

BFCL.430 FE(B) certificate - Standardisation course

Regulation (EU) 2020/357

1. Applicants for an FE(B) certificate shall take a standardisation course which is provided either by the competent authority or by an ATO or a DTO and approved by that competent authority.
2. The standardisation course shall be tailored to the balloon flight examiner privileges sought and shall consist of theoretical and practical instruction, including, at least:
 1. the conduct of at least one skill test, proficiency check or assessment of competence for the BPL or associated ratings or certificates;
 2. instruction on the applicable requirements of this Annex and the applicable air operations requirements, the conduct of skill tests, proficiency checks and assessments of competence, and their documentation and reporting;
3. a briefing on the following:
 1. national administrative procedures;
 2. requirements for the protection of personal data;
 3. examiner's liability;
 4. examiner's accident insurance;
 5. national fees; and
 6. information on how to access the information contained in points (i) to (v) when conducting skill tests, proficiency checks or assessments of competence of an applicant whose competent authority is not the one that issued the examiner certificate.
4. An FE(B) certificate holder shall not conduct skill tests, proficiency checks or assessments of competence of an applicant whose competent authority is not the one that issued the examiner certificate, unless he or she has reviewed the latest available information containing the relevant national procedures of the applicant's competent authority.

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1. General
 1. When issuing an approval for the conduct of FE(B) standardisation courses to an ATO or a DTO, the competent authority should monitor the execution of these courses through appropriate oversight measures.
 2. An FE(B) standardisation course should last at least 1 day, divided into theoretical and practical training.
 3. The competent authority, the ATO or the DTO should determine any further training required before presenting the candidate for the examiner assessment of competence.

2. Content

1. Theoretical training

1. The theoretical training should cover at least:
 1. the contents of AMC2 BFCL.430 and the flight examiner manual (FEM);

2. Part-BFCL and the related AMC and GM that are relevant to their duties;
 3. operational requirements and the related AMC and GM that are relevant to their duties;
 4. national requirements that are relevant to their examination duties;
 5. fundamentals of human performance and limitations that are relevant to flight examination;
 6. fundamentals of evaluation that are relevant to an applicant's performance;and
 7. the management system of ATOs and the organisational structure of DTOs.
2. Examiners should also be briefed on the protection requirements for personal data, liability, accident insurance and fees, as applicable in the Member State concerned.
 3. All the items above are the core knowledge requirements for an examiner and are recommended as the core course material. This core course material may be studied before the recommended examiner training is commenced. The core course may utilise any suitable training format.
- 2. Practical training**
1. Practical training should include at least:
 1. knowledge and management of the test for which the certificate is to be sought. These are described in the relevant modules in the FEM; and
 2. knowledge of the administrative procedures pertaining to that test or check.
 3. For an initial examiner certificate, practical training should include the examination of the test profile sought, consisting of the conduct of at least one test or check profiles in the role of an examiner, including briefing, conduct of the skill test and proficiency check, assessment of the applicant to whom the test or check is given, debriefing and recording or documentation under the supervision of an examiner.

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STANDARDISATION ARRANGEMENTS FOR EXAMINERS

1. General

1. An examiner should allow an applicant adequate time to prepare for a test or check.
2. An examiner should plan a test or check flight so that all required exercises can be performed while allowing sufficient time for each of the exercises and with due regard to the weather conditions, traffic situation, ATC requirements and local procedures.

2. Purpose of a test or check

1. Determination through practical demonstration during a test or check that an applicant has acquired or maintained the required level of knowledge and skill or proficiency.
2. Improvement of training and flight instruction in ATOs or DTOs through feedback from examiners about items or sections of tests or checks that are most frequently failed.

3. Assistance in maintaining and, where possible, improving air safety standards by having examiners display good airmanship and flight discipline during tests or checks.

3. Conduct of a test or check

1. An examiner will ensure that an applicant completes a test or check in accordance with the Part-BFCL requirements and is assessed against the required test or check standards.
2. Each item within a test or check section should be completed and assessed separately. The test or check schedule, as briefed, should normally not be altered by an examiner.
3. A marginal or questionable performance of a test or check item should not influence an examiner's assessment of any subsequent items.
4. An examiner should verify the requirements and limitations of a test or check with an applicant during the pre-flight briefing.
5. When a test or check is completed or discontinued, an examiner should debrief the applicant and give reasons for items or sections failed. In case of a failed or discontinued skill test and proficiency check, the examiner should provide appropriate advice to assist the applicant in retests or rechecks.
6. Any comment on, or disagreement with, an examiner's test or check evaluation or assessment made during a debriefing will be recorded by the examiner on the test or check report, and will be signed by the examiner and countersigned by the applicant.

4. Examiner preparation

1. An examiner should supervise all aspects of the test or check flight preparation, including, where necessary, obtaining or assuring an ATC clearance/liaison.
2. An examiner will plan a test or check in accordance with the Part-BFCL requirements. Only the manoeuvres and procedures set out in the appropriate test or check form will be undertaken. The same examiner should not re-examine a failed applicant without the agreement of the applicant.

5. Examiner approach

An examiner should encourage a friendly and relaxed atmosphere 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.

6. Assessment system

Although test or checks may specify flight test tolerances, an applicant should not be expected to achieve these at the expense of smoothness or stable flight. An examiner should make due allowance for unavoidable deviations due to turbulence, ATC instructions, etc. An examiner should terminate a test or check only either when it is clear that the applicant has not been able to demonstrate the required level of knowledge, skill or proficiency and that a full retest will be necessary or for safety reasons. An examiner will use one of the following terms for

assessment:

1. 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;
2. a 'fail' provided that any of the following apply:
 1. the flight test tolerances have been exceeded after the examiner has made due allowance for turbulence or ATC instructions;
 2. the aim of the test or check is not met;
 3. the aim of the exercise is met but at the expense of safe flight, violation of a rule or regulation, poor airmanship or poor control;
 4. an acceptable level of knowledge is not demonstrated;
 5. an acceptable level of flight management is not demonstrated; and
 6. the intervention of the examiner or safety pilot is required in the interest of safety; and
3. a 'partial pass' in accordance with the criteria shown in the relevant skill test appendix to Part-BFCL.

7. Method and contents of the test or check

1. Before undertaking a test or check, an examiner will verify that the balloon intended to be used is suitable and appropriately equipped for the test or check. Aircraft that fall under points (a), (b), (c), or (d) of Annex I to the Basic Regulation can be used, provided that they are subject to an authorisation as per point ORA.ATO.135 of Annex VII (Part-ORA) or point DTO.GEN.240 of Annex VIII (Part-DTO) to Regulation (EU) No [1178/2011](#).
2. A test or check flight will be conducted in accordance with the AFM.
3. A test or check flight will be conducted within the limitations contained in the operations manual of an ATO or the balloon operator for which the applicant is flying, as applicable, or, if available, within the limitations placed by the DTO.

4. Contents

A test or check is comprised of:

1. oral examination on the ground (where applicable) which should include:
 1. balloon general knowledge and performance;
 2. planning and operational procedures;
 3. theoretical knowledge in the common subjects as per point BFCL.135(a)(1) in

cases where the applicant receives a credit in accordance with point [BFCL.140\(a\)](#), based on a licence the privileges of which were not exercised for more than 2 years; and

4. other relevant items or sections of the test or check;
2. pre-flight briefing which should include:
 1. test or check sequence; and
 2. safety considerations.
3. in-flight exercises which should include each relevant item or section of the test or check; and
4. post-flight debriefing which should include:
 1. assessment or evaluation of the applicant; and
 2. documentation of the test or check with the applicant's FI(B) present, if possible.
5. A test or check is intended to simulate a practical flight. Thus, an examiner may set practical scenarios for an applicant while ensuring that the applicant is not confused and air safety is not compromised.
6. An examiner should maintain a flight log and assessment record during the test or check for reference during the post-flight debriefing.
7. An examiner should be flexible with regard to the possibility of changes arising to pre-flight briefings due to ATC instructions, or other circumstances affecting the test or check.
8. Where changes arise to a planned test or check, an examiner should be satisfied that the applicant understands and accepts the changes. Otherwise, the test or check flight should be terminated.

Should an applicant choose not to continue a test or check for reasons considered inadequate by an examiner, the applicant will be assessed as having failed those items or sections not attempted. If the test or check is terminated for reasons considered adequate by the examiner, only these items or sections not completed will be tested during a subsequent test or check.
9. An examiner may terminate a test or check at any stage if it is considered that the applicant's competency requires a complete retest or recheck.

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Planning of tests and checks

1. An FE(B) should plan not more than a total of two skill tests, proficiency checks or assessments of competence per day.
2. An FE(B) should plan at least 2 hours for a skill test, proficiency check or assessment of competence, including pre-flight briefing and preparation, conduct of the test, check or assessment of competence, de-briefing, evaluation of the applicant and documentation.

→ [BFCL.445](#)

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