



## **CIVIL AVIATION ADVISORY PUBLICATION**

### **CAAP 27**

### **EXAMINERS**

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#### ***INFORMATION AND POLICY REGARDING CAMA EXAMINERS (AEROPLANE)***

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#### **1. INTRODUCTION**

The CAMA will designate and authorise as Examiners suitably qualified persons of integrity to conduct, on its behalf, in examining, inspecting and testing persons for the purpose of issuing licenses, ratings and assessment, in accordance with the provision of YCAR OPS 1. The standard of competence of pilots depends to a great extent on the competence of the examiners.

#### **2. PURPOSE**

The purpose of this CAAP is to provide additional requirements to the existing YCAR OPS 1 concerning examiners on aeroplane. These requirements are therefore complementary to YCAR OPS 1 and YCAR Part II.

It addresses requirements related to roles, privileges, training, limitations, authorisation, re-authorisation, conduct of test/check and tolerances applicable to flight examiners. If these requirements are found suitable, regulations will be promulgated when the YCAR FCL is introduced.

#### **3. STATUS OF THIS CAAP**

This is the first edition of CAAP 27 and is dated 01 January, 2013. It will remain current until withdrawn or superseded.

#### **4. APPLICABILITY**

This guidance and policy material applies to all Yemen operators, training organisations and holders of Examiner (aeroplane) status.

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## 6. EXAMINERS – PURPOSES

6.1 Six roles of an examiner are recognised:

- (a) Flight examiner – aeroplane (FE (A)).
- (b) Type rating examiner – aeroplane (TRE (A)).
- (c) Class rating examiner – aeroplane (CRE (A)).
- (d) Instrument rating examiner – aeroplane (IRE (A)).
- (e) Synthetic flight examiner – aeroplane (SFE (A)).
- (f) Flight instructor examiner – aeroplane (FIE (A)).

## 7. EXAMINER GENERAL

7.1 Pre-requisites

(a) Examiners shall hold a licence and rating at least equal to the licence or rating for which they are authorised to conduct skill tests or proficiency checks and, unless specified otherwise, the privilege to instruct for this licence or rating.

(b) Examiners shall be qualified to act as pilot-in-command of the aircraft during a skill test or proficiency check and shall meet the applicable experience requirements set out in paragraph 8. At the discretion of the CAMA, examiners/inspectors may be authorised without meeting the relevant instructor/type/class rating requirements as mentioned above if no qualified examiner is available.

(c) The applicant for an examiner authorisation shall have conducted at least one skill test in the role of an examiner for which authorisation is sought, including briefing, conduct of the skill test, assessment of the applicant to whom the skill test is given, de-briefing and recording/documentation. This ‘Examiner Authorisation Acceptance Test’ will be supervised by an Inspector of the CAMA or by a Senior Examiner specifically authorised by the CAMA for this purpose.

7.2 Multiple roles.

Provided that they meet the qualification and experience requirements set out in paragraph 8 for each role undertaken, examiners are not confined to a single role as FE (A), TRE (A), CRE (A), IRE (A) or FIE (A).

### 7.3 Compliance with YCAR OPS 1 and YCAR Part II.

Examiners will be authorised in accordance with YCAR OPS 1 YCAR Part II.

### 7.4 Entries in the licence.

In licences, all revalidation entries are made by the CAMA. However, on completion of a skill test/ proficiency check, the examiner will submit the original of the skill test/proficiency check form to the CAMA and hold one copy of the check form on personal file.

### 7.5 Examiners – Period of validity

An examiner's authorization is valid for not more than two years. Examiners are re-authorized at the discretion of the CAMA.

## 8. FLIGHT EXAMINER- PRIVILEGES/ REQUIREMENTS

### 8.1 The privileges of a FE (A):

- (a) To conduct skill tests for the issue of the PPL(A) and skill tests and proficiency checks for the associated single-pilot class/type rating provided that the examiner has completed not less than 1000 hours flight time as a pilot of aeroplanes, including not less than 250 hours flight instruction;
- (b) To conduct skill tests for the issue of a CPL (A) and skill test and proficiency checks for the associated single-pilot class/type ratings provided that the examiner has completed not less than 2000 hours flight time as a pilot of aeroplanes, including not less than 250 hours flight instruction.

### 8.2 The privileges of a TRE (A):

- (a) To conduct skill tests for the issue of type ratings for multi-pilot aeroplanes;
  - (b) To conduct proficiency checks for revalidation or renewal of multi-pilot type and instrument] ratings;
  - (c) To conduct skill tests for ATPL (A) issue;
- provided that;

(1) For TRE (A) involved in Air Transport Operator or Air Carrier operating aeroplanes below 60000 kilograms MTOW - the examiner has completed not less than 1 500 hours flight time as a pilot of multi-pilot aeroplanes of which at least 500 hours shall be as pilot-in-command, and holds or has held a TRI(A) rating or authorisation.

(2) For TRE (A) involved in Air Carrier operating aeroplanes at or above 60000 kilograms MTOW – the examiner has completed not less than 1500 hours flight time as a pilot in command of multi-pilot aeroplanes of which at least 1000 hours shall be as pilot-in-command on the applicable aeroplane type, holds or has held a TRI(A) rating or authorisation and must have completed within

the 12 months preceding the application at least 30 route sectors including take offs and landings, as pilot in command or co pilot on the applicable aeroplane type, or a similar type as agreed by the CAMA. (Note- the 1000 hours pilot in command on the applicable aeroplane type may be reduced to 300 hours pilot in command for a particular Airbus or Boeing type, provided the total pilot in command on all Airbus and Boeing types exceeds 1000hour.)

**8.3 The privileges of a CRE (A):**

(a) To conduct skill tests for the issue of class and type ratings for single-pilot aeroplanes;

(b) To conduct proficiency checks for revalidation or renewal of class and type ratings for single- pilot aeroplanes and revalidation of instrument ratings;

Provided that the examiner holds [or has held] a professional pilot licence [(A) and holds a PPL (A)] and has completed not less than 500 hours as a pilot of aeroplanes.

**8.4 The privileges of an IRE (A):**

To conduct skill tests for the initial issue and proficiency checks for the revalidation or renewal of instrument ratings, provided that the examiner has completed not less than 2 000 hours flight time as a pilot of aeroplanes, including not less than 450 hours flight time under IFR of which 250 hours shall be as a flight instructor.

**8.5 The privileges of an SFE (A):**

To conduct type and instrument rating proficiency checks on multi-pilot aeroplanes in a flight simulator, provided that the examiner holds an ATPL (A), has completed not less than 1 500 hours of flight time as a pilot of multi-pilot aeroplanes and is entitled to exercise the privileges of a SFI (A)

**8.6 The privileges of an FIE (A):**

To conduct skill tests and proficiency checks or renewals for the issue and revalidation of flight instructor ratings, provided that the examiner has completed not less than 2 000 hours as a pilot of aeroplanes, including not less than 100 hours flight time instructing applicants for a FI(A) rating.

## **9. AUTHORISATION/RE-AUTHORISATION**

### **9.1 Authorisation**

All examiners prior to authorisation must be suitably trained, qualified and experienced for their role on the relevant type/class of aeroplane. No specific rules on qualification can be made because the particular circumstance of each organisation will differ. It is important, however, that in every instance, the examiner should, by background and experience, have the professional respect of the aviation community.

### **9.2 Re-authorisation**

Examiners may be re-authorised in accordance with this CAAP. To be re-authorised, the examiner shall have conducted at least two skill tests or proficiency checks in every yearly period within the two year authorisation period. One of the skill tests or proficiency checks given by the examiner within the validity period of the authorisation shall have been observed by an Inspector of the CAMA or by a Senior Examiner specifically authorised for this purpose.

## **10. 10.LIMITATIONS**

**10.1** The limitations on the number of test/check allowed are as follows;

- (a) An examiner should plan per working day not more than:
- three test checks relating to PPL, CPL, IR or class rating,
  - two tests/checks related to FI, CPL/IR and ATPL
  - Four tests/checks related to type rating.

**10.2** An examiner should plan as follows;

- at least three hours for the PPL, CPL, IR or class rating test/checks
- at least four hours for FI, CPL/IR, ATPL or type rating test/checks

This planning should include pre-flight briefing and preparation, conduct of the test/check, de-briefing and evaluation of the applicant and documentation.

**10.3** An examiner should allow an applicant adequate time to prepare for a test/check, normally not more than one hour.

**10.4** An examiner should plan a test/check flight so that the flight time in an aeroplane or ground time in an approved synthetic training device is not less than;

- 90 minutes for PPL and CPL, including navigation section
- 60 minutes for IR, FI and single pilot type/class rating; and
- 120 minutes for CPL/IR and ATPL

## **11. 11.CONDUCT OF FLIGHT TEST/CHECK**

**11.1** General requirements.

(a) An examiner will ensure that an applicant completes a test/check in accordance with YCAR OPS 1 and CAAP 27 requirements and is assessed against the required test/check standard.

(b) An examiner should verify the requirements and limitations of a test/check with an applicant during the pre-flight briefing.

(c) When a test/check is complete or discontinued, an examiner should de-brief the applicant and give reasons for items/sections failed. In the event of a failed or discontinued skill test or proficiency check, the examiner should provide appropriate advice to assist that applicant in re-test/ re-check.

- (d) Any comment on, or disagreement with, an examiner's test/check evaluation/assessment made during a de-brief will be recorded by the examiner on the test/check report, and will be signed by the examiner and countersigned by the applicant.
- (e) The examiner if necessary can make a request from the operator to confirm the applicant's suitability to take the test, including disclosure of the applicant's training record.
- (f) Before undertaking a test/check an examiner will verify that the aeroplane or synthetic training device intended to be used, is suitable and appropriately equipped for the test/check. Only aircraft or synthetic training devices approved by the CAMA for skill testing/proficiency checking may be used.
- (g) A test/check will be conducted in accordance with the aircraft flight manual (AFM) and, if applicable, the aircraft operators manual (AOM).
- (h) A test/check flight will be conducted within the limitations contained in the operations manual of a FTO/TRTO and, where applicable, the operations manual of a registered facility.
- (i) An examiner should maintain a flight log and assessment record during the test/check for reference during the post/flight de-brief.
- (j) An examiner should be flexible to the possibility of changes arising to pre-flight briefs due to ATC instructions, or other circumstances affecting the test/check.
- (k) Where changes arise to a planned test/check an examiner should be satisfied that the applicant understands and accepts the changes. Otherwise, the test/check flight should be terminated.
- (l) Each item within the test/check section should be completed and assessed separately. A failed item is a failed section. The test/check schedule, as briefed should not normally be altered by an examiner.
- (m) Marginal or questionable performance of a test/check item should not influence an examiner's assessment of any subsequent item.
- (n) An applicant shall be tested on an aeroplane or simulator from the position relevant to their seat and their primary crew duties. (the additional requirements for right hand seat qualified pilot are as stipulated in YCAR OPS 1).

## **11.2 Instrument Rating (A)**

- (a) An applicant for a skill test for the IR (A) shall have received instruction on the same class or type of aeroplane to be used for the skill test. The aeroplane used for the skill test shall meet the requirements for the training aeroplane set out by the CAMA
- (b) An applicant shall pass sections 1 through 5 of the test/check, and section 6 of the multi engine aeroplane IR. If any item of the section is failed, that section is failed. Failure in more than one section will require the applicant to take the entire test again. An applicant failing only one section shall take the failed section again. Failure in any section of the re-test, including those sections that have been passed on a previous attempt, will require the applicant to take the entire test again. All section of the skill test shall be completed within six months.

- (c) Further training may be required following any failed test/check. Failure to achieve a pass in all sections of the test in two attempts shall require further training as determined by the CAMA. There is no limit to the number of skill tests that may be attempted.
- (d) A test/check is intended to simulate a practical flight. The route to be flown shall be chosen by the examiner. An essential element is the ability of the applicant to plan and conduct the flight from routine briefing material. The applicant shall undertake the flight planning and shall ensure that all equipment and documentation for the execution of the flight are on board. The duration of the flight shall be at least one hour.
- (e) Should an applicant choose to terminate a skill test for reasons considered inadequate by an examiner, the applicant shall retake the entire skill test. If the test/check is terminated for reason considered adequate by the examiner, only those sections not completed shall be tested in a further flight.
- (f) At the discretion of the examiner, any manoeuvre or procedure of the test/check may be repeated once by the applicant. An examiner may terminate a test/check at any stage, if it is considered that the applicant's competency requires a complete re-test/ re-check. An applicant shall fly the aeroplane from the position where the pilot-in-command functions can be performed and to carry out the test as if there is no other crew member.
- (g) An applicant shall fly the aeroplane from a position where the pilot-in-command functions can be performed and to carry out the test as if there is no other crew member. The examiner shall take no part in the operation of the aeroplane, except when intervention is necessary in the interest of safety or to avoid unacceptable delay to other traffic. Whenever the examiner or another pilot functions as a co-pilot during the test, the privileges of the instrument rating will be restricted to multi-pilot operations. The restriction may be removed by the applicant carrying out another initial instrument rating skill test acting as if there was no other crew member on a single pilot aeroplane.
- (i) Decision heights/altitude, minimum descent heights/altitude and missed approach point shall be determined by the applicant and agreed by the examiner.
- (j) An applicant for IR (A) shall indicate to the examiner the checks and duties carried out, including the identification of radio facilities. Checks shall be completed in accordance with the authorised check list for the aeroplane on which the test is being taken. During pre-flight preparation for the test the applicant is required to determine power setting and speed. Performance data for take off, approach and landing shall be calculated by the applicant in compliance with the operation manual or flight manual for the aircraft used.
- (k) During the proficiency check for revalidation or renewal of the IR (A), the licence holder has to demonstrate the same as above to the examiner involved.

### **11.3 Skill test and proficiency check for aeroplane type/class and ATPL**

- (a) The applicant shall have completed the required instruction in accordance with the syllabus.



- (b) For SPA: The applicant shall pass all sections of the skill test/proficiency check. If any item in a section is failed, that section is failed. Failure in more than one section will require the applicant to take the entire test/check again. Any applicant failing only one section shall take the failed section again. Failure in any section of the re-test/ re-check including those sections that have been passed at a previous attempt will require the applicant to take the entire test/check again.
- (c) For MPA: The applicant shall pass all sections of the skill test/proficiency check. Failure in more than five items will require the applicant to take the entire test/check again. Any applicant failing five or less items shall take the failed section again. Failure in any item on the re-test/check including those items that have been passed at a previous attempt will require the applicant to take the entire test/check again.
- (d) In case the applicant fails only or does not take Section 6, the type rating will be issued without CAT II or III privileges.
- (e) Section 6 is not part of the ATPL skill test.
- (f) Further training may be required after a failed test/check. Failure to achieve a valid pass in all sections in two attempts shall require further training as determined by the examiner. There is no limit to the number of skill tests/ proficiency checks that may be attempted.
- (g) Should an applicant choose not to continue a test/check for reasons considered inadequate by an examiner, the applicant will be assessed as having failed those items/sections not attempted. If the test/check is terminated for reason considered adequate by the examiner, only these items/sections not completed will be tested during a subsequent test/check.
- (h) At the discretion of the examiner, any manoeuvre or procedure of the test/check may be repeated once by the applicant. An examiner may terminate a test/check at any stage, if it is considered that the applicant's competency requires a complete re-test/ re-check.
- (i) Checks and procedures shall be carried out / completed in accordance with the authorised check list for the aeroplane used in the test/check and, if applicable, with the MCC concept. Performance data for the take off, approach and landing shall be calculated by the applicant in compliance with the operations manual or flight manual for the aeroplane used. Decision heights/altitude, minimum descent heights/altitude and missed approach point shall be determined by the applicant for the ATPL (A) and/or for the type/class rating holder during the proficiency check, as applicable.

#### **11.4 Special requirement for the skill test/proficiency check for a multi-pilot aeroplane and for the skill test required for the APTL (A).**

- (a) The test/check for a multi-pilot aeroplane shall be performed in a multi-crew environment. Another applicant or another pilot may function as a second pilot. If an aeroplane, rather than a simulator, is used for the test/check, the second pilot shall be an instructor.
- (b) An applicant for the initial issue of a multi-pilot aeroplane type rating or ATPL (A) shall be required to operate as pilot flying (PF) during all sections of the test/check. The applicant shall also demonstrate the ability to act as pilot not flying (PNF). The applicant may choose either the left hand or the right hand seat for the test/check.



(c) The following matters shall be specifically checked when testing/checking applicants for the ATPL (A) or a type rating for a multi-pilot aeroplane, extending to the duties of pilot-in-command, irrespective of whether the applicant acts as PF or PNF.

- Management of crew co-operation
- Maintaining a general survey of the aeroplane operation by appropriate supervision; and
- Setting priorities and making decisions in accordance with safety aspects and relevant rules and regulations appropriate to the operational situation, including emergencies.

(d) The test /check should be accomplished under IFR and as far as possible in a simulated commercial air transport environment. An important element is the ability to plan and conduct the flight from routine briefing material.

### 11.5 Examiner preparation

(a) An examiner should supervise all aspects of the test/check flight preparation, including where necessary, obtaining or assuring an ATC slot time.

(b) An examiner will plan a test/check in accordance the CAMA requirements. Only the manoeuvres and the procedures set out in the appropriate test/check form will be undertaken. The same examiner should not re-examine a failed applicant without the agreement of the applicant.

### 11.6 Examiner approach

An examiner should encourage a friendly and relaxed atmosphere to develop both before and during a test/check flight. A negative and hostile approach should not be used. During the test/check flight, the examiner should avoid negative comments and all assessments should be reserved for the de-briefing.

### 11.7 Assessment

(a) Although test/checks may specify flight test tolerances, an applicant should not be expected to achieve at the expense of smoothness or stable flight. An examiner should make due allowance for unavoidable deviations due to turbulence, ATC instructions and etc. An examiner should terminate a test/check only for the purpose of assessing the applicant, or for safety reasons. An examiner will use one of the following terms for assessment:

(1) A 'pass' provided the applicant demonstrates the required level of knowledge. Skill/proficiency and, where applicable, remains within the flight test tolerances for the licence or rating; or

(2) A 'fail' provided that any of the following apply:

- the flight test tolerances have been exceeded after the examiner has made due allowance for turbulence or ATC instruction;
- the aim of the test/check is not completed

- the aim of the exercise is completed but at the expense of unsafe flight, violation of a rule or regulation, poor airmanship or rough handling;
  - an acceptable level of knowledge is not demonstrated;
  - an acceptable level of flight management is not demonstrated;
- or
- The intervention of the examiner or safety pilot is required in the interest of safety.

(3) A 'partial pass' when applicable.

(b) Each item within the test/check section should be completed and assessed separately. A failed item is a failed section. The test/check schedule, as briefed should not normally be altered by an examiner.

(c) Marginal or questionable performance of a test/check item should not influence an examiner's assessment of any subsequent item.

### **11.8 Test/check contents**

(a) The skill test contents and sections set out shall be used for the skill test.

(b) Contents.

(1) A test/check is comprised of:

- oral examination on the ground (where applicable)
- pre-flight briefing
- in-flight exercises; and
- post flight de-briefing

(2) Oral examination on the ground should include:

- aircraft general knowledge and performance;
- planning and operational procedures; and
- other relevant items/sections of the test/check

(3) Pre-flight brief should include;

- test/check sequence
- power setting and speeds; and
- safety considerations

(4) In-flight exercises will include;

- each relevant item/section of the test/check

(5) Post-flight de-briefing should include;

- assessment/evaluation of the applicant
- documentation of the test/check with the applicable FI present, if possible

## 12. 12.FLIGHT TEST TOLERANCES

12.1 The applicant shall demonstrate the ability to

- Operate the aeroplane within its limitations;
- Complete all manoeuvres with smoothness and accuracy;
- Exercise good judgement and airmanship;
- Apply aeronautical knowledge;
- Maintain control of the aeroplane at all times in such a manner that the successful outcome of a procedure or manoeuvre is never seriously in doubt
- Understand and apply crew co-ordination and incapacitation procedures, multi-crew operations if applicable; and
- Communicate effectively with the other crew members, multi crew-operations if applicable

12.2 The following limits are for general guidance. The examiner shall make allowances for turbulent conditions and the handling qualities and performance of the aeroplane used.

Profile	Tolerances
<b>Altitude or height (in feet)</b>	
Normal Flight	+/-100ft
With simulated engine failure	+/- 100ft
Limited or partial panel	+/- 200ft
Starting go-around at decision alt/ht	+50/ -0 (one engine inoperative) +100/ -0
Minimum descent altitude /height	+50/ -0 (one engine inoperative) +100/ -0
Circling minima	+100/ -0

<b>Tracking</b>	
On radio aids	+/- 5 degrees
Precision approach	half scale deflection azimuth and glide path
DME arching	+/- 1 nm.
<b>Heading</b>	
All engine operating	+/- 5 degrees
With simulated engine failure	+/- 10degrees
Limited or partial panel	+/- 15 degrees
<b>Speeds in knots</b>	
Take off /Vr	+5/ -0
Climb and approach	+/-5
Vat/ Vref	+5/ -0
Cruise	+/- 5
Limited or partial panel	+/- 10
With simulated engine failure	+10/ -5
Blue line speed or Vyse/ V2	+/-5
Maximum airspeed error in any other regime	+/- 10