

Examiner certificate valid until		
Year	Month	Day

**Examiner certificate application form and  
Senior examiners report**

APPLICATION FOR, AND REPORT FORM FROM ASSESSMENT OF COMPETENCE FOR ISSUING OR REVALIDATION OF EXAMINER CERTIFICATE ACCORDING TO SUBPART K OF COMMISSION REGULATION (EU) NO 1178/2011 OF 3 NOVEMBER 2011

<input type="checkbox"/> Initial Issue	<input type="checkbox"/> Revalidation	<input type="checkbox"/> Renewal	<input type="checkbox"/> Extension(new type/class/role)
<input type="checkbox"/> PC-examiner		<input type="checkbox"/> Skill test examiner	

**Applicant  
information**

Date of birth /yyyy-mm-dd		State of issue		Licence no	
Last name			First and middle name		
Street or box				Zip code and city	
Country	Telephone	Mobile phone	E-mail		

**APPLICATION FOR AUTHORIZATION AS (ROLE):**

<b>A.</b>	<input type="checkbox"/> Flight examiner (FE)	<input type="checkbox"/> Flight instructor examiner (FIE)	<input type="checkbox"/> Aeroplane
	<input type="checkbox"/> Instrument rating examiner (IRE)	<input type="checkbox"/> Type rating examiner (TRE)	<input type="checkbox"/> Helicopter
	<input type="checkbox"/> Class rating examiner(CRE)	<input type="checkbox"/> Synthetic flight examiner (SFE)	
<b>B.</b>	<input type="checkbox"/> Wish to conduct PC (Only for skill test examiners)		

**ON THE FOLLOWING CLASSES/TYPES OF AIRCRAFTS**

Type /Class	Flight time total on type/class	Instrument flight time on relevant category*	Flight time as instrument instructor on relevant category*	Flight time as instructor on type/class	Rating valid until
1.					
2.					
3.					
4.					
5.					

\*) Initial issue of IRE only

**REVALIDATION/RENEWAL**

<b>D.</b>	Last examiner standardisation meeting attended, place/date (attach certificate of completion)	
<b>E.</b>	Tests/checks conducted each year, last three years, as Examiner	
	Skill tests / /	PC / /
	Place/date	Assessments of competence / /
	Certified true and correct, sign	

Handlingarna kan skannas som Pdf-fil och mejlas till: [certifikat.w3d3@transportstyrelsen.se](mailto:certifikat.w3d3@transportstyrelsen.se) eller skickas till: Transportstyrelsen, SE-601 73 Norrköping

# Assessment of competence (if applicable)

## Before assessment

<input type="checkbox"/> Valid licence <input type="checkbox"/> Valid Medical <input type="checkbox"/> All relevant type/class ratings valid <input type="checkbox"/> Valid relevant Instructor rating (-s) <input type="checkbox"/> Personal identification card		<b>Revalidation</b> <input type="checkbox"/> $\geq 2$ test/checks per year during the validity period of the certificate. <input type="checkbox"/> Attended examiner refresher seminar within the last year of the validity period.	<input type="checkbox"/> Extension of privileges
<b>Initial issue</b> <input type="checkbox"/> Examiner standardisation course passed within the last 12 months.		<b>Renewal</b> <input type="checkbox"/> Attended examiner refresher seminar within the last 12 months.	<input type="checkbox"/> I hereby declare that I have read the information according to FCL.1015 c, and checked all prerequisites for this test .....
Type of test or check observed		Aircraft type and registration (or simulator Qualification no)	
Crew member(s)	Name	Licence no	
	Name	Licence no	

## Senior examiners report

Assessment of competence	Accepted	Not accepted
Appearance/behaviour	<input type="checkbox"/>	<input type="checkbox"/>
Conduct of briefing	<input type="checkbox"/>	<input type="checkbox"/>
Conduct of oral examination	<input type="checkbox"/>	<input type="checkbox"/>
Content of test/check items in compliance with FCL	<input type="checkbox"/>	<input type="checkbox"/>
Relevance of test/check scenario	<input type="checkbox"/>	<input type="checkbox"/>
Conduct of practical part	<input type="checkbox"/>	<input type="checkbox"/>
Assessment of candidate(s)	<input type="checkbox"/>	<input type="checkbox"/>
Conduct of de-briefing	<input type="checkbox"/>	<input type="checkbox"/>
Completion of relevant records	<input type="checkbox"/>	<input type="checkbox"/>
Knowledge of licence administration, including granting privileges	<input type="checkbox"/>	<input type="checkbox"/>
Theoretical knowledge of the requirements associated with the function of an examiner	<input type="checkbox"/>	<input type="checkbox"/>
Evaluation of the training standards (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>

<b>On the basis of my observation of above test/check i recommend that the examiner/applicant can be:</b>		
<input type="checkbox"/> Certified	<input type="checkbox"/> Re-certified	<input type="checkbox"/> Not certified
Place:.....  Date:.....  Senior examiner, signature:.....	Stamp:	

<b>A. Pre-flight</b>		<b>Evaluated</b>	<b>Remarks</b>
1	Preparation and administration	<input type="checkbox"/>	
2	Briefing the candidate(s)	<input type="checkbox"/>	
3	Oral examination	<input type="checkbox"/>	

<b>B. Work attitude</b>		<b>Evaluated</b>	<b>Remarks</b>
1	Compliance with rules and regulations	<input type="checkbox"/>	
2	Knowledge and application of Operational procedures (PANS-OPS)	<input type="checkbox"/>	
3	Handling of flight crew and/or safety pilot/ flight engineer (stress and applied roles)	<input type="checkbox"/>	
4	Questioning candidate(s) (sticking to facts and figures)	<input type="checkbox"/>	
5.a	Attitude towards senior examiner	<input type="checkbox"/>	
5.b	Attitude towards applicant	<input type="checkbox"/>	
6	Communication and atmosphere	<input type="checkbox"/>	

<b>C. Test management</b>		<b>Evaluated</b>	<b>Remarks</b>
2	Giving instructions/directions	<input type="checkbox"/>	
3	Managing unexpected or difficult situations	<input type="checkbox"/>	
4	Handling unsatisfactory performance	<input type="checkbox"/>	
5	Simulating roles as cabin staff, ATC, etc	<input type="checkbox"/>	
6	Managing equipment to be used	<input type="checkbox"/>	
7	Managing time	<input type="checkbox"/>	
8	Allowing repetition of mandatory items	<input type="checkbox"/>	

<b>D. Assessment</b>		<b>Evaluated</b>	<b>Remarks</b>
1	Assessing candidate(s) performance	<input type="checkbox"/>	
2	Applying correct test criteria	<input type="checkbox"/>	
3	Concidering exceptional circumstances	<input type="checkbox"/>	

<b>E. Post flight</b>		<b>Evaluated</b>	<b>Remarks</b>
1	Delivering assessment	<input type="checkbox"/>	
2	Giving constructive feedback of performance	<input type="checkbox"/>	
3	Handling questions from the candidate(s)	<input type="checkbox"/>	
4	Administration	<input type="checkbox"/>	

## **INSTRUCTIONS FOR COMPLETING FORM**

**This form must be used for when applying for the issue, revalidation, renewal or extension of examiner certificates.**

- A. The applicant shall tick all applicable examiner roles for which examiner privileges are sought, according to his/her instructor ratings.
- B. If a skill test examiner also wish to conduct PC (an extra fee will be charged), he/she must tick the appropriate box.
- C. The types and classes on which tests/checks are to be conducted on and the flight time on types/classes respectively. Please note that the instrument flight time and instrument instructing time is only relevant for the first issue of IRE authorisation.
- D. For revalidation or renewal the certificate of completion from the last attended examiners standardization meeting must be attached.
- E. Test/checks conducted the last three year, each year must be stated.