

# Parachute Association of Namibia

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## Quality Assurance – Dropzone Operator Annual Audit

### Dropzone Operator

Name of Operation:

Contact Person:

Contact Number:

Email:

Physical Address:

### Responsible Person (Chief Instructor/Safety Officer)

Name:

Contact Number:

Email:

Approved by PANAM Safety Committee

### PANAM Safety Committee

PANAM Quality Assurance Manager:

PANAM Chairman:

PANAM NSTO:

Other person(s):

### General

Licencing – Inspect that operations licencing procedures adhere to PANAM MOP's

Equipment – Spot check equipment and confirm that the correct procedure as per PANAM MOP's are adhered to and that all relevant records are on file

Records – Inspect that all appropriate records have been completed correctly and are up to date

### Student Operations

Responsible Person – Inspect proficiency of the Chief Instructor

Instructional Staff – Verify that the operation has sufficient, properly licenced personal for student operations

Training Proficiency – Inspect the procedures undertaken by the operation to maintain the required level of quality and safety

### Non-Student Operations

Responsible Person – Inspect the proficiency of the Safety Officer

### Showjump Operations

Applicant still has a current PANAM Instructor rating

Letter from a current Chief Instructor confirming applicant's suitability and competency

Motivation for not being able to work via existing operation

### Additional areas inspected, comments, findings and/or recommendations:

*continue on separate page if necessary*

Approved/Not Approved:

Date:

Quality Assurance  
Manager:

Chairman/NSTO  
Signature: