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AERONAUTICAL INFORMATION CIRCULAR

Examiners

Examiners purposes

Four roles of an examiner are recognised:

- (a) Flight examiner (FE)
- (b) Type rating examiner (TRE) Synthetic flight examiner (SFE).
- (c) Instrument rating examiner (IRE)
- (d) Flight Instructor examiner (FIE)

Examiners general

- (a) Pre-requisites
 - (i) Examiner shall hold a licence and rating at least equal to the licence or rating for which they are authorised to conduct skill tests or proficiency checks, and unless specified otherwise, the privilege to instruct for this licence or rating.
 - (ii) Examiners shall be qualified to act as Pilot in Command of the aircraft during a skill test or proficiency check and shall meet the applicable experience requirements set out below.
 - (iii) The applicant for an examiner authorisation shall have conducted at least one skill test in the role of an examiner for which authorisation is sought, including briefing, conduct of the skill test, assessment of the applicant to whom the skill test is given, de-briefing and recording/documentation. This "Examiner Authorisation Acceptance Test" will be supervised by an Inspector of the Authority or by a senior examiner specifically authorised by the Authority for this purpose.
- (b) Multiple roles

Provided that they meet the qualification and experience requirements set out in this regulation for each role undertaken, examiners are not confined to a single role as FE, TRE/SFE, CRE, IRE, or FIE.
- (c) Compliance with requirements

The examiner shall comply with appropriate examiner's standardisation arrangements made or approved by the Authority.
- (d) Entries in the licence

In licences where revalidation entries may be made by the examiner, the examiner will:

- (i) complete the following details: ratings; date of check; valid until; authorisation number and signature.
 - (ii) submit the original of the skill test check form to the Authority and hold one copy of the check form on personal file.
- (e) Flight training organisations and flying clubs
- The Authority shall assign examiners to organisations and flying clubs.

Examiners Period of Validity

An examiner's authorisation is valid for not more than 12 months. Examiners are re-authorised at the discretion of the Authority after application by an examiner meeting the requirements for re-authorisation.

Flight examiner (FE) - Privileges/Requirements

The privileges of a FE are to conduct skill tests for the issue of a pilot's licence, including associated type/class ratings, provided that the examiner shall:

- (i) for the conduct of PPL skill tests, have completed not less than 3000 hours flight time as a Pilot of aircraft, including not less than 1000 hours flight instruction.
- (ii) for the conduct of CPL skill tests, have completed not less than 3000 hours flight time as Pilot in Command of aircraft, including not less than 1000 hours flight instruction.

Type rating examiner (TRE) - Privileges/Requirements

The privileges of a TRE are to conduct:

- (a) skill tests for the issue of type ratings for multi-pilot aircraft;
- (b) proficiency checks for revalidation of multi-pilot type and instrument ratings;
- (c) skills tests for ATPL issue;

provided that the examiner has completed not less than 3000 hours flight time as a pilot of multi-pilot aircraft of which at least 500 hours shall be as Pilot in Command.

Instrument rating examiner (IRE) - Privileges/Requirements

The privileges of an IRE are to conduct skill tests for the initial issue and proficiency checks for the revalidation of instrument ratings, provided that the examiner has completed not less than 3000 hours flight time as a Pilot of aircraft, including not less than 450 hours flight time under IFR of which 250 hours shall be as a flight instructor.

Synthetic flight examiner (SFE) - Privileges/Requirements

The privileges of an SFE are to conduct type and instrument rating proficiency checks on multi-pilot aircraft in a flight simulator, provided that the examiner holds or has held an ATPL and has completed not less than 3000 hours of flight time as a Pilot of multi-pilot aircraft and is approved to conduct synthetic flight instruction and has undergone within the preceding ninety days a familiarisation flight of at least one hour in the aircraft type on which synthetic examination is being conducted.

Flight Instructor examiner (FIE) - Privileges/Requirements

The privileges of a FIE are to conduct skill tests and proficiency checks for the issue and renewal of flight instructor ratings, provided that the examiner has completed not less than 3000 hours as a Pilot of aircraft, including not less than 2000 hours flight time instructing applicants for a FI rating.

Civil Aviation Authority Inspectors

Qualified Inspectors of the Authority are authorised to conduct skills tests notwithstanding the above provisions.

Arrangements for Testing

All tests shall be booked and have prior approval of the Authority. Examiners shall not test applicants to whom flight instruction has been given for that licence or rating except with the written consent of the Authority.

It is clear that there is need to achieve a distinct separation between flight examination and instruction. Therefore the level of involvement an examiner has with a prospective test applicant prior to the test will be restricted to the conduct of progress tests and safety checks as this is not considered to be an essential aspect of abnatio training. This includes any progress or safety checks training organisations may require during the last 10 hours of training towards the final skill test. Any involvement beyond this would need to have the written permission of the Authority.

Standardisation Requirements

(a) General

The standard of competence of Pilots depends to a greater extent on the competence of examiners. Examiners will be briefed by the Authority on the requirements, the conduct of skills tests and proficiency checks and their documentation and reporting. These will be addressed through the use of seminars, meetings guidance documentation, and acceptance tests.

(b) Examiner Approval Tests

The examiner observed tests for approval and re-approval will be conducted by CAAZ Inspectors in an aircraft having at least four seats. The observed test should be carried out with an applicant for the licence or rating occupying the left pilot seat and the Examiner who requires authorisation in the right pilot seat.

The CAAZ Inspector will occupy a rear/jump seat in the aircraft. In exceptional circumstances if this is not possible the examiner may role play the part of the applicant under test and the flight will then be conducted as a mock test or other suitable arrangements to conduct the test may be made prior to the test.

Examiner Traits

- (a)** An applicant for examiner approval must not have links with any aviation organisation as owner, a shareholder, a board member or any indirect personal association.
- (b)** An applicant for examiner approval must be of integrity and unquestionable behaviour towards the Authority and Aviation community and the public as a whole.
- (c)** An applicant for examiner approval must be fully resident in Zimbabwe and if employed his office of day to day assignment must be at the centre at which he would normally

conduct the skills tests. The Authority may at its discretion accredit examiners approved by other Aviation Authorities to conduct tests and examinations on behalf of CAAZ.

- (d) An applicant for examiner approval must have a record of good standing in aviation and free of contraventions and must have attended at least two courses in Crew Resource management.

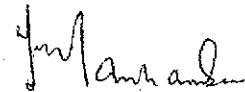
Re-authorisation Requirements

The requirements for re-authorisation of examiners shall be:

- (a) the examiners should have conducted at least 6 skills tests or proficiency checks within the 12 months with a re-authorisation test within the preceding ninety days.
- (b) all requirements set above should continuously be met.
- (c) pay all the appropriate fees.

Waiver to the above provisions

Pursuant to the provisions of Section 93 of the 1988 (ANR) Air Navigation Regulations the Authority may grant a temporary examiner status to qualifying persons who do not meet any one or more of the above provisions provided the Authority is satisfied that there is no designated examiner for the particular type of aircraft.



**G.T. Manhambara
CHIEF EXECUTIVE**