



COMDTINST 16798.2

AUG 16 1999

COMMANDANT INSTRUCTION 16798.2

Subj: AUXILIARY AIR CREW QUALIFICATION PROGRAM

- Ref: (a) Auxiliary Operations Policy Manual, COMDTINST M16798.3 (Series)
 (b) Coast Guard Auxiliary Air Operations Training Text, COMDTINST M16798.5 (Series)
 (c) Auxiliary Manual, COMDTINST M16790.1 (Series)

1. **PURPOSE.** This Instruction establishes the air crew qualification and promulgates the qualification requirements, training syllabus, and instructor guide for the Auxiliary air crew program.
2. **ACTION.** Area and district commanders, commanders of activities, and commanding officers of air stations shall follow the procedures contained in this instruction when preparing Auxiliary members to qualify as air crew.
3. **DIRECTIVES AFFECTED.** As appropriate, the qualification program outlined in this Instruction will be incorporated into the next change to references (a), (b), (c), and all other appropriate manuals, instructions, forms, and publications.
4. **DISCUSSION.** The Auxiliary air crew qualification was created to provide the Auxiliary pilot a capable assistant during all phases of Auxiliary aviation missions and especially during times of high cockpit workload. Well trained Auxiliary air crew will be able to fulfill all Auxiliary observer duties, while also assisting the Auxiliary pilot with radio communications, weather gathering and recording, navigation in both visual and instrument meteorological conditions, and visual and instrument approaches to airports. The intent of this Instruction in no way lessens the authority or responsibility of the Pilot-in-Command (PIC). The PIC is solely responsible for the delegation of air crew duties during an Auxiliary aviation mission.

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	a	b	c	d	e	f	g	h	i	j	k	l	m	n	o	p	q	r	s	t	u	v	w	x	y	z
A																										
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5. IMPLEMENTATION.

- a. RECOMMENDATION. Recognizing the unique organization and limited size of Auxiliary aviation, an Auxiliary member wishing to become qualified as air crew must fill out the Air Crew Application Form (Enclosure 4) and mail it to the District Director of Auxiliary (DIRAUX) for consideration. In evaluating the member's application, the DIRAUX will consider the following criteria:
- (1) Capacity: The number of air crew will be determined by (DIRAUX) with input from the District Commodore (DCO) and the District Staff Officer for Aviation (DSO-AV). The number of air crew needed for each district depends on types of missions being flown and types of Auxiliary aircraft available.
 - (2) Location: Determine the proximity of the member in time or distance to the nearest Auxiliary aviation facility. Consider response time of the member to a random callout. Does the member have reliable transportation to meet a scheduled Auxiliary air patrol at the airport of origin?
 - (3) Availability: Will the availability of the member be sufficient to allow a positive contribution to the district's Auxiliary aviation program? The tempo of district Auxiliary air operations should be considered when determining what the availability of the member should be.
 - (4) Aviation Background: Consider the aviation background of the applicant. If the member has aviation experience, is it recent or dated? Would the member's aviation experience aid in designation as Auxiliary Air Crew?
- b. MEDICAL SCREENING. Once approved to enter the air crew syllabus, the member will begin the medical screening process. The member may choose to obtain the medical screening from a designated Federal Aviation Administration (FAA) Aviation Medical Examiner (AME) or the member's personal physician. If the member uses a designated FAA AME he or she will apply for an FAA Third Class medical. The medical screening form (enclosure 3) will be used if the member decides to use his or her personal physician. After completion of the medical screening, the completed form will be forwarded to the DIRAUX for inclusion in the member's record. If any of the categories in the medical screening are answered "no," the DIRAUX will forward the form to the National Branch Chief-Air Flight Surgeon (BC-OAA). The BC-OAA will review the form and make a determination on the member's fitness for flight. A letter stating this determination will then be forwarded to the member through the DIRAUX.

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- c. MEDICAL CURRENCY. The medical screening will be valid for 24 months for members 40 and older, and 36 months for members under 40. Members must have a valid medical screening on file to maintain their air crew certification.
- d. SPECIFIC REQUIREMENTS.
- (1) Initial Certification. A member who has been approved to enter the Auxiliary air crew syllabus and who passes the required medical screening may begin training toward air crew certification. The trainee must first be certified as an Auxiliary air observer. Specific observer training requirements are listed in chapter 8 of reference (b). Once the member is certified as an Auxiliary observer, he or she may proceed to Aircrew training which consists of satisfactory completion of the open book pilot exam and a minimum of five hours of air crew flight training. Specific training requirements can be found in the training syllabus, enclosure (1).
 - (2) FAA Airman Certificates. An Auxiliary member possessing a valid FAA airman certificate (Private Pilot or higher) and medical exam will be considered to have completed the air crew training syllabus. However, to be certified as Auxiliary air crew the member must complete observer training as outlined in chapter 8 of reference (b). The observer training will orient the non-facility-owning pilot to Coast Guard missions, including search and rescue and marine environmental protection.
 - (3) Auxiliarists Augmenting Coast Guard Aircrew. The requirements of the Auxiliary air crew certification program are satisfied by completion of all Coast Guard active duty air station air crew training programs. Therefore, an Auxiliarist who completes a course of training allowing him or her to augment an active duty Coast Guard aircrew will be designated as Auxiliary air crew. Auxiliarists will need to meet air station standards to include a military flight physical, survival swim/wet drill, and pressure chamber training. See reference (a), Chapter 1, paragraph N. 4., for specific information.
 - (4) AUXMIS Entry. An AUXMIS entry code of "AW" will be used under the Air category in AUXMIS for Auxiliarists qualified as air crew. CG Form 2736B (ANSC Form 7005), the Facility and Pilot Inspection Sheet, will be modified to show this entry.
- e. MAINTAINING AIR CREW CERTIFICATION. Once qualified as Auxiliary air crew, the member must meet the same currency requirements as listed in reference (a) for "All Air Crewmembers." In addition, members designated Auxiliary air crew must attend Auxiliary aviation seminars as required and maintain their medical currency as stated in paragraph 5.c. Auxiliary air crew used to augment active duty Coast Guard aircrews must attend any training required by the air station.

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- f. AWARDING OF AIR CREW WINGS. An Auxiliarist who satisfactorily completes Auxiliary Air Crew training or an active duty Coast Guard Air Station air crew training program will be designated as an Auxiliary Air Crewmember by letter from the Director of Auxiliary and will receive and wear the Auxiliary Air Crew device.
- g. FORMS AVAILABILITY. Coast Guard Form, CG-2736B (ANSC 7005), the Pilot and Facility Inspection Form is available from the Auxiliary National Supply Center (ANSC) or the Coast Guard Auxiliary National Web Site. The following Auxiliary Forms, ANSC 7042, the Air Crew Medical Screening Form; and ANSC 7043, the Air Crew Application Form; are available from ANSC or the Coast Guard Auxiliary National Web Site.



ERNEST R. RIUTTA
Assistant Commandant for Operations

- Encl: (1) Auxiliary Air Crew Training Syllabus
(2) Auxiliary Air Crew Instructor Guide
(3) Auxiliary Air Crew Medical Screening Form (ANSC 7042)
(4) Auxiliary Air Crew Application Form (ANSC 7043)
(5) Sample Designation Letter

U.S. COAST GUARD AUXILIARY
AIR CREW TRAINING SYLLABUS

Air Crew Qualifications U.S. Coast Guard Auxiliary

Certification: Each task beginning with Communication Skills will be signed as completed by a currently qualified Auxiliary First Pilot or Aircraft Commander. The trainee must demonstrate competency during ground and flight training sessions for each task to be signed off.

Medical Requirement:	DIRAUX Signature	Date
a. FAA Third Class Medical (Submit copy to DIRAUX)		
OR		
b. Medical Screening Form (Submit copy to DIRAUX)		

Wet Drill/Swim Test (Auxiliary Operations Policy Manual, COMDTINST 16798.3D)	DIRAUX Signature	Date
(1) 50-yard continuous swim (in flight gear w/PFD)		
(2) Liferaft Boarding		
(3) Survival Equipment Lecture		
(4) Survival Principles		

Egress Skills (Auxiliary Operations Policy Manual, COMDTINST 16798.3D)	DIRAUX Signature	Date
(1) Annual Egress Training.		

Communication Skills (Coast Guard)	Instructor Signature	Date
(1) Auxiliary Communications Course OR		
(2) Demonstrate Communications ability with other CG Stations/Auxiliary Vessels.		

GROUND TRAINING

Aircraft Communication Systems

- (1) Audio Panel (Functions & Use)
- (2) Aircraft Intercom (Functions & Use)
- (3) NAV/COMMs (Functions & Use)
- (4) Transponder (Functions and Use)

**Instructor
Signature Date**

Communications Skills (ATC)

- (1) Clearance Delivery
- (2) Ground Control
- (3) Tower
- (4) Departure & Approach
- (5) Air Route Traffic Control Center (ARTCC)
- (6) Automated Flight Service Station (AFSS)
- (7) UNICOM

**Instructor Date
Signature**

Navigational Skills

- (1) Locate landmarks/airports depicted on aeronautical charts
- (2) E6B and Plotter Usage
- (3) Pilotage and Deduced (DED) Reckoning
- (4) Be able to plot an airborne course
- (5) Chart Symbology
- (6) Plot search patterns on aeronautical charts
- (7) VOR (Concept & Use)
- (8) NDB (Concept & Use)
- (9) GPS (Concept & Use)
- (10) LORAN (Concept & Use)
- (11) DME (Concept & Use)
- (12) Instrument Landing System (Concept & Use)

**Instructor Date
Signature**

Airspace

- (1) Class A, B, C, D, E & G, (Concept & Use)
- (2) Military Operating Areas (Concept & Use)
- (3) Restricted Areas (Concept & Use)
- (4) Prohibited Airspace (Concept & Use)
- (5) Air Defense Identification Zone (ADIZ)

Instructor Date
Signature

Charts and Approach Plates

- (1) Sectional Charts (Function & Use)
- (2) Low Altitude Enroute Charts (Function & Use)
- (3) Approach Plates (VOR, NDB, ILS, etc.)
 Planview, Profile, & Legend
- (4) Approach Plate Symbolology

Instructor Date
Signature

Weather Information Gathering

- (1) METAR (Function & Use)
- (2) TAF (Function & Use)
- (3) Winds Aloft (FD) (Function & Use)
- (4) NOTAMS (Function & Use)
- (5) ATIS (Function & Use)
- (6) AWOS/ASOS (Function & Use)
- (7) AFSS Services (Function & Use)
- (8) DUATS (Function & Use)

Instructor Date
Signature

Aircraft Systems and Procedures

- (1) Use of Aircraft Checklist
- (2) Aircraft Pre-Flight Inspection
- (3) Cockpit Assignments
- (4) Cockpit Attitude Instruments
 - a. Artificial Horizon
 - b. Heading Indicator
 - c. Wet Compass
 - d. Turn Coordinator
 - e. Altimeter/Vertical Speed Indicator
 - f. Airspeed Indicator
- (5) Emergency Procedures

Instructor Date
Signature

Mission/Flight Planning

- (1) Mission Briefs
- (2) Weather Briefs
- (3) Flight Planning

Instructor Date
Signature

Air Crew Flight Training

- Air Crew Flight Mission 1 (1 hour)
- Air Crew Flight Mission 2 (1 hour)
- Air Crew Flight Mission 3 (1 hour)
- Air Crew Supplemental Flight Mission (1 hour)
- Air Crew Supplemental Flight Mission (1 hour)
- Additional Supplemental Flight Missions (As Needed)
- Air Crew Flight Mission 4 (2 hour) (Cross Country)

Instructor Date
Signature

Accomplish the Following on Flight Missions 1 through 4:

- (1) Prepare a cross-country flight navigation log
- (2) Obtain a pre-flight weather brief
- (3) Prepare a frequency plan
- (4) Plot mission courses on aeronautical/marine Charts
- (5) ID surface features/navigation check points
- (6) Prepare aircraft Weight and Balance
- (7) Fuel calculations (pre-flight planning & in-flight)
- (8) Communications with Coast Guard Activities/Units
- (9) Preparing/filing a FAA Flight Plan
- (10) Opening and Closing FAA Flight Plans (VFR/IFR)
- (11) Demonstrate use of aircraft's communication system
- (12) Demonstrate ability to communicate with ATC facilities listed under "Communication Skills" syllabus section.
- (13) Demonstrate navigation skills using pilotage, DED reckoning, and radio nav aids
- (14) Demonstrate understanding of all major Airspace types
- (15) Demonstrate in-flight use of charts (Sectional & Low Altitude Enroute)
- (16) Demonstrate In-flight use of approach plates (Back up pilot on ILS, VOR, & NDB approach)

Instructor Date
Signature

- | | Instructor
Signature | Date |
|---|---------------------------------|-------------|
| (17) Demonstrate understanding of cockpit attitude instrumentation from in-flight indications | _____ | _____ |
| (18) Demonstrate in-flight gathering of weather information | _____ | _____ |
| (19) Demonstrate proficiency in understanding aircraft systems, normal and emergency procedures applicable to the aircraft being trained in | _____ | _____ |

Additional Requirements

DIRAUX Signature Date

- | | | |
|---|-------|-------|
| (1) Open Book Air Observer Test (Take & Pass) | _____ | _____ |
| (2) Open Book Pilot Test (Take & Pass) | _____ | _____ |
| (3) Auxiliary Aviation Workshop Attendance | _____ | _____ |

INSTRUCTOR TRAINING GUIDE
FOR THE
AUXILIARY AIR CREW POSITION

Introduction

This Guide has been developed to help you, the instructor, better train the Auxiliarist wishing to earn the Auxiliary Air Crew designation. The knowledge you possess as a pilot is considerable. It is critical that you impart this knowledge to the trainee so they may act as competent Auxiliary Air Crew. Make sure the trainee thoroughly understands the subject matter being presented in the Air Crew syllabus. The Air Crew program was designed to provide you, the pilot, with an effective assistant during times of high workload. The training you provide should be geared toward that goal. This training guide will follow the Air Crew syllabus and will explain what you should be teaching the Air Crew trainee for every subject outlined in the syllabus.

Concept – The concept of the Air Crew designation is that of a capable assistant to the pilot in times of high workload. Competent Air Crew will not only be able to fulfill all Observer duties, but will be able to assist/back up the pilot on radio communications, weather gathering, navigation, and approaches. In short, a well trained Auxiliary Air Crew will be a positive factor in enhancing safety in all phases of Auxiliary mission flying.

Training – The Air Crew training syllabus has been designed to be completed in a minimum of 5 hours of flight time. Before flying with a trainee make sure he or she is totally familiar with the systems they are expected to discuss/demonstrate in the air. More than 5 hours can be used during the syllabus, but progress is expected. If trainee progress is not satisfactory, refer the matter to the District Flight Examining Board and they will determine what needs to be done before proceeding with any further training for the Air Crew candidate in question. The instructor will use the completion guidelines promulgated below when training and evaluating the Air Crew candidate for satisfactory knowledge and skill in all subject matter areas. Training should be conducted on the ground and in the air.

Cockpit Resource Management (CRM) – During the course of the member's Air Crew training, emphasize cockpit resource management principles. Use the "challenge and response" checklist method, teach the trainee to monitor aircraft system gauges for normal and abnormal indications, and teach the trainee to act assertively when cockpit and system abnormalities are detected. Used properly, CRM principles are invaluable additions to the safety of flight.

Completion Guidelines - For ground training each task will be considered complete when the trainee demonstrates to the instructor, by the question and answer method, a basic understanding of the subject matter being taught. For flight training each task will be considered complete once the trainee can demonstrate competency in each task. Any time a lesson involves equipment in the airplane such as an audio panel, communication,

and navigation radios, transponder, etc., the trainee must satisfactorily demonstrate the ability to effectively operate that equipment.

AIRCRAFT COMMUNICATION SYSTEMS

Audio Panel - Obviously this is an important part of the aircraft radio suite. Teach the trainee the basics of how to operate the audio panel. Teach the trainee all the various options available on your audio panel such as how you can monitor both radios at the same time, etc. Teach all the selection modes of the Audio Panel for the communication radios and electronic navigation devices installed in the aircraft. If your audio panel contains a marker beacon system, teach the trainee how to operate and test the Marker Beacon system. Teach them what the blue, yellow, and white lights on the Marker Beacon mean and also the aural sounds that go along with the lights. We recognize in the micro sense, all audio panels are different in operating characteristics, but in the macro sense they all share the same operating concepts. Teach the audio panel present in your aircraft knowing knowledge gained on one audio panel will transfer to another one.

Aircraft Intercom - As with audio panels, there are many different types of aircraft intercoms available on the market. Teach the operating modes of your intercom to the trainee. The aircraft intercom concepts will transfer to other intercoms installed in other aircraft.

Radios/Electronic Navigation Equipment - Again, there are many different communications radios (Nav/Coms) on the market with newer more capable units coming out every year. The trainee needs to have a basic idea of what the communication radios and electronic navigational aids are and do. Provide training on the communication/electronic navigation (Navaid) suite installed in your aircraft. Concentrate your training on how to properly operate the Radio/Navaid suite by paying attention to items such as on-off controls, squelch controls, volume controls, Very High Frequency Omni Range (VOR) Navaid identification, Non-Directional Beacon (NDB) Navaid identification, and frequency spacing, i.e. how to select 50 and 25 Mhz spacing. Provide training in any other features of your radio/navaid suite not listed here.

Transponder - Provide the trainee with basic operational knowledge of the transponder to include: use of the Standby mode, how to squawk with altitude function selected, when to use the "Ident" feature, different squawk codes such as 1200, 7600, and 7700, and when and where a transponder is required to be used.

COMMUNICATING

Clearance Delivery – Provide a description of how Clearance Delivery is used. Show the trainee where the frequency for Clearance Delivery may be found. Cover the services provided by Clearance Delivery and how to establish communications with them.

Ground Control – Provide a description of how Ground Control is used. Show the trainee where the frequency for Ground Control can be found. Cover the services provided by Ground Control and how to establish communications with them.

Tower – Provide a Description of how the Tower is utilized in operations at controlled fields. Show the trainee where the frequency for the Tower can be found. Cover the services provided by the airport tower and how to establish communications with the tower.

Departure and Approach Control – Provide a description of how Approach and Departure control are utilized. Show the trainee where to find the frequencies for Approach and Departure Control. Cover the services provided by Approach and Departure Control and how to establish communications with them.

Center – Provide a description of the functions of the Air Route Traffic Control Center (ARTCC). Show the trainee where to find the frequencies to contact Center with. Cover the services provide by Center and how to establish communications with them.

Automated Flight Service Station (AFSS) – Provide a description of the functions of the AFSS and how to contact them. Show the trainee where frequencies needed to contact the AFSS may be found. Show the trainee how to establish communications with AFSS by means of telephone, direct radio contact, and through the voice side of a VOR station.

Unicom – provide a description of how the Unicom Frequency is utilized at an uncontrolled airport. Show the trainee where Unicom frequencies can be found. Show the trainee how to establish communications with the Unicom.

NAVIGATIONAL SKILLS

Locate landmarks/airports depicted on aeronautical charts – Provide training on the proper method of locating significant landmarks such as rivers, roads, radio towers, etc. Teach the trainee the ground to chart method of locating landmarks. Teach the trainee how to identify an airport by being able to identify landmarks surrounding the airport environment

Enclosure (2) to COMDTINST 16798.2

Be able to plot an airborne course – Provide training in course plotting on a sectional chart and the selection of VFR checkpoints. Use and provide training in using the plotter and E-6B computer for course plotting. Provide training in time and distance calculations for the course plotted.

Demonstrate positional awareness using an aeronautical chart while airborne – Using the course plotted from the above requirement provide airborne training to the trainee on how in-flight positional awareness is maintained on the VFR course plotted.

Electronic navigational aids – Describe the concept and practical usage of each electronic navigational aid listed. Provide ground and airborne training on navigational aid usage and how to use the navigational receivers in the aircraft. Conduct training on the following navigational aids:

Very High Frequency Omni Range (VOR)
Non Directional Beacons (NDB)
Instrument Landing System (ILS)
Distance Measuring Equipment (DME)
Long Range Aids to Navigation (LORAN) (If installed in aircraft)
Global Positioning System (GPS) (If installed in aircraft)

AIRSPACE

Provide training to the trainee on the following types of airspace: **Class A, B, C, D, E and G airspace, Military Operating Areas (MOAs), Restricted Areas, Air Defense Identification Zones (ADIZ), and Prohibited Areas.** Discuss the different types of airspace in terms of equipment needed to operate in it, pilot qualifications needed to operate in it, and any cloud clearance and visibility requirements to operate in any particular type of airspace.

CHARTS AND APPROACH PLATES

Sectional Charts – Provide training in the practical use of Sectional charts for VFR flying concentrating on symbology located on the chart, location of airports and prominent landmarks on the chart, and in-flight use of the sectional chart.

Low Altitude Enroute Charts – Provide training in the practical use of the Low-Altitude Enroute Chart concentrating on symbology located on the chart, use of the chart in instrument flight rules flight planning, and in-flight use of the Low Altitude Enroute Chart.

Approach Plates – Provide training in the practical use of Instrument Approach Plates. Either Jeppesen or NOS approach plates can be used for training. The training will include how to interpret the planview, profile, and legend portions of the approach plate. The training should be of sufficient depth so the trainee can successfully back-up the pilot during an instrument approach in actual or simulated Instrument Meteorological Conditions (IMC) conditions. Approach training should be conducted in Visual Meteorological Conditions (VMC) conditions.

Demonstrate ability to back-up pilot – The training the aircrew candidate received on sectional charts, low altitude enroute charts, and approach plates should be of sufficient depth so the aircrew designee can back-up the pilot in all phases of flight in regards to heading, altitude, and communications frequencies during takeoff, enroute, and terminal phases of flight.

WEATHER INFORMATION

METAR, TAF, WINDS ALOFT (FD) – Provide training to the trainee in the use of METARs, TAFs, and Winds Aloft forecasts. The training should be detailed enough so the trainee will be able to decode a weather report and understand a go/no-go weather decision made by the Pilot-In-Command.

NOTICE TO AIRMEN (NOTAMS) – Provide the trainee with the information necessary to understand the concept of NOTAMS. Train the trainee on the different types of NOTAMS and how to decode them.

Automatic Terminal Information Service (ATIS), Automated Weather Observation Service (AWOS), Automated Surface Observation Service (ASOS), Automated Flight Service Station (AFSS), and Direct User's Access Terminal (DUAT) – Instruct the trainee in what each weather source can report and where they can be found and to correctly interpret the weather being reported by these services.

AIRCRAFT SYSTEMS AND PROCEDURES

Check List – Explain the purpose and use of the checklist. Ensure that the trainee understands how to use the checklist and the importance of using the check list for flight safety. Teach the trainee the “challenge and reply” method of checklist use.

Preflight – Instruct the trainee in how to assist you in performing the aircraft preflight. Have the trainee walk through the preflight with you and explain what items are checked and why you check them.

Enclosure (2) to COMDTINST 16798.2

Cockpit Attitude Instruments – Instruct the trainee on the basics of the “instrument scan” using the attitude instruments in the cockpit. Teach the trainee to interpret attitude instrument indications while in-flight. Once the trainee is comfortable interpreting the attitude instruments, put the trainee under the hood, put the aircraft in a certain flight condition such as a standard rate turn, climb, or descent and ask the trainee to interpret the flight attitude of the aircraft.

Cockpit Responsibilities – Teach tasks that you wish the trainee to perform. These tasks include but are not limited to navigation, tuning radio frequencies, monitoring engine and fuel status, altitude, heading, etc. Remember the aircrewman is there to help. Teach the trainee as much as possible about what goes on in the cockpit. The more they know, the more they can help when called upon to do so.

MISSION/FLIGHT PLANNING

Mission Brief – Brief the trainee on the mission purpose and length, ensure that the trainee understands the limitations associated with the mission.

Weather Briefings – Give instruction on how to obtain a pilots weather briefing and on how to DUATS and other computerized weather briefing systems if available.

Flight Planning – Prepare a flight plan with the trainee and explain the procedure. Ensure that you cover the flight path, airports used, landmarks in route and hazards to navigation, such as towers, Military Operating Areas (MOA's) and Restricted/Warning Areas. Address Air Defense Identification Zone (ADIZ) airspace if your route will enter them and the proper method for doing so. Explain which aircraft navigation system you intend to use and why. Demonstrate how to file a flight plan with the FAA and explain how to close the flight plan at the completion of your mission.

Air Crew Flight Mission 4 – Flight Mission 4 is designed to be a cross-country flight where the Air Crew trainee is required to plan the flight and assist the PIC during flight. The Air Crew trainee will demonstrate proper pre-flight, in-flight, and post-flight duties required to execute a successful cross-country flight. Mission 4 should be the last flight in the syllabus. Do not conduct the flight until the Air Crew trainee demonstrates competency in all syllabus areas. If extra training is needed use the supplemental flights before flight Mission 4 so the Air Crew trainee may gain the needed competency in all syllabus areas.

FLIGHT TRAINING

Minimum Requirements – Before entering training the trainee must submit a current FAA third class medical or the Medical Examination form filled out by the members personal physician or Coast Guard medical clinic, have passed the open book observer's and pilot's open book test, and complete water survival and egress training.

***Flight Training Standards** – The following standards performed while under orders are required as part of the flight training program for Auxiliary Air Crew trainees. All tasks are to be completed while under the direct supervision of the Pilot-in-Command

Fly at least 3 one hour training flights and 1 two hour training flight under orders as an Auxiliary Air Crew trainee.

Prepare a flight plan for each of the training missions, to include a weather briefing to the pilot and if flying cross-country, the filing of a flight plan (FAA Form 7233-1) with the FAA. Open and close the filed FAA flight plan.

Prepare a frequency plan for all communications activities

Plot the course for the mission on a aeronautical chart and on the appropriate marine charts.

Identify key surface features to be used as navigation check points (if mission is conducted in VMC conditions) and note them on the sectional chart.

Prepare an aircraft weight and balance Center of Gravity calculation for take-off and landing.

Based on fuel usage, identify appropriate refueling points while observing the FAA fuel requirements for Visual Flight Rules (VFR) and Instrument Flight Rules (IFR) flights.

Opening and closing of a flight plans, VFR and IFR.

Demonstrate knowledge and use of the aircraft's communications system.

Demonstrate ability to Communicate with ATC facilities listed under "Communications Skills" syllabus section

Notify the Call Out Authority of departure time. Maintain a radio log and communications with the appropriate Coast Guard agencies during the mission.

Enclosure (2) to COMDTINST 16798.2

Demonstrate navigation skills using pilotage, Deduced (DED) reckoning, and radio nav aids.

Demonstrate understanding and practical application of all major airspace types.

Demonstrate in-flight knowledge and use of Sectional and Low Altitude en-route charts.

Demonstrate in-flight knowledge and use of approach plates.
(Back up pilot on ILS, VOR and NDB approaches)

Demonstrate in-flight gathering of weather information.

Demonstrate proficiency in determining aircraft flight attitude by reference to the cockpit attitude instruments while wearing a view limiting device such as a hood or foggles.

Demonstrate proficiency in understanding aircraft systems, normal and emergency procedures applicable to the aircraft being trained in.

*The instructor pilot should closely monitor the above tasks assigned to the trainee and offer assistance when appropriate.

**UNITED STATES COAST GUARD
AUXILIARY**

AIR CREW PROGRAM

**MEDICAL SCREENING
FORM**

Name: _____

Auxiliary Number _____

**AFTER COMPLETION OF THE MEDICAL SCREENING PLEASE FORWARD THE
COMPLETED FORM TO THE DIRECTOR OF AUXILIARY**

Date _____

**Coast Guard Auxiliary
Air Crew Medical Screening**

Applicant _____ DOB _____

Note to the physician. Please examine the member in each category below and place an "X" in the appropriate block. Explain any "No" answers on the reverse under **Comments**. Sign the form attesting to your findings and return the completed form to the examinee.

	Yes	No
Distant Vision – 20/40 or better in each eye with or without correction	___	___
Near Vision – 20/40 or better in each eye at 16 inches	___	___
Color Vision – Able to discern Red, Green, & Yellow	___	___
Hearing – Hearing average conversational voice in a quiet room Using both ears at 6 feet, with the back turned to the examiner <u>or</u> Pass the audiometric test below.	___	___
Audiometry – Pure tone audiometric test: Unaided, no worse than:		
	<u>500 HZ</u>	<u>1,000HZ</u>
	<u>2,000HZ</u>	<u>3,000HZ</u>
Better Ear	35 Db	30 Db
	30 Db	40 Db
Worst Ear	35 Db	50 Db
	50 Db	60 Db
	___	___
ENT – Absence of any ear condition manifested by vertigo or a Disturbance of speech or equilibrium.	___	___
Pulse – Normal	___	___
Blood Pressure – Not over 155/95 with ___ or without ___ medication Medication: _____	___	___
Mental – Absence of psychosis, bipolar disorder, or severe personality disorders.	___	___

ANSC 7042

Substance Dependence and Substance Abuse – Absence of a diagnosis of Substance dependence or established evidence of recovery, including total Abstinence from the substance(s) for not less than the preceding 2 years. (“Substance” includes alcohol, PCP, sedatives, hypnotics, anxiolytics, marijuana, cocaine, opioids, amphetamines, hallucinogens, and other psychoactive drugs or chemicals.)

Yes	No
_____	_____

Disqualifying Conditions – History of:

	Yes	No
1. Diabetes Mellitus requiring medication	_____	_____
2. Angina Pectoris	_____	_____
3. Coronary heart disease being treated, is symptomatic or clinically significant	_____	_____
4. Myocardial Infarction	_____	_____
5. Cardiac Valve Replacement	_____	_____
6. Permanent Cardiac Pacemaker	_____	_____
7. Heart Replacement	_____	_____
8. Epilepsy	_____	_____
9. Disturbance of Consciousness (without satisfactory explanation of cause)	_____	_____
10. Transient Loss of Control of Nervous System Functions (without satisfactory explanation of cause)	_____	_____

Comments:

Signed _____ **M.D./D.O**
 Name _____
 Address _____
 Phone _____

ANSC 7042

**COAST GUARD AUXILIARY
AIR CREW APPLICATION FORM**

(To be completed by applicant)

Name _____ Member Number _____

Flotilla _____

ADDRESS:

Street _____

City _____ State _____ Zip _____

Home Phone _____

Work Phone _____

Coast Guard Auxiliary Observer Qualified (Circle One): Yes No

Prior Aviation Experience (Circle One): Yes No (If Yes, Please Describe):

Availability – List availability for flights on week days, week ends, and holidays:

(To be completed by DIRAUX)

Evaluate application with criteria listed in paragraph 5. a. (1) through (4) of COMDTINST 16798.2:

Application Disposition:

(CIRCLE YES OR NO)

Accepted: YES NO Denied: YES NO Wait Listed: YES NO

If denied or wait listed, explain:

U.S. Department
of Transportation

United States
Coast Guard



Commander
United States Coast Guard
Any Coast Guard District

1234 Easy Street
Anywhere, USA 12345
Staff Symbol: X-XXX
Phone: (555) 555-5555
FAX: (555) 555-5555

16798
31 December 1999

From: Any Diraux
To: Air Crew Designee

Subj: CERTIFICATION AS AIR CREW

Ref: (a) Auxiliary Air Crew Qualification Program, COMDTINST 16798.2
(b) Coast Guard Auxiliary Operations Policy Manual, COMDTINST 16798.3D

1. Having completed all the requirements in accordance with reference (a), you are certified to perform the duties of Air Crew onboard operational Coast Guard Auxiliary aviation facilities. You are hereby entitled to wear the Coast Guard Auxiliary Air Crew device.
2. You are required to pass a medical screening every 24 months or every 36 months if under 40 years of age. If during the interim you are unable to physically or mentally perform air crew duties for any reason, whether temporarily or permanently, you must notify me of the facts and circumstances, so I can make a determination as to whether your qualification will remain in effect.
3. You are responsible for completing your annual currency maintenance requirements listed in reference (a) and chapter 8 paragraph D.1. a. and b. of reference (b). If you augment an active duty Coast Guard aircrew you are subject to any additional currency requirements deemed necessary by the air station.
4. Congratulations on qualifying as Coast Guard Auxiliary Air Crew.

DIRECTOR OF AUXILIARY

Copy: DSO-AV
ADSO-AVT