

CAA Standards Document 21, version 04

**Standardisation and Certification of Examiners
(Single pilot aircraft)**

EASA Aircrew Regulation

Annex 1 – Part-FCL

Subpart K

Associated Appendices, Guidance Material and Acceptable Means of Compliance

Please note that this document is for guidance purposes only. The latest version of this document can be viewed on the CAA website.

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Foreword

This document provides guidance on the requirements for the certification of Flight Examiners (FE), Instrument Rating Examiners (IRE) and Flight Instructor Examiners (FIE) for Aeroplanes and Helicopters, Class Rating Examiners (CRE) for Aeroplanes and Type Rating Examiners (TRE) for Single Pilot Helicopters. Included in this document are requirements for the approval of examiner standardisation training courses and examiner refresher seminars at Approved Training Organisations (ATO), and arrangements for ensuring that approved courses and seminars are conducted in accordance with and under the management system of the UK CAA.

Guidance for Sailplane, Airship and Balloon examiners will be provided in a separate document. Guidance for TRE and SFE on Multi-Pilot Aeroplanes and Helicopters and TRE on Single-Pilot High Performance Complex Aeroplanes (SP HPCA) is contained in Standards Documents 24 and 41.

The Civil Aviation Authority is the competent authority of the UK for the issue of pilot licences, ratings and certificates in accordance with the Aircrew Regulation (Regulation (EU) 1178/2011 as amended) and for the oversight of their implementation and use. In fulfilling this role, the CAA is required to provide oversight documentation, including standards documents, guidance material and acceptable means of compliance that may be used by relevant personnel and organisations to allow them to perform their tasks, discharge their responsibilities and establish compliance with the Basic Regulation (Regulation (EU) 216/2008 as amended).

Nothing in this document is intended to conflict with the EASA Basic and Aircrew Regulation or UK statute law where applicable. Whilst every effort is made to ensure that all information is correct at the time of publication, the CAA reserves the right to amend this document as required to accommodate changes to the primary authority documents, to correct errors and omissions or to reflect changes in national policy and best practice.

This document and other Civil Aviation Authority (CAA) Standards Documents are available on the CAA web site and may be downloaded without charge. The CAA Scheme of Charges and application and report forms are also available from the website at

www.caa.co.uk.

If, after reading this document, there are any queries or comment, please contact:

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Glossary of Abbreviations and Terms

AoC	Assessment of Competence
AI or ADI	Attitude Indicator or Attitude Direction Indicator
AIC	Aeronautical Information Circular
AIP	Aeronautical Information Publication
AMC	Acceptable Means of Compliance
ANO	Air Navigation Order
APV	(Instrument) Approach with Vertical Guidance
ATC	Air Traffic Control
ATO	Approved Training Organisation
ATPL	Airline Transport Pilots Licence
CDFA	Continuous Descent Final Approach
CPL	Commercial Pilot Licence
CRE	Class Rating Examiner
CRE/IRR	Class Rating Examiner with Instrument Rating Revalidation/Renewal Privileges
CRI	Class Rating Instructor
CRM	Crew Resource Management
CRMI	Crew Resource Management Instructor
DA/H	Decision Altitude/Height
EASA	European Aviation Safety Agency
EFATO	Engine Failure After Take-off
FEH	Flight Examiners Handbook
FE (CPL)	Flight Examiner Commercial Pilot Licence
FE (PPL)	Flight Examiner Private Pilot Licence
FI	Flight Instructor
FIE	Flight Instructor Examiner
FNPT or FNPT II	Flight Navigation Procedures Trainer
FS or FFS	Flight Simulator or Full Flight Simulator
FSTD	Flight Simulation Training Device
GRE	Ground Examiner
GPS	Global Positioning System
GM	Guidance Material
GNSS	Global Navigation Satellite System
HPA	High Performance Aeroplane
IFR	Instrument Flight Rules
ILS	Instrument Landing System
IMC	Instrument Meteorological Conditions
IR	Instrument Rating
IRE	Instrument Rating Examiner
IRI	Instrument Rating Instructor
LNAV	Lateral Navigation
MDA/H	Minimum Descent Altitude/Height
ME	Multi-Engine
MEP	Multi-Engine Piston Aeroplane
MP or MPA/H	Multi-Pilot or Multi-Pilot Aeroplane/Helicopter

OPC	Operator Proficiency Check
Part FCL	EASA Aircrew Regulation - Annex 1 – Part-FCL
PC or Proficiency Check	Demonstration of skill for the revalidation or renewal of a licence or rating, including such oral examinations as may be required.
RF	Registered Facility
RNAV	Area Navigation
RT	Radiotelephony
RTO	Rejected Take-off
SE	Single-Engine
SEP	Single-Engine Piston Aeroplane
SET	Single-Engine Turboprop Aeroplane
ST or Skill Test	Demonstration of skill for the issue of a licence or rating
SP or SPA/H	Single-Pilot or Single-Pilot Aeroplane/Helicopter
SP HPCA	Single-pilot high performance complex aeroplane
TEM	Threat and Error Management
TMG	Touring Motor Glider
TRE	Type Rating Examiner
VFR	Visual Flight Rules
VMC	Visual Meteorological Conditions
VNAV	Vertical Navigation

Part 1 - Introduction

1.1 Examiners are certified by the CAA to conduct skill tests, proficiency checks and assessments of competence in accordance with the Aircrew Regulation and are granted appropriate licence signing powers to support and facilitate the licensing system. The privileges and requirements of examiners are set out in EASA Part-FCL Subpart K and the associated GM and AMC. Each examining role carries different requirements in terms of pre-requisites, training and assessment for appointment. The purpose of this document is to expand upon the basic requirements and to give guidance on the procedures to be followed in order to gain, retain and exercise privileges as an examiner. Additionally, this document outlines at Appendix H the procedures for training organisations seeking approval to conduct examiner standardisation training courses and examiner refresher seminars in accordance with an arrangement with the UK CAA. All examiner certificates and approvals for examiner standardisation training courses and examiner refresher seminars described in this document are issued by the CAA Shared Service Centre.

The roles of examiner covered in this document are:

- Flight Examiner (FE)
- Class Rating Examiner (CRE)
- Instrument Rating Examiner (IRE)
- Flight Instructor Examiner (FIE)
- Type Rating Examiner (TRE) (Single Pilot Helicopters only)
- Synthetic Flight Examiners (SFE) (Single Pilot Helicopters only)

Depending on the licence and ratings held, total piloting experience and instructional experience, the privileges of the FE may be varied to include skill tests for the issue of the following licences:

- Light Aircraft Pilot Licence (LAPL)
- Private Pilot Licence (PPL)
- Commercial Pilot Licence (CPL)

Plus skill tests and proficiency checks for the associated single pilot class and type ratings, except for single-pilot high performance complex aeroplane type ratings.

Depending on the ratings held, total piloting experience and instructional experience, the privileges of the CRE may be varied to include skill tests for the issue and proficiency checks for the revalidation and renewal following ratings:

- SEP class ratings
- TMG class ratings
- MEP class ratings
- SET class ratings
- Single-pilot aeroplane type ratings except for single-pilot high performance complex aeroplane type ratings;

And proficiency checks for the revalidation and renewal of single-pilot instrument ratings.

1.2 Throughout this Document the following editorial practices and definitions shall apply:

- "Shall" and "Must" are used to indicate a mandatory requirement.
- "Expect" and "Should" are used to indicate strong obligation.
- "May" is used to indicate discretion.
- "Examiner" is used to indicate a person who holds a valid examiner authorisation certificate issued by the competent authority of an EASA member state and, where the certificate was not issued by the UK CAA, has reviewed the latest available information regarding UK national procedures in accordance with FCL.1015.
- "Applicant" is used to indicate a person who is seeking the issue, revalidation or renewal of a pilot licence, certificate or rating.
- "He/She" The pronoun 'he' is used throughout for ease of reading.

- “Senior Examiner” is used to indicate an examiner who has been tasked by the CAA to observe skill tests, proficiency checks or assessments of competence for the issue, revalidation and renewal of examiner certificates.
- “Staff FE” is an employee of the CAA qualified as a flight examiner and tasked as an inspector from the authority. All CAA Staff FE are senior examiners.

Part 2 - Common Requirements

2.1 Prerequisites for Examiners

Applicants for examiner certificates are required to comply with the following general requirements:

- Hold an equivalent licence, rating or certificate to the one for which they are seeking privileges to conduct skill tests, proficiency checks or assessments of competence.
- Hold the privilege to instruct for that licence, rating or certificate.
- Be qualified to act as pilot in command on the aircraft during a skill test, proficiency check or assessment of competence when conducted on the aircraft.
- Have met the flying experience and instructional experience requirements for examiner certification as specified in EASA Part-FCL Subparts J and K and this document.
- Have completed an approved course of examiner training and standardisation in accordance with FCL.1015 and demonstrated their competence to an inspector from the authority or a senior examiner appointed by the authority for that purpose.

An examiner certificate may include privileges to carry out tests and checks on more than one type or class of aircraft. Where such a certificate has been issued, the authority to examine in a particular type or class of aircraft remains in place as long as the examiner is properly licensed to act as pilot in command and to instruct in that type or class and the authorisation is valid. Note that examiner certificates shall be valid for three years. Examiners who elect to relinquish their examining privilege within this period should advise the examiner desk in the Shared service Centre examiners@caa.co.uk of their decision.

2.2 Examiner Certification

EASA Authority Requirements (ARA.FCL.205) requires that the competent authority develops an oversight programme to monitor the conduct and performance of examiners taking into account:

- The number of examiners it has certified;

And

- The number of examiners certified by other competent authorities exercising their privileges within the territory over which the CAA has oversight.

The CAA will only designate and authorise suitably qualified persons of integrity as examiners. Following receipt of an application for examiner certification the CAA will evaluate the personality and character of the applicant, and his/her cooperation with the competent authority.

The CAA may also take into account whether the applicant has been convicted of any relevant criminal or other offences, taking into account national law and principles of non-discrimination. This will include a check of whether the applicant has been subject to any sanctions, including the suspension, limitation or revocation of any of their licences, ratings or certificates issued in accordance with Part-FCL or for non-compliance with the Basic Regulation and its Implementing Rules during the last three years. This will also include breaches or non-compliance with previous regulatory requirements including, UK national licensing requirements and the Air Navigation Order. In certain circumstances a Criminal Records Bureau check and/or an interview may be required.

2.3 Designation of Examiners for Test

The CAA is required by ARA.FCL.205 to develop procedures to designate examiners for the conduct of skill tests. These procedures are promulgated by Information Notice. For the latest information, please refer to the relevant CAA Information Notices on the CAA website www.caa.co.uk.

2.4 Variation of Examiner Privileges

The procedures by which an examiner may vary an authorisation to include additional examining privileges on a certificate (for example SE only to SE + ME) are shown in the tables at Part 3. This is to ensure standardisation of examiner practice, as an initial examiner training course may not have included all combinations of aircraft types, classes, variants and roles for which an examiner may subsequently become qualified as experience is gained.

2.5 Multiple roles

Provided that EASA Part-FCL Subpart K qualification and experience requirements are met, examiners are not confined to a single examiner category or role.

When examiners hold privileges for more than one category of examiner (for example FE and IRE), combined revalidation of all examiner privileges may be achieved when the applicant meets the requirements for the revalidation of those examining privileges (FCL.1025) and demonstrates competence to an inspector of the authority or senior examiner in one of those roles (FCL.1020).

2.6 Standardisation

To ensure common practices and standards are applied to testing and checking, the CAA publishes guidance for examiners in the Flight Examiners' Handbook, Standards Documents, Information Notices and CAP804. Examiners are also required to attend an examiner refresher seminar during the last year of the validity period of their examiner certificate. So that the content of examiner refresher seminars is relevant to the attendees, the CAA will approve seminars aimed at specific categories of examiner. For example: examiner refresher seminars specifically targeted at FE LAPL, FE PPL and CRE (VFR only) or refresher seminars targeted at SFE and TRE on multi-pilot aircraft. It should be noted that examiners certified for widely differing roles, for example TRE A380 and FE PPL, should expect to complete separate standardisation requirements for each role undertaken.

2.7 Assessment of Competence

An assessment of competence for the authorisation or re-authorisation of an examiner certificate may be carried out in one of two ways. It may be a "live" event where the examiner conducts a test or check on an actual applicant for the relevant licence, rating or certificate whilst being observed by an inspector from the authority or senior examiner. Alternatively, the inspector or senior examiner might role play the applicant whilst the examiner conducts the test or check. This is often referred to as a "dummy" test or check. The "dummy" test/check is sometimes preferable for a number of reasons, not least of which the pressure put on an applicant by being observed and assessed by two examiners! Where the "live" event is used, the assessment should be carried out with the applicant for the licence or rating occupying the primary pilot seat, the examiner in a secondary pilot seat with access to the flight controls and the inspector or senior examiner occupying a rear / jump seat. For "dummy" tests and checks, the senior examiner or inspector will occupy the primary pilot seat, as would an applicant. For tests or checks conducted in flight simulation training devices, the preferred option is for the examiner to operate the device and assess the pilot under test/check from the instructor's station with the inspector or senior examiner observing. As an alternative, the inspector or senior examiner may role-play the part of the applicant under test/check and the flight will then be conducted as a 'dummy' test/check.

2.8 Period of validity

Examiner certificates shall be valid for not more than three years. Examiners may be re-authorised at the discretion of the CAA after complying with the requirements of FCL.1025, as outlined in this document.

2.9 Administration

All applications for an initial examiner certificate for any category of examiner (FE, CRE, IRE, FIE or TRE single-pilot helicopters) and for revalidation or renewal of examiner certificates and for variation of existing examining privileges must be made to the examiner desk examiners@caa.co.uk at the CAA Shared Service Centre using the application form SRG 1128, available to download from www.caa.co.uk. Applications must be received and approval granted before commencing any course of examiner standardisation training.

For senior examiners conducting examiner assessments of competence on behalf of the authority, it is important to ensure that the applicant has received prior approval from the CAA. Written confirmation and an electronic copy of the Examiner Authorisation Report Form (TS10) may be obtained from:

singlepilot-examinerreports@caa.co.uk

2.10 Administrative Processes

Applicant	CAA Licensing (examiners)
Submits the application form and fee	- Assesses application against requirements for acceptance - Arranges interview (if required)
Attends interview (if required)	- Notifies applicant of the outcome - Provides applicant with details of approved training organisations providing examiner training and standardisation courses
- Arranges course with training provider - Applies through training provider for examiner assessment of competence	Allocates inspector or senior examiner for examiner assessment of competence
Undertakes assessment of competence	- Confirms all requirements are met - Issues examiner certificate

2.11 Fees

2.11.1 Fees for training courses at ATO are available on request directly from the approved course provider(s).

2.11.2 Fees payable to the CAA for initial certification as an examiner, for revalidation or renewal of examining privileges and for variation of examiner privileges are laid down in the current Scheme of Charges and are payable on application. If an applicant fails to reach the required standard for examiner certification the application will be deemed unsuccessful. A new application must be made accompanied by the appropriate test or re-test fee.

2.12 Enforcement Measures and Disciplinary policy for Certified Examiners

2.12.1 The CAA may, in accordance with Article 168 of the Air Navigation Order 2016 as amended, authorise a person to conduct such examinations or tests as it may specify. In addition, ARA.GEN.300 requires the competent authority (CAA) to verify, prior to issuing a licence, certificate or rating that the applicant is in compliance with the applicable requirements and continues to comply with the applicable requirements whilst holding that licence, certificate or rating. ARA.GEN.355 provides for raising findings against a person holding a licence, certificate or rating for non-compliance with the applicable requirements. When a finding is raised, the competent authority shall carry out an investigation and if the finding is confirmed the authority may limit, suspend or revoke the licence, certificate or rating and take any further enforcement measures necessary to prevent the continuation of the non-compliance. This paragraph sets out the basis on which the CAA certifies examiners under the provision of the ANO and EASA Authority requirements. The CAA must be satisfied that a person is fit and qualified to conduct any specified examinations, tests, checks or assessments of competence before certifying that they may do so. In verifying that a person remains fit, qualified and in compliance with the applicable requirements the CAA will consider the matters set out in paragraph 2.2 above and 2.12.2 below. If the CAA ceases to be so satisfied about the conduct

or competence of an examiner that it has certified, it will take appropriate action in accordance with paragraph 2.12.3 below.

- 2.12.2 Examiners have a vital role in the regulation of flight standards and promotion of flight safety by conducting skill tests, proficiency checks, assessment of competence and/or ground examinations for licences, ratings and certificates. It is essential that examiners have the trust and respect of the CAA, of applicants for tests, of the approved training organisations and the aviation community in general. In particular:

Applicants for certification shall:

- Demonstrate compliance with the EASA Basic and Aircrew Regulation, the Air Navigation Order, Rules of The Air Regulations and good aviation practice in respect of their own flight operations.
- Hold a valid licence, rating and certificate as required to exercise the privileges of the examiner certificate applied for.
- Agree to comply with standardisation and currency requirements as determined by EASA and the CAA.
- Agree to keep records of flight tests in accordance with current regulation and make them available for inspection when required by the CAA.
- Be of good character, integrity and demonstrate cooperation with the CAA.
- The CAA may also take into account whether the applicant has been convicted of any relevant criminal or other offenses, taking into account national law and principles of non-discrimination.

Certified Examiners shall:

- Conduct tests impartially and without fear or favour in accordance with the current procedures and standards for testing as determined by EASA and the CAA.
- Continue to demonstrate compliance with the EASA Basic and Aircrew Regulation, Air Navigation Order, Rules of The Air Regulations and good aviation practice in respect of their own flight operations.
- Continue to maintain their own licences, ratings and certificates as required in order to exercise their piloting, instructing and examining privileges.
- Comply with standardisation requirements for examiners as determined by EASA and the CAA.
- Only sign applications for licences, ratings or certificates, licence pages or pilot log books when they have ensured that all the requirements for experience and or test as appropriate, have been met by the applicant.
- Keep records of flight tests and make them available for inspection when required by the CAA.
- Continue to be of good character, have integrity, demonstrate cooperation with the CAA and continue to hold the trust and respect of the CAA, of applicants for test, of approved training organisations and the aviation community in general.

2.12.3 Disciplinary action

If it becomes apparent that an examiner is failing to achieve the standards expected, or is not compliant with the applicable requirements, the CAA will take appropriate steps to rectify the situation. Among the courses of action available are the following:

- Raise a finding

- Investigate
- Interview
- Formal Warning
- Requirement for retraining and/or reassessment of examiner skills
- Suspension or limitation of Examiner Certificate
- Revocation of Examiner Certificate

The particular course of disciplinary action will depend on the circumstances of the individual case and will not necessarily follow the sequence listed above. The CAA Head of the Shared Service Centre may mandate remedial action such as retraining and a further assessment of competence. An examiner's certificate may be provisionally suspended pending investigation of an alleged offence or until remedial action such as retraining is completed.

Head of the Shared Service Centre will take suspension or revocation action where it is considered that the CAA cannot remain satisfied as to the fitness or qualification of an examiner.

In the event of a proposal to suspend or revoke an examiner certificate, the examiner will be entitled to appeal against the decision in accordance with Regulation 6 (5) of the Civil Aviation Authority Regulations 1991.

2.12.4 Limitations of Examining Privileges in Case of Vested Interests

Examiners shall not conduct:

- 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; or
 - When they have been responsible for the recommendation for the skill test, in accordance with FCL.030
- Skill tests, proficiency checks or assessments of competence whenever they feel that their objectivity may be affected.

Examples of situations where the examiner should consider whether his objectivity might be affected include when the applicant is a relative or friend of the examiner, or when they are linked by financial or economical interests or political affiliations etc.

The bar 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.

Part 3 - Examiner Privileges, Conditions and Training

3.1 Flight Examiner

Privileges associated with the examiner certificate	• Conduct skill tests for the issue of the Light Aircraft Pilot Licence • Conduct skill tests for the issue of the Private Pilot Licence • Conduct skill tests for the issue of the Commercial Pilot Licence (see 3.2) • For FE (A) - conduct skill tests and proficiency checks for the grant, revalidation or renewal of a class or type rating on single pilot aeroplanes, except for SP HPCA • Conduct proficiency checks for the revalidation and renewal of EIRs. • For FE (H) – conduct skill tests and proficiency checks for single-pilot single-engine helicopter type ratings • For FE (H) – conduct skill tests and proficiency checks for single-pilot multi-engine helicopter type ratings • Sign Certificates of Revalidation in respect of rating revalidation or renewal.
Prerequisites See 2.1	• FE (A) seeking privileges to examine for the LAPL – 500 hours flight time as pilot on aeroplanes or TMG, including at least 100 hours of flight instruction • FE (A) seeking privileges to examine for the PPL – 1000 hours of flight time as pilot on aeroplanes or TMG, including at least 250 hours of flight instruction • FE (A) seeking privileges to examine for the CPL - 2000 hours of flight time as pilot on aeroplanes or TMG, including at least 250 hours of flight instruction • FE (A) seeking privileges for the revalidation and renewal of EIRs – 1500 hours as pilot on aeroplanes and 450 hours of flight time under IFR of which 250 hours shall be as instructor • FE (H) seeking privileges to examine for the LAPL – 500 hours flight time as pilot on helicopters, including at least 150 hours of flight instruction • FE (H) seeking privileges to examine for the PPL and skill tests and proficiency checks for SP SE helicopter type ratings entered in a PPL - 1000 hours of flight time as pilot on helicopters, including at least 250 hours of flight instruction • FE (H) seeking privileges to examine for the CPL and skill tests and proficiency checks for SP SE helicopter type ratings entered in a CPL - 2000 hours of flight time as pilot on helicopters, including at least 250 hours of flight instruction • FE (H) seeking privileges to conduct skill tests and proficiency checks for SP ME helicopter type ratings – requirements as above for flight time and instruction plus holds a CPL (H) or ATPL (H) and, when applicable, an IR (H)
Course Details	Courses shall be conducted by an Approved Training Organisation. The standardisation course shall consist of theoretical and practical instruction and shall include at least 2 skill tests or proficiency checks. For the FE (LAPL) and FE (PPL), this should comprise at least one complete LAPL or PPL skill test (as appropriate to the examining privileges being sought), and one complete class rating (or Helicopter type rating) proficiency check. The minimum course duration specified in AMC 1 to FCL.1015 for the FE is one day. Training providers are required to train the applicant examiner to competency in all roles associated with the privileges of the examiner certificate and shall ensure that all required theoretical and practical training has been completed. To that end, the minimum course duration specified in AMC 1 to FCL.1015 may be impracticable. Course lengths reflect the time required for one applicant to complete all practical training elements including observing the tutor demonstrating and the applicant practising the role of examiner. Where two or more applicants attend a course, the duration should be increased accordingly so that each applicant has the opportunity to practise the role of examiner (see Note).
Pre-course preparation	Study of the relevant parts of EASA Part-FCL, the related AMCs and GM Study of the relevant parts of EASA Part-ARA, the related AMCs and GM Study of the relevant parts of EASA Part-ORA, the related AMCs and GM Study of the EASA Flight Examiners' Manual Study of the CAA Flight Examiners' Handbook Study of CAA Standards Documents 14 and 19 (A) or (H) as appropriate and 25 if applicable.
Course Syllabus	Theoretical and practical training is to cover the following (as applicable to the privileges being sought): • Knowledge and understanding of EASA Part-FCL requirements; specifically the cover regulation, Subparts A, B, C, H, I and K and associated AMC and GM plus Appendix 1, 2 and 9

	• Content, conduct and assessment criteria for LAPL and PPL skill tests, including full, partial and incomplete tests • Content, conduct and assessment criteria for aeroplane class rating and helicopter type rating skill tests and proficiency checks including full, partial and incomplete checks • Revalidation of SEP and TMG class ratings by experience • Revalidation and renewal of the EIR (if applicable) • Revalidation and renewal of (Helicopter) type ratings • General examining principles • Fundamentals of Human Performance, limitations, CRM and TEM relevant to flight examination • Fundamentals of evaluation relevant to applicant's performance • Reporting and documentation • Protection of personal data • Liability • Accident insurance • Fees An expanded syllabus is shown at Appendix B.
Examiner Assessment of Competence	Course providers are required to recommend the applicant's suitability for assessment. Pass an examiner assessment of competence (AoC) conducted by an inspector from the authority or a senior examiner nominated for the purpose. The inspector or senior examiner will act as the dummy applicant for a LAPL or PPL Skill Test (as applicable). The applicant examiner is to brief, manage, debrief, assess and administer the test as the final assessment. This assessment is additional to the training course and will only be conducted following satisfactory completion of the entire course. The AoC must be conducted within 6 months of the completion of training. Failure to complete the AoC successfully may result in a requirement for further training.
Wider Authorisations	Examiner authorisation certificates are issued for use on specified types/classes of aeroplanes or helicopters. Examiners may apply for their authorisation certificates to be varied to include examining on other types/classes on which they subsequently become qualified to instruct and meet the requirements in Part 2 above. Additional standardisation training may be required. Where the following examiner privileges were not tested as part of an initial examiner authorisation, or are not held within another examiner authorisation, in general terms: To add examiner privileges in ME aeroplane or helicopter: • Hold an instructor certificate for ME aeroplanes or helicopters as appropriate; • Demonstrate to the authority relevant instructional experience on the class or type or, in exceptional circumstances, an equivalent type; • Receive standardisation training from an approved course provider on the conduct of testing one engine inoperative procedures; • Pass an AoC with an inspector from the authority or senior examiner nominated by the authority, comprising the relevant parts of the test/check schedule for one engine inoperative procedures; • Apply to the CAA for variation to the examiner certificate. To add SE privileges (to an authorisation issued solely for ME purposes): • A valid instructor certificate for SE aeroplanes or helicopters as appropriate; • Pass an AoC with an inspector from the authority or senior examiner nominated by the authority, comprising the relevant parts of the test/check schedule for engine failure procedures; • Apply to the CAA for variation to the examiner certificate. Details of the specific requirements to be met to vary the authorisation should be obtained from FCS prior to training/testing.
Ongoing Standardisation	Examiners are required to comply with appropriate examiner standardisation requirements of FCL.1025 and the associated GM and AMC. These requirements will be addressed through examiner refresher seminars and the provision of guidance material including the FEH, standards documents, information notices and CAP804. The CAA reserves the right to sample the activities of examiners at any time. Specifically, approximately 6 months after the initial certification of an examiner, the CAA may allocate an inspector or senior examiner to observe that examiner conducting a skill test or proficiency check. This sampling activity may include observing any pre-flight briefings, the conduct of the flight and any post-flight debriefings. In aircraft with only two seats, the sampling will be restricted to briefings and debriefings.
Revalidation of an	The holder of the examiner certificate must: