|  |  |  |  |
| --- | --- | --- | --- |
| Operator: |  | Pilot-in-command:  |  |
| Date(s) of inspection |  | Co-Pilot:  |  |
| Flight No: |  | Senior Cabin Crew: |  |
| Aircraft type/Reg: |  |  |  |
| Departure:  |  | Destination:  |  |
| Date:  |  | Date:  |  |
| Time (Local):  |  | Time (Local):  |  |
| Time (UTC):  |  | Time (UTC): |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **A** | **Crew Legal** **Documentation** | **S** | **U/S** | **Remarks** |
|  | Crew License |  |  |  |
|  | Recency/Training Validity |  |  |  |
|  | Medical Certificate |  |  |  |
|  | Airport Pass |  |  |  |
|  | Crew ID |  |  |  |
|  | Recurrent Training Records |  |  |  |
|  | Vaccination Card (If Required) |  |  |  |
|  | If Crew was prescribed with Glasses a spare Glass is required |  |  |  |
| **B** | **Preflight** | **S** | **U/S** | **Remarks** |
|  | Crew Briefing |  |  |  |
|  | Weather analysis |  |  |  |
|  | Flight Planning including AUW/Density Alt/Fuel Planning |  |  |  |
|  | NOTAM |  |  |  |
|  | Pre-flight inspection |  |  |  |
|  | Aircraft log book inspection |  |  |  |
|  | Knowledge of on-board documentation. |  |  |  |
|  | Load and trim sheet understanding |  |  |  |
|  | Centre of gravity |  |  |  |
|  | Mass balance form |  |  |  |
|  | Survival equipment; if applicable |  |  |  |
|  | Spares and tools; if applicable |  |  |  |
|  | Load spreaders and cargo tie-downs; if applicable |  |  |  |
|  | Crew Briefing |  |  |  |
| **C** | **Departure** | **S** | **U/S** | **Remarks** |
|  | Starting procedure |  |  |  |
|  | Take-off gross mass (Kg) |  |  |  |
|  | Taxying procedure |  |  |  |
|  | Pilot/Cabin Crew instructions on emergency procedures |  |  |  |
| **C** | **(Contd.) Departure** | **S** | **U/S** | **Remarks** |
|  | Clearance record and read back |  |  |  |
|  | IFR/VFR/Special VFR |  |  |  |
|  | Take Off Performance Class 1/2/3 |  |  |  |
|  | Departure clearance/SID compliance |  |  |  |
|  | Noise abatement procedures |  |  |  |
|  | Altitude awareness (climb) MSA/MEA |  |  |  |
| **D** | **Enroute / Cruise** | **S** | **U/S** | **Remarks** |
|  | MEA Compliance |  |  |  |
|  | Use of airborne weather radar |  |  |  |
|  | Adherence to clearance |  |  |  |
|  | Flight following |  |  |  |
|  | Altitude awareness (Cruise/ V/S) |  |  |  |
|  | Navigation & use of Nav aids |  |  |  |
|  | Holding procedures |  |  |  |
|  | One pilot to be looking out at all times. No paperwork to be done by both pilots at the same time/ Situational Awareness |  |  |  |
|  | Adherence to Safety and Security procedures |  |  |  |
|  | Flight crew adherence to SOP's. Considerations should be made for the following: |
|  | Adherence to ATC requirements |  |  |  |
|  | Navigation procedures |  |  |  |
|  | Avoidance of potentially hazardous atmospheric conditions |  |  |  |
|  | Use of airborne equipment (WX. Radar) |  |  |  |
|  | Terrain awareness |  |  |  |
|  | Drift down management (when required) |  |  |  |
|  | Navigation procedures |  |  |  |
|  | Fuel monitoring |  |  |  |
|  | Operational Flight Plan |  |  |  |
|  | Systems monitoring |  |  |  |
|  | Special briefings |  |  |  |
|  | Adherence to aircraft limitations (speeds, etc.) |  |  |  |
|  | ***Note:*** *Operational Flight Plan; ensure that the OFP is completed with all necessary data* |
|  | 1. *Actual block, take-off and landing times.*
 |  |  |  |
|  | 1. *Accumulated and corrected times overhead waypoints*
 |  |  |  |
|  | 1. *Any additional information (re-routing, direct routings, weather info, etc.)*
 |  |  |  |
|  | **(Contd.) En-Route / Cruise** | **S** | **U/S** | **Remarks** |
|  | Radio Communications and Monitoring |  |  |  |
|  | ATIS reviewed. Arrival briefed. |  |  |  |
|  | Call Ops / Handling agent with ETA, special requirements. |  |  |  |
|  | Engine Failure (Autorotation)/ Emergency landing- Briefing/Procedures/ Planning |  |  |  |
| **E** | **Instrument Approach** | **S** | **U/S** | **Remarks** |
|  | Checklists utilized as per SOP’s |  |  |  |
|  | FMS preparation & cross checking with approach chart  |  |  |  |
|  | MEA/ MSA/ MORA awareness  |  |  |  |
|  | Altitude/ Airspeed control |  |  |  |
|  | Holding procedures & endurance  |  |  |  |
|  | Set QNH |  |  |  |
|  | Stabilized approach |  |  |  |
|  | Altitude awareness |  |  |  |
|  | Missed Approach |  |  |  |
| **F.**  | **Visual Approach** | **S** | **U/S** | **Remarks** |
|  | *Checklists utilized as per SOP’s* |  |  |  |
|  | *Use of Aids & Helipad Identification* |  |  |  |
|  | *Helipad and wind assessment* |  |  |  |
|  | *Stabilized Approach* |  |  |  |
| **G** | **Landing and Post Flight** | **S** | **U/S** | **Remarks** |
|  | Performance Class 1/2/3  |  |  |  |
|  | Taxi in, parking & Shutdown |  |  |  |
|  | Snag Reporting/ Completing Tech Log/Op Flt Plan |  |  |  |
|  | Post Flight Debrief |  |  |  |
| **H** | **Flight Crew** | **S** | **U/S** | **Remarks** |
|  | Overall Crew Alertness & Situational Awareness |  |  |  |
|  | Standard Callouts |  |  |  |
|  | Checklists utilized as per SOP’s |  |  |  |
|  | Use of oxygen and mask check procedure; if applicable |  |  |  |
|  | Judgment and Crew Resource Management (CRM) |  |  |  |
|  | Flight management  |  |  |  |
|  | Handling of emergencies |  |  |  |
|  | Knowledge of technical Circulars |  |  |  |
|  | **(Contd.) Flight Crew** | **S** | **U/S** | **Remarks** |
|  | Compliance with Aircraft limitations |  |  |  |
|  | OPS Manual/SOP compliance |  |  |  |
|  | Proficiency of second-in-command |  |  |  |
|  | Compliance with regulations & rules |  |  |  |
|  | Communication Failure procedures-awareness and briefing |  |  |  |
|  | Fuel Consumption Checks |  |  |  |
|  | Use of TCAS-procedures and knowledge |  |  |  |
| **I** | **Aerodromes/Helipads** | **S** | **U/S** | **Remarks** |
|  | Runways and taxiways/ Helipad Marking |  |  |  |
|  | Lighting/Marking & Public Protections |  |  |  |
|  | Station facilities |  |  |  |
|  | Refueling of aircraft |  |  |  |
|  | Ground Personnel |  |  |  |
| **Inspector Findings, Remarks & Observations:** |
| **Inspector Name:** |  |
| **Signature:** |  |
| **Date**  |  |