref. #			
1. FLIGHT DISPATCH BRIEFING					
a) Departure weather.					
b) Enroute weather					
c) Destination and Alternate weather.					
d) Notams					
e) Computerized flight plan					
(i) Routing					
(ii) Flight Level					
(iii) Fuel requirement					
(iv) TOW calculation (Box A, B, C)					
f) ATC Flight Plan					
g) Alternate requirements (Takeoff, Enroute, Destination)					
h) Enroute: Adequate/Suitable (*FOM)					
2. PRE-FLIGHT					
a) Safety exterior inspection					
b) Tech Log / MEL / Aircraft Documents / Aircraft Tech. Library/Miscellaneous File					
c) Preliminary cockpit preparation					
d) Emergency equipment location (Cockpit and Cabin)					
e) Exterior inspection					
f) Door operation (Cockpit and Cabin)					
g) Cockpit preparation					
h) FMGS initialization					
i) Briefings (As per SOP)					
3. DEPARTURE					
a) Trim sheet					
b) Before pushback and start procedure					
c) Engine start and after start procedure					
d) Taxi and before Take-off procedure					

	A-320 SEAT CONVERSION LINE TRAINING SYLLABUS	Edition 01 Revision 00 Page 5
	Doc. No.F/TRG/01-D01 (Annexure B6)	
		December 16, 2019

Capt F/O			Flight No/Date	Instructor's Name	Instructor's Signature
P #	Lic #	Ref. #			
e) Takeoff Flaps 1+F (FCTM)					
f) Takeoff Flaps 2					
g) Rolling Takeoff(*)					
h) Static Takeoff					
i) SID – FMGS departure					
4. CLIMB / ENROUTE					
a) Altitude / Speed restriction FMGS Unrestricted climb (speed/altitude)					
b) Discuss FCU in detail (*)					
c) Discuss POS MONITOR & SEL/DESELECT NAV AID -MCDU / Read same in FCOM (*)					
d) Discuss and practice creation of route Off Set					
e) Insert a holding pattern over any way point or Nav aid / monitor exit time & fuel					
f) Insert step prediction for climb or descent					
g) Insert winds for route way points and descent forecast					
h) Introduction to OEBs					
i) Calculation of cruise ISA and green dot speed from FCOM & QRH					
j) FMGC reset procedure on ground and in air /FCOM-/ irregularities (*)					
k) Plan descent / prepare / brief					
l) ROC and TOC restriction					
m) FMGS WORK					
(i) Route changes					
(ii) Enroute diversion (determine ETA, Fuel remaining) SEC FPL					
(iii) Create way points using Lat Long. PBD or PB/PB inputs					

	A-320 SEAT CONVERSION LINE TRAINING SYLLABUS	Edition 01 Revision 00 Page 6
	Doc. No.F/TRG/01-D01 (Annexure B6)	
		December 16, 2019

Capt F/O			Flight No/Date	Instructor's Name	Instructor's Signature
P #	Lic #	Ref. #			
(iv) Prepare and store new flt plan, involving different origin/destination Airfield.					
(v) Learn the effective usage of secondary flight plan					
(vi) Create /store new runways / new Nav aids					
(vii) INIT B after eng start (fuel pred page)					
(viii) Change the flt plan alt to another alt					
(ix) PROG. Page					
(x) Enable alternate in cruise and subsequently recover the flight plan					
(xi) Activate approach phase in cruise and subsequently recover CRZ page					
(xii) Practice update command on PROG page from a known VOR (*)					
(xiii) Observe changes brought about by altering the Cost Index/ variable (OETB)					
5. DESCENT PREPARATION / DESCENT					
a) Destination / Alternate weather					
b) Fuel prediction					
c) Planning / Briefing					
d) Insufficient TOD Fuel (reserve/minimum)					
e) Descend prediction					
f) Star and Approach Insertion / Changes					
6. WEATHER					
a) Flight in turbulence (QRH)					
b) Use of Anti-Ice (FCOM / FCTM)					
c) Adverse weather operation					
d) Use of weather Radar (color codes *)					

	A-320 SEAT CONVERSION LINE TRAINING SYLLABUS	Edition 01 Revision 00 Page 7
	Doc. No.F/TRG/01-D01 (Annexure B6)	
		December 16, 2019

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P #	Lic #	Ref. #			
7. APPROACHES					
a) ILS approach with auto pilot					
b) ILS approach manual with flight director					
c) Landing: decelerated precision ILS approach					
(i) Stabilized precision ILS approach / Glide slope from above					
(ii) Stabilized visual approach and landing					
(iii) Manually flown Landing: without auto thrust, raw data ILS approach					
(iv) Cancel Approach (FCOM*)					
d) NON-PRECISSION APPROACH					
(i) Selected Guidance (Use of HDG SEL & TRK-FPA)					
(ii) Managed NAV/FINAL APP (RNAV)					
8. LANDINGS					
a) Flaps 3 Landing					
b) Cross wind landing technique(*)					
c) Contaminated runway landing technique(*)					
d) Go-Around procedure (*)					
9. ITEMS FOR DISCUSSION					
a) Pressurization					
b) FMGS updating / <i>Single FMS Ops</i> /FMS failure					
c) Jeppesen (ATC, Emergency, meteorology, Airport Directory, Chart Change Notices)					
d) Max. Alt. / Opt Alt / Buffet margin					
e) TCAS / EGPWS					
f) Wind shear (Avoidance and Recovery)					
g) Consulting Graphs & Tables					

	A-320 SEAT CONVERSION LINE TRAINING SYLLABUS	Edition 01 Revision 00 Page 8
	Doc. No.F/TRG/01-D01 (Annexure B6)	
		December 16, 2019

Capt F/O			Flight No/Date	Instructor's Name	Instructor's Signature
P #	Lic #	Ref. #			
h) MEL / OPS MAINT procedure / CDL					
i) Restricted / Danger / Prohibited areas					
j) Engine out drift down procedure (Strategies)					
k) All memory items in detail					
l) Diversion from a critical point keeping fuel as the primary factor					
m) Plan descent / prepare /brief missed approach go around in detail					
n) RNP and RVSM airspace requirements / FCOM – SPECIAL OPS					
o) Various descent techniques					
p) CMV - RVR / visibility conversion table / Jeppesen					
10. CRM SKILLS					
a) Threat and error management					
b) Communication					
c) Decision making					
d) Teamwork					
e) Assertiveness					
f) Situational Awareness					
11. PM DUTIES (Minimum 02 Sectors)					
i)					
ii)					
iii)					
iv)					

Capt	F/O	P #	LIC #	Ref. #
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	A-320 SEAT CONVERSION LINE TRAINING SYLLABUS	Edition 01 Revision 00 Page 10
	Doc. No.F/TRG/01-D01 (Annexure B6)	
		December 16, 2019

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