



Activity specific requirements for Direct Accreditation of Qualified Entities for CEI: 2025.01

1. Activity specific requirements for Flight Simulation Training Device (FSTD)	
1.1 Area of activity	Flight Simulation Training Device (FSTD)
1.2 Description	<p>A flight simulation training device used for the training of pilots shall be subject to an FSTD qualification certificate (FSTD QC). This FSTD QC shall be issued when it is shown that the device complies with the rules established to ensure compliance with the relevant essential requirements where EASA is the Competent Authority for:</p> <ul style="list-style-type: none"> ▪ FSTDs located outside the territory of the Member States; or ▪ On request by an EU Member State; or ▪ FSTDs located within the territory of the Member States and operated by organisations having their principal place of business located in a third country. <p>For the FSTD operator’s management system, the complexity of the operator’s organisation and its risk evaluation method defines the team size for the evaluation as described below. The applicant shall propose, a qualified and accepted team in order to effectively perform the evaluation task.</p> <p>Technical experts provide certification and continued airworthiness activities in different technical domains, which are organised in 19 panels, out of which the OSD-SIM is one. Tasks range from verifying the involvement and retaining compliance demonstration items, establishing the certification basis, validating the certification programme, and agreeing on the methods of compliance and issuing the statement of satisfaction.</p>
1.3 Roles	<ul style="list-style-type: none"> A. FSTD Oversight Auditor B. FSTD Technical Inspector (TI) C. FSTD Flight Inspector (FI) D. OSD-SIM Expert
1.4 Responsibilities	<p>A. FSTD Oversight Auditor</p> <ul style="list-style-type: none"> ▪ to verify compliance with the applicable requirements like Part-ORA, including AMC&GM. ▪ to manage and conduct management system audits on organisations operating FSTDs ▪ to write audit reports and assess if the management system is sufficient to ensure continuous compliance of the organisation and its FSTDs with the applicable regulation. ▪ to command the professional respect of the organisation operating FSTDs <p>B. FSTD Technical Inspector (TI)</p> <ul style="list-style-type: none"> ▪ to lead an FSTD evaluation as a member of an evaluation team composed of a Technical Inspector and a Flight Inspector ▪ to manage FSTD evaluation processes ▪ to objectively evaluate FSTDs and their functions ▪ to verify compliance with the applicable requirements, Certification Specification (CS-FSTD) ▪ to support the Flight Inspector during the preparation and conduct of the subjective/functional evaluations of FSTDs ▪ to write FSTD evaluation reports, recommending a level of qualification (initial) or confirming the continuation of a qualification (recurrent) ▪ to review and assess the FSTD operator's rectification of items (non-compliances) raised during an evaluation ▪ to command the professional respect of the organisation operating FSTDs





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	<p>C. FSTD Flight Inspector (FI)</p> <ul style="list-style-type: none"> ▪ Support the technical inspector (TI) as a team member ▪ Perform a subjective/functional evaluation of FSTDs ▪ Command the professional respect of the organisation operating FSTDs <p>D. OSD-SIM Expert</p> <p>Support the type certification process of a new type of aircraft or design change, by assessing and approving the data provider’s process and results when delivering OSD-SIM data, within their disciplines and domain of expertise by</p> <ul style="list-style-type: none"> ▪ verifying the involvement and retaining compliance demonstration items, ▪ establishing of the certification basis, ▪ validating the certification programme, ▪ agreeing on the methods of compliance and issuing the statement of satisfaction, ▪ advising on potential corrective actions and mitigating actions in CAW. <p>Note: EASA will decide on the individual privileges listed below given to the applicant’s nominated staff following the assessment of the inspector’s/auditor’s experience:</p> <ul style="list-style-type: none"> ▪ Initial evaluation/Continued surveillance ▪ FFS/FTD/FNPT/BITD/New technologies ▪ Audit team leader or team member
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2. The organisation shall meet the following specific requirement		
	Requirement description	Evidence
2.01	<p>The applicant shall have documented experience and proven competence performing</p> <ul style="list-style-type: none"> - Organisation oversight activities, and/or - FSTD evaluation activities, and/or - OSD SIM data evaluations. <p>during the last two years.</p> <p>The applicant shall keep and update a programme listing of the evaluated FSTDs under its supervision, specifying when such evaluations were carried out, evaluation reports and all documentation used to support the technical findings together with the corrective action follow-up and closure statements to be sent to the Agency.</p>	<p>Provide EASA High Value Procedure (HVP number) or accreditation number, date and status of most recent accreditation audit</p> <p>OR</p> <p>A list and description of completed previous organisation audits, FSTD evaluations, OSD SIM evaluation (including aircraft type, FSTD category, date and location);</p> <p>A list and description of completed previous ;</p> <p>Evidence of record keeping procedure</p> <p>Evidence of related form templates used</p>





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3. The nominated experts shall meet the following role specific requirements

The applicant shall propose **at least one** eligible Technical Inspector (TI) and **one** eligible Flight Inspector (FI), or **two** OSD-SIM Experts or **two** FSTD Oversight Auditors. Please note that the same expert may be eligible for several roles (e.g. TI and FI); however, for a specific evaluation the flight inspector and the technical inspector shall not be the same person.

The applicant shall provide a **CV** and **supporting documents** for nominated experts upon requests.

All eligible experts shall take part in an **interview** with the agency (on-site or remote).

Role		
A. FSTD oversight auditor		
	Requirement description	Evidence
A.01	Planning/project management skills <ul style="list-style-type: none"> ▪ Team management (in case of team leaders or any other role where team management is required) ▪ Programming Function, e.g., plan projects, deal with workload and priorities ▪ Conflict management ▪ Drafting reports 	List a description of involvement in projects, including role and tasks performed
A.02	Sound IT skills	List IT applications which expert can competently use
A.03	Appropriate soft skills to perform audits and interviews of key personnel in the organisation, including the experience and skills to work in an international environment.	Ascertained during interview. List a description of involvement in international projects to showcase having multi-cultural skills detailed under the Qualification and Competences, as well as the desirable competences of the General Specifications.
A.04	Very good command of both written and spoken English, particularly technical/aviation and business English.	Ascertained during interview.
A.05	For management system audits the inspector shall <ul style="list-style-type: none"> ▪ be a qualified auditor and have the relevant knowledge, background and experience in general auditing methods and procedures, AND <ul style="list-style-type: none"> ▪ Be knowledgeable of the EU regulation 1178/2011, Part ARA and ORA (management system, compliance monitoring system, safety management system and FSTD operation process). 	Completed auditor training (general auditing techniques, elements of an audit, etc.), as testified by copy of certificate of attendance, or similar. List of most recent management system audits performed. The person undergoes a dedicated interview at EASA or by means of a video-conferencing system.
A.06	Knowledge, understanding and application of FSTD relevant European Union regulation and procedures	shall have documented knowledge/experience & ascertained during interview





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A.07	Knowledge in flight mechanics and aerodynamics, image generation systems, electronics/avionics, computer programming, aircraft systems and structures, methods of simulation, basic knowledge in flight training and flight operations	shall have documented knowledge/experience & ascertained during interview
A.08	Knowledge of FSTD evaluation components	shall have documented knowledge/experience & ascertained during interview
A.09	FSTD qualification, operation, and utilization	shall have documented knowledge/experience & ascertained during interview





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Role	B. FSTD Technical Inspector (TI)	
	Requirement description	Evidence
B.01	Planning/project management skills <ul style="list-style-type: none"> ▪ Team management (in case of team leaders or any other role where team management is required) ▪ Programming Function, e.g., plan projects, deal with workload and priorities ▪ Conflict management ▪ Drafting reports 	List a description of involvement in projects, including role and tasks performed
B.02	Sound IT skills	List IT applications which expert can competently use
B.03	Appropriate soft skills to perform audits and interviews of key personnel in the organisation, including the experience and skills to work in an international environment.	Ascertained during interview. List a description of involvement in international projects to showcase having multi-cultural skills detailed under the Qualification and Competences, as well as the desirable competences of the General Specifications.
B.04	Very good command of both written and spoken English, particularly technical/aviation and business English.	Ascertained during interview.
B.05	<p>Qualification and work experience An inspector shall have obtained</p> <ul style="list-style-type: none"> ▪ an aeronautical engineering degree (bachelor or higher) and practical working experience of 3 years in the FSTD related domain <p>OR</p> <ul style="list-style-type: none"> ▪ an engineering degree (bachelor or higher within another domain of engineering) and 5 years working experience in the FSTD related domain. <p>Inspectors who do not have an engineering degree but have performed a minimum of 20 FSTD recurrent evaluations may be considered on a case-by-case basis.</p>	Copy of the (aeronautical) engineering diploma List and description of the involvement in previous FSTD evaluations including role within the team, aircraft type, date and location. <i>Advantageous: Completed EASA Technical Inspector training, as testified by copy of certificate of attendance, or similar.</i>
B.06	Knowledge, understanding and application of FSTD related European Union regulation and procedures	shall have documented knowledge/experience & ascertained during interview
B.07	Knowledge of and experience in flight mechanics and aerodynamics, image generation systems, electronics/avionics, computer programming, aircraft systems and structures, methods of simulation, basic knowledge in flight training and flight operations	shall have documented knowledge/experience & ascertained during interview
B.08	Knowledge of FSTD evaluation components	shall have documented knowledge/experience & ascertained during interview
B.09	FSTD qualification, operation, and utilization	shall have documented knowledge/experience & ascertained during interview





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Role	C. FSTD Flight Inspector (FI)	
	Requirement description	Evidence
C.01	Sound IT skills	List IT applications which expert can competently use
C.02	Very good command of both written and spoken English, particularly technical/aviation and business English.	Ascertained during interview
C.03	<p>Qualification and work experience The inspector shall hold a valid Airline Transport Pilot Licence (ATPL) or Commercial Pilot Licence (CPL) and ratings, which correspond to the category/class of aircraft represented by the FSTD to be evaluated and as specified below; and</p> <p>Have at least three years' experience as Instructor for Type Ratings or Class Ratings which corresponds to the category/class of aircraft to be evaluated and as specified below; and for:</p> <ul style="list-style-type: none"> - Full flight simulators (FFSs) and Flight Training Devices (FTDs); <ul style="list-style-type: none"> • Hold or have held a type rating instructor (TRI) certificate* on the same aircraft category (class of aeroplane or type of helicopter) but not necessarily on the same type of aircraft as being evaluated. - Flight and Navigation Procedures Trainers (FNPTs) and Basic Instrument Training Devices (BITDs); <ul style="list-style-type: none"> • Hold or have held valid TRI, instrument rating instructor (IRI) or FI extension Instrument Rating (IR) on the same category / class <p>* The qualification and assignment of tasks will depend on the area of experience (e.g., pilot licences, type ratings, class ratings, instructor ratings, etc.). In exceptional cases, education, licensing, and experience profiles deviating from the above may be considered following a case-by-case assessment by the EASA Technical Section and accepted by the EASA management line.</p>	<p>List and description of the involvement in previous FSTD evaluations including role within the team, aircraft type, date and location.</p> <p>Declaration by the service provider that the FI is qualified for FFS and/or for FNPT evaluation.</p> <p>Copy of Pilot Licenses, Medical certificate (or a formal confirmation by the service provider that a valid medical certificate exists), Instructor Rating(s)*</p> <p>Copy of a Valid Type rating or Class rating as appropriate*</p> <p><i>Advantageous: Completed EASA Flight Inspector training, as testified by copy of certificate of attendance, or similar.</i></p> <p>*Ensure to include all pages relevant to showing validity</p>
C.04	Knowledge, understanding and application of FSTD related European Union regulation and procedures.	shall have documented knowledge/experience & ascertained during interview
C.05	Advantageous: Experience or knowledge of technical requirements FSTD(A)/(H) as applicable.	shall have documented knowledge/experience & ascertained during interview
C.06	FSTD qualification, operation, and utilization	shall have documented knowledge/experience & ascertained during interview





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Role	D. OSD-SIM Expert	
	Requirement description	Evidence
D.01	Planning/project management skills <ul style="list-style-type: none"> ▪ Team management (in case of team leaders or any other role where team management is required) ▪ Programming Function, e.g., plan projects, deal with workload and priorities ▪ Conflict management ▪ Drafting reports 	List a description of involvement in projects, including role and tasks performed
D.02	Sound IT skills	List IT applications which expert can competently use
D.03	Appropriate soft skills to perform audits as a team leader and interviews of key personnel in the organisation of the OSD-SIM data provider, including the experience and skills to work in an international environment	Ascertained during interview List a description of involvement in international projects
D.04	Very good command of both written and spoken English, particularly technical/aviation and business English.	Ascertained during interview
D.05	<p>Qualification and work experience OSD SIM Experts shall have obtained</p> <ul style="list-style-type: none"> ▪ an aeronautical engineering degree (bachelor or higher) and significant practical working experience of at least 5 years in the FSTD related domain <p>AND</p> <ul style="list-style-type: none"> ▪ be qualified as FSTD Technical Inspectors, approved to perform initial FFS and FTD evaluations and approved to conduct audits as team leaders. <p>AND</p> <ul style="list-style-type: none"> ▪ must have performed at least 3 initial evaluations of FFS representing aircrafts of 3 different aircraft manufacturers and 10 recurrent FFS evaluations of which at least one initial evaluation and 6 recurrent evaluations within the preceding 24 months. <p>AND</p> <ul style="list-style-type: none"> ▪ must have received general OSD training and specific OSD SIMD training by an EASA OSD SIM Expert <p>AND</p> <ul style="list-style-type: none"> ▪ have worked on a new or existing project in the OSD SIM domain. 	Copy of the (aeronautical) engineering diploma List and description of the involvement in previous FSTD evaluations including role within the team, aircraft type, date and location. Records that document the minimum experience level, as appropriate. <i>Advantageous: Completed EASA Technical Inspector training, as testified by copy of certificate of attendance, or similar.</i> Training records of specific training received by EASA.
D.06	Good Knowledge and understanding Part-21, CS-SIMD and the associated certification processes and EASA procedures, including the Certification Handbook.	shall have documented knowledge/experience & ascertained during interview

