

ORS4 no 1385

**Coaches Briefing to Pilots for PART-FCL Class Rating
revalidations**

Application

- SEP and/or TMG Class ratings
- Expiry dates between 16 March and 31 October 2020

Requirements

- Licence and Rating must have been valid on 31 March 2020
 - Check from a scan / photocopy if original is not available
- Pilot must have received a refresher briefing from an instructor
 - qualified to teach for the applicable rating(s).
 - with PART.945 privileges
 - can be done “remotely” = Skype or even telephone
- Instructor can then sign the licence rating form with a new validity date of 22 November 2020
 - under the ‘Date of Rating Test’, enter ‘CAA ORS4 No. 1385’
 - at ‘valid to’ enter “22/11/2020”

If the original licence is not available

- The Coach can sign “remotely”

Remote signing – Ratings in PART-FCL licences

- Download form SRG 1100F www.caa.co.uk/srg1100F
- Complete Part 2 for the pilot, if he has not scanned & sent it to you.
 - Ignore ATO details
- Part 3 of the form
 - Tick box for “aeroplane” (unless you really are revalidating a helicopter licence)
 - Write ‘SEP’ and/or ‘TMG’ as appropriate in the “Class Ratings” box with the date it expires
- Date and sign the first “Part 4” of the form
- Second “Part 4” of the form
 - Delete “examiner” and write ‘instructor’.
 - Complete with your name and CAA number and sign it. UK CAA is the competent authority.
- Scan and email, or send, to the pilot, tell him to print it and keep it with the licence
- Send a copy to the CAA licensing dept address. Keep a copy for yourself.

Temporary Certificate Extending Validity of Licence Privileges

Valid for UK CAA Part-FCL Aircrew **ONLY**

Please complete this form online (preferred method) then print, sign and submit as instructed



False Reprerentation Statement & Competent Authority Declaration

It is an offence under the UK Air Navigation Order to make, with intent to deceive, any false representation for the purpose of procuring the grant, issue, renewal or variation of any certificate, licence, approval, permission or other document. This offence is punishable on summary conviction by a fine and on conviction on indictment with an unlimited fine or imprisonment or both.

Pursuant to Article 1(3)(c) of the Basic Regulation (EC) No 2018/1139 and Article 71 of the Basic Regulation (EC) No 2018/1139 (ORS4 1374 - COVID-19 FCL temporary protocol) the Civil Aviation Authority of the UK allows the privileges specified in Section 3 to be exercised by the named licence holder from the date entered on this Certificate until the expiry of this Certificate subject to the instructor/examiner's certification (by signature below) confirming successful completion by the licence holder of the applicable conditions of ORS4 1374.

1. Instructions to Instructor/Examiner

The instructor/examiner is responsible for ensuring that the required briefing (if applicable) has been completed in accordance with the conditions of ORS4 1374.

Only an appropriately qualified instructor/examiner may sign this Temporary Certificate Extending Validity of Licence Privileges after verifying the licence holder has fulfilled all the applicable conditions set out in ORS4 1374.

The pilot must carry this signed copy of Temporary Certificate Extending Validity of Licence Privileges whenever exercising any of the privileges contained within it.

2. Personal Particulars of Licence Holder and ATO (if applicable) (To be completed by the Instructor/Examiner)

CAA personal reference / licence number:

Title: Forename: Surname: Date of birth:

ATO Name (if applicable): ATO Approval Number (if applicable):

3. Temporary Extension of Licence Privileges (To be completed by the Instructor/Examiner)

I declare that the licence holder has fulfilled **all** the applicable conditions of ORS4 1374 and may continue to exercise the privileges below until the expiry of this Temporary Certificate (select only item(s) applicable to **this** certificate).

Aeroplane	Helicopter	Rating / Certificate	Current Expiry Date
Current Class Ratings (including variants):			
Current Type Ratings (including variants):			
Current Instrument Rating:			
Current Instructor Certificate:			
Current Examiner Certificate:			

Additional Privileges/Restrictions/Remarks:

4. Confirmation of Briefing (if applicable) (To be completed by the Instructor/Examiner)

I confirm that the required briefing has been completed:

Date of Briefing: Signature:

4. Declaration of CAA Inspector or Examiner (To be completed by the CAA Inspector or Senior Examiner)

I declare that the information provided on this form is true and, to the best of my knowledge and belief, the licence holder has satisfied all the necessary conditions of ORS4 1374 for the issue of this Temporary Certificate Extending Validity of Licence Privileges, which will be valid from: until:

Examiner's Name:

Examiner's Number: Examiner's Signature:

Competent Authority issuing Examiner's Certificate: Date:

**Initial Examiner Assessment of Competence may only be completed by a CAA Inspector.
Original document to be retained by the Applicant. One copy to be retained by the Examiner. One copy, together with the licence application documents, to be submitted to the UK CAA. All copies to be affixed with an original signature or signed digitally.*

Original document to be retained by the instructor/examiner. One copy to be retained by the Licence holder. One copy to be submitted to licenceapplications@caa.co.uk in accordance with conditions of ORS4 1374.

2. Personal particulars of Licence holder and ATO (if applicable) (To be completed by the Instructor/Examiner)

CAA personal reference / licence number:

Title: Forename: Surname: Date of birth:

ATO Name (if applicable): ATO Approval Number (if applicable):

3. Temporary Extension of Licence Privileges (To be completed by the Instructor/Examiner)

I declare that the licence holder has fulfilled all the applicable conditions of ORS4 1374 and may continue to exercise the privileges below until the expiry of this Temporary Certificate (select only item(s) applicable to this certificate).

Aeroplane	Helicopter	Rating / Certificate	Current Expiry Date
Current Class Ratings (including variants):			
Current Type Ratings (including variants):			
Current Instrument Rating:			
Current Instructor Certificate:			
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4. Confirmation of Briefing (if applicable) (To be completed by the Instructor/Examiner)

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I declare that the information provided on this form is true and, to the best of my knowledge and belief, the licence holder has satisfied all the necessary conditions of ORS4 1374 for the issue of this Temporary Certificate Extending Validity of Licence Privileges, which will be valid from: until:

Examiner's Name:

Examiner's Number: Examiner's Signature:

Competent Authority issuing Examiner's Certificate: Date:

However

- You're signing that the briefing has been completed.
- So for PART-FCL licences (LAPL and PPL) here's the requirement and a suggestion.
- For UK licences, see the UK Licence Briefing presentation

Briefing for SEP/TMG rating as form SRG 1157

- Follow form SRG 1157, downloaded from CAA web site
- Follow your own thoughts and specific items you or the pilot consider necessary.

OR

- Use this presentation to guide you through.

Note 1. – The time spent on briefing should be about 40 - 45 minutes. Going through everything is likely to take longer so be ready to skip bits you're happy the pilot understands

Note 2. – You need to understand all you're going to talk about, so prepare yourself .

Briefing for SEP/TMG rating as form SRG 1157

- Pre-flight
- Departure
- En-route navigation
- General handling
- Arrival procedures
- Emergency procedures

Preparation

- Pilot plans a trip as if to be flown
- Checks ATC requirements and frequencies
- Checks NOTAMs
- Checks weather
- Checks weight and balance using instructor's details
- Checks take-off and landing performance

Pre-flight

- Discuss route plan, headings and times
- Discuss / suggest loading route into moving map device
- Discuss NOTAMs
- Discuss weather
- Discuss weight and balance
- Discuss performance figures

Detail for pre-flight

- You'll have to plan it yourself of course, so I suggest you use one route for all your revalidations, and I recommend using Skydemon to plan.*
- When the pilot contacts you on the day and he can tell you headings and times, and what NOTAMs, weather & ATC requirements will affect the route, and what take-off and landing distances will be, you shouldn't need to do any more on this subject. If not, you can now justify your instructor rating!*
- However it's worth checking he can load the route, otherwise recommend he gets the instructions out.*

Departure

- Discuss taxiing in strong winds
- Discuss / suggest cross-wind take-off technique
- Discuss / suggest checking take-off performance on the runway
- Discuss / suggest pre-take-off emergency brief
- Discuss EFATO procedure
- Discuss partial engine failure
- Discuss speeds for best rate and best angle of climb

Detail for departure

- *Taxiing – Strong wind effects on taxi and power checks. Consider limits*
- *Crosswind – Aileron into wind until lift-off. Tricycles nose off a bit later than usual?*
- *Performance – $\frac{2}{3}$ of the liftoff speed by $\frac{1}{3}$ of the runway, or $\frac{3}{4}$ by halfway*
- *Brief – anything wrong on the runway, close throttle and brake to a halt. Engine power loss after take-off, achieve glide speed and land into wind ahead.*
- *EFATO – dodging obstacles, danger of turnback*
- *Partial EFATO – human tendency to turn early –consider full failure*
- *Climb speeds from PoH but consider cooling and vision*

En route procedures

- Discuss in-flight calculations
- Discuss bad weather recognition
- Discuss weather avoidance
- Discuss lookout procedures
- Discuss ATC liaison outside controlled airspace
- Discuss controlled airspace avoidance
- Discuss RMZs and TMZs
- Discuss controlled airspace procedures

Detail for en-route

- *Consider 1 mile off after 10 miles along track*
 - *How to estimate 1 mile*
 - *Get back on track and adjust heading, or alter to get on track later*
- *Look well ahead - Hazy bit of horizon = precipitation / cloud*
 - *Alter to get round, think restrictions first*
 - *Turn back?*
- *Look ahead and around, saccading scan, <2 seconds inside!*
- *Traffic service when spotting difficult. Basic service gives you nothing*
- *CAS –*
 - *Listening squawks – where to find them and use*
 - *Uncertain of position? 121.5*
- *RMZ & TMZ – identify and check procedures*
- *Talk through the call for an abbreviated flight plan (CAS entry)*

Airwork

- Discuss stall recognition
- Discuss stall recovery procedure
- Discuss stall avoidance
- Discuss regaining visual flight after cloud entry

Detail for airwork

- *Stall recognition – warnings, buffet, can't raise the nose?*
- *Stall recovery – reduce angle of attack (ailerons & rudders central) and apply power steadily.*
- *Recognise approaching stall – warnings, buffet, speed/attitude, control feel?*
- *Avoid stall – reduce angle of attack (ailerons central) and apply full power, stop yaw.*
- *Returning to visual flight – centralise controls, power mid, lock on artificial horizon, think, then gently adjust to get out of cloud*

Arrival procedures

- Discuss circuit joining procedures, including overhead join
- Discuss lookout/listen out
- Discuss traffic pattern and radio calls
- Discuss approach control and speeds, including gusty conditions
- Discuss crosswind approaches and landings
- Discuss unusual approaches (flapless, glide, low level)

Detail for arrival

- *Join - overhead but consider problems/options*
- *Lookout - to likely hazard points, listen for calls early*
- *Pattern – consider noise, adjustments for traffic ahead?*
- *Approach – correct speed for aircraft / conditions (add for strength & gusts)*
- *Crosswind – approach speed normal, wing down/crab?, go-around option*
- *Flapless – add speed, make space, set approach early*
- *Glide – add speed, flare technique*

Emergency procedures

- Discuss fire drill
- Discuss engine instrument & warning indications and actions
- Discuss forced landing procedures
- Discuss attempted restart
- Discuss securing engine and passenger safety
- Discuss precautionary landings

Detail for emergencies

- *Fire – engine and cockpit drills from memory, check PoH later*
- *Warning indications*
 - *Priorities – safe airfield, select fields en route,*
 - *Check list, Air Traffic assistance (PAN PAN?)*
- *Forced landing –*
 - *Wind?*
 - *concentrate on pattern & approach, ideally from at least a “low key”*
- *Restart drill only when pattern assured*
- *Secure*
 - *engine in case of temporary surge on approach*
 - *Passengers for their safety – brace position?*
- *Precautionary landing – reasons, wind, size several approaches to get it right*

Now you can sign the paperwork!