

APPENDIX IV

-ECQB QUESTION WRITER - SELECTION & CONTRACT ASSIGNMENT PROCESS –

(*Only applicable and relevant for experts applying for the area 3.5 - Development of questions for the European Central Question Bank (ECQB) for the theoretical knowledge examinations)

ECQB area – pre-selection test

- In order to be included in the database of experts for the Area 3.5- Development of questions for the European Central Question Bank (ECQB) for the theoretical knowledge examinations, each expert must complete, for each subject confirmed (as per below listed areas), an Online Pre-Selection Test designed to determine the expert's level of knowledge in the subject, suitability for drafting questions and English language proficiency.
- Experts will be informed accordingly about whether or not they have passed the test.
- Please also note that passing this test is only the basis for inclusion in the database for the ECQB area, which does not entail any obligation on the part of the Agency to subsequently assign specific tasks to the experts and/or to award a contract.
- An expert for the ECQB area will remain in the database in line with point 2.7 above, or sooner if the expert directs the Agency to remove him/her from the database.

ECQB area – relevant professional experience

Relevant professional experience for the ECQB is one or more of the following:

- Experience in drafting questions for the JAA Central Question Bank (CQB) or the ECQB;
- Reviewer of questions for the ATPL / MPL / CPL / instrument ratings exams for the ECQB and/or an NAA of one of the States listed in article 3.1;
- Ground / theoretical knowledge instructor for courses towards an ATPL / MPL / CPL / instrument rating;
- Instructor for the flight training on courses towards an ATPL / MPL / CPL / instrument rating / MCC / TR or for an AOC holder;
- Hold (or have held) a professional pilot licence (ATPL, CPL, MPL);
- Hold (or have held) a Flight Engineer qualification;
- Hold (or have held) an ATCO licence;
- Hold (or have held) a Part-66 licence CAT B1.1 / B1.2 / B1.3 / B1.4 / B2 / CAT C (complex a/c);
- Hold (or have held) another aviation professional qualification (civil or military);
- Pilot / engineer on new generation complex aircraft;
- Knowledge and experience on airships;
- Knowledge and experience in remotely piloted aircraft for operations that would require a Remote Aircraft Pilot Licence.

ECQB area - Selection – CV:

On the basis of the CV submitted with the initial application and in line with the call specifications, depending where support is required, and the exact scope of the tasks to be performed, the Agency will consult the database in order to select the most suitable expert(s) in terms of competence and experience and in accordance with the principles of non-discrimination, equal treatment and absence of conflict of interests.

ECQB area – Conflict of interest

Contracts may not be awarded to experts who, during the call, are subject to a conflict of experts. A conflict of interest exists in the case of an expert who aims to take or is in the process of taking the ECQB-based theoretical knowledge examinations towards an ATPL(A), ATPL(H)/IR, ATPL(A)/VFR, MPL(A), CPL(A), CPL(A), or instrument rating for the aeroplane or helicopter category.

ECQB – experience in the subjects of the theoretical knowledge syllabus for the airline transport pilot licence, multi-crew pilot licence, commercial pilot licence and instrument ratings.

| | | Aeroplane | Helicopter |
|-----|---|--------------------------|--------------------------|
| 010 | AIR LAW | <input type="checkbox"/> | <input type="checkbox"/> |
| 021 | AIRCRAFT GENERAL KNOWLEDGE: AIRFRAME, SYSTEMS, POWERPLANT | <input type="checkbox"/> | <input type="checkbox"/> |
| 022 | AIRCRAFT GENERAL KNOWLEDGE: INSTRUMENTATION | <input type="checkbox"/> | <input type="checkbox"/> |
| 031 | MASS AND BALANCE: AEROPLANES / HELICOPTERS | <input type="checkbox"/> | <input type="checkbox"/> |
| 032 | PERFORMANCE: AEROPLANES | <input type="checkbox"/> | n/a |
| 033 | FLIGHT PLANNING AND MONITORING | <input type="checkbox"/> | <input type="checkbox"/> |
| 034 | PERFORMANCE: HELICOPTERS | n/a | <input type="checkbox"/> |
| 040 | HUMAN PERFORMANCE & LIMITATIONS | <input type="checkbox"/> | <input type="checkbox"/> |
| 050 | METEOROLOGY | <input type="checkbox"/> | <input type="checkbox"/> |
| 061 | GENERAL NAVIGATION | <input type="checkbox"/> | <input type="checkbox"/> |
| 062 | RADIO NAVIGATION | <input type="checkbox"/> | <input type="checkbox"/> |
| 070 | OPERATIONAL PROCEDURES | <input type="checkbox"/> | <input type="checkbox"/> |
| 081 | PRINCIPLES OF FLIGHT: AEROPLANES | <input type="checkbox"/> | n/a |
| 082 | PRINCIPLES OF FLIGHT: HELICOPTERS | n/a | <input type="checkbox"/> |
| 090 | COMMUNICATIONS | <input type="checkbox"/> | <input type="checkbox"/> |

The questions contained in the ECQB currently address only aeroplane and helicopter categories. Please note that the Agency does not currently plan to use airship experts or remotely piloted aircraft experts for the ECQB, and therefore there is no pre-selection testing planned as regards the airship or RPAS categories. However, it is possible, in the future, that the Agency will need airship or RPAS experts for the ECQB. For this reason the Agency would therefore be interested in identifying applicants with this expertise.

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|---|--------------------------|
| AIRSHIP CATEGORY | <input type="checkbox"/> |
| REMOTELY PILOTED AIRCRAFT FOR OPERATIONS THAT WOULD REQUIRE A REMOTE AIRCRAFT PILOT LICENCE | <input type="checkbox"/> |