

Light Approved Training Organisation**LATO.001 Definitions**

LATO Light Approved Training Organisation
Non profit, and as per definition a non commercial, training organisation

Non profit organisation

An association, e.g. sport club, cluster of sport clubs, federation of sport clubs, organizing sport, recreational and training activities to obtain the private pilot / light aircraft pilot licenses.

The association's official headquarters address has to be registered in the member state - according to the legal and fiscal laws, rules and requirements – where the majority of the activities take place. The constitutional goal of the association is to provide sport and recreational flying activities to its affiliated members without any commercial interest. Any profit generated by these activities has to be reinvested into the association and/or it's activities.

Federation

Association of clubs on the level of a region or the federal level of a member state, working together to obtain common objectives.

Associated club

Club which has a membership relation with the federation.

Competent authority

The authority designated by the Member State where an organization is registered.

LATO.005 Scope

The scope of a Light Approved Training Organization is limited to

- the theoretical and flight training to obtain the Basic LAPL, or the LAPL and/or PPL, flying VFR and associated ratings (, FI, FE, FIE, VFR night flying and, if implemented, cruise IMC rating).
- training on non complex aircraft.

LATO.010 Approval

- (a) An application for an approval or an amendment to an existing approval shall be made on a form and in the manner established by the competent authority (*see AMC...*) in the country of the registered seat of the LATO.
- (b) Applicants for an initial approval shall provide the competent authority with documentation demonstrating how they will comply with the requirements established in this Part and associated acceptable means of compliance adopted by the Agency.
- (c) The privileges and scope of the activities that an organization is approved to conduct shall be specified in the terms of its approval.
- (d) An approved organization shall notify the competent authority of any proposed change to the organization that affects the approval before any such change takes place, in order to enable the competent authority to determine continued compliance with this Part and to amend, if necessary, the organization approval certificate.
Failure to inform the competent authority of such changes shall result in suspension or revocation of the organization's approval certificate backdated to the actual date of the changes.

Note :

*Change notification **before** this change take place is questionable : we think that, especially during the peak activity period, it is unrealistic. Within one (or two?) month seems much more acceptable.*

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- (e) An organization's approval shall be issued for an unlimited duration. It shall remain valid subject to the certificate not being surrendered, suspended or revoked.

LATO.020 Organization – Management

- (a) The organization shall appoint an accountable manager, who has the corporate authority for ensuring that all activities can be carried out in accordance with the applicable requirements.
- (b) The organization shall have sufficient appropriately qualified post holders for the planned tasks and activities.
- (c) The organization shall ensure that all post holders are aware of the rules and procedures relevant to the exercise of their duties.
- (d) The training organisation shall have a management system relating to safety appropriate to the activities performed. This management system includes:
- (1) a safety policy statement
 - (2) a process for identifying safety hazards and for evaluating and managing the associated risks;
 - (3) a process for reporting and analyzing hazards, incidents and accidents and for taking corrective actions to prevent their recurrence;
 - (4) any additional requirements that are prescribed in this Part.
- (e) There is no requirement to have employed staff, all tasks can be fulfilled by volunteer post holders. According to the organization size, all posts can be held by one person.

LATO.030 Facilities

The organization shall have adequate facilities for theoretical training, for the storage of publications and documentation, and office accommodation for the management of all planned tasks and activities. According to the organization size, a one room facility can be acceptable.

LATO.040 Aerodromes

The LATO shall use aerodromes or operating sites that have the appropriate facilities and characteristics to allow training of the relevant manoeuvres, taking into account the training provided and the category and type of aircraft used.

LATO.050 Aircraft

The LATO shall have access to an adequate aircraft appropriate to the courses of training provided.

LATO.060 Recordkeeping

All records and documentation which are related to flight operations (e.g. theoretical exams, student training logbook etc.) shall be kept for at least 36 months. Records shall be stored at the aerodrome/site of activity and inspectors from the Competent Authorities shall be given access to any of these documents when a club audit is carried out.

Note :

Simple specific procedure and conditions must be defined to convert numerous present "Registered Facilities cfr. JAR into LATO. Sufficient time must be allowed for a specific "transfer period". A three years transition period seems a minimum.