



TRAINING CERTIFICATE

WebDCS Altea

Trainees Name: Rukshan Thurairaj

Staff No: 233

Dept/Section: CSA - Supervisor

Initial / Recurrent

Training Modules – Refer to WebDCS (InkDCS) Check List		<input checked="" type="checkbox"/> <input type="checkbox"/>	Syllabus/ Ref.
1.	Flight Operations (FoH & Back-Office)	✓	WebDCS (InkDCS) User manual
2	Check-In Agent (FoH)	✓	
3	Boarding Operations (FoH)	✓	
4	Boarding PAX (FoH)	✓	
5	Printing Paperwork (FoH & Back-Office)	✓	
6	Operations Controller/Back office operations (Ops & Back-Office)	n/a	
7	Other Features (Back-Office)	✓	

Trainee's Declaration:

"I have received full instruction/ training of the above operational procedures and I fully understand the training that I have been given"

Trainee's Signature: [Signature] Date: 19-11-19

Trainer's / Instructor's Declaration:

"I certify that the above named employee has received full instruction, training and passed either a written test with a pass mark of at least 80% OR an observational assessment to a satisfactory level.**" *Delete as appropriate

Trainer's / Instructor's Name: (Block Caps) Date: 19.11.19

Trainer's / Instructor's Signature: [Signature] OSD Used? Yes / No

On Site Demonstrator Declaration:

"I certify that the above named employee has received full demonstration of procedures, and has demonstrated an understanding of these procedures."

On Site Demonstrator's Name: Kaja Rajendaram (Block Caps)

On Site Demonstrator's Signature: K Rajendar Date: 19.11.19