

This document is intended as a reference for examiners; to explain the administrative procedures required to undertake a flight test and to ensure that the manner in which skill tests, proficiency checks and assessments of competence are conducted is standardised across the aviation community.

References for this document:

<https://www.easa.europa.eu/document-library/easy-access-rules>

<https://www.easa.europa.eu/newsroom-and-events/news/european-aviation-safety-agency-easa-today-published-examiner-differences>

https://www.austrocontrol.at/luftfahrtbehoerde/safety/hinweise_anweisungen

<https://www.austrocontrol.at/piloten/pilotenlizenzen/pruefungswesen/flugpruefer>

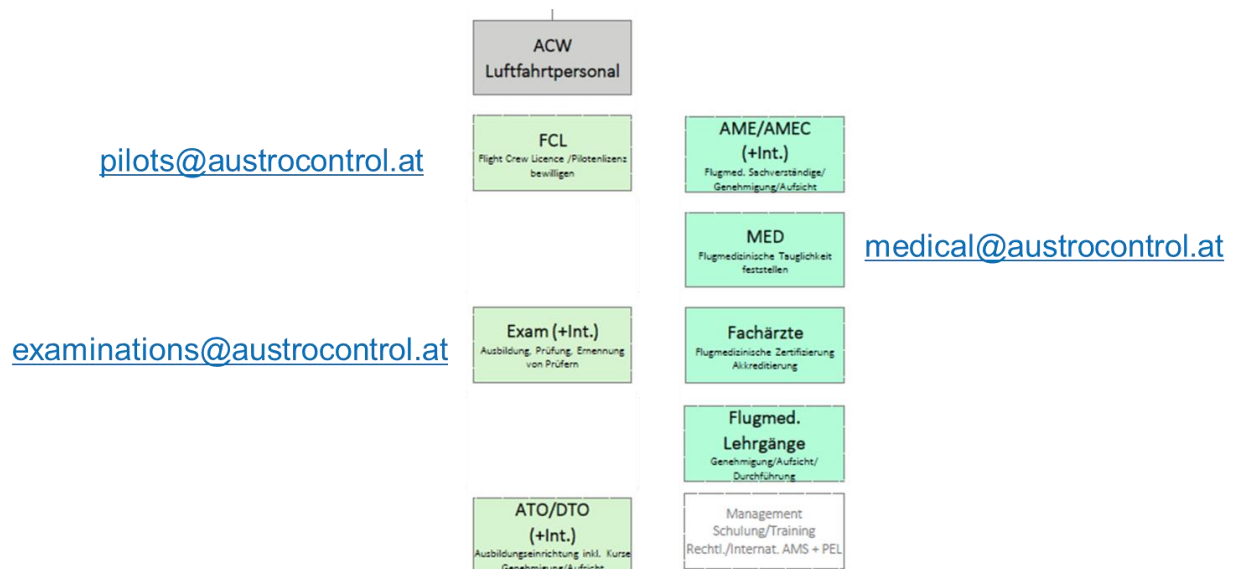
<https://www.easa.europa.eu/document-library/general-publications/flight-examiners-manual-fem#group-easa-downloads>

FOR DOCUMENTS CLICK HERE



This LINK gives you access to the latest documents for examiner standardisation courses. The content will be kept up to date.

POINTS OF CONTACT AUSTRO CONTROL



NEWS AND UPDATES FOR EXAMINERS

UPDATE: 2025 Revision of ZPA/CAD FCL 1 16.09.2025 / Rev. 7

https://www.austrocontrol.at/en/aviation_agency/safety/notices_directives/cad

EBT-rules integrated and minor changes/corrections and amendments – now also available in English language.

UPDATE: 2025 EASA Class and Type Ratings and Endorsement Lists

<https://www.easa.europa.eu/en/document-library/product-certification/typeratings-and-licence-endorsement-lists>

Refer to GM1 FCL.135.A; FCL.135.H DIFFERENCES AND FAMILIARISATION TRAINING:

- (a) Differences training requires the acquisition of **additional knowledge and training** on an appropriate training device or the aircraft. **-> ATO needed**
- (b) Familiarisation requires the acquisition of additional knowledge.

UPDATE: 2023.04 ZPH FCL 10 EXAMINER STANDARDISATION COURSES REV. 8

Additional Standardization for holders of a TRE/SFE Certificate to Conduct Assessments of Competence for holders of or applicants for TRI/SFI Certificates

(g) Holders of a TRE or SFE certificate who have more than three years of experience as a TRE/SFE may attend an additional standardization module with the Authority in accordance with FCL.1005.TRE/SFE (a) (5) in order to be authorized to conduct competency evaluations for SFI/TRI certificates.

This minimum 2-hour standardization shall include:

- (1) Legal requirements regarding assessments of competence (e.g. FCL.935, associated AMC and relevant sections of the FEM).
- (2) Practical examples of how to structure an assessment of competence in the FSTD or on the aircraft (as applicable).
- (h) Holders of an SFE certificate who have completed an SFI Tutor course in accordance with the derogation in Annex IV to the Commission Decision of 6.2.2014 (2014/69/EU) shall be credited in full towards the additional standardization requirements in (g).

UPDATE: 2021 Aeroplanes – 2023 Helicopter

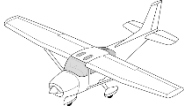
EASA's Flight Examiner Manual (FEM) provides a reference companion to the Examiner standardisation requirements and guidance as set out in the Aircrew Regulation.

!!!DOWNLOAD-LINK!!!

“This Flight Examiner Manual (FEM) is not intended to be legally binding and is designed as a companion document to the Examiner standardisation requirements and guidance already set out in the Aircrew Regulation. In addition to the regulatory contents of the Aircrew Regulation, the purpose of this FEM is to give standardisation and best practice guidance to Examiners for the conduct of tests.

Each competent authority may provide supplementary guidance and instructions specific to its territory. This information can be found in the Examiner Differences Document (EDD) and the content of this document should be covered in detail during Examiner standardisation and refresher courses. The EDD should be referenced by Examiners routinely when conducting tests on candidates for which the competent authority is not the same that issued the Examiner’s certificate.” (EASA FEM – Module 1 p. 8)

LICENSING REQUIREMENTS FOR EXAMINERS

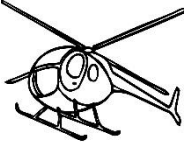
	<ul style="list-style-type: none"> ➤ Skill Tests and Proficiency Checks for SPA Pilots shall be carried out by a SPA Examiner on the aeroplane. ➤ The SPA Examiner shall sit on the right-hand Pilot seat (or, on the seat equipped with controls and not normally occupied by the Pilot). ➤ As the SPA Examiner is the PIC of the flight, he shall hold the required (valid) rating 			
	AUTHORISATION	FLIGHT EXP.	INSTRUCTOR EXP.	
	FE LAPL	500 h	100 h FI	
	FE PPL	1000 h	250 h FI	
	FE CPL	2000 h	250 h FI	
	FIE	2000 h	100 h FII	
	CRE PROF CK IR	500 h 1500 h / 450 h IFR		CPL(A), MPL(A), ATPL(A) with SE privileges; or have held it and hold a PPL(A) CRI cert
	TRE SPA	500 h min 200 PIC	50 h flight instruction on type as TRI	TRI on type
	IRE	2000 h min 450 h IR	250 h IRI	
	TRE SPA additional types	100 h on type as PIC	Or 50 h as TRI on type	AoC
CRE additional classes or types	50 h on type/class as PIC	Or 20 h as CRI on type		
REVALIDATION: SPA Examiners are assessed and periodically supervised by ACG-Inspectors or designated Senior Examiners.				




- MPA Skill Tests and Proficiency Checks shall be carried out by an MPA Examiner.
- Examiners must have a valid Examiner Authorisation for the relevant type.
- Skill Tests, Proficiency Checks and Assessments of Competence shall be carried out in a simulator, if an approved simulator is available.
- The crew composition shall be as follows:
 - Two Pilots are at the controls
 - Both Pilots have the required type rating ('current' or expired), or have completed the respective type training course.
- Furthermore:
 - The TRE/SFE shall not normally be part of the crew.
 - The TRE/SFE is allowed to log instructor time.

AUTHORISATION	FLIGHT EXP.	INSTRUCTOR EXP.	
TRE	1500 h MPA min 500h PIC	50 h TRI on type	CPL or ATPL, TRI on type
SFE	1500 h MPA	50 h SFI on type	Hold or have held ATPL; SFI on type
Additional types			AoC

REVALIDATION: MPA Examiners are assessed and periodically supervised by ACG-Inspectors or designated Senior Examiners.

	<ul style="list-style-type: none"> ➤ Skill Tests and Proficiency Checks for SPH Pilots shall be carried out by an SPH Examiner on the helicopter. ➤ The SPH Examiner shall sit on the left-hand Pilot seat (or, on the seat equipped with controls and not normally occupied by the Pilot). ➤ As the SPH Examiner is the PIC of the flight, he shall hold the required valid rating. 			
	AUTHORISATION	FLIGHT EXP.	INSTRUCTOR EXP.	
	FE LAPL	500 h	150 h FI	
	FE PPL	1000 h	250 h FI	For SP ME: Holds CPL(H) or ATPL (H) and when applicable IR(H)
	FE CPL	2000 h	250 h FI	For SP ME: Holds CPL(H) or ATPL (H) and when applicable IR(H)
	FIE	2000 h	100 h FII	
	IRE	2000 h 300 h IR	200 h IRI	
	TRE SPH SE	750 h min 500 PIC	50 h flight instruction on type or FSTD as TRI, FI or SFI	CPL(H)
	TRE SPH ME	1000 h min 500 PIC	50 h flight instruction on type or FSTD as TRI, FI or SFI	CPL(H) or ATPL(H)
	<p>REVALIDATION: SPH Examiners are assessed and periodically supervised by ACG-Inspectors or designated Senior Examiners.</p>			

	<ul style="list-style-type: none"> ➤ MPH Skill Tests and Proficiency Checks shall be carried out by an MPH Examiner. ➤ Examiners must have a valid Examiner Authorisation for the relevant type. ➤ Skill Tests, Proficiency Checks and Assessments of Competence shall be carried out in a simulator, if an approved simulator is available. ➤ The crew composition shall be as follows: <ul style="list-style-type: none"> ○ Two Pilots are at the controls ○ Both Pilots have the required type rating (current or expired), or have completed the respective type training course ➤ Furthermore: <ul style="list-style-type: none"> ○ The TRE/SFE shall not normally be part of the crew. ○ The TRE/SFE is allowed to log instructor time. 			
	AUTHORISATION	FLIGHT EXP.	INSTRUCTOR EXP.	
	TRE	1500 h MPH min 500h PIC	50 h TRI, FI or SFI on type	CPL or ATPL, TRI on type
	SFE	1500 h MPA	50 h SFI on type	Hold or have held ATPL; SFI on type
	Additional types			AoC
<p>REVALIDATION: MPH Examiners are assessed and periodically supervised by ACG-Inspectors or designated Senior Examiners.</p>				

EXAMINER AUTHORISATION FOR CHECKS INCLUDING IR-PART

FE

- Prof-Checks incl. IR -> FE & IRE Authorisation
- Prof-Checks incl. BIR -> FE Authorisation (Requirements: 1500h flight-time – 450h IFR – of which 250 h instructor)

TRE

- Prof-Checks incl. IR -> TRE Authorisation

CRE UPDATE: REGULATION (EU) 2019/1747

Proficiency Check including revalidation of IR:

- Requirement – 1500 hours and at least 450 hours of flight time under IFR

Renewal of IR:

- Requirement according IRE - Requirements: 2000h flight-time – 450h IFR – of which 250 h instructor

GENERAL REQUIREMENTS/LIMITATIONS

The examiner will conduct each test to meet the required schedule and achieve a meaningful, fair and valid assessment. He will give the applicant clear and unhurried instructions and will check that the applicant has understood what he has been asked to do.

An examiner should plan per day not more than (GM1 FCL.1015(a)):

- (1) three tests or checks relating to PPL, CPL, IR or class ratings;
- (2) four tests or checks relating to LAPL, SPL or BPL;
- (3) two tests or checks related to CPL, IR or ATPL;
- (4) two assessments of competence related to instructor certificates;
- (5) four tests or checks relating to SP type ratings.

An examiner should plan at least

- 2 hours for a LAPL, SPL or BPL,
- 3 hours for a PPL, CPL, IR or class rating test or checks, and at least
- 4 hours for FI, CPL, IR, MPL, ATPL or MP type rating tests or checks,

including pre-flight briefing and preparation, conduct of the test, check or assessment of competence, debriefing, evaluation of the applicant and documentation.

All theoretical knowledge examinations have to be passed before undergoing the flight test. Applicants on integrated training courses may undertake the CPL skill test (progress test) prior to completing the theoretical knowledge examinations. However, all of the relevant theoretical knowledge instruction for the associated examinations shall have been completed.

VALIDITY OF THEORETICAL KNOWLEDGE EXAMINATIONS

- IR/CPL 36 month
- LAPL/PPL 24 month
- ATPL with a valid IR 7 years
- Typeratings and Classratings (6 month time for the whole type rating and start of the flight test – than 6 month time to finish all sections/items of the test flight)

An applicant for a Skill Test (not relevant for ATPL) shall be recommended for the test by the organisation/person responsible for the training once the training is completed. The training records shall be made available to the Examiner. Each applicant for a skill test must provide written evidence to the examiner that they have been recommended for the test in accordance with EASA Part FCL.030 and the procedures at their ATO.

TESTING PILOTS OF EASA MEMBER STATES

When testing pilots of other EASA member states (MS) please check the latest version of the examiner differences document available here <https://www.easa.europa.eu/newsroom-and-events/news/european-aviation-safety-agency-easa-today-published-examiner-differences>

In accordance with FCL.1030(b)(3)(iv), a MS skill test, proficiency check or assessment of competence form requires a declaration by the examiner that he/she has reviewed and applied the MS-specific administrative procedures in case the applicant's licencing authority is not the same as the one that issued the examiner's certificate.

The test/check forms of a MS used by examiners who have been certified by another competent authority should contain the following declaration;

'I hereby declare that I, [name examiner], have reviewed and applied the relevant national procedures and requirements of the applicant's competent authority contained in version [insert document version, i.e. 01-2014] of the Examiner Differences Document. [enter date & signature]'

Please ensure that you enter the relevant details and sign the declaration accordingly each time you conduct a test, check or assessment of competence.

EXAMINER PERSONAL PREP-CHECK

PERSONAL LICENSE CHECK

- current/valid licence, rating, endorsement
- privileges to act as PIC
- current/valid instructor rating
- current/valid medical of the required class

MED.A.030 lit c – since examination flights are NO commercial air transport flights, the examiner is executing privileges related to a PPL licence (instructor & examiner) therefore only a valid CLASS 2 medical is needed (UPDATE MARCH 2019)

TYPE OF EXAM	CANDIDATE	EXAMINER
SKILL TEST LAPL	CLASS LAPL	CLASS 2
SKILL TEST PPL	CLASS 2	CLASS 2
SKILL TEST CPL	CLASS 1	CLASS 2
SKILL TEST ATPL on SIM	CLASS 1	NO MEDICAL REQUIRED
SKILL TEST IR	CLASS 2 + IR ADDITIONAL EXAMINATION	CLASS 2
TYPE RATING SKILL TEST SIM	NO MEDICAL REQUIRED	NO MEDICAL REQUIRED
LPC/RENEWAL SEP(land) VFR	CLASS 2	CLASS 2
LPC/RENEWAL incl. IR on A/C	CLASS 2 + IR ADDITIONAL EXAMINATION	CLASS 2
LPC/RENEWAL incl. IR on SIM	NO MEDICAL REQUIRED	NO MEDICAL REQUIRED

- current language proficiency
- current/valid test form
- ▶ **GERMAN** https://www.austrocontrol.at/piloten/pilotenlizenzen/formulare_part-fcl
- ▶ **ENGLISH** https://www.austrocontrol.at/en/pilots/pilot_licenses/forms_part-fcl

VESTED INTERESTS (FCL.1005):

Skill test, assessment of competence for the issue of a licence, rating or certificate:

UPDATE: REGULATION (EU) 2019/1747

Examiners shall not conduct:

- (a) skill tests or assessments of competence of applicants for the issue of a licence, rating or certificate to whom they have provided more than 25 % of the required flight instruction for the licence, rating or certificate for which the skill test or assessment of competence is being taken; and
- (b) skill tests, proficiency checks or assessments of competence whenever they feel that their objectivity may be affected (relative or friend, linked by economical interests or political affiliations, etc. (GM1 FCL.1005(b)))

The restriction on examining an applicant to whom flight instruction has been given for a licence, rating or certificate applies until the applicant has passed the skill test or assessment of competence for that particular licence, rating or certificate. This means that the examiner may conduct subsequent proficiency checks or assessments of competence for the revalidation or renewal of that rating or certificate, once issued, with the proviso that objectivity is not affected.

EXAMINER APPROACH

An examiner should encourage a friendly and relaxed atmosphere to develop both before and during a test or check flight. A negative or hostile approach should not be used. During the test or check flight, the examiner should avoid negative comments or criticisms and all assessments should be reserved for the debriefing. (AMC2 FCL.1015 (n))

- **INTRODUCTION PHASE**
- **Give a positive first impression**
- **Feel the “pulse-rate” of candidate – assess candidates level of performance/arousal**

LICENCE CHECK, CANDIDATES EQUIPMENT AND INITIAL BRIEFING:

The purpose of the initial briefing is to check that the applicant has completed the necessary training and experience requirements, to establish the aim of the flight test and check that he is aware of the location of those planning resources that he will require. This briefing will normally take about 10 minutes.

- current licence, rating, endorsement, signature on licence (!!!)
- a form of identity; i.e. a valid passport, driving licence
- for skill tests (except ATPL) valid written recommendation for test from ATO, or previous attempt form
- flying logbook (including evidence of any retraining if this is not the first attempt)
- language proficiency (communication without language barriers (FCL.1030 (a)))
- current medical of the required class

TYPE OF EXAM	CANDIDATE	EXAMINER
SKILL TEST LAPL	CLASS LAPL	CLASS 2
SKILL TEST PPL	CLASS 2	CLASS 2
SKILL TEST CPL	CLASS 1	CLASS 2
SKILL TEST ATPL on SIM	CLASS 1	NO MEDICAL REQUIRED
SKILL TEST IR	CLASS 2 + IR ADDITIONAL EXAMINATION	CLASS 2
TYPE RATING SKILL TEST SIM	NO MEDICAL REQUIRED	NO MEDICAL REQUIRED
LPC/RENEWAL SEP(land) VFR	CLASS 2	CLASS 2
LPC/RENEWAL incl. IR on A/C	CLASS 2 + IR ADDITIONAL EXAMINATION	CLASS 2
LPC/RENEWAL incl. IR on SIM	NO MEDICAL REQUIRED	NO MEDICAL REQUIRED

- Current publications for the routing and airfields
- Flight Plan Form
- Planning material including a blank flight log, map and navigation equipment
- Any relevant ACG correspondence such as a letter of assessment or retraining requirements
- Proof of payment for the test

DECISION GO/NO-GO – WHAT IS MISSING?

FLIGHT PREPARATION:

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 include the expected profile. Examiners are responsible for ensuring an efficient test but applicants must remain adaptable, particularly if weather conditions, ATC requirements etc., subsequently dictate a different scenario during the flight.

When planning the duration of a test, check or assessment of competence, the following values may be used as guidance (GM1 FCL.1015 (c)):

- (1) 45 minutes for a LAPL(B) or BPL and SP class ratings VFR only;
- (2) 90 minutes for LAPL(A) or (H), PPL and CPL, including navigation section;
- (3) 60 minutes for IR, FI and SP type or class ratings;
- (4) 120 minutes for CPL, MPL, ATPL and MP type ratings.

The examiner shall develop a scenario based on real time weather to evaluate.

The examiner will outline the content of the skill test including the route and any other airfields to be used.

The applicant will be given the examiner's weight for his mass and balance calculations and the performance planning.

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, normally 60 minutes depending upon the circumstances (AMC2 FCL.1015 (a)). The examiner will specify the time to meet for the main briefing.

OFFICIAL START OF TEST/CHECK!

ACCEPTABLE AIRCRAFT OR FSTD

An applicant for a Skill Test shall have received instruction in an aeroplane/helicopter of the same class or type of aircraft to be used in the test.

Applicants must provide an aeroplane that meets the requirements for training aeroplanes and for test.

It is necessary for the aeroplane operator to maintain an insurance policy which adequately covers the aeroplane, applicant and the Examiner during the conduct of the flight test

- Aircraft/FSTD Documents incl. Technical Log
- Operating Limitations (AFM)
- Two headsets (recommendation: a spare headset unit should be available for the flight)
- Two copies of the current aeroplane check list
- View-Limiting Device (When manoeuvres are to be flown by sole reference to instruments (AMC2 FCL.1015 (u))

For proficiency checks on MEP/SEP aircraft combining differences training and proficiency check is forbidden – task of a proficiency check is not training on a new type of aircraft!

The simulator or FNPT II must be approved for the purpose and of the same aeroplane type as used for the remainder of the skill test.

- **EXAMINATION PROGRAM**
- **Task received /acknowledged**
- **Time schedule**
- **Test procedure**
- **Rules - repetition failed items during flight (PPL – 2-times, CPL – on discretion of Examiner, FI – no repetition)**

PLANNING:

Planning facilities will be available at the ATO, or aerodrome flight planning facility.

- The examiner will check that the applicant is aware of the planning resources available.
- A quiet briefing room should be used so that the planning can be completed without interruption or distraction.
- Planning shall be completed without assistance from other students or instructors.
- Pre-prepared flight logs, especially drawn routes shall not be used. Only routinely available planning information and documents are permitted.
- Computerised flight/navigation plans or aeroplane mass and balance calculations may be used during the allowed planning period. However, the applicant should expect to be quizzed on the process underlying the calculations.

Current ATC and Met information should be obtained from the aerodrome flight planning facility. Any booking requirements must be made in adequate time for the flight.

A flight log must be prepared. The log must include such items as:

- Route (including flight to the planned alternate aerodrome)
- Communication and navigation aid frequencies
- Planned levels and altitudes
- Timings, ETAs
- Fuel planning
- Space for logging ATIS and clearances in a chronological order

The applicant remains solely responsible for all planning calculations howsoever derived.

Applicants will be required to calculate take-off and landing performance for the conditions prevailing, usually for the most limiting runway expected on the flight.

MET MINIMA

The pre-flight preparation of the Test requires the applicant to assess the weather conditions and make his decision whether to proceed with the flight. In arriving at his decision an applicant must take into account the requirements of all the sections of the test.

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 the forecast would prevent a return to base or a suitable alternate aerodrome.

Minima for airwork and emergency procedures (FEM Page 7/74):

- 4000 ft AGL
- VMC
- Visual contact to the ground

BRIEFING

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 should present his planning and ask questions at any time if he is unclear about any aspect. This briefing would normally take approximately 30 minutes. The Examiner will cover all the following relevant items.

THE PURPOSE OF THE FLIGHT

The purpose of the flight is for the applicant to demonstrate his ability to plan and conduct a flight according to the standards required for the test whilst acting as pilot-in-command and operating as a single crewmember.

The applicant is asked to assume that the Examiner is a passenger (not an instructor) who will act as the Safety Pilot when the applicant does not meet the requirements of the test. The applicant is not to expect any assistance from the Examiner.

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, in accordance with the privileges of the licence he is seeking and current legislation. The applicant is responsible for ATC liaison and compliance and should assume that ATC instructions always take precedence over any manoeuvres briefed by the examiner prior to the flight; the examiner will only intervene if he decides to do so for reasons of safety or for the purposes of conduct of the test.

CHECK LISTS

Throughout the flight the applicant will be expected to use the approved aeroplane checklist. The applicant is to assume that the test is the first flight of the day. Airborne checks may be completed from memory, or from alternative notes, but must be in accordance with the checklist.

PLANNING CHECK

The Examiner will assess the applicant's ability to check the appropriate aeroplane documents before flight including maintenance statements and servicing and airworthiness certificates. He will expect to be briefed by the applicant as to the weather suitability, including surface wind limitations and the methods of calculating runway cross wind components. The Examiner will check the flight navigation log and may take a photocopy. He may question the applicant on any aspect of the planning, for example: choice of operating altitudes, safety altitudes (heights), fuel planning, NOTAMS. The applicant's calculations of the aeroplane's mass and balance and performance will be assessed.

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 fly or manage the flight but he will advise what he wants to see the applicant do.

Procedures for the use of view-limiting-devices will be advised, including a reminder that, when these are in use, the Examiner will be responsible for lookout. During the briefing he will regularly check if the applicant has any questions and finally the Examiner will ask the applicant if he is quite clear what is required of him during the test.

AEROPLANE CONTROL

The aeroplane must be operated in accordance with the Aircraft Flight Manual. The Examiner will require confirmation of the various speeds and configurations to be used at each phase of flight. During the navigation section a representative power setting and cruise speed for the aircraft should be used, however speeds may be adjusted to meet different conditions or circumstances and the Examiner must be advised of the new target speed at that time.

EMERGENCIES AND ABNORMAL CONDITIONS

The Examiner will discuss the actions necessary should any actual emergency or abnormal condition occur during the flight. In general, the applicant is to control, assess and manage any abnormal or emergency situation, but the Examiner, as aeroplane commander, may elect to take control at any stage.

SIMULATED EMERGENCIES

The Examiner will brief on how he will initiate simulated abnormal or emergency procedures.

ORAL QUESTIONING

The Examiner will ask practical questions relating to the flight on subjects such as aeroplane performance and technical aspects, icing procedures, emergency handling and the aeroplane documents. THIS IS NOT A THEORETICAL EXAM! The candidate shall show competence - apply aeronautical knowledge of procedures and regulations as currently apply.

For LAPL (no theoretical examination at the authority) THIS IS THE THEORETICAL EXAM! – Refer to ZPH_FCL13 for learning objectives.

DECISION GO/NO-GO – NO-GO = FAIL!
ACCEPTABLE LEVEL OF KNOWLEDGE IS NOT DEMONSTRATED

THE FLIGHT

The applicant must be prepared to deal with actual or simulated abnormal or emergency operations at any stage. The Examiner may simulate, for example, an engine fire during start up.

The examiner has to log all observations related to assessment of performance during all sections to have a sound documentation of the flight performance and to be able to proof his grading at the end of the test.

DEPARTURE PROCEDURE (SECTION 1)

The applicant will be expected to carry out a safe and practical inspection of the aeroplane prior to flight, and must be aware of the servicing operations that he is entitled to carry out on the aeroplane. The applicant will be expected to proceed with the checks at a practical pace and with reference to the checklist. Expanded checklists are not permitted. Where visual checks are made these should be described to the Examiner only if requested. Pre-flight checks should include functional checks of the radio, navigation equipment, autopilot and any of the other installed equipment that the applicant proposes to use during the flight. 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 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.

THE EN-ROUTE PROCEDURES (SECTION 3)

Section 3 is usually flown after Departure to ensure an efficient flow to the flight. The applicant is expected to navigate by maintaining a steady, drift corrected heading and taking occasional position fixes to assess progress. Any changes to heading to correct track deviations, or revisions to ETA are expected to be logged such that the flight can be reconstructed after the event. GPS map displays or "GOTO" facilities will not be permitted. If navigation aids are used, the applicant will be assessed on their correct use.

AIRWORK (SECTION 2)

The Examiner will remind the applicant of the visual airwork exercises to be flown. During the visual airwork the Examiner, although ultimately responsible for ATC liaison and navigation, will brief the applicant to operate in an area bounded by prominent landmarks pointed out by the Examiner. The applicant will be expected to display appropriate airmanship and take due account of wind and weather conditions in order to position the aircraft and demonstrate the exercises. The applicant is still responsible for maintaining VMC. The unrestricted use of navigation aids and GPS will be permitted if required to aid situational awareness throughout this section.

All recoveries (stall, upset-recovery) shall be made with the minimum loss of height (NO CRITERIA FOR MPA AND TR ON FSTD) and returning to a clean climb configuration at V_y maintaining directional control or to level flight or as otherwise directed by the examiner.

APPROACH AND LANDING (SECTION 4)

This section may be flown at the base aerodrome or at an aerodrome nominated by the Examiner before flight. Applicants will be responsible for ATC liaison and will be expected to carry out a safe and expeditious join to the circuit, using any practical navigation means available.

Post flight action. The applicant will be responsible for after landing checks, taxiing and parking, shut down checks, making the aircraft safe and the completion of aeroplane documentation.

(Appendix 9) To establish or maintain PBN privileges, one approach shall be an RNP APCH. Where an RNP APCH is not practicable, it shall be performed in an appropriately equipped FSTD.

ABNORMAL AND EMERGENCY OPERATIONS (SECTION 5)

The items of this section may be combined with Sections 1 through 4. The Examiner will simulate an abnormal or emergency situation; the applicant is expected to carry out the appropriate emergency actions and manage the flight accordingly. If drills involve the operation of fuel shut off valves, mixture controls, magnetos or any critical engine control, operations should be simulated by "touch actions" only. If it is appropriate that ATC are aware that the applicant is operating under simulated abnormal or emergency conditions, the applicant should transmit a practise or simulated urgency call, for example, "Exam XX, downwind, simulated asymmetric to land." Otherwise it is acceptable that emergency radio calls are simulated in the cockpit. Nevertheless, the applicant is expected to state to the examiner, word for word, what would have been transmitted in the real case and not paraphrase. Applicants should not assume that any practice emergency or abnormal situation is complete until told by the Examiner. The Examiner may ask oral questions on abnormal and emergency operations.

SIMULATED ASYMMETRIC FLIGHT (SECTION 6)

The items in this Section may be combined with Sections 1 through 5. The Examiner will simulate an abnormal or emergency situation; the applicant should respond in the same manner as described in Section 5, except in the case of Engine shutdown and restart (only ME Skill Test) where full drills should be carried out.

POST FLIGHT ACTION

Post-flight the Examiner will conduct a debriefing and discuss the applicant's performance. The Examiner may also ask questions in order to clarify certain items or actions.

CONDUCT OF THE TEST/CHECK (Appendix 9)

- The examiner may choose between different skill test or proficiency check scenarios containing simulated relevant operations. Full-flight simulators and other training devices shall be used, as established in this Annex (Part-FCL).
- During the proficiency check, the examiner shall verify that holders of the class or type rating maintain an adequate level of theoretical knowledge.
- Should applicants choose to terminate a skill test for reasons considered inadequate by the examiner, they shall retake the entire skill test. If the test is terminated for reasons considered adequate by the examiner, only those sections not completed shall be tested in a further flight.
- At the discretion of the examiner, any manoeuvre or procedure of the test may be repeated once by the applicants. The examiner may stop the test at any stage if it is considered that the applicants' demonstration of flying skill requires a complete retest.
- Applicants shall be required to fly the aircraft from a position where the PIC or co-pilot functions, as relevant, can be performed. Under single-pilot conditions, the test shall be performed as if there was no other crew member present.
- During preflight preparation for the test, applicants are required to determine power settings and speeds. Applicants 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 checklist for the aircraft on which the test is being taken and, if applicable, with the MCC concept. Performance data for take-off, approach and landing shall be calculated by applicants in compliance with the operations manual or flight manual for the aircraft used. Decision heights/altitudes, minimum descent heights/altitudes and missed approach point shall be agreed upon with the examiner.
- The examiner shall take no part in the operation of the aircraft except where intervention is necessary in the interests of safety or to avoid unacceptable delay to other traffic.

SPECIFIC REQUIREMENTS FOR THE SKILL TEST/PROFICIENCY CHECK FOR TYPE RATINGS FOR MULTI-PILOT AIRCRAFT, FOR SINGLE-PILOT AIRCRAFT WHEN OPERATED IN MULTI-PILOT OPERATIONS, FOR MPL AND FOR ATPL

- The skill test for a multi-pilot aircraft or a single-pilot aircraft when operated in multi-pilot operations shall be performed in a multi-crew environment. Another applicant or another type rated qualified pilot may function as the second pilot. If an aircraft is used, the second pilot shall be the examiner or an instructor.
- Applicants shall operate as PF during all sections of the skill test, except for abnormal and emergency procedures, which may be conducted as PF or PM in accordance with MCC. Applicants for the initial issue of a multi-pilot aircraft type rating or ATPL shall also demonstrate the ability to act as PM. Applicants may choose either the left-hand or the right-hand seat for the skill test if all items can be executed from the selected seat.
- The following matters shall be specifically checked by the examiner for applicants for the ATPL or a type rating for multi-pilot aircraft or for multi-pilot operations in a single-pilot aircraft extending to the duties of a PIC, irrespective of whether the applicants act as PF or PM:
 - (a) managing crew cooperation;

- (b) maintaining a general survey of the aircraft operation by appropriate supervision; and
(c) setting priorities and making decisions in accordance with safety aspects and relevant rules and regulations appropriate to the operational situation, including emergencies.
- The test or check should be accomplished under IFR, if the IR rating is included, and as far as possible be accomplished in a simulated commercial air transport environment. An essential element to be checked is the ability to plan and conduct the flight from routine briefing material.
 - When the type rating course has included less than 2 hours of flight training in the aircraft, the skill test may be conducted in an FFS and may be completed before the flight training in the aircraft.
 - The approved flight training shall be performed by a qualified instructor under the responsibility of:
 - (a) an ATO; or
 - (b) an organisation holding an AOC issued in accordance with Annex III (Part-ORO) to Regulation (EU) No 965/2012 and specifically approved for such training; or
 - (c) the instructor, in cases where no aircraft flight training for SP aircraft at an ATO or AOC holder is approved, and the aircraft flight training was approved by the applicants' competent authority.
 - A certificate of completion of the type rating course including the flight training in the aircraft shall be forwarded to the competent authority before the new type rating is entered in the applicants' licence.
 - For the upset recovery training, 'stall event' means either an approach-to-stall or a stall. An FFS can be used by the ATO to either train recovery from a stall or demonstrate the type-specific characteristics of a stall, or both, provided that:
 - (a) the FFS has been qualified in accordance with the special evaluation requirements in CS-FSTD(A); and
 - (b) the ATO has successfully demonstrated to the competent authority that any negative transfer of training is mitigated.

ASSESSMENT OF PERFORMANCE

An examiner will ensure that an applicant completes a test or check in accordance with PartFCL requirements and is assessed against the required test or check standards. (AMC2 FCL.1015 (f))

Each item within a test or check section should be completed and assessed separately. Marginal or questionable performance of a test or check item should not influence an examiner's assessment of any subsequent items. (AMC2 FCL.1015 (g&h))

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

Tests are very demanding. It is appreciated that even the most 'professional' or 'talented' pilots can make mistakes. This does not necessarily mean that a failure should result.

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 a manner that the successful outcome of a procedure or manoeuvre is never seriously in doubt.

Throughout the flight the aeroplane should be flown as accurately as possible. The limits for operation are given as guidance to applicants but do not necessarily indicate that a 'failure' will result if any boundary is exceeded. Similarly, flight within the tolerances should not be achieved at the expense of smoothness and co-ordination.

The Examiner will make allowance for adverse weather conditions such as turbulence and the handling qualities and performance of the aeroplane used. The Test Tolerances shown in the appendix to the test format are for general guidance.

OBSERVATIONS (FEM p.28/75)

Performance is well executed considering existing conditions:

1. Aircraft handling is smooth and positive with a high level of precision.
2. Technical skills indicate a thorough knowledge of procedures, aircraft systems, limitations and performance characteristics.
3. Situational awareness is indicated by continuous anticipation and vigilance.
4. Flight management skills are exemplary and threats are consistently anticipated, recognized and well managed.
5. Safety margins are maintained through consistent and effective management of aircraft systems and mandated operational protocols.

Performance is observed to include minor errors:

1. Aircraft handling with appropriate control input but includes minor deviations.
2. Technical skills indicate an adequate knowledge of procedures, aircraft systems, limitations and performance characteristics to successfully complete the task.
3. Situational awareness is adequately maintained as candidate responds in a timely manner to cues and changes in the flight environment to maintain safety while achieving the aim of the sequence/item.
4. Flight management skills are effective. Threats are anticipated and errors are recognized and recovered. Safety margins are maintained through effective use of aircraft systems and mandated operational protocols.

Performance is observed to include major errors:

1. Aircraft handling is performed with major deviations and/or an occasional lack of stability, over/under control or abrupt control input.
2. Technical skills reveal deficiencies either in depth of knowledge or comprehension of procedures, aircraft systems, limitations and performance characteristics that do not prevent the successful completion of the task.
3. Situational awareness appears compromised as cues are missed or attended to late or the candidate takes more time than ideal to incorporate cues or changes into the operational plan.
4. Flight management skills are not consistent. Instrument displays, aircraft warnings or automation serve to avert an undesired aircraft state by prompting or remedying threats and errors that are noticed late. Safety margins are not compromised, but poorly managed.

Performance is observed to include critical errors or the aim of the test sequence/item is not achieved:

1. Aircraft handling is performed with critical deviations and/or a lack of stability, rough use of controls or control of the aircraft is lost or in doubt.
2. Technical skills reveal unacceptable levels of depth of knowledge or comprehension of procedures, aircraft systems, limitations and performance characteristics that prevent a successful completion of the task.
3. Lapses in situational awareness occur due to a lack of appropriate scanning to maintain an accurate mental model of the situation or there is an inability to integrate the information available to develop and maintain an accurate mental model.
4. Flight management skills are ineffective, indecisive or noncompliant with mandated published procedures and corrective countermeasures are not effective or applied.
5. Safety margins are compromised or clearly reduced.

GRADING & CONSEQUENCES OF GRADING OR TERMINATION

PASS

A PASS will be awarded when all sections of the test are passed.

A 'pass', provided that the applicant demonstrates the required level of knowledge, skill or proficiency and, where applicable, remains within the flight test tolerances for the licence or rating. (AMC2 FCL.1015 (o))

PASS CONSEQUENCES

- Initial issuance of a licence or rating, or
- Revalidation of class-rating, type-rating, IR or instructor privileges – expiry-date remains plus new period of validity
- Renewals of class-rating, type-rating, IR or instructor privileges – expiry date will be end of the month where the renewal proficiency check was taken plus period of validity
- The candidate has the right to file a complaint with the competent authority if they believe that the examination process or the decision was not conducted in accordance with the applicable regulations or that their rights have been infringed

PARTIAL PASS

Single Pilot Operation: If all failed items belong to a single section, that section is failed. Any applicant failing only one section shall take the failed section again. The applicant needs to retake only that failed section, plus the departure & arrival items. Should any item in those sections be failed at a second attempt then the result of the test is a **FAIL** and all FAIL CONSEQUENCES apply.

Multi Pilot and Single Pilot High Performance: Any applicant failing 5 or less items shall take the failed items again. Should any item be failed again at a second attempt, then the result of the test is a **FAIL** and all FAIL CONSEQUENCES apply.

PARTIAL PASS CONSEQUENCES

- Until the check is successfully completed the pilot is not allowed to execute the privileges out of his licence
- The license remains with the candidate and cannot be revoked by the flight examiner. Only the authority responsible for the candidate's license has the right to revoke it.
- The pilot is required to undergo remedial training in the specific areas where performance was insufficient as defined by the examiner. The extent of the training depends on the nature of the errors made during the check.
- The pilot must retake only the failed portions of the check flight – this can be done with the same examiner of the initial check flight.
 - Type ratings of complex aircraft/helicopters only the failed items
 - Class ratings of non-complex aircraft/helicopters the complete section were the failed items where identified
- The candidate has the right to file a complaint with the competent authority if they believe that the examination process or the decision was not conducted in accordance with the applicable regulations or that their rights have been infringed

FAIL

In case of failing in more than the above stated items/sections is a fail. The applicant must take the entire test again.

In addition to failed items/sections an examiner may grade with a 'fail' provided that any of the following apply (AMC2 FCL.1015 (o)):

- the flight test tolerances have been exceeded after the examiner has made due allowance for turbulence or ATC instructions;
- the aim of the test or check is not completed;
- the aim of exercise is completed but at the expense of safe 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;
- the intervention of the examiner or safety pilot is required in the interest of safety.
- AND/OR if the candidate chooses to terminate the session for a reason, considering not adequate by the examiner

The same examiner should not re-examine a failed applicant without the agreement of the applicant. (AMC2 FCL.1015 (m))

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4. In case of a fail of the conduction of the check the examiner has to inform the applicant that the second attempt has to be conducted by an examiner explicitly designated by the competent authority.

FAIL CONSEQUENCES

- Until the check is successfully completed the pilot is not allowed to execute the privileges out of his licence
- The license remains with the candidate and cannot be revoked by the flight examiner. Only the authority responsible for the candidate's license has the right to revoke it.
- The pilot is required to undergo mandatory training in the specific areas where performance was insufficient as defined by the examiner. The extent of the training depends on the nature of the errors made during the check.
- A failed check flight is reported to the licensing authority (National Aviation Authority or NAA) by the examiner. The report will detail the reasons for the failure and outline the required steps for regaining the pilot's privileges.
- The authority may choose to review the failure and provide specific instructions for the recheck or retraining process.
- If the failure raises serious doubts about the pilot's abilities, the licensing authority may require the pilot to undergo additional medical or psychological evaluations, or even a comprehensive re-examination of their overall competency.
- In the event of a failed exam, the next examiner will be assigned by the competent authority.
- After completing the required retraining, the pilot must retake the entire check flight.

- The candidate has the right to file a complaint with the competent authority if they believe that the examination process or the decision was not conducted in accordance with the applicable regulations or that their rights have been infringed

TERMINATION OF A TEST

The term "termination of a test" in the context of an EASA check flight typically refers to the premature ending of the test by either the examiner or the candidate due to certain circumstances.

Voluntary Termination by the Candidate

The candidate may request to terminate the test at any point if they feel they are not fit to continue, or if they are uncomfortable with how the test is progressing. However, this may be considered a failed attempt, depending on the situation. This is evaluated by the examiner.

The reasons for termination could include health issues, equipment malfunctions, weather situation, or lack of confidence in handling the flight.

Termination by the Examiner

The examiner has the authority to terminate the test if they observe conditions that make it unsafe or impractical to continue. This could include:

Safety concerns: If the candidate demonstrates actions that could endanger the flight, the examiner may stop the test for safety reasons.

Weather conditions: Adverse weather that develops during the test may cause the examiner to terminate the test to ensure safety. Weather minima according FEM 7/74 must be forecasted for the complete duration of the test otherwise the test must not be started.

Aircraft malfunction: Any technical issues with the aircraft that compromise flight safety.

Poor performance: If the candidate shows consistently poor performance early in the test, the examiner may decide that continuing is unnecessary and terminate the test as a fail.

TERMINATION CONSEQUENCES

Any termination that is not acceptable by the examiner has to be graded as a **FAIL** and all the FAIL CONSEQUENCES do apply to this test.

If the examiner terminates the test and/or determines that the termination is justified:

- The commencement of the test is considered valid and will serve as the basis for continuing the test on another day.
- The license remains with the candidate and cannot be revoked by the flight examiner. Only the authority responsible for the candidate's license has the right to revoke it.
- The pilot can continue the check on another day depending on schedule, technical availability A/C or SIM
- If the continuation of the test cannot take place within 3 days, the authority must be informed.

- The candidate has the right to file a complaint with the competent authority if they believe that the examination process or the decision was not conducted in accordance with the applicable regulations or that their rights have been infringed

DECISION PASS/FAIL/PARTIAL PASS**DEBRIEFING**

- Short, essential
- No instruction
- Show help and support
- Positive perspective
- Ask for Feedback from candidate
- Provide Feedback to ATO/DTO

CROSS-CREDITING OF TESTS/CHECKS

AEROPLANE

ATPL SKILL TEST (AMC1 FCL.520.A)

- SKILL TEST for the issue of the licence
- PROFICIENCY CHECK for revalidation of the type rating
- May be combined with the SKILL TEST for MP type rating

REVALIDATION OF SEP/TMG with any other class or type of aeroplane

- PROFICIENCY CHECK revalidates also SEP/TMG class rating if:
 - within the 12 months preceding the expiry date of the rating, complete 12 hours of flight time in the relevant class, including:
 - 6 hours as PIC,
 - 12 take-offs and 12 landings, and
 - refresher training of at least 1 hour of total flight time with a flight instructor (FI) or a class rating instructor (CRI). **Applicants shall be exempted from this refresher training if they have passed a class or type rating proficiency check, skill test or assessment of competence in any other class or type of aeroplane. THIS EXEMPTION LEADS TO REVALIDATION ALSO FOR SEP/TMG**

Several Austrian pilots experience problems in that cross-crediting when being checked by other member states examiners. Therefore ANY Austrian examiner can set this cross-credit based on any check with a license endorsement by checking the above prerequisites at any time after the check flight.

SEP/TMG (FCL740.A)

- PROFICIENCY CHECK revalidates both ratings
- 12 hours (6 PIC), 12 T/O & LDG, refresher training 1 hour with FI or CRI – revalidates both ratings

SEP (LAND)/SEP (SEA) (FCL740.A)

- PROFICIENCY CHECK revalidates both ratings
- 12 hours (6 PIC), 12 T/O & LDG, refresher training 1 hour with FI or CRI – revalidates both ratings
- At least 1 hour of required PIC time and 6 of the required T/O & LDG in each class

HELICOPTER

SEP (FCL.740.H)

- PROFICIENCY CHECK revalidates all SEP type ratings
- 2 hours as PIC within validity – duration for the PROFICIENCY CHECK counts
- PROFICIENCY CHECK shall be performed each time on a different type

SET (FCL.740.H)

- PROFICIENCY CHECK revalidates all SET (< 3175 kg MTOM) type ratings IF:
 - 300 hours as PIC (H)
 - 15 hours on each of the types held
 - At least 2 hours of PIC on each type during the validity
- PROFICIENCY CHECK shall be performed each time on a different type

SKILL TEST FOR ADDITIONAL TYPE RATING SEP

- Revalidates relevant type ratings in the common group IF:
- 2 hours as PIC within validity on the other types– duration for the PROFICIENCY CHECK counts

SKILL TEST FOR ADDITIONAL TYPE RATING SET

- Revalidates relevant type ratings in the common group IF:
- PROFICIENCY CHECK revalidates all SET (> 3175 kg MTOM) type ratings IF:
 - 300 hours as PIC (H)
 - 15 hours on each of the types held
 - At least 2 hours of PIC on each type during the validity

Cross-crediting of the IR part of a class or type rating proficiency check AEROPLANE (Part-FCL - Appendix 8)

A. Aeroplanes

Credits shall be granted only if holders are revalidating or renewing IR privileges for single-pilot single-engine and single-pilot multi-engine aeroplanes, as appropriate.

If a skill test, proficiency check or EBT practical assessment including IR is performed, and holders have a valid:	Credit is valid towards the IR part in proficiency check for:
MPA type rating; single-pilot high-performance complex aeroplane type rating	SE class rating (*), and SE type rating (*), and SP ME class or type rating except for high-performance complex type ratings, only credits for Section 3B of the proficiency check in point B.5 of Appendix 9 (*)
SP ME aeroplane class or type rating except for high- performance complex aeroplane type ratings, operated as single-pilot	SE class rating, and SE type rating, and SP ME class or type rating except for high-performance complex aeroplane type ratings
SP ME aeroplane class or type rating except for high- performance complex aeroplane type ratings, restricted to MP operations	SE class rating (*), and SE type rating (*), and SP ME class or type rating except for high-performance complex aeroplane type ratings (*)
SP SE aeroplane class or type rating	SE class rating, and SE type rating

* Provided that within the preceding 12 months the applicants have flown at least three IFR departures and approaches exercising PBN privileges, including at least one RNP APCH approach on an SP class or type of aeroplane in SP operations, or, for multi-engine, other than HP complex aeroplanes, the applicants have passed Section 6 of the skill test for SP, other than HP complex aeroplanes flown solely by reference to instruments in SP operations.

ATTENTION

The RNP APCH on SP class or type ratings need to be flown in the real aircraft. No cross crediting for RNP APCH on FSTDs.

Cross-crediting of the IR part of a class or type rating proficiency check HELICOPTER (Part-FCL - Appendix 8)

B. Helicopters

Credits shall be granted only if holders are revalidating or renewing IR privileges for single-pilot helicopters, as appropriate.

If a skill test or a proficiency check, including IR, is performed and the holders have a valid:	Credit is valid towards the IR part in a proficiency check for:
Multi-pilot helicopter (MPH) type rating	Single-pilot helicopter (SPH) of the same type, including privileges for single-pilot operations (* ¹)
Single-pilot helicopter (SPH) type rating, in multi-pilot operations	Privileges for single-pilot operations in the same type (* ¹)

*¹ Provided that within the preceding 12 months at least three IFR departures and approaches exercising PBN privileges, including one RNP APCH approach (which may be a Point in Space (PinS) approach), have been performed on a SP type of helicopter in SP operations.

ATTENTION

The RNP APCH on SE type ratings and SP ME type ratings need to be flown in the real helicopter. No cross crediting for RNP APCH on FSTDs.

RECORDS AND STORAGE

Examiners shall maintain records for 5 years with details of all skill tests, proficiency checks and assessments of competence and their results.

- Test form (digital copy)
- Copy of flight log (including MET Data)
- All notes concerning assessment of performance and rating especially in case of a FAILED check.
- Copy of license – WITH ENDORSEMENT!

TEST FORM HANDLING SKILL TEST & PROFICIENCY CHECK

- **UPDATE** The original form stays with the candidate since this document is the candidate's application form for license issue/revalidation/renewal.
- 1 copy has to be stored for 5 years (digital copy possible)
- 1 copy has to be forwarded to ACG by the examiner (digital copy in PDF-format PLEASE!)
- Documentation of the exam in the activity report form
 - ▶ https://www.austrocontrol.at/jart/prj3/ac/data/dokumente/FO_LFA_ACW_116_2022-05-17_0905607.pdf

EXAMINATION OF AUT/EASA-LICENCES

Send digital copies of the test form within 3 days after the test to pilots@austrocontrol.at or FAX: +4351703 1536. You will receive a confirmation of receipt on this email-address.

EXAMINATION OF FOREIGN EASA-LICENCES OR OTHER LICENCES

If there are not enough test events for Austrian licences for revalidation of the examiner authorisation, please send digital copies (first 2 pages) of at least the amount of tests up to 6 test as an attachment to your revalidation request to examinations@austrocontrol.at.

These test forms are the proof/evidence of your examiner activity.

You will receive a confirmation of receipt on this email-address.

BE AWARE OF PROTECTION REQUIREMENTS FOR PERSONAL DATA

EU Directive 95/46/EC3 is the reference text with regard to the protection of personal data. The Directive aims to protect the rights and freedoms of persons with respect to the processing of personal data by laying down guidelines determining when this processing is lawful.

Guidelines:

- Personal data must be collected for specified, explicit and legitimate purposes.
- Personal data must be processed fairly and lawfully.
- Personal data must be accurate and, where necessary, kept up to date.
- Personal data may be processed only if the data subject has unambiguously given his/her consent.
- It is forbidden to process personal data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, trade-union membership, etc.
- The data subject has the right to object, on legitimate grounds, to the processing of data relating to him/her.
- Personal data must not be transferred to other countries without adequate protection.
- Personal information must be protected against accidental or unlawful destruction or accidental loss, alteration, unauthorised disclosure or access.

In general, skill test, proficiency check and assessment of competence forms and any other personal information may only be passed to the examiner's CA (civil authority), the applicant's CA as required, to the applicant and, if applicable, to the applicant's organisation with his/her prior consent.

No information shall be passed to others.

Note: This general statement on Personal Data Protection has been agreed upon by the MSs (Member States) and based on the input received from the MSs. Any relevant differences to this general statement in a particular MS will be specified in Section 3 of the examiners differences document as applicable to the CA in the respective MS.