هيئة الطيران المدني
Civil Aviation Authority

Flight Examiner Manual

Manual Number: 1.4.1.6

Issue Date: 04 October 2023

Revision: Initial

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Directorate General for Civil Aviation Regulation (DGCAR)

Pursuant to ICAO Critical Element (5) "Technical Guidance, Tools and Provision of Safety Critical Information", the Directorate General for Civil Aviation Regulation (DGCAR), hereby approves the

Flight Examiner Manual

Effective on 04/10/2023

as a Guidance Document to the Flight Examiners.

4/10/2023

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Act. Director General Civil Aviation Regulations

ص.ب: ١، الرمز البريدي ١١١ مسقط – سلطنة عمان، هاتف المكتب: ٢٤٣٥٤٤٤١/٢ (٩٦٨+) فاكس: ٢٤٣٥٤٥٤٥ (٩٦٨+)
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List of acronyms

ACH	Asymmetric Committal Altitude/Height
AoA	Angle of Attack
AoC	Assessment of Competence
AOC	Air Operator Certificate
AOM	Aerodrome Operating Minima
ASI	Air Speed Indicator
CAT	Commercial Air Transport
EBT	Evidence Based Training
ETA	Estimated Time of Arrival
FNCM	Fly-Navigate-Communicate-Manage
ID	Identification Document
KSA	Knowledge, Skill and Attitude
ME	Multi-Engine
MEL	Minimum Equipment List
MPO	Multi-Pilot Operation
MTOM	Maximum Take-Off Mass
OPC	Operator Proficiency Check
PC	Proficiency Check
PPAA	Power-Performance-Analysis-Action
SOP	Standard Operating Procedure
SPO	Single-Pilot Operation
TEM	Threat and Error Management

Glossary of terms

Candidate	means the person being tested or checked by the Examiner. This person may be a pilot for whom the test or check would be required, or the inspector of the CAA whois conducting the examiner certification acceptance test.
Conversion report	means a report on the basis of which a licence may be converted into a CAR FCL licence.
Credit	means the recognition of prior experience or qualifications.
Credit report	means a report on the basis of which prior experience or qualifications may be recognised.
Examiner	means the person certified to conduct a skill test, proficiency check or an assessment of competence.
Examiner applicant	means the person seeking certification as an Examiner.
Flight manual or anotherappropriate document	means aeroplane flight manual, rotorcraft flight manual, pilot operating manual, operationmanuals, navigation charts or any other document required to ensure safety of flight.
FSTD qualification	means the level of technical ability of an FSTD as defined in the compliance document.
FSTD user	means the organization or person requesting training, checking or testing through the use ofan FSTD.
Inspector	means the inspector of the CAA conducting the examiner assessment of competence.
Operator (policy)	means the person or organization responsible for the management of the aircraft and their applicable operating procedures. This information may be included in the AFM, pilot operating manuals, and company operations manuals as applicable.
Senior Examiner	A senior examiner is an examiner specifically tasked by the CAA to observeskill tests or proficiency checks for the revalidation of examiner certificates.
Airmanship	The consistent use of good judgement and well-developed knowledge, skills and attitudes toaccomplish flight objectives.
Competency	A combination of skills, knowledge and attitudes required to perform a task to the prescribedstandard.
Test	For brevity in this manual where the term Test is used, this applies to a Skill test or ProficiencyCheck or Assessment of Competence where applicable to the Licence, Rating or Certificate being sought by the Candidate.

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Flight Examiner Manual
Module 1 - General

1 Introduction

1.1 ICAO - Adoption of International Standards and Recommended Practices (ICAO SARPS).

According to the International Civil Aviation Organization (ICAO), for as long as air travel depends on qualified pilots or other air and ground personnel, their competence, skills and training will remain the essentialguarantee of efficient and safe operations. Adequate personnel training and licensing also instil confidence among States, leading to international recognition and acceptance of personnel qualifications and licences and greater trust in aviation on the part of the traveller.

Article 37 of the Chicago Convention sets out an undertaking by all contracting States to secure the highest practicable degree of uniformity in regulations, standards, procedures, and organization in relation to aircraft, personnel, airways and auxiliary services in all matters in which uniformity will facilitate and improveair navigation.

ICAO Annex 1 contains Standards and Recommended Practices adopted by the International Civil Aviation Organization as the minimum standards for personnel licensing. Compliance with these ICAO standards requires that, a Candidate shall, before being issued with any pilot licence or rating, meet such requirements in respectof age, knowledge, experience, flight instruction, skill and medical fitness, as are specified for the applicablelicence or rating. Also, that, an applicant for any pilot licence or rating shall demonstrate, in a manner determinedby the CAA, such requirements for knowledge and skill as are specified for that licence or rating.

1.2 Reserved.

1.3 CAR FCL.

The civil aviation regulation includes CAR FCL which gives legal effect to ICAO Annex 1 pilot licence standards in Oman. Among other things, the CAR FCL lays down the requirements for different ratings for pilots' licences and the conditions for issuing, maintaining, amending, limiting, suspending or revoking licences. Also, the privileges and responsibilities of the holders of licences, and the certification of persons responsible for providing flight training or flight simulation training and for testing pilots' skills (Examiners).

2 FEM – Flight Examiner Manual

The requirements for pilot Examiners in the flight crew licencing system are set out in sub-part K (FCL.1000) of the CAR FCL. This subpart deals with the common requirements for all Examiners and the specific prerequisites, experience and standardisation requirements for each category of Examiner. The CAR FCL also contains the Acceptable Means of Compliance (AMC) and Guidance Material (GM)for the initial standardisation of Examiners and the revalidation and renewal of Examiner certificates. The AMCmaterial also contains a general guide to the content of a test.

This Flight Examiner Manual (FEM) is not intended to be legally binding and is designed as a companiondocument to the Examiner standardisation requirements and guidance already set out in the CAR FCL. In addition to the regulatory contents of the CAR FCL, the purpose of this FEM is to give standardisation and best practice guidance to Examiners for the conduct of tests.

3 FEM STRUCTURE & USE

The FEM contains the following modules:

Module 1: Common requirements for all examiner categories.

Module 2: Test standards: Aeroplanes for
2.1 - LAPL(A),
2.2 - PPL(A),
2.3 - CPL(A),
2.4 - ATPL(A),
2.5 - MPL(A),
2.6 - IR(A)

Module 3: Test standards: Helicopters for
3.1 - LAPL(H),
3.2 - PPL(H),
3.4 - CPL(H),
3.5 - ATPL(H),
3.6 - IR(H)

Module 4: Test standards: Class ratings for SPA/TMG (excluding SPHPCA)
4.1 – TBA
4.2 - SEA

Module 5: Test standards: Type ratings for
5.1 - MPA,
5.2 - SPHPCA (to be published in the next revision)
5.3 - MPH

Module 6: Test standards: Mountain rating

Module 7: Instructor Certificate — Assessment of Competence for
7.1 – TRI/SFI (A),
7.2 – TRI/SFI (H)
7.3 – TRI/SFI (PL)
7.4 – FI/CRI/IRI (A)
7.4 – FI/IRI (H)
7.5 – FI (S)
7.6 – FI (B)

Module 8: Test Standards for Examiner Assessment of Competence

Module 9: Test standards: Senior examiners standardisation and assessments of competencefor senior examiners (RESERVED)

Module 10: Sailplane & Balloon TBC (Reserved)

All Examiners should be familiar with the FEM Module 1 (Common Requirements) and additionally the module(s) specific to their Examiner privileges.

Each module contains two guidance tables for the Examiner for use when conducting a test.

The table in subpart 6 contains expanded guidance and additional explanations of each skill test item for theapplicable CAR FCL test.

The table in subpart 8 contains the relevant competences to be demonstrated, presented in terms of Knowledge, Skill, and Attitude.

KNOWLEDGE	This cell describes the desirable knowledge of the Candidate when applying the skills and attitudes necessary to comply with rules, principles and to solve problems. Knowledge is specific information required to enable a learner to develop and applythe skills and attitudes to recall facts, identify concepts, apply rules or principles, solve problems, and think creatively in the context of work.
SKILL	This cell describes the desirable skill required by a Candidates to perform the test item. Skill is the ability to perform an activity or action. It may be divided into threeskill types: motor, cognitive and metacognitive skills.
ATTITUDE	This cell describes the attitude required by a Candidates to perform the test item Attitude is a persistent internal mental state or disposition that influences an individual's choice of personal action toward some object, person or event and that can be learned. Attitudes have affective components, cognitive aspects and behavioural consequences. To demonstrate the "right" attitude, and a learner needs to "know how to be" in a given context.
Note: The intention of this table is to provide typical, tangible assessment elements in order to evaluate the satisfactory performance of a task during a test.	

These tables are provided as guidance to assist the Examiner when assessing the requirements and the competencies required for satisfactory performance of each test item, appropriate to the licence, rating or certificate being sought. The Examiner is expected to use sound judgement when considering the overall competency of the candidate.

4 Examiner requirements & privileges.

Examiners are the main evaluators of entry standards for the aviation system. As such, they should set the example for their respective professions. They must have a thorough knowledge of the licensing system, highpersonal integrity and portray a professional and prepared approach to the conduct of any test.

This is attested by a certificate, which authorises the Examiner to conduct skill tests, proficiency checks andassessments of competence. Therefore, when conducting a skill test or proficiency check, Examiners are notacting on a delegation from their licencing authority but exercising the privileges that are given to them by the certificate they hold.

Additionally, to comply with the CAR FCL, holders of an Examiner certificate shall:

(1) hold, unless otherwise determined in the CAR FCL, an equivalent licence, rating or certificate to the ones for which they are authorised to conduct skill tests, proficiency checks or assessments of competence and the privilege to instruct for them;
(2) be qualified to act as PIC in the aircraft during a skill test, proficiency check or assessment of competence if conducted on the aircraft.

4.0 Limitations of Privileges in Case of Vested Interests

ICAO requires that "States shall ensure that personnel performing safety oversight functions are provided with guidance that addresses ethics, personal conduct and the avoidance of actual or perceived conflicts of interest in the performance of official duties".

In this respect, the CAR FCL requires that Examiners shall not conduct:

(a) skill tests or assessments of competence of candidates for the issue of a licence, rating or certificate to whomthey have provided more than 25 % of the required flight instruction for the licence, rating or certificate for which the skill test or assessment of competence is being taken; and
(b) skill tests, proficiency checks or assessments of competence whenever they feel that their objectivity may be affected

The CAR FCL gives guidance of situations where the Examiner should consider if their objectivity isaffected.

The examples given are when the Candidate is a relative or a friend of the Examiner, or when they are linked by economic interests or political affiliations, etc.

It is not possible to set out every situation where an Examiner may feel their objectivity may be compromised. In reality, Examiners conducting tests are often very specialised on an aircraft class or type and may be working in a specific environment where it is not practical to find another available qualified Examiner, for example:

- Type Rating Examiners operating/rostered in an airline environment; or,
- Type/Class rating Examiners qualified on certain high-performance aeroplane types, or multi/single engine aeroplane classes or;
- Type Rating Examiners for different helicopter types;
- Examiners who are instructors in the same ATO or members of the same flying club as the testcandidate;
- Examiners for rare aircraft types/classes, balloons, airships etc… or Examiners in remote places where no other Examiner exit.

Examiners are independent arbiters, individually responsible for the licence decisions they make. This meansthat the unique common factor in all tests, regardless of the environment, is the direct relationship between the Examiner and the Candidate for a licence or rating.

In all cases, when conducting a test or check, the Examiner's primary responsibility is to act professionally, inthe best interest of aviation safety, regardless of the nature of the relationship with the test Candidate(s). In this respect, Examiners should only conduct tests where they are satisfied that their independence is not in doubt andwhen they are free of conflict of interest. It is the Examiner's responsibility when making an assessment to make sure that the test can be performed without having doubts about the impartiality of the result.

4.1 Threat and Error Management (TEM)

In addition to the skills and knowledge required for a particular grade of pilot licence, it is equally importantthat the Examiner pays attention to the 'soft skills' required to make good decisions while piloting an aircraft.

All flight and ground instruction for the CAA licences include the principles of Threat and Error Management (TEM). The CAR FCL gives clear guidance on the principles of Threat and Error management for the Multi-Pilot Licence (MPL); however, the regulation does not go into detail for other licences. Examiners conducting skill tests for the first issue of a licence should check that the Candidate clearly understands and is familiar with these principles at the level appropriate for the grade of licence sought.

Regardless of the grade of licence being examined, all Examiners should be familiar with the principles of Threat and Error Management (TEM) and be able to discuss the TEM framework with ATO instructors as well astest candidates.

The CAR FCL sets out one model that explains the principles of Threat and Error management, simply referred to as the "the TEM model".

According to this model, three basic components of TEM from the perspective of flight crews are:

- Threats,
- Errors, and,
- Undesired Aircraft States.

This model proposes that threats and errors are part of everyday aviation operations that must be managed by flight crews, since both threats and errors carry the potential to generate undesired aircraft states.

More information on TEM is available in the CAR FCL, ICAO Doc.9868 and ICAO Circular 314.

Examiners need to be cautious to strike the right balance of knowledge and application required for the licence sought i.e. the level of TEM application for the LAPL will not be the same as for the CPL or the ATPL. Where aCandidate has a lack of knowledge or is weak in the application of TEM principles, Examiners will need to use sound judgement when deciding how to proceed. For instance, a LAPL or PPL candidate may be unfamiliar with the TEM terminology but may still exhibit sound decision-making skills in the pre-flight and the flight. In this case, the Examiner can simply ensure that the Candidate is made familiar with the TEM principles in the flightdebrief and may also consider briefing the HT/CFI of the ATO ensure that future candidates are betterprepared.

4.2 Just Culture.

The civil aviation system should promote a 'safety culture' facilitating the spontaneous reporting of occurrences and thereby advancing the principle of a 'just culture'. 'Just culture' is an essential element of a broader 'safety culture',

'just culture' means a culture in which persons:

- are not punished for actions, omissions or decisions taken by them that are commensurate with their experience and training,
- are encouraged to report safety-related information.

It should not, however, absolve individuals of their normal responsibilities and gross negligence, wilful violations and destructive acts are not tolerated.

Examiners should be aware of the importance of reporting, analysis and follow up of occurrences in civil aviation and promote a positive Just Culture environment.

5 Approved Training ,Organisations (ATO).

An Approved Training Organisation (ATO) is an organisation staffed, equipped and operated in a suitable environment offering flying training, and/or synthetic flight instruction and/or theoretical knowledge instruction for specific flight training courses approved by the CAA in accordance with CAR ORA. ATOs are required to have a management system which corresponds to the size of the organisation and the nature and complexity of its activities and a function to monitor compliance of the organisation with the relevant requirements. On completion of a specific course, a candidate should receive a course completion certificate and a recommendation for Test from the ATO.

The Aircrew Regulation provides that "except for the issue of an airline transport pilot licence, the applicant for a skill test shall be recommended for the test by the organisation/person responsible for the training, once the training is completed. The training records shall be made available to the Examiner." In this respect, Examiners need to be aware that the CAR FCL requires that "When conducting skill tests, proficiency checks and assessments of competence, Examiners shall verify that the applicant complies with all the qualification, training and experience requirements in CAR FCL for the issue, revalidation or renewal of the licence, rating or certificate for which the skill test, proficiency check or assessment of competence is taken". This requirement can be met bycarefully checking the course completion certificate or other relevant documentation required to ensure that the CAA will not reject the licence, rating or certificate application.

Examiners should be familiar with the management system of ATOs, particularly when conducting a test on a candidate using an ATO facilities/aircraft. It is quite likely the ATO will have operational rules applicable to the dispatch of aircraft or use of FSTD which will apply equally to the Examiner as the PIC.

6 Data Protection

Data protection is a very serious issue and it has a wide-ranging impact on different stakeholders and sectors.

Part of an Examiner's responsibility is the protection of a Candidate's personal data when it is processed for the purpose of completing a test. Examiner's need to be aware of these responsibilities and take care to comply with the applicable requirements taking account of the many varied circumstances in which a test might conducted. Examiners shall maintain records for 5 years with details of all skill tests, proficiency checks and assessments of competence performed and their results.

7 Reserved

8 Schedule planning.

An Examiner should plan a test or check flight taking into consideration the maximum and minimum durations of an individual test and the proportion of time allocated to each test item. The maximum duration has two aspects to it. The Examiner cannot unnecessarily protract a test because that may unfairly degrade the Candidate's performance, and a Candidate must be able to perform all practical tasks and answer all questions within a reasonable time frame. The Examiner should consider the weather conditions, traffic situation, ATCrequirements, local procedures and test airport security procedures.

Combined test schedules should be appropriately planned to allow all manoeuvres required by each test profile to be completed. When a test is combined this does not mean that the test times are cumulative. It is imperative that the Examiner allows for an appropriate rest period between subsequent tests.

9 Pilot in Command (PIC).

When conducting a test in an aircraft, the respective roles of the Examiner and Candidate must be clearly defined, particularly with respect to real or simulated emergencies. For flight tests, there must always be a clear understanding of who has control of the aircraft. Prior to flight, the pilots involved should conduct a briefing that includes reviewing the procedures for exchanging flight controls. Normally, the Examiner shall be the pilot-in-command, except in circumstances agreed by the Examiner with the Candidate.

10 Communication with the Candidate.

An Examiner should have the ability to apply interpersonal and communication skills to establish an effectiveworking relationship with the candidate without language barriers.

Communication in an aircraft cockpit or in a simulator is different from normal face-to-face communication because of the limited possibility to see each other. A Candidate can easily be confused by unclear communication during a test. The use of non-relevant communication must be kept to a minimum to reduce the possibility oferrors and mistakes. This means that the careful use of unambiguous language is very important.

The Examiner should keep good voice communication habits in mind, such as remembering to:

- Give the 'candidate' precise instructions
- Articulate clearly
- Liaise with ATC and provide concise, easily understood intentions;
- If necessary, prompt the Candidate about required sequence of events (for example followinga go around);

During the ground and flight portion of the practical test, the Examiner should assess the Candidate's knowledge of the topic in accordance with the level of learning most appropriate for the applicable skill test appendix of CAR FCL. While the oral questioning will continue throughout the entire practical test, the examiner must use discretion when asking questions during the flight portion of the evaluation and avoid distractions that could compromise the safety of the flight.

11 CONDUCT OF THE TEST.

11.1 Examiner Behaviour:

The Examiner should encourage a friendly and relaxed atmosphere to develop both before and during a testto enable the candidate to fully demonstrate their abilities. A negative or hostile approach should not be used. During the test, the examiner should avoid negative body language, comments or criticisms and all assessments should be reserved for the debriefing.

The performance of a Candidate under test conditions will often be adversely affected by some degree of nervoustension, but the Examiner can do much to redress the balance in their favour by the adoption of a friendly and sympathetic attitude. Any suggestion of haste during briefing

should be avoided and the Candidate should beencouraged to ask as many questions as they wish at the conclusion of each section. Clear and unhurried in-structions at this stage will not only serve to put the Candidate at his ease but will ensure the test proceedssmoothly and without unnecessary delay.

Examiners are responsible for improving all training and flight instruction in ATOs by feeding back information on items or sections of tests that are most frequently repeated or failed. They must also assist in maintaining and, where possible, improving air safety standards by displaying good airmanship and flight discipline during tests. An Examiner should not re-examine a failed candidate without the agreement of the candidate.

11.2 Purpose of a test:

The purpose of a test is to determine through a practical demonstration that a Candidate has acquired or maintained the required level of knowledge, skill or proficiency consistent with the privileges of the certificateor rating being exercised. They must demonstrate competency in operating the aircraft in both normal and non-normal operations in accordance with the appropriate skill test appendix of CAR FCL.

All tests should contain the following basic sequence of events:

1. Test administration;
2. Pre-flight briefing;
   A. Examiner Briefing
   B. Candidate Briefing
   C. Oral examination on the ground
3. Skill Test Items;
4. Standard of completion;
5. Competence Assessment Guidance;
6. Test Debriefing;
7. Completion of all applicable records.

12 Test Administration

The Examiner is ultimately responsible for making the appropriate notification to the CAA in order to be designated as the Examiner for the test. A review of the CAA test paperwork, in particular the guidance on how to complete the form, should be reviewed for correct completion.

The test should begin at the appropriate time as determined by the CAA.

13 Pre-flight Briefing

13.1 Examiner Briefing

The Examiner should state the purpose of the test and outline their role at the beginning of the briefing to ensure no ambiguity exists that you are conducting a test. This ensures the Candidate understands that you are there to check them and not train them. The Candidate should approach the test as if it were a real flight.

The briefing should cover the following:

1. Licensing and identification checks, as necessary;

2. The objective of the flight;
3. Test or check sequence;
4. Contents of exercise to be performed;
5. Operating procedures to be followed (for example operators manual);
6. Agreed speed and handling parameters (for example V-speeds, bank angle, power setting and approach minima) as applicable;
7. Weather assessment;
8. Simulated weather assumptions (for example icing and cloud base);
9. Respective roles of the Candidate and the Examiner during the test (for example during emergency. Please refer to subpart 9.0);
10. Administrative procedures (for example submission of flight plan);
11. Responsibility for the use of R/T, including simulated R/T;
12. The freedom for the 'candidate' to ask questions must be emphasised.

13.2 Candidate Briefing

The Candidate should be given time and facilities to prepare for the test flight. Pre-flight preparation requires the Candidate to assess the weather conditions and make their decision whether to proceed with the flight or not.The Candidate must consider the requirements of all the sections of the test that they are taking. The Examiner should assess the applicant's decision. A decision to continue when the weather is forecast below the limitsrequired to complete the flight shall be considered a fail item for test.

13.3 Oral Examination on the Ground

It is important that the Examiner prepares fully for the oral examination. The Examiner should define the level of knowledge the candidate needs to demonstrate and prepare questions that are fit for purpose.

The Examiner should consider the appropriate level of knowledge for the applicable test in the following order; what,

- The pilot MUST know
- The pilot SHOULD know
- Would be BENEFICIAL to know

The Examiner should keep in mind that questioning in areas where the candidate needs to find information indocumentation takes longer than memory answers.

Extended pre-flight activities may be an indication of substandard performance. If the Examiner decides that the candidate has failed the test due to knowledge deficiencies, the Examiner must record this in a suitable manner.

By the end of the Knowledge assessment (Oral Examination and Briefing), the Examiner shall determine if thecandidate's level of knowledge is adequate to continue to the testing of skills.

The Examiner shall predominantly ask questions and have a good understanding of question techniques. Often, the candidate inputs may lead to new questions. This requires the Examiner to be flexible and follow leads butuse questions to direct and get back on track.

14 Test Items

A test is intended to simulate a practical flight. The Examiner shall consider which kind of scenario enables the best evaluation possibilities for the candidate, while ensuring that the Candidate is not confused, and airsafety is not compromised.

Except when the Examiner must give guidance or a reminder, the Candidate should be allowed to conduct the flight without interruption. It should be remembered, however, that the Examiner is responsible for the safeconduct of the flight and the prevention of any infringements. The test schedule, as briefed, should not normally be altered by an Examiner. However, the Examiner may change the sequence of sections or manoeuvres to achieve an orderly and efficient flow of a practical flight having regard to existing conditions or circumstances but shall not miss out any items.

The Examiner should be flexible to the possibility of changes arising from ATC instructions, or other circumstancesaffecting the test. Should a flight not proceed as briefed, the Examiner shall remain flexible and alert in order to achieve as much as possible in the changed circumstances. In an aircraft, briefing a Candidate during the test for a change to the sequence of the test is acceptable, but the Examiner shall ensure that the Candidate fully under- stands and accepts the changes, otherwise the test should be suspended.

In an FSTD, the test should be flown as a scenario, in real time as far as practicable. Judicious use of positionfreeze is acceptable only if this does not inhibit the candidate's demonstration of situational awareness. As long as the candidate is aware of this fact and it is not used to assist the crew who are not thinking about their position and the time remaining to complete any relevant checklists, etc. However, the use of flight freeze, is bestreserved for the manoeuvring part of the test.

14.1 Aircraft Safety

The safety of the flight must be the prime consideration at all times. The Examiner is expected to use good judgement when simulating any emergency or abnormal procedure, having regard to local conditions and aircraft safety throughout. The Examiner and Candidate must be constantly alert for other traffic. When performing test items that have the potential to affect safety, the Examiner will ask the Candidate to simulatethat portion of the manoeuvre. The Examiner will assess the Candidate's use of visual scanning and collisionavoidance procedures throughout the flight portion of the test.

Skill tests, proficiency checks or assessments of competence shall not be conducted on a flight for the purpose of commercial air transport. Aircraft systems must not be used outside the Flight Manual limits. Simulated engine failures after take-off in an aeroplane must be carried out at a safe height. Engine shutdowns, if performed in an aircraft should be carried out at a safe height above the ground, considering all the risks associated with this manoeuvre.

The Examiner must be prepared to intervene if safety will be compromised.

14.2 FSTD Safety

All applicants shall be given a briefing on the fire alarm system, safety equipment and use of escape ropes, differences between the company aircraft and the simulator shall be briefed and pointed out to the crew priorto the test. The Examiner must verify that the FSTD is qualified and approved for the training, testing, and checking for which it is to be used. If any defects are present, they should be accepted by the Examiner, and Candidate, and should not have a negative impact on the test.

15 Standard of completion

An Examiner shall ensure that a Candidate completes a test in accordance with applicable test appendix to CAR FCL and is assessed against the required test standards. In-flight exercises shall include each relevant item or section of the test.

Although a test may specify flight test tolerances, a candidate should not be expected to achieve these at the expense of smoothness or stable flight. Each test has its own specific pass/fail criteria which is detailed in theapplicable test appendix of CAR FCL. In general, there are 3 possible outcomes for all tests:

1. A 'pass', provided that the candidate demonstrates the required level of knowledge, skill or proficiency and, where applicable, remains within the flight test tolerances for the licence or rating;
2. A 'fail' provided that any of the following apply:
   a. the flight test tolerances have been exceeded after the examiner has made due allowance for turbulence or ATC instructions;
   b. the aim of the test or check is not completed;
   c. the aim of exercise is completed but at the expense of safe flight, violation of a rule or regulation, poorairmanship or rough handling;
   d. an acceptable level of knowledge is not demonstrated;
   e. an acceptable level of flight management is not demonstrated;
   f. the intervention of the examiner or safety pilot is required in the interest of safety.
3. A 'partial pass' in accordance with the criteria shown in the relevant skill test appendix of CAR FCL.

Each item within a test section should be completed and assessed separately. A failed item is not always a failed section, for example type rating skill test where a failure of an item in a section does not fail the entire section, only the failed item is taken again.

If during the Candidate's first test attempt, they fail an item already passed previously in that first attempt, that item should then be considered a fail of that item in attempt one. Marginal or questionable performance of atest item should not influence an Examiner's assessment of any subsequent items.

Should a Candidate choose not to continue a test for reasons considered inadequate by an Examiner, the Candidate will be assessed as having failed those items or sections not attempted. If the test is terminated for reasons considered adequate by the Examiner, only these items or sections not completed shall be testedduring a subsequent retest.

An Examiner may terminate a test at any stage, if it is considered that the Candidate's competency requires acomplete retest.

15.1 Repeat items

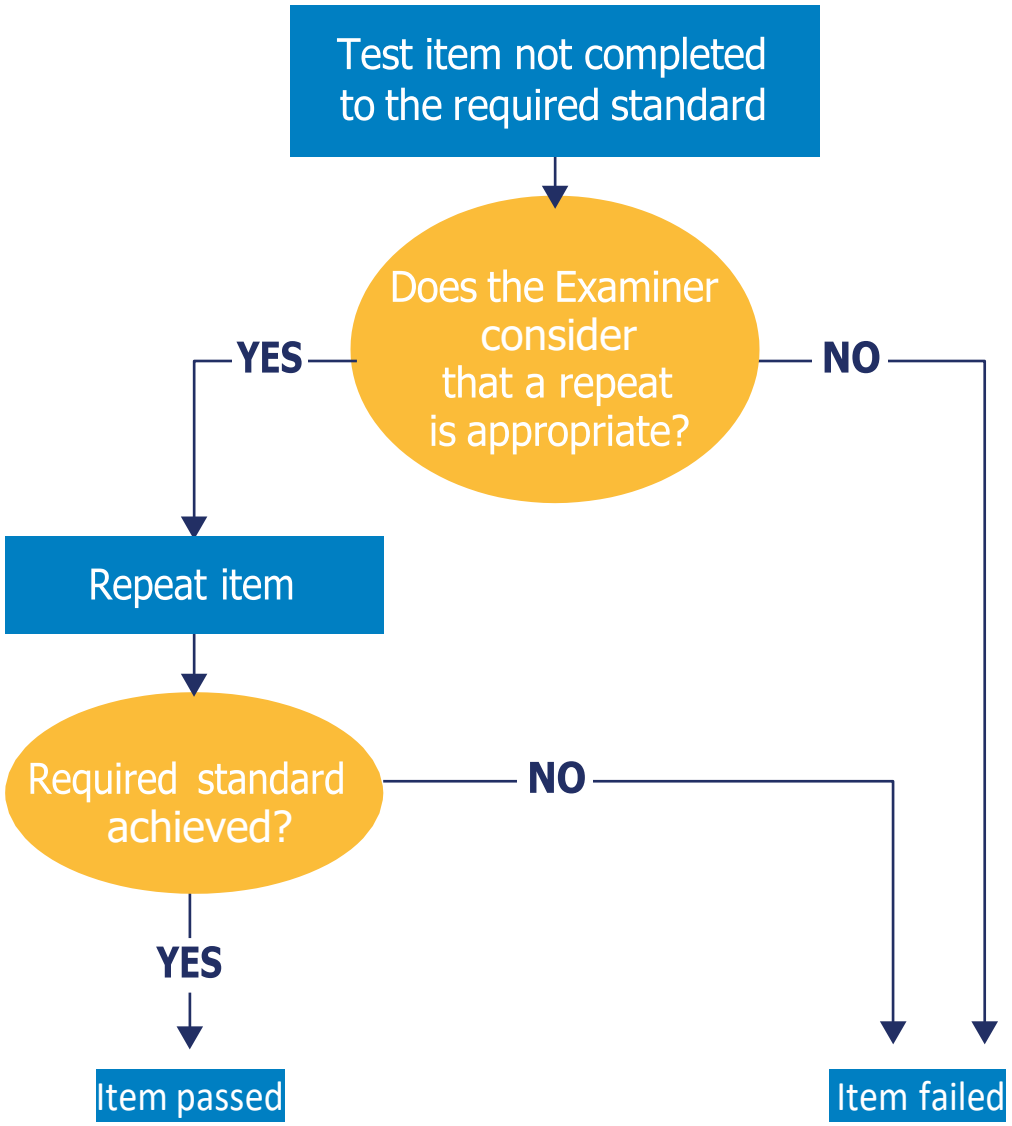
At the discretion of the Examiner, any manoeuvre or procedure of the test may be repeated once by theCandidate. The Examiner may stop the test at any stage if it is considered that the applicant's demonstration of flying skills requires a complete re-test.

As general guidance, the Examiner's discretion should only be exercised when they consider that the Candidate does not require remedial training. Repeats, if possible, should be completed when all other test items have been attempted to allow the Examiner an opportunity to assess the overall

performance of the Candidate.

Repeats should be recorded if required by the Candidate's licencing authority.

15.2 Repeat item flow chart.



Pilot Competency Assessment Guidance. The pass or fail criteria of the relevant appendix of CAR FCL must be applied to all tests. The competency tables below maybe used as support to debrief and provide guidance on how to improve a Candidates performancein the future. Lack of specific competencies may be identified as root causes of the failure of the performanceof a task.

15.2.1 Competency Based Assessment.

A formal competency-based assessment, based on competencies alone, requires a specific training course for Instructors and Examiners.

15.2.2 Competency Guidance

Airmanship is defined as the consistent use of good judgement and well-developed knowledge, skills and attitudes to accomplish flight objectives.

ICAO has defined Competency as a dimension of human performance that is used to reliably predict successful performance on the job. A competency is manifested and observed through behaviours that utilise the relevant knowledge, skills and attitudes to carry out activities or tasks under specified conditions.

based on the ICAO recommendations, a set of pilot competencies has defined as follows:

- Application of Knowledge [KNO]
- Application of procedures and compliance with regulations [PRO]
- Aircraft Flight Path Management, Automation [FPA]
- Aircraft Flight Path Management, manual control [FPM]
- Communication [COM]
- Leadership and Teamwork [LTW]
- Problem Solving and Decision Making [PSD]
- Situation awareness and management of information [SAW]
- Workload Management [WLM]

The competencies provide individual and/or team countermeasures to threats and errors to avoid undesiredaircraft states. CRM skills are embedded in the competency.

This table should only be used as guidance for an Examiner to debrief the Candidate's airmanship performance overall and give guidance on how to improve their airmanship in the future. This competency assessment does not affect the pass or fail criteria of the applicable test appendix of CAR FCL.

Competency	Competency description	Observable Behaviour (OB)
Application of Knowledge (KNO)	Demonstrates knowledge and understanding of relevant information,operating instructions, aircraft systems and the operating environment	• Demonstrates practical and applicable knowledge of limitations and systems and their interaction • Demonstrates required knowledge of published operating instructions • Demonstrates knowledge of the physical environment, the airtraffic environment including routings, weather, airports and the operational infrastructure • Demonstrates appropriate knowledge of applicable legislation. • Knows where to source required information • Demonstrates a positive interest in acquiring knowledge • Is able to apply knowledge effectively
Competency	**Competency description**	**Observable Behaviour (OB)**
Application of procedures and compliance with regulations [PRO]	Identifies and applies appropriate procedures in accordance with published operating instructions and applicable regulations	• Identifies where to find procedures and regulations • Applies relevant operating instructions, procedures and techniques in a timely manner • Follows SOPs unless a higher degree of safety dictates an appropriate deviation • Operates aircraft systems and associated equipment correctly • Monitors aircraft systems status • Complies with applicable regulations. • Applies relevant procedural knowledge
Communication [COM]	Communicates through appropriatemeans in the operational environment, in both normal and non-normal situations	• Determines that the recipient is ready and able to receive information • Selects appropriately what, when, how and with whom to communicate • Conveys messages clearly, accurately and concisely • Confirms that the recipient demonstrates understanding of important information • Listens actively and demonstrates understanding when receiving information • Asks relevant and effective questions • Uses appropriate escalation in communication to resolve identified deviations • Uses and interprets non-verbal communication in a manner appropriate to the organisational and social culture • Adheres to standard radiotelephone phraseology and procedures • Accurately reads, interprets, constructs and responds to datalink messages in English

Aircraft Flight Path Management, Automation [FPA]	Controls the flightpath through automation	• Uses appropriate flight management, guidance systems and automation, as installed and applicable to the conditions • Monitors and detects deviations from the intended flight pathand takes appropriate action • Manages the flight path to achieve optimum operational performance • Maintains the intended flight path during flight using automation whilst managing other tasks and distractions • Selects appropriate level and mode of automation in a timelymanner considering phase of flight and workload • Effectively monitors automation, including engagement andautomatic mode transitions

Competency	**Competency description**	• **Observable Behaviour (OB)**
Aircraft Flight Path Management, manual control [FPM]	Controls the flight path through manualcontrol.	• Controls the aircraft manually with accuracy and smoothnessas appropriate to the situation • Monitors and detects deviations from the intended flight pathand takes appropriate action • Manually controls the aeroplane using the relation ship between aeroplane attitude, speed and thrust, and navigation signals or visual information • Manages the flight path to achieve optimum operational performance • Maintains the intended flight path during manual flight whilstmanaging other tasks and distractions • Uses appropriate flight management and guidance systems, as installed and applicable to the conditions • Effectively monitors flight guidance systems including engagement and automatic mode transitions
Leadership and Teamwork [LTW]	Influences others to contribute to a shared purpose. Collaborates to accomplish the goalsof the team	• Encourages team participation and open communication • Demonstrates initiative and provides direction when required • Engages others in planning • Considers inputs from others • Gives and receives feedback constructively • Addresses and resolves conflicts and disagreements in a constructive manner • Exercises decisive leadership when required • Accepts responsibility for decisions and actions • Carries out instructions when directed • Applies effective intervention strategies to resolve identifieddeviations • Manages cultural and language challenges, as applicable

Problem Solving and Decision Making [PSD]	Identifies precursors, mitigates problems, and makes decisions	• Identifies, assesses and manages threats and errors in a timely manner • Seeks accurate and adequate information from appropriate sources • Identifies and verifies what and why things have gone wrong,if appropriate • Perseveres in working through problems whilst prioritising safety • Identifies and considers appropriate options • Applies appropriate and timely decision-making techniques • Monitors, reviews and adapts decisions as required • Adapts when faced with situations where no guidance or procedure exists • Demonstrates resilience when encountering an unexpected event

Competency	**Competency description**	**• Observable Behaviour (OB)**
Situation awareness and management of information [SAW]	Perceives, comprehends and manages information and anticipates its effect on the operation	• Monitors and assesses the state of the aeroplane and its systems • Monitors and assesses the aeroplane's energy state, and its anticipated flight path • Monitors and assesses the general environment as it may affect the operation • Validates the accuracy of information and checks for gross errors • Maintains awareness of the people involved in or affected by the operation and their capacity to perform as expected • Develops effective contingency plans based upon potential risks associated with threats and errors • Responds to indications of reduced situation awareness
Workload Management [WLM]	Maintains available workload capacity by prioritising and distributing tasks using appropriate resources	• Exercises self-control in all situations • Plans, prioritises and schedules appropriate tasks effectively • Manages time efficiently when carrying out tasks • Offers and gives assistance • Delegates tasks • Seeks and accepts assistance, when appropriate • Monitors, reviews and cross-checks actions conscientiously • Verifies that tasks are completed to the expected outcome • Manages and recovers from interruptions, distractions, variations and failures effectively while performing tasks

16 Test Debriefing

The Examiner should conduct a fair, unbiased debriefing of the candidate based on identifiable factual items.The Examiner should refer to the flight test tolerances given in the relevant skill test. A balance between friendliness and firmness should be evident. The debrief must be transparent and if relevant, a school representative or the Instructor may be present.

The Examiner shall exercise sound judgement and impartiality throughout. To assist with this, each Examiner should maintain brief, factual, and unobtrusive notes of the event so that all aspects may be debriefed comprehensively.

Attention should be paid to the following points:

- Summarize the overall performance of the Candidate
- Only observed performance can be evaluated
- Comments are important and they require factual explanations
- Advise the candidate on how to avoid or correct mistakes
- Mention any other areas for development noted
- Give any advice considered helpful for the improvement of flight safety
- Allow time for questions from the Candidate

Generally, the debriefing should start with giving the Candidate the result of the test.

If the test is passed
The examiner should: • Encourage the trainee to self-assess • Use the facilitation technique on 2 or 3 topics to analyse how the candidate may improve their performance • Provide recommendations based on identifiable factual items • Promote positive performance observed during the test.

If the test is partial passed or failed
The examiner should: • Provide evidence based on identifiable factual items explaining why the performance does not meet with the required standard (should be ranked from the most to the least severe) • Provide recommendations based on identifiable factual items. • Promote positive performance observed during the test. The Examiner shall inform the candidate that he/she shall not exercise the privileges of the rating until a full pass of their test has been achieved. The Examiner shall detail any further training requirements and explain the candidate's right of compliant and appeal. Best practice of dealing with a failed test: • Avoid telling the Candidate of a fail test result when in the aircraft • Summarize and emphasize good performance where appropriate • A fail or partial pass result must be founded on observable facts • Give any advice considered helpful for subsequent tests. In case of a failed or discontinued test, the Examiner should provide appropriate advice to assist the candidate in re-tests. Any comment on, or disagreement with, an Examiner's test evaluation or assessment made during a debriefing will be recorded by the Examiner on the test form. This should be signed by the Examiner and countersigned by the Candidate if possible.

17 Completion of all applicable records

The Examiner notes used during the debriefing may normally contain more details than the test report, however, the test report must reflect the debriefing.

In case of a fail or a partial pass the justification for failure should be written clearly on the test report.The Examiner should write which item was failed and why it was failed.

The Examiner should endorse the candidate's licence or certificate with the new expiry date of the rating or certificate, if specifically, authorised for that purpose by the CAA responsible.

The Examiner should provide the candidate with a signed report of the test and submit without

delay copiesof the reports and documentation that are required by the CAA.

Examiners shall maintain records for 5 years with details of all skill tests, proficiency checks and assessments of competence performed and their results.

Upon request by the CAA, examiners shall submit all records and reports, and any other information, as required for oversight activities.

18 Complaints & Appeals.

CAA will receive any complaint or appeal from a Candidate. Candidates should consult the CAA for details of any applicable appeal/complaint procedure.

Flight Examiner Manual
Module 2.1 - LAPL (A)

LAPL(A) Skill Test

General Applicable Framework

Flight rules:	VFR
Equipment:	Aeroplane or TMG with a MTOM of 2000 kgor less, and no more than 4 seats
Applicable type or class:	TMG, SEP
Required examiner certificate:	FE(A)

1. Introduction

The basic privileges of a LAPL(A) holder are to fly within the Oman airspace with passengers, as PIC under VFR,in a SEP, respectively TMG, in which the candidate has passed the skill test. The holder is to act without renumeration, and is restricted to engage in non-commercial operations.

When conducting the skill test, the Examiner must have due regard for the limited experience that a LAPL(A) Candidate may have. Nonetheless, the Examiner shall also appreciate that upon licensing the pilot will be responsible for the safety of his passengers, with the privilege to operate in the Oman airspace almost unrestricted. This may bring the new light aircraft private pilot into a variety of different situations, including unfamiliar airports, airspace, flight rules and terrain.

2. Test Administration

The Examiner should provide the Candidate with advance information regarding the examination flight routing, taking into account weather forecasts and local restrictions, to afford the Candidate with sufficient time to prepare the navigation part of the skill test.

The test is intended to simulate a practical flight, flown single-pilot under VFR. The navigation section shouldhave a duration of at least 30 minutes, which allows the Candidate to demonstrate his ability to complete a route with at least two identified waypoints. The Examiner should plan 90 minutes for the flight, and 3 hours for thewhole examination.

Usually, the Examiner occupies the instructor seat and is the PIC. No other person, if not operationally or organisationally necessary for the conduct of the examination, should be allowed in the aeroplane. Additionally, ATO limitations should be considered.

Before proceeding with the test, the Examiner shall verify that the prerequisites are met, including LAPL(A) skill test recommendation; the ATO shall make available the training records for verification if requested. Accordingly, the following documents and conditions shall be verified:

- Passport or ID
- The Candidate is at least 17 years old
- Medical Class 1 or 2
- Radiotelephony privileges and language proficiency requirements
- Successful completion of the LAPL(A) theoretical exam within the last 24 months
- Logbook, showing the following minimum flight instruction:
  - ➤ 30 hours of flight instruction in aeroplane/TMG
  - ➤ 15 hours of dual flight instruction
  - ➤ 6 hours of supervised solo, including 3 hours of cross-country, with one cross-country flight of at least 150 km (80 NM), with a full-stop landing at 1 aerodromes different from the aerodromeof departure

- CAR FCL class rating requirements, for the aircraft used in the skill test, fulfilled
- Training completion certificate from the ATO
- Relevant LAPL(A) skill test form filled, and endorsed by the ATO if applicable
- Aircraft documents
- Current navigation charts, and database if applicable
- Insurance of aircraft covering check flights
- Specific equipment for the flight part, if any

When the Examiner is satisfied that the prerequisite requirements are met; they should seek confirmation thatthe Candidate is fit and ready for the test. If so, the Examiner formally starts the test; it is a good practice to takethis opportunity to show the examiner credentials.

3. Examiner Briefing

The Examiner must brief the following elements:

- Freedom for the Candidate to ask questions
- Purpose and aim of the skill test
- Applicable weather minimum (e.g. CAA, ATO, or test requirements)
- Examiner has PIC responsibility; the Candidate acts autonomously as if he was the PIC
- Handling of radiocommunications during specific parts of the test
- Examiner role-play in normal operations and simulated emergencies
- Engine failure-simulation (minimum safety height, handling of engine-controls)
- Handling of possible contingencies (technical, weather, ATC)
- Handling of actual emergencies (e.g. engine failure procedures, change of aircraft control)
- Pass, fail, and partial pass criteria, repeat items option, and examination termination rules

When covering pass/fail criteria the examiner should explicate the standards of completion laid down in subpart 7 of this module, including decision-making and airmanship. Some test items may require specific emphasis for the Candidate to understand what is required. The standards of completion should be agreed with the Candidate, and the Examiner should consider actual flight conditions when briefing them. Items which couldrequire special emphasis could be:

- Take-off performance; selection of take-off rejection point
- Landing performance; selection of touchdown point and acceptable tolerances for the different types of landings
- Crosswind take-off and landing; expectation on handling and precision
- Navigation accuracy
- Simulated emergencies; expectation on handling, checklist use and what and how to simulate.

In covering the standards of completion, the Examiner should also review how the Candidate has been trained by the ATO as procedures and flight techniques might differ between organisations. This is especially important for manoeuvres such as: stalls, engine-out procedures, etc.

4. Candidate Flight Briefing

The Examiner should allow the Candidate to brief uninterrupted; the Candidate shall conclude their briefing by making a go/no-go decision. The briefing should cover the following aspects:

- Timetable (e.g. slot planning, boarding time)
- Operational navigation flight plan
- Weather situation and forecast
- NOTAMs, including relevant local military restrictions, as applicable

- Fuel planning
- Mass and balance calculation
- Performance calculation
- ATC flight plan, if applicable
- Aircraft status and documents, including maintenance release
- Threat and Error Management aspects

5. Oral Examination on Ground

The Examiner should verify the relevant theoretical knowledge of the Candidate during the briefing onthe ground by asking questions related, as far as possible, to the planned flight covering, for example, the following areas:

- Follow-up questions to the Candidate's briefing
- Regulations (CAR FCL)
- Licensing (e.g. LAPL(A) privileges, ratings validity, currency requirements)
- Operational aspects
- Weather information and interpretation
- Airspace structure and limitations
- Aircraft systems, limitations, performance, mass and balance
- Flight planning
- Navigation charts
- Emergency procedures

6. Skill Test Items

The use of checklist, airmanship, control of aeroplane or TMG by external visual reference, anti-icing/de-icingprocedures, etc., apply in all sections. Section 5 may be combined with sections 1 to 4.

The mandated skill test items are stated in the left column. Expanded guidance and additional explanations are provided in the right column.

Section 1 - Pre-flight Operation and Departure		
a	**Pre-flight documentation, NOTAM and weather briefing**	• *check all documents required for a private, passenger carrying flight are correct* • *obtain and assess all elements of the prevailing and forecast weather conditions* • *obtain and assess all aeronautical information and NOTAMS* • *complete an appropriate flight navigation log and chart* • *determine that the aeroplane is correctly fuelled for the flight*
b	**Mass and balanceand performancecalculation**	• *complete mass and balance schedule* • *calculate aeroplane performance criteria and limitations applicable to runway and forecast weather conditions and make adjustments if required for actual conditions before take-off*
c	**Aeroplane or TMGinspection and servicing**	• *check aeroplane serviceability record and technical log* • *perform all elements of the aeroplane pre-flight inspections as detailed* • *confirm that the aeroplane is in a serviceable and safe condition for flight* • *check and complete all necessary documentation*
d	**Engine starting and after startingprocedures**	• *complete an appropriate passenger emergency procedure briefing for the Examiner* • *complete all recommended engine starting and after starting procedures*

e	**Taxiing and aerodrome procedures, pre-take-off procedures**	• *complete all recommended taxiing checks and procedures* • *comply with airport markings and signals* • *follow ATC instructions* • *complete all departure checks and drills including engine operation* • *obtain ATC departure clearance* • *confirm any aeroplane performance criteria including crosswind condition*
f	**Take-off and aftertake-off check**	• *position the aeroplane correctly for take off and advance the power lever(s) to take off power with appropriate checks* • *use the correct take off technique using the recommended speeds for rotation/lift-off and initial climb* • *ensure a safe climb and departure adjusting power and aeroplane configuration as appropriate* • *complete all necessary after take-off checks*
g	**Aerodromedeparture procedures**	• *use charts or other published information as required* • *execute a safe departure in accordance with clearance and with due regard for other air traffic* • *use correct lookout techniques* • *observe the Rules of the Air and ATC Regulations* • *maintain directional control and drift corrections throughout* • *follow any noise routing or departure procedures and ATC instructions* • *omplete all necessary climb checks*
h	**ATC compliance and R/T procedures**	• *demonstrate standard R/T procedures and phraseology* • *demonstrate compliance with ATC instructions*

Section 2 - General Airwork		
a	**ATC compliance and R/T procedures**	• *during this section the Examiner will be responsible for most of the ATC liaison and R/T procedures but this does not absolve the applicant from taking responsibility for the management of his aeroplane and for collision avoidance.*
b	**Straight and level flight, withspeed changes**	• *demonstrate control of heading, altitude and airspeed in straight and level flight by visual attitudes while maintaining a correct lookout technique.* • *demonstrate correct use of trim.*
c	**Climbing** **i. best rate of climb** **ii climbing turns** **iii levelling off**	• *maintain directional control and balance throughout* • *trim for nominated speed including best Rate of Climb speed (VY)* • *complete all necessary climb checks* • *turn onto given headings maintaining balance and speed and bank angle* • *maintain lookout throughout* • *return aircraft to straight and level flight in cruise configuration at nominated level/ altitude* • *complete all necessary drills and checks* • *maintain heading and balance during transition from cruise or descentat VSO + 10 kts to best Angle of Climb speed (VX)* • *complete all necessary climb checks* • *turn onto given headings maintaining balance and speed and bank angle* • *maintain lookout throughout* • *return aircraft to straight and level flight in cruise configuration at nominated level/ altitude* • *complete all necessary drills and checks*

d	**Medium (30° bank)turns, look-out procedures and collision avoidance**	• *demonstrate the correct lookout technique before, during and after turns* • *establish and maintain throughout the turn the nominated altitude and speed* • *co-ordinate the entry to turns to achieve 30° bank* • *co-ordinate the recovery from turns to straight and level flight on the specified heading or as appropriate without loss/gain of height*
e	**Steep (45° bank)turns**	***Steep Turn:*** • *demonstrate the correct lookout technique before, during and after turns* • *establish and maintain throughout the turn the nominated altitude and speed.* • *co-ordinate the entry to steep turns to achieve at least 45° bank and maintain the turn through at least 360 degrees* • *co-ordinate the recovery from turns to straight and level flight as directed by the Examiner without loss/gain of height* ***Spiral Dive:*** • *recognize the manoeuvre and initiate prompt and correct recovery action* • *continue recovery action without exceeding any aeroplane limitations* • *complete all necessary checks and drills*
f	**Flight at critically low air speed withand without flaps**	• *consider all safety checks before the manoeuvres where necessary* • *select and stabilise the aeroplane at a nominated low airspeed above the stall speed whilst maintaining balance, trim and lookout. Maintain specified altitude/level, heading and speed as specified by the Examiner* • *maintain safe bank angles, speed, and altitude during turning and complete turns onto specified headings*
g	**Stalling** i clean stall and recover withpower ii approach to stall descendingturn with bank angle 20°, approach configuration iii approach to stall in landingconfiguration	• *consider safety checks before stalling* • *establish the stall entry as appropriate from straight and turning flight and select the required aeroplane configuration* • *maintain heading (or bank angle 10° - 30° as required) to stall entry* • *recognise the symptoms of incipient and full stalls* • *recover systematically by reducing the AoA and then re-establishinga safe and stable flight path* • *complete all necessary checks and drills* • *maintain lookout throughout*
h	**Descending** i with and withoutpower ii descending turns(steep gliding turns) iii levelling off	• *maintain directional control and balance throughout* • *trim for nominated speed including best glide speed* • *complete all necessary descent checks* • *turn onto given headings maintaining balance and speed and bank angle* • *maintain lookout throughout* • *return aircraft to straight and level flight in cruise configuration at nominated level / altitude* • *complete all necessary drills and checks* • *whilst gliding demonstrate awareness of increased stalling speed in manoeuvre*

Section 3 - En-route Procedures		
a	**Flight plan, dead reckoning and mapreading**	• *complete all elements of VFR planning for the route prescribed with particular reference to planned altitudes and safe levels of operation* • *identify position visually by reference to ground features and map*
b	**Maintenance of altitude, headingand speed**	• *control aeroplane using visual attitude flying techniques* • *maintain the heading height and speed as computed in navigation logor advised to the Examiner within the prescribed limits*
c	**Orientation, airspace structure, timing and revision of ETAs, log keeping**	• *maintain awareness of surrounding terrain, obstacles and restricted airspaces* • *navigate by means of calculated headings, ground speed and time* • *achieve destinations or turning points within 3 minutes of ETA* • *maintain a navigation log to monitor flight progress and fuel situation*
d	**Diversion to alternate aerodrome(planning and implementation)**	• *calculate heading, ground speed, ETA and fuel required during any unscheduled diversion* • *calculate Safety Altitude for track to new destination* • *navigate by means of calculated headings, ground speed and time* • *maintain the heading, altitude and speed as computed in navigation log or advised to the Examiner within the prescribed limits*
e	**Flight management (checks, fuel systemsand carburettor icing, etc.)**	• *complete all necessary checks and drills* • *set engine power for cruise or endurance performance in accordance with AFM* • *adjust and monitor fuel consumption for range or endurance asappropriate* • *make regular checks for carburettor icing, if appropriate* • *display sound airmanship and cockpit management*
f	**ATC compliance and R /T procedures**	• *set and cross check altimeters to local QNH or Standard pressure setting, as appropriate* • *maintain two-way R/T communication using correct phraseology throughout* • *obtain ATC clearances or flight information, as appropriate* • *comply with ATC clearances and instructions when required*

Section 4 - Approach and Landing Procedures		
a	**Aerodrome arrival procedures**	• *carry out appropriate checks and drills* • *set altimeters and cross check in accordance with check list, or as required* • *comply with published arrival procedure or clearance* • *maintain adequate lookout and collision avoidance*
b	**Collision avoidance (look-out procedures)**	• *maintain systematic lookout for traffic* • *adopt a flight strategy that reduces collision risks*
c	**Precision landing (short field landing), crosswind,if suitable conditions available**	• *consider weather and wind conditions, landing surface and obstructions* • *plan and follow the circuit pattern and orientation with the landing area* • *from the circuit pattern establish the recommended approach configuration adjusting speed and rate of descent to maintain astabilised approach* • *achieve the selected touchdown area at the recommended speed* • *adjust descent and flare to achieve a safe landing with little or no float with appropriate drift and crosswind correction* • *maintain directional control after touchdown and apply brakes for a safe role out* • *complete all necessary checks and drills*
d	**Flapless landing**	
e	**Approach to landingwith idle power**	
f	**Touch and go**	• *maintain directional control* • *carry out required configuration changes (flap retraction etc)* • *apply appropriate power for take-off.*

g	**Go-around from low height**	• *execute a timely decision to discontinue the approach either when in-structed or as considered necessary* • *apply appropriate power and control aeroplane attitude to initiate a safe climb maintaining balance and heading* • *adjust configuration and speed to achieve a positive climb at VY or VXas appropriate* • *maintain take off power until a safe manoeuvring altitude is reached and then adjust to a normal climb configuration and speed* • *complete all necessary checks and drills*
h	**ATC compliance and R/T procedures**	• *obtain and comply with ATC clearances using correct R/T phraseology* • *adjust circuit pattern/speed to maintain spacing with other traffic in the pattern* • *maintain awareness of other traffic through R/T and lookout*
i	**Actions after flight**	• *post flight inspection* • *aeroplane securing* • *complete all necessary documentation*

Section 5 - Abnormal and Emergency Procedures		
a	**Simulated engine failure after take-off**	• *establish best glide speed without delay* • *execute emergency drills as 'touch drills' without error* • *when time permits, investigate possible cause of engine failure and take corrective action* • *plan and execute further actions to ensure safe recovery of aeroplane, passengers and crew*
b	**Simulated forcedlanding (may be combinedwith item 5c)**	• *choose a suitable landing area with due regard for landing surface, surroundings and wind velocity* • *plan descent to achieve a safe approach to chosen landing area such thata safe landing would be likely*
c	**Simulated precautionary landing (may be combined with item 5b)**	• *choose a suitable landing area with due regard for landing surface, surroundings and wind velocity* • *plan descent to achieve a safe approach to chosen landing area suchthat a safe landing would be assured*
d	**Simulated emergencies**	• *analyse emergency or abnormal situation and formulate appropriate plan* • *execute abnormal or emergency drills* • *plan and execute further actions to ensure safe recovery of aeroplane, passengers and crew* • *use check list to confirm actions when time permits* • *make suitable emergency R/T calls (given to Examiner but nottransmitted)* • *inform ATC of practice emergency situation and assistance required(where appropriate)*
e	**Oral questions**	• *demonstrate knowledge of maintaining, operating, emergency handlingand limitations of the aeroplane used for the skill test*

7. Standard of Completion

To pass the LAPL(A) Skill Test, the Candidate shall demonstrate the ability to:

a operate the aeroplane or TMG within its limitations;
b complete all manoeuvres with smoothness and accuracy;
c exercise good judgment and airmanship; that is, to consistently use good judgement and well-developed knowledge, skills and attitudes to accomplish flight objectives;
d apply aeronautical knowledge;

e maintain control of the aeroplane or TMG at all times in such a manner that the successful outcome of aprocedure or manoeuvre is never seriously in doubt;

f stay within the following limits. Those tolerances are for general guidance; the Examiner should make allowance for turbulent conditions and the handling qualities and performance of the aeroplane used:

height:	normal flight	± 150ft
speed:	take-off and approach	+ 15/-5 knots
	all other flight regimes	± 15 knots

Compared to requirement (a) and (f), completion standards (b) to (e) don't rely on quantitative tolerance, but on qualitative one. Usage of guidance provided in subpart 8 should provide for a fact-based and consistent assessment and decision of those qualitative requirements.

8. Knowledge, Skills and AttitudeAssessment Guidance

The following tables are designed to give the Examiner guidance when assessing the Knowledge, Skills and Attitudes required by the Candidate to successfully complete each section of the test. It should aid the Examiner to assess the standard of completion elements laid down in subpart 7 under (b) to (e), and determine the result.

For each section a brief narrative of the section's objectives is provided, together with the most relevant KSAs.

Section 1 - Pre-flight Operation and Departure	
planning and preparation of a safe and compliant flight, including the usage of TEM. Safe and compliantusage of the aircraft on the ground and during the transition to flight	
Knowledge	• applicable regulations (rules of the air, operational, licensing) • weather information interpretation and understanding • Notams interpretation and understanding • aircraft flight manual structure, relevant information usage • aeronautical charts interpretation and usage • radio communication procedures and standard phraseology
Skill	• flight preparation information retrieval • searching in official reference documents (e.g. AFM, AIP) • standard SOP and checklist usage • smooth aircraft handling • communicate clearly and assertively
Attitude	• looking for information and assess them critically • safety-minded rather than mission-minded • takes effective decisions • assertive when in doubt • aware of his limited experience and abilities

Section 2 - General Airwork
safe and smooth aircraft operation throughout the certified flight envelope, awareness of the envelope limits and how to return to a safe flight, should an excursion occur

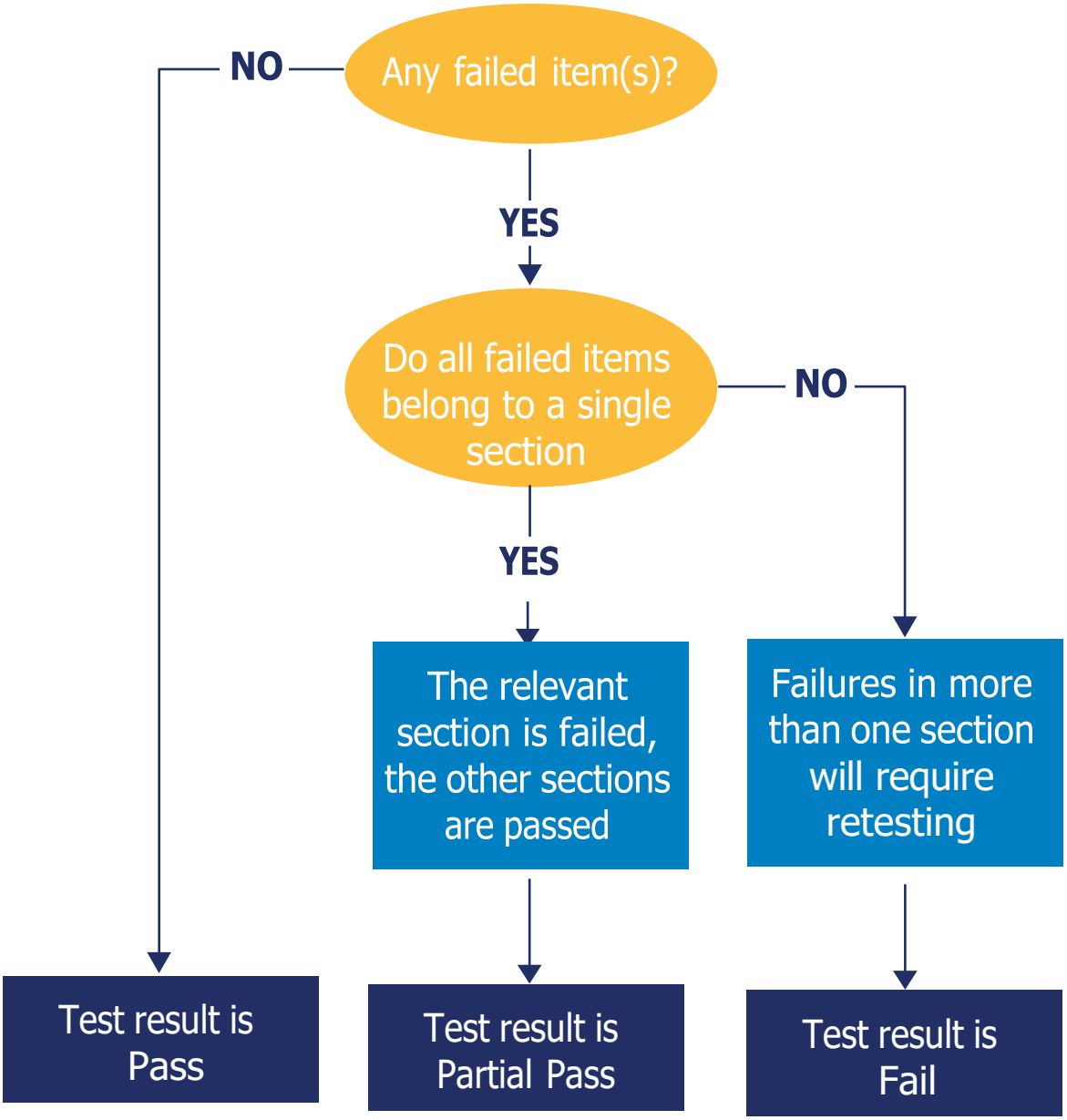
Knowledge	• aircraft pitch-power-configuration values • recovery procedures from an unusual aircraft state (stall, approach to stall, spiral dive) • spin prevention and spin recovery procedure • causes of load-factor increase and effect on stall speed • critical airspeeds (e.g. Vs, Vne, Vno, Va) and respective ASI markings
Skill	• establish stabilised flight path in trim, with the required power, airspeed, or vertical speed,as required • smooth, precise, and coordinated aircraft handling • smooth flight path changes, following the established SOPs • correct and systematic application of recovery drills
Attitude	• acquire and update his knowledge about his position and potential threats (e.g. traffic, terrain,flight path) and consider their future evolution • set priorities (Fly, Navigate, Communicate, Manage) • assertive, seek clarification of doubts and misunderstandings before acting

Section 3 - En-route Procedures	
navigating safely and effectively between A and B, in compliance with the regulation; monitoring theflight and maintaining an awareness of the changing environment; implementing adequate solutionsas necessary	
Knowledge	• navigation charts legend and charts interpretation • operational flight plan usage • onboard communication equipment use and limitation • applicable regulation (airspace class, weather minima) • radiotelephony requirements, procedures, and applicable standard phraseology
Skill	• proficient usage of onboard communication equipment • smooth tracking of the required ground track while maintaining altitude • communicate clearly, assertively, and in due time • flight replanning and diversion implementation
Attitude	• aware of the current situation and its possible evolution, and proactively generating options • set priorities (Fly, Navigate, Communicate, Manage) and manage workload • takes effective decisions, displaying leadership • considerate about other traffics and the potential threat • ready and willing to seek assistance as necessary (e.g. from ATC)

Section 4 - Approach and Landing Procedures	
safe arrival and entry into an airport area in compliance with the regulation; structured pattern and stable approach leading to a safe landing in different configurations; discontinuation of the approach or landing	
Knowledge	• arrival procedures, standard pattern, visual approach chart reading, briefing structure and purpose • engine-out pattern and key positions • applicable landing techniques with different winds and configurations • go around procedures and applicable SOPs • radiotelephony requirements, procedures, and applicable standard phraseology • post-flight actions (e.g. post-flight inspection, logbook entry, flight plan closing, occurrence reporting)
Skill	• systematic configuration changes, operated within the applicable limitations • precise and stable approach path • positive touch down within the designated touch down zone, at the correct speed • timely decision to abort the approach or landing • correct and systematic application of go-around drills • safe engine-out approach and landing
Attitude	• awareness of the other traffics, their intentions, and the resulting impact • mindful about the environment and its impact (e.g. wind, sun, impending fog, night) • considerate for other traffics • assertive radiotelephony communication

Section 5 - Abnormal and Emergency Procedures	
spotting, assessing, and addressing emergencies or abnormals using the appropriate procedures, maintaining a safe flight throughout; decisions to discontinue the flight to ensure safety, if necessary	
Knowledge	• emergency drills memory items • understanding of all emergency and abnormal procedures • precautionary landing methodology • standard phraseology for emergency and abnormal situation • transponder codes for emergency or com-loss situations • priority setting tools (e.g. PPAA or FNCM)
Skill	• instrument scanning for advanced information of an impending issue • timely execution of emergency drills memory items • proper use of the applicable checklist • ability to deal with a system failure according to the AFM • situation assessment, decision and solution implementation
Attitude	• information gathering and problem solving • informed decision making • awareness of time or height availability and exhaustion • informed decision making and effective implementation • set priorities (Fly, Navigate, Communicate, Manage)

9. Decision Making Flow Chart



10. **Test Debriefing.** The debriefing should begin with the Examiner informing the Candidate the result of the test. After that, theExaminer should make use of a facilitated discussion and emphasise the relevant strengths and weaknessesdemonstrated by the Candidate. If the test is failed, the Examiner shall inform the Candidate and the trainingorganisation regarding any training recommendation. The Candidate shall be explained their right of appeal,according to the procedures set by the CAA. With the agreement of the Candidate, the Examiner may allow, the responsible instructor, a Senior Examiner or an Inspector of the CAA, to take part in the debriefing.

11. **Completion of all applicablerecords**

All relevant records must be completed. Which includes, but is not limited to:

- Relevant operational documentation, aircraft logbook, closing ATS flight plan
- Skill test protocol and examiner report
  - ➢ original to the applicant, respectively
  - ➢ 1 copy to the CAA
  - ➢ 1 copy for the examiner's records
- Candidate logbook

For any failed or partially failed test, the justification for failure must be printed on the examiner report.The ground for failure must be clear and motivated; a mere indication of which item was failed is not adequatenor sufficient. Any re-training recommendation should equally be written in the examiner report.

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Flight ExaminerManual

Module 2.2 - PPL (A)

PPL(A) Skill Test

General Applicable Framework

Flight rules:	VFR
Equipment:	Aeroplane or TMG
Applicable type or class:	TMG, SEP, MEP Required
Required examiner certificate:	FE(A)

1. Introduction

The basic privileges of a PPL(A) holder are to fly worldwide with passengers, as PIC under VFR, in the aeroplane class, respectively TMG, in which the candidate has passed the skill test. The holder is to act without renumeration, and is restricted to engage in non-commercial operations.

When conducting the skill test, the Examiner must have due regard for the limited experience that a PPL(A)Candidate may have. Nonetheless, the Examiner shall also appreciate that upon licensing the pilot will be responsible for the safety of his passengers, with the privilege to operate internationally almost unrestricted.This may bring the new private pilot into a variety of different situations, including unfamiliar airports, airspace, flight rules and terrain.

2. Test Administration

The Examiner should provide the Candidate with advance information regarding the examination flight routing, taking into account weather forecasts and local restrictions, to afford the Candidate with sufficient time to prepare the navigation part of the skill test.

The test is intended to simulate a practical flight, flown single-pilot under VFR. The navigation section shouldhave a duration that allows the Candidate to demonstrate his ability to complete a route with at least three identified waypoints. The Examiner should plan 90 minutes for the flight, and 3 hours for the whole examination.

Usually, the Examiner occupies the instructor seat and is the PIC. No other person, if not operationally or organisationally necessary for the conduct of the examination, should be allowed in the aeroplane. Additionally,ATO limitations should be considered.

Before proceeding with the test, the Examiner shall verify that the prerequisites are met, including PPL(A) skill test recommendation; the ATO shall make available the training records for verification if requested. Accordingly, the following documents and conditions shall be verified:

- Passport or ID
- The Candidate is at least 17 years old
- Medical Class 1 or 2
- Radiotelephony privileges and language proficiency requirements
- Successful completion of the PPL(A) theoretical exam within the last 24 months
- Logbook, showing the following minimum flight instruction:
  - ➤ 45 hours of flight instruction in aeroplane/TMG, with a maximum of 5 hours in an FSTD
  - ➤ 25 hours of dual flight instruction
  - ➤ 10 hours of supervised solo, including 5 hours of cross-country, with one cross-country flight of at least 270 km (150 NM), with full-stop landings at 2 aerodromes different from the aerodromeof departure
- CAR FCL class rating requirements, for the aircraft used in the skill test, fulfilled

- Training completion certificate from the ATO
- Relevant PPL(A) skill test form filled, and endorsed by the ATO if applicable
- Aircraft documents
- Current navigation charts, and database if applicable
- Insurance of aircraft covering check flights
- Specific equipment for the flight part (e.g. sight-limiting device)

When the Examiner is satisfied that the prerequisite requirements are met; they should seek confirmation that the Candidate is fit and ready for the test. If so, the Examiner formally starts the test; it is a good practice to takethis opportunity to show the examiner credentials.

3. Examiner Briefing

The Examiner must brief the following elements:

- Freedom for the Candidate to ask questions
- Purpose and aim of the skill test
- Applicable weather minimum (e.g. CAA, ATO, or test requirements)
- Examiner has PIC responsibility; the Candidate acts autonomously as if he was the PIC
- Handling of radiocommunications during specific parts of the test
- Use of the sight-limiting device
- Examiner role-play in normal operations and simulated emergencies
- Engine failure-simulation (minimum safety height, handling of engine-controls). Actual engine-shut- down and restart on multi-engines aeroplane, if applicable
- Handling of possible contingencies (technical, weather, ATC)
- Handling of actual emergencies (e.g. engine failure procedures, change of aircraft control)
- Pass, fail, and partial pass criteria, repeat items option, and examination termination rules

When covering pass/fail criteria the examiner should explicate the standards of completion laid down in sub-part 7 of this module, including decision-making and airmanship. Some test items may require specific emphasis for the Candidate to understand what is required. The standards of completion should be agreed with the Candidate, and the Examiner should consider actual flight conditions when briefing them. Items which couldrequire special emphasis could be:

- Take-off performance; selection of take-off rejection point
- Landing performance; selection of touchdown points and acceptable tolerances for the different types of landings
- Crosswind take-off and landing; expectation on handling and precision
- Navigation accuracy
- Simulated emergencies; expectation on handling, checklist use and what and how to simulate.

In covering the standards of completion, the Examiner should also review how the Candidate has been trained by the ATO as procedures and flight techniques might differ between organisations. This is especially important for manoeuvres such as: unusual attitudes, stalls and engine-out procedures, etc.

4. Candidate Flight Briefing

The Examiner should allow the Candidate to brief uninterrupted; the Candidate shall conclude their briefing bymaking a go/no-go decision. The briefing should cover the following aspects:

- Timetable (e.g. slot planning, boarding time)
- Operational navigation flight plan

- Weather situation and forecast
- NOTAMs, including relevant local military restrictions, as applicable
- Fuel planning
- Mass and balance calculation
- Performance calculation
- ATC flight plan, if applicable
- Aircraft status and documents, including maintenance release
- Threat and Error Management aspects

5. Oral Examination on Ground

The Examiner should verify the relevant theoretical knowledge of the Candidate during the briefing onthe ground by asking questions related, as far as possible, to the planned flight covering, for example, the following areas:

- Follow-up questions to the Candidate's briefing
- Regulations (CAR FCL)
- Licensing (e.g. PPL(A) privileges, ratings validity, currency requirements)
- Operational aspects
- Weather information and interpretation
- Airspace structure and limitations
- Aircraft systems, limitations, performance, mass and balance
- Flight planning
- Navigation charts
- Emergency procedures

6. Skill Test Items

The use of checklist, airmanship, control of aeroplane by external visual reference, anti-icing/de-icing procedures, etc., apply in all sections. Section 5 may be combined with sections 1 to 4; section 6, if applicable, may be combined with sections 1 to 5.

The mandated skill test items are stated in the left column. Expanded guidance and additional explanations are provided in the right column.

Section 1 - Pre-flight Operation and Departure		
a	**Pre-flight documentation, NOTAM and weather briefing**	• *check all documents required for a private, passenger carrying flight are correct* • *obtain and assess all elements of the prevailing and forecast weather conditions* • *obtain and assess all aeronautical information and NOTAMS* • *complete an appropriate flight navigation log and chart* • *determine that the aeroplane is correctly fuelled for the flight*
b	**Mass and balanceand performancecalculation**	• *complete mass and balance schedule* • *calculate aeroplane performance criteria and limitations applicable torunway and forecast weather conditions and make adjustments if re- quired for actual conditions before take-off*
c	**Aeroplane inspection and servicing**	• *check aeroplane serviceability record and technical log* • *perform all elements of the aeroplane pre-flight inspections as detailed* • *confirm that the aeroplane is in a serviceable and safe condition for flight.* • *check and complete all necessary documentation*

d	**Engine starting and after startingprocedures**	• *complete an appropriate passenger emergency procedure briefing for the Examiner* • *complete all recommended engine starting and after starting procedures*
e	**Taxiing and aerodrome procedures, pre-take-off procedures**	• *complete all recommended taxiing checks and procedures* • *comply with airport markings and signals* • *follow ATC instructions* • *complete all departure checks and drills including engine operation* • *obtain ATC departure clearance* • *confirm any aeroplane performance criteria including crosswind condition*
f	**Take-off and aftertake-off check**	• *position the aeroplane correctly for take off and advance the powerlevers(s) to take off power with appropriate checks* • *use the correct take off technique using the recommended speeds for rotation/lift-off and initial climb* • *ensure a safe climb and departure adjusting power and aeroplane configuration as appropriate* • *complete all necessary after take-off checks*
g	**Aerodromedeparture procedures**	• *use charts or other published information as required* • *execute a safe departure in accordance with clearance and with due regard for other air traffic* • *use correct lookout techniques* • *observe the Rules of the Air and ATC Regulations* • *maintain directional control and drift corrections throughout* • *follow any noise routing or departure procedures and ATC instructions* • *complete all necessary climb checks*
h	**ATC compliance and R/T procedures**	• *demonstrate standard R/T procedures and phraseology* • *demonstrate compliance with ATC instructions*

Section 2 - General Airwork		
a	**ATC compliance and R/T procedures**	• *during this section the Examiner will be responsible for most of the ATC liaison and R/T procedures but this does not absolve the applicant from taking responsibility for the management of his aeroplane and for collision avoidance*
b	**Straight and level flight, with speed changes**	• *demonstrate control of heading, altitude and airspeed in straight and level flight by visual attitudes while maintaining a correct lookout technique.* • *demonstrate correct use of trim.*
c	**Climbing** **i best rate of climb** **ii climbing turns** **iii levelling off**	• *maintain directional control and balance throughout* • *trim for nominated speed including best Rate of Climb speed (VY)* • *complete all necessary climb checks* • *turn onto given headings maintaining balance and speed and bank angle* • *maintain lookout throughout* • *return aircraft to straight and level flight in cruise configuration at nominated level/ altitude* • *complete all necessary drills and checks* • *maintain heading and balance during transition from cruise or descentat VSO + 10 kts to best Angle of Climb speed (VX)* • *complete all necessary climb checks* • *turn onto given headings maintaining balance and speed and bank angle* • *maintain lookout throughout* • *return aircraft to straight and level flight in cruise configurationat nominated level/ altitude* • *complete all necessary drills and checks*
d	**Medium (30° bank)turns**	• *demonstrate the correct lookout technique before, during and after turns* • *establish and maintain throughout the turn the nominated altitudeand speed* • *co-ordinate the entry to turns to achieve 30° bank* • *co-ordinate the recovery from turns to straight and level flight on the specified heading or as appropriate without loss/gain of height*
e	**Steep (45° bank)turns (incl. recognition and recovery froma spiral dive)**	*Steep Turn:* • *demonstrate the correct lookout technique before, during and after turns* • *establish and maintain throughout the turn the nominated altitude andspeed* • *co-ordinate the entry to steep turns to achieve at least 45° bank and maintain the turn through at least 360 degrees* • *co-ordinate the recovery from turns to straight and level flight as directed by the Examiner without loss/gain of height* *Spiral Dive:* • *recognise the manoeuvre and initiate prompt and correct recovery action* • *continue recovery action without exceeding any aeroplane limitations* • *complete all necessary checks and drills*
f	**Flight at critically low air speed withand without flaps**	• *consider all safety checks before the manoeuvres where necessary* • *select and stabilise the aeroplane at a nominated low airspeed above the stall speed whilst maintaining balance, trim and lookout. Maintain specified altitude/level, heading and speed as specified by the Examiner* • *maintain safe bank angles, speed, and altitude during turning and complete turns onto specified headings*

g	**Stalling** i. clean stall and recover withpower ii. approach to stall descendingturn with bank angle 20°, approach configuration iii. approach to stall in landingconfiguration	• *consider safety checks before stalling* • *establish the stall entry as appropriate from straight and turning flightand select the required aeroplane configuration* • *maintain heading (or bank angle 10° - 30° as required) to stall entry* • *recognise the symptoms of incipient and full stalls* • *recover systematically by reducing the AoA and then re-establishing a safe and stable flight path* • *complete all necessary checks and drills* • *maintain lookout throughout*
h	**Descending** i. with and without power ii. descending turns(steep gliding turns) ii. levelling off	• *maintain directional control and balance throughout* • *trim for nominated speed including best glide speed* • *complete all necessary descent checks* • *turn onto given headings maintaining balance and speed and bank angle* • *maintain lookout throughout* • *return aircraft to straight and level flight in cruise configuration at nominated level / altitude* • *complete all necessary drills and checks* • *whilst gliding demonstrate awareness of increased stalling speed in manoeuvre (not with multi-engine aeroplanes)*

Section 3 - En-route Procedures		
a	**Flight plan, dead reckoning and mapreading**	• *complete all elements of VFR planning for the route prescribed with particular reference to planned altitudes and safe levels of operation* • *identify position visually by reference to ground features and map*
b	**Maintenance of altitude, headingand speed**	• *control aeroplane using visual attitude flying techniques* • *maintain the heading height and speed as computed in navigation log or advised to the Examiner within the prescribed limits*
c	**Orientation, timing and revision of ETAs and log keeping**	• *maintain awareness of surrounding terrain, obstacles and restricted airspaces* • *navigate by means of calculated headings, ground speed and time* • *achieve destinations or turning points within 3 minutes of ETA* • *maintain a navigation log to monitor flight progress and fuel situation*
d	**Diversion to alternate aerodrome(planning and implementation)**	• *calculate heading, ground speed, ETA and fuel required during any unscheduled diversion* • *calculate Safety Altitude for track to new destination* • *navigate by means of calculated headings, ground speed and time* • *maintain the heading, altitude and speed as computed in navigation logor advised to the Examiner within the prescribed limits*
e	**Use of radio navigation aids**	• *select and identify appropriate radio and navigation aids as required or nominated by Examiner* • *locate and record the aeroplane position by using radio navigation equipment when required by the Examiner* • *intercept and maintain given tracks or radials using the navigation aids nominate*
f	**Basic instrumentflying check (180° turn in simulated IMC)**	• *demonstrate competence at manoeuvring the aircraft by sole reference to flight instruments* • *use an appropriate technique of instrument scanning and cross check to maintain flight within prescribes limits* • *establish a rate one turn through 180° using the direction indicator*

g	**Flight management (checks, fuel systemsand carburettor icing, etc.)**	• *complete all necessary checks and drills* • *set engine power for cruise or endurance performance in accordance with AFM* • *adjust and monitor fuel consumption for range or endurance as appropriate* • *make regular checks for carburettor icing, if appropriate* • *display sound airmanship and cockpit management*
h	**ATC compliance and R/T procedures**	• *set and cross check altimeters to QNH or Standard pressure setting, as appropriate* • *maintain two way R/T communication using correct phraseology throughout* • *obtain ATC clearances or flight information, as appropriate* • *comply with ATC clearances and instructions when required*

Section 4 - Approach and Landing Procedures		
a	**Aerodrome arrival procedures**	• *carry out appropriate checks and drills* • *set altimeters and cross check in accordance with check list,or as required.* • *comply with published arrival procedure or clearance* • *maintain adequate lookout and collision avoidance*
b	**Precision landing (short field landing),crosswind, if suit- able conditions available**	• *consider weather and wind conditions, landing surface and obstructions* • *plan and follow the circuit pattern and orientation with the landing area* • *from the circuit pattern establish the recommended approach configuration adjusting speed and rate of descent to maintaina stabilised approach* • *achieve the selected touchdown area at the recommended speed* • *adjust descent and flare to achieve a safe landing with little or no float with appropriate drift and crosswind correction* • *maintain directional control after touchdown and apply brakes for a safe roll out* • *complete all necessary checks and drills*
c	**Flapless landing**	
d	**Approach to landing with idle power (SE only)**	
e	**Touch and go**	• *maintain directional control* • *carry out required configuration changes (flap retraction etc)* • *apply appropriate power for take-off.*
f	**Go-around fromlow height**	• *execute a timely decision to discontinue the approach either when instructed or as considered necessary* • *apply appropriate power and control aeroplane attitude to initiate a safe climb maintaining balance and heading* • *adjust configuration and speed to achieve a positive climb at VY or VX as appropriate* • *maintain take off power until a safe manoeuvring altitude is reached and then adjust to a normal climb configuration and speed* • *complete all necessary checks and drills*
g	**ATC compliance and R/T procedures**	• *obtain and comply with ATC clearances using correct R/T phraseology* • *adjust circuit pattern/speed to maintain spacing with other traffic in the pattern.* • *maintain awareness of other traffic through R/T and lookout*

Section 5 - Abnormal and Emergency Procedures		
a	**Simulated engine failure after take- off (SE only)**	• *establish safe flight speed without delay* • *execute emergency drills as 'touch drills' without error* • *when time permits, investigate possible cause of engine failure and takecorrective action* • *plan and execute further actions to ensure safe recovery of aeroplane,passengers and crew*
b	**Simulated forcedlanding (SE only)**	• *choose a suitable landing area with due regard for landing surface,surroundings and wind velocity* • *plan descent to achieve a safe approach to chosen landing area such as a safe landing would be likely*
c	**Simulated precautionary landing (SE only)**	• *choose a suitable landing area with due regard for landing surface,surroundings and wind velocity* • *plan descent to achieve a safe approach to chosen landing area such as a safe landing would be assured*
d	**Simulated emergencies**	• *analyse emergency or abnormal situation and formulate appropriateplan* • *execute abnormal or emergency drills* • *plan and execute further actions to ensure safe recovery of aeroplane,passengers and crew* • *use check list to confirm actions when time permits* • *make suitable emergency R/T calls (given to Examiner but nottransmitted)* • *inform ATC of practice emergency situation and assistance required (where appropriate)*
e	**Oral questions**	• *demonstrate knowledge of maintaining, operating, emergency handling and limitations of the aeroplane used for the flight test*

Section 6 - Simulated Asymmetric Flight and Relevant Class or Type Items		
a	**Simulated engine failure during take- off (at a safe altitude)**	• *maintain control of aeroplane direction and speed following simulated engine failure* • *identify failed engine* • *complete checks and drills* • *establish safe climb at VYSE in trim*
b	**Asymmetric approachand go-around**	• *fly a visual circuit with asymmetric power to establish a final approach* • *maintain a stable (trimmed) approach in the correct configuration* • *make a clear decision to land/go-around at or before appropriateasymmetric committal altitude/height (ACH)* • *at ACH or when instructed, carry out a go-around to establish a safe climb in the recommended configuration at VYSE*
c	**Asymmetric approachand full stop landing**	• *fly a visual circuit with asymmetric power to establish a final approach* • *maintain a stable (trimmed) approach in the correct configuration* • *make a clear decision to land at or before ACH* • *execute a safe landing at the recommended speed/configuration in the appropriate landing area*
d	**Engine shutdown and restart**	• *control aircraft in heading, altitude, speed and balance during full engine shut down at safe altitudes, carry out appropriate drills andchecks* • *control aircraft heading, height and speed during re-start drills according to check list and re-establish aircraft to symmetric cruising flight*

e	**ATC compliance and R/T procedures**	• *inform ATC of abnormal flight condition and any assistance required* • *comply with ATC procedures and instructions* • *adjust traffic pattern with due regard to weather, surface conditions, obstructions and other air traffic* • *adjust configuration and circuit pattern with regard to aeroplaneperformance* • *complete necessary checks and drills*
f	**Relevant items of the class or typerating skill test, if applicable:** **i. aeroplane systems(incl. autopilot)** **ii. operation of pressurization system** **iii. use of de- and anti-icing system**	• *aeroplane systems including handling of autopilot* • *operation of pressurisation system* • *use of de-icing and anti icing system* • *demonstrate ability to operate aircraft systems as applicable* • *rejected take off (at a reasonable speed)* • *safely bring the aircraft to a halt on the runway following a simulatedemergency during the initial part of the take-off run*
g	**Oral questions**	• *demonstrate knowledge of maintaining, operating, emergency handling and limitations of the aeroplane used for the flight test*

Standard of Completion

To pass the PPL(A) Skill Test, the Candidate shall demonstrate the ability to:

a operate the aeroplane within its limitations;

b complete all manoeuvres with smoothness and accuracy;

c exercise good judgment and airmanship; that is, to consistently use good judgement andwell-developed knowledge, skills and attitudes to accomplish flight objectives;

d apply aeronautical knowledge;

e maintain control of the aeroplane at all times in such a manner that the successful outcome of a procedure or manoeuvre is never seriously in doubt;

f stay within the following limits. Those tolerances are for general guidance; the Examiner should make allowance for turbulent conditions and the handling qualities and performance of the aeroplane used:

height:	normal flight	± 150ft
	with simulated engine failure	± 200 ft (ME only)
heading or tracking of radio aids:	normal flight	± 10°
	with simulated engine failure	± 15° (ME only)
speed:	take-off and approach	+ 15/-5 knots
	all other flight regimes	± 15 knots

Compared to requirement (a) and (f), completion standards (b) to (e) don't rely on quantitative tolerance, but on qualitative one. Usage of guidance provided in subpart 8 should provide for a fact-based and consistent assessment and decision of those qualitative requirements.

7. Knowledge, Skills and Attitude Assessment Guidance

The following tables are designed to give the Examiner guidance when assessing the Knowledge, Skills and Attitudes required by the Candidate to successfully complete each section of the test. It should aid the Examiner to assess the standard of completion elements laid down in subpart 7 under (b) to (e), and determine the result.

For each section a brief narrative of the section's objectives is provided, together with the most relevant KSAs.

Section 1 - Pre-flight Operation and Departure	
planning and preparation of a safe and compliant flight, including the usage of TEM. Safe and compliantusage of the aircraft on the ground and during the transition to flight	
Knowledge	• applicable regulations (rules of the air, operational, licensing) • weather information interpretation and understanding • Notams interpretation and understanding • aircraft flight manual structure, relevant information usage • aeronautical charts interpretation and usage • radio communication procedures and standard phraseology
Skill	• flight preparation information retrieval • searching in official reference documents (e.g. AFM, AIP) • standard SOP and checklist usage • smooth aircraft handling • communicate clearly and assertively
Attitude	• looking for information and assess them critically • safety-minded rather than mission-minded • takes effective decisions • assertive when in doubt • aware of his limited experience and abilities

Section 2 - General Airwork	
safe and smooth aircraft operation throughout the certified flight envelope, awareness of the envelope limits and how to return to a safe flight, should an excursion occur	
Knowledge	• aircraft pitch-power-configuration values • recovery procedures from an unusual aircraft state (stall, approach to stall, spiral dive) • spin prevention and spin recovery procedure • causes of load-factor increase and effect on stall speed • critical airspeeds (e.g. Vs, Vne, Vno, Va) and respective ASI markings
Skill	• establish stabilised flight path in trim, with the required power, airspeed, or vertical speed,as required • smooth, precise, and coordinated aircraft handling • smooth flight path changes, following the established SOPs • correct and systematic application of recovery drills
Attitude	• acquire and update his knowledge about his position and potential threats (e.g. traffic, terrain,flight path) and consider their future evolution • set priorities (Fly, Navigate, Communicate, Manage) • assertive, seek clarification of doubts and misunderstandings before acting

Section 3 - En-route Procedures	
navigating safely and effectively between A and B, in compliance with the regulation; monitoring theflight and maintaining an awareness of the changing environment; implementing adequate solutionsas necessary	
Knowledge	• navigation charts legend and charts interpretation • operational flight plan usage • onboard navigation and communication equipment use and limitation • applicable regulation (airspace class, weather minima) • radiotelephony requirements, procedures, and applicable standard phraseology

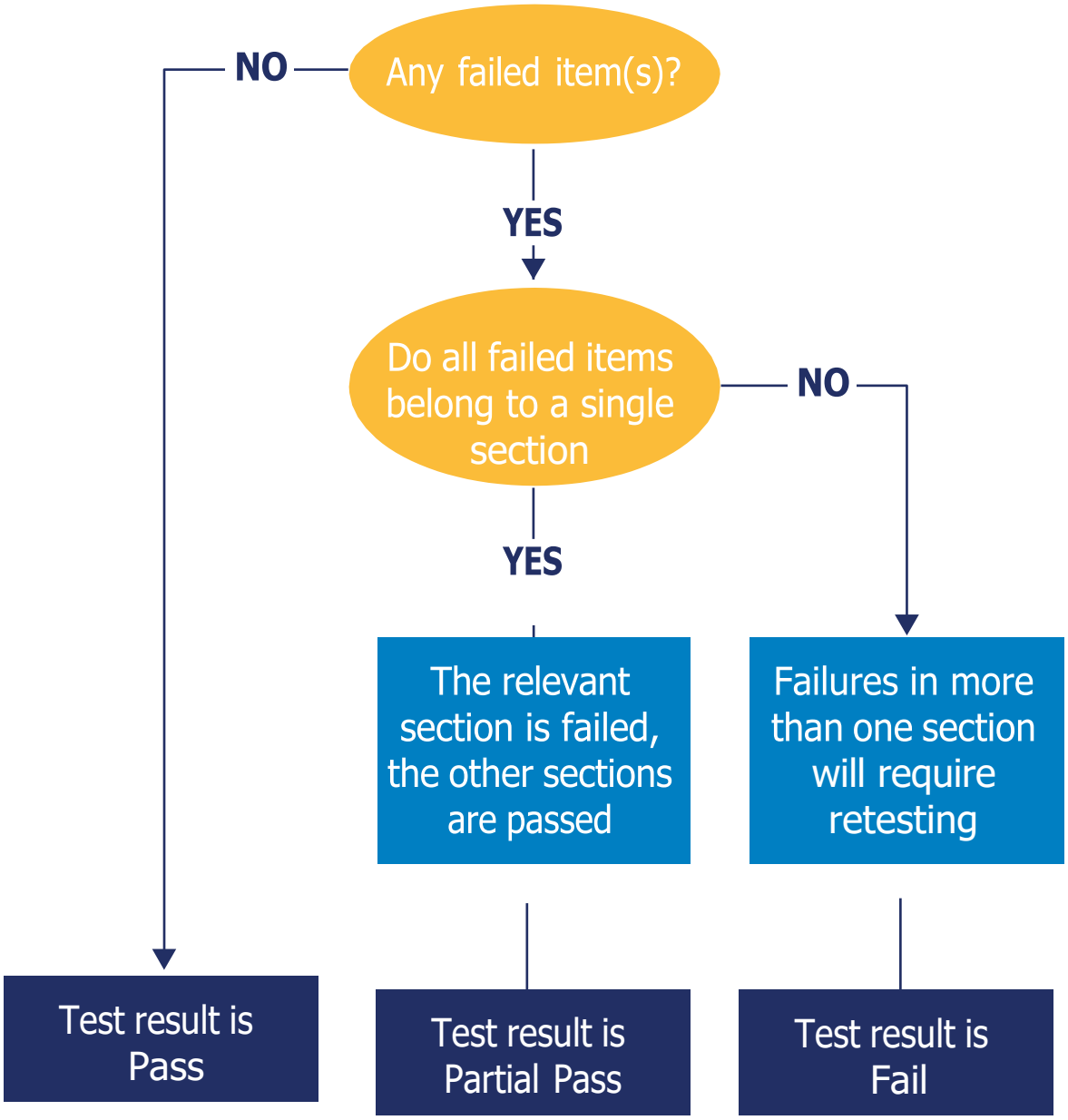
Skill	• chart and ground reading (reconciliation of ground features and chart information) • proficient usage of onboard navigation and communication equipment • smooth tracking of the required ground track or radio-navigation track, while maintaining altitude • communicate clearly, assertively, and in due time • flight replanning and diversion implementation • ability to fly basic manoeuvres, and maintain aircraft control, in simulated IMC
Attitude	• aware of the current situation and its possible evolution, and proactively generating options • set priorities (Fly, Navigate, Communicate, Manage) and manage workload • takes effective decisions, displaying leadership • considerate about other traffics and the potential threat • ready and willing to seek assistance as necessary (e.g. from ATC)

Section 4 - Approach and Landing Procedures	
safe arrival and entry into an airport area in compliance with the regulation; structured pattern and stable approach leading to a safe landing in different configurations; discontinuation of the approach or landing	
Knowledge	• arrival procedures, standard pattern, visual approach chart reading, briefing structure and purpose • engine-out pattern and key positions • applicable landing techniques with different winds and configurations • go around procedures and applicable SOPs • radiotelephony requirements, procedures, and applicable standard phraseology • post-flight actions (e.g. post-flight inspection, logbook entry, flight plan closing, occurrence reporting)
Skill	• systematic configuration changes, operated within the applicable limitations • precise and stable approach path • positive touch down within the designated touch down zone, at the correct speed • timely decision to abort the approach or landing • correct and systematic application of go-around drills • safe engine-out approach and landing
Attitude	• awareness of the other traffics, their intentions, and the resulting impact • mindful about the environment and its impact (e.g. wind, sun, impending fog, night) • considerate for other traffics • assertive radiotelephony communication

Section 5 - Abnormal and Emergency Procedures	
spotting, assessing, and addressing emergencies or abnormals using the appropriate procedures, maintaining a safe flight throughout; decisions to discontinue the flight to ensure safety, if necessary	
Knowledge	• emergency drills memory items • understanding of all emergency and abnormal procedures • precautionary landing methodology • standard phraseology for emergency and abnormal situation • transponder codes for emergency or com-loss situations • priority setting tools (e.g. PPAA or FNCM)
Skill	• instrument scanning for advanced information of an impending issue • timely execution of emergency drills memory items • proper use of the applicable checklist • ability to deal with a system failure according to the AFM • situation assessment, decision and solution implementation
Attitude	• information gathering and problem solving • informed decision making • awareness of time or height availability and exhaustion • informed decision making and effective implementation • set priorities (Fly, Navigate, Communicate, Manage)

Section 6 - Simulated Asymmetric Flight and Relevant Class or Type Items	
safe asymmetric operation during, and after, engine failure; single-engine flight path management during take-off, climb, approach, landing, and go-around; performance limitation issues	
Knowledge	• difference between single-engine controllability and performance • understanding that performance is related to excess power available • multi-engine specific speeds, relevance and markings (e.g. Vsse, Vxse, Vyse, Vmca) • emergency drills memory items • engine failure emergency procedure • specific systems operation and limitations (e.g. pressurisation, anti/de-icing)
Skill	• maintain aircraft control, and establish a stable flight path, during and after engine failure-simulation • timely execution of emergency drills memory items • proper use of the applicable checklist • adapt aircraft configuration for single-engine operation • standard phraseology for emergency and abnormal situation (e.i single-engine situation) • proper usage of specific aircraft systems (e.g. pressurisation, anti/de-icing)
Attitude	• appreciation for the performance limitation and adoption of a conservative planning approach • assessment of the current situation under single-engine operation • realistic and effective decision making • anticipation and workload management

8. Decision Making Flow Chart



9. **Test Debriefing.** The debriefing should begin with the Examiner informing the Candidate the result of the test. After that, theExaminer should make use of a facilitated discussion and emphasise the relevant strengths and weaknessesdemonstrated by the Candidate. If the test is failed, the Examiner shall inform the Candidate and the trainingorganisation regarding any training recommendation. The Candidate shall be explained their right of appeal,according to the procedures set by the CAA. With the agreement of the Candidate, the Examiner may allow, the responsible instructor, a Senior Examiner or an Inspector of the CAA, to take part in the debriefing.

10. **Completion of all applicablerecords**

All relevant records must be completed. Which includes, but is not limited to:

- Relevant operational documentation, aircraft logbook, closing ATS flight plan
- Skill test protocol and examiner report
  - ► original to the applicant, respectively
  - ► 1 copy to the CAA
  - ► 1 copy for the examiner's records
- Candidate logbook

For any failed or partially failed test, the justification for failure must be printed on the examiner report.The ground for failure must be clear and motivated; a mere indication of which item was failed is not adequatenor sufficient. Any re-training recommendation should equally be written in the examiner report.

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Flight Examiner Manual

Module 2.3 - CPL (A)

CPL(A) Skill Test

General Applicable Framework

Flight rules	VFR
Equipment	Aeroplane with minimum 4 seats, retractablelanding gear, and variable pitch propeller. A suitable FSTD could be used for the approved sections
Applicable type or class	SEP, MEP, SET, MET
Required examiner certificate	FE(A)

1. Introduction

The key privileges of a CPL(A) holder are to act as PIC in worldwide commercial air transport of any single-pilot aeroplane under VFR, in the aeroplane class or type in which the Candidate has passed the skill test, respectively on which he is qualified. The holder is to act with renumeration in commercial operations.

When conducting the skill test, the Examiner must have due regard for the experience that a CPL(A) Candidate may have. Nonetheless, the Examiner shall appreciate that upon licensing the pilot will acquire the privilege toact as PIC in commercial air transport in VFR, and be responsible the safe conduct of such operations, including the safety of commercial passengers or payload.

2. Test Administration

The Examiner should provide the Candidate with advance information regarding the examination flight routing, taking into account weather forecasts and local restrictions, to afford the Candidate with sufficient time to prepare the navigation part of the skill test.

The test is intended to simulate a practical flight, flown single-pilot under VFR. The flight duration shall be atleast 90 minutes, and the destination shall be a controlled aerodrome. The navigation section scenario shouldhave a duration and structure that allows the Candidate to demonstrate his ability to achieve all the requireden-route procedures.

Usually, the Examiner occupies the instructor seat and is the PIC. No other person, if not operationally or organisationally necessary for the conduct of the examination, should be allowed in the aeroplane or simulator. Additionally, ATO limitations should be considered.

Before proceeding with the test, the Examiner shall verify that the prerequisites are met, including CPL(A) skill test recommendation; the ATO shall make available the training records for verification if requested. Accordingly, the following documents and conditions shall be verified:

- Passport or ID
- The Candidate is at least 18 years old
- Medical Class 1
- Radiotelephony privileges and language proficiency requirements
- Successful completion of the CPL(A) theoretical exam within the last 36 months
- Logbook, showing the relevant minimum experience and flight instruction, including UPRT,as per CAR FCL Appendix 3
- Fulfils the CAR FCL class or type rating requirements for the aeroplane used in the skill test
- Training completion certificate from the ATO
- Relevant CPL(A) skill test form filled, and endorsed by the ATO if applicable
- Aircraft documents
- Current navigation charts, and database if applicable

- Insurance of aircraft covering check flights
- Specific equipment for the flight part (e.g. sight-limiting device)

When the Examiner is satisfied that the prerequisite requirements are met; they should seek confirmation thatthe Candidate is fit and ready for the test. If so, the Examiner formally starts the test; it is a good practice to takethis opportunity to show the examiner credentials.

3. Examiner Briefing

The Examiner must brief the following elements:

- Freedom for the Candidate to ask questions
- Purpose and aim of the skill test
- Applicable weather minimum (e.g. CAA, ATO, or test requirements)
- Examiner has PIC responsibility; the Candidate acts autonomously as if he was the PIC
- Handling of radiocommunications during specific parts of the test
- Use of the sight-limiting device
- Examiner role-play in normal operations and simulated emergencies
- Engine failure-simulation (minimum safety height, handling of engine-controls). Actual engine-shut- down and restart on multi-engines aeroplane, if applicable
- Handling of possible contingencies (technical, weather, ATC)
- Handling of actual emergencies (e.g. engine failure procedures, change of aircraft control)
- Pass, fail, and partial pass criteria, repeat items option, and examination termination rules

When covering pass/fail criteria the examiner should explicate the standards of completion laid down in subpart 7 of this module, including decision-making and airmanship. Some test items may require specific emphasis for the Candidate to understand what is required. The standards of completion should be agreed with the Candidate, and the Examiner should consider actual flight conditions when briefing them. Items which couldrequire special emphasis could be:

- Take-off performance; selection of take-off rejection point
- Landing performance; selection of touchdown point and acceptable tolerances for the different types of landings
- Crosswind take-off and landing; expectation on handling and precision
- Navigation accuracy
- Simulated emergencies; expectation on handling, checklist use and what and how to simulate.

In covering the standards of completion, the Examiner should also review how the Candidate has been trained by the ATO as procedures and flight techniques might differ between organisations. This is especially important for manoeuvres such as: unusual attitudes, stalls and engine-out procedures, etc.

4. Candidate Flight Briefing

The Examiner should allow the Candidate to brief uninterrupted; the Candidate shall conclude their briefing bymaking a go/no-go decision. The briefing should cover the following aspects:

- Timetable (e.g. slot planning, boarding time)
- Operational navigation flight plan
- Weather situation and forecast
- NOTAMs, including relevant local military restrictions, as applicable
- Fuel planning
- Mass and balance calculation

- Performance calculation
- ATC flight plan, if applicable
- Aircraft status and documents, including maintenance release
- Threat and Error Management aspects

5. Oral Examination on Ground

The Examiner should verify the relevant theoretical knowledge of the Candidate during the briefing onthe ground by asking questions related, as far as possible, to the planned flight covering, for example, the following areas:

- Follow-up questions to the Candidate's briefing
- Regulations (CAR FCL)
- Licensing (e.g. CPL(A) privileges, ratings validity, currency requirements)
- Operational aspects
- Weather information and interpretation
- Airspace structure and limitations
- Aircraft systems, limitations, performance, mass and balance
- Flight planning
- Navigation charts
- Emergency procedures

6. Skill Test Items

The use of checklist, airmanship, control of aeroplane by external visual reference, anti-icing/de-icing procedures, etc., apply in all sections. Section 5 may be combined with sections 1 to 4; section 6, if applicable, may be combined with sections 1 to 5. Items (c) and (e)(iv) in section 2, and the whole of sections 5 and 6 may be performed in an FNPTII or FFS; the FSTD used shall represent the same aeroplane type/class and variant usedfor the skill test.

The mandated skill test items are stated in the left column. Expanded guidance and additional explanations are provided in the right column.

Section 1 - Pre-flight Operation and Departure		
a	**Pre-flight, including flight planning, documentation, mass and balance, weather briefing, NOTAMs**	• *check all documents required for a commercial, passenger or cargo carrying flight, are correct* • *obtain and assess all elements of the prevailing and forecast weather conditions* • *obtain and assess all aeronautical information and NOTAMS* • *complete an appropriate flight navigation log and chart* • *determine that the aeroplane is correctly fuelled for the flight* • *complete mass and balance schedule*
b	**Aeroplane inspection and servicing**	• *check aeroplane serviceability record and technical log* • *perform all elements of the aeroplane pre-flight inspections as detailed* • *confirm that the aeroplane is in a serviceable and safe condition for flight* • *check and complete all necessary documentation*

c	**Taxiing and take-off**	• *complete an appropriate passenger emergency procedure briefing for the Examiner* • *complete all recommended taxiing checks and procedures* • *comply with airport markings and signals* • *follow ATC instructions* • *complete all departure checks and drills including engine operation* • *obtain ATC departure clearance* • *position the aeroplane correctly for take-off and advance thepower-lever/s to take off power with appropriate checks* • *use the correct take-off technique using the recommended speeds for rotation/lift-off and initial climb* • *ensure a safe climb and departure adjusting power and aeroplane configuration as appropriate* • *complete all necessary after take-off checks*
d	**Performance considerations and trim**	• *calculate aeroplane performance criteria and limitations applicableto runway and forecast weather conditions and make adjustments if required for actual conditions before take-off* • *set trim for take-off according CG and configuration* • *maintain the aeroplane in trim*
e	**Aerodrome and traffic pattern operations**	• *observe the standard and local departure, and traffic pattern, practice and regulation*
f	**Departure procedure, altimeter setting, collision avoidance (lookout)**	• *correct usage of charts or other published information* • *execute a safe departure in accordance with clearance and with due consideration for other traffic* • *use correct lookout techniques* • *observe the Rules of the Air and ATC Regulations* • *maintain directional control and drift corrections throughout* • *follow any noise routing or departure procedures and ATC instructions* • *complete all necessary climb checks*
g	**ATC compliance and R/T procedures**	• *demonstrate standard R/T procedures and phraseology* • *demonstrate compliance with ATC instructions*

Section 2 - General Airwork		
a	**Control of the aeroplane by external visual references, includingstraight and level, climb, descent, lookout**	• *demonstrate control of heading, altitude and airspeed in straight and level flight* *by visual attitudes while maintaining a correct lookout technique* • *demonstrate correct use of trim*
b	**Flight at critically low airspeeds including recognition of and recovery from incipient and full stalls**	• *consider safety checks before the manoeuvres where necessary* • *stabilise the aeroplane at the nominated low airspeed above the stall speed, while maintaining altitude, heading and lookout* • *maintain safe bank angles, speed and altitude during turns onto specific headings* • *establish the stall entry as appropriate from straight or turning flight and select the required aeroplane configuration* • *recognise the symptoms of incipient and full stalls* • *recover systematically by reducing the AoA and thenre establishing a safe and stable flight path* • *complete all necessary checks and drills*

c	**Turns, including turns in landing configuration. Steepturns with 45° bank**	• *demonstrate the correct lookout technique before, during and after turns* • *establish and maintain throughout the turn the nominated altitude and speed* • *establish and maintain a coordinated turn with the specified bank* • *coordinate the recovery from turns to straight and level flight as directedby the Examiner without loss/gain of height*
d	**Flight at critically high airspeeds, including recognition of and recovery from spiraldives**	• *consider safety checks before the manoeuvres where necessary* • *recognise the situation and initiate prompt and correct recovery action* • *continue recovery action without exceeding any aeroplane limitations* • *complete all necessary checks and drills*
e	**Flight by referencesolely to instruments, including:** i. level flight, cruise configuration, control of heading,altitude and airspeed ii. climbing and descending turnswith 10°-30° bank ii. iii recoveries from unusual attitudes iv limited panel instruments	• *demonstrate competence at manoeuvring the aircraft by sole referenceto flight instruments* • *use an appropriate technique of instrument scanning and cross check to maintain flight within prescribes limits*
f	**ATC compliance and R/T procedures**	• *during this section the Examiner will be responsible for most of the ATC liaison and R/T procedures but this does not absolve the applicant from taking responsibility for the management of his aeroplane and for collisionavoidance*

Section 3 - En-route Procedures		
a	**Control of the aeroplane by external visual reference, including cruise configuration, range/endurance considerations**	• *control aeroplane using visual attitude flying techniques* • *set engine power for cruise or endurance performance in accordance with AFM* • *complete all necessary checks and drills*
b	**Orientation, mapreading**	• *identify position visually by reference to ground features and map* • *maintain awareness of surrounding terrain, obstacles and restrictedairspaces*
c	**Altitude, speed, heading, lookout**	• *maintain the heading, altitude and speed as computed in navigation log, or advised to the Examiner, within the prescribed limits* • *maintain systematic lookout*
d	**Altimeter setting. ATC compliance and R/T procedures**	• *set and cross check altimeters to local QNH or Standard pressure setting, as appropriate* • *maintain two way R/T communication using correct phraseologythroughout* • *obtain ATC clearances or flight information, as appropriate* • *comply with ATC clearances and instructions when required*
e	**Monitoring of flight progress, flight log, fuel usage, assessment of track error and re-establishment of correct tracking**	• *maintain a navigation log to monitor flight progress and fuel situation* • *navigate by means of calculated headings, ground speed and time* • *make appropriate adjustment to maintain, regain or correct backto track* • *achieve destination or turning points within 3 minutes of ETA*

f	**Observation of weather conditions, assessment of trends,diversion planning**	• *demonstrate correct understanding and application of VFR constrains* • *observe en-route weather evolution and adjust route or altitude accordingly to maintain VMC and ensure a safe flight continuation,alternatively discontinuing flight is considered* • *use appropriate means to update weather information concerning the conduct of the flight or possible diversion-planning*
g	**Tracking, positioning (NDB or VOR), identification of facilities (instrument flight). Implementation of diversion plan to alternate aerodrome(visual flight)**	• *select and identify appropriate radio and navigation aids as required or nominated by Examiner* • *determine the aeroplane position by using radio navigation equipment when required by the Examiner* • *intercept and maintain given tracks or radials using the navigation aids nominated; demonstrate competence at flying and navigating by sole reference to flight and navigation instruments* • *establish a route and divert to an unscheduled alternate, due to a simulated condition (e.g. weather, ops, system-failure) as advised bythe Examiner* • *calculate heading, ground speed, ETA, safe altitude and fuel requiredfor the diversion*

Section 4 - Approach and Landing Procedures		
a	**Arrival procedures, altimeter setting, checks, lookout**	• *set altimeters and cross check as required* • *comply with published arrival procedure or clearance* • *maintain adequate lookout and collision avoidance* • *adjust circuit pattern and speed to maintain spacing with other traffic*
b	**ATC compliance and R/T procedures**	• *maintain two-way R/T communication using correct phraseology throughout* • *obtain ATC clearances or flight information, as appropriate* • *comply with ATC clearances and instructions when required* • *maintain awareness of other traffic through R/T and lookout*
c	**Go-around actionfrom low height**	• *execute a timely decision to discontinue the approach either wheninstructed or as considered necessary* • *apply appropriate power and control aeroplane attitude to initiate a safe climb maintaining balance and heading* • *adjust configuration and speed to achieve a positive climb at VY or VXas appropriate* • *maintain take off power until a safe manoeuvring altitude is reached andthen adjust to a normal climb configuration and speed* • *complete all necessary checks and drills*
d	**Normal landing, crosswind landing (if suitableconditions)**	• *consider weather and wind conditions, landing surface and obstructions* • *establish the recommended approach configuration, adjusting speed andrate of descent to maintain a stabilised approach* • *select and achieve the appropriate touchdown area at the calculated speed.* • *adjust descent and flare to achieve a safe landing with little or no float with appropriate drift and crosswind correction* • *maintain directional control after touchdown and apply brakes for a safe roll out*
e	**Short field landing**	• *conduct the landing manoeuvre as defined in AFM, if specified* • *approach path, speed control, touch down and brake application arecrucial*
f	**Approach and landing with idlepower (single- engine only)**	• *coordinate with ATC, respectively communicate intention; ensure adequate spacing* • *visualise glide path to touch down and adjust trajectory and configuration accordingly*

		• *Conduct go around if the landing will not take place inside the touch down zone*
g	**Landing without useof flaps**	• *consider landing distance required* • *establish and maintain normal approach path* • *stabilise the aeroplane at the calculated approach speed for theconfiguration* • *adjust descent and flare to achieve a safe landing with little or no float with appropriate drift and crosswind correction*
h	**Post flight actions**	• *post flight inspection* • *aeroplane securing* • *complete all necessary documentation*

Section 5 - Abnormal and Emergency Procedures		
a	**Simulated engine failure after take-off (at a safe altitude), fire drill**	• *establish safe flight speed without delay* • *execute emergency drills (touch drills) without error* • *when time permits, investigate possible cause of engine failure/fire andtake corrective action* • *plan and execute further actions to ensure safe recovery of aeroplane, passengers and crew*
b	**Equipment malfunctions including alternativelanding gear extension, electrical and brake failure**	• *identify and analyse situation, and formulate appropriate plan* • *execute emergency drills, if any* • *execute emergency or abnormal checklist* • *plan and execute further actions to ensure safe recovery of aeroplane, passengers and crew* • *make appropriate emergency R/T calls (simulated)*
c	**Forced landing (simulated)** Note: item applicable to both SE and ME Aeroplanes	• *choose a suitable landing area with due regard for landing surface, surroundings and wind velocity* • *plan descent to achieve a safe approach to chosen landing area such thata safe landing would be likely* • *prepare for evacuation and brief passengers*
d	**ATC compliance and R/T procedures**	• *inform ATC and maintain two-way R/T communication using correct phraseology* • *request assistance if necessary*
e	**Oral questions**	• *demonstrate knowledge of maintaining, operating, emergency handling and limitations of the aeroplane used for the skill test*

Section 6 - Simulated Asymmetric Flight and Relevant Class or Type Items		
a	**Simulated engine failure during take-off (at a safe altitude unless carried out in an FFS)**	• *maintain control of aeroplane direction and speed following simulated engine failure* • *identify failed engine* • *complete checks and drills* • *establish safe climb at VYSE in trim*
b	**Asymmetric approachand go-around**	• *fly a visual circuit with asymmetric power to establish a final approach* • *maintain a stable (trimmed) approach in the correct configuration* • *make a clear decision to land/go-around at or before appropriateasymmetric committal altitude/height (ACH)* • *at ACH or when instructed, carry out a go-around to establish a safe climb in the recommended configuration at VYSE*

c	**Asymmetric approachand full stop landing**	• *fly a visual circuit with asymmetric power to establish a final approach* • *maintain a stable (trimmed) approach in the correct configuration* • *make a clear decision to land at or before ACH* • *execute a safe landing at the recommended speed/configuration in the appropriate landing area*
d	**Engine shutdown and restart**	• *control aircraft in heading, altitude, speed and balance during full engine shut down at safe altitudes, carry out appropriate drills and check list.* • *control aircraft heading, height and speed during re-start drills according to check list and re-establish aircraft to symmetric cruising flight*
e	**ATC compliance and R/T procedures, Airmanship**	• *inform ATC of abnormal flight condition and any assistance required* • *comply with ATC procedures and instructions* • *adjust traffic pattern with due regard to weather, surface conditions, obstructions and other air traffic* • *adjust configuration and circuit pattern with regard to aeroplane performance* • *complete necessary checks and drills*
f	**Relevant items of the class or typerating skill test, if applicable:** **i. aeroplane systems(incl. autopilot)** **ii. operation of pressurization system** iii. **use of de- and anti-icing system**	• *aeroplane systems including handling of autopilot* • *operation of pressurisation system* • *use of de-icing and anti-icing system* • *demonstrate ability to operate aircraft systems as applicable* • *rejected take off (at a reasonable speed)* • *safely bring the aircraft to a halt on the runway following a simulated emergency during the initial part of the take-off run*
g	**Oral questions**	• *demonstrate knowledge of maintaining, operating, emergency handling and limitations of the aeroplane used for the flight test*

7. Standard of Completion

To pass the CPL(A) Skill Test, the Candidate shall demonstrate the ability to:

a operate the aeroplane within its limitations;
b complete all manoeuvres with smoothness and accuracy;
c exercise good judgment and airmanship; that is, to consistently use good judgement and well-developed knowledge, skills and attitudes to accomplish flight objectives;
d apply aeronautical knowledge;
e maintain control of the aeroplane at all times in such a manner that the successful outcome of a procedureor manoeuvre is never seriously in doubt;
f stay within the following limits. Those tolerances are for general guidance; the Examiner should make allowance for turbulent conditions and the handling qualities and performance of the aeroplane used:

height:	normal flight	± 100 ft
	with simulated engine failure	± 150 ft (ME only)
heading or tracking of radio aids:	normal flight	± 10°
	with simulated engine failure	± 15° (ME only)
speed:	take-off and approach	± 5 knots
	all other flight regimes	± 10 knots

Compared to requirement (a) and (f), completion standards (b) to (e) don't rely on quantitative tolerance, but on qualitative one. Usage of guidance provided in subpart 8 should provide for a fact-based and consistent assessment and decision of those qualitative requirements.

8. Knowledge, Skills and AttitudeAssessment Guidance

The following tables are designed to give the Examiner guidance when assessing the Knowledge, Skills and Attitudes required by the Candidate to successfully complete each section of the test. It should aid the Examiner to assess the standard of completion elements laid down in subpart 7 under (b) to (e), and determine the result.

For each section a brief narrative of the section's objectives is provided, together with the most relevant KSAs.

Section 1 - Pre-flight Operation and Departure	
planning and preparation of a safe and compliant flight, including the usage of TEM. Safe and compliantusage of the aircraft on the ground and during the transition to flight	
Knowledge	• applicable regulations (rules of the air, operational, licensing) • weather information interpretation and understanding • Notams interpretation and understanding • aircraft flight manual structure, relevant information usage • aeronautical charts interpretation and usage • radio communication procedures and standard phraseology
Skill	• flight preparation information retrieval • searching in official reference documents (e.g. AFM, AIP) • standard SOP and checklist usage • smooth aircraft handling • communicate clearly and assertively
Attitude	• looking for information and assess them critically • safety-minded rather than mission-minded • takes effective decisions • assertive when in doubt • aware of his limited experience and abilities

Section 2 - General Airwork	
safe and smooth aircraft operation throughout the certified flight envelope, awareness of the envelope limits and how to return to a safe flight, should an excursion occur	
Knowledge	• aircraft pitch-power-configuration values • recovery procedures from an unusual aircraft state (stall, approach to stall, spiral dive) • spin prevention and spin recovery procedure • causes of load-factor increase and effect on stall speed • critical airspeeds (e.g. Vs, Vne, Vno, Va) and respective ASI markings
Skill	• establish stabilised flight path in trim, with the required power, airspeed, or vertical speed,as required • smooth, precise, and coordinated aircraft handling • smooth flight path changes, following the established SOPs • correct and systematic application of recovery drills
Attitude	• acquire and update his knowledge about his position and potential threats (e.g. traffic, terrain,flight path) and consider their future evolution • set priorities (Fly, Navigate, Communicate, Manage) • assertive, seek clarification of doubts and misunderstandings before acting

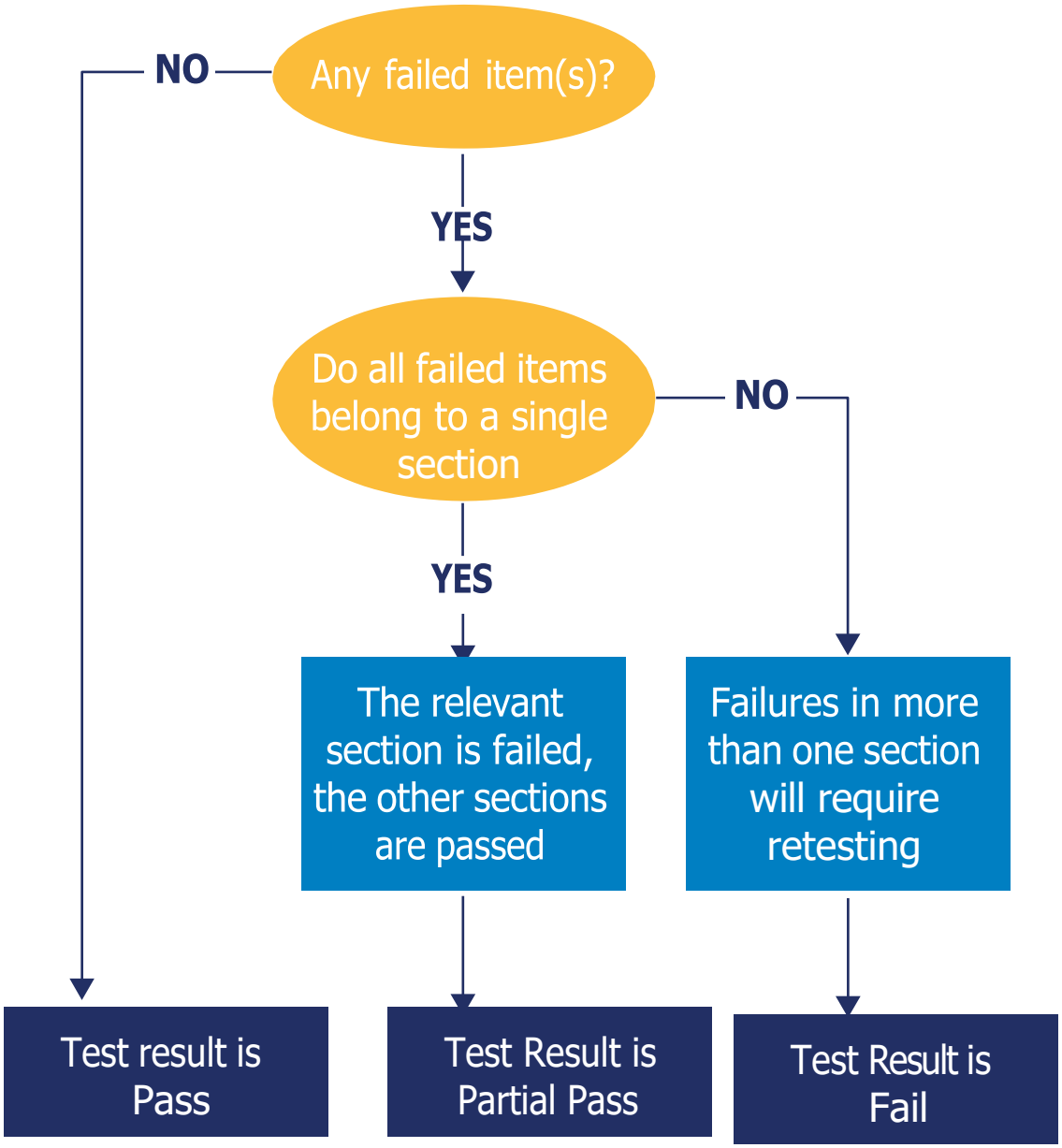
Section 3 - En-route Procedures	
navigating safely and effectively between A and B, in compliance with the regulation; monitoring theflight and maintaining an awareness of the changing environment; implementing adequate solutionsas necessary	
Knowledge	• navigation charts legend and charts interpretation • operational flight plan usage • onboard navigation and communication equipment use and limitation • applicable regulation (airspace class, weather minima) • radiotelephony requirements, procedures, and applicable standard phraseology
Skill	• chart and ground reading (reconciliation of ground features and chart information) • proficient usage of onboard navigation and communication equipment • smooth tracking of the required ground track or radio-navigation track, while maintaining altitude • communicate clearly, assertively, and in due time • flight replanning and diversion implementation • ability to fly and navigate in simulated IMC
Attitude	• aware of the current situation and its possible evolution, and proactively generating options • set priorities (Fly, Navigate, Communicate, Manage) and manage workload • takes effective decisions, displaying leadership • considerate about other traffics and the potential threat • ready and willing to seek assistance as necessary (e.g. from ATC)

Section 4 - Approach and Landing Procedures	
safe arrival and entry into an airport area in compliance with the regulation; structured pattern and stable approach leading to a safe landing in different configurations; discontinuation of the approach or landing	
Knowledge	• arrival procedures, standard pattern, visual approach chart reading, briefing structure and purpose • engine-out pattern and key positions • applicable landing techniques with different winds and configurations • go around procedures and applicable SOPs • radiotelephony requirements, procedures, and applicable standard phraseology • post-flight actions (e.g. post-flight inspection, logbook entry, flight plan closing, occurrence reporting)
Skill	• systematic configuration changes, operated within the applicable limitations • precise and stable approach path • positive touch down within the designated touch down zone, at the correct speed • timely decision to abort the approach or landing • correct and systematic application of go-around drills • safe engine-out approach and landing
Attitude	• awareness of the other traffics, their intentions, and the resulting impact • mindful about the environment and its impact (e.g. wind, sun, impending fog, night) • considerate for other traffics • assertive radiotelephony communication

Section 5 - Abnormal and Emergency Procedures	
spotting, assessing, and addressing emergencies or abnormals using the appropriate procedures, maintaining a safe flight throughout; decisions to discontinue the flight to ensure safety, if necessary	
Knowledge	• emergency drills memory items • understanding of all emergency and abnormal procedures • precautionary landing methodology • standard phraseology for emergency and abnormal situation • transponder codes for emergency or com-loss situations • priority setting tools (e.g. PPAA or FNCM)
Skill	• instrument scanning for advanced information of an impending issue • timely execution of emergency drills memory items • proper use of the applicable checklist • ability to deal with a system failure according to the AFM • situation assessment, decision and solution implementation
Attitude	• information gathering and problem solving • informed decision making • awareness of time or height availability and exhaustion • informed decision making and effective implementation • set priorities (Fly, Navigate, Communicate, Manage)

Section 6 - Simulated Asymmetric Flight and Relevant Class or Type Items	
safe asymmetric operation during, and after, engine failure; single-engine flight path management during take-off, climb, approach, landing, and go-around; performance limitation issues	
Knowledge	• difference between single-engine controllability and performance • understanding that performance is related to excess power available • multi-engine specific speeds, relevance and markings (e.g. Vsse, Vxse, Vyse, Vmca) • emergency drills memory items • engine failure emergency procedure • specific systems operation and limitations (e.g. pressurisation, anti/de-icing)
Skill	• maintain aircraft control, and establish a stable flight path, during and after enginefailure-simulation • timely execution of emergency drills memory items • proper use of the applicable checklist • adapt aircraft configuration for single-engine operation • standard phraseology for emergency and abnormal situation (e.i single-engine situation) • proper usage of specific aircraft systems (e.g. pressurisation, anti/de-icing)
Attitude	• appreciation for the performance limitation and adoption of a conservative planning approach • assessment of the current situation under single-engine operation • realistic and effective decision making • anticipation and workload management

9. Decision Making Flow Chart



10. **Test Debriefing.** The debriefing should begin with the Examiner informing the Candidate the result of the test. After that, theExaminer should make use of a facilitated discussion and emphasise the relevant strengths and weaknessesdemonstrated by the Candidate. If the test is failed, the Examiner shall inform the Candidate and the trainingorganisation regarding any training recommendation. The Candidate shall be explained their right of appeal,according to the procedures set by the CAA. With the agreement of the Candidate, the Examiner may allow, the responsible instructor, a Senior Examiner or an Inspector of the CAA, to take part in the debriefing.

11. **Completion of all applicable Records**

All relevant records must be completed. Which includes, but is not limited to:

- Relevant operational documentation, aircraft logbook, closing ATS flight plan
- Skill test protocol and examiner report
  - ➢ original to the applicant, respectively
  - ➢ 1 copy to the CAA
  - ➢ 1 copy for the examiner's records
- Candidate logbook

For any failed or partially failed test, the justification for failure must be printed on the examiner report.The ground for failure must be clear and motivated; a mere indication of which item was failed is not adequatenor sufficient. Any re-training recommendation should equally be written in the examiner report.

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Module 2.4 - ATPL (A)

TPL(A) Skill Test

General Applicable Framework

Flight rules	VFR/IFR
Equipment	Aircraft/FSTD
Applicable type or class	Aircraft to be specified in the rating
Required examiner certificate	Appropriate to the Aircraft used

1. Introduction.

The privileges of the holder of an ATPL are, within the appropriate aircraft category, to exercise all the privileges of the holder of an LAPL, a PPL and a CPL and to act as PIC of aircraft engaged in commercial air transport operations.

Applicants for an ATPL(A) shall pass a skill test in accordance with Appendix 9 to CAR FCL to demonstrate the ability to perform, as PIC of a multi-pilot aeroplane under IFR, the relevant procedures and manoeuvres with the competency appropriate to the privileges granted.

For the issue of an ATPL Applicants shall have fulfilled the requirements for the type rating of the aircraft used in the skill test. If the ATPL(A) skill test is combined with a type rating skill test or renewal proficiency check, please refer to the General section 3.0 for the applicable FEM test module for the test being conducted. All theoretical and hours requirements must have been met before the skills test is completed.

2. Test Administration

Test profiles should be planned to make efficient use of time and airspace. The Examiner may choose between different skill test or proficiency check scenarios to ensure the mandatory items of the applicable test scheduleare completed. Full-flight simulators and other training devices shall be used, as established in CAR FCL.

Examiner's should plan 120 minutes for the test profile and 4 hours for the whole examination, avoiding protracted flight time beyond that reasonably required for the Candidate to display the required skills.

Before proceeding with the test, the Examiner shall verify that the prerequisites are met, including the skill test recommendation if applicable. The Examiner should verify the Candidates credentials and check documentation such as:

- Valid ID or passport;
- The Candidate is at least 21 years old
- Medical certificate class 1
- Applicable pilot license and associated rating pages;
- Valid English language proficiency;
- Verify the Candidate's logbook for the required flight hours;
- Any other documentation required for the applicable class or type rating test

The Examiner should formally start the test when satisfied that the prerequisite requirements are met, and the Candidate is fit and ready.

3. Examiner Briefing

The Examiner should clearly define the roles of Examiner and Candidate during the test to ensure no ambiguity exists.

The Examiner should brief at least the following elements:

- Purpose and aim of the skill test
- Applicable weather minimum
- Pass, fail, and partial pass criteria, repeat items option, and examination termination rules
- Examiner responsibility
- Freedom for the Candidate to ask questions

When covering the pass/fail criteria, the Examiner should brief and agree with the Candidate the minimum standards for successful completion of the test items defined in the applicable FEM test module for the test being conducted by the Candidate.

4. Candidate Flight Briefing. The Examiner should allow the Candidate adequate time to prepare for the skill test or proficiency check scenario using actual or simulated flight information as appropriate. The Examiner should facilitate an uninterrupted briefing on the flight details from the Candidate.

5. Oral Examination on Ground. The Examiner should verify the relevant theoretical knowledge of the Candidate during the briefing by askingquestions related, as far as possible, to the planned flight.

6. Skill Test Items. Please refer to the General section 3.0 for the applicable FEM test module for the test being conducted by the Candidate. The mandated skill test items are stated in the left column. Expanded guidance and additionalexplanations are provided in the right column.

7. Standard of Completion. Please refer to the General section 3.0 for the applicable FEM test module for the test being conducted by theCandidate.

8. Competence Assessment Guidance. Please refer to the General section 3.0 for the applicable FEM test module for the test being conducted by theCandidate.

9. Decision Making Flow Chart. Please refer to the General section 3.0 for the applicable FEM test module for the test being conducted by theCandidate.

10. Test Debriefing. The debriefing should begin with the Examiner informing the Candidate of the result of the test. After that, the Examiner should make use of a facilitated discussion and emphasise the relevant strengths and weaknesses demonstrated by the Candidate. If the test is failed, the Examiner shall inform the Candidate and the training organisation regarding any training requirements. The Candidate shall be explained their right of appeal, according to the procedures set by the CAA.

11. Completion of all applicablerecords. All relevant records required by the CAA must be completed. For any failed or partially pass test result, the justification for failure must be printed on the examiner report.The ground for failure must be clear and motivated; a mere indication of which item was failed is not adequatenor sufficient. Any re-training recommendation should equally be written in the examiner report.

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Module 2.5 - MPL (A)

MPL(A) Skill Test

General Applicable Framework

Flight rules	VFR/IFR
Equipment	FSTD (FFS)/Aeroplane if FSTD not available
Applicable type or class	CAT A
Required examiner certificate	TRE(A), SFE(A) with MPL-credentials

1. Introduction

The privileges of the holder of an MPL(A) are, within the appropriate aircraft category, to act as Copilot of aircraftof the applicable category/class or type engaged in commercial air transport operations for remuneration. Inaddition a MPL(A) holder can act as PIC in all categories, classes and on types, for which they have passed the required training and tests in single-pilot-operation but not in commercial air-transport or for any kind ofremuneration.

Applicants for an MPL(A) shall pass a skill test in accordance with Appendix 9 to CAR FCL to demonstrate the ability to perform, as Copilot of a multi-pilot aeroplane under IFR and VFR the relevant procedures and manoeuvres with the competency appropriate to the privileges granted.

For the issue of an MPL(A) Applicants shall have fulfilled the requirements for the type rating of the aircraft used in the skill test. The MPL(A) skill test is combined with a type rating skill test. Therefor the applicable FEM testmodule Type rating skill-test shall be used by the Examiner in addition to this module. Section 6 (CATII or CAT III)is not part of the MPL (A) skill test. If Applicants only fail or do not take Sections 6, the type rating will be issued without CAT II or CAT III privileges. All theoretical and hours requirements must have been met before the skills test is completed.

2. Test Administration

Test profiles should be planned to make efficient use of time. The Examiner may choose between different skill test or proficiency check scenarios to ensure the mandatory items of the applicable test schedule are completed. Full-flight simulators and other training devices shall be used, as established in the CAR FCL.

Examiners should plan 120 minutes for the test profile and 4 hours for the whole examination, avoiding protracted flight time beyond that reasonably required for the Candidate to display the required skills.

Before proceeding with the test, the Examiner shall verify that the prerequisites are met, including the skill test recommendation if applicable. The Examiner should verify the Candidates credentials and check documentation such as:

- Valid ID or passport
- The Candidate is at least 18 years old
- Medical certificate class 1
- Valid English language proficiency;
- Verify the Candidate's logbook for the required flight hours;
- Any other documentation required for the applicable class or type rating test
- Radiotelephony privileges and language proficiency requirements
- Successful completion of the MPL(A) theoretical exam within the last 36 months
- Logbook, showing the relevant minimum experience and flight instruction, including UPRT,as per CAR FCL Appendix 3
- Course completion certificate from the ATO

- Relevant MPL(A) skill test form filled, and endorsed by the ATO if applicable

If the other crewmember required for the conduct of the skill-test is not a second MPL(A) Candiate, the Examiner shall check their licenses and credentials.
When the Examiner is satisfied that the prerequisite requirements are met, they should seek confirmation thatthe Candidate is fit and ready for the test. If so, the Examiner formally starts the test; it is a good practice to takethis opportunity to show the examiner credentials.

3. Examiner Briefing.

The Examiner should clarify the roles of the Examiner and Candidate(s) during the test to ensure no ambiguity exists.

The Examiner must brief the following elements:

- Freedom for the Candidate to ask questions
- Purpose and aim of the skill test
- Applicable weather minimum (e.g. CAA, ATO, or test requirements)
- Role-play in normal operations and simulated emergencies according to MPO-principles
- Simulator-Safety / Simulator-Evacuation
- Pass, fail, and partial pass criteria, repeat items option, and examination termination rules

When covering pass/fail criteria the Examiner should brief and agree with the Candidate the minimum standards for successful completion of the test items defined in the applicable FEM test module for the test being conductedby the Candidate.

4. Candidate Flight Briefing. The Examiner should allow the Candidate adequate time to prepare for the skill test scenario using simulated flight information. The Examiner should facilitate an uninterrupted briefing on the flight details for the plannedLOFT-part from the Candidate.

5. Oral Examination on Ground

The Examiner should verify the relevant theoretical knowledge of the Candidate during the briefing by asking questions related, as far as possible, to the test covering, for example, the following areas:

- Follow-up questions to the Candidate's briefing
- Regulations (CAR OPS, CAR FCL)
- Licensing (e.g. MPL(A) privileges, ratings validity, currency requirements)
- Operational aspects
- Weather information and interpretation
- Airspace structure and limitations
- Aircraft systems, limitations, performance, mass and balance
- Flight planning
- Navigation charts/database
- Emergency procedures

6. Skill Test Items. Refer to the General section 3.0 for the applicable FEM test module for the test being conducted by the Candidate.

7. Standard of Completion. Refer to the General section 3.0 for the applicable FEM test module for the test being conducted by the Candidate.

8. **Competence AssessmentGuidance.** Refer to the General section 3.0 for the applicable FEM test module for the test being conducted by the Candidate.

9. **Decision Making Flow Chart.** Refer to the General section 3.0 for the applicable FEM test module for the test being conducted by the Candidate.

10. **Test Debriefing.** The debriefing should begin with the Examiner informing the Candidate the result of the test. After that, theExaminer should make use of a facilitated discussion and emphasise the relevant strengths and weaknessesdemonstrated by the Candidate. If the test is failed, the Examiner shall inform the Candidate and the trainingorganisation regarding any training requirements. The Candidate shall be explained their right of appeal, according to the procedures set by the CAA. With the agreement of the Candidate, the Examiner may allow, the responsible Instructor, a Senior Examiner or an Inspector of the CAA, to take part in the debriefing.

11. **Completion of all applicable records.** All relevant records required by the CAA must be completed. For any failed or partially failed test, the justification for failure must be printed on the examiner report.The ground for failure must be clear and motivated; a mere indication of which item was failed is not adequatenor sufficient. Any re-training recommendation should equally be written in the examiner report.

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Module 2.6 - IR (A)

CPL(A) Skill Test

General Applicable Framework

Flight rules	IFR
Equipment	Aeroplane. An FSTD could be used for the approved item
Applicable type or class	Any SPA, except HPA-Complex
Required examiner certificate	IRE(A)

1. **Introduction.** The basic privileges of an IR(A) holder are to fly Aeroplanes under IFR, including PBN operations, with a decision height of no less than 200 ft. This on the aeroplane class or type held with IR privileges and within the privileges of the relevant aeroplane pilot license held. For multi-engine IR privileges, the skill test shall be taken in a multi- engine aeroplane.

2. **Test Administration**

The Examiner should provide the Candidate with advance information regarding the examination flight routing, taking into account weather forecasts and local restrictions, to afford the Candidate with sufficient time to prepare the flight.

The test is intended to simulate a practical flight, flown single-pilot under IFR. The scenario should have a duration and structure that allows the Candidate to demonstrate all the test items without excessive workload. The flight duration shall be at least 60 minutes.

Usually, the Examiner occupies the instructor seat and is the PIC. No other person, if not operationally or organisationally necessary for the conduct of the examination, should be allowed in the aeroplane or simulator. Additionally, ATO limitations should be considered.

Before proceeding with the test, the Examiner shall verify that the prerequisites are met, including IR(A) skill test recommendation; the ATO shall make available the training records for verification if requested. Accordingly,the following documents and conditions shall be verified:

- Passport or ID
- PPL(A) or higher (not applicable to integrated courses)
- NIT rating, if the IR privileges will be used at night (not applicable to integrated courses)
- Valid class/type rating for the aeroplane used in the skill test, otherwise refer to the CR/TR module
- Medical Class 1 or 2, with IR checked
- Radiotelephony privileges and language proficiency requirements in English
- Logbook, showing a minimum of 50 hours of cross-country flight time as PIC on aircraft, of which at least 10 shall be on aeroplane
- Logbook, showing the following minimum flight instruction:
  - ➤ refer to CAR FCL Appendix 6 for modular IR flying training courses
  - ➤ refer to CAR FCL Appendix 3 for integrated IR flying training courses
- Training completion certificate from the ATO
- IR(A) skill test form filled, and endorsed by the ATO if applicable
- Aircraft documents
- Current navigation charts and database
- Insurance of aircraft covering check flights
- Specific equipment for the flight part (e.g. sight-limiting device)

When the Examiner is satisfied that the prerequisite requirements are met, they should seek

confirmation thatthe Candidate is fit and ready for the test. If so, the Examiner formally starts the test; it is a good practice to takethis opportunity to show the examiner credentials.

3. Examiner Briefing

The Examiner must brief the following elements:

- Freedom for the Candidate to ask questions
- Purpose and aim of the skill test
- Applicable weather minima (e.g. IFR, CAA, ATO, or test requirements)
- Examiner has PIC responsibility; the Candidate acts autonomously as if he was the PIC
- Handling of radio communications during specific parts of the test
- Use of the sight-limiting device
- Use of automation and flight-director
- Examiner role-play in normal operations and simulated emergencies
- ME only: engine failure-simulation (minimum safety height, handling of engine-controls).
- Handling of possible contingencies (technical, weather, ATC)
- Handling of actual emergencies (e.g. engine failure procedures, change of aircraft control)
- Pass, fail, and partial pass criteria, repeat items option, and examination termination rules

When covering pass/fail criteria the examiner should cover general standards of completion in subpart 7 of this module, including decision-making and airmanship. Some test items may require specific emphasis for the Candidate to understand what is required. The standards of completion should be agreed with the Candi- date, and the Examiner should consider actual flight conditions when briefing them. Items which could require special emphasis could be:

- Radio communications
- Work systematic, workload management
- Navigation accuracy, PBN requirements, level of service and RAIM
- Go-around decision

In covering the standards of completion, the Examiner should also review how the Candidate has been trained by the ATO as procedures and flight techniques might differ between organisations. This is especially important for manoeuvres such as: unusual attitudes, stalls and engine-out procedures, etc.

4. Candidate Flight Briefing

The Examiner should allow the Candidate to brief uninterrupted; the Candidate shall conclude their briefing bymaking a go/no-go decision. The briefing should cover the following aspects:

- Timetable (e.g. slot planning, boarding time)
- Operational navigation flight plan
- Weather situation and forecast
- NOTAMs, including relevant local military restrictions, as applicable
- Fuel planning
- Mass and balance calculation
- Performance calculation
- IMC escape route (OEI procedure), if applicable
- ATC flight plan
- Aircraft status and documents, including maintenance release
- Threat and Error Management aspects

5. Oral Examination on Ground

The Examiner should verify the relevant theoretical knowledge of the Candidate during the briefing onthe ground by asking questions related, as far as possible, to the planned flight covering, for example, the following areas:

- Follow-up questions to the Candidate's briefing
- Regulations (CAR FCL)
- Licensing (e.g. IR(A) privileges, ratings validity, currency requirements)
- Operational aspects
- Weather information and interpretation
- Airspace structure and limitations
- Aircraft systems, limitations, performance, mass and balance
- Flight planning
- Navigation charts
- Emergency procedures

6. Skill Test Items

The use of checklist, airmanship, anti-icing/de-icing procedures, etc., apply in all sections. To the exception of items (j), (k) and (l) in section 1 and section 3a, the flight shall be conducted by sole reference to instruments. Items (c), (g) and (h) in sections 4 and 5 can be performed in either section. Item (d) in section 2 may be performed in an FNPTII, FTD 2/3 or FFS; the FSTD used shall represent the same aeroplane type/class and variant used for the skill test.

The mandated skill test items are stated in the left column. Expanded guidance and additional explanations are provided in the right column.

Section 1 - Pre-flight Operation and Departure		
a	**Use of flight manuals, especially aeroplane performance calculation, mass and balance**	• *complete mass and balance schedule* • *calculate aeroplane performance criteria and limitations applicable to runway and departure; make adjustments if required for actual conditions before take-off* • *verify availability and compliance of aeroplane documents*
b	**Use of Air Traffic Services document,weather document**	• *use of suitable and correct documents, including maps; charts andapproach procedure plates to prepare flight plan and flight log* • *obtain and assess all elements of the prevailing and forecast weather conditions* • *obtain and assess all aeronautical information and NOTAMs; where applicable complete a RAIM check (AUGUR) and consults NANUs for updated information on constellation status and advisories*
c	**Preparation of ATC flight plan, IFR flight plan/log**	• *complete an appropriate flight navigation log* • *complete the required ATC flight plan(s) and ensures that all required airfields are addressed* • *determine that the aeroplane is correctly fuelled, loaded and legal for the flight.* • *confirm any aeroplane performance criteria and limitations applicable in relation to runway, departure and weather conditions* • *demonstrate sufficient knowledge of the regulatory requirements relating to instrument flight*

d	**Identification of the required nav-aidsfor departure, arrival and approachprocedures**	• *set and identifies the appropriate navaids, respectively set-up FMS,for take-off and departure, including emergency return, if relevant* • *set and identifies the appropriate navaids, respectively set-up FMS for approach and landing, if already possible*
e	**Pre-flight inspection**	• *perform all elements of the aeroplane pre-flight inspections as applicableto the actual or simulated weather conditions, assuming the risk of icing conditions* • *confirm that the aeroplane is in a serviceable and safe conditionfor flight* • *check and completes all necessary documentation* • *take appropriate action with respect to any identified unsatisfactoryconditions* • *confirm that the necessary navigation databases are current and thatthe planned RNAV approaches are available*
f	**Weather Minima**	• *assess the weather affecting the departure, route, destination andalternate* • *determine the expected instrument approach minima and decision a latitude* • *candidate will be expected to operate to the minimum weather conditions defined by the operating rules and airborne equipment limitation*
g	**Taxiing**	• *complete all recommended taxying checks and procedures* • *comply with airport markings and signals* • *follow ATC instructions*
h	**PBN departure (if applicable)**	• *verify that the correct procedure has been loaded in the FMS, cross check way points and constrains with the departure chart* • *verify that the correct navigation source is displayed and used*
i	**Pre-take-off briefing, Take-off**	• *verify that applicable minimus can be complied with* • *brief cleared departure and constrains, verify correct set-up ofNAV/COM/FMS* • *brief change of COM frequency after take-off if applicable.* • *brief runway status, T/O performance and speeds, SID climbrequirements* • *brief emergency-procedures*
j	**Transition to instrument flight**	• *transition to instrument flying before entering IMC, respectivelysimulated IMC* • *establish a stable flight path in trim* • *don sight-limiting device, as necessary*
k	**Instrument departure procedures, including PBNdepartures, and altimeter setting**	• *follow SID and/or ATC instructions* • *stay within the applicable navigation tolerances* • *comply with altitude and speed restrictions, as published or cleared* • *apply correct altimeter setting procedure*
l	**ATC liaison - compliance, R/T procedures**	• *demonstrate standard R/T procedures and phraseology* • *switch COM frequencies as published or requested* • *demonstrate compliance with ATC instructions*

Section 2 - General Handling		
a	**Control of the aeroplane by reference solely to instruments, including level flightat various speeds, trim**	• *demonstrate control of heading, altitude and airspeed in straight and level manual flight by reference to instruments* • *demonstrate correct use of trim.*
b	**Climbing and descending turns with sustained rate one turn**	• *demonstrate performing correct rate1 turns by use of different instruments and cross-check by timing the heading change. During climb and descent*

c	**Recoveries from unusual attitudes, including sustained45° bank turns and steep descending turns**	• *recognise the situation and initiate prompt and correct recovery action* • *continue recovery action without exceeding any aeroplane limitations* • *complete all necessary checks and drills*
d	**Recovery from approach to stallin level flight, climbing/ descending turnsand in landing configuration**	• *establish the stall entry as appropriate from straight or turning flight and select the required aeroplane configuration* • *recognise the symptoms of incipient and full stalls* • *recover systematically by reducing the AoA and then re-establishinga safe and stable flight path* • *complete all necessary checks and drills*
e	**Limited panel: stabilised climb or descent, level turnsat rate one onto given headings, recovery from unusual attitudes**	• *control the aeroplane without use of gyro heading and attitudeinstruments within the nominated limits* • *complete flight in straight and level, and climbing and descending,* *at nominated speeds. Turns flown at Rate 1 onto nominated headings,using the correct technique and demonstrating correct instrument scan and interpretation* • *recognise the situation, establish trustworthy information, and initiate prompt and correct recovery action*

Section 3 - En-route IFR Procedures		
a	**Tracking, including interception (e.g. NDB, VOR, or track between waypoints)**	• *demonstrate systematic interception procedure onto given given tracks or radials, using the navigation means assigned by the Examiner* • *demonstrate systematic wind correction procedure* • *stay within the applicable navigation tolerances*
b	**Use of navigation system and radio aids**	• *demonstrate proficiency in setting, identifying and using navigation aids.* • *demonstrate proficiency in programming waypoints, tracks andairways into FMS* • *understand the applicability and limitations of the different navigation systems.*
c	**Level flight, control of heading, altitude and airspeed,power setting, trim technique**	• *demonstrate competence at controlling and manoeuvring theaeroplane by sole reference to instruments* • *maintain the heading, altitude and speed as computed in navigation log, respectively assigned by ATC or by the Examiner, within the prescribed limits* • *use an appropriate instrument scanning and cross check technique to maintain the flight within prescribes limits*
d	**Altimeter setting**	• *set and cross checks altimeters, to QNH or standard pressure setting,as per applicable ATC regulations and aircraft system requirements*
e	**Timing and revision of ETAs (en-route hold,if required)**	• *advise ATC when ETA would exceed the applicable requirement* • *use correct holding entry* • *make the necessary wind and time corrections* • *comply with applicable speed restrictions*
f	**Monitoring of flight progress, flight log,fuel usage, systems' management**	• *maintain a navigation log to monitor flight progress and fuel situation* • *observe en-route weather and adjust altitude and/or route as necessary to ensure flight safety, comfort or efficiency, in coordinationwith ATC* • *use appropriate means to update weather information concerningthe conduct of the flight or possible diversion-planning*
g	**Ice protection procedures, simulatedif necessary**	• *demonstrate adequate icing conditions situation awareness, in relation to de/ant-ice protection system capabilities* • *demonstrate proper usage of the de/anti-icing protection system* • *demonstrate adequate decision making to maintain a safe flight*

h	**ATC compliance and R/T procedures**	• *maintain two -way R/T communication using correct phraseologythroughout* • *demonstrate correct knowledge of com-failure-procedures* • *comply with ATC clearances and instructions*

Section 3a - Arrival Procedures		
a	**Setting and checking of navigational aids, identification of facilities, if applicable**	• *define an adequate nav setting strategy to fly the arrival and approach* • *set and identify the required navigation aids, respectively set-upthe FMS*
b	**Arrival procedures, altimeter check**	• *listen to ATIS or request the arrival information from ATC* • *set and cross checks altimeters to QNH as per applicable ATCregulations*
c	**Altitude and speed constraints, if applicable**	• *plan and manage descent profile in anticipation of altitude and speed constrains* • *comply with applicable altitude and speed restriction*
d	**PBN arrival (if applicable): check that the correct procedures have been loaded in the navigation system; and cross check between the navigation system display and the approach chart**	• *verify that the correct procedure has been loaded in the FMS, cross-check waypoints and constrains with the relevant arrival chart* • *verify that the correct navigation source is displayed and used*

Section 4 - 3D Operations		
a	**Setting and checking of navigation aids, check vertical path angle. For RNP approaches: check that the correct procedures has been loaded in the navi- gation system; and cross check betweenthe navigation system display and the approach chart**	• *set and identify the relevant navigation aids, respectively load and verify the applicable procedure* • *confirm the availability and serviceability of selected navigation aids, respectively GNSS/SBAS level of service, or RAIM availability, if applicable* • *monitor approach activation*
b	**Approach and landing briefing, including descent/approach/ landingchecks, including identification of facilities**	• *brief approach to be used and automation level, determine minimum* • *verify suitability of current weather conditions* • *brief approach and go-around path, including altitudes and speeds* • *confirm approach preparation and navigation setting* • *complete the checks for approach*
c	**Holding procedure**	• *use correct holding entry* • *make the necessary wind and time corrections* • *comply with applicable speed restrictions*
d	**Compliance with published approach procedure**	• *comply with the published approach procedures* • *crosscheck GS/GP intercept position and verify altimeter settings* • *at the DA decide on approach continuation or initiate a go-around*
e	**Approach timing**	• *monitor or control the approach procedure using timing, as necessary*

f	**Altitude, speed, heading control (stabilised approach)**	• *establish the final approach and maintain the approach path inhorizontal and vertical profile to DA* • *establish the appropriate aeroplane configuration and airspeed forthe different approach phases* • *control the aeroplane to achieve a stable and trimmed final approach path with the defined configuration* • *at DA acquire visual references to continue to land or initiate missedapproach*
g	**Go-around action**	• *promptly establish the aeroplane in a safe climb and reconfigureaccordingly* • *ensure that suitable lateral and vertical navigation is displayed* • *inform ATC when time permit*
h	**Missed approach procedure/landing**	• *follow assigned missed approach procedure, or* • *continue to land*
i	**ATC compliance and R/T procedures**	• *demonstrate standard R/T procedures and phraseology* • *demonstrate compliance with ATC instructions* • *know the applicable com-loss procedure*

Section 5 - 2D Operations		
a	**Setting and check- ing of navigation aids. For RNP approaches: check that the correct procedures have beenloaded in the navigation system; and cross check betweenthe navigation system display and the approach chart**	• *set and identify the relevant navigation aids, respectively load and verify the applicable procedure* • *confirm the availability and serviceability of selected navigation aids, respectively GNSS/SBAS level of service, or RAIM availability, if applicable* • *monitor approach activation*
b	**Approach and landing briefing, including descent/approach/ landingchecks, including identification of facilities**	• *brief approach to be used and automation level, determine minimum* • *verify suitability of current weather conditions* • *brief approach and go-around path, including altitudes and speeds* • *confirm approach preparation and navigation setting* • *complete the checks for approach*
c	**Holding procedure**	• *use correct holding entry* • *make the necessary wind and time corrections* • *comply with applicable speed restrictions*
d	**Compliance with published approach procedure**	• *comply with the published approach procedures, using a CDFA technique* • *anticipate the final descent to be established on the nominated approach path at the defined speed and configuration* • *never encroach the published minimum descent altitude steps* • *at the DA, respectively MAP, decide on approach continuation or initiatea go-around*
e	**Approach timing**	• *monitor or control the approach procedure using timing, as required*
f	**Altitude/distance to MAPt, speed, heading control (stabilised approach),Stop Down Fixes, if applicable**	• *anticipate the final descent to be established on the nominatedapproach path at the defined speed and configuration* • *monitor vertical position on the nominated approach path with the provided altitude/distance table, respectively altitude/time table* • *establish the appropriate aeroplane configuration and airspeed forthe different approach phases* • *control the aeroplane to achieve a stable and trimmed final approach path with the defined configuration* • *at DA acquire visual references to continue to land or initiate missedapproach*

g	**Go-around action**	• *promptly establish the aeroplane in a safe climb and reconfigureaccordingly* • *ensure that suitable lateral and vertical navigation is displayed* • *inform ATC when time permit*
h	**Missed approach procedure/landing**	• *follow assigned missed approach procedure, or* • *continue to land*
i	**ATC compliance and R/T procedures**	• *demonstrate standard R/T procedures and phraseology* • *demonstrate compliance with ATC instructions*

Section 6 – Flight with One Engine Operative		
a	**Simulated engine failure after take-offor on go-around**	• *maintain control of aeroplane by sole reference to instruments* • *identify failed engine, complete checks and drills, establish safe climbat VYSE in trim* • *follow planned IMC escape route (OEI procedure), as briefed*
b	**Approach, go-around and procedural missed approach with one engine inoperative**	• *fly a stable OEI approach with the appropriate configuration* • *make a clear decision to land/go-around at or before appropriateasymmetric committal altitude/height (ACH)* • *at the ACH initiate a safe OEI go-around to a OEI climb, with theappropriate configuration* • *ensure that suitable lateral and vertical navigation is displayed* • *follow assigned missed approach procedure*
c	**Approach and landing with one engine inoperative**	• *fly a stable OEI approach with the appropriate configuration* • *make a clear decision to land/go-around at or before appropriateasymmetric committal altitude/height (ACH)* • *at the ACH, establish visual reference and continue for an OEI landing*
d	**ATC compliance and R/T procedures**	• *inform ATC of situation and intention* • *inform ATC of limitations, capability, and support/assistance needed* • *demonstrate standard R/T procedures and phraseology*

7. Standard of Completion

To pass the IR(A) Skill Test, the Candidate shall demonstrate the ability to:

a operate the aeroplane within its limitations;
b complete all manoeuvres with smoothness and accuracy;
c exercise good judgment and airmanship; that is, to consistently use good judgement and well-developedknowledge, skills and attitudes to accomplish flight objectives;
d apply aeronautical knowledge;
e maintain control of the aeroplane at all times in such a manner that the successful outcome of a procedureor manoeuvre is never seriously in doubt;
f stay within the following limits. Those tolerances are for general guidance; the Examiner should make allowance for turbulent conditions and the handling qualities and performance of the aeroplane used:

height:	generally	± 100 ft
	starting a go-around at DA	+ 50/-0 ft
	minimum descent altitude	+ 50/-0 ft
heading:	all engines operating	± 5°
	with simulated engine failure	± 10° (ME only)
speed:	all engines operating	± 5 knots
	with simulated engine failure	+ 10/-5 knots (ME only)

tracking:	on radio aids	± 5°
	angular deviation (e.g. ILS, LPV)	½ scale lateral and virtical
	linear lateral deviation (e.g. LNAV)	½ RNP value of the procedure
	linear vertical deviation (e.g. LNAV/baro VNAV)	< 75 ft below the vertical profile, and < 75 ft above the vertical profile when less than 1'000 ft AAL

Compared to requirements (a) and (f), completion standards (b) to (e) do not rely on quantitative tolerances, but on qualitative ones. Usage of guidance provided in subpart 8 should provide for a fact-based and consistent assessment and decision of those qualitative requirements.

8. Knowledge, Skills and AttitudeAssessment Guidance

The following tables are designed to give the Examiner guidance when assessing the Knowledge, Skills and Attitudes required by the Candidate to successfully complete each section of the test. It should aid the Examiner to assess the standard of completion elements laid down in subpart 7 under (b) to (e), and determine the result.

For each section a brief narrative of the section's objectives is provided, together with the most relevant KSAs.

Section 1 - Pre-flight Operation and Departure	
planning and preparation of a safe and compliant flight, including the usage of TEM. Safe and compliantusage of the aeroplane on the ground and during the transition to flight	
Knowledge	• applicable regulations (rules of the air, operational, licensing) • weather information interpretation and understanding • NOTAMs interpretation and understanding • aircraft flight manual structure, relevant information usage • aeronautical charts interpretation and usage • radio communication procedures and standard phraseology
Skill	• flight preparation information retrieval • searching in official reference documents (e.g. AFM, AIP) • standard SOP and checklist usage • smooth aircraft handling • communicate clearly and assertively
Attitude	• looking for information and assess them critically • safety-minded rather than mission-minded • take effective decisions • assertive when in doubt • aware of his limited experience and abilities

Section 2 - General Handling	
safe and smooth aeroplane operation by sole reference to instruments throughout the certified flight envelope, awareness of the envelope limits and how to return to a safe flight, should an excursion occur	
Knowledge	• aircraft pitch-power-configuration values • recovery procedures from an unusual aircraft state (stall, approach to stall, unusual attitude) • causes of load-factor increase and effect on stall speed • critical airspeeds (e.g. Vs, Vne, Vno, Va) and respective ASI markings

Skill	• control of the aeroplane by sole reference to instruments • establish stabilised flight path in trim, with the required power, airspeed, or vertical speed,as required • smooth, precise, and coordinated aircraft handling • smooth flight path changes, following the established SOPs • correct and systematic application of recovery drills
Attitude	• acquire and update his knowledge about his position and potential threats (e.g. traffic, terrain,flight path, weather, icing) and consider their future evolution • set priorities (Fly, Navigate, Communicate, Manage) • assertive, seek clarification of doubts and misunderstandings before acting

Section 3 - En-route IFR Procedures	
navigating safely and effectively en-route under IFR, in compliance with the regulation; monitoring the flight and maintaining an awareness of the changing environment; implementing adequate solutions as necessary	
Knowledge	• navigation charts legend and charts interpretation • operational flight plan usage • onboard navigation and communication equipment use and limitation • applicable regulation (airspace class, en-route altitude) • radiotelephony requirements, procedures, and applicable standard phraseology
Skill	• IFR charts reading (understanding and usage of information) • proficient usage of onboard navigation and communication equipment • smooth tracking of radio-navigation track, while maintaining altitude • communicate clearly, assertively, and in due time • weather situation understanding
Attitude	• aware of the current situation and its possible evolution, and proactively generating options • set priorities (Fly, Navigate, Communicate, Manage) and manage workload • take effective decisions, displaying leadership • conservative in regard to weather threats (icing, convective weather) • ready and willing to seek assistance as necessary (e.g. from ATC)

Section 3a – Arrival Procedures	
safe and systematic arrival procedure and instrument approach preparation; structured nav aids setup, briefing and checks. Observation of constrains ans safe altitudes. Clear and timely communication with ATC	
Knowledge	• instrument arrival procedures, instrument approach chart reading, briefing structure and purpose • application of minima and limitations (ceiling, visibility, wind) • general weather situations and specific local weather phenomena • knowledge of advanced navigation and warning systems (e.g FMS, GNSS)
Skill	• adherence to instrument arrival procedures, • applicable standard communication phraseology • handling of advanced navigation and warning systems (e.g. FMS, GNSS)
Attitude	• awareness of weather development and traffic restrictions • importance of throughout preparation and knowledge of IFR procedures • importance of insight into advanced navigation systems • assertive radiotelephony communication

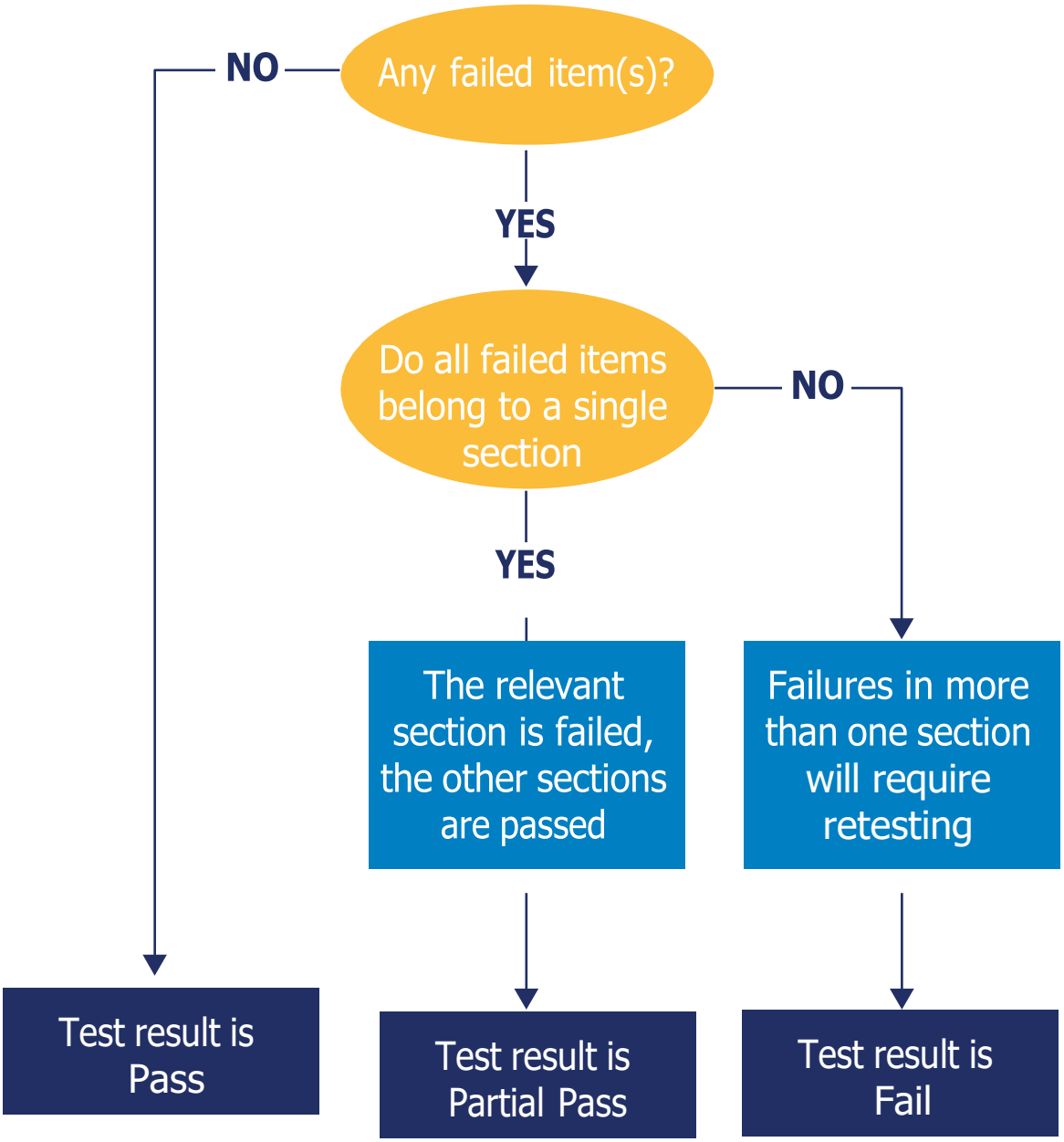
Section 4 - 3D Operations
safe, compliant and structured 3D approach preparation and conduct; stable vertical and lateral tracking to DA; establishment of visual references and continuation for a safe landing, otherwise initiation of a go-around

Knowledge	• obstacle clearance margin along the different approach segments • stable approach criteria • governing minima and conditions to start and continue the approach • effect of wind and wind correction method
Skill	• identification of approach aid, respectively monitoring of approach activation • positive verification of GS/GP intercept position • aeroplane control to achieve a stable and trimmed final approach path • missed approach procedure and guidance activation
Attitude	• assertive decision making in case of unstabilised approach • assertive decision making if visual references are not acquired at DA • consideration of alternatives (holding, alternate airports, diversions etc.) • awareness of weather evolution and fuel situation

Section 5 – 2D Operations	
safe, compliant and structured 2D approach preparation and conduct; monitored vertical profilewith adequate adjustments to DA; smooth corrections to visually align the plane with the runway on the correct final path	
Knowledge	• obstacle clearance margin along the different approach segments • stable approach criteria • governing minima and conditions to start and continue the approach • effect of wind and wind correction method
Skill	• identification of approach aid, respectively monitoring of approach activation • point of descent anticipation • aeroplane control to achieve a stable and trimmed final approach path • monitoring of altitude/distance, respectively altitude/time • missed approach procedure and guidance activation
Attitude	• assertive decision making in case of unstabilised approach • assertive decision making if visual references are not acquired at DA • consideration of alternatives (holding, alternate airports, diversions etc.) • awareness of weather evolution and fuel situation

Section 6 – Flight with One Engine Inoperative(multi-engine Aeroplanes only)	
safe asymmetric operation, by sole reference to instruments, during and after engine failure; OEI flight path management during take-off, climb, approach, landing, and go-around; OEI escape route considerations	
Knowledge	• multi-engine specific speeds, relevance and markings (e.g. Vsse, Vxse, Vyse, Vmca) • automation and flight director limitations under OEI conditions • anti/de-icing limitations under OEI conditions • performance requirements for IFR procedures and that only normal operations are considered • determination of suitable escape route (OEI procedure) • standard phraseology for emergency and abnormal situation
Skill	• maintain aircraft control, by sole reference to instruments, and establish a stable flight path,during and after engine failure • timely execution of emergency drills and proper use of the applicable checklists • adapt aircraft configuration for single-engine operation • proper usage of specific aircraft systems under OEI condition (e.g. pressurisation, anti/de-icing) • proper usage of standard phraseology to inform ATC and seek appropriate assistance
Attitude	• appreciation for the performance limitations and adoption of a conservative planningapproach • assessment of the current situation under OEI operation • realistic and effective decision making • workload anticipation and management

9. Decision Making Flow Chart



Test Debriefing. The debriefing should begin with the Examiner informing the Candidate the result of the test. After that, theExaminer should make use of a facilitated discussion and emphasise the relevant strengths and weaknessesdemonstrated by the Candidate. If the test is failed, the Examiner shall inform the Candidate and the trainingorganisation regarding any training recommendation. The Candidate shall be explained their right of appeal,according to the procedures set by the CAA. With the agreement of the Candidate, the Examiner may allow, the responsible instructor, a Senior Examiner or an Inspector of the CAA, to take part in the debriefing.

10. Completion of all applicable records

All relevant records must be completed. Which includes, but is not limited to:

- Relevant operational documentation, aircraft logbook, closing ATS flight plan
- Skill test protocol and examiner report
  - ➤ original to the applicant, respectively
  - ➤ 1 copy to the CAA
  - ➤ 1 copy for the examiner's records
- Candidate logbook

For any failed or partially failed test, the justification for failure must be printed on the examiner report.The ground for failure must be clear and motivated; a mere indication of which item was failed is not adequatenor sufficient. Any re-training recommendation should equally be written in the examiner report.

Flight Examiner Manual

Module 4.1 - CR TR SP(A)

CR/TR(A) Skill Test or Proficiency Check (except HPA-Complex)

General Applicable Framework

Flight rules	VFR, VFR/IFR
Equipment	Aeroplane, FSTD
Applicable type or class	SEP, MEP, SET, MET
Required examiner certificate	FE(A) or CRE(A), with IR examination privileges, if relevant

1. Introduction.

The privileges of the CR/TR holder are to act as PIC on the class or type of aeroplane specified in the rating, within the privileges of the relevant aeroplane pilot license held.

The test content for the different possible crew concepts is provided in subpart 6.

2. Test Administration

The Examiner should provide the Candidate with advance information regarding the examination flight routing, taking into account weather forecasts and local restrictions, to afford the Candidate with sufficient time to prepare for the skill test, respectively proficiency check. Section 3A shall be completed to revalidate a type ormulti-engine class rating, VFR only, where the required experience of 10 route sectors within the previous 12 months has not been completed; however, Section 3A does not replace the route sector with examiner required under the applicable regulation. Section 3A is not required if Section 3B is completed. If the test or check includesIR revalidation or renewal, at least one of the approaches shall be PBN.

Usually, the Examiner occupies the instructor seat and is the PIC. No other person, if not operationally or organisationally necessary for the conduct of the examination, should be allowed in the aeroplane or simulator. Additionally, ATO limitations, if applicable, should be considered.

Before proceeding with the test or check, the Examiner shall verify that the prerequisites are met; if applicable, the ATO shall make available the training records for verification if requested. Accordingly, the followingdocuments and conditions shall be verified:

- Passport or ID
- PPL(A) or higher
- Medical Class 1 or 2, with IR checked if IR revalidation/renewal is included
- Radiotelephony privileges and language proficiency requirements
- Logbook, showing the relevant minimum experience and flight instruction
- Relevant CR/TR(A) skill test form filled, endorsed by the ATO if applicable
- Aircraft documents
- Current navigation charts, and database if applicable
- Insurance of aircraft covering check flights
- Specific equipment for the flight part (e.g. sight-limiting device)

Additionally, for a skill test:

- TR/CR course completion certificate from the ATO
- HPA course, if first HPA CR/TR

Additionally, for a revalidation proficiency check:

- for types and multi-engine class, 10 route sectors within the previous 12 months, or
- a route sector flown with an examiner (this sector could be flown before, after, or during theproficiency check)
- this requirement does not apply when the proficiency check is combined with an OPS OPC

Additionally, for a renewal proficiency check:

- CR/TR refresher training completion certificate from an ATO

When the Examiner is satisfied that the prerequisite requirements are met; they should seek confirmation thatthe Candidate is fit and ready for the test. If so, the Examiner formally starts the test; it is a good practice to takethis opportunity to show the examiner credentials.

3. Examiner Briefing

The Examiner must brief the following elements:

- Freedom for the Candidate to ask questions
- Purpose and aim of the test/check
- Applicable weather minimum (e.g. CAA, ATO, or test requirements)
- Examiner has PIC responsibility; the Candidate acts autonomously as if he was the PIC
- Handling of radiocommunications during specific parts of the test
- Use of the sight-limiting device
- Examiner role-play in normal operations and simulated emergencies
- Engine failure-simulation (minimum safety height, handling of engine-controls).
- Handling of possible contingencies (technical, weather, ATC)
- Handling of actual emergencies (e.g. engine failure procedures, change of aircraft control)
- Pass, fail, and partial pass criteria, repeat items option, and examination termination rules

When covering pass/fail criteria the examiner should explicate the standards of completion laid down in subpart 7 of this module, including decision-making and airmanship. Some test items may require specific emphasis for the Candidate to understand what is required. The standards of completion should be agreed with the Candidate, and the Examiner should consider actual flight conditions when briefing them. Items which could require special emphasis could be:

- Take-off performance; selection of take-off rejection point
- Landing performance; selection of touchdown point and acceptable tolerances for the different types of landings
- Crosswind take-off and landing; expectation on handling and precision
- Navigation accuracy
- Simulated emergencies; expectation on handling, checklist use and what and how to simulate.

In covering the standards of completion, the Examiner should also review how the Candidate has been trained by the ATO, if applicable, as procedures and flight techniques might differ between organisations. This is especially important for manoeuvres such as: unusual attitudes, stalls and engine-out procedures, etc.

4. Candidate Flight Briefing

The Examiner should allow the Candidate to brief uninterrupted; the Candidate shall conclude their briefing by making a go/no-go decision. The briefing should cover the following

aspects:

- Timetable (e.g. slot planning, boarding time)
- Operational navigation flight plan
- Weather situation and forecast
- NOTAMs, including relevant local military restrictions, as applicable
- Fuel planning
- Mass and balance calculation
- Performance calculation
- ATC flight plan, if applicable
- Aircraft status and documents, including maintenance release
- Threat and Error Management aspects

5. Oral Examination on Ground

The Examiner should verify the relevant theoretical knowledge of the Candidate during the briefing onthe ground by asking questions related, as far as possible, to the planned flight covering, for example, the following areas:

- Follow-up questions to the Candidate's briefing
- Regulations (CAR FCL)
- Licensing (e.g. CR/TR privileges, ratings validity, currency requirements)
- Operational aspects
- Weather information and interpretation
- Airspace structure and limitations
- Aircraft systems, limitations, performance, mass and balance
- Flight planning
- Navigation charts
- Emergency procedures

6. Skill Test and Proficiency Check items

The use of checklist, airmanship, anti-icing/de-icing procedures, etc., apply in all sections. Section 3B and, for multi-engine, Section 6, shall be flown by sole reference to instruments if the revalidation, respectively renewal, of an IR is included in the test/check. Section 5 may be combined with sections 1 to 4; section 6, if applicable, may be combined with sections 1 to 5.

When an FSTD is used for parts, or the whole, of the test, the FSTD suitability shall be verified and the applicablelimitations considered.

The mandatory items are denoted by an **M** in the left column. Expanded guidance and additional explanationsare provided in the right column.

Section 7 (UPRT) relates to training only and shall not be tested. Accordingly, section 7 is not provided hereafter. The following table provides the test content for the different possible crew concepts:

	SPO	MPO	SPO to MPO (initial)	MPO to SPO (initial)	SPO + MPO
Initial Issue	Sections1-6	Sections1-6	Sections1-6	**SE Aeroplanes**. 1.6, 4.5, 4.6, 5.2 and one approachfrom section 3B, if applicable **ME Aeroplanes.** 1.6, section 6 and one approach fromsection 3B, if applicable	n/a
Revalidation **Renewal**	Sections1-6	Sections1-6	n/a	n/a	**SE Aeroplanes** MPO part: sections1-6SPO part: 1.6, 4.5, 4.6, 5.2 and one approachfrom section 3B, if applicable **ME Aeroplanes** MPO part: sections 1-6SPO part: 1.6, section 6 and one approach from section 3B, if applicable

Section 1 - Departure		
1	**Pre-flight, including documentation, mass and balance,weather briefing, NOTAMs**	• *check that all documents required for the flight are carried and correct* • *obtain and assess all elements of the prevailing and forecast weather conditions* • *obtain and assess all aeronautical information and NOTAMS* • *complete an appropriate flight navigation log, chart and flight plan* • *determine that the aeroplane is correctly fuelled for the flight* • *complete mass and balance schedule and establish performance criteria*
2 M	**Pre-start checks:external and internal**	• *check aeroplane serviceability record and technical log* • *perform all elements of the aeroplane pre-flight inspections as detailed* • *confirm that the aeroplane is in a serviceable and safe condition forflight* • *check and complete all necessary documentation* • *complete an appropriate passenger emergency procedure briefing*
3 M	**Engine starting: normal, malfunctions**	• *complete engine starting and after starting procedures as per theapplicable checklist* • *execute abnormal engine start procedures and analyse situation*
4 M	**Taxiing**	• *complete all recommended taxiing checks and procedures* • *comply with airport markings and signals* • *maintain adequate spacing from other aircraft and obstacles*
5 M	**Pre-departure checks: engine run-up(if applicable)**	• *ensure all systems are operating normally, respectively comply with MEL provisions, if applicable* • *complete all departure checks and drills including engine operation* • *ensure the aeroplane is correctly configured for departure* • *obtain ATC departure clearance*

6 M	**Take-off procedure:normal with flight manual flaps set- ting, and cross wind (if conditions are available)**	• *confirm any aeroplane performance criteria including crosswindcondition* • *position the aeroplane correctly for take-off and advance the power - lever/s to take off power with appropriate checks* • *use the correct take-off technique using the recommended speeds for rotation/lift-off and initial climb* • *ensure a safe climb and departure adjusting power and aeroplane configuration as appropriate* • *complete all necessary after take-off checks*
7 M	**Climbing: Vx/Vy, turns onto headings,level off**	• *achieve target speeds and headings* • *comply with ATC instructions* • *use correct and effective lookout techniques* • *complete all necessary climb checks* • *maintain the aeroplane in trim*
8 M	**ATC compliance and R/T procedures**	• *demonstrate standard R/T procedures and phraseology* • *demonstrate compliance with ATC instructions*

Section 2 - Airwork (VMC)		
1	**Straight and level flight at variousairspeeds including flight at criticallylow airspeeds with and without flaps (including approach to Vmca when applicable)**	• *demonstrate control of heading, altitude and airspeed in straight and level flight by visual attitudes while maintaining a correct lookout technique* • *demonstrate correct technique for visual flight manoeuvring within the specified limits* • *maintain balance and trim* • *demonstrate an understanding of Vmca and control recovery procedure*
2 M	**Steep turns (360° left and rightat 45° bank)**	• *demonstrate the correct lookout technique before, during and after turns* • *establish and maintain throughout the turn the nominated altitude and speed* • *establish and maintain a coordinated turn with the specified bank* • *coordinate the recovery from turns to straight and level flight as directed by the Examiner without loss/gain of height*
3 M	**Stalls and recovery:** **i.clean stall** **ii.approach to stallin descending turnwith approach configuration and power** **ii.approach to stallin landing configuration and power** **v.approach to stallin climbing turn with take-off flaps and climb power (single-engine Aeroplanes only)**	• *consider safety checks before the manoeuvres where necessary* • *establish the stall entry as appropriate from straight or turning flightand select the required aeroplane configuration* • *recognise the symptoms of incipient and full stalls* • *recover systematically by reducing the AoA and then re-establishinga safe and stable flight path* • *complete all necessary checks and drills* • *maintain lookout throughout*
4 M	**Handling using autopilot and flight director (may be conductedin Section 3), if applicable**	• *complete correctly the necessary AP/FD pre-flight checks* • *know the AP/FD limitations* • *demonstrate correct operating procedures of AP/FD in all applicable modes.*
5 M	**ATC compliance and R/T procedures**	• *during this section the Examiner will be responsible for most of the ATC liaison and R/T procedures but this does not absolve the applicant from taking responsibility for the management of his aeroplane and for collisionavoidance*

Section 3A - En-route Procedures VFR		
1	**Flight plan, dead reckoning, and map reading**	• *navigate by means of calculated headings, ground speed and time* • *identify position visually by reference to ground features and map*
2	**Maintenance of altitude, heading andspeed**	• *control aeroplane using visual attitude flying techniques* • *maintain the heading, altitude and speed as computed in navigation log* • *maintain systematic lookout*
3	**Orientation, timing and revision of ETAs**	• *maintain awareness of surrounding terrain, obstacles and restrictedairspaces* • *make appropriate adjustment to maintain, regain or correct back to track* • *overfly fixes within 3 minutes of ETA*
4	**Use of radio navigation aids(if applicable)**	• *select and identify appropriate radio and navigation aids as required or nominated by Examiner* • *intercept and maintain given tracks or radials using the navigation aids nominated*
5	**Flight management (flight log, routine checks including fuel,systems and icing)**	• *maintain a navigation log to monitor flight progress and fuel situation* • *set engine power for cruise or endurance performance in accordance with AFM* • *set and cross check altimeters to local QNH or standard pressure setting, as appropriate* • *complete all necessary checks and drills*
6	**ATC compliance and R/T procedures**	• *maintain two- way R/T communication using correct phraseologythroughout* • *obtain ATC clearances or flight information, as appropriate* • *comply with ATC clearances and instructions when required*

Section 3B - Instrument Flight		
1 M	**Departure IFR**	• *establish the climb, complete a smooth transition to instrument flight and complete after take-off checks and drills* • *follow the cleared SID or ATC departure instructions* • *maintain aeroplane control, speed, heading, level and balance* • *apply appropriate drift corrections to maintain assigned departure track* • *identify any navigation aids used* • *complete all necessary climb checks including altimeter settingprocedures and ice precautions*
2 M	**En route IFR**	• *follow the flight-planned route, or cleared ATC route, within the operating limits specified* • *identify and use navigation systems correctly* • *use the correct altimeter setting procedures, show awareness of minimum altitudes and temperature effects* • *maintain a flight log for navigation, monitor flight progress and fuel situation* • *monitor OAT and the aeroplane surfaces for ice, and take the appropriate actions if necessary*
3 M	**Holding procedures**	• *use correct holding entry* • *make the necessary wind and time corrections* • *comply with applicable speed restrictions*

4 M	**3D operations to DA (autopilot may be usedto GS/GP intercept)**	• *complete the checks and drills for landing and configure the air crafts correctly* • *set and identify relevant navigation aids, respectively load and verify the applicable procedure* • *confirm the availability and serviceability of selected navigation equipment, respectively GNSS/SBAS and approach activation* • *comply with the published arrival and approach procedures* • *establish the appropriate aeroplane configuration and airspeed for the different approach phases* • *crosscheck GS/GP intercept position and altimeter settings* • *establish the final approach and maintain the approach path inhorizontal and vertical profile to DH/A* • *control the aeroplane to achieve a stable and trimmed final approach path with the defined configuration* • *acquire visual references and continue to land or initiate missedapproach by DA* • *if going around, establish aeroplane in a safe climb and reconfigureaccordingly* • *follow assigned missed approach procedure*

5 M	**2D operations to DA/MDA (normally CDFA technique is to be used)**	• *complete the checks and drills for landing and configure the aircraft correctly* • *set and identify relevant navigation aids, respectively load and verify the applicable procedure* • *confirm the availability and serviceability of selected navigation equipment, respectively GNSS/SBAS and approach activation* • *comply with the published arrival and approach procedures* • *establish the appropriate aeroplane configuration and airspeed for the different approach phases* • *establish the final approach segment and maintain the approach track and vertical profile; achieve steady and stable rates of descent and adhere to the published distance/altitude profile* • *control the aeroplane to achieve a stable and trimmed final approach path with the defined configuration* • *acquire visual references and continue to land or initiate missedapproach by DA/MDA* • *if going around, establish aeroplane in a safe climb and reconfigure accordingly* • *follow assigned missed approach procedure*
6 M	**Flight exercises including simulated failure of the compass and attitude indicator:rate one turns, and recoveries from unusual attitudes**	• *recognise failure promptly* • *control the aeroplane by sole reference to partial or limitedinstruments* • *controlled straight and level flight and turns flown at rate one onto nominated headings, using the correct technique and demonstratingcorrect instrument scan and interpretation* • *recover systematically from unusual attitudes and then re-establishinga safe and stable flight path*
7	**Failure of localizeror glideslope**	• *recognise failure promptly* • *re-brief for a degraded approach and continue accordingly, or conduct a missed approach*
8 M	**ATC compliance and R/T procedures**	• *demonstrate standard R/T procedures and phraseology* • *demonstrate compliance with ATC instructions*

Section 4 - Arrivals and landings		
1 M	**Aerodrome arrival procedure**	• *set altimeters and cross check as required* • *comply with published arrival procedure or clearance* • *maintain adequate lookout and collision avoidance* • *adjust circuit pattern and speed to maintain spacing with other traffic*
2 M	**Normal landing**	• *consider weather and wind conditions, landing surface and obstructions* • *establish the recommended approach configuration, adjusting speed andrate of descent to maintain a stabilised approach* • *select and achieve the appropriate touchdown area at the calculated speed* • *adjust descent and flare to achieve a safe landing with little or no float with appropriate drift correction* • *maintain directional control after touchdown and apply brakes for a safe roll out*
3 M	**Flapless landing**	• *consider the increased landing distance required* • *establish and maintain normal approach path* • *stabilise the aeroplane at the calculated approach speed for theconfiguration* • *adjust descent and flare to achieve a safe landing with little or no float with appropriate drift correction* • *maintain directional control after touchdown and apply brakes for a safe roll out*
4 M	**Crosswind landing(if suitable conditions)**	• *consider approach speed increment* • *adjust descent and flare to achieve a safe landing with little or no float with appropriate drift and crosswind correction* • *utilises appropriate technique to minimise drift and undercarriage load upon landing* • *maintain directional control after touchdown and apply brakes for a safe roll out*
5 M	**Approach and landing with idlepower from up to 2,000 ft AAL (single-engine aeroplane only)**	• *promptly establish best glide speed* • *visualise flight path to touch down and adjust trajectory andconfiguration accordingly* • *conduct go around if the landing will not take place inside the touch down zone*
6 M	**Go-around from minimum height**	• *execute a timely decision to discontinue the approach either wheninstructed or as considered necessary* • *apply appropriate power and control aeroplane attitude to initiate a safe climb maintaining balance and heading* • *adjust configuration and speed to achieve a positive climb at VY or VXas appropriate* • *maintain take off power until a safe manoeuvring altitude is reached andthen adjust to a normal climb configuration and speed* • *complete all necessary checks and drills*
7	**Night go-aroundand landing (if applicable)**	
8 M	**ATC compliance and R/T procedures**	• *demonstrate standard R/T procedures and phraseology* • *demonstrate compliance with ATC instructions* • *maintain awareness of other traffic through R/T and lookout*

Section 5 - Abnormal and Emergency Procedures		
1 M	**Rejected take-off at a reasonable speed**	• *recognise need to discontinue take-off* • *swiftly take the necessary actions to stop safety within remaining runway, and inform ATC* • *analyse situation and decide on follow-up actions*
2 M	**Simulated engine failure after take-off (single-engine Aeroplanes only)**	• *establish safe flight speed without delay* • *execute emergency drills (touch drills) without error* • *time permitting, investigate possible cause of engine failure/fire and take corrective action* • *plan and execute further actions to ensure safe recovery of aeroplane,passengers and crew*
3 M	**Simulated forced landing without power (single-engine Aeroplanes only)**	• *choose a suitable landing area with due regard for landing surface,surroundings and wind velocity* • *plan descent to achieve a safe approach to chosen landing area such thata safe landing would be likely* • *prepare for evacuation and brief passengers*
4	**Simulated emergencies: .fire or smokein flight; and systems' malfunction as appropriate**	• *identify and analyse situation, and formulate appropriate plan* • *execute emergency drills, if any* • *execute emergency or abnormal checklist* • *plan and execute further actions to ensure safe recovery of aeroplane,passengers and crew* • *make appropriate emergency R/T calls (simulated)*
5	**N/A (training only)**	*N/A*
6	**ATC compliance and R/T procedures**	• *inform ATC and maintain two- way R/T communication using correct phraseology* • *request assistance if necessary*

Section 6 – Simulated Asymmetric Flight		
1 M	**Simulated engine failure during take-off (at a safe altitude unless carried out in an FFS or an FNPTII)**	• *maintain control of aeroplane direction and speed following simulated engine failure* • *identify failed engine* • *complete checks and drills* • *establish safe climb at V_{YSE} in trim*
2 M	**Asymmetric approach and go-around**	• *fly a visual circuit, respectively instrument approach, with asymmetric power to establish a final approach* • *maintain a stable (trimmed) approach in the correct configuration* • *make a clear decision to land/go-around at or before appropriateasymmetric committal altitude/height (ACH)* • *at ACH or when instructed, carry out a go-around to establish a safeclimb in the recommended configuration at V_{YSE}*
3 M	**Asymmetric approach and full stop landing**	• *fly a visual circuit, respectively instrument approach, with asymmetric power to establish a final approach* • *maintain a stable (trimmed) approach in the correct configuration* • *make a clear decision to land at or before ACH* • *execute a safe landing at the recommended speed/configuration in the appropriate landing area*
4 M	**ATC compliance and R/T procedures**	• *inform ATC of abnormal flight condition and any assistance required* • *comply with ATC procedures and instructions; assertiveness*

7. Standard of Completion

To pass the CR/TR Skill Test, respectively Proficiency Check, the Candidate shall demonstrate the ability to:

(a) operate the aeroplane within its limitations;
(b) complete all manoeuvres with smoothness and accuracy;
(c) exercise good judgment and airmanship; that is, to consistently use good judgement and well-developedknowledge, skills and attitudes to accomplish flight objectives;
(d) apply aeronautical knowledge;
(e) maintain control of the aeroplane at all times in such a manner that the successful outcome of a procedureor manoeuvre is never seriously in doubt;
(f) stay within the following limits. Those tolerances are for general guidance; the Examiner should make allowance for turbulent conditions and the handling qualities and performance of the aeroplane used:

height:	
generally.	± 100 ft
starting a go-around at DA	+ 50/-0 ft
minimum descent altitude	+ 50/-0 ft
heading.	
all engines operating	± 5°
with simulated engine failure	± 10° (ME only)
speed.	
all engines operating	± 5 knots
with simulated engine failure	+ 10/-5 knots (ME only)
tracking.	
on radio aids	± 5°
angular deviation (e.g. ILS, LPV)	½ scale lateral and vertical
linear lateral deviation (e.g. LNAV)	½ RNP value of the procedure
linear vertical deviation (e.g. LNAV/baro VNAV)	< 75 ft below the vertical profile, and < 75 ft above the vertical profile when lessthan 1'000 ft AAL

Compared to requirement (a) and (f), completion standards (b) to (e) don't rely on quantitative tolerance, but on qualitative one. Usage of guidance provided in subpart 8 should provide for a fact-based and consistent assessment and decision of those qualitative requirements.

8. Knowledge, Skills and AttitudeAssessment Guidance

The following tables are designed to give the Examiner guidance when assessing the Knowledge, Skills and Attitudes required by the Candidate to successfully complete each section of the test. It should aid the Examiner to assess the standard of completion elements laid down in subpart 7 under (b) to (e), and determine the result.

For each section a brief narrative of the section's objectives is provided, together with the most relevant KSAs.

Section 1 - Departure	
planning and preparation of a safe and compliant flight, including the usage of TEM. Safe and compliantusage of the aircraft on the ground and during the transition to flight	
Knowledge	• applicable regulations (rules of the air, operational, licensing) • weather information interpretation and understanding • Notams interpretation and understanding • aircraft flight manual structure, relevant information usage • aeronautical charts interpretation and usage • radio communication procedures and standard phraseology
Skill	• flight preparation information retrieval • searching in official reference documents (e.g. AFM, AIP) • standard SOP and checklist usage • smooth aircraft handling • communicate clearly and assertively
Attitude	• looking for information and assess them critically • safety-minded rather than mission-minded • takes effective decisions • assertive when in doubt • aware of his limited experience and abilities

Section 2 - Airwork (VMC)	
safe and smooth aircraft operation throughout the certified flight envelope, awareness of the envelope limits and how to return to a safe flight, should an excursion occur	
Knowledge	• aircraft pitch-power-configuration values • recovery procedures from an unusual aircraft state (stall, approach to stall, spiral dive) • spin prevention and spin recovery procedure • causes of load-factor increase and effect on stall speed • critical airspeeds (e.g. Vs, Vne, Vno, Va) and respective ASI markings
Skill	• establish stabilised flight path in trim, with the required power, airspeed, or vertical speed,as required • smooth, precise, and coordinated aircraft handling • smooth flight path changes, following the established SOPs • correct and systematic application of recovery drills
Attitude	• acquire and update his knowledge about his position and potential threats (e.g. traffic, terrain,flight path) and consider their future evolution • set priorities (Fly, Navigate, Communicate, Manage) • assertive, seek clarification of doubts and misunderstandings before acting

Section 3A - En-route Procedures VFR	
navigating safely and effectively between A and B, in compliance with the regulation; monitoring theflight and maintaining an awareness of the changing environment; implementing adequate solutionsas necessary	
Knowledge	• navigation charts legend and charts interpretation • operational flight plan usage • onboard navigation and communication equipment use and limitation • applicable regulation (airspace class, weather minima) • radiotelephony requirements, procedures, and applicable standard phraseology
Skill	• chart and ground reading (reconciliation of ground features and chart information) • proficient usage of onboard navigation and communication equipment • smooth tracking of the required ground track or radio-navigation track, while maintaining altitude • communicate clearly, assertively, and in due time • flight replanning and diversion implementation • ability to fly and navigate in simulated IMC

Attitude	• aware of the current situation and its possible evolution, and proactively generating options • set priorities (Fly, Navigate, Communicate, Manage) and manage workload • takes effective decisions, displaying leadership • considerate about other traffics and the potential threat • ready and willing to seek assistance as necessary (e.g. from ATC)

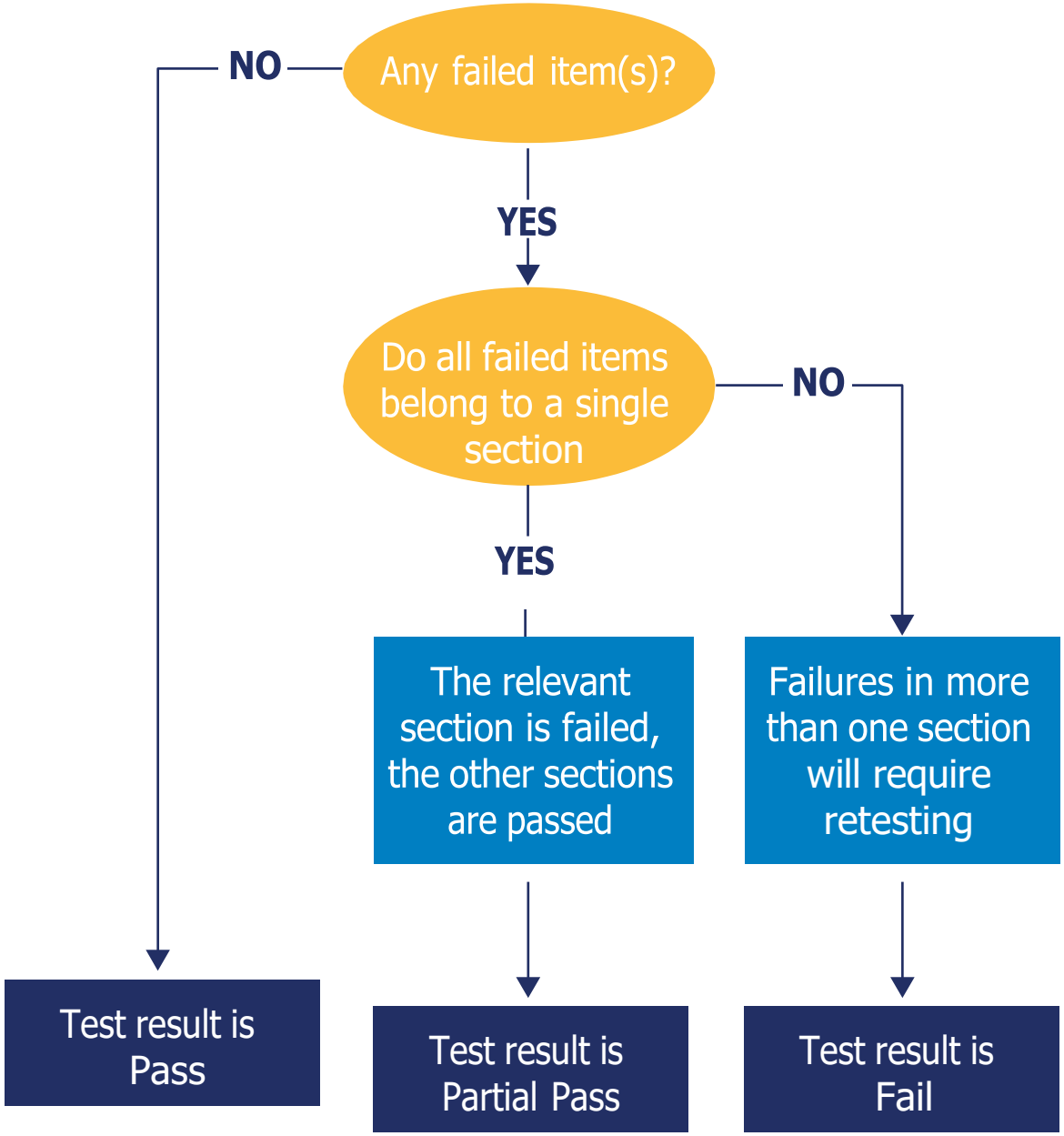
Section 3B - Instrument Flight	
safe, structured and compliant IFR operation, including PBN operation, by sole reference to instruments; clear and timely communication with ATC; stable 2D and 3D approaches to DA and missed approach/ landing	
Knowledge	• instrument procedures, instrument chart reading, briefing structure and purpose • radiotelephony requirements, procedures, and applicable standard phraseology • onboard navigation and communication equipment use and limitation • governing minima and conditions to start and continue an approach • PBN operation
Skill	• flight preparation information retrieval and usage of official reference documents • aeroplane control by sole reference to instruments, stabilised flight path in trim • IFR charts reading (understanding and usage of information) • proficient usage of onboard navigation and communication equipment • adherence to instrument procedures • applicable standard communication phraseology
Attitude	• continuously acquire information and update his knowledge about his position and potentialthreats (e.g. traffic, terrain, flight path, weather, icing) and consider their future evolution • set priorities (Fly, Navigate, Communicate, Manage) • assertive, seek clarification of doubts and misunderstandings before acting • ready and willing to seek assistance as necessary (e.g. from ATC) • importance of throughout preparation and knowledge of IFR procedures • workload anticipation and management

Section 4 - Arrival and Landing	
safe arrival and entry into an airport area in compliance with the regulation; structured pattern and stable approach leading to a safe landing in different configurations; discontinuation of the approach or landing	
Knowledge	• arrival procedures, standard pattern, visual approach chart reading, briefing structure and purpose • engine-out pattern and key positions • applicable landing techniques with different winds and configurations • go around procedures and applicable SOPs • radiotelephony requirements, procedures, and applicable standard phraseology • post-flight actions (e.g. post-flight inspection, logbook entry, flight plan closing, occurrence reporting)
Skill	• systematic configuration changes, operated within the applicable limitations • precise and stable approach path • positive touch down within the designated touch down zone, at the correct speed • timely decision to abort the approach or landing • correct and systematic application of go-around drills • safe engine-out approach and landing
Attitude	• awareness of the other traffics, their intentions, and the resulting impact • mindful about the environment and its impact (e.g. wind, sun, impending fog, night) • considerate for other traffics • assertive radiotelephony communication

Section 5 - Abnormal and Emergency Procedures	
spotting, assessing, and addressing emergencies or abnormals using the appropriate procedures, maintaining a safe flight throughout; decisions to discontinue the flight to ensure safety, if necessary	
Knowledge	• emergency drills memory items • understanding of all emergency and abnormal procedures • precautionary landing methodology • standard phraseology for emergency and abnormal situation • transponder codes for emergency or com-loss situations • priority setting tools (e.g. PPAA or FNCM)
Skill	• instrument scanning for advanced information of an impending issue • timely execution of emergency drills memory items • proper use of the applicable checklist • ability to deal with a system failure according to the AFM • situation assessment, decision and solution implementation
Attitude	• information gathering and problem solving • informed decision making • awareness of time or height availability and exhaustion • informed decision making and effective implementation • set priorities (Fly, Navigate, Communicate, Manage)

Section 6 - Simulated Asymmetric Flight	
safe asymmetric operation during, and after, engine failure; single-engine flight path management during take-off, climb, approach, landing, and go-around; performance limitation issues	
Knowledge	• difference between single-engine controllability and performance • understanding that performance is related to excess power available • multi-engine specific speeds, relevance and markings (e.g. Vsse, Vxse, Vyse, Vmca) • emergency drills memory items • engine failure emergency procedure • specific systems operation and limitations (e.g. pressurisation, anti/de-icing)
Skill	• maintain aircraft control, and establish a stable flight path, during and after engine failure-simulation • timely execution of emergency drills memory items • proper use of the applicable checklist • adapt aircraft configuration for single-engine operation • standard phraseology for emergency and abnormal situation (e.i single-engine situation) • proper usage of specific aircraft systems (e.g. pressurisation, anti/de-icing)
Attitude	• appreciation for the performance limitation and adoption of a conservative planning approach • assessment of the current situation under single-engine operation • realistic and effective decision making • anticipation and workload management

9. Decision Making Flow Chart



10. **Test Debriefing.** The debriefing should begin with the Examiner informing the Candidate the result of the test. After that, theExaminer should make use of a facilitated discussion and emphasise the relevant strengths and weaknessesdemonstrated by the Candidate. If the test is failed, the Examiner shall inform the Candidate and the trainingorganisation regarding any training recommendation. The Candidate shall be explained their right of appeal,according to the procedures set by the CAA. With the agreement of the Candidate, the Examiner may allow, the responsible instructor, a Senior Examiner or an Inspector of the CAA, to take part in the debriefing.

11. **Completion of all applicablerecords**

All relevant records must be completed. Which includes, but is not limited to:

- Relevant operational documentation, aircraft logbook, closing ATS flight plan
- Skill test protocol and examiner report
  - ➢ original to the applicant, respectively
  - ➢ 1 copy to the CAA
  - ➢ 1 copy for the examiner's records
- Candidate logbook

For any failed or partially failed test, the justification for failure must be printed on the examiner report.The ground for failure must be clear and motivated; a mere indication of which item was failed is not adequatenor sufficient. Any re-training recommendation should equally be written in the examiner report.

Flight Examiner Manual

Module 4.2 - CR SEA

CR-SEA Skill Test or Proficiency Check

General Applicable Framework

Flight rules	VFR
Equipment	Aeroplane, FSTD
Applicable type or class	SEP-SEA, MEP-SEA, SET-SEA, MET-SEA, TYPE-SEA
Required examiner certificate	FE-SEA, CRE-SEA, TRE-SEA

1. Introduction.

The basic privileges of a CR/TR - SEA holder are to act as PIC and/or COP in the class or type of aeroplane specified in the rating, within the privileges of the relevant aeroplane pilot license.

When conducting the skill test or proficiency-check for renewal or revalidation of the Class-Rating, the Examiner must have due regard for the experience the Candidate may have. Nonetheless, the Examiner shall also appreciate that upon licensing the pilot will be responsible for the safety of their passengers and/or cargo, with the privilege to operate internationally almost unrestricted.

2. Test Administration

The Examiner should provide the Candidate with advance information regarding the examination flight routing, by taking into account respective weather forecasts, sea state and local restrictions, to afford the Candidate with sufficient time to prepare for the test. The flight duration shall be at least 45 minutes.

Usually, the Examiner occupies the instructor seat and is the PIC. No other person, if not operationally or organisationally necessary for the conduct of the examination, should be allowed in the aeroplane or simulator.

Additionally, ATO limitations should be considered.

Before proceeding with the test, the Examiner shall verify that the prerequisites are met, including course completion certificate of the ATO. For the initial issue of class rating sea for SP, SE and ME Aeroplanes,the number of multi-choice questions in the written or computer-based examination should at least comprisethirty questions and may be conducted by the training organization. The pass mark should be 75 %.

Accordingly, the following documents and conditions shall be verified if required:

- Passport or ID
- Valid CAR FCL license (LAPL, PPL, CPL, ATPL, MPL)
- Medical Class 1 or 2
- Radiotelephony privileges and language proficiency requirements
- Logbook showing the minimum experience and flight instruction.
- Course completion certificate from the ATO
- Aircraft documents
- Current navigation charts, sea, air and database if applicable
- Insurance of aircraft covering check flights
- Specific equipment for the flight part (e.g. sight-limiting device)
- Sea plane specific equipment (e.g. Life west, ELT, signal equipment, anchor, horn, ropes, bumpers, drain pump, paddle etc.)
- Possible remote area survival equipment.

When the Examiner is satisfied that the prerequisite requirements are met; they should seek confirmation thatthe Candidate is fit and ready for the test. If so, the Examiner formally starts the test; it is a good practice to takethis opportunity to show the examiner credentials.

3. Examiner Briefing

The Examiner must brief the following elements:

- Freedom for the Candidate to ask questions
- Purpose and aim of the test
- Applicable weather minimum (e.g. CAA, ATO, or test requirements)
- Sea surface, wave, current and wind conditions.
- Expected water traffic.
- Examiner has PIC responsibility; the Candidate acts autonomously as if they were the PIC
- Handling of radiocommunications during specific parts of the test
- Use of the sight-limiting device
- Examiner role-play in normal operations and simulated emergencies
- Engine failure-simulation (minimum safety height, handling of engine-controls).
- Engine-shutdown and restart on multi-engines aeroplane.
- Handling of possible contingencies (technical, weather, ATC)
- Handling of actual emergencies (e.g. engine failure procedures, change of aircraft control)
- Pass, fail, and partial pass criteria, repeat items option, and examination termination rules

When covering pass/fail criteria the examiner should cover general standards of completion in Section 7, including decision-making and airmanship. Some test items may require specific emphasis for the Candidateto understand what is required. The standards of completion should be agreed with the Candidate, and the Examiner should consider actual flight conditions when briefing them. Items which could require special emphasis could be:

- Take-off performance; selection of take-off rejection point
- Landing performance; selection of touchdown point and acceptable tolerances for the different types of landings
- Crosswind take-off and landing; expectation on handling and precision
- Navigation accuracy
- Simulated emergencies, expectation on handling, checklist use and what and how to simulate.

In covering the standards of completion, the Examiner should also review how the Candidate has been trained by the ATO as procedures and flight techniques might differ between organizations. This is especially important for manoeuvres such as: unusual attitudes, stalls and engine-out procedures, etc.

4. Candidate Flight Briefing

The Examiner should allow the Candidate to brief uninterrupted; the Candidate shall conclude their briefing by making a go/no-go decision. The briefing should cover the following aspects:

- Timetable (e.g. slot planning, boarding time)
- Operational navigation flight plan if applicable for the kind of test
- Weather situation and forecast
- Notams, including relevant local military restrictions, as applicable
- National parks, sensitive areas, nautical regulations related to the planned flight
- Status of water-sites planned for take-offs and landings and emergencies
- Fuel planning

- Mass and balance calculation
- Performance calculation
- ATC flight plan, if applicable
- Aircraft status and documents, including maintenance release
- Threat and Error Management aspects

5. Oral Examination on Ground

The Examiner should verify the relevant theoretical knowledge of the Candidate during the briefing onthe ground by asking questions related, as far as possible, to the planned flight covering, for example, the following areas:

- Follow-up questions to the Candidate's briefing
- Regulations (CAR FCL)
- Licensing (privileges, limitations, ratings validity, currency requirements)
- Operational aspects (radio communication procedures at ports if required)
- Weather information and interpretation
- Sea state, tides, waves, navigation, Lights, signals and right of way
- Airspace structure and limitations
- Rules of sea-traffic
- Aircraft systems, limitations, performance, mass and balance
- Flight planning
- Navigation charts (Sea and Air)
- Emergency procedures, including sea rescue (contact phone / handheld)
- Sea plane specific equipment, including floats and sea rudder.

6. Skill Test and Proficiency Check items

The use of checklist, airmanship, control of aeroplane by external visual reference, anti-icing/de-icing procedures,etc., apply in all sections.

Section 5-Abnormal and Emergency Procedures may be combined with Sections 1 through 4Section 6- Simulated Asymmetric Flight may be combined with Sections 1 through 5

Manoeuvres/Procedures		
Section 1 - Departure		
1.1	**Pre-flightincluding: Documentation Mass and Balance Weather briefing;and NOTAM**	• *Check that all documents required for the flight are correct and correct* • *obtain and assess all elements of the prevailing and forecast weather conditions* • *obtain and assess all aeronautical information and NOTAMS* • *complete an appropriate flight navigation log and chart* • *determine that the aeroplane is correctly fueled for the flight* • *complete mass and balance schedule and establish performance criteria*
1.2	**Pre-start checks external/internal**	• *perform all elements of the aeroplane pre-flight inspections as detailed* • *confirm that the aeroplane is in a serviceable and safe condition forflight* • *check and complete all necessary documentation* • *complete an appropriate passenger emergency procedure briefing forthe Examiner*
1.3	**Engine start-upand shutdown Normal malfunctions**	• *complete all recommended engine starting and after starting procedures* • *simulate reasons for an engine-shutdown (e.g. no oil pressure)*

1.4	**Taxiing**	• *complete all recommended taxying checks and procedures* • *comply with markings and signals* • *follow ATC instructions if applicable*
1.5	**Step taxiing**	• *check the water area clear of traffic, obstacles and birds* • *taxi on the step and perform turns* • *determine the wind direction* • *establish the wind correction with the aeroplane*
1.6	**Mooring:Beach Jetty pierBuoy**	• *use correct methods and speeds* • *demonstrate proficiency in mooring procedures of the aeroplane at different locations if applicable*
1.7	**Engine-off sailing**	• *demonstrate correct use of rudders and ailerons* • *demonstrate knowledge and proficiency in using the airplane doors for safely navigating by use of wind with engines in idle or shut-down*
1.8	**Pre-departure checks: Engine runup (if applicable)**	• *complete all pre-departure checks and drills including engine operation* • *Use a suitable area for runup*
1.9	**Take-off procedure: -normal with flight manual flap settings; and -crosswind (if conditions available)**	• *complete all departure checks and drills including engine operation* • *position the aeroplane correctly for take- off and advance the throttles to take off power with appropriate checks* • *use the correct take off technique using the recommended speeds forrotation/lift-off and initial climb* • *check the airspace and the waterarea clear for other traffic* • *ensure a safe climb and departure adjusting power and aeroplaneconfiguration as appropriate* • *complete all necessary after take-off checks*
1.10	**Climbing -turnsonto headings -level off**	• *use charts or other published information as required* • *execute a safe departure in accordance with clearance, if applicable and with due regard for other air traffic* • *use correct lookout techniques* • *observe the Rules of the Air and ATC Regulations* • *maintain directional control and drift corrections throughout* • *follow any noise routing or departure procedures and ATC instructions* • *complete all necessary climb checks*
1.11	**ATC liaison compliance, R/T procedure**	• *demonstrate standard R/T procedures and phraseology* • *demonstrate compliance with ATC instructions*

Section 2 - Airwork VFR		
2.1	**Straight and level flight at variousairspeeds including flightat critically low airspeed with and without flaps (including approachto VMCA, when applicable)**	• *demonstrate control of heading, altitude and airspeed in straight and level flight by visual attitudes while maintaining a correct lookout technique* • *demonstrate correct use of trim. consider all safety checks before themanoeuvres where necessary* • *select and stabilise the aeroplane at a nominated low airspeed above the stall speed whilst maintaining balance, trim and lookout. Maintain specified altitude/level, heading and speed as specified by the Examine;* *maintain safe bank angles, speed, and altitude during turning and complete turns onto specified headings*

2.2	**Steep turns (360° left and rightat 45° bank)**	• *demonstrate the correct lookout technique before, during and after turns* • *establish and maintain throughout the turn the nominated altitude and speed* • *co-ordinate the entry to steep turns to achieve at least 45° bank andmaintain the turn through at least 360 degrees* • *co-ordinate the recovery from turns to straight and level flight as directed by the Examiner without loss/gain of height*
2.3	**Stalls and recovery:** **i. clean stall;** **ii. approach to stallin descending turn with bank with approach configuration and power;** **iii. approach to stallin landing configuration and power; and** iv. **approach to stall, climbing turnwith take-off flap and climb power (single-engine Aeroplanes only)**	• *consider safety checks before stalling* • *consider that some seaplanes, especially with STOL-attributes may stall suddenly with great bank.* • *establish the stall entry as appropriate from straight and turning flightand select the required aeroplane configuration* • *maintain heading (or bank angle 10° - 30° as required) to stall entry* • *recognize the symptoms of incipient and full stalls* • *recover systematically by reducing the AoA and then re-establishinga stable flight path* • *complete all necessary checks and drills* • *maintain lookout throughout*
2.4	**ATC liaison – compliance, R/T procedure**	• *obtain and comply with ATC clearances using correct R/T phraseology* • *maintain awareness of other traffic through R/T and lookout*

Section 3 - Enroute Procedures VFR		
3.1	**Flight plan, dead reckoning and map reading**	• *complete all elements of VFR planning for the route prescribed with particular reference to planned altitudes and safe levels of operation* • *identify position visually by reference to ground features and map*
3.2	**Maintenance of altitude, heading andspeed**	• *control aeroplane using visual attitude flying techniques* • *maintain the heading, height and speed as computed in navigation log or advised by the Examiner within the prescribed limits*
3.3	**Orientation, timing and revision of ETAs**	• *maintain awareness of surrounding terrain, obstacles and restricted airspace* • *navigate by means of calculated headings, ground speed and time* • *achieve destinations or turning points within 3 minutes of ETA* • *maintain a navigation log to monitor flight progress and fuel situation*
3.4	**Use of radio navigation aids(if applicable)**	• *select and identify appropriate radio and navigation aids as required or nominated by Examiner* • *locate and record the aeroplane position by using radio navigationequipment when required by the Examiner* • *intercept and maintain given tracks or radials using the navigation aids nominated by the Examiner*
3.5	**Flight management (flight log, routine checks including fuel,systems and icing)**	• *complete all necessary checks and drills* • *set engine power for cruise or endurance performance in accordance with AFM* • *adjust and monitor fuel consumption for range or endurance asappropriate* • *make regular checks for carburetor icing, if appropriate* • *select fuel to keep balance within limits* • *display sound airmanship and cockpit management*

3.6	**ATC liaison – compliance, R/T procedure**	• *set and cross check altimeters to QNH or Standard pressure setting, as appropriate* • *maintain two way R/T communication using correct phraseologythroughout* • *obtain ATC clearances or flight information, as appropriate* • *comply with ATC clearances and instructions when required*

Section 4 - Arrivals and landings		
4.1	**Aerodrome arrival procedure (amphibians only)**	• *carry out appropriate checks and drills* • *set altimeters and cross check in accordance with check list or as required* • *use the actual QNH if announced by the airport* • *comply with published arrival procedure or clearancemaintain adequate lookout and collision avoidance*
4.2	**Normal landing**	• *Perform an adequate reconnaissance of the planned landing and take- off area for obstacles or floating objects* • *consider weather and wind conditions, water surface and obstructions,traffic on the water and in the air* • *plan and follow a suitable pattern and orientation with the landing area* • *establish the recommended approach configuration adjusting speed andrate of descent to maintain a stabilised approach* • *achieve the selected touchdown area at the recommended speed* • *adjust descent and roundout (flare) to achieve a safe landing with little or no float with appropriate drift and crosswind correction depending onthe water-surface conditio.* • *maintain directional control and wind-correction after touchdown* • *complete all necessary checks and drills*
4.3	**Flapless landing (if suitable conditions)**	• *consider weather and wind conditions, water- surface and obstructions* • *plan and follow a suitable pattern and orientation with the landing area* • *establish the recommended approach configuration adjusting speed andrate of descent to maintain a stabilized approach* • *achieve the selected touchdown area at the recommended speed* • *adjust descent and roundout (flare) to achieve a safe landing with little or no float with appropriate drift and crosswind correction depending onthe water-surface condition* • *maintain directional control and wind-correction after touchdowncomplete all necessary checks and drills* RMK: Higher than normal touchdown-speeds may overstress a heavy airplane in rough water.
4.4	**Crosswind landing (if suitableconditions)**	• *consider weather and wind conditions, water- surface and obstructions* • *plan and follow a suitable pattern and orientation with the landing area* • *establish the recommended approach configuration adjusting speed andrate of descent to maintain a stabilised approach* • *achieve the selected touchdown area at the recommended speed* • *adjust descent and roundout (flare) to achieve a safe landing with little or no float with appropriate drift and crosswind correction depending onthe water-surface condition* • *maintain directional control and wind-correction after touch down* • *complete all necessary checks and drills*

4.5	**Approach and landing with idle power from up to 2000´ above the water (single-engine aeroplanes only; can be combinedwith 5.3. Simulated forced landing without power)**	• *coordinate with ATC or other traffic, respectively communicate intention;ensure adequate spacing* • *visualise glide path to touch down and adjust trajectory and configuration accordingly* • *consider weather and wind conditions, landing surface and obstructions* • *establish the recommended approach configuration adjusting speed andrate of descent to maintain a stabilised approach* • *achieve the selected touchdown area at the recommended speed* • *adjust descent and roundout (flare) to achieve a safe landing with littleor no float with appropriate drift and crosswind correction* • *complete all necessary checks and drills* • *consider a go around if the landing will not take place at the plannedtouch down area*
4.6	**Go-around from minimum height**	• *execute a timely decision to discontinue the approach either wheninstructed or as considered necessary* • *apply appropriate power and control aeroplane attitude to initiate a safeclimb maintaining balance and heading* • *adjust configuration and speed to achieve a positive climb at VY or VX as appropriate* • *maintain take off power until a safe manoeuvering altitude is reached and then adjust to a normal climb configuration and speed* • *complete all necessary checks and drills*
4.7	**Glassy waterlanding Rough waterlanding**	• *select an appropriate landing site with suitable visual reference for glassy water landings* • *perform a reconnaissance overfly of landing and take-off site* • *establish a stabilized slow descent for glassy water landings using visualcues* • *establish an appropriate configuration for rough water landings ifapplicable* • *determine landing direction depending on site, water and windconditions* • *glassy water landings: adjust proper speed and low rate of descent with correct pitch attitude to maintain a stabilized approach until touchdown* • *rough water landings: adjust low speed and low rate of descent at touch- down and use correct pitch attitude when coming in contact with waves. (can be simulated in the absence of conditions)* • *control the aeroplane safely during and after landing*
4.8	**ATC liaison – compliance, R/T procedure**	• *obtain and comply with ATC clearances using correct R/T phraseology* • *adjust pattern/speed to maintain spacing with other traffic in the air and on the water* • *maintain awareness of other air- and sea-traffic through R/T and lookout*

Section 5 - Abnormal and Emergency Procedures		
5.1	**Rejected take-off ata reasonable speed**	• *at the Examiners action or call-out perform a rejected take off(at a reasonable speed)* • *safely bring the aircraft to a halt or taxi-speed following a simulatedemergency during the initial part of the take-off run*
5.2	**Simulated engine failure after take-off (single-engine aeroplanes only)**	• *establish safe flight speed without delay* • *execute emergency drills as 'touch drills' without error* • *when time permits, investigate possible cause of engine failureand take corrective action* • *plan and execute further actions to ensure safe recovery of the aeroplane, passengers and crew* • *select a suitable water-area for landing*

5.3	**Simulated forcedlanding without power (single-engine aeroplanes only)**	• *choose a suitable landing area with due regard for landing surface (land or water), surroundings and wind velocity* • *plan descent to achieve a safe approach to chosen landing area such that a safe landing would be likely*
5.4	**Simulated emergencies:** **- fire or smokein flight; and** **- systems' malfunction asappropriate**	• *analyse emergency or abnormal situation and formulate appropriate plan* • *execute abnormal or emergency drills* • *plan and execute further actions to ensure safe recovery of aeroplane,passengers and crew* • *use check list to confirm actions when time permits* • *make suitable emergency R/T calls (given to Examiner but nottransmitted)* • *inform ATC of practice emergency situation and assistance required (where appropriate)*
5.5	**ATC liaison – compliance, R/T procedure**	• *demonstrate standard R/T procedures and phraseology* • *demonstrate compliance with ATC instructions if applicable* • *apply simulated appropriate emergency-procedures*

Section 6 – Flight with One Engine Operative		
6.1	**Simulated engine failure during take-off(at a safe altitude unless carried out in FFS and FNPT II)**	• *maintain control of aeroplane direction and speed following simulated engine failure* • *identify failed engine* • *complete checks and drills* • *establish safe climb at VYSE in trim*
6.2	**Engine shutdown and restart (ME skill test only)**	• *should be performed either simulated, in a FSTD or under safeconditions* • *control aircraft in heading, altitude, speed and balance during full engine shut down at safe altitudes, carry out appropriate drills andchecks* • *control aircraft heading, height and speed during re-start drills according to check list and re-establish aircraft to symmetric cruisingflight*
6.3	**Asymmetric approachand go-around**	• *fly a visual approach with asymmetric power to establish a finalapproach* • *maintain a stable (trimmed) approach in the correct configuration* • *make a clear decision to land/go-around at or before appropriateasymmetric committal altitude/height (ACH)* • *at ACH or when instructed, carry out a go-around to establish a safe climb in the recommended configuration at VYSE*
6.4	**Asymmetric approachand full stop landing**	• *fly a visual circuit with asymmetric power to establish a final approach* • *maintain a stable (trimmed) approach in the correct configuration* • *execute a safe landing at the recommended speed/configuration in the appropriate water-landing area*
6.5	**ATC liaison – compliance, R/T procedure**	• *demonstrate standard R/T procedures and phraseology* • *demonstrate compliance with ATC instructions if applicable* • *apply simulated appropriate emergency-procedures*

Section 6 shall be completed to revalidate a multi-engine class rating sea, VFR only, where the required experience of 10 route sectors within the previous 12 months has not been completed.

"Route Sector" means a flight comprising take-off, departure, cruise of not less than 15 minutes, arrival, approach and landing phases.

7. Standard of Completion

To pass the Test, the Candidate shall demonstrate the ability to:

a operate the aeroplane within its limitations;

b complete all manoeuvres with smoothness and accuracy;
c exercise good judgment and airmanship; that is, to consistently use good judgement and well-developedknowledge, skills and attitudes to accomplish flight objectives;
d apply aeronautical knowledge;
e maintain control of the aeroplane at all times in such a manner that the successful outcome of a procedureor manoeuvre is never seriously in doubt;
f stay within the following limits. Those tolerances are for general guidance; the Examiner should make allowance for turbulent conditions and the handling qualities and performance of the aeroplane used:

height:	(i) normal flight	± 100 ft
	(ii) with simulated engine failure	± 150 ft (ME only
heading or tracking of radio aids:	(i) normal flight	± 5°
	(ii) with simulated engine failure	± 10° (ME only)
speed:	(i) take-off and approach	± 5 knots
	(ii) all other flight regimes	± 10 knots

Compared to requirement (a) and (f), completion standards (b) to (e) don't rely on quantitative tolerance, but on qualitative one. Usage of guidance provided in subpart 8 should provide for a fact-based and consistent assessment and decision of those qualitative requirements.

8. Knowledge, Skills and AttitudeAssessment Guidance

The following tabled are designed to give the Examiner guidance when assessing the Knowledge, Skills and Attitudes required by the Candidate to successfully complete each section of the test. It should aid the Examiner to assess the standard of completion elements laid down in subpart 7 under (b) to (e) and determine the result.

For each section a brief narrative of the section's objectives is provided, together with the most relevant KSAs.

Section 1 - Departure	
planning and preparation of a safe and compliant flight, including the usage of TEM. Safe and compliantusage of the aircraft on the ground and during the transition to flight	
Knowledge	• applicable regulations (rules of the air, operational, licensing) • weather information interpretation and understanding • Notams interpretation and understanding • aircraft flight manual structure, relevant information usage • aeronautical charts interpretation and usage • radio communication procedures and standard phraseology
Skill	• flight preparation information retrieval • searching in official reference documents (e.g. AFM, AIP) • standard operating procedures and checklist usage • smooth aircraft handling • communicate clearly and assertively

Attitude	• looking for information and assess them critically • safety-minded rather than mission-minded • takes effective decisions • assertive when in doubt • aware of his limited experience and abilities

Section 2 - Airwork VFR	
safe and smooth aircraft operation throughout the certified flight envelope, awareness of the envelope limits and how to return to a safe flight, should an excursion occur	
Knowledge	• aircraft pitch-power-configuration values • recovery procedures from an unusual aircraft state (stall, approach to stall, spiral dive) • spin prevention and spin recovery procedure • causes of load-factor increase and effect on stall speed • critical airspeeds (e.g. Vs, Vne, Vno, Va) and respective ASI markings
Skill	• establish stabilised flight path in trim, with the required power, airspeed, or vertical speed,as required • smooth, precise, and coordinated aircraft handling • smooth flight path changes, following the established SOPs • correct and systematic application of recovery drills
Attitude	• acquire and update his knowledge about his position and potential threats (e.g. traffic, terrain,flight path) and consider their future evolution • set priorities (Fly, Navigate, Communicate, Manage) • assertive, seek clarification of doubts and misunderstandings before acting

Section 3 - En-route Procedures VFR	
navigating safely and effectively between A and B, in compliance with the regulation; monitoringthe flight and maintaining an awareness of the changing environment; implementing adequate solutions as necessary	
Knowledge	• navigation charts legend and charts interpretation • operational flight plan usage • onboard navigation and communication equipment use and limitation • applicable regulation (airspace class, weather minima) • radiotelephony requirements, procedures, and applicable standard phraseology
Skill	• chart and ground reading (reconciliation of ground features and chart information) • proficient usage of onboard navigation and communication equipment • smooth tracking of the required ground track or radio-navigation track, while maintaining altitude • communicate clearly, assertively, and in due time • flight replanning and diversion implementation • ability to fly basic manoeuvres, and maintain aircraft control, in simulated IMC
Attitude	• aware of the current situation and its possible evolution, and proactively generating options • set priorities (Fly, Navigate, Communicate, Manage) and manage workload • takes effective decisions, displaying leadership • considerate about other traffics and the potential threat • ready and willing to seek assistance as necessary (e.g. from ATC)

Section 4 - Arrivals and Landings
safe arrival and entry into a landing or airport area in compliance with the regulation; structured patter and stable approach leading to a safe landing in different configurations; discontinuation of the approach or landing

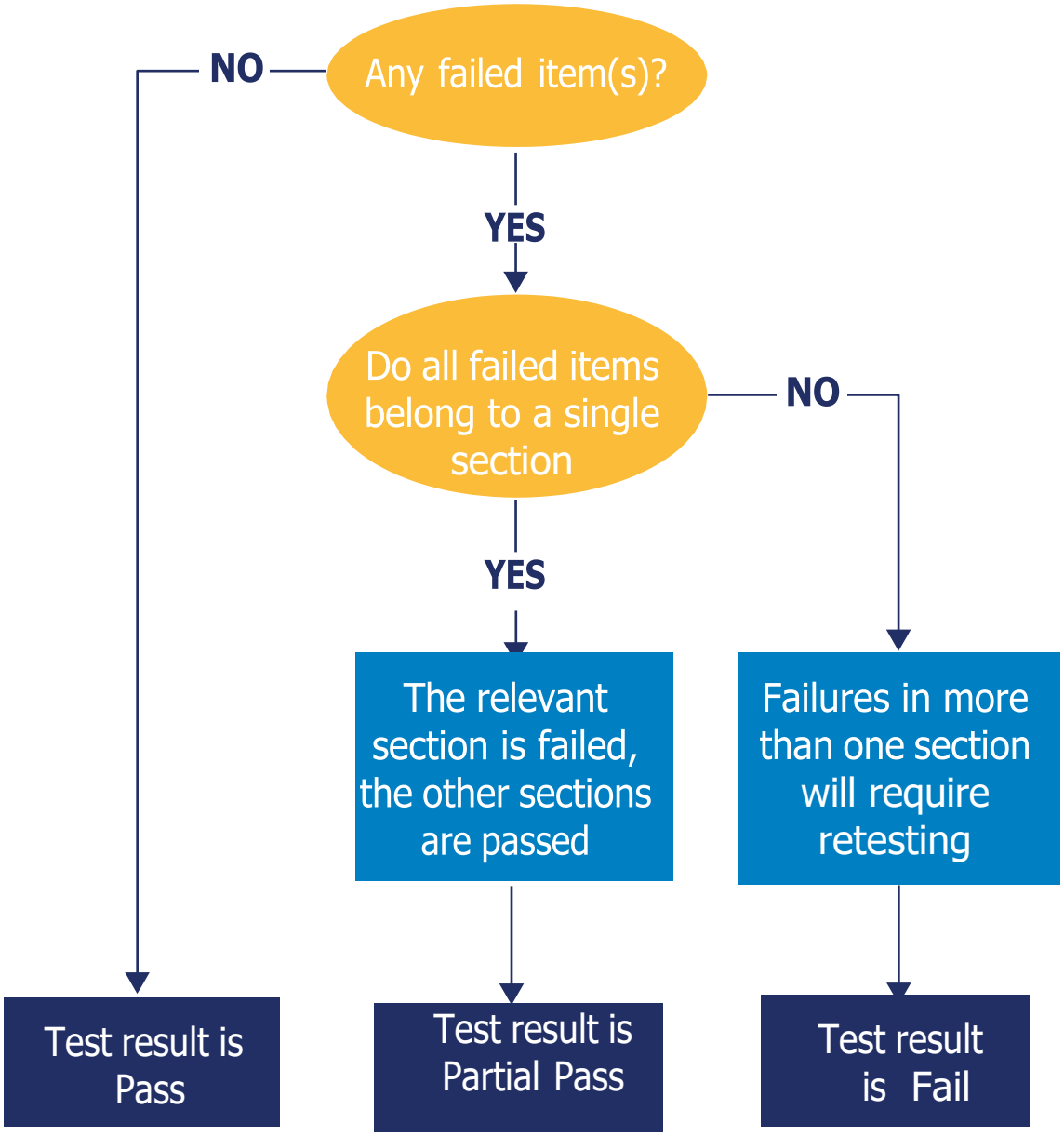
Knowledge	• arrival procedures, standard pattern, visual approach chart reading, briefing structure and purpose • engine-out pattern and key positions • applicable landing techniques with different winds and configurations • go around procedures and applicable SOPs • radiotelephony requirements, procedures, and applicable standard phraseology • post-flight actions (e.g. post-flight inspection, logbook entry, flight plan closing, occurrence reporting)
Skill	• systematic configuration changes, operated within the applicable limitations • precise and stable approach path • positive touch down within the designated touch down zone, at the correct speed • timely decision to abort the approach or landing • correct and systematic application of go-around drills • safe engine-out approach and landing
Attitude	• awareness of the other traffics, their intentions, and the resulting impact • mindful about the environment and its impact (e.g. wind, sun, impending fog, night) • considerate for other traffics • assertive radiotelephony communication

Section 5 - Abnormal and Emergency Procedures	
spotting, assessing, and addressing emergencies or abnormals using the appropriate procedures, maintaining a safe flight throughout; decisions to discontinue the flight to ensure safety, if necessary	
Knowledge	• emergency drills memory items • understanding of all emergency and abnormal procedures • precautionary landing methodology • standard phraseology for emergency and abnormal situation • transponder codes for emergency or com-loss situations • priority setting tools (e.g. PPAA or FNCM)
Skill	• instrument scanning for advanced information of an impending issue • timely execution of emergency drills memory items • proper use of the applicable checklist • ability to deal with a system failure according to the AFM • situation assessment, decision and solution implementation
Attitude	• information gathering and problem solving • informed decision making • awareness of time or height availability and exhaustion • informed decision making and effective implementation • set priorities (Fly, Navigate, Communicate, Manage)

Section 6 - Simulated Asymmetric Flight	
safe asymmetric operation during and after engine failure; single-engine flight path management during take-off, climb, approach, landing, and go-around; performance limitation issues	
Knowledge	• difference between single-engine controllability and performance • understanding that performance is related to excess power available • multi-engine specific speeds, relevance and markings (e.g. Vsse, Vxse, Vyse, Vmca) • emergency drills memory items • engine failure emergency procedure • specific systems operation and limitations (e.g. pressurisation, anti/de-icing)

Skill	• maintain aircraft control, and establish a stable flight path, during and after enginefailure-simulation • timely execution of emergency drills memory items • proper use of the applicable checklist • adapt aircraft configuration for single-engine operation • standard phraseology for emergency and abnormal situation (e.i single-engine situation) • proper usage of specific aircraft systems (e.g. pressurisation, anti/de-icing)
Attitude	• appreciation for the performance limitation and adoption of a conservative planning approach • assessment of the current situation under single-engine operation • realistic and effective decision making • anticipation and workload management

9. Decision Making Flow Chart



10. **Test Debriefing.** The debriefing should begin with the Examiner informing the Candidate the result of the test. After that, theExaminer should make use of a facilitated discussion and emphasise the relevant strengths and weaknessesdemonstrated by the Candidate. If the test is failed, the Examiner shall inform the Candidate and the trainingorganisation regarding any training requirements. The Candidate shall be explained their right of appeal, according to the procedures set by the CAA. With the agreement of the Candidate, the Examiner may allow, the responsible instructor, a Senior Examiner or an Inspector of the CAA, to take part in the debriefing.

11. **Completion of all applicablerecords**

All relevant records must be completed. Which includes, but is not limited to:

- Relevant operational documentation, ATS flight plan, aircraft logbook
- Skill test protocol and examiner report
  - ➢ 1 signed copy to the applicant
  - ➢ 1 copy to the CAA
  - ➢ 1 copy for the examiner's records
- Candidate logbook

For any failed or partially failed test, the justification for failure must be printed on the examiner report.The ground for failure must be clear and motivated; a mere indication of which item was failed is not adequatenor sufficient. Any re-training recommendation should equally be written in the examiner report.

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Flight Examiner Manual

Module 5.1 - MPA

Multi Pilot Aeroplane (MPA) Type and Class Rating

General Applicable Framework

Flight rules	VFR/IFR
Equipment	Aeroplane/FSTD
Applicable type or class	Aircraft to be specified in the rating
Required examiner certificate	TRE/SFE/CRE(A)

1. Introduction

The purpose of the MPA test is to establish that a candidate has acquired or maintained the standard of proficiency necessary for the safe operation of the applicable aeroplane in:

1. controlled or uncontrolled airspace under instrument or visual flight rules as applicable;
2. both normal and non-normal operations.

2. Test Administration

Test profiles should be planned to make efficient use of time and airspace. The Examiner may choose between different skill test or proficiency check scenarios to ensure the mandatory items of the applicable test scheduleare completed. Full-flight simulators and other training devices shall be used, as established in the CAR FCL.

Examiner's should plan 120 minutes for the test profile and 4 hours for the whole examination, avoiding protracted flight time beyond that reasonably required for the Candidate to display the required skills.

Before proceeding with the test, the Examiner shall verify that the prerequisites are met, including the skill test recommendation. The ATO shall make available the training records for verification if requested. The Examiner should verify the Candidates credentials and check documentation such as:

- Valid ID or passport;
- Medical certificate class 1 or 2, as applicable;
- Applicable pilot license and associated rating pages;
- Valid English language proficiency;
- Type rating course completion certificate;
- Confirmation of Advanced UPRT course, if applicable.

For initial MPA TR only check that the Candidate:

- Holds or has held an ME IR;
- Has passed the ATPL(A) theory exams;
- Hold an MCC course certificate or has the experience required by FCL. 720.A(b)(4).

The Examiner should formally start the test when satisfied that the prerequisite requirements are met, and the Candidate is fit and ready.

3. Examiner Briefing

The Examiner should clearly define the roles of Examiner and Candidate during the test to ensure no ambiguity exists.

The Examiner should brief at least the following elements:

- Purpose of the test

- Applicable weather minimum
- Pass, fail, and partial pass criteria, repeat items option, and examination termination rules
- Examiner responsibility
- Freedom for the Candidate to ask questions
- Any assumptions/points of note (e.g. icing conditions in a FSTD, limitations of an FSTD)
- Flight Details – start point, intended route, fuel on board etc.

When covering the pass/fail criteria, the Examiner should brief and agree with the Candidate the minimums standards for successful completion of the test items defined in Section 7 of this module.

4. **Candidate Flight Briefing.** The Examiner should allow the Candidate adequate time to prepare for the skill test or proficiency check scenario using actual or simulated flight information as appropriate. The Examiner should facilitate an uninterrupted briefing on the flight details from the Candidate.

5. **Oral Examination on Ground.** The Examiner should verify the relevant theoretical knowledge of the Candidate during the briefing by askingquestions related, as far as possible, to the planned CAR FCL appendix test items.

6. **Skill Test and Proficiency Check items**

The use of checklists, airmanship, CRM concept and control of aeroplane by external and internal visual referenceapply in all sections.

The mandated skill test items are stated in the left column. Expanded guidance and additional explanations are provided in the right column.

Section 1 - Flight Preparation		
1.1	**Performance calculation**	• *The Candidate exhibits adequate knowledge of performance and limitations, including a thorough knowledge of the adverse effects of exceeding any limitation.* • *Demonstrates proficient use of (as appropriate to the aeroplane) performance charts, tables, graphs or electronic versions if applicable.* • *Describes (as appropriate to the aeroplane) the airspeeds used duringspecific phases of flight.* • *Describes the effects of meteorological conditions upon performance characteristics and correctly applies these factors to a specific chart, table, graph or other performance data.* • *Demonstrates good planning and knowledge of procedures in applying operational factors affecting aeroplane performance.*

1.4	**Use of checklist prior to starting engines, starting procedures, radio and navigation equipment check,selection and setting of navigation and communication frequencies**	• *The Candidate exhibits adequate knowledge of the correct engine start procedures including the use of an auxiliary power unit (APU) or externalpower source (GPU and/or ASU), starting under various atmospheric conditions, normal and abnormal starting limitations, and the proper action required in the event of a malfunction.* • *Ensures the ground safety procedures are followed during the before start, start, and after-start phases.* • *Ensures the use of appropriate ground crew personnel during the start procedures.* • *Performs all items of the start procedures by systematically following the approved briefing/checklist items for the before-start, start, and after-start phases.* • *Demonstrates sound judgement and operating practices in those instances where specific instructions or briefing/checklist items are not published.* • *Completes the appropriate briefing/checklist.*
1.5	**Taxiing in compliance with ATC instructionsor instructions of instructor**	• *The Candidate exhibits adequate knowledge of safe taxi procedures (as appropriate to the aeroplane including push-back or powerback, as may be applicable).* • *Demonstrates proficiency by maintaining correct and positive aeroplane control.* • *Maintains proper spacing on other aeroplane, obstructions, and persons.* • *Accomplishes the applicable briefing/checklist items and performsrecommended procedures.* • *Complies with instructions issued by ATC (or the examiner simulating ATC).* • *Observes runway hold lines, localizer and glide slope critical areas,beacons, and other surface control markings and lighting.* • *Demonstrate awareness of factors that may cause runway incursions.* • *Maintains constant vigilance and aeroplane control during taxi operations.*
1.6	**Before take-offchecks**	• *The Candidate exhibits adequate knowledge of the pre-takeoff checks.* • *Divides attention properly inside and outside cockpit.* • *Ensures that all systems are within their normal operating range prior to beginning, during the performance of, and at the completion of thosechecks required by the approved checklist.* • *Determines if the aeroplane is safe for the proposed flight* • *Determines the aeroplane's takeoff performance, considering such factors as wind, density altitude, weight, temperature, pressure altitude, and runway condition and length.* • *Completes the appropriate checklist.*

Section 2 - Take-offs		
2.1	**Normal take-offs with different flapsettings, Including expedited take-off**	• *The Candidate exhibits adequate knowledge of normal take-offs and climb including (as appropriate to the aeroplane) airspeeds, configurations, and emergency/ abnormal procedures.* • *Notes any surface conditions, obstructions or other hazards that might hinder a safe takeoff.* • *Verifies and correctly applies correction for the existing wind component to the takeoff performance.* • *Completes required checks prior to starting takeoff to verify the expected engine performance. Performs all required pre-take off to checks.* • *Aligns the aeroplane on the runway centreline.* • *Applies the controls correctly to maintain longitudinal alignment on the centreline of the runway prior to initiating and during the takeoff.* • *Adjusts the engine controls as recommended by the approved guidance for the existing conditions.* • *Monitors engine controls, settings, and instruments during takeoff to ensure all predetermined parameters are maintained.* • *Adjusts the controls to attain the desired pitch attitude at thepredetermined airspeed to obtain the desired performance.* • *Performs the required pitch changes and, as appropriate, performs or calls for and verifies the accomplishment of, gear and flap retractions,power adjustments, and other required pilot-related activities at the required airspeeds within the tolerances established in the Pilot's Operating Handbook or AFM.* • *Uses the applicable noise abatement and wake turbulence avoidanceprocedures, as required.* • *Maintains the appropriate climb airspeeds.* • *Completes the appropriate checklist.*
2.2	**Instrument take-off; transition to instrument flight is required during rotation or immediately after becoming airborne**	• *The Candidate exhibits adequate knowledge of an instrument take- off with instrument meteorological conditions simulated at or before reaching an altitude of 100 feet (30 meters) AGL. due to IMC conditions* • *Takes into account, prior to beginning the takeoff, operational factors which could affect the manoeuvre such as Takeoff Warning Inhibit Systems or other aeroplane characteristics, runway length, surface conditions, wind, wake turbulence, obstructions, and otherrelated factors that could adversely affect safety.* • *Accomplishes the appropriate briefing/checklist items to ensure that the aeroplane systems applicable to the instrument takeoff areoperating properly.* • *Sets the applicable radios/flight instruments to the desired setting prior to initiating the takeoff.* • *Applies the controls correctly to maintain longitudinal alignment on the centreline of the runway prior to initiating and during the takeoff.* • *Transitions smoothly and accurately from visual meteorological conditions to actual or simulated instrument meteorological conditions.* • *Maintains the appropriate climb attitude.* • *Complies with the appropriate airspeeds and climb segment airspeeds.* • *Maintains desired heading and desired airspeeds.* • *Complies with ATC clearances and instructions issued by ATC(or the examiner simulating ATC).* • *Completes the appropriate briefing/checklist.*

2.3	**Crosswind take-off**	• *The Candidate exhibits adequate knowledge of crosswind take off and climbs including (as appropriate to the aeroplane) airspeeds, configurations, and emergency/ abnormal procedures.*
2.4	**Take-off at maximum take-off mass(actual or simulatedmaximum take-off mass)**	• *The Candidate exhibits knowledge of the elements of takeoff and climb at maximum take-off mass by demonstrating and/or describing-* • *How to determine or estimate wind speed and direction.* • *How to determine expected maximum performance.* • *Takeoff and climb hazards, particularly those related to obstacles.* • *The use of wing flaps that is appropriate to achieve the take off and climb performance for the runway in use.* • *How to position and align the aeroplane for maximum utilisation ofavailable takeoff area.* • *Initial positioning of flight controls.* • *Power application.* • *Directional control during acceleration on the surface.* • *Lift-off attitude and airspeed.* • *Initial climb attitude and airspeed until obstacle is cleared (or 50 feet above the surface).* • *Track during climb.* • *Completes the appropriate briefing/checklist.*

2.5 - Take-offs with simulated engine failure:		
2.5.2	**between V1 and V2**	On a multi-engine aeroplane with published V1, VR, and/or V2 speeds,the failure of the most critical engine should be simulated at a point after V1 and prior to V2; or as close as possible after V1 when V1 and V2 or V1 and VR are identical. • *The Candidate exhibits adequate knowledge of the procedures used during engine failure on takeoff, the appropriate reference airspeeds,and the specific pilot actions required.* • *Takes into account, prior to beginning the takeoff, operational factors which could affect the manoeuvre such as Takeoff Warning Inhibit Systems or other aeroplane characteristics, runway length, surface conditions, wind, wake turbulence, obstructions, and other related factors that could adversely affect safety.* • *Completes required checks prior to starting takeoff to verify the expected engine performance. Performs all required pre-takeoff checks as required by the appropriate checklist items.* • *Aligns the aeroplane on the runway.* • *Applies the controls correctly to maintain longitudinal alignment on the centreline of the runway prior to initiating and during the takeoff.* • *Adjusts the engine controls as recommended by the approved guidance for the existing conditions.* • *Maintains the aeroplane alignment with the heading appropriate for climb performance and terrain clearance when engine failure occurs.* • *Completes the appropriate checklist.*

2.6	**Rejected take-off at a reasonable speed before reaching V1**	To determine that the Candidate understands when to reject or continue the takeoff and: • *Exhibits adequate knowledge of the technique and procedure foraccomplishing a rejected takeoff after engine/system(s) failure/ warnings, including related safety factors.* • *Takes into account, prior to beginning the takeoff, operational factors, which could affect the manoeuvre such as Takeoff Warning Inhibit Systems or other aeroplane characteristics, runway length, surface conditions, wind, obstructions, and other related factors that could affect takeoff performance and could adversely affect safety.* • *Aligns the aeroplane on the runway centreline.* • *Performs all required pre-takeoff checks as required by the appropriate briefing/checklist items.* • *Adjusts the engine controls as recommended by the approved guidance for the existing conditions.* • *Applies the controls correctly to maintain longitudinal alignment onthe centreline of the runway.* • *Aborts the takeoff if any unsafe situation or failure occurs at a point during the takeoff where the abort procedure can be initiated, and the aeroplane can be safely stopped on the remaining runway/stopway.* • *Uses spoilers, propeller reverse, thrust reverse, wheel brakes, and other drag/braking devices, as appropriate, maintaining positive control in such a manner as to bring the aeroplane to a safe stop.* • *Accomplishes the appropriate engine failure or other procedures and /or briefing/checklists as set forth in the Pilot's Operating Handbook or AFM.* • *Completes the appropriate briefing/checklist.*

Section 3 - Flight manoeuvres and procedures		
3.4.0 to 3.4.14	**Normal and abnormal operations of Aircraft systems:**	• *The Candidate possesses adequate knowledge of the normal and abnormal procedures of the systems, subsystems, and devices relative to the aeroplane type (as may be determined by the examiner); knowsimmediate action items to accomplish, if appropriate, and proper briefing/checklist to accomplish or to call for, if appropriate.* • *Demonstrates sound judgement and knowledge of the aeroplane manoeuvring capabilities throughout the procedure.* • *Performs all procedures required and maintains aeroplane control ina smooth, positive, and timely manner.* • *Demonstrates proper procedures in accordance with approved procedure/ briefing/checklist or the manufacturer's recommended procedures and pertinent briefing/checklist items.* • *Demonstrates the proper use of the aeroplane systems, subsystems, and devices (as may be determined by the examiner) appropriate to the aeroplane.* • *Completes the appropriate checklist.*
3.6 - Abnormal and emergency procedures:		
3.6.1 to 3.6.9	**Abnormal and emergency procedures:**	Depending on the aeroplane used these items may be checked byother means i.e. oral or by 'touch-drills' if required for safety *In any case while simulating engine failure on a multi engine aeroplane,the Examiner or the safety pilot must be able to cope with a real failure on another engine.* *The Examiner or the safety pilot must also know the alarm inhibitions and the inefficacy of a continuous alarm due to any failure simulation.*

		Note: A mandatory minimum of three items shall be selected from 3.6.1 to 3.6.9 inclusive. • *The Candidate exhibits adequate knowledge of the emergency procedures (as may be determined by the examiner) relating to theparticular aeroplane type.* • *Demonstrates the proper emergency procedures (as may be determinedby the examiner) relating to the particular aeroplane type.* • *Demonstrates the proper procedure for any other emergency outlined (as may be determined by the examiner) in the appropriate approved AFM.* • *Completes the appropriate briefing/checklist.* It is strictly forbidden to disengage circuit breakers to simulate any kindof system failure(s) /malfunctions(s) in the aeroplane

3.8 - Instrument flight procedures:		
3.8.1	**Adherence to departure and arrival routes andATC instructions**	• *The Candidate in actual or simulated instrument conditions, exhibits adequate knowledge of SIDS, Enroute Low and High-Altitude Charts, STARS, and related pilot/controller responsibilities.* • *Uses the current and appropriate navigation publications for theproposed flight.* • *Selects and uses the appropriate communications frequencies, and selects and identifies the navigation aids associated with the proposed flight.* • *Performs the appropriate briefing/checklist items.* • *Establishes communications with ATC, using proper phraseology.* • *Complies, in a timely manner, with all instructions and airspacerestrictions.* • *Exhibits adequate knowledge of two-way radio communication failure procedures.* • *Intercepts, in a timely manner, all courses, radials, and bearings (QDM/QDR's) appropriate to the procedure, route, clearance, or asdirected by the examiner or by ATC* • *Conducts the departure phase to a point where, in the opinion of the examiner, the transition to the enroute environment is complete.* • *Completes the appropriate briefing/checklist.*

3.8.3*	**3D operations to DH/A of 200 ft (60 m) or to higherminima if requiredby the approach procedure**	**PRECISION APPROACH** NOTE: Precision approaches, using aeroplane NAVAID equipment for centreline and glideslope guidance, may be accomplished in simulated or actual instrument conditions to Decision Altitude/Height (DA/DH)and must be flown manually The simulated engine failure should occur before initiating the final approach segment and must continue to touchdown or throughout the missed approach procedure. For the aeroplane equipped with a normal scale, the acceptable performance is a half scale deflection for the localizer/glide slope indicators, for the aeroplane equipped with an expanded scale on the localizer, the acceptable performance is inside a maximum full scale deflection for the localizer and a half scaledeflection for the glide slope. • *The Candidate exhibits adequate knowledge of the precision instrument approach procedures with all engines operating, and withone engine inoperative.* • *Accomplishes the appropriate precision instrument approaches asselected by the examiner.* • *Establishes two-way communications with ATC using the proper communications phraseology and techniques, either personally, or, if appropriate, directs co-pilot/safety pilot to do so, as required for the phase of flight or approach segment.* • *Complies, in a timely manner, with all clearances, instructions, andprocedures.*

		• *Advises ATC anytime the candidate is unable to comply witha clearance.* • *Establishes the appropriate aeroplane configuration and airspeed considering turbulence, wind shear, microburst conditions, or othermeteorological and operating conditions.* • *Completes the aeroplane briefing/checklist items appropriate to the phase of flight or approach segment, including engine out approachand landing briefing/checklists, if appropriate.* • *Prior to beginning the final approach segment, maintains the desired altitude, the desired airspeed with one engine inoperative) headings with one engine inoperative); and accurately tracks radials, courses, and bearing (QDM/QDR's).* • *Selects, tunes, identifies, and monitors the operational status of ground and aeroplane navigation equipment used for the approach.* • *Applies the necessary adjustments to the published DA/DH and visibility criteria for the aeroplane approach category as required,such as:* ⧫ *Notices to Airmen, including Flight Data Centre Procedural NOTAM'S.* ⧫ *Inoperative aeroplane and ground navigation equipment.* ⧫ *Inoperative visual aids associated with the landing environment.* ⧫ *Weather Service reporting factors and criteria.* ⧫ *Cold temperature corrections if applicable.* • *Establishes a predetermined rate of descent at the point where the electronic glide slope begins which approximates that required for the aeroplaneto follow the glide slope.* • *Maintains a stabilised final approach, arriving at DA/DH with no morethan the maximum value described above and the airspeed with one engine inoperative) of that desired.* • *Avoids descent below the DA/DH before initiating a missed approachprocedure or transitioning to a landing.* • *Initiates immediately the missed approach when at the DA/DH, andthe required visual references for the runway are not unmistakably visible and identifiable.* • *Transitions to a normal landing approach only when the aeroplane is in a position from which a descent to a landing on the runway can be made at a normal rate of descent using normal manoeuvring.* • *Maintains localizer and glide slope during the visual descent from DA/DH to a point over the runway where glide slope must be abandoned to accomplish a normal landing.* • *Completes the appropriate briefing/checklist.*
3.8.3.1	**Manually, without flight director**	• *The Candidate exhibits adequate knowledge of precision approachmanually, without flight director* • *Demonstrates proper briefings in accordance with approved procedure/briefing/checklist or the manufacturer's recommendedprocedures and pertinent briefing/checklist items.*

3.8.3.4	**Manually, with one engine simulated inoperative during final approach, either until touchdownor through the complete missed approach procedure (as applicable), starting:** **(i) before passing1 000 ft above aerodrome level;and** **(ii)after passing 1 000 ft above aerodrome level.**	• *The Candidate exhibits adequate knowledge of altitude, speed heading control (stabilised approach)* • *Demonstrates sound judgement and knowledge of the aeroplane ma-noeuvring capabilities in compliance with published approach procedures and approach timing.* • *Performs all procedures required and maintains aeroplane controlin a smooth, positive, and timely manner.* • *Demonstrates proper briefings in accordance with approved procedure/briefing/checklist or the manufacturer's recommendedprocedures and pertinent briefing/checklist items.* • *Completes the appropriate briefing/checklist.*
3.8.4	**2D operations down to the MDH/A**	**NON PRECISION APPROACH** NOTE: The applicant must accomplish at least one non- precision approach in simulated or actual weather conditions. • *The Candidate exhibits adequate knowledge of non-precision approach procedures representative of those the applicant is likelyto use.* • *Accomplishes the non-precision instrument approaches described inthe scenario and/or selected by the examiner.* • *Establishes the appropriate aeroplane configuration and airspeed andcompletes all applicable briefing/checklist items.* • *Selects, tunes, identifies, and monitors the operational status of ground and aeroplane navigation equipment used for the approach.* • *Applies the necessary adjustments to the published Minimum Descent Altitude (MDA) and visibility criteria for the aeroplane approach cate- gory when required, such as:* • *Inoperative visual aids associated with the landing environment.* • *Weather Service reporting factors and criteria.* • *Cold temperature corrections if applicable.* • *Establishes a rate of descent that will ensure arrival at the MDA* *(at, or prior to reaching, the visual descent point if published) with the aeroplane in a position from which a descent from MDA to a landing on the intended runway can be made at a normal rate using normal manoeuvring.* • *Crosschecks altitude versus distances as applicable to the approach type.* • *Execute the appropriate procedure on reaching MDA* • *Executes the missed approach if the required visual references for the intended runway are not unmistakably visible and identifiable the missed approach point.* • *Executes a normal landing from a straight-in approach* • *Completes the appropriate briefing/checklist.*

Section 4 - Missed approach procedures		
4.4	**Manual go-around with the critical engine simulated inoperative after aninstrument approach on reaching DH, MDH or MAPt**	• *The Candidate exhibits adequate knowledge of a go-around procedure with one engine simulated inoperative, including the conditions that dictate a rejected landing, the importance of a timely decision,the recommended airspeeds.* • *Makes a timely decision to reject the landing for actual or* • *Simulated circumstances and makes appropriate notification when safety-of-flight is not an issue.* • *Applies the appropriate power setting for the flight condition and establishes a pitch attitude necessary to obtain the desired performance.* • *Establishes a positive rate of climb and climb at the appropriate airspeed to the correct acceleration altitude.* • *Retracts the wing flaps/drag devices and landing gear, if appropriate,in the correct sequence,* • *Trims the aeroplane as necessary and maintains the proper ground trackand altitudes during the rejected landing procedure.* • *Accomplishes the appropriate briefing/checklist items in a timely mannerin accordance with approved procedures.* • *Completes the appropriate briefing/checklist.*

Section 5 - Landings		
5.5	**Landing with critical enginesimulated inoperative**	• *The Candidate exhibits adequate knowledge of the flight characteristics and controllability associated with manoeuvring to a landing with engine(s) inoperative (or simulated inoperative) including the controllability factors associated with manoeuvring, and the applicable emergency procedures.* • *Maintains positive aeroplane control as per the AFM.* • *Sets engine controls, reduces drag as necessary,* • *Maintains the operating engine(s) within acceptable operating limits.* • *Follows the prescribed aeroplane briefing/checklist and verifies theprocedures for securing the inoperative engine(s).* • *Proceeds toward the nearest suitable airport.* • *Maintains, prior to beginning the final approach segment, the desired altitude the desired airspeed the desired heading and accurately trackscourses, radials, and bearing (QDM/QDR's).* • *Establishes the approach and landing configuration appropriate for the runway and meteorological conditions; and adjusts the engine controls as required.* • *Maintains a stabilised approach and the desired airspeed.* • *Accomplishes a smooth, positively controlled transition from final approach to the touchdown area.* • *Maintains positive directional control and crosswind corrections during the after-landing roll.* • *Uses spoilers, propeller reverse, thrust reversers, wheel brakes, and other drag/braking devices, as appropriate, in such a manner to bring the aeroplane to a safe stop after landing.* • *Completes the applicable after-landing briefing/checklist items in a timely manner, after clearing the runway if appropriate, and as recommended by the manufacturer.*

5.6	**Landing with two engines inoperative:** **– aeroplanes withthree engines: the centre engineand one outboardengine as far as practicable according to dataof the AFM; and** **– aeroplanes withfour engines: two engines at oneside**	• *The Candidate exhibits adequate knowledge of the flight characteristicsand controllability associated with manoeuvring to a landing with engine(s) inoperative (or simulated inoperative) including the controllability factors associated with manoeuvring, and the applicable emergency procedures.* • *Maintains positive aeroplane control.* • *Establishes a bank of approximately 5º, if required, or as recommended by the manufacturer, to maintain coordinated flight, and properly trims for that condition.* • *Sets engine controls, reduces drag as necessary,* • *Correctly identifies and verifies the inoperative engine(s) after the failure(or simulated failure).* • *Maintains the operating engine(s) within acceptable operating limits.* • *Follows the prescribed aeroplane briefing/checklist and verifies theprocedures for securing the inoperative engine(s).* • *Proceeds toward the nearest suitable airport.* • *Maintains, prior to beginning the final approach segment, the desired altitude the desired airspeed the desired heading and accurately trackscourses, radials, and bearing (QDM/QDR's).* • *Establishes the approach and landing configuration appropriate for the runway and meteorological conditions; and adjusts the engine controls as required.* • *Maintains a stabilised approach and the desired airspeed* • *Accomplishes a smooth, positively controlled transition from final all approach to touchdown.* • *Maintains positive directional control and crosswind corrections duringthe after-landing roll.* • *Uses spoilers, propeller reverse, thrust reversers, wheel brakes, and other drag/braking devices, as appropriate, in such a manner to bring the aeroplane to a safe stop after landing.* • *Completes the applicable after-landing briefing/checklist items in a timely manner, after clearing the runway, and as recommended by the manufacturer.*

Section 6 – Additional authorisation on a type rating for instrument approaches down to a DH of less than 60 m (200 ft) (CAT II/III)		
6.1	**Rejected take-off at minimum authorized runway visual range (RVR)**	• *The Candidate exhibits adequate knowledge of Low Visibilityoperations: aborted take-off at minimum RVR.* • *Demonstrates the correct decision making and AFM technique for theaeroplane manoeuvring capabilities in compliance with published CAT II/III only: aborted take-off at minimum RVR.* • *Performs all procedures required and maintains aeroplane controlin a smooth, positive, and timely manner.* • *Demonstrates proper briefings in accordance with approved procedure/briefing/checklist or the manufacturer's recommendedprocedures and pertinent briefing/checklist items.*

6.2	**CAT II/III approaches: in simulated instrument flight conditions down to theapplicable DH, using flight guidance system. Standard procedures of crew coordination (task sharing, call-out procedures, mutual surveillance, information exchange and support) shall be observed.**	**CAT II/III ONLY:** **ILS APPROACHES DOWN TO THE APPLICABLE DH** • *The Candidate exhibits adequate knowledge CAT II/III only:ILS approach down to the applicable DH* • *Demonstrates sound judgement and knowledge of the aeroplane manoeuvring capabilities in compliance with published CAT II/III only: ILS approach down to the applicable DH.* • *Performs all procedures required and maintains aeroplane controlin a smooth, positive, and timely manner.* • *Demonstrates proper briefings in accordance with approved procedure/briefing/checklist or the manufacturer's recommendedprocedures and pertinent briefing/checklist items*
6.3	**Go-around:** **after approaches as indicated in 6.2 on reaching DH.** **The training shall also include a go-around due to (simulated) insufficient RVR, windshear, aeroplane deviation in excess of approach limits fora successful approach, ground/airborne equipment failure priorto reaching DH, and go-around with simulated airborneequipment failure.**	**CAT II/III ONLY:** **GO AROUND ON REACHING DH** • *The Candidate exhibits adequate knowledge of CAT II/III only:Go around on reaching DH* • *Demonstrates sound judgement and knowledge of the aeroplane manoeuvring capabilities in compliance with published CAT II/III only:Go around on reaching DH* • *Performs all procedures required and maintains aeroplane controlin a smooth, positive, and timely manner.* • *Demonstrates proper briefings in accordance with approved procedure/briefing/checklist or the manufacturer's recommendedprocedures and pertinent briefing/checklist items*
6.4	**Landing(s):** **with visual reference established at DH following an instrument approach. Depending on the specific flight guidance system, an automatic landing shall be performed.**	**CAT II/III ONLY: LANDING WITH VISUAL REFERENCE ESTABLISHED AT DH** • *Exhibits adequate knowledge of CAT II/III only: Landing with visualreference established at DH* • *Demonstrates sound judgement and knowledge of the aeroplane manoeuvring capabilities in compliance with published CAT II/III only:Landing with visual reference established at DH.* • *Performs all procedures required and maintains aeroplane controlin a smooth, positive, and timely manner.* • *Demonstrates proper briefings in accordance with approved procedure/briefing/checklist or the manufacturer's recommendedprocedures and pertinent briefing/checklist items*
NOTE: CAT II/III operations shall be accomplished in accordance with the applicable air operations requirements.		

7. Standard of Completion

The Candidate shall demonstrate the ability to:

a) operate the aeroplane within its limitations;
b) complete all manoeuvres with smoothness and accuracy
c) exercise good judgement, airmanship & decision making;
d) apply aeronautical knowledge;
e) maintain control of the aeroplane at all times in such a manner that the successful outcome of a procedureor manoeuvre is always assured;
f) understand and apply TEM techniques, crew coordination and incapacitation procedures; and
g) communicate effectively with the other crew members.

The following limits shall apply, corrected to make allowance for turbulent conditions and the handling qualities and performance of the aeroplane used:

Height	
Generally,	± 100 ft
Starting a go-around at decision height/altitude	+ 50 ft/– 0 ft
Minimum descent height/MAPt/altitude	+ 50 ft/– 0 ft
Tracking	
On radio aids	±5°
For 'angular' deviations	Half-scale deflection, azimuth and glide path (e.g. LPV, ILS, MLS, GLS)
2D (LNAV) and 3D (LNAV/VNAV) 'linear' lateral deviations	cross-track error/deviation shall normally be limited to ± ½ of the RNP value associated with the procedure. Brief deviations from this standard up to a maximum of one time the RNP value are allowable.
3D linear vertical deviations (e.g. RNP APCH (LNAV/VNAV) using BaroVNAV)	not more than – 75 ft below the vertical profile at any time, and not more than + 75 ft above the vertical profile at or below 1 000 ft above aerodrome level.
Heading	
all engines operating	± 5°
with simulated engine failure	± 10°
Speed	
all engines operating	± 5 knots
with simulated engine failure	+ 10 knots/– 5 knots

8. Knowledge, Skills and AttitudeAssessment Guidance

The following tables are designed to give the Examiner guidance when assessing the Knowledge, Skills and Attitudes required by the Candidate to successfully complete each section of the test. It should aid the Examiner to assess the standard of completion elements laid down in subpart 7 under (b) to (e) and determine the result.

For each section a brief narrative of the section's objectives is provided, together with the most relevant KSAs.

Section 1 - Flight Preparation	
a) planning and preparation of a safe and compliant flight, including the usage of TEM **b) safe and compliant usage of the aircraft on the ground and during the transition to flight**	
Knowledge	• Applicable regulations (rules of the air, operational, licensing) • Weather information interpretation and understanding • Notams interpretation and understanding • Aircraft flight manual structure, relevant information usage • Aeronautical charts interpretation and usage • Radio communication procedures and standard phraseology • Taxi instructions/clearances, if applicable.
Skill	• Flight preparation information retrieval • Searching in official reference documents (e.g. AFM, AIP) • Standard SOP and checklist usage • Smooth aircraft handling • Communicate clearly and assertive. • Obtain taxi instructions, acknowledge taxi clearances, and review taxi routes on the airport diagram. • Comply with ATC clearances, as appropriate • Coordinate with crew, if applicable, and complete the appropriate checklist(s) prior toand during taxi
Attitude	• Looking for information and assess them critically • Safety-minded rather than mission-minded • Takes effective decisions • Assertive when in doubt • Aware of their limited experience and abilities • Failure to complete checklist(s). • Entering or crossing runways awareness • Maintain situational awareness.

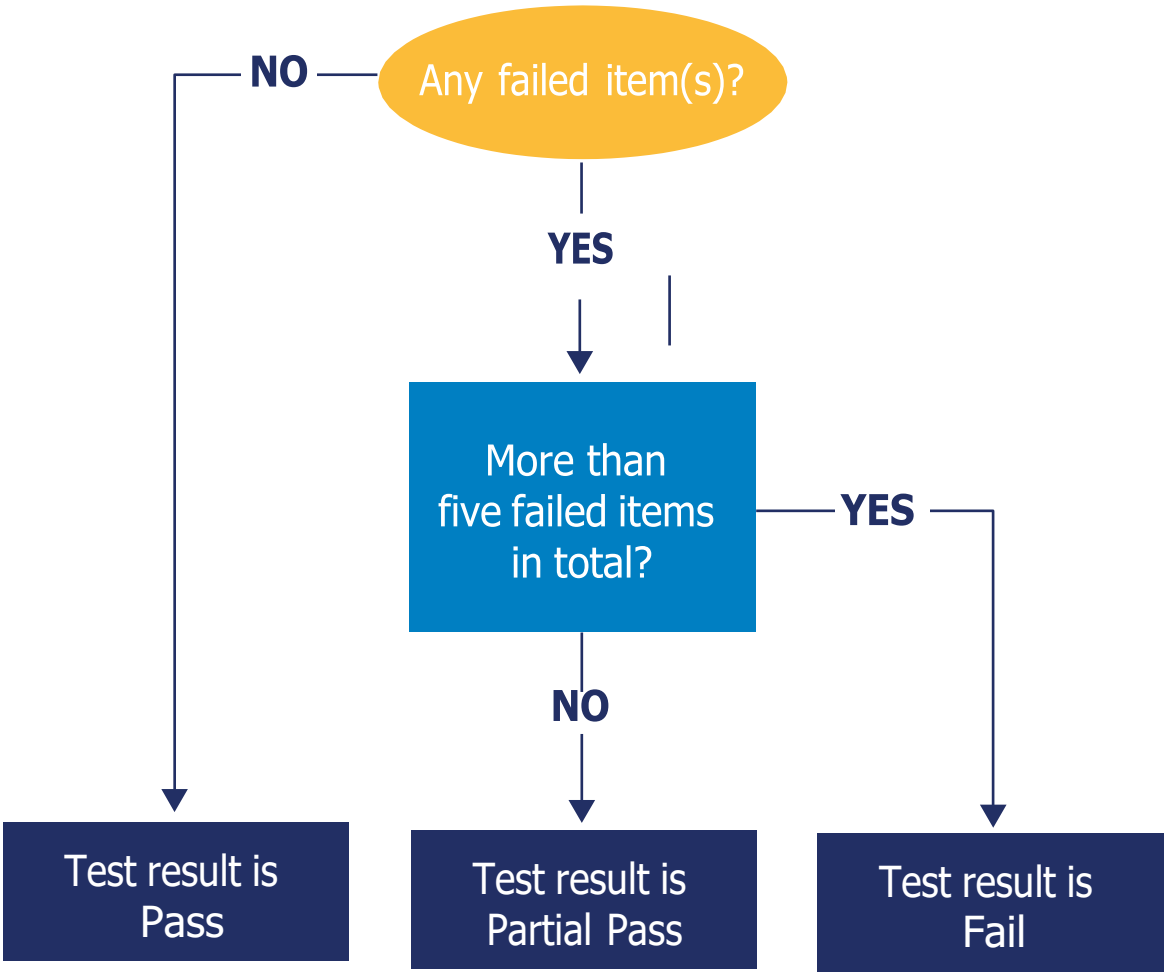
Section 2 - Take-offs	
safe and smooth aircraft operation throughout the certified flight envelope, awareness of the envelope limits and how to return to a safe flight, should an excursion occur	
Knowledge	• Effects of atmospheric conditions, including wind, on takeoff and climb performance. • Appropriate V-speeds for takeoff and climb. • Appropriate aircraft configuration and power setting for takeoff and climb. • Runway markings and lighting. • Recovery procedures from an unusual aircraft state
Skill	• Coordinate with crew, if applicable, and complete the appropriate checklist(s) prior to takeoff in a timely manner. • Verify the airplane is configured for takeoff. • Establish stabilised flight path in trim, with the required power, airspeed, or vertical speed,as required • Smooth, precise, and coordinated aircraft handling • Retract the landing gear and flaps in accordance with manufacturer or operator proceduresand limitations, as appropriate. • Smooth flight path changes, following the established SOP. • Follow noise abatement procedures, as practicable. • Correct and systematic application of recovery drills
Attitude	• Acquire and update their knowledge about their position and potential threats(e.g. traffic, terrain, flight path) and consider their future evolution • Set priorities (Fly, Navigate, Communicate, Manage) • Assertive, seek clarification of doubts and misunderstandings before acting • Improper aircraft configuration or settings • Distractions, loss of situational awareness, or improper task management • Failure to complete checklist(s)

Section 3 - Flight manoeuvres and procedures	
Recognising, assessing, and addressing emergencies or abnormal situations using the appropriate procedures, maintaining a safe flight throughout; decisions to discontinue the flight to ensure safety, if necessary	
Knowledge	• Emergency drills memory items • Understanding of all emergency and abnormal procedures • Standard phraseology for emergency and abnormal situation • Transponder codes for emergency or com-loss situations • Priority setting tools (e.g. TDODAR or PIOSEE) • Engine failure emergency procedure • Specific systems operation and limitations
Skill	• Instrument scanning for advanced information of an impending issue • Timely execution of emergency drills memory items • Proper use of the applicable checklist • Ability to deal with a system failure according to the AFM • Situation assessment, decision and solution implementation
Attitude	• Information gathering and problem solving • Timely, informed decision making and effective implementation • Set priorities (Fly, Navigate, Communicate, Manage) • Appropriate evaluation of the developing situation

Section 4 - Missed approach procedures	
Safe arrival and entry into an airport area in compliance with the regulation; structured patter and stable approach leading to a safe landing in different configurations; discontinuation of the approach or landing.	
Knowledge	• Arrival procedures, standard pattern, visual approach chart reading, briefing structure and purpose • Engine-out pattern and key positions • Go around procedures and applicable SOPs • Radiotelephony requirements, procedures, and applicable standard phraseology
Skill	• Timely decision to abort the approach or landing • Correct and systematic application of go-around procedure • Safe engine-out approach and landing
Attitude	• Awareness of the other traffics, their intentions, and the resulting impact • Mindful of the environment and its impact • Assertive radiotelephony communication • Appropriate management of the situation

Section 5 - Landings	
Knowledge	• Applicable landing techniques with different winds and configurations • Difference between single-engine controllability and performance • Understanding that performance is related to excess power available • Multi-engine specific speeds
Skill	• Systematic configuration changes, operated within the applicable limitations • Precise and stable approach path • Positive touch down within the designated touch down zone, at the correct speed
Attitude	• Appreciation for the performance limitation and adoption of a conservative planning approach • Assessment of the current situation under single-engine operation • Realistic and effective decision making • Anticipation and workload management

9. Decision Making Flow Chart



10. Test Debriefing

The debriefing should begin with the Examiner informing the Candidate of the result of the test. After that, the

Examiner should make use of a facilitated discussion and emphasise the relevant strengths and weaknessesdemonstrated by the Candidate. If the test is failed, the Examiner shall inform the Candidate and the training organisation regarding any training requirements. The Candidate shall be explained their right of appeal, according to the procedures set by the CAA. With the agreement of the Candidate, the Examiner may allow, the responsible instructor, a Senior Examiner or an Inspector of the CAA, to take part in the debriefing.

11. Completion of all applicablerecords

All relevant records required by the candidates licencing authority must be completed.

For any failed or partially pass test result, the justification for failure must be printed on the examiner report.The ground for failure must be clear and motivated; a mere indication of which item was failed is not adequatenor sufficient. Any re-training recommendation should equally be written in the examiner report.

Flight Examiner Manual

Module 6 - Mountain Rating

(Reserved)

Flight Examiner Manual

Module 7.1 - AOC SFI/TRI

Instructor SFI/TRI Assessment of Competence

General Applicable Framework

Flight rules	IFR
Equipment	MPA Aeroplane and/or FSTD
Applicable type or class	All
Assessment of Competence (AoC) conducted by	Examiner SFE/TRE with a minimum experience of 3 years in the applicable aircraft category and have undergone specific training for the assessment of competence
Possible combination with other test or check	No

1. Introduction

Safety in Aviation relies heavily on the knowledge & operational quality of pilots

Therefore, the level of ability & pilot standard is linked to each individual pilot's professionalism and the quality of the Instruction they have received. This module compliments the standardisation requirements set out in Subpart J / Instructors of the CAR FCL in order to standardize an Instructor applicant for an initial, revalidation or renewal of an instructor certificate.

The aim of this manual is to provide guidance to Examiners when conducting an Assessment of Competencefor the SFI/TRI rating initial issue, revalidation or renewal.

This manual is also provided to give context & guidance and highlight the skill set required to be a competentInstructor. It does not intend to outline in detail how all training should be conducted.

This module should be used by the Examiner in conjunction with the appropriate FEM module for the test being conducted by the Instructor Applicant.

2. Test Administration

An Examiner with a minimum of 3 years Examiner experience and have undergone specific training or specifically tasked by the Instructor applicant's CAA may conduct the Assessment of Competence. The Instructor Applicant should provide the Examiner with advanced information regarding their chosen training session, in order to assess that the training session meets the criteria for the Assessment of Competence.

The Examiner should verify the Instructor Applicant's credentials and check documentation such as:

1. Valid ID or passport
2. Medical class 1 (TRI only)
3. Applicable pilot license and associated ratings (as applicable)
4. Course completion certificate (if applicable)
5. Instructor refresher certificate (if applicable)

3. Examiner Briefing

The Examiner shall brief the following elements:

- Seek confirmation from the Instructor Candidate about the readiness and fitness to formally proceed with the Assessment of Competence (AoC).

- If there are any objections by the Instructor applicant and trainee(s) to the Examiner overseeing the training session.
- Confirm the aim and objectives for the Instructor Assessment of Competence.
- Discuss with Instructor candidate the exercises of the selected Assessment of Competence (AoC)training session and how the training objectives will be achieved.
- Examiner/Instructor applicant's PIC responsibility (if applicable).
- Examiner role in normal operations and (simulated) emergencies.
- Examiner should brief Instructor candidate, that the Examiner may sit away from trainees under training reducing pressure or perceived pressure.
- The Instructor Applicant is expected to display sound judgement, particularly when establishing any abnormal or simulated emergency exercise so that safety is never in doubt.
- Agree that on completion of the test, the Examiner and the Instructor Applicant will confer beforestarting the debriefing the outcome of the training session to the Trainee(s). This allows the Examiner to ensure a correct assessment is made by the Instructor candidate & Trainee(s) are given the correct assessment relating to their performance.
- Remind the Instructor Applicant that the briefing and de-briefing are to be directed to the Trainee(s). The CAA Inspector or (Senior) Examiner will emphasise that they will take no part in the conduct of the detail.
- Ask the Instructor Applicant if they have any questions and confirm that they have been adequatelybriefed.
- Examiner should orientate and position themselves, in order not to allow trainee(s) to bypass the candidate Instructor and dilute or influence the Assessment of Competence outcome.

4. Instructor Applicant Simulator/Flight Briefing

The Instructor Applicant should be allowed to brief the Trainee(s) uninterrupted following the guidance in theappropriate FEM test module. Trainee(s) must have a clear start and finish in any training event, a good brief- ing is therefore a key element. The trainee(s) must be aware what the Candidate Instructor wants them to learn, this will allow an accurate assessment to determine if the training has been successful.

The briefing should include at least the following elements:

- The Instructor Candidate must accomplish a short introduction creating a calm and professionaltraining environment;
- A health and safety briefing in the briefing room and Aircraft or Simulator;
- Asking if there are any questions trainee(s) may have from previous sessions needing clarity;
- Aims and objectives of the training session;
- Training exercises and exercise objectives to be met;
- The Instructor candidate must communicate the criteria of any particular training scenario clearly to the trainee(s);
- Student experience level should be considered what knowledge and skills should already be expected in place for the stage of training;
- The Instructor candidate must consider what is the most appropriate method of training;
- Instructor candidate may review previous training forms/records to assess the area's of development;
- Where possible training aids should be used to augment verbal instructions and maximise long term memory retention;
- At the conclusion of the briefing review the objectives and cover the main points of the briefing. Use a questioning technique appropriately to evaluate knowledge and understanding;

- Allow time for the conclusion and student downtime prior to the beginning of the training exercise;
- Instructor candidate should promote an instinctive use of CRM philosophy by the trainee(s), this should be intergraded and interwoven throughout the training;
- Development of Threat and Error (TEM) philosophy and Airmanship should be taught and promotedto enhance safety culture;
- Instructor candidate must focus on displayed handling characteristics of all handling exercises and demonstrate the ability to transfer Instructor experience effectively to trainees;
- The Instructor candidate should develop monitoring skills and knowledge and promote activemonitoring skills by the Pilot Monitoring (PM);
- Freedom for the Trainee to ask questions;

5. Instruction in the FSTD/Flight

- The Examiner should be satisfied that the Instructor applicant demonstrates adequate knowledge and skills associated with the function of an instructor in the FSTD or flight;
- The Instructor applicant should demonstrate correct judgement and instructional technique allowing students to practice using an appropriate blend of direct instruction in the FSTD or flight and allowing practice by using trial and error;
- Instructor patter demonstration should allow trainee(s) to gain additional knowledge via an appropriatepatter technique, whereby trainee(s) gain knowledge from imitation;
- Instructor applicant should deliver constructive developmental feedback which will help to reduce or eliminate errors;
- Time management and pace of exercises is appropriate and avoids tendency of rushing;
- Instructor candidate should be capable of recognising student errors;
- Instructor candidate should establish the root cause of errors and prioritise major errors first and minor errors secondly;
- Instructor candidate should at all times keep the training environment positive;
- Instructor candidate must not deliver negative training or negative transfer of training to trainee(s);
- Instructor candidate must be capable to deliver appropriate and timely instruction in a manner that does not increase workload, diminish capacity or confuse trainee(s);
- Instructor candidate should demonstrate the ability to observe, record, classify, evaluate and train to competence with intelligent use of repeats and sequencing;
- Instructor candidate must be aware of student fatigue and related consequences on training performance. Mental capacity may be reduced, the ability to handle stressful situations, multi-tasking and training performance may be impeded;
- Instructor candidate should effectively collate notes of the trainee(s) performance during training events;
- Instructor candidate should not over-prompt trainee(s) and establish a balance of support for all trainee(s);

6. Assessment of Competence

The following tables are designed to give the Examiner guidance when assessing the competency of the Instructor Applicant during the Assessment of Competence (AoC). The assessment items are stated in the left column.Expanded guidance and additional explanations are provided in the right column. This will aid the Examiner when debriefing the Instructor Applicants performance and analysing each section of the test in relation to specific competencies required for a successful outcome.

Section 1 - PRE-FLIGHT Briefing		
1.1	**the objectives of the training session**	• *The Instructor Applicant provides a logical structure with relevant training aims & objectives, set for the trainee(s) level of knowledge/ progress to enable understanding for the training session.* • *Defines clearly what is expected of trainee(s), roles and expectations are well established.* • *Invites questions.* • *Generates a positive and constructive atmosphere to learning.* • *Well prepared with briefing adapted to meet trainee needs.* • *Briefing materials or other visual mediums are well used to enhance the briefing.* • *All briefing items comprehensively and constructively delivered.* • *Trainee level of knowledge and understanding ascertained.* • *Answers questions from the trainee(s) and provides references to books where applicable.* • *Generates a high level of engagement and positive interaction withtrainees.* • *Integrates CRM & TEM knowledge and understanding of a proactive and defensive philosophy, developing airmanship and situational awareness.* • *Develop crew synergy and how they interact, function togetheras crew.* • *Strive to impart highest level of knowledge, to give trainee(s) on what,where and how to develop knowledge.* • *Instructor candidate has required level of training oversight.*
1.2	**roles of Instructor candidate**	
1.3	**Climate conduciveto learning**	
1.4	**preparation and planning**	
1.5	**Presentation technique**	
1.6	**Instructionaltechnique**	
1.7	**Integration & developmentof airmanship,CRM and TEM**	
1.8	**Interaction with trainees**	
1.9	**Ability to correctly observe, record and evaluate**	

Section 2 - Conduct of Training session		
2.1	**The need to give the 'trainee' precise instructions**	• *The Instructor Applicant should maintain the necessary free flow of communication with the trainee(s).* • *Comprehensively observes the Trainee(s) conduct and performance.* • *Conducts a flight/simulator safety briefing, maintaining situationalawareness and intervention to maintain safety.* • *Standard and realistic use of R/T demonstrated by Instructor applicant,developing correct phraseology and use of radio procedures.* • *Correct identification of errors with the use of root cause analysis* • *Skilled use of repeats for maximum training value and buildingconfidence of the trainee.* • *Timely correction of errors with correct decision whether to review,repeat or defer exercise.* • *Integration of standard operating procedures (SOP's) appropriate for the stage of training, developing capacity and promote crew synergy.* • *Develop pro-active Pilot Monitoring (PM) skills.* • *FSTD realistic training environment created, promoting thedevelopment of crew*
2.2	**Responsibility for safe conduct of the flight/simulatorsession**	
2.3	**Intervention by instructor, when necessary**	
2.4	**Correct use of Radio Telephony (RT)**	
2.5	**Correction of errorsand techniques**	
2.6	**Application of standard operatingprocedures (SOP's)**	

2.7	**Simulator handlingand Instructor operating Station (IOS) management**	*awareness.* • *FSTD IOS operation that allows smooth transition between exercises and where possible, keeping a realistic line orientatedtraining environment.* • *FSTD intelligent use of flight or position freeze, holding fix andrepositioning to efficiently maximise time available.* • *Demonstrates the ability to promptly recognise any unwanted andunplanned events and mitigate training impact.* • *Demonstrates best possible practise, avoiding the development of an unsafe situation.* • *Create a realistic ATC environment and promote correct ATCphraseology. Realistic ATC communication and vectoring.* • *Allows trainee(s) to develop their own crew decision making andsituational awareness.* • *Role play realistically of other agents and realistic response to crew action.* • *Flexible sequence management of tasks to maximise the trainingoutcome.* • *Avoids time pressure, leading to negative training.* • *Promote the Aviate, Navigate and Communicate (ANC) philosophy.* • *Promote & develop an instinctive use of Threat and Error (TEM)philosophy throughout all stages of operation.* • *Develop CRM skills that promote crew synergy and negate a steep cockpit gradient.* • *Demonstrates an exemplary knowledge of aircraft systems,procedures and background knowledge.* • *Familiar with available reference material and locates information easily.* • *Ability to adapt training technique or style to maximise trainingeffectiveness.* • *Facilitates learning using a motivating, patient and confident manner.* • *Encouraging mutual support, developing leadership and teamwork.* • *Communicates relevant knowledge clearly and effectively.* • *Effectively executes patter demonstration exercises and one on onecoaching.* • *Remains calm, professional and consistent at all times.* • *Appropriate intervention techniques used to explain, highlight or facilitate understanding and safeguard safety.* • *Takes clear, accurate and effective notes during exercises.* • *Compiles contemporaneous notes as required.* • *Related applicable appendix A -AMC1-FCL .920 items*
2.8	**handling of simulator/aircraft deficiencies/problems**	
2.9	**positioning and use of airspace**	
2.10	**interaction withtrainees**	
2.11	**time management and pace to achieve training objectives**	
2.12	**integrate threat and error management and crew resource management**	
2.13	**technical and procedural accuracy**	
2.14	**instructional technique**	
2.15	**Intervention techniques**	
2.16	**keeping factual and unobtrusive notes**	
2.17	**additional demonstration exercises relatedto the applicable instructor certificate**	

Section 3 - Trainee Assessment		
3.1	**questioning and interaction with trainee(s)**	• *The Instructor applicant questioning should refer to the trainingobjectives given in the relevant training session.* • *Fully at ease with assessing the required minimum performance for the training session and identifying performance to the trainee(s).* • *Grading closely agrees with observed performance.* • *Clear evidence gathered to support the trainee's assessment.* • *Identifies in-depth root causes of observed trainee performance.* • *Assesses overall trainee performance including any non-technicalperformance to upskill the trainee(s) standard.* • *Consistently identifies good as well as poor trainee performance.* • *Comprehensive knowledge of company behavioural markersdisplayed when making an assessment. (if applicable)*
3.2	**trainee assessment/ grading**	

Section 4 - FSTD/FLIGHT Debriefing		
4.1	**Presentation and discussion of observations**	• *The Instructor applicant should demonstrate the ability to conduct a fair, unbiased debriefing of the trainee's performance based on identifiable factual items.* • *Assesses and encourages trainee self-assessment, provides clear and constructive feedback.* • *Compares individual outcomes/performance in relation to the defined objectives.* • *Capable of identifying individual differences in learning rates.* • *Ability to apply corrective action/advice to trainee(s), when required.* • *Integrates non-technical (NONTECHS) and behavioural markers in to all aspects of the observed progress.* • *Checks for understanding and summarises learning points of theexercises covered.* • *Maintains awareness of the trainee's welfare. Ability to highlight good training performance.* • *Clear understanding of root causes in case of underperformance lack of progress.* • *Proficient level of facilitation, always moving the de-brief in therequired direction to improve trainee(s) competencies.* • *Capable of making a challenging training session a positive experience by adding value in the session and debriefing.* • *Augment verbal instruction by the use of applicable training aids to enhance understanding and long-term memory retention.* • *Instructor applicant avoids a chronological debriefing order.* • *Demonstrates ability to clearly and concisely show the root cause of training events.* • *Integrates TEM and CRM throughout the debriefing, developingairmanship.* • *Instructor applicant creates an environment that allows a free flow of questioning.* • *Encourage self-assessment and self-evaluation developing trainees own critical awareness. Maintain balance as trainee(s) may be overself-critical.*
4.2	**Progress review**	
4.3	**Training evaluation**	
4.4	**Structuring and time planning**	
4.5	**Reporting outcome**	
4.6	**Presentation technique**	
4.7	**Clarity of Explanation**	
4.8	**Student participation**	

Section 5 - Recording of Documentation		
5.1	**Training form**	• *The Instructor applicant demonstrates the ability to complete the relevant records correctly.* • *Demonstrates adherence and completion of all exercises as directed by the training syllabus.* • *Main points summarised and accurate description of the facts.* • *Reporting is objective, well described and comprehensive.* • *Demonstrates adherence and completion of all exercises as directed by the trainee syllabus.*
5.2	**Trainee file/folder**	
5.3	**notification of any repeated ordeferred items**	

Section 6 – Demonstration of Theoretical Knowledge		
6.1	**The Instructor Applicant should demonstrate to the Examiner a satisfactory knowledge with the function of SFI/TRI**	• *Displays a good background level of theoretical knowledge.* • *Good knowledge of procedures and phraseology.* • *Able to practically apply knowledge to benefit trainee.* • *Familiar with available reference material and locates information easily.*

7. Standard of Completion. Please refer to the General section 3.0 for the applicable FEM test module for the training session being conducted by the Candidate.

8. Competence AssessmentGuidance

All instructors shall be trained to achieve the following competences:

- Prepare resources,
- Create a climate conducive to learning,
- Present knowledge,
- Integrate Threat and Error Management (TEM) and crew resource management,
- Manage time to achieve training objectives,
- Facilitate learning,
- Assess trainee performance,
- Monitor and review progress,
- Evaluate training sessions,
- Report outcome.

9. Decision Making Flow Chart. N/A

10. Training session Examiner Assessment of Competence(AoC) debriefing

The Instructor candidate must conduct a session de-briefing having the capacity to move between facilitator and Instruction technique, as facilitation is the key skill for the Instructor.

When facilitation is used correctly, this should be the catalyst to trigger trainee(s) self-analysis with constructive developmental Instructor feedback.

The Examiner should discuss the performance assessment with the Instructor Applicant before the trainee(s) is/ are debriefed and informed of the progress. Focus should be on main key points ie. What went well and whatneeds reviewing.
Instructor candidate should create a training form/record with due diligence that;

1. Support trainee(s) honest, factual and constructive needs and performance.
2. Subsequent instructor and training management can use and identify what occurred and why.
3. Can be used as a permanent training record for Regulatory and Training Organisation requirements.

The examiner will discuss the overall performance assessment with the instructor candidate.

If the examiner agrees with the Instructor candidate assessment, the Instructor candidate should proceed with the de-briefing.

If the Instructor candidate assessment is different from that of the Examiner, the grading and trainee performance should be discussed.

When the Examiner is satisfied that all training objectives have been achieved and correctly graded, the InstructorApplicant should carry out the de-briefing as per the applicable FEM module and if all other aspects of the assessment are satisfactory the Assessment of Competence may be assessed as a 'Pass'.

If the Examiner is not satisfied that the Instructor Applicant has demonstrated the required standard in the conduct of the training session or failed to achieve the training objective(s), the

Examiner should de-brief the Candidate and complete the paperwork.

11. Completion of all applicable records

All relevant CAA records must be completed.

For a failed Assessment of Competence, the justification for failure must be printed on the examiner report. The ground for failure must be clear and based on factual evidence. Any retraining recommendation should equally be written in the examiner report.

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Flight Examiner Manual

Module 7.4 - AOC FI/ARI/CRI SP(A)

FI/CRI/IRI(A) Assessment of Competence AoC

General Applicable Framework

Flight rules	VFR/IFR as applicable
Equipment	Aeroplane
Applicable type or class	TMG, SEP, MEP
Required examiner certificate	FIE(A)
Possible combination with other test or check	No

1. **Introduction.** The basic privileges of FIs/CRIs/IRIs are to conduct flight instruction for the issue, revalidation or renewal ofLAPL and PPL licences, CPL licences, IR, class ratings for single-pilot aeroplanes, except for single-pilot high-performance complex and the night rating, provided that the FI/CRI/IRI holds the corresponding extension,as applicable.

2. **Assessment Administration**

The oral theoretical knowledge examination part of the assessment of competence, is subdivided into atest lecture of max. 45 minutes and an oral test for knowledge of items of section 1 and the 'core instructor competencies: teaching and learning' content given in the instructor course.

The examiner should provide the candidate with advance information regarding the topic of the assessment to afford the candidate with sufficient time to prepare the test lecture and the respective flight exercise.

During the assessment of competence, the applicant occupies the seat normally occupied by the instructor. The examiner functions as the 'student'. The applicant is required to explain the relevant exercises and to demonstrate their conduct to the 'student'. Thereafter, the 'student' executes the same manoeuvres. The applicant is expected to correct mistakes orally or, if necessary, by intervening physically.

The assessment of competence should also include additional demonstration exercises, as decided by the examiner and agreed upon with the applicant before the assessment. These additional exercises should be related to the training requirements for the applicable instructor certificate.

No other person, if not required for the conduct of the examination, is allowed on the aircraft.

Before proceeding with the examination, the examiner shall verify that the prerequisites are met. The following documents shall be verified for completion, validity and correctness, and be ready for the assessment:

- Valid ID or passport;
- Licence at least PPL;
- Valid CR/IR, as applicable;
- Medical certificate class 1 or 2;
- Certificate of the successfully attended teaching and learning course if applicable;
- Course completion certificate from the ATO;
- Aircraft documents;
- Insurance of aircraft covering check flights;
- Specific equipment for the flight part.

Once satisfied that the requirements are met and conditions fulfilled, the examiner should seek

confirmationthat the candidate is fit and ready for the assessment of competence. If so, the examiner formally starts theassessment; it is a good practice to take this opportunity to show the examiner credentials.

3. Examiner Briefing

The examiner must brief the following elements:

- Seek confirmation from the candidate about his readiness and fitness to formally proceed with theassessment;
- Applicable weather minimum (e.g. CAA, ATO);
- Examiner has PIC responsibility; the candidate acts autonomously as if he was the instructor;
- Handling of RTF by the candidate during specific parts of the assessment;
- Examiner role-play in normal operations and simulated emergencies;
- Engine failure-simulation (minimum safety height, handling of engine-controls);
- Handling of possible contingencies (technical, weather, ATC);
- Handling of actual emergencies (e.g. EF-procedures, change of aircraft control);
- Pass / fail criteria, repeat items option, and assessment termination rules.

When covering pass/fail criteria the examiner should cover general completion standards, including decision-making and airmanship. Some assessment items may require specific emphasis for the applicant tounderstand what is required. These completion standards should be agreed by the applicant and the examiner should consider actual flight conditions when briefing them. Items which could require special emphasis couldbe:

- Take-off performance; selection of take-off abortion point
- Landing performance; selection of touchdown point and acceptable tolerances for the different types of landings
- Crosswind take-off and landing; expectation on handling and precision
- Navigation accuracy
- Simulated emergencies; expectation on handling, checklist use and what and how to simulate.

In covering the completion standards the examiner should also review how the applicant has been trained by the ATO as procedures and flight techniques might differ between organisations. This is especially important for manoeuvres such as: unusual attitudes, stalls and engine-out procedures, etc.

4. Program of the Assessmentof Competence AoC. The Assessment of Competence must include all applicable items laid down in the assessment form. The topic of the AoC is to be provided by the examiner at least 2 days prior the assessment.

General procedure:

a. Test lecture. The candidate acting as instructor teaches a test lecture to one or more 'flight students' not longer than 45 minutes. The topic for this test lecture is selected by the examiner from the corresponding AMC andGuidance Material to CAR FCL. The test lecture must be given to someone who is available as a 'student'. Pilots and current students can serve for this purpose. The examiner should not be used as only 'student pilot'.

b. Theoretical knowledge oral test. Oral test may take place between the test lecture and the pre-flight briefing. The oral examination includes questions on the topics according to Section 1 and must be of such form and number that an objectiveassessment can be carried out.

c. Assessment from cockpit instructor seat. This flight includes normal operation, RTF competence

included, and comprises: operational flight briefing, outside and cockpit check, engine start-up procedure, taxi, pre-take-off check, NAV-setting, line up and take-off, climb, departure route, enroute navigation, air works, descent procedures, arrival route, full stop landing.

d. Instruction flight

The instruction flight includes the following elements:

1. Operational briefing (pilots briefing for the flight);
2. Instructor briefing with reference to the air exercise according the given theme for the test lecture;
3. Instruction flight and/or handling of given malfunctions; and
4. Instructor debriefing.

e. Weather minima. The weather conditions for flights must allow the safe conduct of the planned training flight and is to be carried out in accordance with the corresponding Organisations Manual OM of the respective ATO. The actual 'students' level must be taken into account.

5. Assessment Items

The use of checklist, airmanship, control of aeroplane by external visual reference, anti-icing/de-icing procedures,etc., apply in all sections.

The mandated assessment items are stated in the left column. Expanded guidance and additional explanations are provided in the right column.

Section 1 - Theoretical knowledge oral		
1.1	**Air law**	*See "b. Theoretical knowledge oral test"*
1.2	**Aircraft general knowledge**	
1.3	**Flight performance and planning**	
1.4	**Human performanceand limitations**	
1.5	**Meteorology**	
1.6	**Navigation**	
1.7	**Operational procedures**	
1.8	**Principles of flight**	
1.9	**Training administration**	

Section 2 - Pre-flight briefing (Test lecture)		
2.1	**Visual presentation**	*Competences acc. AMC1 FCL.920:* • *Prepare resources* • *Create a climate* • *conducive to learning* • *Present knowledge* • *Manage time to achieve training objectives* • *Facilitate learning* • *Assesses trainee* • *Performance*
2.2	**Technical accuracy**	
2.3	**Clarity of explanation**	
2.4	**Clarity of speech**	
2.5	**Instructionaltechnique**	
2.6	**Use of modelsand aids**	
2.7	**Student participation**	

		• *Monitor and review progress* • *Evaluate training sessions*

Section 3 - Instruction flight		
3.1	**Arrangementof demo**	*Competences acc. AMC1 FCL.920:* • *Prepare resources* • *Create a climate conducive to learning* • *Present knowledge* • *Integrate TEM and CRM* • *Manage time to achieve training objectives* • *Facilitate learning* • *Assesses trainee performance* • *Monitor and review progress* • *Evaluate training sessions*
3.2	**Synchronisation of speech with demo**	
3.3	**Correction of faults**	
3.4	**Aircraft handling**	
3.5	**Instructionaltechnique**	
3.6	**General airmanshipand safety**	
3.7	**Positioning anduse of airspace**	

Section 4 (if applicable) - Right hand seat qualification or other exercises		
4.1	**Pre-flight**	• *check all documents required for this flight are correct* • *obtain and assess all elements of the prevailing and forecast weather conditions* • *obtain and assess all aeronautical information and NOTAMS* • *complete an appropriate flight navigation log and chart* • *determine that the aeroplane is correctly fuelled for the flight*
4.2	**Departure**	• *demonstrate control of heading and airspeed by visual attitudes while maintaining a correct lookout technique* • *demonstrate correct use of trim* • *maintain directional control and balance throughout* • *trim for nominated speed including best Rate of Climb speed (Vy)* • *complete all necessary climb checks* • *turn onto given headings maintaining balance and speed and bank angle* • *maintain lookout throughout*
4.3	**Enroute**	• *return aircraft to straight and level flight in cruise configuration atnominated level/ altitude* • *complete all necessary drills and checks* • *turn onto given headings maintaining balance and speed and bank angle* • *maintain lookout throughout* • *complete all necessary drills and checks*

4.4	**Air works**	• *demonstrate the correct lookout technique before, during and after turns* • *establish and maintain throughout the turn the nominated altitude/ level and speed* • *co-ordinate the entry to turns to achieve 30° bank* • *co-ordinate the recovery from turns to straight and level flight on the spicified heading or as appropriate without loss/gain of height* • *select and stabilise the aeroplane at a nominated low airspeed above the stall speed whilst maintaining balance, trim and lookout. Maintain specified altitude/level, heading and speed as specified by the examiner* • *maintain safe bank angles, speed, and altitude during turning andcomplete turns onto specified headings* **Steep Turn:** • *demonstrate the correct lookout technique before, during and after turns* • *establish and maintain throughout the turn the nominated altitude/levelland speed* • *co-ordinate the entry to steep turns to achieve at least 45° bank andmaintain the turn through at least 360 degrees* • *co-ordinate the recovery from turns to straight and level flight as directed by the Examiner without loss/gain of height*
4.5	**Approach**	• *complete all necessary descent checks* • *maintain lookout throughout* • *complete all necessary drills and checks*
4.6	**Landings**	• *landing within 150 m after defined touch down point*
4.7	**General**	• *During this section, the candidate's ability to control the aircraft appropriately in the event of a change of control will be assessed.*

Section 5 (if applicable) – ME Exercises		
5.1	**Actions following an engine failure shortly after take-off**	• *maintain control of aeroplane direction and speed following simulated engine failure* • *identify failed engine* • *complete checks and drills* • *establish safe climb at VYSE in trim*
5.2	**SE approach and go-around**	• *fly a visual circuit with asymmetric power to establish a final approach* • *maintain a stable (trimmed) approach in the correct configuration* • *make a clear decision to land/go-around at or before appropriateasymmetric committal altitude/height (ACH)* • *at ACH or when instructed, carry out a go-around to establish a safe climb in the recommended configuration at VYSE*
5.3	**SE approach and landing**	• *fly a visual circuit with asymmetric power to establish a final approach* • *maintain a stable (trimmed) approach in the correct configuration* • *make a clear decision to land at or before ACH* • *execute a safe landing at the recommended speed/configuration in the appropriate landing area*
5.4		• *maintain directional control* • *carry out required configuration changes (flap retraction etc)* • *inform ATC of abnormal flight condition and any assistance required* • *comply with ATC procedures and instructions* • *adjust traffic pattern with due regard to weather, surface conditions, obstructions and other air traffic* • *adjust configuration and circuit pattern with regard to aeroplaneperformance* • *complete necessary checks and drills*
5.5		
5.6		
5.7		

Section 6 – Post-flight de-briefing		
6.1	**Visual presentation**	*Competences acc. AMC1 FCL.920:*
6.2	**Technical accuracy**	• *Prepare resources*
6.3	**Clarity of explanation**	• *Present knowledge*
6.4	**Clarity of speech**	• *Assesses trainee performance*
6.5	**Instructional technique**	• *Monitor and review progress*
6.6	**Use of models and aids**	• *Evaluate training sessions*
6.7	**Student participation**	• *Report outcome*

7 Standard of Completion

To pass the assessment of competence, the candidate shall demonstrate the ability to:

(a) provide a student with the basis for an upcoming lesson during a long briefing (text lecture).
(b) recognise errors and is able to discuss them briefly and comprehensibly to the student
(c) keep always control and overview during the instruction lesson
(d) to qualify a flight lesson factually
(e) operate the aeroplane self within its limitations;
(f) exercise good judgment and airmanship; that is, to consistently use good judgement and well-developedknowledge, skills and attitudes to accomplish flight objectives;
(g) apply aeronautical knowledge;
(h) maintain control of the aeroplane at all times in such a manner that the successful outcome of a procedureor manoeuvre is never seriously in doubt;
(i) stay within the following limits. Those tolerances are for general guidance; the examiner should make allowance for turbulent conditions and the handling qualities and performance of the aeroplane used:

height:	(i) normal flight	±150ft
	(ii) with simulated engine failure	± 200 ft (ME only)
heading or tracking of radio aids:	(i) normal flight	± 10°
	(ii) with simulated engine failure	± 15° (ME only)
speed:	(i) take-off and approach	+15/–5 knots
	(ii) all other flight regimes	± 15 knots

8 Competence Assessment Guidance

The relevant instructor's competences to be demonstrated, are:

- Prepare resources;
- Create a climate conducive to learning;
- Present knowledge;
- Integrate Threat and Error Management (TEM) and crew resource management;
- Manage time to achieve training objectives;
- Facilitate learning;
- Assess trainee performance;
- Monitor and review progress;
- Evaluate training sessions; and
- Report outcome.

Note: See also AMC1 FCL.920 Instructor competencies and assessment

It should enable the examiner to assess the standard of completion elements laid down in subpart 7 under
(b) to (i), and determine the result.

9 Decision Making Flow Chart
N/A

10 Assessment debriefing. The debriefing should begin with the examiner informing the candidate the result of the assessment. After that, the examiner should make use of a facilitated discussion and emphasise the relevant strengths and weaknesses demonstrated by the applicant. If the assessment is failed, the examiner should inform the candidate and thetraining organisation regarding any training requirements. The candidate shall be explained his right of appeal, according to the procedures set by the CAA. With the agreement of the candidate,the examiner may allow, the responsible instructor, a Senior Examiner or an Inspector of the CAA, to take part in the debriefing.

11 Completion of all applicable records

All relevant records must be completed. Which includes, but is not limited to:

- Relevant operational documentation, ATS flight plan, aircraft logbook
- Assessment protocol and examiner report
- 1 signed copy to the applicant
- 1 copy to the CAA
- 1 copy for the examiner's records
- Candidate logbook

For any failed assessment, the justification for failure must be printed on the examiner report. The ground forfailure must be clear and motivated; a mere indication of which item was failed is not adequate nor sufficient.Any re-training recommendation should equally be written in the examiner report.

Flight Examiner Manual

Module 8 - AOC EXAMINER

Examiner Assessment of Competence

General Applicable Framework

Flight rules	VFR/IFR
Equipment	Aeroplane or FSTD
Applicable type or class	All
Assessment of Competence (AoC) conducted by	Inspector or Senior Examiner specifically authorised by the CAA
An Examiner Applicant shall demonstrate their competence to the inspector or Senior Examiner specifically authorised by the CAA through the conduct of a skill test, proficiency check or assessment of competence in the examiner role for which privileges are sought	

1. Introduction

The standards of competence of pilots depends to a great extent on the competence of Examiners. This module compliments the standardisation requirements set out in Subpart K of the CAR FCL in order to standardise an Examiner Applicant for an initial, revalidation or renewal of an examiner certificate.

This module should be used by the Inspector or Senior Examiner in conjunction with the appropriate FEM modulefor the test being conducted by the Examiner Applicant.

2. Test Administration

An CAA Inspector or Senior Examiner must be specifically tasked by the CAA to conductthe AoC. The Examiner Applicant should provide the Inspector or Senior Examiner with advance information regarding their chosen skill test or proficiency check scenario, including the route to be flown, in order to assess and agree that the planned test is compliant with the relevant CAR FCL appendix test profile.

The Inspector or Senior Examiner should verify the Examiner Applicant's credentials and check documentation such as:

1. Licence, Instructor Certificate and Medical (if applicable)
2. Standardisation course completion certificate (if applicable)

3. Inspector or Senior ExaminerBriefing

The Inspector or Senior Examiner must brief the following elements to the Examiner Applicant:

- Purpose of the AoC
- Confirm and agree the contents of the test or check to be observed and how it will be achieved.
- Examiner Applicant's PIC responsibility;
- Examiner role-play in normal operations and simulated emergencies
- The Examiner Applicant is expected to display sound judgement, particularly when establishing any abnormal or simulated emergency exercise so that the safety of the flight is never placed in doubt.
- Agree that on completion of the test the Inspector or Senior Examiner and the Examiner Applicantwill confer before debriefing or announcing the result of the test to the Candidate. This is to ensurea common assessment standard.
- Remind the Examiner Applicant that the briefing and de-briefing are to be directed to the Candidate. The Inspector or Senior Examiner will emphasise that they will take no part in the conduct of the detail.

- Ask the Examiner Applicant if they have any questions and confirm that they have been adequatelybriefed.

4. Examiner Applicant flight Briefing

The Examiner Applicant should be allowed to brief the Candidate(s) uninterrupted following the guidance in the appropriate FEM test module. The briefing should include at least the following elements:

- Purpose of the skill test;
- Applicable weather minimum;
- Pass, fail, and partial pass criteria, repeat items option, and examination termination rules;
- Examiner responsibility;
- Freedom for the Candidate to ask questions;
- A safety and emergency briefing for the briefing room, Aircraft or Simulator.

5. Oral Examination on Ground. The Inspector or Senior Examiner should be satisfied that the Examiner Applicant demonstrates adequate knowledge of the regulatory requirements associated with the function of an examiner.

6. Assessment of Competence

The following tables are designed to give the Inspector or Senior Examiner guidance when assessing the competency of the Examiner Applicant during the AoC. The assessment items are stated in the left column. Expanded guidance and additional explanations are provided in the right column. This will aid the Inspector orSenior Examiner when debriefing the Examiner Applicants performance and analysing each section of the testin relation to specific competencies required for a successful outcome.

Section 1 - Briefing the Candidate		
1	**the objective of the flight**	• *The Examiner Applicant gives the candidate time andfacilities to prepare for the test flight.* • *Demonstrates an appropriate level of engagement and interaction with the candidate.* • *Uses a board or other visual mediums during thebriefing.* • *All briefing items comprehensively and constructivelydelivered.* • *Introduces non-technical competency and behaviouralmarkers appropriately.* • *Generates a positive and constructive atmosphere.* • *Answers questions from the Candidate and providesreferences where applicable.* • *Invites Questions.* • *Clear structure and clarity of the test profile.* • *Generates a high level of engagement.* • *Defines clearly what is expected of the crew.* • *Pass, fail, and partial pass criteria including testlimitations* • *Appropriate safety and emergency briefing.* • *Makes appropriate reference to company behaviouralmarker scheme if applicable.*
2	**licensing checks, as necessary**	
3	**freedom for the 'candidate'to ask questions**	
4	**operating procedures to be followed (for example operators manual)**	
5	**weather assessment**	
6	**operating capacity of 'candidate'and examiner**	
7	**aims to be identified by 'candidate'**	
8	**simulated weather assumptions (for example icing and cloud base)**	
9	**use of screens (if applicable)**	
10	**contents of exerciseto be performed**	
11	**agreed speed and handlingparameters (e.g. V-speeds, approach minima)**	
12	**use of R/T**	
13	**respective roles of 'candidate' and examiner (for example during emergency)**	
14	**administrative procedures (for example submission offlight plan).**	

Section 2 - Conduct of Test		
1	involvement of examiner in a MP operating environment	• *The Examiner Applicant should maintain the necessary level of communication with the candidate.* • *Comprehensively observes the Candidate's conduct and performance.* • *Makes a comprehensive observation of the candidate's R/T standards.* • *Takes clear, accurate and effective notes.* • *Never obstructs or distracts the crew under test,* *acting intuitively to not impede the efficient conduct of the detail. 1* • *Does not intervene unless absolutely necessary.* • *Advocates Health & Safety and crew welfare and ensures that this is to the highest standards at all times.* • *In an aircraft – demonstrates the best possible practice to avoid an unsafe situation developing.* • *Correctly sequences failures.* • *Role play of other agents responsive to crew actions.* • *Flexible where necessary to adjust the test item sequence to optimize time management.* • *Skilled use of Repeats for maximum value of thecandidate.* • *Make effective use of available simulator functions andtime to create a realistic checking environment.* • *Allows Candidate to demonstrate situational awareness with regard to position and time available.* • *Uses flight freezes and repositions appropriately and ensures the crew are aware of their position following the use of these functions.* • *The standard of radiotelephony demonstrated by the Examiner Applicant should be assessed and must be atthe high standard.*
2	the need to give the 'candidate'precise instructions	
3	responsibility for safe conduct of the flight	
4	intervention by examiner,when necessary	
5	use of screens	
6	liaison with ATC and the need for concise, easily understood intentions	
7	prompting the 'candidate' about required sequence of events (for example followinga go-around)	
8	keeping brief, factual and unobtrusive notes	

Section 3 - Candidate Assessment		
1	questions from the 'candidate'	• *The Examiner Applicant should refer to the flight test tolerances given in the relevant CAR FCL test appendix form.* • *Fully at ease with assessing the required standard andidentifying this to the crew.* • *Assesses overall competency including non-technicalperformance with no missed items.* • *Clear and irrefutable evidence gathered to support their assessment.* • *Identifies in-depth root causes of performance.* • *Assesses areas of good performance as well as areas thatrequire improvement.* • *Comprehensive knowledge of company behavioural markers when making an assessment as applicable.*
2	give results of the test and anysections failed	
3	give reasons for failure	

Section 4 – Debriefing		
1	advise the candidate on how to avoid or correct mistakes	• *The Examiner Applicant should demonstrate 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.* • *A proficient facilitator always moving the de-brief in therequired direction.* • *Allows the crew to drive the conversation whilstcontrolling the debriefing agenda.* • *Integrates company behavioural markers into all aspects off the operation when applicable.* • *Checks understanding and summarises the saliant debrief points.* • *Maintains awareness of the Candidate's welfare.* • *Assesses areas of good performance as well as areas thatrequire improvement.* • *Clear understanding of root causes to all actions.*
2	mention any other points of criticism noted	
3	give any advice considered helpful	

Section 5 – Recording of Documentation		
1	the relevant test or check form	• *The Examiner applicant should demonstrate the ability to complete the relevant records correctly.* • *Demonstrate concise & factual contemporaneous notetaking.* • *Demonstrates adherence to the Candidates LicencingAuthority's forms and requirements.* • *Is mindful of their Data Protection responsibilities.*
2	license entry	
3	notification of failure form	
4	relevant company forms where the examiner has privileges of conducting operator proficiency checks	

Section 6 – Demonstration of Theoretical Knowledge		
1	The Examiner Applicant should demonstrate to the inspector a satisfactory knowledge of the regulatory requirements associatedwith the function of an examiner	• *Excellent standard of regulatory and theoreticalknowledge* • *The Senior Examiner should assess the level of the examiners knowledge throughout the EAoC and use that assessment to form a judgement.*

7. Standard of Completion. Please refer to section 7 of the applicable FEM test module for the test being conducted by the Candidate.

8. Competence AssessmentGuidance. N/A

9. Decision Making Flow Chart. N/A

10. Test Debriefing

The Inspector or Senior Examiner will discuss the assessment with the Examiner Applicant before the Candidate is debriefed and informed of the result.

If the Inspector or Senior Examiner agrees with the Examiner Applicant's assessment of the Candidate, the Examiner Applicant should proceed with the de-briefing of the Candidate. If the Examiner Applicant's assessment is different from that of the Inspector or Senior Examiner, the result should be discussed, and thestandards explained to the Examiner Applicant.

When the Inspector or Senior Examiner is satisfied that correct assessment standardisation has been

agreed, the Examiner Applicant should carry out the de-briefing as per the applicable FEM module and if all other aspects of the assessment are satisfactory the AoC may be assessed as a 'Pass'.

If the Inspector or Senior Examiner is not satisfied that the Examiner Applicant has demonstrated the required standard in the conduct of the entire check or assessment, the Inspector or Senior Examiner should de-brief the Candidate and complete the paperwork.

11. Completion of all applicable records

All relevant CAA records must be completed.

For a failed Assessment of Competence, the justification for failure must be printed on the examiner report.The ground for failure must be clear and based on factual evidence. Any re-training recommendation shouldequally be written in the examiner report.