



Section/division: LICENSING
Telephone number: 011-545-1000
Physical address: Ikhaya Lokundiza, 16 Treur Close, Waterfall Park, Bekker Street, Midrand, Gauteng
Postal address: Private Bag X73, Halfway House 1685

Form Number: CA 61-16.4
Fax Number: 011-545-1459
Website: www.caa.co.za

DETAILS OF BANK ACCOUNT FOR PAYMENT OF PRESCRIBED FEE	
Bank: Standard Bank of SA Ltd	Branch: Brooklyn, Pretoria Branch Code: 011245 Account Number: 013007971
COMPULSORY CLIENT PAYMENT CODE (to be completed on deposit slip)	
Service/transaction Skill test for flight instructor (A)	Over the counter payments EFT, Internet, Wire, Electronic payments
<input type="checkbox"/>	<input type="checkbox"/>

INITIAL SKILLS TEST OR REVALIDATION CHECK REPORT FOR FLIGHT INSTRUCTOR RATING (AEROPLANE)

NOTES:

1. See the relevant checklist on the SACAA website (www.caa.co.za) for the applicable requirements for each licence or rating.
2. Insert a tick (✓) in the applicable box(es) *.
3. This form must be submitted within 30 days of the completion of the skills test or revalidation check, as applicable.
4. In the case of an initial skills test, this form must be accompanied by the application form CA61-01.0.
5. For this form to be accepted by the SACAA, each page must be completed in full and must be initialled by BOTH the examiner and the candidate.

GRADE III*		GRADE II*		GRADE I*	
Initial	Revalidation	Initial	Revalidation	Initial	Revalidation
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Details of Candidate

Surname	First names
Licence Number	Phone number

Test or Check details

For initial skills test only *	Training file complete	Recommended	All requirements met
Aerodrome			Date of test
Aeroplane Make & Model			Registration
Aeroplane systems *	ME	RU	VP
Duration	Ground evaluation	Flying	De-briefing
Main briefing subject		Main air-exercise	
Outcome *	Competent		Not yet Competent
Remarks			

Experience

Total dual hours of patten training (initial test only)	Total instruction hours during the last 12 months (revalidation check only)	Grand total instruction hours	
		Aircraft	FSTD

Refresher course/conference (if applicable)

Date	Venue
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Note to Examiners

- a) The correct use of appropriate checklists must be applied at all times.
- b) A high level of RT must be exhibited at all times
- c) The candidate must be assessed as competent in the ground evaluation section prior to the practical skills test or revalidation check being carried out.
- d) It is recommended that the ground evaluation be conducted according to the SACAA recommended format (available on the SACAA website).
- e) All flight manoeuvres must be conducted in compliance with the POH and certification of the aircraft used for the skills test or the revalidation check.
- f) If a mandatory aspect is omitted, the Examiner must write "NOT ASSESSED" and motivate the decision in the observations sheet.
- g) Aspects tagged with → are mandatory for the initial skills test and the revalidation check unless otherwise instructed.
- h) 4-point scale

When applying the 4-point scale, award the mark that best describes the weakest element(s) applicable to the candidate's performance.

4. Excellent standard

Performance remains well within the qualification standards and flight management skills are excellent.

- Aircraft handling is smooth and precise.
- Technical skills and knowledge exceed the required level of competency.
- Behaviour indicates continuous and highly accurate situational awareness.
- Flight management skills are excellent.
- Safety of flight is assured. Risk is well managed.

3. Meets SACAA expected standards

Minor deviations occur from the qualification standards and performance remains within prescribed limits.

- Performance meets the recognised standard yet may include deviations that do not detract from the overall performance.
- Aircraft handling is positive and within specified limits.
- Technical skills and knowledge meet the required level of competency.
- Behaviour indicates that situational awareness is maintained.
- Flight management skills are effective.
- Safety of flight is maintained. Risk is acceptably managed.

2. Below SACAA expected standards

Occasionally, major deviations from the qualification standards occur, which may include momentary excursions beyond prescribed limits but these are recognized and corrected in a timely manner.

- Performance includes deviations that detract from the overall performance, but are recognized and corrected within an acceptable time frame.
- Aircraft handling is performed with limited proficiency and/or includes momentary deviations from specified limits.
- Technical skills and knowledge reveal limited technical proficiency and/or depth of knowledge.
- Behaviour indicates lapses in situational awareness that are identified and corrected.
- Flight management skills are effective but slightly below standard.
- Safety of flight is not compromised. Risk is poorly managed.

1. Not yet competent

Unacceptable deviations from the qualification standards occur, which may include excursions beyond prescribed limits that are not recognized or corrected in a timely manner.

- Performance includes deviations that adversely affect the overall performance, are repeated, have excessive amplitude, or for which recognition and correction are excessively slow or nonexistent, or the aim of the task was not achieved.
- Aircraft handling is rough or includes uncorrected or excessive deviations from specified limits.
- Technical skills and knowledge reveal unacceptable levels of technical proficiency and/or depth of knowledge.
- Behaviour indicates lapses in situational awareness that are not identified or corrected.
- Flight management skills are ineffective.
- Safety of flight is compromised. Risk is unacceptably managed.

- i) Should the candidate achieve a **2** in any aspect, he or she must be re-assessed in that ASPECT and the Examiner must indicate the new grading (1,3 or 4).
- j) This form becomes invalid if an aspect graded with a **2** is not re-assessed and re-graded.
- k) Should the candidate achieve a **1** in fewer than **5** aspects, he or she must undergo further training in compliance with Regulation SACAR 61.01.5 (9)(a)(b) and (c) and must be re-assessed in those aspects using the same form.
- l) Should the candidate achieve a **1** in **5** or more aspects, the entire test or check must be repeated using a new form.
- m) The Examiner must write comments in the observation sheet whenever an aspect is marked as **1**.
- n) During a revalidation check, in the case of a grading of 2, the Examiner may teach in a particular aspect and then immediately re-assess such aspect.
- o) Should the candidate achieve a **1** in fewer than **5** aspects in an initial skills test, this form must remain in the possession of the ATO until a re-assessment is conducted.
- p) Should the candidate achieve a **1** in fewer than **5** aspects in a revalidation check, this form must remain in the possession of the Examiner until a re-assessment is conducted.
- q) Should the candidate achieve a **1** in **5** or more aspects, the Examiner must send this form to the CAA licensing section.
- r) Should any aspect in section 9 (Airmanship) be assessed as "not yet competent" (NYC), the entire test or check must be repeated.

Tolerances			
General flying		Instrument flying – Limited panel	
Altitude / height	± 100 ft.	Altitude / height	± 100 ft.
Direction	± 10°	Direction	± 10°
Speed	± 5 kts	Speed	± 10 kts
Instrument flying – Full panel		Asymmetric flight	
Altitude / height	± 50 ft.	Altitude / height	± 100 ft
Direction	± 5°	Direction	± 5°
Speed	± 5 kts	Speed	± 10 kts
Note: Allowance for turbulence at the discretion of the testing officer			

Section 1: Ground evaluation (Not applicable to Grade I upgrade – use form CA 61-16.04)

Aspects						
Main briefing:						
1	➔	Knowledge of the subject	1	2	3	4
2	➔	Lesson plan preparation and adherence (<i>introduction, development and conclusion</i>)	1	2	3	4
3	➔	Teaching ability (method of conveying knowledge, effective communication)	1	2	3	4
4	➔	Student involvement and knowledge evaluation	1	2	3	4
5	➔	Effective use of media and instructional aids	1	2	3	4
Knowledge and Practical application of:						
6	➔	Civil Aviation Regulations	1	2	3	4
7	➔	Principles of Flight	1	2	3	4
8	➔	Aeroplane used for the test	1	2	3	4
9	➔	Theory of instruction / instructor responsibilities and professionalism / risk management	1	2	3	4
10	➔	Air exercise briefing	1	2	3	4

Section 2: Pre-flight Action and Ground Handling

Aspects						
1	➔	Pre-flight inspection	1	2	3	4
2	➔	Procedures before, during and after start	1	2	3	4
3	➔	Ground handling (speed, power, use of brakes)	1	2	3	4

Section 3: Take-off

Aspects						
1	→	Pre-take-off checks and procedures	1	2	3	4
2	→	Take-off (assess at least one and discuss the others)				
		• Normal take-off	1	2	3	4
		• Field and obstacle limited take-off	1	2	3	4
		• Cross wind take-off	1	2	3	4

Section 4: Flight Manoeuvres

Aspects						
1	→	Climb	1	2	3	4
2	→	Straight and level flight	1	2	3	4
3	→	Effects of controls (primary, further, adverse, power, etc.)	1	2	3	4
4	→	Spiral Dive entry and recovery	1	2	3	4
5	→	Steep turn (45° angle of bank)	1	2	3	4
6	→	Descent	1	2	3	4
Specify others:						
7			1	2	3	4
8			1	2	3	4
9			1	2	3	4

Section 5: Slow flight and Stalling

Aspects						
1	→	Manoeuvring during slow flight	1	2	3	4
2	→	Entering the stall	1	2	3	4
3	→	Recovery from the stall	1	2	3	4

Section 6: Spin avoidance

Aspects						
1	→	Entry to an incipient spin	1	2	3	4
2	→	Recovery from an incipient spin	1	2	3	4

Section 7: Simulated forced landing

Aspects						
1	→	Setting of scenario	1	2	3	4
2	→	Action after engine failure	1	2	3	4
4	→	Planning and execution of descent and recovery procedure	1	2	3	4

Section 8: Low Flying and precautionary landing

Aspects						
1	→	Setting of scenario (eg. time, weather, fuel, aircraft status etc.)	1	2	3	4
2	→	Technique and precautionary configuration (as per POH)	1	2	3	4
3	→	Awareness of obstacles, terrain features and optical illusions	1	2	3	4
4	→	Inspection flight path (height, direction, timing, etc.)	1	2	3	4

Section 9: Navigation (Mandatory only for initial GRADE III skills test)

Aspects						
1	→	Planning and preparation	1	2	3	4
2	→	Departure procedures	1	2	3	4
3	→	Basic navigation, map reading and fixing position	1	2	3	4
4	→	Maintenance of the flight log	1	2	3	4
5	→	Diversion procedures (may be assessed on the ground)	1	2	3	4
6	→	Flight management (fuel, engine considerations, FREDASS, etc.)	1	2	3	4

Section 10: Circuits and Landings

Aspects						
1	➔	Joining procedures, Circuit procedures and checks	1	2	3	4
2	➔	Approach and landing (assess at least two and discuss the others)				
3		• Normal	1	2	3	4
4		• Field and obstacle limited approach	1	2	3	4
5		• Flapless approach	1	2	3	4
6		• Cross-wind approach	1	2	3	4
7		• Glide approach	1	2	3	4
8	➔	Go-around from full flaps and gear down configuration	1	2	3	4
9	➔	After landing procedures and after flight procedures	1	2	3	4

Section 11: Simulated Emergencies

Aspects						
Knowledge, actions and talk-through in the event of:						
1	➔	Engine fire (on the ground or in the air)	1	2	3	4
2	➔	Cockpit fire/smoke (on the ground or in the air)	1	2	3	4
3	➔	Engine failure during initial climb out	1	2	3	4
Specify other:						
4			1	2	3	4
5			1	2	3	4

Section 12: Complex systems (Mandatory only for initial GRADE II skills test)

Aspects						
Demonstrate knowledge and appropriate procedures on:						
1	➔	Constant speed propeller	1	2	3	4
2	➔	Fuel injection systems (if applicable)	1	2	3	4
3	➔	Retractable undercarriage	1	2	3	4
4	➔	Turbo/super-charged engine (if applicable)	1	2	3	4

Section 13: Basic Instrument Flying (can be combined with Section 4)

Aspects						
1	➔	Straight and level flight at various airspeeds and configurations	1	2	3	4
2	➔	Climbing	1	2	3	4
3	➔	Descending	1	2	3	4
4	➔	Rate 1 turns onto pre-selected headings	1	2	3	4

Section 14: Instructional Skills

Aspects						
1	➔	Structure of the air-exercises (logical sequence, adherence to lesson plan, etc.)	1	2	3	4
2	➔	Leadership and assertiveness	1	2	3	4
3	➔	Consistent and correct terminology	1	2	3	4
4	➔	Quality of demonstration/teaching	1	2	3	4
5	➔	Recognition and correction of errors	1	2	3	4
6	➔	Quality of the de-brief	1	2	3	4

Details of Examiner			
Surname		First names	
Licence Number		Phone number	
I certify that all sections and aspects were carried out and assessed by me as indicated above:			
SIGNATURE OF EXAMINER	NAME IN BLOCK LETTERS	DATE	

Details of Examiner who carried out a re-assessment (if different from above)			
Surname		First names	
Licence Number		Phone number	
I certify that I re-assessed all the aspects as specified in the observation sheet:			
SIGNATURE OF EXAMINER	NAME IN BLOCK LETTERS	DATE	

I certify that this form has not been altered or tampered with in any way whatsoever and all information on it is correct:			
SIGNATURE OF CANDIDATE	NAME IN BLOCK LETTERS	DATE	