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Flight Examiner Manual

Module 7.4 - AoC FI/IRI/CRI SPA

FI/CRI/IRI(A) Assessment of Competence AoC V2021.1

General Applicable Framework

Flight rules:	VFR/IFR as applicable
Operational rules:	Part-NCO
Crew concept:	SPO
Equipment:	Aeroplane
Applicable type or class:	TMG, SEP, MEP
Required examiner certificate:	FIE(A)
Possible combination with another test, check or AoC:	No

1. Introduction

The basic privileges of FIs/CRIs/IRIs are to conduct flight instruction for the issue, revalidation or renewal of LAPL 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 a test 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 confirmation that the candidate is fit and ready for the assessment of competence. If so, the examiner formally starts the assessment; 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 the assessment;
- Applicable weather minimum (e.g. Part-NCO, NAA, 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 to understand 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 could be:

- 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 Assessment of 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;

b. Theoretical knowledge oral test;

c. Assessment from cockpit instructor seat; and

d. Instruction flight.

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 and Guidance Material to Part 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 objective assessment 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.

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 performance and 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* • *Monitor and review progress* • *Evaluate training sessions*
2.2	Technical accuracy	
2.3	Clarity of explanation	
2.4	Clarity of speech	
2.5	Instructional technique	
2.6	Use of models and aids	
2.7	Student participation	

Section 3 - Instruction flight		
3.1	Arrangement of 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	Instructional technique	
3.6	General airmanship and safety	
3.7	Positioning and use 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 at nominated 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 specified 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 and complete 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/level 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*

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 appropriate asymmetric 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 aeroplane performance* • *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:* • *Prepare resources* • *Present knowledge* • *Assesses trainee performance* • *Monitor and review progress* • *Evaluate training sessions* • *Report outcome*
6.2	Technical accuracy	
6.3	Clarity of explanation	
6.4	Clarity of speech	
6.5	Instructional technique	
6.6	Use of models and aids	
6.7	Student participation	

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-developed knowledge, 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 procedure or 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	±100ft
heading or tracking of radio aids:	(i) normal flight	± 5°
	(ii) with simulated engine failure	± 10° (ME only)
speed:	(i) all engines operating	± 5 knots
	(ii) all other flight regimes	+10/-5 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 the training organisation regarding any training requirements. The candidate shall be explained his right of appeal, according to the procedures set by the applicant's competent authority. With the agreement of the candidate, the examiner may allow, the responsible instructor, a Senior Examiner or an Inspector of the NAA, 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 applicant's competent authority
  - ➤ 1 copy to the examiner's competent authority
  - ➤ 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 for failure 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.