



1650

MEMORANDUM

From: M. S. STAIER, LCDR
G-OCX-2

M. S. Stair
3/9
3/10/05
GREAT!

Reply to G-OCX-2
Attn of: LCDR Staier

To: B. P. SMITH, CAPT (G-OCX)
Thru: C. J. OLIN, CDR (G-OCXd)

C. J. Olin
3/9

Subj: PROMULGATION OF AUXILIARY PILOT QUALIFICATION SYLLABUS

1. The enclosed document has been concurrently developed and reviewed by G-OCX-2, G-OCA, G-WKS-1, ATC Mobile and the Auxiliary aviation leadership and is ready for official promulgation and incorporation into Auxiliary operations policy.

Auxiliary Pilot Qualification Syllabus - This document is intended to provide guidance for a standardized initial and periodic examination of Auxiliary aviators in an effort to improve safety of operations and to provide a uniform standard of performance in the Auxiliary aviation program. Pilots are required to demonstrate a level of skill, knowledge and judgment appropriate to both their FAA qualifications and level of Auxiliary certification sought. These characteristics must be demonstrated to the examiner upon the candidate's initial entry into the program, and periodically thereafter.

2. This document represents the continued effort and a sampling of the work the Auxiliary aviation standardization team has undertaken.

#

Enclosure: Auxiliary Pilot Qualification Syllabus

Copy: G-OCA
G-WKS-1
NACO
NAVCO-COS
NADCO-OMS
DC-O
DCO-d

Doc. AV-04-6
10 MAR 2005



AUXILIARY PILOT QUALIFICATION SYLLABUS

STANDARD FOR AUXILIARY AVIATION

UNITED STATES COAST GUARD AUXILIARY

AVIATION STANDARDIZATION TEAM

Table of Contents

Table of Contents.....	2
1. SCOPE.....	3
A. Purpose.....	3
B. Application.....	3
C. References.....	3
2. DEFINITIONS.....	3
3. SPECIFICATION.....	3
4. INSTRUCTIONS.....	5
5. QUALIFICATION CHECK LIST.....	8

1. SCOPE

A. Purpose

This document is intended to provide guidance for a standardized initial and periodic examination of Auxiliary aviators in an effort to improve safety of operations and to provide a uniform standard of performance in the Auxiliary aviation program. Pilots are required to demonstrate a level of skill, knowledge and judgment appropriate to both their FAA qualifications and level of Auxiliary certification sought. These characteristics must be demonstrated to the examiner upon the candidate's initial entry into the program, and periodically thereafter.

B. Application

This Standard applies to all Auxiliary candidates for the position of Auxiliary Aviator of any level: Co-Pilot (CP), First Pilot (FP) or Aircraft Commander (AC). To qualify for these positions, pilot candidates must complete both the flight and ground sections of the syllabus.

C. References

- a. United States Coast Guard Auxiliary Manual, M16790.1 (series)
- b. Auxiliary Aviation Program, COMDTINST 16798.1 (January, 1997)
- c. United States Coast Guard Auxiliary Operations Policy Manual, M16798.3 (series).
- d. Auxiliary Air Operations Training Text, M16798.5 (series).
- e. Federal Aviation Regulations, Part 91
- f. FAA Practical Test Standards (PTS) (FAA S8081-14A; -4C; 12B), as appropriate.

2. DEFINITIONS

Auxiliary Pilots – Pilots who, by virtue of their FAA certifications and advanced training and testing in Coast Guard and Auxiliary procedures and practices, have been certified by the Director to exercise the duties of their level of qualification.

Flight Examiners- Specially qualified Auxiliary Aircraft Commanders who are certified to perform special duties as examiners of candidates for Auxiliary pilot qualifications, including SAR check rides.

3. SPECIFICATION



DEPARTMENT OF HOMELAND SECURITY
United States Coast Guard Auxiliary
National Aviation Operations

Auxiliary Pilot Qualification Syllabus

1. Implementation

This syllabus (flight and SAR check) shall be performed by the candidate for pilot qualification and evaluated by a Flight Examiner in the district for which qualification is sought. The Director may approve qualification from another district or flight and ground checks from another district, at the Director's discretion.

This syllabus shall be satisfactorily completed to the required level prior to the candidate's first certification as an Auxiliary pilot. This flight check is a biennial requirement, and expires at the end of the twenty-fourth (24th) month from the date of the last check.

Failure to complete a syllabus event to the level being tested shall result in reversion to the highest qualification level satisfactorily completed. In the case of unsatisfactory completion, candidates are encouraged to seek training with an Auxiliary Instructor pilot prior to requesting a subsequent check ride. In the case of repeated failures, candidates may appeal to the District Flight Examining Board (ref. b).

The candidate's responses to the syllabus elements shall be evaluated by the Flight Examiner as either satisfactory or unsatisfactory. The basic criteria to be used for flight maneuvers in evaluating pilot performance shall be those delineated in the FAA PTS (ref. f). Sign-offs of the elements shall not be made until the examiner determines satisfactory completion of the task. Determinations shall be made using the following criteria:

- a. **Critical Error:** An error that could jeopardize the flight or the successful completion of the task. This shall be cause for withholding a satisfactory completion of the task(s).
- b. **Non-Critical Error:** An error that causes no danger to the flight but which detracts measurably from the successful performance of the task. If a number of these occur they shall be cause for withholding a satisfactory completion of the task(s).
- c. **Minor Error:** An error that detracts from perfection but which in no way jeopardizes the flight or successful performance of the task. This shall be graded as satisfactory.

Examiners are encouraged to 'train to standard' for non-critical or minor errors.

2. Procedures:

All sections of this syllabus must be completed; however, the examiner may select sections or combine the tasks listed below in any combination for evaluation.

Whenever practicable, examiners should hold FAA ratings commensurate with the aircraft being used for the evaluation, e.g.: multi-engine rating in a multi-engine environment, rotorcraft in a rotorcraft environment.

3. Instructions:

This section is intended to provide guidance for the flight examiner and pilot candidate in the examination process.

The successful conclusion of each procedure or maneuver must never be in doubt.

Each procedure or maneuver must be completed without compromising safety.

Any simulated emergencies must be conducted at an altitude that permits normal recovery and normal continuation of flight.

When maneuvering at minimum control airspeed, a safety margin of +10 KIAS must be added to avoid inadvertently slowing below minimum speed.

Completion of items I and II are required of all pilot candidates for both the initial and recurrent checks. The purpose of section I is to evaluate the preflight planning phase.

The pilot candidate is expected to demonstrate an understanding of the proposed mission, and obtain and evaluate any pertinent information for this flight. Items in this category should include, but not necessarily be limited to, a weather briefing and evaluation, route planning, fuel requirements, and crew requirements. A demonstration of weight and balance considerations should be evaluated in this section. Candidates shall be expected to understand and demonstrate the use of the Risk Assessment Matrix. Use of CRM shall be evaluated in this section as well as other sections as appropriate. Candidates shall be evaluated on their ability to communicate the mission requirements to the crew during a preflight briefing.

Section II begins the operational evaluations. Evaluation of the candidate's ability to safely carry out these tasks shall be of prime concern.

In Section II, candidates shall be evaluated on ground operations including use of check lists for engine start and run up and proper communications. Operations in the airport environment including taxi, take off and departure shall be evaluated. Emphasis here is on the safe operation of the aircraft

at all times.

Section III shall be completed by candidates for First Pilot and Aircraft Commander. SAR procedures planning shall be completed during pre-flight. Candidates are expected to demonstrate an understanding of the use and evaluation of air-surface signals, surface-air signals, wind/sea states and selection of search patterns appropriate for a search and rescue case presented by the examiner. Candidates shall demonstrate the ability to identify various types of vessels typically found in the area of operations, and to demonstrate familiarity with their normal operations.

The Flight Examiner shall specify various search patterns to be demonstrated and minimum altitudes for these maneuvers. The candidate is expected to fly any orbiting pattern with minimal loss of altitude or decay in airspeed. The tolerance for this maneuver shall be + -100 feet (per reference f). **However, penetration of a specified minimum orbiting altitude (“hard deck”) shall be considered as unsatisfactory.** The candidate is expected to fly the various search patterns with precision and safety.

Section IV All pilots shall be required to demonstrate normal landings and a missed approach. This shall be flown to the standard required of the applicant for an FAA private pilot check flight. Aircraft Commanders shall demonstrate instrument approaches, both precision and non-precision and a holding pattern. Instrument flight may be simulated in an FAA-approved simulator. These shall be flown to the standard required of an applicant for an FAA instrument check flight.

Section V All pilots shall be evaluated on their response to emergency situations. These may be simulated by the evaluator or discussed with the candidate. Any simulated emergency must be conducted in a manner that shall not compromise safety at any time. Loss of communications, engine out, in flight fires, ditching and egress and instrument failures shall be covered.

Section VI is a general category including items which the examiner shall evaluate throughout all phases of the qualification check. This includes such items as: communications, CRM and mission management.

Each item in the Pilot Qualification Check List is to be graded in accordance with the criteria outlined in implementation section above.

5. Syllabus

The Ground and Flight Syllabus Qualification Check form is found on the following page:

This form is to be completed by a Flight Examiner. One copy is to be kept by the candidate and one copy shall be submitted to the DSO-AV and filed in accordance with district procedures.

USCG AUXILIARY PILOT QUALIFICATION CHECK

PILOT:	PIC TIME:	DATE:			
MEMBER #:	FLIGHT EXAMINER:				
District/Division/Flotilla ____ / ____ / ____	MEMBER #:				
ITEM	REMARKS				
	REQUIRED	PERFORMANCE	S	U	n/a
I. PRE-FLIGHT PLANNING					
A. MISSION PLANNING	all				
B. PRE-FLIGHT BRIEF/ RISK MATRIX	all				
C. WEIGHT AND BALANCE	all				
II. GROUND PROCEDURES					
A. START PROCEDURES/MALFUNCTIONS	all				
B. RUN-UP/CHECKLISTS	all				
D. TAXI/TAKEOFF	all				
III. SAR/OPERATIONAL PROCEDURES					
A. PLANNING	FP & AC				
1. AIR- SURFACE SIGNALS	FP & AC				
2. SURFACE-AIR SIGNALS	FP & AC				
3. WIND/SEA STATE	FP & AC				
4. EMERGENCY PROCEDURES – Egress/Ditching	FP & AC				
5. SEARCH PATTERN CHOICE	FP & AC				
6. VESSEL IDENTIFICATION	FP & AC				
B. EXECUTION	FP & AC				
1. ORBITING SURFACE OBJECT	FP & AC				
2. SEARCH PATTERNS	FP & AC				
PARALLEL	FP & AC				
SECTOR	FP & AC				
EXPANDING SQUARE	FP & AC				
CREEPING LINE	FP & AC				
IV. APPROACHES AND LANDINGS					
B. NORMAL LANDING	all				
C. MISSED APPROACH	all				
D. INST. APPROACH (PRECISION - NON-PRECISION)	AC				
E. HOLDING	AC				
V. INFLIGHT EMERGENCIES					
A. ENGINE FAILURE	all				
B. COMM FAILURE	all				
C. INFLIGHT FIRE	all				
D. INSTRUMENT	all				
VI. GENERAL					
A. CRM – all phases of flight	all				
B. CREW COORDINATION	all				
C. COCKPIT MANAGEMENT	all				
D. CHECKLIST STANDARDIZATION	all				
E. COMMUNICATIONS – ATC	all				
F. COMMUNICATIONS - CG	all				
G. COMMUNICATIONS - LANDLINE	all				
ANNUAL STAN/SAR PROCEDURES FLIGHT REQUIREMENTS COMPLETED SATISFACTORILY YES___ NO___		EXAMINER'S SIGNATURE:			
		DIST/DIV/FLOT ____ / ____ / ____			