



**Civil Aviation Authority - Sultanate of Oman**  
**Flight Safety Department - Personnel Licensing Section**  
**Examiner Assessment of Competence Report - Issuance**  
 Examiner Certificate is Valid for 3 years

**Examiners Assessment of Competence.**

For CAA INSPECTOR OR SENIOR EXAMINER USE.

• Examiner applicant name		
• Examiner certificate type		
• Aircraft categories	<input type="checkbox"/> Airplane	<input type="checkbox"/> Helicopter
• Airplane type		
• Acceptance test date		
• Airplane/FS type & number		
• Total flight time		

- The CAA may nominate either one of its inspectors or a senior examiner to assess the competence of applicants for an examiner certificate
- **Inspector.** the inspector of the CAA conducting the examiner competence assessment.
- **Examiner applicant.** the person seeking certification as an examiner.
- **Candidate.** the person being tested or checked by the examiner applicant. This person may be a pilot for whom the test or check would be required, or the inspector of the CAA who is conducting the examiner certification acceptance test.
- **Conduct of the Assessment.** An inspector of the CAA or a senior examiner will observe all examiner applicants conducting a test on a 'candidate' in an aircraft for which examiner certificate is sought. Items from the related training course and test or check schedule will be selected by the inspector for examination of the 'candidate' by the examiner applicant. Having agreed with the inspector the content of the test, the examiner applicant will be expected to manage the entire test. This will include briefing, the conduct of the flight, assessment and debriefing of the 'candidate'. The inspector will discuss the assessment with the examiner applicant before the 'candidate' is debriefed and informed of the result.

No	Assessment Events	Result	
		YES	NO

A	FCL.1010 Prerequisites for Examiners		
1	Applicants for an examiner certificate shall demonstrate compliance with requirements laid down in CAR FCL.1010 "relevant knowledge to the privileges of an examiner" & the signature of the standardization arrangements for examiners.		

B	AMC FCL.1020 Examiner Assessments of Competence		
1	<b>Briefing The 'Candidate'.</b> The 'candidate' should be given time and facilities to prepare for the test flight. The briefing should cover the following:		
a	The objective of the flight		
b	Licensing checks, as necessary		
c	Freedom for the 'candidate' to ask questions		
d	Operating procedures to be followed (for example operators manual)		
e	Weather assessment		
f	Operating capacity of 'candidate' and examiner		
g	Aims to be identified by 'candidate'		
h	Simulated weather assumptions (for example icing and cloud base)		
i	Contents of exercise to be performed		
j	Agreed speed and handling parameters (for example V-speeds, bank angle, approach minima)		
k	Use of R/T		
l	Respective roles of 'candidate' and examiner (for example during emergency)		
m	Administrative procedures (for example submission of flight plan)		

2	<b>Conduct.</b> The examiner should maintain the necessary level of communication with the candidate. The following check details should be followed by the examiner:		
a	Involvement of examiner in a MP operating environment		
b	The need to give the 'candidate' precise instructions		
c	Responsibility for safe conduct of the flight		
d	Intervention by examiner, when necessary		
e	Use of screens		
f	Liaison with ATC and the need for concise, easily understood intentions		
g	Prompting the 'candidate' regarding required sequence of events (for example following a go-around)		
h	Keeping brief, factual and unobtrusive notes		



**Civil Aviation Authority - Sultanate of Oman**  
**Flight Safety Department - Personnel Licensing Section**  
**Examiner Assessment of Competence Report - Issuance**  
 Examiner Certificate is Valid for 3 years

No	Assessment Events	Result	
		YES	NO
<b>3</b>	<b>Assessment.</b> The examiner should refer to the flight test tolerances given in the relevant skill test. Attention should be paid to the following points:		
a	Questions from the 'candidate'		
b	Give results of the test and any sections failed		
c	Give reasons for failure		
<b>4</b>	<b>Debriefing.</b> The examiner should demonstrate to the inspector the ability to conduct a fair, unbiased debriefing of the 'candidate' based on identifiable factual items. A balance between friendliness and firmness should be evident. The following points should be discussed with the 'candidate', at the applicant's discretion:		
a	Advise the candidate how to avoid or correct mistakes		
b	Mention any other points of criticism noted		
c	Give any advice considered helpful		
<b>5</b>	<b>Recording - Documentation.</b> The examiner should demonstrate to the inspector the ability to complete the relevant records correctly. These records may be:		
a	The relevant test or check form		
b	License entry		
c	Notification of failure form		
d	Relevant company forms where the examiner has privileges of conducting operator proficiency checks		
<b>6</b>	<b>Demonstration of Theoretical Knowledge.</b>		
a	The examiner should demonstrate to the inspector a satisfactory knowledge of the regulatory requirements associated with the function of an examiner		
<b>C</b>	<b>FCL.1030 Conduct of skill tests, proficiency checks and assessments of competence</b>		
<b>1</b>	When conducting skill tests, proficiency checks and assessments of competence, examiners shall:		
a	ensure that communication with the applicant can be established without language barriers;		
b	verify that the applicant complies with all the qualification, training and experience requirements in this Regulation for the issue, revalidation or renewal of the license, rating or certificate for which the skill test, proficiency check or assessment of competence is taken		
c	make the applicant aware of the consequences of providing incomplete, inaccurate or false information related to their training and flight experience		
<b>2</b>	After completion of the skill test or proficiency check, the examiner shall:		
a	inform the applicant of the result of the test. In the event of a partial pass or fail, the examiner shall inform the applicant that he/she may not exercise the privileges of the rating until a full pass has been obtained. The examiner shall detail any further training requirement and explain the applicant's right of appeal;		
b	in the event of a pass in a proficiency check or assessment of competence for revalidation or renewal, endorse the applicant's license or certificate with the new expiry date of the rating or certificate, if specifically authorized for that purpose by the CAA.		
c	provide the applicant with a signed report of the skill test or proficiency check and submit without delay copies of the report to the CAA. The report shall include:		
(1)	a declaration that the examiner has received information from the applicant regarding his/her experience and instruction, and found that experience and instruction complying with the applicable requirements in this Regulation		
(2)	confirmation that all the required maneuvers and exercises have been completed, as well as information on the verbal theoretical knowledge examination, when applicable. If an item has been failed, the examiner shall record the reasons for this assessment		
(3)	the result of the test, check or assessment of competence		
(4)	a declaration that the examiner has reviewed and applied the CAA procedures and requirements		
(5)	a copy of the examiner certificate containing the scope of his/her privileges as examiner in the case of skill tests, proficiency checks or assessments of competence		
<b>3</b>	Examiners shall maintain records for 5 years with details of all skill tests, proficiency checks and assessments of competence performed and their results		
<b>4</b>	Upon request by the CAA, examiners shall submit all records and reports, and any other information, as required for oversight activities.		

