HOIST TRAINING PROVIDER BUYER'S GUIDE

A practical due-diligence worksheet for evaluating aircrew and hoist training providers

Provider: _____ **Evaluator / Date:** _____

RATING: 3 = Meets/Exceeds | 2 = Partially Meets | 1 = Significant Gap | 0 = Does Not Meet / Cannot Verify

1. INSTRUCTOR QUALIFICATIONS & EXPERIENCE

Who will actually train your crews - and how do you know they are qualified to teach?

Evaluation Question	0	1	2	3
Does the instructor have relevant experience with our mission, aircraft, hoist, and equipment?	☐	☐	☐	☐
Does the provider formally vet, qualify, standardize, and evaluate instructors?	☐	☐	☐	☐
Can the provider supply an equally qualified replacement instructor?	☐	☐	☐	☐

Notes: _____ **Score: ____ / 9**

2. ORGANIZATIONAL EXPERIENCE & PROVEN PERFORMANCE

What experience and organizational depth stand behind the instructor?

Evaluation Question	0	1	2	3
Has the provider trained agencies with missions and requirements similar to ours?	☐	☐	☐	☐
Can the provider demonstrate relevant past performance across comparable operations?	☐	☐	☐	☐
Can it provide customer references and support beyond a single instructor?	☐	☐	☐	☐

Notes: _____ **Score: ____ / 9**

3. AVIATION INSURANCE COVERAGE

Is the provider - and your agency - properly protected during training?

Evaluation Question	0	1	2	3
Has the provider supplied proof of aviation-specific liability insurance?	☐	☐	☐	☐
Does coverage include customer aircraft and appropriate employee coverage?	☐	☐	☐	☐
Has our agency reviewed coverage limits and exclusions with a risk professional?	☐	☐	☐	☐

Notes: _____ **Score: ____ / 9**

4. SAFETY & RISK MANAGEMENT

What systems govern risk before and during live training?

Evaluation Question	0	1	2	3
Does the provider use a documented process to identify and mitigate training risk?	☐	☐	☐	☐
Are operational limits and stop-training authority clearly established?	☐	☐	☐	☐
Are incidents, near misses, and lessons learned incorporated into future training?	☐	☐	☐	☐

Notes: _____ **Score: ____ / 9**

5. OPERATIONAL OVERSIGHT & QUALITY ASSURANCE

Who makes sure the instructor is teaching the right thing, the right way?

Evaluation Question	0	1	2	3
Is training oversight and quality assurance independent of the assigned instructor?	☐	☐	☐	☐
Does the provider ensure consistent standards across instructors and training events?	☐	☐	☐	☐
Are instructor performance, customer feedback, and safety concerns formally reviewed?	☐	☐	☐	☐

Notes: _____ **Score: ____ / 9**

6. COURSEWARE, TRAINING MATERIALS & AUTHORIZATION

Where did the training come from - and who keeps it current?

Evaluation Question	0	1	2	3
Can the provider identify who owns and authorizes the training materials used?	☐	☐	☐	☐
Is courseware formally reviewed, updated, and revision-controlled?	☐	☐	☐	☐
Can training be tailored to our aircraft, equipment, SOPs, mission, and environment?	☐	☐	☐	☐

Notes: _____ **Score: ____ / 9**

PROVIDER EVALUATION SUMMARY

Instructor Qualifications	____ / 9	**Organizational Experience**	____ / 9
Aviation Insurance	____ / 9	**Safety & Risk Management**	____ / 9
Operational Oversight / QA	____ / 9	**Courseware / Authorization**	____ / 9
TOTAL SCORE	____ / 54	**OVERALL**	☐ Recommend ☐ Follow-Up ☐ Do Not Recommend

Critical Items / Follow-Up: _____

Remember: *Agencies should conduct appropriate due diligence to ensure any training provider meets their operational, safety, and organizational requirements.*