



BRITISH GLIDING ASSOCIATION
SFCL EXAMINING HANDBOOK

INTRODUCTION

Text changes from the version previously published on the BGA web site (10 Feb 2025) shown in blue.

The purpose of this handbook is to support SFCL Flight Examiners as they carry out their legal responsibilities. It should be read in conjunction with Part-SFCL, the regulation underpinning the Sailplane Pilot Licence, available from both the CAA and BGA web sites.

Guidance is provided for the conduct of tests, checks and assessments of competence conducted by examiners (FE(S)s) and for demonstrations of ability conducted by FI(S)s qualified in accordance with SFCL.315(a)(7) (BGA Coaches)

Source documents such as Part-SFCL have primacy. To minimise the bulk of this handbook, references to Part-SFCL are noted rather than reproduced in the text.

Within this handbook, the following terms are used for brevity:

'Test': Skill Test; Proficiency Check; Assessment of Competence or Demonstration of Ability.

'Examiner': FE(S) or Coach conducting a 'test'.

'Coach': FI(S) who is qualified in accordance with SFCL.315(a)(7) or (8) and nominated by the head of training of an ATO, DTO or the Gliding Club.

Other terms are used as they appear in Part-SFCL.

BGA office should be advised of errors, omissions or proposals for extra material.

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Part 1 – General

Legal Basis for Examining

The CAA will issue examiner certificates to suitably qualified persons of integrity to conduct skill tests, proficiency checks and assessments of competence. The prerequisites, standardisation, validity, privileges and limitations of examiner certificates are set out in Part-SFCL.

Examiner Applications

Applications to vary, revalidate or renew examiner certificates may be made to the BGA office, from where recommendations are made to the CAA.

Currency

Examiners must be in current flying practice on the class of aircraft being used for any flight test, i.e. sailplane or TMG

Licence and Medical Validity

It is an individual's responsibility to ensure that the licence, medical, ratings and certificates are valid before acting as the member of a flight crew. However, examiners should invariably check an applicant's licence and medical certificate to ensure that any rating or certificate renewed recency will be valid.

For any check, test or assessment of competence that requires the applicant's licence to be reissued, the applicants will be required to state on the application form that they meet the medical requirement.

Test Notification

The BGA office should be informed by email when a test has taken place. The notification should include the candidates name, the type of test, the place and the test result.

Weather Conditions

Examiners are to ensure that the weather conditions are adequate for the test.

Airfields to be Used

Any BGA club site where the examiner can satisfy themselves that the flight can be safely carried out may be used for a test.

Aircraft Approval

The training organisation or individual responsible for the training of the applicant shall ensure that the sailplane or TMG aircraft provided for test can satisfy all the test requirements. If the examiner determines that the aircraft is unsatisfactory for the purposes of the test, the examiner may cancel [it](#).

Disciplinary

If it becomes apparent that an examiner is failing to achieve the expected standards, the CAA will take appropriate steps to rectify the situation. Among the courses of action available are the following:

- Interview
- Formal warning
- Requirement for retraining and/or reassessment of examiner competence
- Suspension of examiner certificate
- Revocation of examiner certificate

The course of disciplinary action will depend on the circumstances of the individual case and

will not necessarily follow the sequence listed above. An examiner's certificate may be provisionally suspended pending investigation of an alleged offence or until remedial action such as retraining, and/or an assessment of competence is completed.

The CAA 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 a certificate, an examiner will be entitled to request a review of the proposal in accordance with Regulation 6 (5) of the Civil Aviation Authority Regulations 1991.

SFCL Examining Roles

Sailplane Examiner		Privileges as in SFCL.415(a)	
Skill Test		SPL initial issue for sailplanes excluding TMG	
		Adding sailplanes excluding TMG to an existing SPL	
Proficiency check		SPL recency for sailplanes excluding TMG	
		Cloud flying recency	
TMG Examiner		Privileges as in SFCL.415(b)	
Skill Test		SPL initial issue for TMG	
		Adding TMG to an existing SPL	
Proficiency check		SPL TMG recency	
		Cloud flying recency	
Instructor Examiner		Privileges as in SFCL.415(c)	
Assessment of Competence (AofC)		FI(S) & BI(S) initial issue	
		FI(S) & BI(S) restoring recency	(needed only if hours/launches missing)
Senior Examiner			
Examiner specially authorised by the CAA or CAA Inspector			
AofC		FE(S) initial issue	SFCL.420(c)
Demonstration of Ability (DofA)		FE(S) revalidation/ renewal	SFCL.460(b)(2)

Non-examiner role included here for convenience

Coach		
	Instructing for TMG privileges	SFCL.315(a)(4)
Demonstration of Ability (DofA)	Instructing for basic aerobatic, advanced aerobatic, or sailplane cloud flying, or < > banner towing	SFCL.315(a)(5)
	Instructing for TMG flight at night	SFCL.315(a)(6)
	Instructing for FI(S) certificate	SFCL.315(a)(7)

Guidance

To ensure compliance with SFCL.405, and associated GMs, examiners should ensure that they have not certified more than 50% of the syllabus completion statements.

Limits are for general guidance, based on normal flying conditions of slight turbulence. They should be adapted to make allowance for actual conditions and the handling qualities of the

sailplane used. Any pass/fail assessment must be based on tolerances specified in the AMC where they exist.

Occasional excursions outside these limits are not, by themselves, cause for failure, provided they are:

- not safety critical, and
- corrected promptly and smoothly.

An applicant, however, who does not meet speed requirements is unlikely to be of licence standard.

Test requirements will be met only if the applicant:

- maintains good lookout (including use of electronic conspicuity), and
- flies predominately in trim and co-ordinated, and
- corrects inaccuracies or errors promptly and smoothly

An examiner may declare a section or item of test as not assessable due to weather conditions or sailplane unserviceability. However, he/she may need to consider why the applicant did not make his/her own decision or take action when confronted with these problems.

CAA Examining Advice

Sailplane examiners should note the advice on testing and assessment contained in the CAA's Flight Examiner Handbook.

In particular:

3.3 Repeat manoeuvres

3.4 Test termination/ incomplete test

3.5 Assessment

3.8 Regulation 6 appeals

APPENDIX 11 – Fitness of Character Policy Framework

APPENDIX 12 - THE EU GENERAL DATA PROTECTION REGULATION:
RESPONSIBILITIES OF EXAMINERS.

The handbook is a free download from the CAA web site.

Currently it is at:

<https://www.caa.co.uk/our-work/publications/documents/content/flight-examiners-handbook-a/>

Example Briefs

Example briefs are included in this handbook for examiners' guidance. There is no requirement that they be read word for word, but examiners should ensure that all the points contained within them are included in their own briefs.

Part 2 – Sailplane excluding TMG: Skill Test or Proficiency Check

Summary

Purpose	SPL initial issue (Skill Test) Add 'Sailplane excluding TMG' (Skill Test) Recency (Proficiency check)	SFCL.030; SFCL.145; SFCL.150(e)(2) SFCL.160(a)(2)
Who can test	Sailplane Examiner - note conflict of privileges	SFCL.415(a) SFCL.405 & GMs
Forms	BGA> SPL SKILL TEST REPORT BGA> APPLICATION TO THE CAA FOR THE GRANT OF A PART-SFCL SAILPLANE PILOT LICENCE (SPL initial issue application form) CAA> SRG1100 – not for initial licence issue	
Test format	As detailed on Skill Test Report	
Administration	<u>Skill Test</u> Before: - training record available to the examiner - conflict of privileges SFCL.405 * Recommended for skill test by ATO or DTO Head of Training or Gliding club, to include confirmation that all qualification, training and experience requirements have been met. SFCL.030 SFCL.145(c) SFCL.410(a)(2) - Skill Test Report ready with applicant's details - NB fresh form for each attempt. - any previous report form(s) - if required, evidence of retraining * Found at the end of the candidate's BGA SPL Course Programme During: - initial each passed item. - Initial an entire section only if the entire section is passed - note as 'fail' any failed items (which fails that section) After: Skill Test Report - check completion. A section is passed only if every item within it is passed. SFCL.145(d) - signed by both examiner and applicant - if successful, copies for: - licence application - applicant's training record - applicant (if requested) - examiner's own record - if partial pass, copies for: - BGA - applicant's training record - applicant (if requested) - examiner's own record - if fail, copies for: - BGA - applicant's training record	

	○ applicant (if requested) ○ examiner's own record SPL application SFCL.145(d) • If entire test has been successful within a single attempt, add the Skill Test Report to the application. • 2 Skill Test Reports will be needed if the 1st attempt was incomplete or included a single section failed: they must show that all elements have been passed (Note: Temporary Certificate SRG1100 may not be used for initial SPL issue) No application if 2 sections failed. Applicant's logbook • 'Skill Test' or 'Proficiency Check' • Crew capacity 'PICUS' following a successful 'test' or 'PU/T' if unsuccessful or partial • Countersign with name, licence number and signature. <u>Recency Proficiency Check</u> • Skill Test Report to BGA • Applicant's logbook, as above. <u>Examiner's Own Records</u> Maintain for 5 years SFCL.410(c)
Recommended Weather minima	Visibility: Generally >6km, but not <3000m. Cloud: Not <1500' Wind: Within site limits
Notes	Skill Test schedule AMC1 SFCL.145 SPL (d)(1) Section 1b: 'performance calculation': The BGA knows of no gliders which require performance calculations such as take-off or landing distances. Section 3f Spin avoidance and recovery Action if spinning glider not available. Section 2C e Simulated engine failure after take off (including partial engine failure) As engine running with the throttle closed should be minimised in self-launch sailplanes with two-stroke engines (oil supply requirement), the applicant should demonstrate competence during a discussion with the examiner. (BGA requirement) <u>Training Record</u> As noted above in 'Administration', the applicant's training record must be made available to the examiner (SFCL.030). This record will include the mandatory elements also noted in 'Administration': CFI's or Head of Training's certification that training has been completed and recommendation for the test. Further, the examiner is recommended to take a brief, common sense look through the record itself.

Example brief

'Sailplane excluding TMG' Initial

Put at ease (as far as possible)

- Does the weather look good enough?

In the brief I'll ask you to show me how you checked.

- We must check for the correct 'test': is this a:
 - Skill Test for you to get an SPL, or
 - Skill Test to add 'Sailplane excluding TMG' to an SPL, or
 - proficiency check to restore your recency?
- What launch type?
- Sorry, I have to ask for ID; driving licence is just fine (government issued)
- and medical
- My weight is:

I am required to check the forms before we fly, so please could I have your:

- application form.
 - training record (if skill test: including Course Completion Certificate and recommendation by training organisation)
 - logbook
- & if previous test attempts have been made
- previous test record
 - subsequent training record, including fresh recommendation for the skill test.

Thank you; let's get back together at xx:xx"

Examiner's self-briefing:

- Own licence, examiner's certificate & recency all OK
- Glider suitable & serviceable & insured
- Notams
- Weather

'Sailplane excluding TMG' Main Brief

"Are you ready to go flying?

Great, that's the best bit!

This test has sections intended to simulate a practical flight.

It will not be a memory test; I'll simply tell you what I need to see.

No need to take notes but do ask any questions as we go.

Once briefed, I'll ask to see your preparations, then we'll fly as many launches as we need to see all the items done"

Purpose "Our aim today is to convince me that you can fly as Pilot in Command of a glider"

"I shall need to see you fly safely, practically and smoothly, obeying rules & procedures.

I shall be the actual Pilot in Command but will need to see you act as PIC throughout.

Please treat me as a passenger that you may ignore or, if you wish, engage in conversation.

I must not give you advice.

Throughout, you will be responsible for lookout and positioning within safe gliding range of

the site. If you see another aircraft, tell me about it.

Please say your checks out loud.

I'll be asking questions as we go to confirm your understanding.

Don't get over-anxious about tolerances that are published for our guidance.

We all make mistakes from time to time.

If you do make one, it is best to simply correct it, smoothly and without fuss, and get one with what you are about to do.

Please, what will be your:

- (car/winch only) minimum launch speed?
- speed when there is neither lift nor sink?
- target & minimum speed for the approach?

If you decide to use different ones, do tell me.

My plan is to see you:

Prepare yourself and the glider; please assume that this is the first flight of the day. (I may substitute with questioning)

Fly launches

- (car/winch only) I shall simulate **any** launch failures by pulling the cable release.
- (self-launch only) I shall simulate **any** engine failure by closing the throttle.

Fly straight & medium turns, rolling out towards specified features **and onto** compass headings

For slow flight, I shall ask you to show me:

- Straight and turning flight just a couple of knots above the stall speed
- Recovery from a **< >** stall. **< >** I shall tell you **at** what stage to recover, or simply say "recover now".
- I shall, of course, need to see you carry out appropriate pre-stall checks.

Successful recovery from these will have demonstrated to me that you can avoid spins.

- Next, we shall need to do a spin itself. Entry is not assessed in this test, but would you be happy to enter a spin? (Alternative is for me to enter and then hand over control)
- When I tell you, recover from the spin.
- If you have heard nothing from me by 1,500 ft, take recovery action anyway.
- There is little time for talking when spinning, so please tell me now what your spin recovery technique will be.

Alternative for full spin: "As we can't do a full spin in the air today, we shall demonstrate your competence with a discussion after the flight"

All your recoveries should return to normal gliding without excessive height loss.

Finally, before returning to the circuit, I shall ask you to fly steeper turns – about 45° AOB.

After all these distractions, please make sure that we join the circuit at an appropriate height. I need to see you fly circuits with normal checks, at normal speeds and with appropriate decisions to put yourself in a position for a normal approach.

For each approach you will need to choose an appropriate touch down area, just like normal. For the precision landing I shall nominate one.

Throughout our flying, if anything should go wrong, please deal with it. Believe me, I would be watching closely, might offer advice and may even take over, but please don't rely on me doing either. If we get to that stage, we shall be dealing with a real world problem, not testing.
(car/winch & self-launch only) Other than launch failures, I shall not simulate any other emergencies.

Do you understand what I shall ask you to do and have you practised it all?
Any questions?

Please now show me your preparations.

Ask questions about:

- Aircraft documentation
- Notams
 - Obtained appropriate brief
 - Correct identification of threats
 - Other questions as appropriate
- Weather
 - Obtained appropriate brief
 - Correct identification of threats
 - Other questions as appropriate
- Normal and abnormal operation of the glider

END

SPL 'Sailplane excluding TMG', Example Debriefs

Don't forget the full spin discussion, if it has been needed, before deciding the test result. There are no published tolerances for 'sailplane excluding TMG'.

Pass

- Congratulations!
- Administer encouragement or admonishment
- Offer optional minor points summary
- [Paperwork as noted above in 'Administration'](#)

END

Partial Pass

Do not get involved in argument about test result or conduct.
If there is a problem, keep a detailed record & tell the BGA Examining Lead.

"I am not yet able to sign up a full pass."

Section ____ was not successful because _____ (keep it short and factual)

To achieve a full pass we shall need to see you fly this Section successfully.

I have indicated on the form the items which I could not see successfully achieved and made either recommendations or requirements for you to achieve success.
The CAA keep an eye on me by looking at partials and so require a copy.

Do you understand:

- why this Section was not successful?
- what you will need to do to achieve success at the next test?
- the retraining recommendation or requirement?"

Offer optional minor points summary.

[Paperwork as noted above in 'Administration'.](#)

END

Fail

Do not get involved in argument about test result or conduct. Should there be a problem, inform the chairman of the BGA Examining & Instructor Committee or BGA Examining Lead (both available via BGA office); record details & actions.

"I am not yet able to sign up a pass.

"Sections ___ & ___ were not successful because _____ (keep it short and factual)

To achieve a pass we shall need to see you fly an entire Skill Test successfully.

I have indicated on the form the items which I could not see successfully achieved and made either recommendations or requirements for you to achieve success.

You have the right to appeal against the conduct of this test.

Details on how to do this are in Section 3.8 of the CAA Flight Examiner Handbook and Regulation 6(5) of the CAA Regulations 1991.

Do you understand:

- why these sections were not successful?
- what you will need to do to achieve success at the next test?
- the retraining recommendation or requirement?
- that you have the right to appeal?

Offer optional minor points summary.

[Paperwork as noted above in 'Administration'.](#)

END

Part 3 – TMG: Skill Test or Proficiency Check

Summary

Purpose	SPL initial issue (Skill Test) Add TMG (Skill Test) Recency (Proficiency check)	SFCL.030; SFCL.145; SFCL.150(b)(2) SFCL.160(b)(2)
Who can test	TMG Examiner - note conflict of privileges	SFCL.415(b) SFCL.405 & GMs
Test format	As detailed on skill test report	
Forms	BGA> SPL TMG SKILL TEST REPORT BGA> APPLICATION TO THE CAA FOR THE GRANT OF A PART-SFCL SAILPLANE PILOT LICENCE TMG EXTENSION CAA> Temporary Certificate SRG1100	
Administration	<u>Skill Test</u> Before: • training record available to the examiner • conflict of privileges SFCL.405 • Recommended for skill test by ATO, DTO Head of Training or Gliding Club, to include confirmation that all qualification, training and experience requirements have been met. SFCL.030 SFCL.145(c) SFCL.410(a)(2) • Skill Test Report ready with applicant's details ◦ NB fresh form for each attempt. • any previous report form(s) • if required, evidence of retraining During: • initial each passed item. • Initial an entire section only if the entire section is passed • note as 'fail' any failed items (which fails that section) < > After: Skill Test Report • check completion. A section is passed only if every item within it is passed. SFCL.145(d) • signed by both examiner and applicant • if successful, copies for: ◦ licence application ◦ applicant's training record ◦ applicant (if requested) ◦ examiner's own record • if partial pass, copies for: ◦ BGA ◦ applicant's training record ◦ applicant (if requested) ◦ examiner's own record • if fail, copies for:	

	○ BGA ○ applicant's training record ○ applicant (if requested) ○ examiner's own record SPL application SFCL.145(d) • If entire test has been successful within a single attempt, add the Skill Test Report to the application. • 2 Skill Test Reports will be needed if the 1st attempt was incomplete or included a single section failed: they must show that all elements have been passed (Note: Temporary Certificate SRG1100 may not be used for initial SPL issue) No application if 2 sections failed. Applicant's logbook • 'Skill Test' or 'Proficiency Check' • Crew capacity 'PICUS' following a successful 'test' or 'PU/T' if unsuccessful or partial • Countersign with name, licence number and signature. <u>Recency Proficiency Check</u> • Skill Test Report to BGA • Applicant's log book, as above. <u>Examiner's Own Records</u> Maintain for 5 years SFCL.410(c)
Recommended Weather minima	Visibility: Generally >6km, but not <3000m. Cloud: Not <1500' Wind: Within site limits

Example brief

TMG Initial

Put at ease (as far as possible)

- Does the weather look good enough? In the brief I'll ask you to show me how you checked.
- We must check for the correct 'test': is this a:
 - Skill Test for you to get an SPL, or
 - Skill Test to add TMG privileges to an SPL, or
 - proficiency check to restore your recency?
- Sorry, I have to ask for ID; driving licence is just fine (government issued)
- and medical
- My weight is:

I am required to check the forms before we fly, so please could I have your:

- application form.
- training record (if skill test: must include recommendation for Skill Test)
- logbook

& if previous test attempts have been made

- previous test record
- subsequent training record, including fresh recommendation for the skill test.

The route I'd like us to fly today is: A ...B ...C ...

To give you planning time, let's get back together at xx:xx

Text From BGA TMG Syllabus v Sep 2024-1

In compliance with CAA policy that GPS use should be encouraged, the BGA encourages this sequence for any navigation:

Pre-flight:

Prepare headings and times for cross checking with GPS and map.

Mental rules of thumb are often adequate for this; 'wiz-wheel' use is not required.

Before start

Enter route & cross check; check up to date airspace; check adequate power supply

Before take-off:

Confirm sensible indications

In-flight:

Without compromising lookout, sensible, effective use of GPS throughout, except when GPS failure being taught/ practiced

Appropriate cross checking with map and prepared headings/ times

Examiner's own self-briefing:

- Own licence, examiner's certificate & recency all OK
- Glider suitable & serviceable & insured
- Notams
- Weather

TMG Main Brief

"Are you ready to go flying?

Great, that's the best bit!

This will not be a memory test; I'll simply tell you what I need to see.

No need to take notes, but do ask any questions as we go.

Once briefed, I'll ask to see your preparations, then we'll go and do it"

Purpose "Our aim today is to convince me that you can fly as Pilot in Command of a TMG"

"I shall need to see you fly safely, practically and smoothly, obeying rules & procedures.

I shall be the actual Pilot in Command, but will need to see you act as PIC throughout.

Please treat me as a passenger that you may ignore or, if you wish, engage in conversation.

I must not give you advice.

Throughout, you will be responsible for lookout and navigation.

Please say your checks out loud.
I'll be asking questions as we go to confirm your understanding.

Don't get over anxious about the tolerances that are published for our guidance.
We all make mistakes from time to time.
If you do make one, it is best to simply correct it, smoothly and without fuss, and get one with what you are about to do.

Please, what will be your:

- Cruising speed?
- Approach speed?

If you decide to use different ones, do tell me.

My plan is to see you:

- Prepare yourself and the TMG; please assume that this is the first flight of the day.
(I may substitute with questioning)
- Fly the route. At some stage I may simulate:
 - poor weather, or some other reason to go off track
 - gps failure
 - a need to divert to another site
- Please deal with each of these realistically, using whatever actual conditions and navigation equipment is not affected by my simulation. Keep going until we reach our destination or diversion or I indicate otherwise.

Next, airwork:

- straight flight & medium turns, rolling out towards specified features or compass headings.
- Steeper turns – about 45°AOB.
- Slow flight, when I shall ask you to show me:
 - Straight and turning flight just a couple of knots above the stall speed
 - Recovery from a variety of stalls. For each, I shall tell you what stage to recover at, or simply say "recover now".
 - I shall, of course, need to see you carry out appropriate pre-stall checks.
- All your recoveries should return to normal flight without excessive height loss.

I may simulate an emergency; deal with this as realistically as possible with, please, touch drills.

When I ask you to return to the site, please join the circuit normally.
We shall then need to see you fly circuits with normal checks, speeds and approaches.

For each approach you will need to choose an appropriate touch down area, just like normal.
For the precision landing I shall nominate one.

Throughout our flying, if anything should go wrong, I suggest that whoever has their hand on the stick should deal with it.

Believe me, I would be watching closely, might offer advice and may even take over, but please don't rely on me doing either. If we get to that stage, we shall be dealing with a real world problem, not testing.

Do you understand what I have asked you to do and have you practised it all?
Any questions?

Please now show me your preparations.

Ask questions about:

- Aircraft documentation
- Notams
 - Obtained appropriate brief
 - Correct identification of threats
 - Other questions as appropriate
- Weather
 - Obtained appropriate brief
 - Correct identification of threats
 - Other questions as appropriate

Normal and abnormal operation of the TMG.

TMG Theoretical Knowledge

For the demonstration of theoretical knowledge required by SFCL.150(b)(2), the examiner may use sample questions issued by the BGA.

A pass is achieved if the examiner considers that the applicant's level of theoretical knowledge in all five subjects is adequate.

Example debrief

Follow the advice for 'Sailplane excluding TMG'

Tolerances

AMC1 SFCL.145(c)(2):

In the case of skill tests in TMGs, the following limits are for general guidance. The FE should make allowance for turbulent conditions and the handling qualities and performance of the TMG used:

(i) height: normal flight ± 150 ft

(ii) speed:

(A) take-off and approach $+15/-5$ knots

(B) all other flight regimes ± 15 knots

Part 4 – Sailplane Cloud Flying

Summary

Purpose	SCF recency proficiency check	SFCL.215(f)(1)
Who can check	Any SFCL Examiner with SCF privileges	SFCL.415(a)
Test format		AMC1 SFCL.215(b),(c)&(d)
Admin.	Log book entry 'Proficiency check for cloud flying recency'	

SCF Example brief

Initial

Put at ease (as far as possible)

- Does the weather look good enough? In the brief I'll ask you to show me how you checked.
- This will be a proficiency check to restore the recency of your sailplane cloud flying privileges
- Which glider (& launch type) will we be using?
- Please could I have your log book; I need to see the entry that confirms SCF training completed (alternative: [SPL which includes SCF privileges](#)) and shall need to make an entry when we've finished

Thank you; let's get back together at xx:xx"

Examiner's self-briefing:

- Own licence, examiner's certificate & recency all OK
- Glider suitable & serviceable & insured
- Notams
- Weather

SCF Main Brief

"Are you ready to go flying?

Great, that's the best bit!

This will not be a memory test; I'll simply tell you what I need to see.
No need to take notes but do ask any questions as we go.

Once briefed, I'll ask to see your preparations, then we'll fly as many launches as we need to see all the items done"

Purpose: "Our aim today is to convince me that you can fly a glider in cloud"

"I shall need to see you fly safely, practically and smoothly, obeying rules & procedures.

I shall be the PIC.

The test will start when I ask you to put the Foggles (or whatever) on and finish when I ask you to take them off.

During the test part

- I shall be responsible for lookout, but need to see you act as the PIC, including

responsibility for navigation.

- Please treat me as a passenger that you may ignore or, if you wish, engage in conversation.
- I must not give you advice.
- Throughout our flying, if anything should go wrong, please deal with it. Believe me, I shall be watching closely, might offer advice and may even take over, but please don't rely on me doing either.
- I shall not simulate any emergencies.

I shall tell you, item by item, what I want you to show me:

- straight flight;
- turning;
- achieving and maintaining heading;
- return to straight flight from steeper angle of bank;
- position fixing using GPS and aeronautical charts;
- position estimating using DR;
- basic cloud escape manoeuvre/unusual attitude;
- advanced cloud escape manoeuvre on nominated heading.

I shall need to be sure that you are flying by sole reference to the instruments.

Don't get over-anxious about the tolerances that are published for our guidance.

We all make mistakes from time to time.

If you do make one, it is best to simply correct it, smoothly and without fuss, and get on with what you are about to do.

Please, for the dead reckoning, what wind do you plan to use?

Before and after the test please maintain normal lookout.

Do you understand what I shall ask you to do and have you practised it all?

Any questions?

END

Part 5 – Basic Instructor (BI(S))

Summary

Purpose	Initial issue Maintain recency Restoring recency	SFCL.310(a)(5); SFCL.340 SFCL.365(a) SFCL.365(b); SFCL.340
Who can do it.	Initial issue (AofC) - note conflict of privileges Restore recency (AofC) Maintain 2 year recency (DofA)	Instructor Examiner Instructor Examiner Coach
Forms	BGA> APPLICATION TO THE CAA FOR THE GRANT OF A PART-SFCL BASIC INSTRUCTOR (SAILPLANES) CERTIFICATE BGA> REPORT FORM FOR THE BI(S) ASSESSMENT OF COMPETENCE BGA> BI(S) Demonstration of Ability report CAA> Temporary Certificate SRG1100	
Test format	Content specified in AMC2 SFCL.340 BI(S) Nothing specified in the regulation for DofA format. Both AofC and DofA should give the candidate BI(S) an opportunity to show the competencies needed for effective airborne instruction. SFCL.325. The candidate BI(S) should be asked to teach an appropriate lesson, as noted in the sample brief (below).	
Administration	Before: * training record available to the examiner - conflict of privileges SFCL.405 * declared course fully completed SFCL.410(a)(1) * recommendation for test SFCL.410(a)(1) - Test Report ready with applicant's details - NB fresh form for each attempt. * any previous report form(s) * if required, evidence of retraining * not required if AofC is for restoration of BI(S) recency After: Test Report - check completion. - signed by both examiner and applicant - distribution: - application - applicant's training record - applicant (if requested) - examiner's own record After: Test Report - check completion. - signed by both examiner and applicant - distribution:	

	○ * attach to BI(S) application ○ If AofC was to restore BI(S) recency: BGA office ○ applicant (keep for evidence of recency) ○ examiner's own record * not required if AofC is for restoration of BI(S) recency Applicant's log book • 'Assessment or Demonstration of Ability' • Crew capacity 'PICUS' following a successful 'test' or 'PU/T' if unsuccessful • Countersign with name, licence number and signature. <u>Examiner's Own Records</u> Maintain for 5 years SFCL.410(c)
Note	Text from BGA's REPORT FORM FOR THE BI(S) ASSESSMENT OF COMPETENCE The applicant is tested orally by an FE(S) for knowledge of items of Section 1 and the core instructor competencies (teaching and learning content given in the BI(S) training course. Sections 2,3 and 4 comprise exercises to demonstrate the ability to be a BI(S) (for example, instructor demonstration exercises) chosen by the FE(S) from the flight syllabus of the BI(S) training course, limited to Exercises 1,2,4 and 5. The applicant should demonstrate BI(S) competencies, including briefing, flight instruction and debriefing. In addition, the BI(S) should demonstrate that they can handle emergency exercises such as Exercises 10a, Ex 10b and any launch failure exercise from Exercises 11a and 11b depending on the launch method used during the Assessment of Competence, the selection of such exercises is left to the discretion of the FE(S).

BI(S) Example brief

Initial

- Put at ease (as far as possible)
- "Does the weather look good enough?"
- What 'test' is required? What launch type?
- "Sorry, I have to ask for ID; your driving licence is just fine (government issued)"
- And medical

I am required to check the forms before we fly, so please could I have your:

- licence
- logbook
- application form.
- training record

& if previous test attempts have been made

- previous test record
- subsequent training record, including fresh recommendation for the skill test.

Purpose.

"Our aim today is to convince me that you can give instruction within BI(S) privileges. Assessment is on the aspects published in Part-SFCL"

Your Own Flying

I shall be the Pilot in Command but will need to see you act as the instructor and thus PIC. We shall need to see you fly safely, practically and smoothly, obeying rules & procedures, with convincing demonstrations.

Throughout, you will have the normal PIC responsibilities for lookout, navigation and keeping the glider within safe gliding range of the airfield. If you see another aircraft, tell your student (me) about it.

Should anything go wrong, I recommend that whoever has their hand on the stick at the time deals with it.

Believe me, I shall be watching closely, might offer advice and may even take over, but please don't rely on me doing either. If we get to that stage, we shall be dealing with a real world problem, not testing.

If I simulate an emergency, I shall make that clear. Please deal with it as an instructor.

Don't get over-anxious about the tolerances that are published for our guidance.

We all make mistakes from time to time.

If you do make one, it is best to simply correct it, smoothly and without fuss, and get one with what you are about to do.

Please, what will be your:

- (car/winch only) minimum launch speed?
- speed when there is neither lift nor sink?
- target & minimum speed for the approach?

If you decide to use different ones, do tell me.

For weight & balance, my weight is ____ lbs/kg.

Airborne Instruction

I'd like you to teach me xxxxxxxxx and, towards the end of our flying session, a few supplementary exercises.

I shall need to see you take your student (me) through the short brief, airborne teaching and debrief for the main lesson.

Please treat me as an average student pilot. I intend to make clear when the student starts and stops and to minimise these role changes. If you are in doubt please treat me as a student. Do assume that I have completed everything up to today's lesson, including whatever pre-lesson study you prescribed.

Let's make sure we are clear about terms:

Demonstrate: fly the exercise as a demonstration of flying skill.

Patter: (what the BGA calls an exercise) talk through as you fly the manoeuvre or exercise, bringing out any relevant teaching points but without breaking the exercise down into a lesson or giving student practice.

Teach break down the exercise into its' relevant parts and devise a lesson giving me practice as a student and noting or correcting any faults that I might have.

If you want to use notes in the air, please do, but they should help, not detract from, your flying and instruction.

After this main exercise, I shall ask for some short supplementary ones; I'll make it clear whether I want you to teach, patter or demonstrate.

TK Questions

These will be appropriate to BI(S) privileges.
END

Examiner's own self-briefing:

- Own licence, examiner's certificate & recency all OK.
- Glider suitable & serviceable & insured
- Notams
- Weather

BI(S) Example debrief

Brief!

Do not get involved in an argument about assessment, result or conduct. Should there be a problem record details & actions and contact the BGA Examining Lead

Result

Give the result first (if the result is a marginal pass you may wish to debrief the marginal aspect first to give impact before announcing the pass).

If one Section is failed, assess as a Partial Pass and detail reassessment requirements:
Further training may be recommended after a partial pass or a fail.

BI(S)'s Own Flying

Airborne Instruction

Pre-flight brief:

- Overall presentation leading to layout, use of colour, use of visual aids, use of diagrams, neatness/clarity of writing.
- Instructional technique; manner, stance, eye contact, involving student, clarity of speech and explanations.
- Technical content; sequence of exercise, factual errors, breakdown of lesson/lesson plan, omissions.

Main and secondary exercises:

- Overall lesson plan/structure.
- Instructor demonstrations and flying accuracy.
- Student involvement.
- Accuracy and synchronisation of 'patter'.
- Student monitoring and fault analysis.

Instructor debrief of his 'student'.

TK Questions

END

Part 6 – Flight Instructor (FI(S))

Summary

Purpose	Initial issue Restoring recency	SFCL.345 SFCL.360(d)
Who can do it.	Initial issue (AofC) - note conflict of privileges Restore recency (AofC) AofC following unsatisfactory DofA FI(S) 9 year (DofA) Further FI(S) privileges (DofA)	Instructor Examiner Instructor Examiner Instructor Examiner Coach Coach
Forms	BGA> APPLICATION TO THE CAA FOR THE GRANT OF A PART-SFCL FLIGHT INSTRUCTOR (SAILPLANES) CERTIFICATE BGA> APPLICATION TO THE CAA FOR THE GRANT OF AN ADDITIONAL PRIVILEGE TO A PART-SFCL FLIGHT INSTRUCTOR (SAILPLANES) CERTIFICATE BGA> REPORT FORM FOR THE FI(S) ASSESSMENT OF COMPETENCE BGA> FI(S) Demonstration of Ability report CAA> Temporary Certificate SRG1100	
Test format	AofC specified in AMC1 SFCL.345 & AMC2 SFCL.345 Nothing specified in the regulation for DofA format. Both AofC and DofA should give the candidate FI(S) an opportunity to show the competencies needed for effective airborne instruction. SFCL.325. The candidate FI(S) should be asked to teach an appropriate lesson, as noted in the sample brief (below). The examiner or coach should specify a short, simple lesson that offers the opportunity to exercise the competencies, role play the part of trainee and curtail the lesson as soon as an assessment can be made. Only a sample of the candidate's instruction is required; complicated or long lessons are not appropriate, nor is there any need to cram as many 'exercises' as possible into a flight.	
Administration	Before: * training record available to the examiner - conflict of privileges SFCL.405 * declared course fully completed SFCL.410(a)(1) * recommendation for test SFCL.410(a)(1) - Test Report ready with applicant's details - NB fresh form for each attempt. * any previous report form(s) * if required, evidence of retraining * not required if AofC is for restoration of FI(S) recency After: Test Report - check completion.	

	- signed by both examiner and applicant - distribution: * attach to FI(S) application - If AofC was to restore FI(S) recency: BGA office - applicant (keep for evidence of recency) - examiner's own record * not required if AofC is for restoration of FI(S) recency Applicant's log book 'Assessment or Demonstration of Ability' - Crew capacity 'PICUS' following a successful 'test' or 'PU/T' if unsuccessful - Countersign with name, licence number and signature. <u>Examiner's Own Records</u> Maintain for 5 years SFCL.410(c)
Note	AMC2 SFCL.345(b)(1) Lecture Examples formats which meet the requirement for a lecture: - Classroom setting to an audience of glider pilots - One to one explanation of how to obtain and understand met and/or notams - Instruction, at the glider, of how to DI, or rig, or de-rig <i>Definition from Oxford Dictionaries</i> <i>Lecture; noun: an educational talk to an audience, especially one of students in a university.</i> Text from BGA's REPORT FORM FOR THE FI(S) ASSESSMENT OF COMPETENCE (b) Section 1, the oral theoretical knowledge examination part of the assessment of competence, is divided into two parts: (1) The applicant is required to give a lecture under test conditions to other 'student(s)', one of whom will be the FE(S). The test lecture is to be selected from the items in Section 1. The amount of time for preparation of the test lecture is agreed upon beforehand with the FE(S). Appropriate literature may be used by the applicant. The test lecture should not exceed 45 minutes. (2) The applicant is tested orally by the FE(S) for knowledge of items of Section 1 and the core instructor competencies (teaching and learning content given in the FI(S) training course). (3) Section 2,3and 4 comprise exercises to demonstrate the ability to be an FI(S) (for example, instructor demonstration exercises) chosen by the FE(S) from the flight syllabus of the FI(S) training course. The applicant is required to demonstrate FI(S) abilities, including briefing, flight instruction and de-briefing.

FI(S) Example brief

Initial

- Put at ease (as far as possible)

- “Does the weather look good enough?”
- What ‘test’ is required? What launch type?
- Have you got a lecture on xxxxxxxxx prepared?
- “Sorry, I have to ask for ID; your driving licence is just fine (government issued)”
- And medical

I am required to check the forms before we fly, so please could I have your:

- licence
- logbook
- application form.
- training record

& if previous test attempts have been made

- previous test record
- subsequent training record, including fresh recommendation for the skill test.

Purpose.

“Our aim today is to convince me that you can give instruction for the appropriate privileges to a trainee pilot both in the air and on the ground. Assessment is on the aspects published in Part-SFCL”

Plan for the day

There are four items we need to cover; I'll brief separately

- your own flying
- airborne instruction
- (FI(S) initial & renewal only) lecture
- TK questions

They will be followed by my debrief.

The order I'd like to do them today is

Your Own Flying

I shall be the Pilot in Command but will need to see you act as the instructor and thus PIC.

We shall need to see you fly safely, practically and smoothly, obeying rules & procedures, with convincing demonstrations.

Throughout, you will have the normal PIC responsibilities for lookout, navigation and keeping the glider within safe gliding range of the airfield. If you see another aircraft, tell your student (me) about it.

Should anything go wrong, I recommend that whoever has their hand on the stick at the time deals with it.

Believe me, I shall be watching closely, might offer advice and may even take over, but please don't rely on me doing either. If we get to that stage, we shall be dealing with a real world problem, not testing.

If I simulate an emergency, I shall make that clear. Please deal with it as an instructor.

Don't get over-anxious about the tolerances that are published for our guidance.

We all make mistakes from time to time.

If you do make one, it is best to simply correct it, smoothly and without fuss, and get one with what you are about to do.

Please, what will be your:

- (car/winch only) minimum launch speed?
- speed when there is neither lift nor sink?
- target & minimum speed for the approach?

If you decide to use different ones, do tell me.

For weight & balance, my weight is ____ lbs/kg.

Airborne Instruction

< Either now, or later today> we shall discuss the process of deciding exactly what a trainee needs to be taught during a particular flight.

For now, I'll cut that short and nominate a small lesson:

I'd like you to teach me xxxxxxxxxx and, towards the end of our flying session, a few supplementary exercises.

I shall need to see you take your student (me) through the short brief, airborne teaching and debrief for the main lesson.

Please treat me as an average student pilot. I intend to make clear when the student starts and stops and to minimise these role changes. If you are in doubt please treat me as a student. Do assume that I have completed everything up to today's lesson, including whatever pre-lesson study you prescribed.

Let's make sure we are clear about terms:

Demonstrate: fly the exercise as a demonstration of flying skill.

Patter: (what the BGA calls an exercise) talk through as you fly the manoeuvre or exercise, bringing out any relevant teaching points but without breaking the exercise down into a lesson or giving student practice.

Teach break down the exercise into its' relevant parts and devise a lesson giving me practice as a student and noting or correcting any faults that I might have.

If you want to use notes in the air, please do, but they should help, not detract from, your flying and instruction.

After this main exercise, I shall ask for some short supplementary ones; I'll make it clear whether I want you to teach, patter or demonstrate.

(FI(S) initial and renewal only) **Lecture**

This topic and format, please _____ .

Separately, I shall ask you some student questions on subjects chosen from the theoretical knowledge subjects and flying syllabus, all relevant to typical flying problems. Please use these questions as a teaching situation, treating me as a student pilot and using any visual aids you like - an opportunity to demonstrate your teaching skills; not just an assessment of knowledge.

TK Questions

These will be appropriate to the privileges you intend to instruct.

END

Examiner's own self-briefing:

- Own licence, examiner's certificate & recency all OK.
- Glider suitable & serviceable & insured
- Notams
- Weather

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FI(S) Example debrief

Brief!

Do not get involved in an argument about assessment, result or conduct. Should there be a problem record details & actions and contact the BGA Examining Lead

Result

Give the result first (if the result is a marginal pass you may wish to debrief the marginal aspect first to give impact before announcing the pass).

If one Section is failed, assess as a Partial Pass and detail reassessment requirements:

Further training may be recommended after a partial pass or a fail.

FI(S)'s Own Flying

Airborne Instruction

Pre-flight brief:

- Overall presentation leading to layout, use of colour, use of visual aids, use of diagrams, neatness/clarity of writing.
- Instructional technique; manner, stance, eye contact, involving student, clarity of speech and explanations.
- Technical content; sequence of exercise, factual errors, breakdown of lesson/lesson plan, omissions.

Main and secondary exercises:

- Overall lesson plan/structure.
- Instructor demonstrations and flying accuracy.
- Student involvement.
- Accuracy and synchronisation of 'patter'.
- Student monitoring and fault analysis.

Instructor debrief of his 'student'.

TK Questions

Concentrate on instructional technique followed by technical content. This is not an opportunity to demonstrate your superior knowledge but merely to identify any weak areas and to praise strengths.

Lecture

END

Part 7 – Flight Examiner (Sailplanes)

Summary

Purpose	FE(S) initial AofC SFCL.445 FE(S) revalidation DofA SFCL.460(b)(2) FE(S) renewal AofC SFCL.460(d) & 445 SE(S) initial/ revalidation/ renewal Authority arrangements
Who can assess	All: CAA Inspector or SE(S) SFCL.445; 460(b)(2) - note conflict of privileges SFCL.405
Test format	Role play events based on the test for which the authorisation is sought iaw AMC1 SFCL.460(b)(2) < > FE(S) Brief, conduct and assess a skill test with the SE(S) as dummy candidate. SE(S) Brief, conduct and assess an assessment with roles as agreed by all concerned.
Forms	BGA> BGA DTO FLIGHT EXAMINER (SAILPLANES) TRAINING APPLICATION BGA> APPLICATION TO THE CAA FOR THE GRANT OF A PART-SFCL FLIGHT EXAMINER (SAILPLANES) CERTIFICATE (INITIAL ISSUE, VARIATION, REVALIDATION OR RENEWAL) BGA> AUTHORISATION REPORT – FLIGHT EXAMINER (SAILPLANES) CAA>Temporary Licencing Certificate SRG1100A
Administration	Initial issue of FE(S): - Complete FE(S) Training Application form & send to BGA - Examiner standardisation course SFCL.430 - AofC TMG examiners: If BGA sample questions (noted with SPL TMG test) have not arrived automatically after appointment, examiners with SFCL.415(b) privileges should approach the BGA Head of Training via the BGA Office. Revalidation/ renewal of FE(S) & SE(S) - Send these three items together to BGA office: Application form Seminar certificate AofC or DofA report - Examiners should organise their own revalidation or renewal. BGA office routines are available to help.

FE(S) Example brief

“Please can we confirm that this will be for:

- initial issue/renewal/revalidation of a
- SE(S)/FE(S) certificate?

We should already have agreed:

- the sailplane or simulator to be used, and
- live or dummy candidate.

I would like you to conduct an (test/check/assessment) ,
with this scenario

My role is to observe, leaving you free to conduct it all unhindered.

Once you have finished debriefing your 'candidate' and completed your paperwork we shall take a break then regroup for me to debrief you and complete my paperwork.

Any Questions?"

END

Examiner Checklists

SE(S)

Correct assessment?
Own flying preparations

Applicant Examiner

ID
Licence
Log book
Examiner Authorisation Application
[Authorisation Report prepared](#)
Forms appropriate to the 'test'
(revalidation/renewal/extension only) Examiner Certificate
[BGA Approval to train](#)
Standardisation Course Completion Certificate

Roles

This assessment involves the assessing examiner acting as a dummy candidate. The dummy must act as a candidate in all respects and should have available the relevant paperwork to show the examiner applicant when requested. During the flight it is important that the candidate makes some errors (whether by accident or design is immaterial) so that the examiner applicant can demonstrate understanding of duties by observing, exercising judgment, assessing, debriefing, determining retest or retraining and completing paperwork. A 'PASS' with no errors would prove very little. The dummy must not make the mistakes too subtle, nor set traps, but simply replicate a marginal candidate (thus the dummy himself needs to be an experienced examiner).

The examiner applicant must be briefed that s/he should conduct the test as though s/he had a genuine candidate and should make moves to terminate the test early if this would have been an appropriate course of action in the real case. The supervising examiner may override this decision if necessary.

During the briefing, leaving and re-entering the room as appropriate can be surprisingly helpful in clarifying who is portraying what.

END