

	AUTHORISATION/CHECK FORM INITIAL / RENEWAL	FLIGHT INSTRUCTOR
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Licence No:

A: APPLICANTS DETAILS – to be completed by the applicant			
Name		Application:	<input type="checkbox"/> Initial <input type="checkbox"/> Renewal
Resident Address:		FI Category:	<input type="checkbox"/> FI (1) <input type="checkbox"/> FI (2) <input type="checkbox"/> FI (3) <input type="checkbox"/> FI (4) <input type="checkbox"/> AFI
Organisation:		Phone No:	
Aircraft type /Variant:		Date: (dd/mm/yy)	
FI Expiry (if applicable): (dd/mm/yy)		Licence Expiry: (dd/mm/yy)	
Applicant's Signature:			

B: FLIGHT TEST/CHECK DETAILS – to be completed by the FOI/DFE			
Training Conducted			
Trainee Name 1/ Captain:		Licence No:	
Trainee Name 2/ Co-Pilot:		Licence No:	
Date of Training: (dd/mm/yy)		FSTD ID / ACFT Reg:	
Type of Aircraft:		Location:	
Departure Airport:		Block Off / Sim Start Time:	
Arrival Airport:		Block On / Sim End Time:	
Air Exercise(s):	1.		
	2.		
	3.		
	4.		

Licence No:

PPL / CPL / ATPL:

The FOI/DFE shall tick on the appropriate Pass/Fail column and fill up any remark/observation/reasons for failure at the end of each section once flight test is completed.

SECTION 1: THEORETICAL KNOWLEDGE , if applicable		Pass	Fail
1.1	Air law		
1.2	Aircraft General Knowledge		
1.3	Flight Performance & Planning		
1.4	Human Performance & Limitations		
1.5	Operational Procedures		
1.6	Principles of Flight		
1.7	Meteorology		
1.8	Navigation		
1.9	Other(s) as directed by DFE		
1.9.1			
1.9.2			
Remarks/Observation/ Reasons for Failure:			

SECTION 2: CAA, MCAR & CAD KNOWLEDGE		Pass	Fail
2.1	CAA 1969		
2.2	MCAR 2016		
2.3	Civil Aviation Directives		
Remarks/Observation/ Reasons for Failure:			

SECTION 3: PRE FLIGHT BRIEFING		Pass	Fail
3.1	Content		
3.2	Visual presentation		
3.3	Technical accuracy		
3.4	Clarity of explanation		
3.5	Clarity of speech		
3.6	Instructional technique including Threat Error Management (TEM) & Crew Resource Management (CRM)		
3.7	Use of model and training aids		
3.8	Student participation		
Remarks/Observation/ Reasons for Failure:			

SECTION 4: FLIGHT		Pass	Fail
4.1	Arrangement of demonstration		
4.2	Synchronising of demonstration		
4.3	Synchronising of speech		
4.4	Aircraft handling		
4.5	Instructional technique		
4.6	General airmanship/safety		
4.7	Positioning & use of airspace		
4.8	Risk assessment including TEM & CRM		
Remarks/Observation/ Reasons for Failure:			

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SECTION 5A: MANDATORY EXERCISE – AEROPLANE (AS APPLICABLE)		Pass	Fail
5.1	Take-off & climb, EFATO (SE)		
5.2	Take-off & climb, OEI (ME)		
5.3	Spin avoidance (SE)		
5.4	Forced landing without power (SE)		
5.5	OEI handling (ME)		
5.6	Approach, landing & missed approach		
5.7	Asymmetric approach & go-around (ME)		
5.8	Asymmetric landing (ME)		
Remarks/Observation/ Reasons for Failure:			

SECTION 5B: MANDATORY EXERCISE – HELICOPTER (AS APPLICABLE)		Pass	Fail
5.1	Take-off & climb, EFATO (SE)		
5.2	Take-off & climb, DPATO (ME)		
5.3	Forced landing without power (SE)		
5.4	OEI handling (ME)		
5.5	Approach, landing & missed approach		
5.6	Asymmetric approach & go-around (ME)		
5.7	Asymmetric landing (ME)		
Remarks/Observation/ Reasons for Failure:			

SECTION 6: INSTRUMENT EXERCISE (AS APPLICABLE)		Pass	Fail
6.1	Basic instrument flight		
6.2	Applied instrument flight		
6.3	Instrument approach		
6.4	Limited panel		
6.5	Unusual attitudes		
Remarks/Observation/ Reasons for Failure:			

SECTION 7: POST FLIGHT BRIEFING		Pass	Fail
7.1	Content		
7.2	Visual presentation		
7.3	Technical accuracy		
7.4	Clarity of explanation		
7.5	Clarity of speech		
7.6	Instructional technique & facilitation		
7.7	Use of model and training aids		
7.8	Student participation		
Remarks/Observation/ Reasons for Failure:			

Licence No:

PPL / CPL / ATPL:

E: REMARKS – to be completed by the FOI/DFE			
Ground Time:		Flight Time:	Result: <input type="checkbox"/> PASS <input type="checkbox"/> FAIL
I certify that _____ is competent / not competent (strike as necessary) to be rated as a Flight Instructor for a period of ____ years, effective from _____ to _____ with the following rating. <input type="checkbox"/> FI (1) <input type="checkbox"/> FI (2) <input type="checkbox"/> FI (3) <input type="checkbox"/> FI (4) <input type="checkbox"/> AFI			
Name of FOI/DFE:		DFE No:	
Signature & Stamp:		Date: (dd/mm/yy)	

F: NOTICE OF FAILURE – to be completed by the DFE			
You are hereby notified that you have failed the assessment of competence for the following reasons: In accordance with the CAD 1 – PEL, AOC holder or ATO shall determine and deliver the required refresher/remedial training prior to the applicant attempting the skill test, proficiency check or assessment of competence. The applicant must provide evidence of this training to the examiner who conducts the next test, check or assessment. Minimum training recommended by the Flight Operations Inspector/Designated Flight Examiner: _____ I understand that I have failed the items notified above. I understand that I may not exercise the privileges of my flight instructor rating following the failure of this test, check or assessment of competence until successful completion of training and further test, check or assessment.			
Applicant's signature:		Date: (dd/mm/yy)	

FOR CAAM USE ONLY

Examiner Authority Checked _____

SATISFACTORY UNSATISFACTORY

Remarks _____

FOI Signature _____

Date: _____

Application Fee:	
Receipt No:	
Cheque / P.O.:	
Initial:	
Date:	

GENERAL REQUIREMENTS:

1. An applicant for FI test shall have received instruction on the same type of an aircraft or class to be used in the check.
2. Failure to achieve a pass in all sections of the check will require further training.

CONDUCT OF CHECK

3. Section 5A, 5B and 6 are to be completed by the applicant as applicable as PF in an aircraft or FFS.
4. For all other sections, the applicant is to be assessed as an instructor conducting training for the trainee.
5. During the check, the examiner shall verify that the holder of the type rating maintains and adequate level of theoretical knowledge including knowledge on rules and regulations.
6. Should the applicant choose to terminate the check for reasons considered inadequate by the examiner, the applicant shall retake the entire test/check. If the check is terminated for reasons considered adequate by the examiner, only those sections not completed shall be checked in a separate session.
7. At the discretion of the examiner, any manoeuvre or procedure of the check may be repeated once by the applicant. The examiner may stop the check at any stage if it is considered that the applicant's demonstration of flying skills and/or instructional technique requires a complete re-check.
8. The examiner shall take part in the operations of the aircraft as a flying student and shall intervention as necessary in the interest of safety or to avoid unacceptable delay to other traffic.
9. The applicant shall operate as instructor during all sections of the check, except for abnormal and emergency procedures, which may be conducted as PIC in accordance with rules and regulations.
10. The check should be accomplished under IFR, if the IR rating is included. An essential element to be checked is the ability to plan and conduct the flight from routine briefing material.
11. The applicant shall have the ability to conduct thorough debriefing and error analysis on the training conducted for the trainee.

FLIGHT CHECK TOLERANCE

12. The applicant shall demonstrate the ability to:
 - a) operate the aircraft within its limitations;
 - b) complete all manoeuvres with smoothness and accuracy;
 - c) exercise good judgement and airmanship;
 - d) apply aeronautical knowledge;
 - e) maintain control of the aircraft at all times in such a manner that the successful outcome of a procedure or manoeuvre is never in doubt;
 - f) understand and apply crew coordination and incapacitation procedures, if applicable; and
 - g) communicate effectively with the other crew members if applicable.
13. The following limits are for general guidance. The examiner shall make allowance for turbulence conditions and the handling qualities and performance of the type of aircraft used:
 - a) Height
Generally ± 100 feet
Starting a go-around at decision height $+50 / -0$ feet Minimum descend height/altitude $+50 / -0$ feet
 - b) Tracking
On Radio aids $\pm 5^\circ$
Precision approach: half scale deflection, azimuth and glide path
 - c) Heading
All engines operating $\pm 5^\circ$
With simulated engine failure $\pm 10^\circ$
 - d) Speed
All engines operating ± 5 knots
With simulated engine failure $+10$ knots / -5 knots