



# FOCA GM/INFO

Guidance Material / Information

## Conduct of PC/LPC, OPC and LC in Multi Pilot Operation



Source: BAZL/mae, Zürich-Flughafen

Scope	Requirements to conduct a PC/LPC, OPC or LC in Multi Pilot Operation
Applies to	TRE, SFE, AOC-Holders, MPL-Holders
Valid from	12 November 2018
Purpose	Improve the awareness of the responsible personnel conducting checks

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## Log of Revision (LoR)

Date	Issue	Revision	Highlight of Revision
01.01.2011	1	0	First Issue
01.07.2017	1	3	Current Issue
01.11.2018	2	0	Directive rewritten into GM/INFO. Last page note 1 and note 2 clarified. Note 3 added. Several minor changes.

## List of Effective Chapters

CP	ISS 2 / REV 0 / 01.11.2018
LoA	ISS 2 / REV 0 / 01.11.2018
ToC	ISS 2 / REV 0 / 01.11.2018
Ch. 0	ISS 1 / REV 3 / 01.07.2017
Ch. 0.1	ISS 1 / REV 3 / 01.07.2017
Ch. 0.2	ISS 1 / REV 3 / 01.07.2017
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Ch. 0.4	ISS 2 / REV 0 / 01.11.2018
Ch. 0.5	ISS 1 / REV 3 / 01.07.2017
Ch. 1	ISS 2 / REV 0 / 01.11.2018

## List of Abbreviations

LoA ISS 2 / REV 0 / 01.11.2018

The following abbreviations are within this GM/INFO:

<b>Abbreviation</b>	<b>Definition</b>	<b>Abbreviation</b>	<b>Definition</b>
AOC	Air Operator Certificate		
ARA	Authority Requirements for Aircrew		
CRM	Crew Ressource Management		
EASA	European Aviation Safety Agency		
EC	European Community		
EVS	Enhanced Vision System		
FCL	Flight Crew Licencing		
FOCA	Federal Office of Civil Aviation		
FSTD	Flight Synthetic Training Devices		
GM/INFO	Guidance Material / Information		
LC	Line Check		
LPC	Licence Proficiency Check		
LTS	Lower Than Standard category		
LVTO	Low Visibility Take-Off		
MPO	Multi Pilot OPS		
n/a	Not Available		
OPC	Operator Proficiency Check		
OPS	Operation		
ORA	Organisation Requirements for Aircrew		
ORO	Organisation Requirements for air Operations		
OTS	Other Than Standard		
PC	Proficiency Check		
SBFP	Section Flight Personnel		
SBOC	Section Operation of Complex airplanes		
SFE	Synthetic Flight Examiner		
TRE	Type Rating Examiner		
TRI	Type Rating Inspector/Instructor		

# Table of Contents (ToC)

ToC ISS 2 / REV 0 / 01.11.2018

<b>0</b>	<b>Introduction .....</b>	<b>1</b>
0.1	Legal References .....	1
0.2	Purpose of this GM/INFO .....	1
0.3	Scope.....	1
0.4	Terms and Conditions .....	2
0.5	Definitions .....	2
<b>1</b>	<b>Summary of Requirements Regarding Conduct of Checks .....</b>	<b>3</b>

## 0 Introduction

Ch. 0 ISS 1 / REV 3 / 01.07.2017

The requirements to conduct a PC/LPC (proficiency check / licence proficiency check) are described in FCL.740, OPC (Operator proficiency check), whereas the requirements to conduct an OPC/LC are described in ORO.FC.230, LC (Line check). These requirements do not clearly specify the composition of flight crew and the seat position of the examiner. These open questions have earlier led to misunderstandings and left in some cases much room for interpretation.

Whenever discrepancies between applicable rules and this GM/INFO occur, the valid legal rules shall prevail.

### 0.1 Legal References

Ch. 0.1 ISS 1 / REV 3 / 01.07.2017

Basic Regulation (EC) No 216/2008

Commission Regulation (EU) No 965/2012:

- Part-ORO

Commission Regulation (EU) No 1178/2011:

- Part-FCL
- Part-ORA

### 0.2 Purpose of this GM/INFO

Ch. 0.2 ISS 1 / REV 3 / 01.07.2017

This GM/INFO improves the awareness of the responsible personnel conducting checks regarding requirements and prerequisites. It shall clarify the above mentioned points, keeping in mind the particular circumstances of different operations. It shall be the guideline for all involved persons.

### 0.3 Scope

Ch. 0.3 ISS 1 / REV 3 / 01.07.2017

This GM/INFO applies to TREs/SFEs accredited by the Swiss FOCA (PC/LPC and OPC) as well as to all Swiss AOC holders engaged in commercial air transport of passengers, freight or mail (PC/LPC, OPC and LC) as well to all holders of a pilot licenses for operations on Multi Pilot Operation issued by FOCA.

## 0.4 Terms and Conditions

Ch. 0.4 ISS 2 / REV 0 / 01.11.2018

When used throughout the GM/INFO the following terms shall have the meaning as defined below:

Term	Meaning	Reference
<i>shall, must, will</i>	These terms express an obligation, a positive command.	EC English Style Guide: Ch. 7.19
<i>may</i>	This term expresses a positive permission.	EC English Style Guide: Ch. 7.21
<i>shall not, will not</i>	These terms express an obligation, a negative command.	EC English Style Guide: Ch. 7.20
<i>may not, must not</i>	These terms express a prohibition.	EC English Style Guide: Ch. 7.20
<i>need not</i>	This term expresses a negative permission.	EC English Style Guide: Ch. 7.22
<i>should</i>	This term expresses an obligation when an acceptable means of compliance should be applied .	EASA Acceptable Means of Compliance publications FOCA policies and requirements
<i>could</i>	This term expresses a possibility.	<a href="http://oxforddictionaries.com/definition/english/could">http://oxforddictionaries.com/definition/english/could</a>
<i>ideally</i>	This term expresses a best possible means of compliance and/or best experienced industry practice.	FOCA recommendation

**Note:** To highlight information or an editorial note a specific note box is used.

- The use of the male gender should be understood to include male and female persons.

## 0.5 Definitions

Ch. 0.5 ISS 1 / REV 3 / 01.07.2017

**Multi Pilot Operation** means an operation requiring at least 2 pilots using multi-crew cooperation in either multi pilot or single pilot aeroplanes.

**PC / LPC** (Proficiency Check / Licence Proficiency Check) is a check in accordance with Part-FCL.740 to demonstrate skills to revalidate or renew ratings in the relevant type or class of aeroplane. PC/LPC serve for revalidation of a current Rating / IR(A) or renewal of an expired Rating / IR(A).

**OPC** (Operator Proficiency Check) is a check in accordance with Part-ORO.FC.230(b) to demonstrate competence in carrying out normal, abnormal and emergency procedures. This check may be combined with the proficiency check (PC/LPC).

**LC** (Line Check) is a check in accordance with Part-ORO.FC.230 (c) to demonstrate on the aircraft competence in carrying out normal line operations described in the operations manual. Line checks should be conducted by a commander nominated by the operator. The operator should inform the competent authority about the persons nominated.

**TRE** (Type Rating Examiner) is a check airmen in accordance with Part-FCL.1005.TRE, he/she is privileged by the competent authority to conduct checks for skill tests for the initial issue of type ratings for aeroplanes, proficiency checks for revalidation or renewal of type and IRs and skill tests for ATPL(A) issue.

**SFE** (Synthetic Flight Examiner) is a check airmen in accordance with Part-FCL.1005.SFE, he/she is privileged by the competent authority to conduct checks for skill tests and proficiency checks for the issue, revalidation or renewal of type ratings for multi pilot aeroplanes and proficiency checks for revalidation or renewal of IRs.

# 1 Summary of Requirements Regarding Conduct of Checks

Ch. 1 ISS 2 / REV 0 / 01.11.2018

	PC / LPC	OPC	LC
<b>Validity</b>	1 year. If the check was conducted within 3 calendar months of the expiry date, the validity period shall be extended until the end of the relevant month. Otherwise, 1 year from the date of the check, extended to the end of the relevant month.	Six calendar months. If the check was conducted within 3 calendar months of the expiry date, the validity period shall be extended until the end of the relevant month. Otherwise, 1 year from the date of the check, extended to the end of the relevant month.	12 calendar months. If the check was conducted within 3 calendar months of the expiry date, the validity period shall be extended until the end of the relevant month. Otherwise, 1 year from the date of the check, extended to the end of the relevant month.
<b>Check must be conducted by</b>	TRE or SFE	TRE or SFE	Conducted by a suitably qualified commander nominated by the operator, trained in CRM concepts and the assessment of CRM skills.
<b>Equipment to be used</b>	Simulator or airplane → see <b>Note 1, 3</b> The simulator must be certified according to Part-ARA Subpart FSTD.	Simulator or airplane → see <b>Note 2, 3</b> The simulator must be certified according to Part-ARA Subpart FSTD.	Airplane -> see <b>Note 3</b>
<b>Crew composition check conducted in simulator</b>	Two pilots occupying a pilot seat. Both shall have a type rating. However, one or both may be applicants for the type rating. The TRE/SFE shall normally not be part of the checked crew. The final decision lies, however, with the TRE/SFE. Cases, where the TRE/SFE is part of the checked crew must be reported to FOCA-SBFP.	Two pilots occupying a pilot seat. Both shall be familiar with the respective type and with the company procedures. The TRE/SFE shall normally not be part of the checked crew. The final decision lies, however, with the TRE/SFE. Cases, where the TRE/SFE is part of the checked crew must be reported to FOCA-SBOC. The TRE/SFE must be familiar with the company procedures. Those must be applied.	n/a
<b>Crew composition check conducted on an airplane</b>	Two pilots occupying a pilot seat. Both shall be type-rated on the respective type or one may be an applicant for the type rating. The second pilot occupying a pilot seat must be a TRI.	Two pilots occupying a pilot seat. Both shall be type-rated on the respective type. The second pilot occupying a pilot seat must be a TRI.	The check must be conducted under normal crew complement.  Exception: If the aircraft is not equipped with a jump-seat on the flight deck, the check-pilot may be part of the crew.



	The TRE shall normally not be part of the checked crew. If no TRI is available, the TRE will be in either pilot's seat.	The TRE shall normally not be part of the checked crew. If no TRI is available, the TRE will be in either pilot's seat. The TRE must be familiar with the company procedures. Those must be applied.	
<b>If no qualified examiner is available, the check may be conducted by</b>	Examiner will be appointed by FOCA-SBFP	Examiner will be appointed by FOCA-SBOC (For OPC/LPC combined by FOCA-SBFP)	Conducted by a suitably qualified commander nominated by the operator, trained in CRM concepts and the assessment of CRM skills.

**Note 1:** As a basic rule, the check must be performed in a simulator. If no simulator is available, the check may be conducted on an aircraft after consultation of FOCA-SBOC.

The use of a simulator is compulsory for LVTO (< 150 m), Cat II and III operation, EVS, LTS and OTS. For granting approvals to use a simulator which is not certified according to Part-ARA Subpart FSTD a request shall be sent to FOCA.

**Note 2:** Preferably the check should be performed in a simulator. The use of a simulator is compulsory for Cat II and Cat III operation for LVTO (< 150 m), EVS, LTS and OTS.

If the check is performed on an aircraft, the associated risks shall be evaluated and where necessary mitigated (check AMC1 ORO.FC.230 Recurrent training and checking (e)(3)).

For granting approvals to use a simulator which is not certified according to Part-ARA Subpart FSTD a request shall be sent to FOCA-SBOC.

**Note 3:** AOC holders have to comply with their OM-D.