

RECURRENT TRAINING & CHECKING FORM

Recurrent Training & Checking Form

Flight Training / Operator Proficiency Check (OPC) / Line Check (LC)

Flight Training and/or
Type of Check OPC Training LC

Applicant	Licence-Nr:	
_____ Last name _____ First name _____ Date of birth		_____ Grand total flight hours HEL _____ PIC hours HEL _____ IFR total hours HEL _____ Sim. hours HEL
Signature of Applicant:		

Details of flight(s) Date: _____ Registration: _____

<input type="checkbox"/> Helicopter	Training Centre _____
Type of helicopter/variant: _____ TR: _____	
<input type="checkbox"/> Training	Dep: _____ Dest: _____ Rotor Start: _____ Rotor Stop: _____ Landings: _____ RTT: _____
<input type="checkbox"/> OPC	Dep: _____ Dest: _____ Rotor Start: _____ Rotor Stop: _____ Landings: _____ RTT: _____
<input type="checkbox"/> LC	Dep: _____ Dest: _____ Rotor Start: _____ Rotor Stop: _____ Landings: _____ RTT: _____

For the combination of training with check(s), use the "Training" column for each point.

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Check and Training Results

<input type="checkbox"/> OPC	<input type="checkbox"/> Passed	<input type="checkbox"/> Partial Passed	<input type="checkbox"/> Failed	<input type="checkbox"/> NVFR Qualified
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<input type="checkbox"/> Training	<input type="checkbox"/> Passed	<input type="checkbox"/> Partial Passed	<input type="checkbox"/> Failed	<input type="checkbox"/>
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<input type="checkbox"/> LC	<input type="checkbox"/> Passed	<input type="checkbox"/> Partial Passed	<input type="checkbox"/> Failed	<input type="checkbox"/>
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Signature of Applicant:

Nominated Commander (Company Examiner)

Licence-No:

First name	Last name
This is to certify that the applicant <input type="checkbox"/> is <input type="checkbox"/> is not competent to act as Commander/PIC in VFR flight operations in accordance with the current regulations.	
Location & date	Signature:

Operator's Release

First name	Last name	<input type="checkbox"/> NPCT	<input type="checkbox"/> NPFO
This is to certify that the applicant <input type="checkbox"/> is <input type="checkbox"/> is not competent to act as Commander/PIC of the following helicopters*:			
<input type="checkbox"/> SEP insert type(s): _____, _____, _____			
<input type="checkbox"/> SET insert type(s): _____, _____, _____			
in VFR flight operations in accordance with the current regulations.			
Remarks / Limitations:			
Location & date	Signature:		

*grouping of non-complex SE helicopters according OM-D 2.1.5.

Training topics

All major failures/emergencies are trained yearly.

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General Checkpoints

Section 1 - Pre-flight preparations and checks						
		OPC				Remarks
		1 attempt		2 attempt		
		pass	fail	pass	fail	
1.1	Helicopter exterior Visual inspection; location of each item and purpose of inspection					
1.2	Cockpit inspection					
1.3	Starting procedures, radio and navigation equipment check, selection and setting of navigation and communication frequencies					
1.4	Taxiing / air taxiing in compliance with air traffic control instructions or on instructions of the examiner					
1.5	Pre-take-off procedures and checks / After landing & shut down procedures					

Section 2 – Flight maneuvers and procedures							
		OPC				Training	Remarks
		1 attempt		2 attempt		performed	
		pass	fail	pass	fail		
2.1	Take-offs (various profiles)						
2.2	Sloping ground or crosswind take-offs & landings						
2.3	Take-offs at maximum take-off mass (actual or simulated maximum take-off mass)						
2.4	Climbing and descending turns to specified heading						
2.5	CAT.POL.H.305 – Selection of route/path in order to minimize exposure time; Take-Off and Landing with various profiles; Advanced autorotation						

Section 3 – Abnormal and emergency procedures							
		OPC				Training	Remarks
		1 attempt		2 attempt		performed	
		pass	fail	pass	fail		
3.1	Engine fire						
3.2	Fuselage fire						
3.3	Emergency operation of under carriage (if applicable)						
3.4	Engine failure and relight (discussion)						
3.5	Hydraulic failure (if applicable)						
3.6	Electrical failure						
3.7	Transmission malfunction						
3.8	Recovery from unusual attitudes (sole reference to instruments)						
3.9	Autorotative descent to a designated area						
3.10	Autorotative landing with power recovery						
3.11	Flight and engine control system malfunctions						
3.12	IMC autorotation techniques with power recovery						
3.13	Crew member incapacitation (according to OM-A)						
3.14	Tail rotor control failures and malfunctions						
3.15	Settling with power/Vortex						
3.16	loss of tail rotor effectiveness						

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3.17	Other emergency procedures as outlined in the appropriate AFM					
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Section 4 – Use of company specific equipment							
		OPC				Training	Remarks
		1 attempt		2 attempt		performed	
		pass	fail	pass	fail		
4.1	EFB						
4.2	Platform Take-Off and Landings (if applicable)						
4.3							
4.4							
4.5							

Section 5 – Company Procedures							
		OPC				Training	Remarks
		1 attempt		2 attempt		performed	
		pass	fail	pass	fail		
5.1	Company documents (OM)						
5.2	Aircraft documents acc. OM-A 8.1.12.						
5.3	Flight planning acc. OM-A 8.1.						
5.4	Loading M&B acc. OM-A 8.1.8.						
5.5	Performance planning acc. OM-A 8.3.						
5.6	Helicopter limitations acc. AFM & OM-B						
5.7	Use and synchronization of the EFB						

Section 6 - CRM*			
6.1	Situation Awareness	Element:	
6.2	Decision Making	Element:	
6.3	Workload Management	Element:	
6.4	Communication	Element:	
6.5	Self-Critique	Element:	
6.6	Other	Element:	

***Further CRM Topics are:**

Human Performance and Limitations, Human error and reliability, Error chain, Error preventive and detection, Stress, Stress Management, Fatigue & Vigilance

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Section L - Line Check				
Line Check should be completed during CAT operations or on a representative flight		PIC		Remarks
		pass	fail	
Preflight				
1.1	Flight planning / Maps, AIP, DABS, Skybriefing			
1.2	OM / AFM / Limitation / W&B / Fuel planning			
1.3	Aircraft documents / Tech Log / External checks			
1.4	Flight and ground crew briefing			
1.5	Pre-take-off procedures and checks / After landing & shut down procedures			
Taxi / Flight				
2.1	Engine Start			
2.2	Power management and use of brakes (if required)			
2.3	Procedures and strategies during taxi (if required)			
2.4	Air Taxi Speed / Vigilance (if required)			
2.5	Parking alignment and stop point (if required)			
2.6	Runway / FATO alignment			
2.7	Takeoff / Climb			
2.8	Area departure / Airspeed, Noise abatement, etc.			
2.9	Level off / Cruise			
2.10	Route selection (valleys, cables, etc.)			
2.11	Altitude selection			
2.12	Navigation / Map / GPS			
2.13	Outside landing / Area reconnaissance / Approach			
2.14	Airspeed control			
2.15	Assessment of operating site from the air			
2.16	Approach Type, angle, speed			
2.17	Hover performance assessment			
Systems Management				
3.1	GPS and avionics (tuning and techniques)			
Miscellaneous				
4.1	Punctuality and Crew documents			
4.2	Personal appearance			
4.3	Radio communications			
4.4	Command and control of crew members			
4.5	Traffic watch / Clearance compliance			
4.6	Weather avoidance & monitoring			
4.7	Emergency, irregular & abnormal procedures			
4.8	Compliance with AFM, OM's and SOP's			
4.9	Paper work / Post flight documentation / Tech Log			

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Section 6 - CRM*			
6.1	Situation Awareness	Element:	
6.2	Decision Making	Element:	
6.3	Workload Management	Element:	
6.4	Communication	Element:	
6.5	Self-Critique	Element:	
6.6	Other	Element:	

***Further CRM Topics are:**

Human Performance and Limitations, Human error and reliability, Error chain, Error preventive and detection, Stress, Stress Management, Fatigue & Vigilance

NOTES:

- (a) The checks/trainings shall be performed each time on the type least recently used for checking/training purposes.
- (b) The OPC may be combined either with the flight training or the Licence Proficiency Check ("Prof Check").
- (c) For checking criteria and training content for CAT.POL.H.305, refer to OM-D 2.1.12.1.
- (d) For checking criteria and training content for CAT.POL.H.420, refer to OM-D 2.1.12.2.
- (e) For checking criteria and training content for CRM, refer to OM-D 2.1.7.
- (f) Combination of simulated LC and OPC: The flight may be prior or adjacent to, but not simultaneous with one of the biannual proficiency checks.
- (g) CRM assessment alone is not being used as a reason for a failure of the line check unless the observed behavior could lead to an unacceptable reduction in safety margin.
- (h) Training and checking (particularly emergencies) covered in the aircraft have to use a safe airborne simulation, bearing in mind the effect of any subsequent failure, and that the exercise must be preceded by a comprehensive briefing.
- (i) There is no complete shut-down of systems due to safety reasons.