

Sample Flight Simulator Acquisition Project Plan

It's important to prepare a Simulator Project Plan scaled according to the complexity of the project. Preparation, acquisition and approval of even smaller Synthetic Trainer / AATD devices can benefit from having a basic project plan. A project plan helps ensure you consider all the necessary elements for that level of device.

A new simulator project plan can have a 3 to 18 month timeline depending on model and complexity. It can be broken up into 6 stages:

Phase 1 - (1-4 weeks) - Planning and Requirements Gathering:

- Define training goals (use case e.g. basic training, mcc training, type rating)
- Identify simulator type (desktop, Synthetic Trainer / AATD, FTD, or Full Flight Simulator)
- Determine budget (include purchase, shipping, import costs, facility works, installation, future maintenance)
- Assess facility readiness (evaluate space, power, HVAC, acoustics, floor loading, networking)
- Develop initial project timeline (outline key milestones)

Phase 2 - (1-8 weeks) - Vendor Selection:

- Research vendors (compare products, features, approvals, reputation)
- Prepare a Request For Proposal (RFP) if warranted (send to shortlisted vendors)
- Evaluate proposals (review pricing, capabilities, warranties, support)
- Conduct demos or site visits (have senior instructors test and evaluate short listed device in person)
- Select vendor and finalise contract (negotiate terms and place order)

Phase 3 - (4-12 weeks parallel to manufacturing) - Facility Preparation:

- Finalise facility plan (floor plan, power, HVAC, networking)
- Implement any required facility upgrades (electrical, flooring, acoustic, power, HVAC)
- Test readiness (verify power, temperature control, networking)

Phase 4 - (8-72 weeks depending on model) - Simulator manufacturing and Delivery

- Build and test simulator (vendor builds, Factory Acceptance Testing (FAT))
- Prepare Synthetic Trainer Operations Manual (STOM), Quality and Training manuals as applicable
- Submit documentation (manuals) to regulator for review/approval
- Coordinate delivery logistics (plan shipping, customs, facility access)
- Prepare receiving area (space, forklift)

Phase 5 - (1-3 weeks) - Installation, Commissioning, Qualification/Approval,

- Install Simulator
- Perform Site Acceptance Testing (SAT)
- Train operators, instructors, maintenance staff
- Regulator evaluation, qualification/approval inspection and sign-off

Phase 6 - (ongoing) - Into Service and Support

- Begin training operations
- Monitor performance
- Schedule ongoing maintenance