



Standards Document 1, Version 09

**Notes for the Guidance of Examiners and Applicants for
the Instrument Rating Skill Test and the En Route
Instrument Rating Skill Test (Aeroplanes)**

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Foreword

Standards Document 1 v8 was fully revised following the adoption of Commission Regulation (EU) 245/2014 and the associated changes to the requirements for the instrument rating and the introduction of the en route instrument rating. Since publication, and following feedback from ATO and examiners, it was felt that some minor amendments to policy and text were warranted in three main areas:

1. The text referring to the use of view limiting devices (paragraph 3.5.2) is amended to align it more closely with Information Notice 2013/111;
2. Flight Crew Standards' policy regarding the requirements for a limited panel "sign off" when the aircraft used for test is not equipped with rate gyroscopic instruments has been revised and new text added at 3.6.23 to clarify;
3. The Q+A published by the CAA GA Unit was updated shortly after the publication of Standards Document 1 v8. The newer version is attached at Appendix 2a.

This document sets out guidance for applicants and examiners for the Instrument Rating Skill Test (IRT) for the issue of an EASA Part-FCL Instrument Rating (IR) (Aeroplanes). It also contains guidance for the En Route Instrument Rating (EIR) skill test. The information is designed to assist both the applicant and examiner to prepare for the appropriate test. The information is of a general nature and does not include precise details of each exercise or manoeuvre.

It is intended as a reference document for pilots, instructors and examiners; to explain the administrative procedures associated with the IR and EIR skill test and to provide guidance so that the manner in which tests are conducted is standardised across the aviation community.

Nothing in this document is intended to conflict with the EASA Aircrew Regulation or UK statute law where applicable. Whilst every effort is made to ensure that all information is correct at the time of publication, the CAA reserves the right to amend this document as required to accommodate changes to the primary authority documents, to correct errors and omissions or to reflect changes in national policy and best practice.

The Civil Aviation Authority is the competent authority of the UK for the issue of pilot licences, ratings and certificates in accordance with the Aircrew Regulation and for the oversight of their implementation and use. In fulfilling this role, the CAA is required to provide oversight documentation, including standards documents, guidance material and information notices that may be used by relevant personnel and organisations to allow them to perform their tasks, discharge their responsibilities and establish compliance with the Basic Regulation.

This document and other Civil Aviation Authority (CAA) Standards Documents are available on the CAA web site at: www.caa.co.uk/standardsdocuments These may be downloaded without charge. The CAA Scheme of Charges and application and report forms are also available from the website at www.caa.co.uk.

If, after reading this document, there are any queries or comment, please contact CAA Flight Crew Standards (FCS) in, CAA Safety and Airspace Regulation Group.

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Glossary of Abbreviations and Terms

AI or ADI	Attitude Indicator or Attitude Direction Indicator
AIC	Aeronautical Information Circular
AIP	Aeronautical Information Publication
AMC	Acceptable means of compliance
ANO	Air Navigation Order
APV	(Instrument) Approach with Vertical Guidance
ATC	Air Traffic Control
ATO	Approved Training Organisation
ATPL	Airline Transport Pilots Licence
CDFA	Continuous Descent Final Approach
CPL	Commercial Pilot Licence
CRE	Class Rating Examiner
CRE/IRR	Class Rating Examiner with Instrument Rating Revalidation/Renewal Privileges
CRI	Class Rating Instructor
CRM	Crew Resource Management
CRMI	Crew Resource Management Instructor
DA/H	Decision Altitude/Height
EASA	European Aviation Safety Agency
EFATO	Engine Failure After Take-off
EIR	En route Instrument Rating
EU-OPS	European Union Requirements - Commercial Air Transport (Aeroplanes)
FCS	CAA Flight Crew standards
FEH	Flight Examiners Handbook
FE (CPL)	Flight Examiner Commercial Pilot Licence (Aeroplanes)
FE (PPL)	Flight Examiner Private Pilot Licence (Aeroplanes)
FI	Flight Instructor
FIE	Flight Instructor Examiner
FNPT or FNPT II	Flight Navigation Procedures Trainer
FS or FFS	Flight Simulator or Full Flight Simulator
FSTD	Flight Simulation Training Device
FTO	Flight Training Organisation
GE	Ground Examiner
GPS	Global Positioning System
GM	Guidance Material
GNSS	Global Navigation Satellite System
HPA	High Performance Aeroplane
IFR	Instrument Flight Rules
ILS	Instrument Landing System
IMC	Instrument Meteorological Conditions
IR	Instrument Rating
IRE	Instrument Rating Examiner
IRI	Instrument Rating Instructor
L&TS	CAA Licensing & Training Standards
LNAV	Lateral Navigation
LPC	Licensing Proficiency Check
LPV	Localizer Performance with Vertical Guidance

LST	Licensing Skill Test
LTS	Licensing and Training Standards
MDA/H	Minimum Descent Altitude/Height
ME	Multi-Engine
MEP	Multi-Engine Piston Aeroplane
MP or MPA	Multi-Pilot or Multi-Pilot Aeroplane
OPC	Operator Proficiency Check
Part FCL	Annex 1 – Part-FCL - to the Aircrew Regulation
Proficiency Check	Demonstration of skill for the revalidation or renewal of a licence or rating, including such oral examinations as may be required.
RF	Registered Facility
RNAV	Area Navigation
RT or RTF	Radiotelephony
RTC	Regional Test Centre
RTO	Rejected Take-off
SE	Senior Examiner
SE (A)	Single-Engine Aeroplane
SEP	Single-Engine Piston Aeroplane
SET	Single-Engine Turboprop Aeroplane
Skill Test	Demonstration of skill for the issue of a licence or rating
SP or SPA	Single-Pilot or Single-Pilot Aeroplane
SP HPCA	Single-pilot high performance complex aeroplane
TEM	Threat and Error Management
TMG	Touring Motor Glider
TRE	Type Rating Examiner
VFR	Visual Flight Rules
VMC	Visual Meteorological Conditions
VNAV	Vertical Navigation

Editorial Convention

Throughout these notes the following editorial practices and definitions shall apply:

- "Shall" and "Must" are used to indicate a mandatory requirement.
- "Expect" and "Should" are used to indicate strong obligation.
- "May" is used to indicate discretion.
- "Examiner" is used to indicate a person who is authorised by the CAA to conduct the appropriate skill test or aeroplane inspection.
- "Applicant" is used to indicate a person who is seeking the issue or renewal of a pilot's licence or rating.
- A Skill Test is a demonstration of skill for the initial licence issue, licence renewal, rating issue or rating renewal. Such tests include oral examination and flight test as appropriate.
- "He/She". The pronoun 'he' is used throughout for ease of reading.
- "Test" is used in this document to describe licensing skill tests and proficiency checks

Part 1- General Information

- 1.1 If the IRT is taken in a multi-engine aeroplane then no further test is required for single engine IR privileges; these are cross credited in accordance with the table in Appendix 8 to Part-FCL. If the IRT is taken in a single engine aeroplane then a further skill test is required for IR privileges in multi-engine aeroplanes.
- 1.2 A pilot who is current in multi-pilot operations may take the IRT in an aeroplane certified for multi-pilot operations. In this case the IR will be restricted to multi-pilot operations only.
- 1.3 An Instrument Rating (Aeroplanes) or an En Route Instrument Rating (EIR) is valid for 12 months.
- 1.4 EASA Part-FCL states that an IR and EIR may be revalidated by proficiency check up to 3 months before the rating expires, without any reduction from the original date of expiry. The EIR may also be revalidated by experience and a training flight with an instructor, but each alternate revalidation shall be by proficiency check. CAA Standards Document 14 provides further guidance on the revalidation and renewal requirements for an IR and EIR, including the cross-crediting arrangements between multi-pilot and single-pilot IRs.
- 1.5 Guidance notes for the briefing for the EIR skill test are to be found at Appendix 4. The general guidance elsewhere in this document remains pertinent for those parts of the EIR skill test that are common with the IR.
- 1.6 Applicants for an IR or EIR must hold a night rating in accordance with FCL.810 if the privilege of either rating is to be used at night.

Part 2 - Preparation, Provision of Aeroplanes and Test Bookings

2.1 Flight Test Preparation

2.1.1 *Requirements*

It is important that all of the pre-test requirements (prerequisite experience, qualifications and training) are met before entry into the flight test programme so that test slots are not wasted. A cancellation fee equivalent to the test fee may be charged if a test is cancelled by the applicant or ATO due to one or more of the prerequisites for test not being met.

2.1.2 *Ground examinations and training*

Applicants shall have passed the associated theoretical knowledge (TK) examinations before undergoing the flight test, though exception is made for applicants undertaking a course of integrated training. Instruction for the associated TK shall always have been completed before the flight test is taken. Applicants who have not passed the Part-FCL IR, EIR or ATPL theoretical knowledge examinations (as applicable), but instead are seeking training credit on the basis of holding a valid IR issued in accordance with the requirements of Annex 1 to the Chicago Convention are required to demonstrate to the examiner during the skill test that they have acquired an adequate level of theoretical knowledge. A TK question bank is provided at Appendix 2b for this purpose.

2.1.3 *Flight training*

Unless seeking training credit on the basis of holding a valid IR issued in accordance with the requirements of Annex 1 to the Chicago Convention, an applicant for an IR or EIR shall have satisfactorily completed the flight training requirements of Part-FCL and shall have received instruction on the same type/class of aeroplane being used for the flight test.

- 2.1.4 An applicant for the IR or EIR skill test shall be recommended for the test by the organisation or person responsible for the training once the training is completed. Training records shall be made available to the examiner if requested. Each applicant for a skill test must provide written evidence to the examiner that they have been recommended for the test in accordance with FCL.030 and the procedures at their ATO. This recommendation must be signed by the person making the recommendation, with the name and the date of the authorising signatory. Notwithstanding the previous statement, applicants for an IR or EIR skill

test credited in full with the Part-FCL training requirements that have not received training at an ATO, do not require a course completion certificate or recommendation for test.

2.1.5 **Experience**

- (a) An applicant for an IR(A) course (including a competency based IR(A) course) shall be the holder of a PPL(A) or a CPL(A), including the privileges to fly at night if the IR privileges are to be used at night.
- (b) An applicant for the procedural instrument flight module, who does not hold a CPL(A), shall hold a course completion certificate for the basic instrument flight module.
- (c) An applicant for a competency based modular IR(A) course, who is seeking credit for prior instrument flight time under instruction, shall complete a pre-entry assessment at an ATO to determine the amount of hours credited.
- (d) An applicant for a competency based modular IR(A) course, holding a Part-FCL PPL or CPL and a valid IR* issued in compliance with the requirements of Annex 1 to the Chicago Convention by a third country may be credited in full towards the theoretical knowledge and flight training of a modular IR training course. In order to be issued the IR(A) the applicant shall successfully complete the skill test for the IR(A); demonstrate to the examiner during the skill test that he/she has acquired an adequate level of theoretical knowledge of Air Law, meteorology, flight planning and performance; and, have a minimum experience of at least 50 hours of flight time under IFR as PIC on aeroplanes.
- (e) An applicant for a multi engine IR(A) course, who has not held a multi engine class or type rating, shall have received the multi engine training specified in Subpart H prior to commencing the flight training for the IR(A).
- (f) An applicant for the issue of an IR(A) shall hold at least a PPL in the appropriate aircraft category and the privileges to fly at night if the privileges of the IR are to be used at night, or; a CPL(A) in the appropriate aircraft category, and; shall have completed at least 50 hours of cross country flying time as PIC in aeroplanes, TMGs, helicopters or airships of which at least 10 hours shall be in aeroplanes.
- (g) An applicant for the EIR shall hold at least a PPL(A) and shall have completed at least 20 hours of cross country flight time as PIC in aeroplanes.
- (h) An applicant for a competency based EIR course, who is seeking credit for prior instrument flight time under instruction, shall complete a pre-entry assessment at an ATO to determine the amount of hours credited.

*Valid is taken to mean that the holder is entitled, according to the regulatory requirements of the state of licence and rating issue, to exercise the privileges of the IR on the date of test. So for an FAA IR for example, the applicant shall meet the requirements of the Code of Federal Regulations, Part 61, § 61.57 (c) for recent instrument flight experience.

2.1.6 **Previous tests - SRG 2131 and SRG 2129**

Applicants who have previously attempted the IR or EIR skill test must produce to the examiner the previous test result form and notice of failure or equivalent document(s) from another EASA state, which shows the sections failed and any re-training requirement.

2.1.7 **Flight Simulation Training Devices (FSTDs)**

Where a course of training includes the use of an FSTD it is important to remember that each FSTD must have been approved for the course by the CAA and awarded a qualitative credit that specifies the maximum hours which applicants may claim towards their instrument training.

2.1.8 **Medicals**

Applicants must be in possession of a medical certificate appropriate to their licence type at the time of the test. PPL (IR) applicants require at least an EASA Class 2 medical certificate plus an audiogram. The medical certificate shall be shown to the examiner. If the certificate is out of date the examiner may still conduct the test, but the applicant is to be made aware that, regardless of the outcome, the rating will not be issued unless the applicant has a valid medical certificate. UK armed forces personnel must hold a valid and current military aircrew medical category.

2.1.9 **Flight Radiotelephony Operators (FRTO) Licence**

An applicant will be required to hold an FRTOL licence or have passed the examinations required for the issue of an FRTOL prior to attempting the test.

2.2 Provision of Aeroplanes

- 2.2.1 Applicants must provide an aeroplane for the IR or EIR Skill Test that is airworthy and meets the requirements for flight in accordance with the instrument flight rules in controlled airspace in accordance with Schedules 4 and 5 of the ANO 2009 as amended. Exceptions may be made however regarding the carriage of ADF; see paragraphs 2.2.3 and 2.2.4 below.
- 2.2.2 Standards Document 7 gives guidance on the aircraft equipment, maintenance and certification requirements for the IRT. Where training and testing is undertaken at an ATO, the ATO is responsible for providing an aircraft that meets these requirements and is in fit condition for test. The test fee may be forfeited should the examiner find that the test cannot proceed because of an issue with the aircraft or associated documents and where the issue cannot be resolved in reasonable time. Where the aircraft used for test is privately or group owned responsibility rests with the applicant. If there is doubt as to the suitability of an aircraft for test, advice may be sought from one of the CAA staff flight examiners.
- 2.2.3 Where an aircraft is used for an IR or EIR skill test and the avionics equipment does not meet the ANO Schedule 5 requirements for the carriage of ADF, the examiner will need to give some consideration to the profile to ensure that all items of the test schedule are completed. AIC Yellow 29/2014 provides information as to when ADF is mandatory and when the requirements may be met by equivalent means. The examiner is advised to establish at an early stage if the lack of ADF will impose limitations on the available procedures and destination airfields. It may be necessary to select a profile and destination where ADF is not required or may be supplanted by equivalent means and to brief accordingly. Applicants are to be advised that this may require a longer flight.
- 2.2.4 With regard to paragraph 2.2.3 above and the carriage of ADF; the CAA considers it important for all applicants to be trained to competence in the full range of IFR procedures that they are likely to encounter once rated. This includes following instrument departure, arrival, approach, missed approach and holding procedures predicated on ADF. Therefore ATO must still include training in the operation and use of ADF and NDB and applicants must be competent, at the end of a course of training, to fly any published instrument procedure. Note also that radio navigation using NDB is a requirement of the basic instrument flight module at AMC2 to Appendix 6 to Part-FCL.
- 2.2.5 The CAA shall not be responsible for the provision of insurance for the applicant taking the IRT. However, it is necessary for the aircraft operator to maintain an insurance policy which adequately covers the aircraft, applicant and the examiner during the conduct of the flight test and which complies with European law and the requirements set out in Standards Document 7.

2.3 Test Booking

- 2.3.1 Applications for test must be made to Flight Test Bookings at Gatwick. An examiner will be designated to each test: some applicants will be allocated a CAA staff examiner and some tests may be observed by a CAA inspector as part of the CAA's oversight requirements. Flight test bookings will endeavour to arrange for a test date as close as possible to the date requested, but applicants may be required to accept a delay where examiner availability is limited or where oversight activity by the CAA is required. The fee for the IRT is prescribed in the CAA Scheme of Charges for Personnel Licensing which is available on the CAA web-site. Fees must be paid at the time of the booking. Applicants will be required to show evidence of payment for their test before the flight can proceed.

Part 3 - Conduct of the Test

3.1 Preview of Events

- 3.1.1 This section outlines those items that the examiner considers when constructing the flight profile. Section 3.2 will give details of the content of the initial briefing; Section 3.3 and 3.4

describe the planning and weather considerations. Sections 3.5 to 3.7 detail the main briefing, flight and debrief.

- 3.1.2 The skill test for the grant of the IR or EIR will be conducted by an Instrument Rating Examiner designated by the CAA. The test schedules and tolerances are set by EASA. The examiner will conduct each test to complete the required schedule and to achieve a meaningful, fair and valid assessment. The flight profile will be determined in order to cover all required sections and items of the test and the applicant will be expected to conduct the flight in a practical and expeditious manner. Flight profiles may vary depending upon many influences outside the control of the examiner such as ATC requirements, weather conditions, availability and serviceability of navigation or approach aids, access to controlled airspace etc.
- 3.1.3 Applicants must remain adaptable and flexible without compromising safety and it is important that they fully understand the briefing before the flight. The examiner will ensure that the applicant is given every opportunity to demonstrate competence by giving clear and unhurried instructions and by checking that the applicant has understood the requirements and responsibilities. The examiner's assessment will take into account each section, procedure or manoeuvre of the flight as well as the overall conduct, management, airmanship and general captaincy.
- 3.1.4 The IR and EIR skill tests are divided into six main sections:

IR

- Section 1 Pre-flight Operations and Departure
- Section 2 General Handling
- Section 3 En-route IFR Procedures
- Section 4 Precision Approach Procedures
- Section 5 Non-precision Approach Procedures
- Section 6 Flight with One Engine Inoperative

EIR

- Section 1 Pre-flight Operations and Departure
- Section 2 General Handling
- Section 3 En-route IFR Procedures
- Section 4 Not used
- Section 5 Approach and Arrival Procedures
- Section 6 Flight with One Engine Inoperative

- 3.1.5 All sections of the test are to be completed in the course of one flight. The sequence of sections may vary depending on circumstances and the examiner's briefing will indicate the expected profile. Examiners are responsible for ensuring an efficient test but applicants must remain flexible, particularly if weather conditions, ATC 'slot' times or availability of approach aids etc subsequently dictate a different scenario during the flight. When deciding the route the examiner will generally arrange the test profile such that the flight can be completed within approximately 60 - 120 minutes. Applicants should not necessarily expect to fly any of the regular local routes used during training as the test is intended to be a practical exercise to a destination and/or alternate airfield, normally within 150 nm.
- 3.1.6 A practical example of the IR skill test is as follows: IFR departure from the base airfield via a Standard Instrument Departure (SID) to join the airway structure. En-route IFR along a notified route or via published waypoints. At least part of the en-route section of the test should be conducted along a published route in class "A" controlled airspace where possible. If access to class "A" airspace is not possible, flight in class "B", "C" or "D" airspace may be accepted provided it is associated with an IFR entry and route clearance from ATC and is subject to a radar control service. The flight continues with an arrival at a destination airfield via a Standard Arrival (STAR) or otherwise, for an instrument approach completed in assumed minimum operating weather conditions. This approach generally results in a missed approach during the course of which an engine emergency is simulated (if the test is taken in a ME aeroplane). The aircraft is then flown to a diversion airfield which may be a pre-planned alternate airfield or a return to the airfield of departure for a second approach. In a ME aeroplane, the second approach is flown asymmetric. The test schedule requires one approach to be flown procedurally whilst the other may be radar vectored or procedural at the

examiner's discretion. In a ME aeroplane the applicant is required to fly an asymmetric approach to go-around and an asymmetric approach to land. The latter is generally flown from a circling approach (or "bad weather circuit"). A published holding procedure is required as part of one of the instrument approaches, either before the approach or following the missed approach. The instrument general handling manoeuvres in section 2 of the profile may be completed during the transit between airfields or at the end of the flight.

A practical example of the EIR skill test is as follows: VFR departure from the base airfield followed by a VFR to IFR transition at a suitable navigation fix. En-route IFR along a notified route or via published waypoints. At least part of the en-route section of the test should be conducted along a published route in class "A" controlled airspace where possible. If access to class "A" airspace is not possible, flight in class "B", "C" or "D" airspace may be accepted provided it is associated with an IFR entry and route clearance from ATC and is subject to a radar control service. At some stage the examiner will simulate a scenario that requires a diversion to an alternate aerodrome. This may be, for example, deterioration in the weather at the planned destination below VMC criteria, or an aircraft system failure making continuation of the flight to the planned destination inadvisable. In a ME aeroplane there will also be a simulated engine failure during the en route phase of flight. The applicant will then effect a transition from IFR to VFR flight in order to complete an arrival procedure at an airfield in VMC and a visual landing. The general handling manoeuvres in section 2 of the profile will be completed at an appropriate time, for example after the IFR to VFR transition and before the end of the flight.

- 3.1.7 Instrument rating skill tests can be very demanding. It is appreciated that even the most 'professional' or 'talented' pilots can make mistakes particularly if attention to accuracy is relaxed for a few moments. This does not necessarily mean that a failure should result.
- 3.1.8 The following notes reflect the style and sequence of the briefing that the applicant may expect to hear. However, the examiner may make variations in the delivery of the briefing and may have to modify the sequence in which items are briefed and flown.
- 3.1.9 Guidance for briefing the En Route IR is at appendix 4.
- 3.1.10 The examiner may stop the test at any stage if he considers that the applicant's demonstration of skill and/or knowledge requires a complete retest.

3.2 Initial Briefing

- 3.2.1 The purpose of the initial briefing is to check that the applicant has completed the necessary training and experience requirements, establish the aim of the flight test and check that he is aware of those planning resources that he will require. This briefing will normally take about 10 minutes.
- 3.2.2 At the pre-arranged time the examiner will meet the applicant in a suitable venue which allows a private briefing area. A check will be made to ensure that the applicant has the necessary equipment and documentation including:
 - (a) Pilot's licence, personal flying logbook and evidence that he either holds a rating for the aircraft in which he will be tested, or has completed the training for that rating.
 - (b) Training records.
 - (c) A Class 1 medical certificate (Class 2 with audiogram for PPL(IR)). This need not be current but the applicant will be advised that the rating will not be issued without a valid medical certificate and is required to exercise the privileges of the rating.
 - (d) A form of photo identity; e.g. a valid passport, photo driving licence or UK Forces ID card.
 - (e) A written recommendation for test from the ATO (but see para 2.1.4) or report form(s) from any previous attempt.
 - (f) Current aircraft documents including technical Log, ARC, CRS, insurance certificate etc.
 - (g) Two headsets. Most examiners will carry their own headset but a spare unit should be available for the flight.

- (h) Two copies of the aircraft check list.
 - (i) A copy of the ATO operations manual. Note: a private operator applying for a CB IR or EIR taking full credit for training (i.e. a pilot who has not undertaken any training at an ATO) may not have an operations manual.
 - (j) Suitable instrument flying screens or view limiting device(s) including covers for the attitude indicator and horizontal situation indicator or direction indicator and repeaters for simulating limited panel. On aircraft with a glass panel primary flight display there must be some way of covering or dimming the primary flight display to simulate failure.
 - (k) Current publications for the routing and airfields that may be required.
 - (l) Planning material including flight log and navigation equipment.
 - (m) Any relevant CAA correspondence such as a letter of assessment or retraining requirements.
 - (n) Proof of payment for the test.
- 3.2.3 The examiner will outline the content of the skill test including the routing required, estimated timings and the airfields where instrument approach procedures are to be flown. He must ensure that the applicant has sufficient time to complete and file a flight plan i.e. at least 60 minutes before estimated off blocks time. Applicants in turn are reminded of their responsibility regarding the filing of flight plans and should not delay doing so, as is often the case, until the very end of their planning.
- 3.2.4 The applicant will be given the examiner's weight for 'mass and balance' calculations and performance planning. He may also indicate a callsign to be used which is normally an "Exam" callsign.
- 3.2.5 When the applicant is clear about the format for the flight he will be given time to complete the necessary planning and pre-flight preparation. The examiner will specify the time to meet for the main briefing.
- 3.2.6 If circumstances prevent the examiner meeting the applicant early enough before flight to give adequate time to plan he may telephone ahead or leave a written briefing with the required information and indicate where and when to meet for the briefing. If required the examiner may pass the route to be flown sufficiently in advance to permit submission of the IFR flight plan and brief the exact nature of the approaches to be flown nearer the time.

3.3 Planning

- 3.3.1 Planning facilities must be made available at the ATO, or aerodrome flight planning facility. The examiner will check that the applicant is aware of where resources are. A quiet briefing room should be used so that the planning can be completed without interruption or distraction.
- 3.3.2 Planning shall be completed without assistance from other students or instructors and by using routine briefing material.
- 3.3.3 Current AIS, Met, NOTAM and, for GNSS based navigation and approaches, Notice Advisory to NAVSTAR users (NANU) and RAIM prediction tools (AUGUR) should be consulted and the information brought to the briefing.
- 3.3.4 A flight navigation and radio log must be prepared and the examiner may require a copy. The log should include provision for such items as:
- (a) Route (including alternate aerodrome)
 - (b) En-route ATC and Navigation aid frequencies (note that where this information is clearly displayed on planning documents, such as charts and Approach Plates to be used, it is not appropriate to copy this information to the log)
 - (c) Planned cruising levels or operating altitudes
 - (d) Timings, ETA, revised ETA and ATA

- (e) MSA, safety height or minimum levels/altitudes
- (f) Fuel Plan (including alternate fuel and contingencies etc.)
- (g) Space for logging clearances, ATIS and other pertinent information.

The overall management of the flight will be assessed as well as the technical aspects of flying the aircraft accurately and completing the procedures correctly. The flight log must be maintained such that the flight can be reconstructed from the information recorded at the end of the test. The examiner is also required to keep a log of the flight for navigation as well as assessment purposes.

- 3.3.5 Any part of the route which entails flight in airspace where routes or tracks are not specified will require the applicant to consider all the necessary "off airway" planning, for example, VOR/DME offsets, user defined waypoints, tracks, cruising altitudes/levels etc to achieve a safe and efficient flight in accordance with IFR.
- 3.3.6 Pre-prepared flight logs and bespoke routes and procedures may be used during the IRT if included in the ATO Ops Manual, for example local "standard departure" procedures to access the airway structure. Computer derived flight plans, navigation logs and aeroplane mass and balance calculations may be used. The applicant remains responsible for all pre-flight planning howsoever derived and the examiner will check by oral questioning that the applicant understands the underlying principles. Diagrams and route maps not depicted on standard publications are discouraged unless drawn during the planning phase.
- 3.3.7 Applicants will be required to consider the aircraft take-off and landing performance for the conditions prevailing at all airfields used for the flight and at any nominated alternates. The minimum requirement is to calculate the take-off and landing performance at the point of departure and the landing performance at the most restrictive of the planned destination and alternate(s).

3.4 Weather Minima

- 3.4.1 The pre-flight preparation for both the IR and EIR requires the applicant to assess the weather conditions and make a decision whether to proceed with the flight. However, when extreme conditions of high wind speed, severe turbulence, icing or thunderstorms exist, the examiner may determine that this would make the flight difficult to assess and may override the applicant's willingness to proceed. The flight should not proceed if all planned sections cannot be achieved or if the forecast would prevent a return to base or a suitable alternate aerodrome. For the EIR, the applicant must be able to depart and arrive in accordance with VFR in VMC.
- 3.4.2 In general it is expected that the more restrictive limit for the aircraft or the privileges of the rating being sought will be used. ATOs are required to specify in their aircraft operating procedures the minimum weather conditions below which training and testing shall not take place. Applicants trained at an ATO are expected to comply with these minima. In all cases, applicants shall comply with the Aerodrome Operating Minima (AOM) referred to in the Aerodrome section of the iAIP (AD 1.1 Aerodrome/Heliport Availability).
- 3.4.3 Applicants are expected to display an awareness of icing conditions by regularly checking the outside air temperature (OAT) and indicating this to the examiner. At some point during the flight the examiner may respond to this by simulating a build up of ice; the applicant should complete all the necessary precautions for 'removing' the ice. When actual ice is present or likely anti-icing/de-icing equipment must be operated accordingly. ATO must establish an operating procedure for using aircraft icing equipment particularly with reference to pitot heaters, engine/propeller and airframe/windscreen de-icing or anti-icing systems and all equipment must be checked prior to flight in accordance with the AFM/POH. The aircraft must not be flown into icing conditions if contrary to the aeroplane flight manual limitations.
- 3.4.4 It should be assumed that during the flight both the precision and non-precision approaches are to be flown to minima in (simulated or actual) marginal weather conditions, therefore any Decision Altitude/Height (DA/H) and Minimum Descent Altitude/Height (MDA/H) and the corresponding RVR/visibility limits shall be calculated and agreed with the examiner before

flight. The minimum altitude/height for completing a circle to land must also be considered. Having briefed the minima for the expected runways and approaches, applicants should be prepared for any runway change that ATC may direct. For flights in ME aeroplanes, the asymmetric committal altitude/height (ACA/H) must be stated. The applicant is expected to use CDFA techniques unless otherwise stated and calculate procedure minima accordingly. If the NPA is notified as a "non-CDFA" approach e.g. NDB/DME or VOR/DME with DME out of service, the applicant must be prepared to fly the modified approach accordingly.

3.4.5 Applicants will be expected to comply with any flight restrictions, such as an "approach ban", that may exist during the course of the flight. Consideration must also be given to the weather conditions at the nominated alternate airfield particularly if the actual weather at the take-off airfield or the destination is marginal.

3.4.6 **Single engine aeroplanes**

If the IR or EIR is conducted in a single engine aeroplane, consideration must be given to the possibility of partial or complete engine failure during flight over large expanses of water or along a route where the terrain is regarded as inhospitable. If flight over a large conurbation is planned an additional consideration is the requirement of Rule 5 to be able to glide clear. If engine failure were to occur whilst in IMC or above overcast cloud there should be sufficient time and visibility below cloud to identify a suitable landing area. It would be imprudent to put the aircraft in a position from which a forced landing had little chance of success. Therefore the applicant and examiner are strongly advised to consider all factors, including the terrain, weather (cloud base and visibility below cloud) and whether or not the aircraft is equipped with a ballistic recovery system before deciding whether to go ahead with the flight.

3.5 Main Briefing

3.5.1 Once the applicant has completed the flight planning, the examiner will give a comprehensive briefing covering all aspects of the flight. During the briefing the applicant may ask questions at any time if unclear about any aspect. This briefing normally takes about 30 minutes. The examiner may brief in a different sequence to that listed below, but will cover all the relevant items. The examiner will ask questions relevant to the briefed profile and on any area related to planning, the conduct of the flight and IFR procedures in general. If the applicant is a private owner/operator who has not undertaken training at an ATO, and therefore is not subject to standardised procedures of an ATO operations manual, the examiner should clarify all relevant aspects of operating techniques before detailed briefing commences.

3.5.2 The briefing will include:

- **The purpose of the flight**

The purpose of the flight is for the applicant to demonstrate his ability to plan and conduct an IFR flight with a passenger whilst acting as pilot-in-command and operating as single crew member. The briefed profile shall be conducted in accordance with Instrument Flight Rules (IFR) and will include simulated aeroplane emergencies. Passenger safety and comfort must be considered throughout the flight. The applicant is not to expect any assistance but will be briefed on the role of the examiner as a safety pilot when view limiting devices are in place.

- **The applicant's responsibilities**

The examiner will explain that the applicant is responsible for all the duties and decisions necessary for the safe and practical conduct of the flight. Throughout the flight the applicant will be responsible for ATC liaison and compliance and must comply with all instructions and clearances. Where these differ from the pre-briefed profile, ATC instructions take precedence. Applicants should arrange the flight so that flight plan departure time and any other slot allocation is achieved within the allowable tolerances (-5 minutes/+ 10 minutes in accordance with the Integrated Flight Plan System) and update ATC as necessary. Modern radar and ATC procedures often reduce the need for position reporting. However, the examiner will expect to be informed of ETAs en-route and for the applicant to achieve the ETA or revise the ETA to achieve +/- 3 minutes. The applicant may be asked to give a standard position report at some stage of the flight. If intervention or restrictions imposed by ATC result in

significant changes to the briefed flight profile such that all items cannot be assessed, it may result in the test being assessed as 'incomplete'.

- **Check lists**

Throughout the flight the applicant will be expected to use an aeroplane checklist. Airborne checks may be completed from memory, or from alternative notes, but must be in accordance with the checklist. Applicants will be asked to verbalise checks as much as possible, but it is appreciated that at times they may need to complete checks whilst talking on the radio. If the examiner is in any doubt about whether or not a checklist item has been completed he will ask. For simulated emergency procedures, all checks should be clearly stated with simultaneous touching of the relevant control, switch or lever as appropriate.

- **Planning check**

The examiner will assess the applicant's ability to check the appropriate aeroplane documents before flight. He will expect to be briefed by the applicant on the forecast and actual weather conditions and suitability for flight. He will also expect a brief on NOTAM and other pertinent navigation information such as GNSS outages and advisories. The examiner will check the applicant's flight navigation log and may require a copy. He will question the applicant on various aspects of the planning, for example: choice of operating altitudes/levels, safety altitudes, fuel planning, icing procedures, content of the flight plan etc. The applicant's calculation and understanding of aircraft performance, performance factors and loading will be assessed.

- **Speeds**

The aeroplane must be operated in accordance with the Aircraft Flight Manual or Pilots' Operating Handbook as appropriate and, where training has been undertaken at an ATO, the operating procedures in the ATO Operations or Training Manual. The examiner will require confirmation of the various speeds and configurations to be used at each phase of flight. Speeds may be adjusted to meet different conditions or circumstances but the examiner must be advised of the new target speed or configuration at that time.

- **Instrument Approach Minima**

Applicants will be required to give details of the operating minima to be observed throughout including minima for the instrument approaches, i.e. DA/H, MDA/H, circling minima, RVR/visibility minima and MSA. For non-precision approaches the applicant will be expected to fly a continuous descent final approach (CDFA) technique in accordance with the published procedures and, where applicable, the ATO operations manual.

- **The Profile**

The examiner will go through the flight, item by item explaining to the applicant what is required of him. The examiner will not instruct the applicant on how to operate or manage the flight; he will merely advise what he wants to see the applicant do. Conditions, such as limitations on the use of autopilot, flight director, moving map displays etc will be covered. During the briefing the examiner will regularly check if the applicant has any questions and will ensure that the applicant understands his responsibilities and what is required of him during the test. During the flight the examiner will not prompt or assist the applicant in any way and will only give instructions if required to manage the sequence of the flight. The lack of conversation in flight should not be interpreted as being unhelpful or hostile, but is simply to allow the applicant to conduct the flight without interference.

- **View limiting devices - simulating IMC**

View limiting devices shall be used throughout the flight to simulate IMC and obscure external visual reference for the applicant. The means provided must ensure that all required manoeuvres and procedures are conducted by sole reference to instruments whilst not restricting the examiner's ability to conduct an effective lookout. Sole use of a hood, visor or goggles may not be adequate for all parts of the skill test because external visual reference may not be sufficiently obscured in all sectors. For example, the horizon may be clearly visible when looking up to check the direct reading compass

during limited panel work. Therefore some additional form of screening may be required specifically for these exercises. If view limiting devices are placed in position before departure the forward view must be sufficient to allow visual reference for the take off. At a suitable height after take-off (normally at 150 - 300 feet AGL), the final panel of the screens should be inserted or head worn device donned to simulate entry into cloud. The examiner will act as the 'safety pilot' when view limiting devices are being used but the applicant is expected to operate under an appropriate level of service from ATC as if in IMC throughout. The applicant is expected to retain an air picture of where other conflicting traffic is in relationship to the aircraft and direct the examiner's lookout accordingly. The examiner will indicate when view limiting devices can be removed for visual manoeuvring and for the final approach to land.

Where there is doubt about the efficacy of the view limiting device(s) provided the matter should be referred to CAA Flight Crew Standards.

- **General Handling on Instruments**
The examiner will brief the phase of the flight in which the instrument general handling (airwork) exercises will be conducted. The examiner will be responsible for ATC liaison, lookout and location/navigation during this section but the applicant will remain in control of the aircraft and be responsible for configuration, limitations and security. The examiner will brief the required items in detail and remind the applicant of each item in the air. After any period where the examiner has taken responsibility for the flight, including navigation and ATC liaison, the applicant will be made aware of the position of the aircraft relative to controlled airspace, airfields etc and the level of ATC service provision before control is handed back. The examiner must ensure that adequate time is available for the applicant to complete any necessary duties prior to the next briefed event; as a guide 10 minutes flight time/20 track miles should be sufficient. If the remaining time/distance is less than this, the examiner should advise the applicant of a suitable heading to fly to remain clear of controlled airspace, or requesting delaying action from ATC.
- **Emergencies and abnormal conditions**
The examiner will brief the procedure and requirements for the simulated EFATO and how/when he will respond with follow-up action such as setting the engine/propeller at 'zero' thrust. He will discuss the actions necessary should any actual emergency or abnormal condition occur during the flight. In general, the pilot flying the aircraft at the time is to remain in control and handle the problem but the examiner, as aircraft commander, may elect to take control at any stage.
- **Oral questioning**
The examiner will ask practical questions relating to the flight on subjects such as IFR procedures, aircraft performance, mass and balance, icing procedures, emergency handling and the aircraft documents. For IR and EIR skill tests where the applicant has claimed training credit on the basis of holding a valid IR issued in accordance with the requirements of Annex 1 to the Chicago Convention, the examiner is required to assess an adequate level of theoretical knowledge of Air Law, Meteorology, Flight Planning and Performance. An example TK oral examination question bank is provided at Appendix 2b for this purpose.

3.6 The Flight

- 3.6.1 Applicants will be assessed on all aspects of the flight. Sound basic handling skills are essential as well as TEM, navigation, instrument flying, correct R/T phraseology, cockpit and overall flight management. The examiner may elect to evaluate certain aspects by oral questioning.

Departure Procedure (Section 1)

- 3.6.2 All pre-flight preparation, including checks of the aeroplane equipment, fuel, oil, ballast etc must be made in good time. Any delays, however caused, are a responsibility for the applicant to manage.

- 3.6.3 The external checks shall be completed using the aircraft checklist. The examiner may observe the external inspection and may ask, at any stage, questions about the aeroplane or procedures. It should be assumed, even during the summer months, that the aircraft has been parked in sub-zero temperatures and may encounter icing conditions at any stage of the flight.
- 3.6.4 The examiner must be briefed, as a passenger, on the position and method of the use of emergency exits, safety belts, safety harnesses, oxygen equipment, life jackets, and all other devices required by the ANO and intended for use by passengers in the case of emergency. The applicant must instruct the examiner in the emergency action which he should take. Passenger briefing cards are acceptable but the examiner may ask questions.
- 3.6.5 After engine start and taxiing the applicant must complete all necessary checks and drills for departure. The instrument flight screens/devices should be positioned before entering the runway. It may be necessary for the examiner to taxi the aircraft into position for take-off because of the restricted external view but the applicant remains responsible for all checks and ATC liaison and compliance.
- 3.6.6 The applicant must obtain and read back the ATC IFR departure instructions, revise estimates as necessary and ensure that the radio and navigation equipment is checked and ready for use.
- 3.6.7 The examiner will expect the applicant to state his intentions in the event of an abnormal situation/emergency during the take-off. The examiner may add to this brief by, for example, stating that he will take control in the event of EFATO.
- 3.6.8 The take-off and departure must comply with ATC instructions and/or published procedures.
- En-Route Procedures (Section 3)*
- 3.6.9 The planned route should be accomplished in a practical manner utilising RNAV, VOR and/or NDB tracking as appropriate to the classification of airspace. ATC units endeavour to integrate test aircraft into the traffic flow and on occasion offer them some priority, but applicants must be prepared to accept re-routings, radar vectoring or holding during busy periods. ATC instructions and clearances must be complied with at all times and the applicant will be expected to negotiate for revised clearances if appropriate to achieve the planned routing and profile. The examiner will not normally interfere with imposed changes to the briefed exercise unless these will compromise the requirements of the test.
- 3.6.10 Radio navigation aids must be tuned and identified before use in accordance with normal operating practice. The examiner will not interfere with any radio or navigation equipment except where it is necessary to 'de-tune' an aid that is not required for that procedure, e.g. ILS de-tuned during the non-precision approach or during the holding pattern. Any radio navigation aid de-tuned by the examiner will be restored to their original state at an appropriate time.
- 3.6.11 The IFR route and profile will be selected by the examiner so that he can see and assess a mixture of RNAV, VOR and/or ADF tracking, to and from facilities, and using beam bar (HSI/CDI) and single needle (RMI/RBI) displays. Unless turning at a defined fly-over waypoint, anticipation of the next track by turning at a reasonable distance/radius from the facility is expected.
- 3.6.12 IFR approved RNAV equipment is now a requirement in UK Class "A" airspace and must be used accordingly. The equipment and installation must be 'approved' for en-route IFR operations and meet the required navigation performance criteria (generally RNP 5) before being used as the primary source of data for aircraft tracking. FM immunity requirements must be complied with. GNSS equipment must have a current database. Waypoints and flight plan routing may be inserted prior to or during flight. The applicant remains entirely responsible for checking data entries and particular care should be taken if using user defined waypoints.
- 3.6.13 Execution of an en-route Hold, if required by ATC, will be assessed but does not satisfy the requirement for a terminal Hold in sections 4 or 5.

- 3.6.14 Where aircraft are fitted with a flight director and/or autopilot and the equipment is intended to be used during the flight, the applicant will be expected to carry out the necessary pre-flight checks to establish serviceability. The equipment must be operated in accordance with any limitations in the AFM/POH. Electric trim system may be used as prescribed by the AFM/POH and should also be tested. Altitude alerting systems and speed bugs are permitted. Use of autopilot and flight director is permitted after departure and after achieving straight and level, trimmed, cruise flight en-route at the planned or assigned cruising level to the next waypoint. Permitted modes are Roll, Heading, Altitude and Vertical Speed. Tracking by using a NAV mode is not permitted. The examiner will indicate when autopilot and FD use is permitted and when it must be discontinued.

Terminal Hold (Section 4 and/or Section 5)

- 3.6.15 A holding pattern will be required in either normal or asymmetric aeroplane configuration. The holding pattern should normally be conducted using a 'single needle' instrument presentation from either an NDB, VOR or GNSS facility or fix. If a needle presentation is not available a beam bar (HSI/CDI) presentation is permitted. The hold shall be based on a published procedure and using a terminal facility; it may be offset from the overhead if so prescribed. Any moving map display will be obscured or removed during the hold and procedural approach, or the range adjusted so that the display provides no useful information. The hold may be executed before the approach or following a Missed Approach.

Precision Approach (Section 4) & Non-precision approach (Section 5)

- 3.6.16 Prior to flying an instrument approach, the applicant is expected to confirm that the weather conditions are suitable for commencing and continuing the approach. Procedures must be "notified" procedures i.e. published in the iAIP; it is not acceptable under any circumstances for an examiner to brief an applicant to fly a locally produced or designed procedure. The arrival and approach must be flown in accordance with the published procedure or as otherwise directed by ATC. When flying a procedural approach based on VOR or NDB, the examiner will obscure or remove a moving map display, or change the range scale, such that tracking during the procedure is accomplished by reference to the flight navigation instruments. Similarly, the examiner may require that wind vectors and predictive or track-made-good indications are removed from the display. The non-precision approach requirement may be met by NDB, VOR, RNAV or Localiser only procedures as briefed by the examiner. A RAIM check must be completed prior to any RNAV GNSS approach (before or during flight). Any published RNAV approach will be treated as a procedural approach for test purposes and all information required to fly the procedure, including moving map displays, may be used. However, where a moving map is available for a GNSS approach, the examiner should assess the applicant's situational awareness and tracking by using "conventional" instruments at some other stage of the flight. This might be achieved, for example, by briefing the applicant to fly the precision approach (ILS) also as a procedural approach but with the moving map display inhibited. At the time of drafting this document, a GNSS approach that provides scaled lateral and vertical guidance (i.e. LPV approach) is not currently accepted as a precision approach and will not substitute for the ILS approach. Similarly, a GNSS approach that provides vertical guidance (e.g. LNAV+V) will not be accepted for the purposes of assessing Section 5, the non-precision approach unless the vertical guidance is inhibited.
- 3.6.17 Each approach is to be flown with the aeroplane correctly configured and in trim such that a stable approach path is maintained to DA/H or MDA/H as declared. The examiner will expect the applicant to brief ATC on the intentions after the approach and subsequent manoeuvres. The requirement from the approach may be to land, go-around, depart under IFR or manoeuvre visually to the appropriate runway. A non-aligned approach (not within 30°) will terminate at the MDA/H, DA/H, or circling minima, whichever is the higher. A go-around may then be required after visually manoeuvring to the landing runway. Irrespective of whether the intention is to land or go-around, the applicant will be expected to arrive at DA/H or MDA/H with the aircraft configured and at a speed from which a successful landing could be made at the designated touchdown point without excessive manoeuvring or speed/power/configuration changes. The examiner may ask to the applicant to land from any approach.
- 3.6.18 ATC may ask for higher or lower than normal pattern speeds and applicants will be expected to demonstrate flexibility to assist with traffic separation if aircraft performance permits. Any deviation from standard approach speed and configuration is expected to be "normalised" by 3nm or 1000' AAL so that a normal landing can be made at the designated touchdown point.

The examiner may intervene in the interest of the applicant if compliance with ATC would compromise the assessment of the test.

Simulated Asymmetric Flight (Section 6)

- 3.6.20 Applicants attempting the Skill Test in a multi engine aeroplane (not centre-line thrust) will be required to fly the exercises in Section 6. The EFATO may be combined with Sections 4 or 5. Correct touch drills are to be used where appropriate during any simulated emergency and the overall safety of the aeroplane and occupants must be maintained throughout.
- 3.6.21 At a safe height after take-off or go-around the examiner will simulate an engine failure by closing one of the throttles/power levers. The applicant will be expected to retain control of the aeroplane, identify the 'failed' engine and carry out the appropriate engine shut down and propeller feathering procedures using touch drills where necessary, the examiner will be responsible for setting zero thrust and for the management of the (simulated) failed engine. Emergency radio calls should be made aloud to the examiner but not transmitted. If climb performance or the ability to manoeuvre is restricted, it may be prudent to advise ATC before the approach as this may affect traffic departing behind. Applicants should not assume that any practice emergency is complete until told so by the examiner. On completion of the drills and when asymmetric handling has been assessed, the examiner will be responsible for restoring power as appropriate.
- 3.6.22 The applicant will be required to carry out an approach to go-around under asymmetric power and an asymmetric approach to land. The go-around should be flown by reference to instruments but where the DA/H or MDA/H is higher than ACA/H examiners may, at their discretion, simulate cloud break and the acquisition of visual references by removing view limiting devices at or just before DA/H or MDA/H. In this case, the applicant will be expected to continue the approach visually as if to land but then initiate a go-around at ACA/H simulating for example, that the runway was blocked.

General Handling (Section 2)

- 3.6.23 The examiner will brief his intentions to either complete this section after flying all of the other sections or at a convenient time during transit between airfields. With the instrument screening/devices in place, the examiner will be responsible for navigation, location, look out and ATC liaison. The applicant will be responsible for internal security, configuration changes and observance of limitations, etc. On completion of the section the examiner will ensure that the applicant is aware of his location, the level of ATC service and his next task, before handing back control.

Full Panel: Flight by reference to full panel instruments will include:

- Level flight at various speeds, trim.
- Level turns at rate one.
- Climbing and descending turns at rate 1.

Note: Most of the items above will usually be assessed during the departure, en-route and approach sections of the flight.

- Recoveries from unusual attitudes, including sustained 45° bank turns and steep descending turns.
- Recovery from incipient stalls in level flight, climbing/descending turns and in the landing configuration, with minimum height lost, using the Standard Stall Recovery, recovering to the best rate of climb (Vy) and back to any heading designated by the examiner when appropriate.

Limited Panel: Flight by reference to limited panel will include:

- Straight and level flight and stabilised climb or descent at a given speed in straight flight.
- Level turns onto given headings at rate one using timed or compass turn methods.

- Recovery from unusual attitudes, including climbing, descending and level steep turns.. Recovery should be made in reasonable time to trimmed straight and level flight at the nominated speed with minimum loss of height.

Note: If the aircraft used for test is not equipped with rate gyro instruments (turn co-ordinator or turn indicator), the standby attitude indicator is to be used with the primary attitude display covered, dimmed or otherwise denied. In this case, applicants who have undertaken approved training at an ATO must have been trained and demonstrated competence in flight on limited panel instruments during the basic instrument module (AMC2 to Appendix 6 modular training course for the IR) or equivalent part of an integrated course. When inspecting an applicant's training records prior to test, examiners will look for evidence that the applicant is competent to perform item 2e of the IR skill test schedule using limited panel instruments (no gyro attitude or heading information). Evidence is considered to be a certificate in the applicant's logbook, training records or recommendation for test, signed by an IRE, CRE/IRR or IRI confirming that the applicant is competent to operate an aircraft by sole reference to limited panel instruments including turns, level change and recovery from unusual attitudes with simulated failure of the artificial horizon and directional gyro.

3.7 Post Flight Action

- 3.7.1 At the conclusion of the flight the examiner may ask questions in order to clarify certain items or actions. The applicant will then be informed of the result and will be given a brief reason for any failed item. The examiner will state the requirements for any retest and indicate any mandatory or recommended retraining. Written notification of the result and any retraining will be given on the test report form SRG 2131 and notice of failure, SRG 2129 (if required). The applicant will be required to sign the form(s) as having understood the result. The form will be given to the applicant and copies forwarded to the CAA for administrative action.
- 3.7.2 Should any test item not have been completed or deemed not assessable by the examiner, then that item will need to be completed on a subsequent flight before the overall test result can be determined.
- 3.7.3 Should the result be a Partial Pass or Fail, the examiner will offer to debrief the applicant more fully and give advice on any aspect of the test which the applicant may find useful during any subsequent attempt.
- 3.7.4 Should an applicant have cause for concern about the conduct of the flight test then such comment should be made in writing to Flight Crew Standards. Details of the appeal procedure are given in Part 4. Additionally, comments should be entered on the reverse of Form 2129 and signed by both the examiner and the applicant.

Part 4 - Assessment Criteria and Administrative Procedures

4.1 Assessment Criteria

- 4.1.1 The flight will be assessed as if the applicant was operating under IFR with a passenger. The safety, comfort and briefing of passengers must be considered. The applicant shall demonstrate ability to:
- Operate the aeroplane within its limitations
 - Complete all manoeuvres with smoothness and accuracy
 - Exercise good judgement and airmanship
 - Apply aeronautical knowledge of procedures and regulations as currently apply
 - Maintain control of the aeroplane at all times in such a manner that the successful outcome of a procedure or manoeuvre is never in doubt.
- 4.1.2 It is impossible to list all the errors which may constitute a failure of an item or section of the test, but some more common errors and omissions are shown at Appendix 5.
- 4.1.3 Throughout the flight the aeroplane should be flown as accurately as possible but not at the expense of smooth, co-ordinated control inputs and correct technique. The limits or tolerances specified in Part-FCL are reproduced at Appendix 3. They are for guidance and applicants

should strive to achieve these throughout the flight, but momentary excursions do not necessarily indicate that a 'failure' will result. The examiner will be looking for the applicant to recognise the error promptly and make smooth and timely corrections.

- 4.1.4 The examiner will make allowance for adverse weather conditions such as turbulence and the handling qualities and performance of the aeroplane used.

4.2 Administrative Procedures

- 4.2.1 Each time an applicant undertakes an IR Skill Test it is known as an "Attempt". "Attempts" are grouped into "Series". There are up to two Attempts in each Series. There is no limit to the number of series that may be taken.

- 4.2.2 A Pass will be awarded when all sections of the test are passed.

- 4.2.3 An applicant failing only one section at the first attempt in a series shall have gained a Partial Pass. The second attempt will always require the applicant to retake the previously failed section. Additionally, the applicant will be expected to carry out the actions necessary to put the aircraft in a position from which the failed section can be retested.

- 4.2.4 A Fail will be awarded if more than one section is failed at the first attempt in a series or if any item is failed at the second attempt of a series.

- 4.2.5 A free retest may be awarded if the applicant discontinues the flight and the reasons for doing so are agreed by the examiner or if the examiner deems any part of the flight un-assessable. The free retest will require only those sections or items not previously flown to be completed; these items must be completed before the result of the flight can be determined. If the applicant chooses to terminate a skill test for reasons considered inadequate by the examiner, the applicant shall retake the entire test. This will attract a further fee.

- 4.2.6 The Fail as defined above will conclude that series. Before applying to retake the skill test the applicant will be required to complete any retraining prescribed by the examiner and indicated on the Test Report Form, (SRG 2131) and the Notice of Failure (SRG 2129).

- 4.2.7 Should an applicant fail the second or subsequent series, CAA flight test bookings may designate a Staff examiner to conduct the next test.

- 4.2.8 All relevant sections of the skill test shall be completed within 6 months. Failure to achieve a pass in all relevant sections of the test in 2 attempts will require further retraining. A new recommendation for test is required if all sections have not been completed within 6 months. Notwithstanding the previous statement, applicants for an IR or EIR skill test credited with the Part-FCL training requirements that have not received training at an ATO, do not require a course completion certificate or recommendation for test.

4.3 Applicant's Appeal Procedure

- 4.3.1 The reverse of Form SRG 2131 contains an extract from the Civil Aviation Authority Regulations 1991, which is reproduced below:

Regulation 6(5) of the Civil Aviation Regulations 1991 provides as follows:-

Any person who has failed any test or examination which he is required to pass before he is granted or may exercise the privileges of a personnel licence may within 14 days of being notified of his failure request that the Authority determine whether the test or examination was properly conducted. In order to succeed with an appeal the applicant will have to satisfy the CAA that the examination or test was not properly conducted. Mere dissatisfaction with the result is not enough

Should the applicant have concern about the conduct of the IR skill test he should write to the Head of CAA Flight Crew Standards who will provide guidance on the Appeal Procedure.

Appendix 1- IR Skill Test Schedule and Standard

Applicants' Notes

These notes are intended to give applicants a detailed account of the exercises that may, at the discretion of the examiner, be required in each section. The headings used relate directly to those in Appendix 7 to Part-FCL and on form SRG 2131. In the interests of openness the standards to which they are assessed have also been included and these are shown in *italics*. It is emphasised that during the skill test applicants should concern themselves only with flying and operating of the aircraft and managing the flight to the best of their ability. The test standards are properly the responsibility of the examiner.

Examiners' Notes

These guidance notes are published by the CAA to establish the standards required for a Part-FCL IR or EIR (Aeroplane) skill test. Any Flight test can only provide a 'snapshot' of a pilot's ability and therefore, to ensure overall pilot competence, instructors at ATO are expected and encouraged to use these standards when preparing applicants for the test. The examiner must apply the standards evenly and fairly and without prejudice.

Section 1 - Departure

a. ***Use of Flight Manuals (or equivalent)***

Use of the Flight Manual and Operations Manual to determine aeroplane performance; mass and balance and aeroplane documents to determine acceptability for the flight; Aircraft Technical Log.

b. ***Use of Air Traffic Services document and weather document***

Use of the correct documents, including maps; charts and approach procedure plates to prepare flight plan and flight log; collating and interpreting the weather documents to determine the route weather.

c. ***Preparation of ATC flight plan and IFR flight log***

Preparation of the ATC IFR flight plan for the route, including any off-airways sectors, and preparation of navigation flight log.

- *Obtains and assesses all elements of the prevailing and forecast weather conditions for the route.*
- *Completes an appropriate flight navigation log.*
- *Completes the required ATC flight plan(s) and ensures that all required airfields are addressed.*
- *Determines that the aeroplane is correctly fuelled, loaded and legal for the flight.*
- *Confirms any aeroplane performance criteria and limitations applicable in relation to runway and weather conditions.*
- *Demonstrates sufficient knowledge of the regulatory requirements relating to instrument flight.*
- *Checks NOTAM and where applicable completes a RAIM check (AUGUR) and consults NANU for updated information on constellation status and advisories.*

d. ***Pre-flight Inspection***

Full initial pre-flight inspection in accordance with the approved check list assuming the risk of 'icing conditions'.

- *Performs all elements of the aeroplane pre-flight inspections as detailed and applicable to the actual or simulated weather conditions.*
- *Confirms that the aeroplane is in a serviceable and safe condition for flight.*
- *Checks and completes all necessary documentation.*
- *Takes appropriate action with respect to any identified unsatisfactory conditions.*
- *Confirms that any planned RNAV routes are programmed and desired RNAV approaches are correctly installed.*

e. ***Weather Minima***

An assessment of the weather affecting the departure, route, destination and alternate airfields. Determination of the expected instrument approach minimum heights/altitudes. Applicants trained at an ATO will be expected to operate to the minimum weather conditions stated in the organisation's operations manual.

f. **Taxying**

Passenger briefing; correct taxying technique, procedures and checks. Compliance with aerodrome markings and indicators including marshalling instructions and signals.

g. **Pre take-off briefing**

Obtaining ATC departure clearance, flight deck preparation, confirmation of departure and passenger emergency briefing. Actions to be taken with regard to the aeroplane if an emergency occurs during departure should be covered in the pre-flight Main Briefing.

- *Completes all recommended taxying checks and procedures.*
- *Complies with airport markings and signals.*
- *Completes all departure checks and drills including engine operations.*
- *Obtains ATC clearance.*
- *Completes an appropriate passenger briefing. (Emergency handling details should be discussed in the pre-flight brief).*
- *Confirms any performance criteria including crosswind condition.*
- *Actions any anti-icing procedures.*
- *Positions the aeroplane correctly for take-off and advances the throttles to take off power with appropriate checks.*
- *Conforms to the correct take off technique using the recommended speeds for rotation (V_r) and initial climb.*
- *Ensures a safe climb and departure adjusting power and aeroplane configuration as appropriate.*
- *Completes all necessary after take-off checks.*

h. **Transition to instrument flight**

Take-off in accordance with the performance calculations using the correct techniques. Establish the climb, complete a smooth transition to instrument flight and complete the after take-off checks and drills.

i. **Instrument departure procedure**

Complete the Standard Instrument Departure procedure (SID) or follow the ATC departure instructions to join controlled airspace; use of correct altimeter setting procedure; maintaining aeroplane control, speed, heading and level.

- *Maintains directional control and drift corrections within acceptable limits of speed, heading, height and track.*
- *Identifies any navigation aids used.*
- *Follows any noise routing or departure procedures and ATC clearances.*
- *Completes all necessary climb checks including altimeter setting procedures and ice precautions.*

Section 2 - General Handling

Control of the aeroplane by sole reference to instruments including:

a. **Full Panel**

Straight and level flight at various speeds maintaining balance and trim.

b. **Full Panel**

Climbing and descending turns at Rate 1.

c & d **Full Panel**

Recoveries from the approach to the stall in level flight, climbing/descending turns and in the landing configuration. Note: the test schedule permits these manoeuvres to be performed in a Flight Simulator or FNPT II but it is not CAA policy to do so.

Recovers from unusual attitudes including sustained 45° bank turns and steep descending turns using the correct technique to minimise height lost.

e. **Limited Panel**

N.B. If no rate gyroscopic instruments are fitted the standby instrument display is to be used with the primary display covered or otherwise denied.

Manoeuvres including straight and level flight and stabilised climbing and descending at a given speed. Level turns at Rate 1 onto given headings. Recoveries from unusual attitudes.

- *Controls the aeroplane without use of gyro heading and attitude instruments within the nominated limits (due consideration will be given for turbulence).*
- *Completes 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.*
- *Recovers from unusual attitudes including sustained 45° bank turns and steep descending and climbing turns using the correct technique to minimise height lost.*

Section 3 - En-Route IFR Procedures

a. **Tracking**

Tracking, including interception, e.g. NDB, VOR, RNAV.

Intercept and maintain the route or amended route including tracking to and from an NDB or VOR or RNAV derived position.

Note: RNAV equipment (at least RNP 5 or higher) is now mandatory for use in CAS in UK airspace and must meet certification requirements and, where applicable, have a current database.

b. **Use of radio aids**

Correct use of radio aids with regard to promulgated range, identification and interpretation. Use of ATIS/VOLMET where available.

c. **Level flight control**

Smooth control of heading, altitude, speed, power, trim and ancillary controls. Correct use of autopilot and flight director where appropriate and permitted by the examiner.

d. **Altimeter settings**

Correct altimeter setting procedure and cross-checking, monitoring of en-route MSA.

e. **Timing and ETAs**

Timing and revision of ETAs including en-route hold procedures if required.

f. **Monitoring flight progress**

Completion of the flight log to monitor flight progress, provide position reports and manage the fuel system and usage; management of the other aeroplane systems. Use of check list.

g. **Ice protection procedures**

Monitoring of OAT, icing risk and ice accretion rate (simulated if necessary); correct use of anti-icing and de-icing procedures.

h. **ATC Liaison**

ATC Liaison – compliance, R/T procedures.

- *Follows the flight planned route or complies with any other ATC route requirements within the operating limits specified.*
- *Uses the correct R/T procedures and phraseology.*

Section 4 - Precision Approach

- a. **Navigation Aids**
Setting and checking of navigational aids, identification of facilities.
Correct use of navigation aids with regard to promulgated range, identification procedures, failure monitoring and interpretation.
- b. **Arrival procedures**
Descent planning and consideration of MSA/SSA. Completion of the published arrival procedure or as instructed by ATC including altimeter setting,
- c. **Approach and Landing Briefing**
The approach briefing including weather and confirmation of instrument approach procedure minima, and all procedures, checks and drills in preparation for landing.
- d*. **Holding Procedure**
Complete appropriate entry procedure followed by a standard ICAO hold (or as published) using a needle pointer presentation (where available), making the appropriate corrections to heading and time for the known wind.
- e. **Published Approach Procedure**
Compliance with the published precision approach procedure; vertical and horizontal profile to the nominated minima.
- f. **Approach timing**
Monitor or control the approach procedure using timing as necessary.
- g. **Altitude, speed and heading control**
Establish a stabilised approach, in-trim for the aeroplane configuration and speed, using the correct techniques for attitude, heading and power control. Correct assessment of drift and rate of descent.
- h*. **Go-around**
At the minima, or as directed by ATC, transition to a climb at the correct speed and complete the checks.
- i*. **Missed approach procedure/landing**
Follow the missed approach procedure or continue for visual landing or circle for landing. (If flown first, following the precision approach, a go-around and missed approach procedure will normally be required.)
- j. **ATC liaison**
ATC liaison using the correct RTF procedures and phraseology, and compliance with procedures and clearances.

(NOTE: * items may be performed in Section 4 or 5)

Hold and Instrument Approach

- Completes an approach briefing and the checks and drills for landing; sets and identifies any navigation aids; uses the appropriate altimeter setting and RTF procedures to liaise with ATC to prevent disruption to commercial traffic.
- Completes any holding procedure with appropriate corrections for tracking and timing to achieve a standard hold.
- Complies with the published arrival and approach procedures using timing corrected for wind when necessary.

Precision Approach

- Selects and complies with the appropriate ILS instrument approach procedure.
- Setting and checking of navigational aids, identification of facilities.
- Complies with all ATC instructions and clearances.

- *Uses correct R/T procedures.*
- *Establishes the appropriate aeroplane configuration and airspeed for the phase of the approach.*
- *Completes the necessary aeroplane checks and drills.*
- *Completes the intermediate approach as required to establish the final approach segment within the specified flight tolerances.*
- *Establishes the final approach segment and maintains the approach path in horizontal and vertical profile (max 1/2 scale deflection) to Decision Height/Altitude.*
- *Controls the aircraft as necessary to make adjustment to and achieve a stable and trimmed final approach path.*
- *Initiates a missed approach at Decision Height/Altitude DH/A. (Transitions to land if so required.)*

Missed Approach

- *Demonstrates knowledge of missed approach procedure.*
- *Initiates the missed approach procedure upon reaching Decision Height/Altitude if required visual references for landing are not obtained.*
- *Establishes aeroplane in a safe climb out and initiates aeroplane configuration changes as required to achieve at least the performance climb segments.*
- *Follows designated missed approach procedure or as required by ATC.*

Section 5 - Non-Precision Approach

- a. **Navigation Aids**
Correct use of navigation aids with regard to promulgated range, identification procedures, failure monitoring and interpretation.
- b. **Arrival Procedures**
Descent planning and consideration of MSA/SSA. Completion of the published arrival procedure or as instructed by ATC including altimeter setting.. Conducts a RAIM check where applicable.
- c. **Approach and landing briefing**
The approach briefing including weather and consideration of instrument approach procedure minima, and all procedures, checks and drills in preparation for landing.
- d*. **Holding procedure**
Complete appropriate entry procedure followed by a standard ICAO hold/published hold using a needle pointer presentation, where available, making the appropriate corrections to heading and time for the known wind.
- e. **Published approach procedure**
Compliance with the published non-precision approach procedure: maintenance of the published vertical and horizontal profile to the nominated minima. Maintenance of the correct CDFA profile if appropriate.
- f. **Approach timing**
Monitor or control the approach procedure using timing as necessary.
- g. **Control of the aeroplane**
Establish a stabilised approach, in-trim for the aircraft configuration and speed, using correct techniques for attitude, heading and power control. Correct assessment of drift and rate of descent. Maintain Ops Manual limits for a CDFA approach if appropriate.
- h*. **Go-around**
At the Missed Approach Point, or at the nominated DA/H if flying a CDFA technique, or as directed by the examiner/ATC, transition to a climb at the correct speed and complete the checks.
- i* **Missed approach procedure/landing**
Follow the missed approach procedure, or continue for visual landing, or circle for landing or appropriate manoeuvre to land.

- j. **ATC Liaison**
ATC liaison using the correct R/T procedures and phraseology, and compliance with procedures and clearances.

(NOTE: * items may be performed in Section 4 or 5).

Non Precision Approach

- *Selects and complies with the appropriate VOR/NDB/LOCALISER-Only/RNAV instrument approach procedure.*
- *Setting and checking of navigational aids, identification of facilities.*
- *Complies with all ATC instructions and clearances.*
- *Uses correct R/T.*
- *Establishes the appropriate aeroplane configuration and airspeed for all phases of the approach.*
- *Completes the necessary aeroplane checks and drills.*
- *Completes the intermediate approach to establish the final approach segment within the specified limits.*
- *Establishes the final approach segment and maintains the approach track and vertical profile to MDH/A or circling minima. If CDFAs techniques are being used, executes the Missed Approach at the nominated DA/H if not visual, otherwise continues towards the Missed Approach Point until visual flight conditions are established so as to complete transition to a visual approach or manoeuvre for landing; execute the Missed Approach if not visual.*

Missed Approach

- *As for the precision approach.*

Section 6 - Simulated Asymmetric Flight

- a. **Simulated Engine Failure After Take Off or on go-round**
Following a simulated engine failure after take-off or on go-round, maintaining control by sole reference to instruments and completing the emergency drills (correct touch drills where required).

NOTE: Engine failure will be simulated only after the aeroplane has achieved at least the take-off safety speed or V1 decision speed as appropriate to aeroplane type/class and at a safe altitude when performed in an aeroplane which is not certificated in Performance Group A.

- b. **Asymmetric approach and procedural go around**
One approach, normally the second, will be flown to a procedural missed approach or as directed by ATC whilst maintaining the climb schedule for the (simulated) asymmetric condition. When an asymmetric NPA is flown the examiner may require the applicant to make a visual transition to the landing runway prior to the asymmetric go around at ACA/H.
- c. **Asymmetric approach and full stop landing**
Following the asymmetric go around and, when the required visual references have been established, continue into the circling approach procedure or appropriate visual circuit to land. If weather conditions preclude a visual manoeuvre the final asymmetric approach to land may, if circumstances permit, be made from another instrument approach.

- d. **ATC Liaison**
Compliance – R/T Procedure, Airmanship

Simulated Asymmetric Flight

- *Maintains control following a simulated engine failure after take-off; completes the necessary checks and drills: maintains the correct speed and continues to follow ATC instructions. Trimming.*
- *Completes an asymmetric go-around into a circling approach or other appropriate manoeuvre maintaining control at safe speeds.*
- *Completes an asymmetric approach and landing; complies with ATC instructions and maintains satisfactory lookout to avoid other circuit traffic.*

Approach and Landing

- *Considers the actual weather and wind conditions, landing surface and obstructions.*
- *Plans and follows the circling approach or circuit pattern and orientation with the landing runway.*
- *From the circling approach or visual circuit establishes the recommended aeroplane approach configuration, adjusting speed and rate of descent to maintain a stabilised approach pattern.*
- *Where necessary completes a further asymmetric instrument approach to land.*
- *Selects and achieves the appropriate touchdown area.*
- *Adjusts descent and roundout (flare) to achieve a safe landing with little or no float with appropriate drift and crosswind correction.*
- *Maintains control and applies aeroplane brakes for a safe roll out.*
- *Completes necessary checks and drills.*
- *Observes ACA/H and satisfies criteria for safe landing before committing below ACA/H.*

Appendix 2a

Competence Based IR – Conversion of a third country Instrument Rating

Reference: Commission Regulation (EU) No 245/2014

The rules concerning the use of non-European licences to fly aircraft in Europe are changing with the implementation of the European Aircrew Regulation. As from 8 April 2015, holders of 'third country' ICAO-compliant licences will no longer be entitled to exercise the privileges of the licences and associated ratings on aircraft registered in an EASA country, even if the flight is for private purposes only. If they do not intend to operate an EASA aircraft in Europe for more than a single year, pilots can obtain a validation of their third country licences as a one-off from the EASA country where they are resident or where the aircraft operator is established. However, for any operations beyond that pilots will have to convert their licences and ratings to EASA Part-FCL equivalents. These rules have applied to any commercial flight of aircraft registered in any EASA country since 2012.

From 8th April 2015, the flight crew of any aircraft that is registered in a third country (i.e. not an EASA state) and that is operated by organisations established in or persons resident in an EASA state will have to hold all of the appropriate EASA FCL qualifications to fly the aircraft as if it were registered in Europe, as well as licences that are valid under the law of the third country where the aircraft is registered. This will apply to all flights including private flights.

The necessity for pilots holding third country licences to obtain European qualifications because of these changes has led to a number of questions being raised on the process for including the recently introduced competency-based instrument rating (IR) in an EASA Part-FCL PPL or CPL, based upon a valid IR held on a third country licence.

This appendix provides clarification to a number of questions raised by stakeholders:

- Section A covers the means by which the holders of UK issued Part-FCL licences may qualify for an IR by the competency based route and should be read in conjunction with Information Notice 2014/129.
- Section B covers the guidance for applicants and examiners for the IR skill test for the issue of an EASA Part-FCL IR and should be read in conjunction with the rest of this Standards Document and Information Notices 2014/110 and 2014/114.

Section A

A1 How much logged flight time under IFR do I need?

You will need to provide evidence of a minimum experience of at least 50 hours of flight time under IFR as PIC on aeroplanes.

A2 Do I need classroom training for the theoretical knowledge requirements and do I need to sit a theory exam?

No, there is no formal requirement for theoretical knowledge training. During the skills test you must demonstrate to the satisfaction of the examiner that you have an adequate level of theoretical knowledge of air law, meteorology and flight planning and performance (IR). You are responsible for being suitably prepared for this element of the skills test and may wish to consult an ATO or an EASA instrument instructor or examiner accordingly.

A3 Who do I need to contact in the first instance? The CAA, an approved training organisation (ATO), an EASA instrument rating instructor (IRI) or can I contact an instrument rating examiner (IRE) directly?

There is no requirement for training, and therefore the candidate may contact the CAA directly to have an examiner designated for the CB IR skills test. Where a candidate considers that they need training to successfully complete the skills test, they should contact an ATO approved for the conduct of IR training or an EASA instrument rating instructor who will assess their experience and competence and advise them accordingly.

A4 Can I contact any ATO or IRI in any EASA State for this?

Yes. You are not restricted to UK ATOs and instructors.

A5 Can I use any IRE? Can I use IRE with a non-UK issued EASA licence?

You can use an examiner with an IRE certificate issued by any EASA Member State. The examiner has an obligation to consult the information for examiners published on the EASA website and in particular the national information included in that document by the state of licence issue of the candidate. IN 2014/114 explains the designation of non-UK examiners.

A6 Do I need to take a flight test?

Yes. You will need to take and pass the EASA IR skills test. Details of the test itself can be found in this Standards Document, Appendix 7 to Part-FCL and also in CAP 804.

A7 What fees and charges are involved?

CAA fees, including examiner fees, are as published on the CAA website. Where the CAA designates a UK examiner (i.e. an examiner holding an examiner certificate issued by the CAA) a proportion of the fee that applies to the test is used by the CAA to pay the examiner. The applicant does not pay the examiner to conduct the test. Where the CAA designates a non-UK examiner no fee is payable to the CAA and the applicant will pay the examiner directly. The CAA fee to add the rating to the licence applies in either case.

A8 If the candidate wishes to have his test with an IRE from another EASA State must they still arrange this with CAA Flight Test Bookings?

Yes. The Aircrew regulation (Part-ARA) requires that the examiner for any skill test shall be designated by the authority of the applicant, regardless of where the test takes place. (Examiner designation is not required for proficiency checks or assessments of competence). Therefore the UK CAA must designate the examiner for the IR skill test where an application will be made for the rating to be included in a licence issued by the CAA. The applicant may suggest to Flight Test Bookings the examiner they would prefer to have designated for nomination, but is not obliged to do so. The CAA does not have contractual arrangements in place to pay any non-UK examiners and so the CAA will not pay a non-UK examiner to conduct the test; the applicant will have to pay the examiner directly. The procedures specific to non-UK examiners are detailed in IN 2014/114.

A9 Are there any exemptions from the requirements to obtain a Part-FCL licence validation by 8 April 2015 for pilots holding licences issued by any particular countries – such as the USA?

No. There are no exemptions to the European rules for licence holders from any country. The European licensing rules apply to: the pilots of aircraft registered in any EASA State; and to the pilots of aircraft registered anywhere in the world if the operator of the aircraft is resident in an EASA state. The EU rules do not apply to pilots flying for operators based outside the EU. For example, the requirement to hold a Part-FCL licence or European validation does not apply to pilots flying for US airlines, or to US citizens and their aircraft who are visiting Europe, but will apply to the pilots of N-registered aircraft based here in Europe.

The requirement to hold a Part-FCL licence or validation already applies to pilots flying aircraft for commercial air transport (CAT). The deferment of this rule until 8 April 2015 only applies to pilots flying for purposes other than CAT.

The European Union and the USA have a bilateral aviation safety agreement (BASA) for some aspects of airworthiness, and discussions are ongoing for extension of the BASA to include some aspects of pilot licensing, which may include the conversion of IRs. Considerable uncertainty exists about the timescale and detailed arrangements. This Q+A does not address conversion of IRs under the BASA.

A10 What is the likelihood of the deadline of the 8th April 2015 for holders of 3rd country licences and IRs to hold a Part-FCL licence/IR being deferred to a later date?

There is no indication at all that further deferment is being considered by the Commission. The rule has been in the Aircrew Regulation since April 2012. The existing derogation until 8 April 2015 is also set out in the Aircrew Regulation and it would require a change to the legislation to change it. Such a change has not been included by the Commission in the proposed amendments to the Regulation that are to come into force next April. Any appeal or legal challenge to the implementation would need to be made to the European Commission.

Section B

B1 Can I use my own aircraft for the skills test?

Yes, as long as it is suitably equipped for the route to be flown in accordance with the ANO schedules 4 (equipment) and 5 (avionics).

B2 Does the aircraft need to be fitted with vision-limiting panels?

No, a standard vision limiting device such as an IFR 'hood', or 'foggles' will normally be sufficient. The examiner will decide on the acceptability of the vision limiting used and may require an alternative standard view-limiting device to be worn by the candidate, but he may not insist on view-limiting panels.

B3 Must the skills test be carried out within the UK FIR and must the en-route section be flown in controlled airspace?

This is not specifically required by EU regulation. The aircraft must be capable of flight in controlled airspace and the examiner will brief you on the route to be flown. In UK airspace, it is normally required to plan a flight along a published route in CAS.

B4 If the route chosen by the examiner requires the use of equipment which is not fitted to my aircraft (e.g. ADF, DME) can I request an alternate route?

Yes. The examiner will select an appropriate route such that the requirements of the Skills Test may be met, based on weather and accessible training airfields and your aircraft equipment. Note that without DME, an appropriate route may not be available that complies with these requirements. Without an ADF, the route may be a longer one than otherwise.

B5 Can an LNAV approach with advisory glideslope be counted as a non-precision approach for the purposes of the skills test?

No. However, if SBAS is disabled in the GPS unit used for LNAV approach guidance, this will disable the advisory glideslope and thus an "LNAV only" approach may be counted as a non-precision approach for the purposes of the skills test.

B6 My aircraft's primary instrumentation is 'glass'. Which instruments are acceptable for the limited panel section of the skills test?

Whatever fall back or secondary presentations fitted to the IFR legal aircraft are acceptable. You must furnish a means to cover or deny use of primary heading and attitude displays.

B7 Who is pilot in command during the skill test, including when the test is in an aircraft registered outside the EU?

The examiner is always PIC during any test and so is responsible for the conduct of the flight. The examiner must hold a valid licence for the flight in the aircraft with due regard for where it is registered and where it is flying.

Appendix 2b

Conversion of a Third Country Instrument Rating – Practicalities for the IR ST and TK oral

1. **Introduction:** The holder of a valid third country (non EASA state) IR can gain full credit for theoretical knowledge (TK) and flight training and for the TK examinations. Accordingly, the applicant may not have undertaken any training at an ATO prior to test. This will require a slightly different approach from the examiner when conducting an IR ST for an applicant holding a valid* IR issued in accordance with the requirements of Annex 1 to the Chicago Convention.

The IRE is strongly advised to make contact with the applicant as soon as designated for the test. This is important because the applicant may well be using his/her own aircraft and the examiner must ensure that they are able to fly both legally (in the case of foreign registration) and practically in terms of differences training and familiarity with the systems, instruments and avionics fitted.

There has been considerable work to establish a fair and accessible entry route for qualified private owner/operators into the EASA system which allows the applicant to request a ST through CAA Flight Test Bookings without the intervention of an ATO. Applicants following this route may not have been assessed by instructors at an ATO and may not be in possession of a recommendation for test. Similarly, the aircraft might not be operated in accordance with an operations manual and standardised procedures. Therefore, the IRE may be required to play a greater role in establishing that the applicant understands and meets the requirements and is adequately prepared for test. It may be prudent to make contact with the applicant a day or two before the day of test and allow more time on the day to meet and greet the applicant, check documents (licence, logbook, aircraft documents etc), establish operating methods such as use of avionics, autopilot, engine management etc and discuss aircraft configurations, power settings, speeds, and limitations.

2. **Conditions:** The applicant must hold a Part-FCL PPL or CPL and a valid* IR(A) issued in compliance with the requirements of Annex 1 to the Chicago Convention by a third country. The applicant must produce log book evidence showing a minimum experience of at least 50 hours of flight time under IFR as PIC on aeroplanes.

3. **Skill Test Conduct:** The conduct of the flight portion of the IR skill test is no different to any other IR in terms of schedule, tolerances and assessment and should be conducted in accordance with Appendix 7 to Part-FCL and this Standards Document. In certain cases the applicant will present for test with a privately owned or group owned aircraft, possibly foreign registered. In some instances, the equipment levels required by the ANO Schedule 5 may not be met. Carriage of DME is mandated but where no ADF is fitted the IRE will be expected to set an achievable route where carriage of ADF is not required to complete the route and instrument approach procedures. There is recent guidance in AIC Y 29/2014 which may assist the examiner.

http://www.ead.eurocontrol.int/eadbasic/pamslight-D9D81566B7C6E775EA01CF5A99003968/7FE5QZZF3FXUS/EN/AIC/Y/029-2014/EG_Circ_2014_Y_029_en_2014-04-17.pdf

It is recognised that this may entail longer routings to reach a destination airfield where the aircraft is equipped to fly the published approach and missed approach, for example, an approach associated with a VOR hold. An SRA is not acceptable as a non precision approach.

4. **Theoretical knowledge:** The applicant's theoretical knowledge associated with IFR operations and procedures will have been assessed by another ICAO contracting state. The applicant is credited with the normal Part-FCL requirements for IR theoretical knowledge training at an ATO and TK examinations. However, the amended Aircrew Regulation requires that applicants claiming full credit demonstrate, during the IR skill test, that they have acquired an adequate level of knowledge of Air Law, Meteorology, Flight Planning and Performance. Appendix 2b has been included in this revised Standards Document to provide examiners with an example bank of suitable questions to ask in order to satisfy themselves that the applicant has acquired an adequate level of knowledge. It also indicates to prospective applicants the likely nature and scope of the TK oral. It is based on the learning objectives associated with the Part-FCL IR TK examination at AMC2 FCL.615(b). This question bank is provided for guidance only and examiners should strive to frame any questioning within the context

of the planned route and profile and the applicant's pre-flight planning and preparation; as well as checking knowledge and understanding in more general areas.

5. **Theoretical Knowledge Assessment:** Examiners are strongly advised to keep a record of the subject areas covered by the TK oral in the same way they keep a record of the flight exercises. In the event that the applicant fails to demonstrate an adequate level of theoretical knowledge of Air Law, Meteorology, Flight Planning and Performance, the examiner must assess the skill test as failed. The Examiner's Report Form for the IR (SRG 2131) will be amended to include a box to tick to indicate, "I have assessed the applicant's level of theoretical knowledge and found it to be adequate", or something similar.

*Valid is taken to mean that the holder is entitled, according to the regulatory requirements of the state of licence issue, to exercise the privileges of the ICAO compliant IR on the date of test. So for an FAA IR for example, the applicant shall meet the requirements of the Code of Federal Regulations, Part 61, § 61.57 (c) for recent instrument flight experience.

References: Part-FCL, Part-NCO, SERA, UK ANO, UK iAIP, ICAO Pans-OPS

Air law and Flight Planning

Indicate to the examiner, with appropriate reference material if required, the means by which your ICAO compliant IR is rendered valid and demonstrate that those requirements have been met.

Demonstrate how to find in Part-FCL or CAP 804:

- The privileges of the holder of an EASA IR/EIR (as applicable)
- The validity period of an EASA IR/EIR (as applicable)
- The revalidation/renewal requirements for an EASA IR/EIR (as applicable)

Demonstrate how to find in the iAIP information related to:

- requirements for the carriage of radio and radio navigation equipment
- requirements for RNAV
- the instrument flight rules and requirements for IFR flight in controlled and uncontrolled airspace
- explanatory information for the decode of meteorological charts, forecasts and observations
- airway designations and frequencies
- information on airspace restrictions such as danger and restricted areas
- information regarding radio navigation aid frequencies and coverage
- runway declared distances for a specified airfield
- facilities available (e.g. fuel) at a specific airfield
- calculation of official night time

Aerodromes, markings, signs and lighting

Describe the meaning of various airfield markings, signs and lights including:

- taxiway centre and edge lights
- surface location and direction markings and signs
- guard lights and stop bars
- runway taxi holding position markings and signs

(Note: this can be done whilst taxiing back at the end of the flight)

Departure procedures

With reference to a published standard instrument departure chart, describe the departure procedure including radio frequencies and navigation aids to be used, expected clearances, headings, tracks, altitudes and level restrictions, any other restrictions such as noise abatement procedures, sector safe altitudes and climb performance requirements.

En-route procedures

With reference to an en-route chart describe the structure and classification of various notified airspace including airways, control areas and control zones including route or airspace designators, upper, lower and lateral limits, controlling frequencies, cruising levels, tracks and distances between significant reporting and waypoints.

- With regard to cruising levels – describe the semicircular and quadrantal rule.
- For a routing that is planned outside of CA, describe how do to determine a suitable altitude or level to fly.
- For a routing that is planned outside of CA, list the various services available from ATC and describe the “contract” between controller and pilot for each; state who is responsible for traffic and terrain separation with each level of service.
- What is your understanding of minimum en-route altitude (MEA) and minimum safe altitude (MSA) for an IFR flight?
- How did you calculate the MEA and/or MSA for today’s flight?
- How would you plan to enter/cross this airspace IFR [examiner indicates MATZ/ATZ/CTZ/CTA]
- What actions would you take if a clearance was not obtained before reaching the boundary of the indicated airspace?
- Describe the procedure and simulate an appropriate radio call to ATC to leave an airway (laterally or by descent) in order to continue to a destination outside controlled airspace.
- Describe how to activate a previously filed IFR flight plan.
- Describe how to close an IFR flight plan, for example to continue en-route VFR.

Arrival procedures

With reference to a published standard arrival chart (STAR), describe the arrival procedure including frequencies and navigation aids to be used, expected clearances, headings, tracks, level and altitude restrictions, any other restrictions such as speed limits, sector safe altitudes and descent requirements.

Approach procedures

With reference to a published instrument approach procedure, describe the approach procedure from initial approach to missed approach including frequencies and navigation aids to be used, sector safe altitudes, the lateral and vertical profile, IAF/FAF/MAPt, aerodrome operating minima, approach lighting system, the effect of system failure (e.g. glideslope, DME, approach lights) on the way in which the approach is flown and any adjustments to minima, missed approach procedure and holding procedure.

- Discuss the relationship between the terms DA, DH, OCA, OCH, MDA, MDH
- Explain what is meant by the term, “approach ban” with regard to commencing and continuing an instrument approach
- What is the legal basis for the approach ban?
- Discuss the differences between RVR, reported met visibility and calculated met visibility and the significance of each with regard to commencing and continuing an instrument approach
- What is the significance of operating single-pilot when calculating approach minima?
- State the required visual references before continuing an approach below DA/H or MDA/H
- Discuss what is meant by term, “constant descent final approach” (CDFA) and explain how to fly a CDFA approach in your aircraft
- Explain what is meant by the term, “Pressure (or position) error correction” and indicate what (if any) PEC should be applied for your aircraft.

Circling approach procedures

- Explain what is meant by the term, “Visual manoeuvring (circling)”
- Describe how to calculate circling minima for a specific approach.
- State the conditions to be fulfilled before descending below MDA/H from a circling approach.
- Describe how to fly a missed approach procedure if visual reference is lost during a circling approach procedure.

Holding procedure

- Describe the three heading entry procedures for a hold
- Explain how to make appropriate adjustments to heading and time to compensate for the effect of wind in a hold
- Describe what a pilot is expected to do when a clearance is received with an expected approach time.

Altimeter setting procedures

- Describe the relationship between QFE, QNH, RPS and SPS
- Describe the relationship between height, elevation, altitude, transition altitude, transition level and flight level
- For a typical IFR flight, explain when the vertical position of the aircraft should be referenced to height, altitude and level and which altimeter setting should be used

Transponder procedures

- Explain the differences between modes A, C and S
- Explain what is meant by the terms, “squawk charlie”, “squawk ident” and “squawk standby”
- What are the transponder codes to indicate radio failure and emergency?

Air Traffic Services and Procedures

- In the UK, what are the air traffic services available outside of controlled airspace and the “contract” between pilot and ATCO for each level of service?
- What is the format of the message to obtain a clearance to enter or cross controlled airspace?
- In relation to the planned flight today, what would be the “lost comms” procedure if 2-way radio contact was lost [examiner indicates a position] at this point of the flight?

Fuel planning

- How did you calculate the required fuel for this IFR flight?
- What are the requirements for calculating the amount of fuel to be carried for an IFR flight? (trip fuel, reserve fuel, contingency fuel, holding fuel etc)
- How have you determined the expected fuel consumption for this flight?
- How will you monitor actual fuel usage in flight?

Pre-flight preparation

- What are the maintenance requirements for this aircraft?
- Explain what is meant by the term, “minimum equipment list” Is there an MEL for your aircraft?
- How are deferred defects recorded and cleared? Are there any outstanding deferred defects for your aircraft?
- When planning a route – what are the requirements for the selection of alternates?
- What are the minimum meteorological conditions (forecast and actual) required for departure? En-route? At the destination airfield? At the alternate airfield?
- What procedures do you have for managing ice and other contaminants on the airframe before dispatch?
- What procedures do you have for managing ice and other contaminants on the airframe during flight?
- What procedures do you have for monitoring and clearing engine (induction system) ice during flight?
- What documents are required to be carried a) for a flight beginning and ending at the same aerodrome? b) for a flight beginning at one aerodrome and landing at another aerodrome? c) for an international flight?
- With reference to a suitable document show me when you must file an MOR and how to do so.
- How did you determine MEA or MSA for a given sector of your flight, e.g. the diversion?
- How do you access the NOTAM service and check for any NOTAM activity?
- Are there any NOTAM affecting your planned flight today?

- Complete a flight plan for the flight and explain the meaning of (a selection of) items in your ATS Flight Plan (select items from boxes 7 to 18).
- If you are planning to make a GNSS based instrument approach, what additional pre-flight actions are required/recommended?
- What consideration have you given to en-route diversion airfields in the event, for example, of a rough running engine?
- If the expected landing runway at the destination is not aligned with the instrument approach procedure, what additional considerations are there?

Meteorology

- How have you obtained the Met information for this flight?
- Using the synoptic chart for today, identify the air masses present and explain any associated hazards.
- Identify the symbols used on the synoptic chart.
- What conditions are conducive for the formation of airframe ice in flight?
- What conditions are conducive for the formation of engine (induction) ice in flight?
- What actions would you consider to mitigate the risks of encountering airframe or engine icing?
- What are the conditions for the formation and dispersal of radiation fog?
- What are the conditions for the formation and dispersal of advection fog?
- Indicate how would select an alternate if the forecast for the planned destination was for radiation or advection fog.
- What are the conditions for the formation of towering cumulus, cumulonimbus and thunderstorm activity?
- How will you plan to avoid known/forecast areas of Cb or thunderstorm activity?
- What radio or navigation aids might be affected by thunderstorm activity?
- How could you obtain weather information for XXXX aerodrome when en route? (e.g. VOLMET, ATIS, VOR broadcast, FIS)
- Decode METAR, TAF and SIGMET information.
- What conditions would be conducive to the presence of wind shear?
- What actions would you consider following a wind shear report?

Performance

- How have you calculated the mass and balance for the aircraft today?
- What would be the effect of adding an additional passenger?
- How does the weight and balance change as a result of burning fuel/using de-icing fluid?
- What are the regulatory requirements for aircraft performance (T/O, climb, landing etc) for this flight today?
- How have you determined take-off and landing performance (TORR/TODR, LRR/LDR) and what have you compared these figures to (TORA/TODA/ASDA/LRA/LDA)?
- What configuration and speed is assumed when using the performance tables/graphs in the AFM/POH?
- Are any additional factors a) mandatory b) advisory, and what additional factors, if any, have you used?
- What is your Asymmetric Committal Height/Altitude? What factors have you considered to determine this value?
- What actions would you take on an asymmetric approach if the runway becomes obstructed after you have passed ACH/A?
- If you have not received a landing clearance at/by ACA/H what will you do?

Appendix 3 - Instrument Rating Skill Test Tolerances

The following table is taken from the Flight Examiners Handbook. Tables for PPL and CPL Skill Test are included for comparison.

PROFILE	PPL Skill Test	CPL Skill Test	IR Skill Test & all Revalidations and Renewals (See notes below for tolerances for the EIR)
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Altitude or Height

Normal Flight	± 150 ft	± 100 ft	± 100 ft
With simulated engine failure (ME only)	± 200 ft	± 150 ft	± 100 ft
Limited or partial panel		± 200 ft	<i>± 200 ft</i>
Starting go-around at decision alt/ht			+ 50 ft / - 0 ft (Asym + 100 ft / - 0 ft)
Minimum descent altitude / height			+ 50 ft / - 0 ft (Asym + 100 ft / - 0 ft)
'Not below' minima (from FAF altitude down to MDA/H)			- 0 ft
Circling minima			+ 100 ft / - 0 ft
Asymmetric committal height/altitude	- 0 ft	- 0 ft	- 0 ft

Tracking

All except precision approach	± 10°	± 5°	± 5°
Precision approach			Half scale deflection azimuth and glidepath
DME arcing			<i>± 1nm</i>

Heading

All engines operating	± 10°	± 10°	± 5°
With simulated engine failure	± 15°	± 15°	± 10°
<i>Limited or Partial panel</i>		<i>± 15°</i>	<i>± 15°</i>

Speed

Take-off / Vr	+ 10 / - 5 kt	+ 5 / - 0 kt	+ 5 / - 0 kt
Climb and approach	± 15 kt	± 10 kt	± 5 kt
Vat / Vref	+ 15 / - 5 kt	+ 5 kt / - 0 kt	+ 5 kt / - 0 kt
Cruise	± 15 kt	± 10 kt	± 5 kt
Limited or Partial Panel	N/A	± 10 kt	<i>± 10 kt</i>
With simulated engine failure	+ 15 / - 5 kt	+ 10 / - 5 kt	+ 10 / - 5 kt
Blue Line speed or V _{YSE} / V ₂	<i>± 5 kt</i>	± 5 kt	<i>± 5 kt</i>
Maximum airspeed error at any time	± 15 kt	± 10 kt	<i>± 10 kt</i>

Notes:

- Asymmetric limits also apply to centreline thrust ME aeroplanes operating on one engine.
- EIR tolerances:
 - Height generally +/-100feet
 - Tracking on radio aids +/-10 degrees
 - Heading all engines operating +/-10 degrees
 - Heading with simulated engine failure +/-15 degrees
 - Speed with all engines operating +10kts/-5kts
 - Speed with simulated engine failure +15kts/-5kts
- Entries in Italics are National tolerances for guidance.*

Appendix 4 – En Route Instrument Rating – Briefing Guide

Recommended WX MINIMA for IFR skill test

Additionally, use judgement, Aircraft FM/POH and ATO Operations Manual if applicable

Visibility: VFR for departure and arrival

Cloudbase: 1000' above highest obstacle within 5nm of departure aerodrome reference point; sufficient for descent to MSA for arrival.

Wind: Surface wind 30kt, X-wind aeroplane limits, 10 kts tail for landing. All include gusts in the last 15mins.

INITIAL BRIEFING

- Meet & Greet.
- Wx general picture.
- Establish identification, level of experience, and who did the training, (if any)
KNOW EXACTLY WHAT YOU ARE TESTING.
- Evidence of completion of course of training, if applicable
- Evidence of successful completion of theoretical examinations, if applicable
- A signed course completion certificate/recommendation for test, if applicable
- If attempt 2, copy of report form from previous attempt
- If series 2, consult previous report form for examiner's recommendation for further training and logbook to confirm that retraining completed.
- Receipt of payment for test (if required.).
- Relevant CAA correspondence (letter of assessment/retest/training requirements completed).
- Logbook. Current licence if applicable. R/T licence (or test completed). Class 1 medical, (PPL may hold Class 2 medical plus audiogram) signed.
- AC docs, Tech log.
- Fuel / Oil for approx 2 hours + reserves.
- View limiting device(s) + 2 Cx lists + 2 compatible headsets with one spare.

AIM

For you to demonstrate your ability to operate an aircraft as a single pilot with a passenger in accordance with IFR both inside and outside controlled airspace.

You are to operate in accordance with the aircraft POH/AFM, company operations manual (where training has been undertaken at an ATO) and aircraft check list. You may use the checklist for reference throughout the flight or may conduct airborne checks from memory. I would like you to say your checklist items aloud. In the case of any emergency I wish to both hear your checks and see your touch drills (where appropriate) for the vital actions.

Although I am the captain of the aircraft, during this flight I shall act as a qualified observer, open to conversation and general assistance if you wish, but I will not participate in the operation of the aircraft. The callsign will be: _____. My weight is _____ and I have _____ in baggage. Brief if an additional observer is to be carried – preferably before the day of test.

The cloud base and visibilities will not be below 1000' above the highest obstacle with 5nms of the departure aerodrome reference point and sufficient to allow descent to MSA for a VFR arrival; cloud tops will be above our maximum operating altitude. Please follow your standard procedures for ice detection and operate the equipment in response to the actual temperatures you observe. I may simulate a build-up of ice on the aeroplane and will then require you to operate any equipment accordingly or mitigate the icing risk.

Your task today is to plan a route whereby you depart in accordance with VFR in VMC and at some stage transition to IFR for the en-route phase of the flight. It is assumed that the en-route phase will be flown in controlled airspace and in IMC.

Your route today is: VFR departure to the following point where you will transition to IFR and route from _____ to _____ via _____ to _____. At some point I will initiate a scenario which will lead you to divert towards another aerodrome or to a point where you could continue the flight in VMC. **[ME aeroplanes:** There will be a simulated engine failure at some point during the IFR en route phase of the flight. The examiner should also brief what he is expecting in relation to touch drills, management

of the failed engine and when and how the failed engine will be restored.] You may use approved GPS equipment with a current database throughout the flight although I may disable it at certain stages of the flight, for example if I require tracking or positioning using ground based (VOR/NDB/DME) navigation aids. You may use the autopilot (if fitted) when I indicate but only in ROLL or HDG and ALT or VS mode once established in the cruise and subsequently during descent until I indicate otherwise. The flight will terminate with a visual approach to land at _____ (normally the point of departure).

(N.B. there is no requirement for an asymmetric approach.)

Section 2: Brief when Section 2 will be flown (i.e. at the end of the flight or during transit). During Section 2 I will be responsible for sortie management, ATC liaison, navigation and of course lookout but you will be responsible for any other necessary airmanship checks. Then - *give a detailed briefing for your full panel stalling, recovery from a steep turn and from a spiral as well as the limited panel exercises including turns, climb and descent and unusual attitudes requirements.*

The whole flight is to be carried out in a safe, practical and expeditious manner. I will only intervene during the flight if the safety of the aircraft is in doubt.

Any Questions

Time Check.

Are you familiar with the planning facilities here?

You have (45 to 60 minutes) to plan, I will meet you here again at _____.

Show me your Flight Plan before submitting it and bring a copy of your flight LOG and the a/c documents to our next briefing.

PRE FLIGHT BRIEFING

ROUTE BRIEFING (Restate if necessary)

Have you got your chart and relevant aerodrome plates? (Check currency and use to facilitate the route brief)

- On this departure: full use of radio navigation equipment including GPS is available for any route in CA; I will advise you when you may engage the autopilot (if fitted).
- During the normal progression of the flight, if the opportunity to assess your tracking does not present its self, I will generate a tracking exercise by directing you to intercept and maintain a specified track towards and/or away from a facility such as a VOR or NDB. This exercise is to be flown using any one of the available displays I nominate.
- During descent to MSA If the screen/view limiting device is still in place or I say nothing, it is an indication that you have not acquired visual references – what action would you take?
- I will initiate simulated emergency situations during the flight (including a simulated engine failure if ME) and one of these situations may cause you to divert; plan and execute the diversion in an appropriate manner, liaising with ATC as needed.
- I will conduct Section 2, GH, as previously briefed – do you have any questions about that? I will remind you of the specific exercises in the air.
- On arrival you are expected to follow ATC instructions for a visual approach to land.

Any Questions

Is your planning complete? (Check Performance, Mass & Balance, NOTAM, Planning, Flight Log, Aircraft documents etc.)

Is the route clear to you? Have you filed your flight plan?

I will maintain a log of the flight simply as my record of events. Don't be put off by my writing.

Tell me the speeds you will be using during the flight. If you change these there is no need to justify this but please tell me at the time.

What are the minima for VFR? (Ask questions to establish understanding of any relevant procedures,

e.g. obstacle clearance, noise abatement, etc).

You must liaise with ATC in a practical manner to achieve the aims of the flight. Comply with any instructions or clearances but feel free to negotiate if required to complete the planned routing.

Handling tolerances are there for guidance; don't get over anxious about them. Should the aircraft wander from these tolerances I will be expecting you to make smooth corrections without undue delay.

In a similar way if you think you have made a mistake then correct it; don't dwell on it. Everyone makes mistakes, so just get on with your flight, give your concentration to what you are about to do, and do that as well as you can.

Questions:

Ground icing checks? Airborne icing checks? Passenger briefing?

In the event of any real emergencies I want you, as the handling pilot, to deal with them; I may assist or take control but you should not assume that this will happen. In the event of any minor emergency or malfunction, after you have taken the initial actions, we will decide whether any part of the flight profile can still be safely accomplished.

I will join you at the aeroplane before engine start. At what time do you plan to start engines in order to meet your departure slot?

Any Questions

Do you understand what you have to do?

DEBRIEF

FULL PASS (or PASS WITH ADMONISHMENT)

Congratulations

Minor Points Summary

PARTIAL PASS

You have achieved a Partial Pass.

Section ____ was unsatisfactory. The reasons you were unsuccessful in that section are _____. (Keep it short, don't brief.)

The result means that you will have to re-fly Section _____.

I require/recommend that you carry out retraining which should cover the items that I have indicated on the report form.

Do you understand why you have failed the _____ Section?

Do you understand the retest requirements?

FAIL

You will have to repeat the entire test because Sections __, __ were unsatisfactory.

Section ____ was unsatisfactory because _____

Section ____ was unsatisfactory because _____

I require/recommend you to carry out . . . hours (if appropriate) retraining to cover the items which I have indicated on the report form before starting your next test series.

Do you understand why you have failed?

Do you understand the retraining and retest requirements?

IN ALL CASES

If you would like to hear them I have some other points that may help you at your next attempt/with your future flying.

Do not get involved in an argument about the test or indeed the conduct of the test. In the event of a disagreement with the applicant it is important to make and keep detailed, contemporaneous notes of any discussions. Complete the notice of failure form which should be countersigned by the applicant. Inform the applicant of his/her right of appeal and if necessary contact a CAA staff FE for further guidance.

Appendix 5 - Instrument Rating Test – Common Reasons for Failure

The following is a list of the more usual errors or omissions which constitute a fail point:

1. Failure to comply with any aeroplane speed limitation e.g. flap or undercarriage extension / retraction.
2. Failure to apply the correct altimeter settings at any phase of the flight.
3. Failure to check before flight any one of the flight instruments including the compasses (gyro and magnetic).
4. Failure to check before flight any one of the flying, trimmer or stabiliser controls for range and freedom of movement and operation in the correct sense.
5. Failure to check any of the following items during the pre-flight aeroplane inspection: pitot head(s) and static heaters; static vents; all de-icing and anti-icing equipment for serviceability; fuel and oil; electrical system.
6. Failure to use any of the above equipment correctly and as appropriate.
7. Failure to check on the ground, as far as possible, any item of radio and navigation equipment which is to be used during the flight.
8. Failure to complete any checks and drills as prescribed in the approved check list including taxi, engine and pre take off checks.
9. Failure to obtain ATC clearance whenever necessary.
10. Failure to comply with ATC clearances or use correct R/T phraseology and reporting procedures, including use of the transponder.
11. Jeopardising the safety of the aeroplane at any time by lack of control such that the examiner is caused to take over.
12. Exceeding the tolerances of speed, height, heading/track indicated at Appendix 2 and maintaining the error for an unreasonable period of time.
13. Failure to correctly identify any radio navigation aid before use and failure to monitor such aids when in use.
14. Failure to maintain the tracking required within $\pm 5^\circ$ specified when a good signal is being received at a suitable distance from the transmitter.
15. Correcting track by turning in the wrong direction and maintaining the error for an unreasonable time.
16. Failure to adjust ETAs such that ATA differs from ETA by more than three minutes.
17. Failure to calculate the correct minimum safe obstacle clearances.
18. Failure to apply the correct joining procedure and timing during the holding pattern or to establish the inbound track.
19. Failure to observe the instrument approach minima during an approach to land.
20. Failure to maintain published tracks and reference heights/altitudes for a given instrument procedure.
21. Failure to intercept and maintain the NDB/VOR inbound track before the intermediate descent and final approach fix or facility, or maintain the final approach track and height reference.
22. Failure to maintain within half scale deflection the published glide path and final approach track or to establish the aeroplane on a stabilised approach.
23. Exceeding the limits applicable to DH/A or MDH/A for the instrument approach.
24. Failure to comply with the cleared go around and missed approach procedure.
25. Failure to carry out correctly any simulated emergency procedure and maintain the control of aeroplane within the prescribed limits.
26. Failure to trim the aeroplane in all axes including during asymmetric flight.
27. Failure to achieve departure ATC slot time within acceptable tolerances necessitating a delay and re-filing of the flight plan.
28. Failure to maintain the aeroplane on a stable approach path during the instrument approach procedures.
29. Failure to recognise any equipment malfunction within a reasonable period of time.

30. Failure to demonstrate sufficient skill or technique with instrument flying such that excessive aeroplane control inputs are required.
31. Failure to maintain an adequate record of the flight.
32. Failure to check and use A/C documents correctly including the technical log.
33. Entering Controlled Airspace without clearance.
34. Failure to fly an approach so that a safe landing could, when permitted, be made.
35. Demonstrated lack of understanding of airspace and altimetry.
36. Failure to obtain a satisfactory RAIM check or confirm space based augmentation prior to commencing a GNSS based approach.
37. Continuing an RNAV approach without the equipment operating in the correct mode.

APPENDIX 6 - SKILL TESTS – MANAGING STRESS

As you prepare for your test a certain amount of stress is helpful. Too much stress can be unhelpful, as it can affect your memory and concentration. Even the word **test** can induce panic and doubt. Here are some ways of managing and reducing stress.

Make sure you eat regularly. Skipping a meal, e.g. breakfast, will affect your blood sugar level and may reduce your ability to concentrate.

Do not be tempted to increase your intake of tea or coffee as caffeine will increase your stress level (a maximum of 5 cups of tea or coffee a day is recommended). Energy drinks such as **Red Bull** contain high levels of caffeine and may over stimulate and not provide the expected help.

Exercise has proved to reduce stress. You can test this: next time you are going to take some exercise note how stressed you are before you start, on a scale of 0 – 10 (where 0 = calm and 10 = stressed), then measure again when you return from the exercise. Therefore exercise on the day before the test and on the day of the test will help to reduce your stress levels. It will also distract you and help you to sleep well the night before. If you are feeling very stressed just before the test, take some vigorous exercise e.g. power walk around the car park before going in.

Stress is increased by negative thoughts e.g. 'I am going to fail'. Having the thought will not make any difference directly to the outcome of the test, but will increase your stress levels. Similarly don't load yourself with unreasonable assumptions of your required skills - no test demands a perfect performance.

If you find that despite your best endeavours your stress is higher than is helpful to you, try some distraction. Concentrate on the things around you, refocus your mind and distract yourself from your thoughts. Try listening to other people's conversations, count the number of red things in the room, guess what people in the room may be going to eat that evening – anything that will engage your attention. The more detail the task you give yourself, the more distracting it will be.

If you know that you are inclined to become stressed, then plan ahead how you might manage your stress. Decide what exercise you are going to take, and practice what form of distraction you are going to use. Make sure that you allow plenty of time on the day; do as much preparation in advance as is possible. Plan to arrive early and ensure that you have all the equipment that you may need. Do not add pressure; is it really sensible to book a flight home immediately after your test? If, say, family pressures are mounting consider a training break until things settle down. Do not be tempted to test just because money is tight – you must be ready.

During the test try to prioritise tasks; omitting or delaying a minor activity is preferable to rushing into a more important event. Listen carefully to ATC, both to your own clearances and instructions as well as other calls that may affect you. Tell ATC what you want to do and avoid unwanted communication tasks when you are going to be busy.

The best defence against stress is the confidence that comes from sound preparation and regular practice. Various Standards Documents are available to you on the CAA website which clearly set out what you are required to do. Your instructors are there to deliver the skills training necessary to meet the test standard.

Recurrent training and testing is going to be a feature of your aviation career. Coping with stress is just one more skill to learn on the way.