



FLIGHT TEST STANDARDS GUIDE

GENERAL AVIATION FLIGHT EXAMINER RATING

**Initial issue, biennial demonstration of continued competency
and demonstrations of competency for the issue of additional
Flight Examiner authorisations**

AEROPLANE/HELICOPTER

**Assessment criteria for the guidance of CAA Examiners and
Flight Examiner applicants**

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Foreword

Flight Test Standards Guides have been compiled for use by both Flight Examiners and Flight Instructors and are at present the acceptable means of compliance for use in conjunction with specific flight test syllabuses prescribed in the appropriate CAA Advisory Circulars.

Flight Test Standards Guides were originally developed by John Parker, the CAA General Aviation Examiner. Subsequent consultation with industry Flight Examiners has resulted in further refinement.

Any feedback regarding this publication should be directed to info@caa.govt.nz

Change notice

Minor editorial

Introduction

This guide provides guidance and standards for the General Aviation Flight Examiner Rating initial issue, the biennial demonstration of continued competency and a demonstration of competency for the issue of additional Flight Examiner authorisations.

This guide is based upon the following references:

- CAR Part 61 Pilot Licences and Ratings;
- CAR Part 91 General Operating Flight Rules;
- Advisory Circular to Part 61-1.19, Pilot Licences and Ratings – Flight Examiner Ratings;
- Flight Instructor Rating (Category A) Flight Test Standards Guide;
- The CAANZ Personnel Licensing:- Policies, Procedures and Instructions Manual;
- Where applicable, an organisation's Operations Manual(s);
- Gronlund, N.E., & Linn, R.L. (1990). Measurement and evaluation in teaching. (6th ed.) New York: Macmillan.

Definitions

For clarity of intent throughout this guide, the following definitions are declared:

Applicant:	The person seeking a General Aviation Flight Examiner Rating initial issue, a biennial demonstration of continued competency, or a demonstration of competency for the issue of additional Flight Examiner authorisations.
Candidate:	The person being tested by the applicant.
Proficiency:	Trained to confidently accomplish a defined standard.
Competency:	An independent assessment of the proficiency of a General Aviation Flight Examiner applicant, in a real time operationally representative environment.
Standard:	The measure of accuracy, described either by units or word pictures, required to be achieved for the task.
Qualitative:	Demonstration of a defined standard from an acceptable source i.e. CAR Part 61, Advisory Circulars, Flight Test Standards Guides or certificate holders training and checking manuals.
Subjective:	Where no qualitative standard exists the standard as defined by the CAA Examiner.
Flight Examiner:	Generic term describing aircraft and simulator Flight Examiners, both Airline Flight Examiners and General Aviation Flight Examiners.
CAA Examiner:	A CAA employee holding the appropriate Instrument of Delegation issued by the Director of Civil Aviation pursuant to section 23A(1) of the Civil Aviation Act.
Director:	The Director of New Zealand Civil Aviation or a CAA employee holding the appropriate Instrument of Delegation issued by the Director of Civil Aviation pursuant to section 23A(1) of the Civil Aviation Act.

Flight test standard concept

Civil Aviation Rule (CAR) Part 61 and the associated Advisory Circulars (ACs) specify the areas in which knowledge, skill and attitudes must be demonstrated by an applicant before a General Aviation Flight Examiner Rating is issued, renewed, or additional authorisations added.

Flight Test Standards Guides provide the flexibility to permit the CAA to publish flight test standards containing specific TASKS (procedures and manoeuvres) in which Flight Examiner competency must be demonstrated.

Adherence to the provisions of the appropriate flight test standards is mandatory for the evaluation of Flight Examiner applicants.

Flight test guide description

Flight Test Standards Guides are available on the CAA website www.caa.govt.nz and amendments are notified to those who register for the free notification service.

This flight test guide has been designed to minimise the degree of subjectivity in the flight test, although the CAA Examiner will still have to exercise judgement.

The assessment criteria for the General Aviation Flight Examiner Rating biennial demonstration of continued competency and demonstration of competency for the issue of additional Flight Examiner authorisations, defines performances that are 'Ideal', 'COMPETENT' and 'Not yet competent'.

The term 'COMPETENT' is used to describe a required standard for the General Aviation Flight Examiner biennial demonstration of continued competency, and demonstrations of competency for the issue of additional Flight Examiner authorisations.

Flight test standard description

TASKS are procedures or manoeuvres appropriate to the General Aviation Flight Examiner Rating biennial demonstrations of continued competency, and demonstrations of competency for the issue of additional Flight Examiner authorisations.

The OBJECTIVE that appears below the TASK relates that task to the regulatory requirements and lists the important elements that must be satisfactorily performed to demonstrate competency in that task.

The minimum acceptable standard of performance for a task is described in the column stating 'COMPETENT' performance.

Unacceptable performance of a task is described in the 'Not yet competent' column.

The ACTION assists the CAA Examiner in ensuring that the TASK OBJECTIVE is met, and in some instances, alerts the CAA Examiner to areas upon which emphasis should be placed.

The conditions under which the TASK is to be performed are expanded on under the 'satisfactory/unsatisfactory performance' headings, which follow.

Use of the Flight Test Standards Guide

The CAA requires that each flight test be conducted in compliance with the appropriate flight test standard. When using the flight test guide the CAA Examiner must evaluate the applicant's knowledge and skill in sufficient depth to determine that the standards of performance listed for all tasks are met.

When the CAA Examiner determines, during the performance of one task, that the knowledge and skill of another task is met, it may not be necessary to require performance of the other task.

The CAA Examiner is not required to follow the exact order in which the tasks appear. The CAA Examiner may change the sequence or combine tasks with similar objectives. The CAA Examiners will develop a plan of action that includes the order and combination of tasks to be demonstrated by the applicant in a manner that will result in an efficient and valid test.

However, where possible, a practical sequence of groundwork, briefing, flying and debriefing should be followed.

CAA Examiners will place special emphasis on areas of aircraft or simulator operation that are most critical to flight safety. Among these are ensuring the maintenance of correct aircraft control, sound judgement in decision-making, spatial orientation, collision avoidance and use of applicable operating procedures and checklists. Although these areas may not be shown under each task, they are essential to flight safety and will receive careful evaluation throughout the flight test. If these areas are shown in the objective, additional emphasis will be placed on them.

Aircraft requirements for flight test

The aircraft is to have intercom acceptable to the Flight Examiner capable of monitoring applicant and ATS interactions.

The applicant must ensure that the aircraft is suitable for the conduct of the flight test.

Should a Flight Examiner applicant wish to undertake a Flight Examiner Rating flight test in an aircraft that is not within New Zealand, the travel costs, expenses and accommodation of the CAA Examiner would be at the applicant or operator's expense.

Flight Examiner Rating tests for Instrument Rating renewal or Part 135 Operational Competency Assessment (OCA) authorisations, carried out in single engine aircraft, will not be valid for the purpose of exercising those examiner authorisations in multi-engine aircraft.

What is a General Aviation Flight Examiner?

The International Civil Aviation Organisation (ICAO) does not specify Flight Examiner Ratings and considers that checks and flight testing should be done by the regulatory authority, i.e. CAA Flight Inspectors. However, they recognise that a regulatory authority may pass some of these duties on to an authorised check pilot. ICAO considers that the authorised check pilot has a special relationship with the regulatory authority.

Within New Zealand the position of authorised check pilot is served by the Flight Examiner Rating.

A General Aviation Flight Examiner Rating is a rating issued by the Director under the authority of the Civil Aviation Act 1990, as amended, and is subject to the conditions that the Director considers appropriate. CAR Part 61 Subpart S prescribes the privileges and limitations under which the rating is issued. This is exactly the same as any licence or rating issued to an individual, under the New Zealand civil aviation system.

A General Aviation Flight Examiner Rating is issued to an individual by the Director. The individual, as a participant in the civil aviation system, is responsible for carrying out their activities safely and in accordance with the relevant prescribed standards and practices. An individual holding a Flight Examiner Rating is, in many respects, independent of the operator and responsible to the regulatory authority.

The holder of a Flight Examiner Rating is primarily responsible to the Director for upholding the standards as defined by the Civil Aviation Act, the Civil Aviation Rules, and associated documents. Flight Examiners are also responsible to the organisation within which they are exercising the privileges of their rating, to the candidate they are assessing and finally to the aviation industry in general.

The role of the Examiner applicant during the flight test

The Flight Examiner applicant will:

- (a) Brief the candidate on the respective roles and duties of the candidate, other crew and the Flight Examiner applicant during the flight test;
- (b) Brief the candidate on the structure and outline of the flight test, including, in general terms, any emergencies;
- (c) Brief the candidate on the criteria/tolerances to be applied;
- (d) Act as safety pilot during flight (as required);
- (e) Advise the candidate of nominated/simulated operational information, weather conditions and the status of systems;
- (f) Instruct the candidate to perform manoeuvres and procedures as required;

- (g) Liaise as required with the applicable ATS units to ensure all aspects of the flight are completed safely and in accordance with appropriate clearances; and,
- (h) Question the candidate as required, to assess the candidate's achievement of the objectives.

Use of distractions during flight tests

Artificial distractions are not appropriate to the General Aviation Flight Examiner Rating biennial demonstration of continued competency or the demonstration of competency for the issue of an additional Flight Examiner authorisation.

Initial issue procedure

An applicant for a General Aviation Flight Examiner Rating initial issue is required to:

- (a) Hold a current Category A Flight Instructor Rating (A or H as applicable);
- (b) Have completed the experience requirements detailed in AC61-19;
- (c) Provide evidence of completion of the appropriate training for the requested examiner privilege in accordance with AC61-19 Appendix I;
- (d) Demonstrated the examiner activity to a CAA examiner (use CAA 24061/03); and
- (e) Make application for Examiner Rating issue (Form CAA24061/01)

Biennial demonstration of competency procedure

An applicant for a General Aviation Flight Examiner Rating biennial demonstration of competency is required to:

- (a) Make application for flight test (Form CAA24061/03) up to 60 days prior;
- (b) Demonstrate in accordance with the Category A Flight Instructor flight test standards guide; or
- (c) In accordance with a nominated examiner privilege.

Additional examiner privileges

The applicant for the issue of additional Flight Examiner authorisations is required to:

- (a) Have completed the experience requirements detailed in AC61-19 for that examiner privilege;
- (b) Make application for flight test (Form CAA24061/03) up to 60 days prior;
- (c) Provide evidence of completion of the appropriate training for the requested examiner privilege in accordance with AC61-19 Appendix I;
- (d) Demonstrate in accordance with the requested examiner privilege.

Where the applicant is applying for the authorisation of Part 135 or 115 Operational Competency Assessment (OCA) the applicant must submit a current copy of the relevant part of the certificate holder's check and training manual containing:

- The programme for the OCA;
- The conduct of the OCA; and,
- The standards of performance for the OCA.

The relevant parts of the certificate holder's check and training manual may be supplied to the CAA Examiner at the time of the demonstration of competency, by prior agreement with the CAA Examiner.

The authorisation of Part 135 Operational Competency Assessment (OCA), meets the requirements of the route and aerodrome proficiency authorisation.

Acknowledgement of application

The CAA Examiner will confirm with the applicant the agreed venue, date and time for flight test, and which CAA Examiner will be attending the flight test, and if possible the time of arrival at the venue.

Observed flight tests

In an observed test situation it is permissible for the CAA Examiner to both assess the performance of a candidate who is seeking a rating or demonstrating operational competence at the same time as assessing a Flight Examiner applicant's performance in carrying out the test. Under such circumstances, it is possible for the Flight Examiner applicant to pass whilst the candidate who is seeking a rating is failed, or vice versa.

CAA Examiner's responsibility

The CAA examiner, who conducts the flight test for a biennial demonstration of continued competency, or a demonstration of competency for the issue of an additional Flight Examiner authorisation, is responsible for determining that the applicant meets the standards outlined in the objective of each TASK.

The CAA Examiner shall meet this responsibility by taking an ACTION that is appropriate for each task.

For each TASK that involves "knowledge only" elements, the CAA Examiner will orally question the applicant on those elements.

For each TASK that involves both "knowledge and skill" elements, the CAA Examiner will orally question the applicant on the knowledge elements and ask the applicant to perform the skill elements. Oral questioning may be used at any time during the flight test.

To minimise the risk of misunderstandings the CAA Examiner will brief the applicant to ensure that they have a clear understanding of:

- the flight test syllabus including the status of the applicant in the candidate's flight test.
- the flight test format.
- the standards against which they will be assessed.
- who is pilot-in-command.
- the simulated weather conditions.

During any instrument flight phases, the CAA Examiner may assume the responsibilities of safety pilot if required.

Satisfactory performance

The ability of a General Aviation Flight Examiner applicant to perform the required TASK is based on their demonstration of competency in:

- (a) Briefing the candidate for the flight test to be undertaken;
- (b) Monitoring the performance of the candidate;
- (c) Competently assessing the candidate's performance against the applicable CAA Flight Test Standards Guide;
- (d) Debriefing the candidate at the completion of the flight test;
- (e) Competently completing a flight test report and associated documentation;
- (f) Exercising good judgement/decision making and maintaining situational awareness;
- (g) Applying and demonstrating legislative and aeronautical knowledge; and
- (h) Showing complete control of the aircraft with the successful outcome of a task never seriously in doubt.

Note: "Competent" is defined as; adequately or legally qualified, effective, appropriate.

Result of the candidate's flight test

The CAA Examiner will:

- (a) Establish the applicant's opinion of the candidate's flight test result, Pass or Fail (where applicable);
- (b) Discuss the applicant's opinion of the conduct of the candidate's flight test (if applicable);
- (c) If necessary, state the CAA Examiner's decision on the result of the candidate's flight test.

Unsatisfactory performance

During a flight test, if in the judgement of the CAA Examiner, the Flight Examiner applicant does not meet the minimum standard of any task performed, the task is failed and therefore the flight test is failed.

The CAA Examiner or applicant may discontinue the test at any time after the failure of a task makes the applicant ineligible to pass the flight test. The test will only be continued with the consent of the applicant.

Any action or lack of action by the applicant, which requires intervention by the CAA Examiner to maintain safe flight, is disqualifying.

Recording unsatisfactory performance

During a demonstration of continued competency, or issue of an additional Flight Examiner privilege, if performance is unsatisfactory the CAA Examiner will record this on the flight test report against the specific task.

Abandoning a Flight Examiner flight test

The CAA Examiner may abandon a demonstration of competency once started, under the following circumstances:

- The applicant or operator fails to provide adequate facilities, equipment, procedures, and training, or does not comply with the Rules.
- The aircraft has a mechanical or systems failure that inhibits the flight test.
- The candidate decides to discontinue their flight test.
- The flight test is subjected to restrictions by Air Traffic Control or weather that makes it impractical or impossible to complete the applicant's flight test syllabus within a reasonable time, in a logical sequence, or to cover all of the required sequences.
- The CAA Examiner considers it necessary in the interests of safety.

An abandoned flight test will not be assessed. Any test that has been abandoned must be re-examined, in its entirety, on another occasion.

ASSESSMENT CRITERIA

Task: Eligibility assessment

Objective: To determine that the applicant assesses the candidate's eligibility for the flight test by;

- (a) Establishing the identity of the candidate.
- (b) Examining the candidate's licence, medical and ratings for compliance with the relevant CAR Part 61 eligibility requirements.
- (c) Ensuring all prerequisite written examinations are valid and current.
- (d) Ensuring that all relevant knowledge deficiency reports (KDR's) have been certified by a Category A or B flight instructor.
- (e) Comparing the Part 135 certificate holder's requirements in their exposition (if applicable) with the candidate's experience/training.
- (f) Assessing the suitability and serviceability of the aircraft to be used.

Action:

The CAA Examiner will:

- (a) Confirm that the applicant's procedures for establishing the identity of the candidate are suitable.
- (b) Roleplay a candidate and/or observe the assessment of the candidate's licence, medical and ratings and determine that the applicant's performance meets the objective.
- (c) Where applicable, observe the applicant's assessment of the written examination requirements for the relevant licence or rating and/or determine by questioning that the applicant has adequate knowledge of the written examination requirements.
- (d) Where applicable, observe the applicant's assessment of the applicable KDR's and/or determine by questioning that the applicant has adequate knowledge of the requirements relating to KDR's.
- (e) Observe the applicant's assessment of the candidate's experience and training with respect to the Part 135 operator's requirements.
- (f) Observe the applicant's assessment of the aircraft to be used for suitability and serviceability.

Eligibility Assessment

Rating **70** **85** **100**

Not yet competent

COMPETENT

Ideal

(1) The applicant does not have, or does not use, a procedure to establish the candidate's identity	(1) The applicant has (and uses) an adequate procedure for establishing the identity of the candidate	(1) The applicant employs a reliable procedure for establishing the identity of the candidate that minimises possible error
(2) The applicant does not ensure that the candidate meets the eligibility requirements of the licence or rating applied for	(2) The applicant compares the candidate's pilot licence (if applicable), medical and ratings with the applicable eligibility requirements of CAR Part 61 and it's associated AC adequately	(2) The applicant compares the candidate's pilot licence (if applicable), medical and ratings with the applicable legislation using procedures that eliminate all risk of error
(3) The applicant does not ensure that all prerequisite written examinations have been completed	(3) The applicant ensures all prerequisite written examinations have been completed, are valid and current	(3) The applicant uses a procedure that eliminates all risk of the test continuing when prerequisite written examinations are incomplete, invalid or un-current
(4) The applicant does not ensure that the applicable KDR's have been signed off (when applicable)	(4) The applicant ensures all applicable KDR's have been certified by a Category A or B flight instructor (where applicable)	(4) The applicant ensures that a Category A or B flight instructor has provided "evidence" of improvement in relation to all relevant KDR's (where applicable)
(5) The applicant does not consider the operator's additional requirements (when and if applicable) e.g. training records	(5) The applicant compares the candidate's experience and training with the operator's additional requirements (as and if applicable)	(5) The applicant ensures that the candidate's experience and training meet or exceed the operator's additional requirements (as and if applicable)
(6) The applicant incorrectly assesses the suitability of the aircraft for the test to be undertaken	(6) The applicant correctly assesses the suitability of the aircraft for the test to be undertaken	

ASSESSMENT CRITERIA

Task: Logbook assessment

Objective:

To determine that the applicant assesses the candidate's prerequisite training and experience for the flight test by:

- (a) Examining the candidate's logbook for compliance with the appropriate CAR Part 61 eligibility requirements.
- (b) Establishing the currency of any applicable rating.
- (c) Ensuring the candidate holds a valid type rating for the aircraft to be used (except in the case of PPL issue).
- (d) In the case of a Part 135 OCA, verifies annual training.

Action:

The CAA Examiner will:

- (a) Observe the assessment of a candidate's logbook and determine by questioning that the applicant has adequate knowledge of the Rules regarding logging of flight time.
- (b) Observe the applicant's assessment of the currency of any applicable rating and determine by questioning that the applicant has adequate knowledge of how currency affects the conduct of the applicable flight test.
- (c) Observe the applicant's assessment of the validity of any aircraft type rating held by the candidate and/or determine by questioning that the applicant has adequate knowledge of aircraft type rating requirements.
- (d) In the case of a Part 135 OCA, observe the applicant's assessment of the candidates training records.

Logbook Assessment

Rating	70	85	100
Not yet competent	COMPETENT		Ideal

(1) The applicant does not ensure that the candidate meets the experience requirements of the licence or rating applied for	(1) The applicant compares the candidate's logged and certified flight time with the applicable eligibility requirements of CAR Part 61 and it's associated AC adequately	(1) The applicant compares the candidate's logged and certified flight time with the applicable legislation using procedures that eliminate all risk of error
(2) The applicant is not aware of the logging of flight time requirements (for the licence or rating involved) specified in CAR Part 61	(2) The applicant demonstrates adequate knowledge of the logging of flight time requirements (for the licence or rating involved) in CAR Part 61	(2) The applicant demonstrates a thorough knowledge of the logging of flight time requirements specified in CAR Part 61
(3) The applicant does not establish the currency of applicable ratings	(3) The applicant establishes the currency of any applicable rating and briefs the candidate on the consequences as and if applicable	(3) The applicant demonstrates a thorough knowledge of how currency of an applicable rating can affect the conduct of the flight test
(4) The applicant incorrectly assesses the validity of the candidate's aircraft type rating for the aircraft to be used	(4) The applicant correctly assesses the validity of the candidate's aircraft type rating for the aircraft to be used	(4) The applicant demonstrates a thorough knowledge of the validity requirements of aircraft type ratings

ASSESSMENT CRITERIA

Task: Flight test syllabus briefing

Objective:

To determine that the applicant:

- (a) Briefs the candidate on the requirements of the flight test, as described in the applicable CAA Flight Test Standards Guide or the operator's operational competency requirements (as applicable).
- (b) Briefs the candidate on operational matters including (as applicable):
 - The responsibilities, operating capacities and roles of the candidate, the Flight Examiner applicant and the CAA examiner.
 - CRM aspects.
 - The use of checklists.
 - Weather assumptions (cloud base, means of simulating IMC).
 - Aircraft systems management.
 - Flight planning.
 - Handling of controls and unplanned emergencies.

Action:

The CAA Examiner will:

- (a) Observe the applicant's briefing and determine that the applicant's performance meets the objective.
- (b) Acknowledge and/or clarify the role of the CAA examiner during the demonstration (if required).

Flight Test Syllabus Briefing

Rating **70** **85** **10**

Not yet competent	COMPETENT	Ideal
(1) The briefing does not set an appropriate tone, lacks interaction, unfriendly, does not seek input and/or does not appear open to queries from the candidate	(1) The briefing sets an appropriate tone, is interactive and is open to queries from the candidate	(1) The briefing is informative, interactive and professional
(2) The applicant omits applicable briefing items	(2) The applicant briefs each applicable point clearly and thoroughly and to the understanding of the candidate	(2) The applicant employs a procedure which ensures all applicable points are thoroughly briefed and ensures candidate understanding

ASSESSMENT CRITERIA

Task: Questioning

Objective:

To determine that the applicant:

- (a) Questions the candidate on the theory relevant to the flight test, as described in the applicable CAA Flight Test Standards Guide or the operator's operational competency requirements (as applicable).
- (b) Asks open questions that determine understanding and application as well as knowledge.

Action:

The CAA Examiner will:

- (a) Observe the applicant's questioning and determine that the applicant's performance meets the objective.

Questioning

Rating **70** **85** **100**
Not yet competent **COMPETENT** **Ideal**

(1) The applicant does not use an appropriate tone and/or does not question the candidate on tasks appropriate to the relevant Flight Test Standards Guide	(1) The applicant questions the candidate on all appropriate tasks as described in the relevant Flight Test Standards Guide	(1) The applicant phrases all questions appropriate to the tasks described in the relevant Flight Test Standards Guide without ambiguity and in a practical sense
(2) The applicant uses only closed questions	(2) The applicant questions the candidate using mainly open questions	(2) The applicant phrases all questions to determine understanding, application and/or knowledge as appropriate

ASSESSMENT CRITERIA

Task: Knowledge of relevant Rules and documents

Objective:

To determine that the applicant has appropriate knowledge of:

- (a) The CARs and associated advisory circular(s) applicable to the licence and/or ratings for which the applicant is requesting examiner authorisation.
- (b) The requirement to only conduct those flight tests for which authorisation has been granted by the Director.
- (c) The requirement to only exercise the privileges of a Flight Examiner under either a CAR Part 141 or Part 119 certificate holder whose schedule of conditions authorises the conduct of such flight tests.
- (d) The currency requirements of a Flight Examiner rating holder.

Action:

The CAA Examiner will:

- (a) Question the applicant about the CARs and associated advisory circular(s) applicable to the examiner authorisation(s) requested (or held, if applicable).
- (b) Question the applicant about the requirement to only conduct those flight tests for which authorisation has been granted by the Director and, if applicable, review the examiner authorisations held by the applicant.
- (c) Question the applicant about the requirement to only exercise the privileges of a flight examining under either a CAR Part 141 or Part 119 certificate holder whose schedule of conditions authorises the conduct of such flight tests and, if applicable, request evidence that the examiner is complying with this requirement.
- (d) Ensure that the applicant is aware of the currency requirements and, where applicable, ensure that the examiner has not exercised the privileges of a flight examiner outside the currency period.

Knowledge of Relevant Rules and Documents

Rating **70** **85** **100**

Not yet competent

COMPETENT

Ideal

(1) Has insufficient knowledge of the Rule and/or associated advisory circular(s) relevant to the examiner authorisation(s) sought	(1) Has adequate knowledge of the Rule and associated advisory circular(s) relevant to the examiner authorisation(s) sought	(1) Demonstrates a thorough knowledge of the Rule and associated advisory circular(s) relevant to the examiner authorisation(s) sought
(2) Has insufficient knowledge of the requirement to only conduct those flight tests for which authorisation has been granted by the Director	(2) Only conducts those flight tests for which authorisation has been granted by the Director	
(3) Is unaware of the requirement to conduct all flight examining under either a CAR Part 141 or Part 119 certificate holder	(3) Conducts all flight examining under either a CAR Part 141 or Part 119 certificate holder	
(4) Exercises the privileges of a flight examiner outside the currency period	(4) Has adequate knowledge of the examiner rating currency requirements	(4) Has a procedure in place to ensure that examiner privileges are not exercised outside the currency period

ASSESSMENT CRITERIA

Task: Knowledge of flight test performance limits

Objective:

To determine that the applicant:

- (a) Has adequate knowledge of the content and performance limits for the applicable CAA flight test or (where applicable) the certificate holder's exposition requirements.

Action:

The CAA Examiner will:

- (a) Question the applicant on the content and performance limits applicable to the examiner authorisation(s) applied for (or held as applicable).

Knowledge of Flight Test Performance Limits

Rating **70** **85** **100**

Not yet competent **COMPETENT** **Ideal**

(1) Has insufficient knowledge of the flight test syllabus applicable to the flight test the candidate is to undertake	(1) Demonstrates adequate knowledge of the flight test syllabus applicable to the flight test the candidate is to undertake	(1) Demonstrates a thorough knowledge of the flight test syllabus applicable to the flight test the candidate is to undertake
(2) Has insufficient knowledge of the performance parameters applicable to the flight test the candidate is to undertake	(2) Demonstrates adequate knowledge of the performance parameters applicable to the flight test the candidate is to undertake	(2) Demonstrates a thorough knowledge of the performance parameters applicable to the flight test the candidate is to undertake

ASSESSMENT CRITERIA

Task: In flight assessment

Objective:

To determine that the applicant:

- (a) Assesses the candidate's performance against the parameters stated in the applicable CAA Flight Test Standards Guide or (where applicable) as stated in the certificate holder's exposition.
- (b) Assesses the candidate on their ability to:
 - Execute procedures and manoeuvres within the aircraft's performance capabilities and limitations, including the use of the aircraft's systems.
 - Execute emergency procedures and manoeuvres appropriate to the aircraft.
 - Pilot the aircraft with smoothness and accuracy.
 - Exercise judgement.
 - Control the aircraft at all times, with the successful outcome of a procedure or manoeuvre never seriously in doubt.
- (c) Keeps a record of the flight so that all aspects can be debriefed comprehensively.

Action:

The CAA Examiner will:

- (a) Observe the applicant's assessment of the candidate's performance in complying with the applicable flight test standards, and determine that the applicant's performance meets the objective.
- (b) Observe the applicant's assessment of the candidate's ability to manage the aircraft in normal, abnormal and emergency situations, and determine that the applicant's performance meets the objective.
- (c) Observe the applicant's record keeping throughout the flight test and determine that the applicant's performance meets the objective.

In Flight Assessment

Rating **70** **85** **100**
Not yet competent **COMPETENT** **Ideal**

(1) Omits items from the syllabus and/or CAA Flight Test Standards Guide, or the operator's procedures (where applicable)	(1) Conducts the flight test in accordance with the applicable syllabus and CAA Flight Test Standards Guide, or operator's procedures (as applicable)	
(2) Can not correctly assess the candidate's ability to manage the aircraft under normal, abnormal and/or emergency situations	(2) Correctly assesses the candidate's ability to manage the aircraft under normal, abnormal and/or emergency situations	(2) Correctly assesses the candidate's ability to manage the aircraft under normal, abnormal and/or emergency situations with reference to recognised and accepted procedures
(3) Does not keep an adequate record of the flight test	(3) Keeps a clear and comprehensive record of the flight test	(3) Unobtrusively keeps a clear and comprehensive record of the flight test

ASSESSMENT CRITERIA

Task: Debriefing

Objective:

To determine that the applicant:

- (a) Makes an appropriate recommendation to the CAA Examiner, in the case of an observed flight test, as to whether the result should be a pass or fail.
- (b) Invites candidate (or crew) self analysis as appropriate.
- (c) Conducts a fair and unbiased debriefing of the candidate's performance, based on identifiable events.
- (d) Praises and reinforces well flown/managed aspects of the flight test.
- (e) Provides constructive criticism where appropriate, highlighting areas for improvement.
- (f) Provides the candidate with the result of the flight test.
- (g) Where the result is a fail, constructively outlines the reasons for the failure, in descending order of importance.

Action:

The CAA Examiner will:

- (a) Consider the applicant's recommendation as to whether the result of an observed flight test should be a pass or fail and then advise the applicant of the CAA decision.
- (b) Observe the applicant's debriefing of the candidate and determine that the applicant's performance meets the objectives.
- (c) In the case of a fail result, observe the applicant's debriefing of the candidate and determine that the applicant's performance meets the objectives.

Debriefing

Rating

70

85

100

Not yet competent

COMPETENT

Ideal

(1) Makes an inappropriate pass/fail recommendation to the CAA Examiner	(1) Makes an appropriate pass/fail recommendation to the CAA Examiner	(1) Makes an appropriate pass/fail recommendation to the CAA Examiner based on the same observations as the CAA examiner
(2) Does not invite candidate (or crew) self analysis (as applicable)	(2) Invites candidate (or crew) self analysis (as applicable)	(2) Encourages self analysis (as applicable)
(3) Does not demonstrate a fair and unbiased debriefing of the candidate's performance	(3) Conducts a fair and unbiased debriefing of the candidate's performance, based on identifiable events	
(4) Does not praise or reinforce well flown/managed aspects of the flight	(4) Praises and reinforces well flown/managed aspects of the flight	(4) Appropriately praises and reinforces well flown/managed aspects of the flight
(5) Does not provide the candidate with the result of the flight test	(5) Provides the candidate with the result of the flight test	(5) Provides the candidate with the result of the flight test in a timely manner
(6) Where the result is a fail, does not outline the reasons for the failure or is inappropriately critical	(6) Where the result is a fail, constructively outlines the reasons for the failure	(6) Where the result is a fail, constructively outlines the reasons for the failure with reference to the appropriate Flight Test Standards Guide and/or the operator's exposition (as applicable)

ASSESSMENT CRITERIA

Task: Knowledge of mandatory fail aspects

Objective:

To determine that the applicant:

- (a) Has adequate knowledge of a candidate performance that constitutes a mandatory fail applicable to the examiner authorisation(s) requested.
- (b) Applies a mandatory failure to the candidate's flight test if the applicant is required to intervene with any physical action in the interests of safety.

Action:

The CAA Examiner will:

- (a) Question the applicant to ensure the applicant has adequate knowledge of mandatory fail aspects in relation to the examiner privilege(s) sought.
- (b) Observe the applicant's performance/decision making with respect to mandatory fail aspects (should the situation arise).

Knowledge of Mandatory Fail Aspects

Rating 70 **85** **100**

Not yet competent	COMPETENT	Ideal
(1) Is unaware of the mandatory fail aspects for the examiner privilege(s) sought	(1) Demonstrates adequate knowledge of the mandatory fail aspects in relation to the examiner privilege(s) sought	(1) Demonstrates thorough knowledge of the mandatory fail aspects in relation to the examiner privilege(s) sought
(2) Does not apply a mandatory failure to the candidate's flight test if the applicant is required to intervene in the interests of safety with any physical action	(2) Applies a mandatory failure to the candidate's flight test if the applicant is required to intervene with any physical action	(2) Without reference to the CAA Examiner, applies a mandatory failure to the candidate's flight test if the applicant is required to intervene with any physical action

ASSESSMENT CRITERIA

Task: Knowledge of remedial training required

Objective:

To determine that the applicant:

- (a) Has sufficient knowledge and experience to be able to recommend appropriate additional training based on the candidate's observed performance or as simulated by the CAA examiner.
- (b) Advises the candidate, and certificate holder if appropriate, of any additional training requirements.
- (c) Advises the candidate that they may not use the affected rating.

Action:

The CAA Examiner will:

- (a) Determine by observation and/or questioning that the applicant recommends appropriate additional training as required or simulated.
- (b) Observe the applicant's performance and determine that the applicant's performance meets the objectives.

Knowledge of Training Required

Rating **70** **85** **100**

Not yet competent **COMPETENT** **Ideal**

<p>(1) Where the result is a fail, does not advise the candidate of any retraining required</p>	<p>(1) Where the result is a fail, (or in response to a simulated scenario) advises the candidate and the certificate holder or the CAA examiner (as appropriate), of any retraining required</p>	<p>(1) Demonstrates a thorough knowledge of appropriate additional training required to meet the standard of the licence, rating or operational competency requirements in relation to the candidate's observed performance and/or as simulated by the CAA examiner</p>
<p>(2) Where the result is a fail, does not advise the candidate that they may not exercise the privileges of the licence or rating (as applicable)</p>	<p>(2) Where the result is a fail, advises the candidate that they may not exercise the privileges of the licence or rating (as applicable)</p>	<p>(2) Where the result is a fail, ensures the candidate understands that they may not exercise the privileges of the licence or rating (as applicable)</p>

ASSESSMENT CRITERIA

Task: Knowledge of applicable logbook entries

Objective:

To determine that the applicant:

- (a) Exhibits adequate knowledge of the appropriate logbook entries, application forms and issue or renewal procedures in relation to the examiner authorisation requested.
- (b) Certifies the candidate's logbook appropriately and correctly.

Action:

The CAA Examiner will:

- (a) Question the applicant to ensure that they have adequate knowledge of logbook entries, application forms and issue or renewal procedures applicable to the examiner authorisation requested (or held as applicable).
- (b) Observe the applicant providing the candidate with appropriate logbook certification and determine that the applicant's performance meets the objectives.
- (c) Observe the applicant providing the candidate and the certificate holder with a copy of the flight test report.

Knowledge of Applicable Logbook Entries

Rating **70** **85** **100**

Not yet competent	COMPETENT	Ideal
(1) Does not demonstrates an adequate knowledge of logbook entries, application forms and issue or renewal procedures in relation to the examiner authorisation requested (or held)	(1) Demonstrates adequate knowledge of logbook entries, application forms and issue or renewal procedures in relation to the examiner authorisation requested (or held)	(1) Demonstrates a thorough knowledge of logbook entries, application forms and issue or renewal procedures in relation to the examiner authorisation requested (or held)
(2) Where the result of the flight test is a pass, does not issue the candidate with the appropriate log book certification	(2) Where the result of the flight test is a pass, issues the candidate with correct, completed and appropriate log book certification	
(3) Does not provide the candidate and/or the certificate holder with a copy of the flight test report	(3) Provides the candidate and the certificate holder with a copy of the flight test report	