Examiner Differences Document

to FCL.1015(b)(4) and (c) of Annex I (Part-FCL) of Commission Regulation (EU) No 1178/2011[1], as amended. This document has been developed in accordance with ARA.FCL.210 of Annex VI (Part-ARA) to Commission Regulation (EU) No 1178/2011, as amended.

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[1] Commission Regulation (EU) No 1178/2011 of 3 November 2011 laying down technical requirements and administrative procedures related to civil aviation aircrew pursuant to Regulation (EC) No 216/2008 of the European Parliament and of the Council (OJ L 311, 25.11.2011, p. 1).

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CONTENTS

1. REVISION TABLE 4
2. GENERAL 5
2.1. Introduction 5
2.1.1. Purpose of the Examiner Differences Document 5
2.1.2. Skill test or Proficiency check form declaration requirement 5
2.1.3. Safety criteria in the territory of an EASA Member State 5
2.2. Liability and accident insurance 5
2.3. Personal data protection 6
2.4. National administrative procedures 6
2.4.1 Information before a skill test 7
2.4.2 Information after a skill test, proficiency check or assessment of competence 7
3. EASA Member States national procedures 8
3.1. AUSTRIA 9
3.2. BELGIUM 13
3.3. BULGARIA 18
3.4. CROATIA 21
3.5. CYPRUS 24
3.6. CZECH REPUBLIC 27
3.7. DENMARK 29
3.8. ESTONIA 32
3.9. FINLAND 34
3.10. FRANCE 37
3.11. GERMANY 41
3.12. GREECE 45
3.13. HUNGARY 47
3.14. ICELAND 51
3.15. IRELAND 53
3.16. ITALY 56
3.17. LIECHTENSTEIN 60
3.18. LATVIA 61
3.19. LITHUANIA 64
3.20. LUXEMBOURG 66
3.21. MALTA 68
3.22. NETHERLANDS 71
3.23. NORWAY 75
3.24. POLAND 78
3.25. PORTUGAL 80
3.26. ROMANIA 88
3.27. SLOVAKIA 91
3.28. SLOVENIA 94
3.29. SPAIN 97
3.30. SWEDEN 100
3.31. SWITZERLAND 103
4. EASA Member States safety criteria 107
5. Links to Part-FCL national forms 108

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1. REVISION TABLE

Changes since last revision.

Page number(s)	Member State(s)	Type of Amendment
33	Estonia	Updated link in 4.4

Note: Changes are marked with red font in the body text.

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2. GENERAL

2.1. Introduction

2.1.1. Purpose of the Examiner Differences Document

This document has been developed in accordance with the provisions contained in ARA.FCL.210[2]. In accordance with FCL.1015(b)(4) and (c), this document contains the latest available information on the relevant national administrative procedures, requirements for protection of personal data, liability, accident insurance and fees for each EASA Member State (MS) for which the competent authority is not the same that issued the examiner's certificate.. It is intented for use by examiners with a Part-FCL examiner certificate conducting a test, check or assessment of competence on a Part-FCL licence holder whose licence was issued by a competent authority (CA) other than their own.
This document is *not* meant to be used by examiners with examiner certificates or authorisations issued by third countries other than the EASA MSs.

This section should be carefully studied. Section 3 contains the national administrative procedures applicable to each EASA MS. These should be reviewed and applied when conducting a skill test, proficiency check or assessment of competence on a respective MS licence holder. Furthermore, any additional MS-specific requirements in addition to those specified in this section, i.e. liability, accident insurance, and personal data protection related information, should also be reviewed and taken into account by the examiner as appropriate.

2.1.2. Skill test or Proficiency check form declaration requirement

In accordance with FCL.1030(b)(3)(iv), a MS skill test, proficiency check or assessment of competence form requires a declaration by the examiner that he/she has reviewed and applied the MS-specific administrative procedures in case the applicant's licencing authority is not the same as the one that issued the examiner's certificate.

The skill test, proficiency check or assessment of competence forms of a MS used by examiners who have been certified by another competent authority should contain the following declaration:

'I hereby declare that I, *[name examiner],* have reviewed and applied the relevant national procedures and requirements of the applicant's competent authority contained in version *[insert document version, i.e. 01-2014]* of the Examiner Differences Document. *[enter date & signature]'*

Please ensure that you enter the relevant details and sign the declaration accordingly each time you conduct a test, check or assessment of competence.'

2.1.3. Safety criteria in the territory of an EASA Member State

In accordance with ARA.FCL.210(c), MSs may require an examiner to observe certain safety criteria applicable to their territory when conducting a skill test or proficiency check on an aircraft. Section 3 of this document specifies whether such safety criteria will need to be observed and how to gain access to the relevant criteria. Section 4 of this document also contains a list of all MSs with instructions on how to obtain the applicable safety criteria.

2.2. Liability and accident insurance

In general, the CA of an EASA MS does not provide liability or accident insurance during the conduct of skill tests, proficiency checks or assessment of competence. It is therefore the

[2] ARA.FCL.210 Information for examiners
(a) The competent authority shall notify the Agency of the national administrative procedures, requirements for protection of personal data, liability, accident insurance and fees applicable in its territory, which shall be used by examiners when conducting skill tests, proficiency checks or assessments of competence of an applicant for which the competent authority is not the same that issued the examiner's certificate.

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responsibility of the examiner to ensure that he/she is adequately insured against incident, accident or liability issues.

Furthermore, the examiner is fully responsible for the safety during the skill test, proficiency check or assessment of competence, either in an flight simulation training device (FSTD) or when acting as pilot-in-command (PIC) in an aircraft. There are two principal types of risk against which an examiner should consider insuring himself/herself. First, the direct involvement during flying tests might lead to an accident and a claim for damages for loss or injury ensuing as a result of the accident. Secondly, professional indemnity, for example a claim made against the examiner by an applicant for an inadequate examination, or breach of contract. Examiners are advised to seek professional advice concerning appropriate insurance covering their activities as certified examiners.

An aircraft operator must have third-party liability insurance, as required by Regulation (EC) No 785/2004[3] on insurance requirements for air carriers and aircraft operators. Such insurance *may* cover an examiner for personal liability in case of accident; however, an examiner should always verify this carefully with the operator if he/she intends to rely on this insurance.

Note: This general statement on liability and accident ansurance has been agreed upon by the MSs and is based on the input received from the MSs. Any relevant differences to this general statement in a particular MS will be specified in section 3 of this document as applicable to the CA in the respective MS.

2.3. Personal data protection

General Data Protection Regulation ('GDPR')[4]

As of 25 May 2018 the Regulation (EU) 2016/6791, the European Union's ('EU') new General Data Protection Regulation ('GDPR') which regulates the processing by an individual, a company or an organisation of personal data relating to individuals in the EU, becomes applicable.

This means that the persons or legal entities using the Examiner Differences Document shall comply with the new GDPR.

The GDPR aims to protect the rights and freedoms of persons with respect to the processing of personal data by laying down guidelines determining when this processing is lawful.

In general, skill test, proficiency check and assessment of competence forms and any other personal information may only be passed to the examiner's CA, the applicant's CA as required, to the applicant and, if applicable, to the applicant's organisation with his/her prior consent.

No information shall be passed to others.

Note: This general statement on personal data protection has been agreed upon by the MSs and based on the input received from the MSs. Any relevant differences to this general statement in a particular MS will be specified in Section 3 of this document as applicable to the CA in the respective MS.

2.4. National administrative procedures

Section 3 of this document contains the specific administrative procedures provided by the CA of each EASA MS.

Please review the respective procedures and requirements carefully as non-compliance *may* lead to application processing delays and possibly render a completed skill test, proficiency check or assessment of competence invalid.

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[3] Regulation (EC) No 785/2004 of the European Parliament and of the Council of 21 April 2004 on insurance requirements for air carriers and aircraft operators (OJ L 138, 30.4.2004, p. 1).

[4] https://ec.europa.eu/commission/priorities/justice-and-fundamental-rights/data-protection/2018-reform-eu-data-protection-rules_en

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2.4.1 Information before a skill test

1.Examiner details:	**2.Candidate details:**	**3.Skill test details:**
▪ Examiner's (complete) name and initials ▪ Examiner's certificate number ▪ Country of examiner certification ▪ Contact details: mobile phone number, e-mail address	▪ Candidate's name and initials ▪ Candidate's licence number	▪ Type of skill test ▪ Type of aircraft ▪ Specify skill test in aircraft or FSTD ▪ Name of FSTD operator ▪ FSTD approval certificate ▪ Aircraft registration ▪ Date and time ▪ Place

Note: Please ensure that you send good quality scanned pdf copies when sending the information via e-mail.

2.4.2 Information after a skill test, proficiency check or assessment of competence

After completion of a **skill test**, **proficiency check** or assessment of competence, the examiner report shall include:

1. A skill test or proficiency check or assessment of competence form,
2. A flight test schedule (if applicable).
3. Copy of the statement of the approved training organisation (ATO) which confirms the required training has been completed (if applicable).
4. Copy of FSTD approval certificate (if applicable).
5. Copy of the examiner's licence. (if applicable).
6. Copy of the examiner's certificate.
7. Copy of the examiner's medical certificate. (if applicable).
8. Copy of endorsed licence (if entry on licence by examiner).

Note: Please ensure that you send good quality scanned pdf copies when sending the information via e-mail.

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3. EASA Member States national procedures

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3.1. AUSTRIA

Austro Control

1.Liability
General statement Section 2.2 applies.

2.Accident insurance
General statement Section 2.2 applies.

3.Data protection
General statement Section 2.3 applies.

4.National administrative procedures

4.1 Skill test, proficiency check and assessment of competence procedures

The table below illustrates the applicable procedures.

Type of examination	Licence skill test LAPL, PPL, CPL, ATPL, MPL, IR, class or type rating	Licence proficiency check Class or type tating, IR	Assessment of competence Instructor or Examiner certificate
Initial	**Designation procedures according 4.3**	Not applicable	Licence endorsement NOT permitted
Revalidation		Licence endorsement permitted	Licence endorsement for Instructors permitted. NOT permitted for Examiners
Renewal Note: please be aware that back side entries due to positive LPCs may only be made if the rating is shown on the front side of the license. If this is not the case, this must be done by the competent authority.		Licence endorsement permitted	Licence endorsement for Instructors permitted. NOT permitted for Examiners

4.2 Licence endorsement procedures

The authorisation required by ARA.FCL.200(c) before endorsing a pilot licence for revalidating or renewing is hereby given.

4.3 Designation procedures

Before conducting a skill test or an initial assessment of competence of a pilot where Austro Control is the competent authority a flight examiner certified by another European authority according to Part-FCL shall send a notification to Austro Control via e-mail. The notification shall be sent to the e-mail address examinations@austrocontrol.at at least 48 hours before the test or AoC is to be carried out. The notification must include the full name of the examiner, the candidate, including license numbers, the exam objective, the location and time of the skill test or assessment of competence. To enable supervision if necessary, the current telephone number of all crew members involved must also be transmitted. Austro Control will not acknowledge the notification but reserves the right to contact the examiner to supervise the exam.
At this time no examiner will be assigned by Austro Control.

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AUSTRIA

4.4 Skill test, proficiency check or assessment of competence forms The forms can be obtained from Austro Control here. In English here. After completion of a skill test, proficiency check or assessment of competence, the examiner report shall include the following information listed in general section 2.4.2. The mentioned report shall be sent to piloten@austrocontrol.at
4.5 Safety criteria In accordance with ARA.FCL.210(c), the safety criteria to be observed by the examiner can be found at Austro Control's flight examiner manual which can be downloaded here. **Note:** References to access to the safety criteria to be observed in the territory of other MSs, if applicable, are contained in Section 4 of this document.
4.6 Examination fees Austro Control does not provide financial remuneration for expenses or services rendered. The examiner shall arrange those with the training organisation or the candidate directly.
4.7 Examiner support information Flight examiner's manual
4.8 Contact information Austro Control Österreichische Gesellschaft für Zivilluftfahrt mbH Schnirchgasse 17 A-1030 Wien Austria Phone: +43 (0) 51703 7230 E-Mail: piloten@austrocontrol.at Website: www.austrocontrol.at

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Austrian Aeroclub (Österreichischer Aero-Club/FAA)

1.Liability
General statement Section 2.2 applies.

2.Accident insurance
General statement Section 2.2 applies.

3.Data protection
General statement Section 2.3 applies.

4.National administrative procedures

4.1 Skill test, proficiency check and assessment of competence procedures

The table below illustrates the applicable procedures.

Type of examination	Licence skill test SPL, BPL	Licence proficiency check Class or type tating, IR	Assessment of competence Instructor or Examiner certificate
Initial	Designation procedures apply	Not applicable	Licence endorsement NOT permitted
Revalidation	Not applicable	Not applicable	Licence endorsement **NOT** permitted
Renewal	Not applicable	Not applicable	Licence endorsement **NOT** permitted

4.2 Licence endorsement procedures

Endorsement of licence by examiners acc. ARA.FCL.200(c) not permitted.

4.3 Designation procedures

The training organisation notifies the competent authority about the completion of the applicants flight training. The competent authority will then designate the examiner for the skill test.

4.4 Skill test, proficiency check or assessment of competence forms

The forms can be obtained from Österreichischer Aero-Club/FAA
https://aeroclub.at/de/behoerde/download

After completion of a skill test, proficiency check or assessment of competence, the examiner report shall include the following information listed in general section 2.4.2

4.5 Safety criteria

In accordance with ARA.FCL.210(c), the safety criteria to be observed by the examiner can be found in the „Flight Examiner Handbook – Sailplane" and „Flight Examiner Handbook – Balloon" which can be downloaded from the Homepage
https://aeroclub.at/de/behoerde/download

direct links:
Flight Examiner Handbook – Sailplane
Flight Examiner Handbook – Balloon

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4.6 Examination fees

Österreichischer Aero-Club/FAA does not provide financial remuneration for expenses or services rendered. The examiner shall arrange those with the training organisation or the candidate directly.

4.7 Examiner support information

Flight Examiner Handbook – Sailplane

Flight Examiner Handbook – Balloon

4.8 Contact information

Österreichischer Aero-Club/FAA, Zivilluftfahrtbehörde 1. Instanz
Blattgasse 6
1030 WIEN

Tel.: +43 / 1 / 718 72 97 - 0
E-Mail: faa@aeroclub.at
Website: https://aeroclub.at/de/behoerde

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3.2. BELGIUM

Belgian Civil Aviation Authority (BCAA)

1.Liability
General statement Section 2.2 applies.

2.Accident insurance
General statement Section 2.2 applies.

3.Data protection
General statement Section 2.3 applies. In addition, all examiners must process information in accordance with the Belgian law of December 8th 1992 regarding the protection of personal data.

4.National administrative procedures

4.1 Skill test, proficiency check and assessment of competence procedures

The table below illustrates the applicable procedures.
For all skill test, proficiency check and assessment of competence the notification procedures apply. More info in section 4.3.2

<table>
<tr><th>Type of examination</th><th>Licence skill test LAPL, PPL, CPL, ATPL, MPL, IR, class or type rating</th><th colspan="2">Licence proficiency check Class or type rating, IR</th><th>Assessment of competence Instructor or examiner certificate</th></tr>
<tr><td>Initial</td><td>▪ Designation procedures apply via automatic registration tool
▪ Licence endorsement NOT permitted
▪ Temporary license for MP HPCA *</td><td colspan="2">Not applicable</td><td>▪ Designation procedures apply via automatic registration tool
▪ Licence endorsement NOT permitted</td></tr>
<tr><td>Revalidation</td><td>Not applicable</td><td colspan="2">Licence endorsement permitted and expected</td><td>Licence endorsement NOT permitted</td></tr>
<tr><td rowspan="2">Renewal</td><td rowspan="2">Not applicable</td><td>Rating on licence</td><td>Licence endorsement permitted and expected</td><td rowspan="2">Licence endorsement NOT permitted</td></tr>
<tr><td>Rating not on licence</td><td>Licence endorsement NOT permitted</td></tr>
<tr><td colspan="5">* For skill test type rating for a multi pilot high performance complex aircraft the examiner shall sign the temporary license certificate. More information in 4.2</td></tr>
</table>

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4.2 Licence endorsement procedures

The examiner may endorse the licence if the rating is still printed on the licence. The authorisation required by ARA.FCL.200(c) before endorsing a pilot licence for revalidating or renewing is hereby given.

In all other cases the BCAA shall issue a new licence with a valid rating.

For skill test type rating for a multi pilot high performance complex aircraft the examiner shall sign the temporary license certificate. This shall be valid for 8 weeks. The certificate is to be send to the BCAA together with the exam documents. The certificate can be found in the list of documents

The examiner is **NOT** allowed to enter any new rating in the licence after a successful skill test.

The examiner is **NOT** allowed to enter any examiner – or instructor certificate in the licence after a successful assessment of competence.

Examiners shall comply with the procedures specified in the different Information Notices published on the BCAA website and with the National FEDD . The information notices relevant for examiners are indicated on the website.

4.3 Designation procedures

4.3.1. Designation of examiners:

When developing designation procedures for examiners conducting skill tests, proficiency checks or assessments of competence on holders of an BCAA issued pilot licence, the requirements of the 'Aircrew Regulation' ((EU) 1178/2011 as amended) have been considered. Particularily, but not exclusively, the requirements of:

- FCL.1030 Conduct of skill tests, proficiency checks and assessments of competence
- ARA.FCL.205 Monitoring of examiners

In accordance with the requirements in ARA.FCL.205(c), before any skill test or initial instructor or examiner assessment of competence is conducted an examiner shall submit a notification at the latest 5 calender days before the test. BCAA reserves the right to assign a different examiner or send an inspector to monitor the event. In that case the examiner in question will be notified.

The required skill test notification period is **5 days** prior to all initial skill test or Assessment of Competence. A change of examiner up to 4 hours before the event is allowed.

Please note that the auto generated answer to the notification is to be considered a designation for the skilltest or assessment of competence as per ARA.FCL.205(c). It's not necessary to send a separate CPL designation document with 3 examiners listed. The auto reply is sufficient.

Any change has to be notifief by a reply to the notification system, using the same reference number. Please only use the reply on the notification system and don't send mails to all mailadressess.

The registration tool is a web application that can be reached via the following link: Registration tool

A change of date due to an unforeseen circumstance can to be notified after the planned timing of the test by a reply to the notification system, using the same reference number.

The notification period does not apply to changes to an already submitted notification.

4.3.2. Notification of test (skill test, proficiency check and assessment of competence)

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The registration tool is a web application that can be reached via the following link: **Registration tool**

Type	**Skill test or initial Assessment of Competence**	**Revalidation**	**Renewal**
Notification	**5 days**	**24 hours**	**24 hours**
Changes	**Up to 4 hours** before the test	**Up to 4 hours** before the test	**Up to 4 hours** before the test
Partial Pass or failure, recheck with same examiner	**24 hours**	**24 hours**	**24 hours**

A change of date due to an unforeseen circumstance has to be notified within 24 hours by a reply to the notification system, using the same reference number.

4.3.3. Vested interests

According FCL.1005 (b), BFCL.405 (b), SFCL.405 (b) and Article 23 of the Royal Decree of 23 October 2013, postholders (Accountable manager, Head of Training, Chief Flight Instructor and Chief Theoretical Knowledge Instructor), representatives and Ultimate Beneficial Owner of a specific training organisation (ATO or DTO) are therefore not allowed to take skill tests or assessments of competence for initial licences and certificates from candidates who received training in their own training organisation. Other vested interests for family to the 4th degree can be found in the National FEDD.

More information can be found in the National FEDD.

4.4 Skill test, proficiency check or assessment of competence forms

The forms can be obtained here.

Please send the completed form to the Belgian Civil Aviation Authority (BCAA). The preferred method is to send the form(s) as a scanned pdf attachment to an E-mail using bcaa.lic.dir@mobilit.fgov.be.

Alternatively the form may be sent via postal service. See contact Information for address.

After completion of a skill test, proficiency check or assessment of competence, the examiner report shall include the following information listed in general section 2.4.2.

Items to considerations when taking a proficiency check or skill test:

- In order to fly solely by reference to instruments in simulated IMC conditions, the BCAA requires the use of a hood or a goggle. Furthermore the aircraft must be equipped with an artificial horizon (ADI).

Each examiner holding a **Belgian examiner certificate** taking a test for a **non-Belgian pilot licence holder**, shall upload the content of the examiner report as specified in 2.4.2 HYPERLINK "https://www.mobilit.fgov.be/applications/Internet/EasyWebForms.nsf/BCAA_SkillTest_Report.xsp" via the online tool to upload the report .

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The table below gives an overview of the documents that have to be sent or handed over to the BCAA and the candidate after a skill test, a proficiency check or an assessment of competence. Please check also the general chapter 2.4. If labelled Yes the original stayed with the candidate and a (digital) copy is made for the examiner and BCAA.

DOCUMENT	**Skill test and Assessment of Comptence**	**Proficiency check - Revalidation**	**Proficiency check - Renewal**
Report form	**yes**	**yes** + copy of the licence endorsement	**yes** + copy of the licence endorsement
Test content/checklist	**yes**	**yes**	**yes**
Application form	**yes**	**No** (*)	**Yes ,** if the qualification has been removed from the licence
Refresher training	**No**	**No**	**Yes,** certificate for renewal training or no training if applicable

(*): An application form is required if the pilot applies for a new licence or extends the privileges of the licence.

4.5 Safety criteria

Aircraft Safety

The safety of the flight must be the prime consideration at all times. The Examiner is expected to use good judgement when simulating any emergency or abnormal procedure, having regard to local conditions and aircraft safety throughout. The Examiner and Candidate must be constantly alert for other traffic. When performing test items that have the potential to affect safety, the Examiner will ask the Candidate to simulate that portion of the manoeuvre. The Examiner will assess the Candidate's use of visual scanning and collision avoidance procedures throughout the flight portion of the test. Skill tests, proficiency checks or assessments of competence shall not be conducted on a flight for the purpose of commercial air transport. Aircraft systems must not be used outside the Flight Manual limits. Simulated engine failures after take-off in an aeroplane must be carried out at a safe height. Engine shutdowns should be carried out at asafe height above the ground. The Examiner must be prepared to intervene if safety will be compromised.

FSTD Safety

All applicants shall be given a briefing on the fire alarm system, safety equipment and use of escape ropes, differences between the company aircraft and the simulator shall be briefed and pointed out to the crew prior to the test. The FSTD must be qualified and approved for the training, testing, and checking for which it is used. If any defects are present, they should be accepted by the Examiner and Candidate and should not have a negative impact on the test.

4.6 Examination fees

BCAA does not provide financial remuneration for expenses or services rendered. The examiner shall arrange those with the training organisation or the candidate.

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4.7 Examiner support information

Questions related to checks, privileges of examiners, on the procedures and additional information can be requested by sending an email to bcaa.examiners@mobilit.fgov.be Licence documentation and reports after the check can be sent to bcaa.lic.dir@mobilit.fgov.be.

The website contains Information Notices and specific information about examiners and instructors Examiners and instructors section on the website.

4.8 Contact information

Belgian Civil Aviation Authority (BCAA)

Licensing Department

Vooruitgangstraat 56

B-1210 Brussels

Belgium

E-Mail: bcaa.lic.dir@mobilit.fgov.be for license questions and reports

E-mail: bcaa.examiners@mobilit.fgov.be for questions relating checks, privileges of examiners or on the documents EDD, FEM, FEDD

Website: www.mobilit.belgium.be (Only available in Dutch and French for the moment)

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3.3. BULGARIA

Bulgarian Civil Aviation Authority (BG CAA)

1.Liability

General statement Section 2.2 applies.

2.Accident insurance

General statement Section 2.2 applies.

3.Data protection

General statement Section 2.3 applies. Furthermore, the candidate's personal data including his personal details are protected by the Bulgarian personal data protection ct, which reflects with Directive 95/46/EC. Examiners shall also comply with the laws applicable where the skill test or proficiency check took place. All personal data must be secured and protected against manipulation, loss or access by unauthorized persons. The result of and the remarks in an examiner's report are also considered as personal data and should be processed accordingly.

4.National administrative procedures

4.1 Skill test, proficiency check and assessment of competence procedures

The table below illustrates the applicable procedures.

<table>
<tr><th>Type of examination</th><th>Licence skill test LAPL, PPL, CPL, ATPL, MPL, R, class or type rating</th><th colspan="2">Licence proficiency check Class or type rating, IR</th><th>Assessment of competence Instructor or examiner certificate</th></tr>
<tr><td>Initial</td><td>▪ Designation procedures apply
▪ Licence endorsement NOT permitted</td><td colspan="2">Not applicable</td><td rowspan="5">▪ Designation procedures apply for Examiner and instructor Assessment of competence
▪ Licence endorsement NOT permitted
▪ Examiner assessment of competence only to be performed by senior examiners specifically approved by the Bulgarian (BG) CAA or inspector from BG CAA</td></tr>
<tr><td>Revalidation</td><td>Not applicable</td><td colspan="2">Licence endorsement permitted</td></tr>
<tr><td rowspan="3">Renewal</td><td rowspan="3">Not applicable</td><td>< 3 years <u>and</u> rating in licence</td><td rowspan="3">Licence endorsement NOT permitted</td></tr>
<tr><td>> 3 years</td></tr>
<tr><td>rating not in licence</td></tr>
</table>

4.2 Licence endorsement procedures

After successful completion of a licence proficiency check the examiner may endorse the new validity date in the license. The authorisation required by ARA.FCL.200(c) before endorsing a pilot licence for revalidating is hereby given.

4.3 Designation procedures

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BULGARIA

In accordance with the requirements in ARA.FCL.205(c), before any **skill test** and **assessment of competence** is conducted an examiner shall send the following information, listed in general section 2.4.1, to the BGCAA on the following email address: ebf@caa.bg with as subject "**designation of examiner**".

The application forms can be obtained here - https://caa.bg/en/category/311/2641.

4.3.1 Pilot licences – Skill test

Applicants for any licence skill test shall apply to the Bulgarian CAA for designation of the examiner. The applicant (except of the candidate for ATPL) must be recommended by the ATO, which is responsible for its training. Applicant shall submit an application to BG CAA in which there is a recommendation for the applicant by the ATO made his training. In addition, examiners are required to send a notification for **every** skill test they intend to conduct **at least 5 days** prior to the test with option to change the examiner up to **1 hour** before. The BGCAA will provide the applicant and the examiner with a written authorisation for conducting the skill test. An examiner may not conduct a skill test unless he/she has been authorized to do so in writing (by e-mail) by the BGCAA.

In any case, BGCAA will notify the ATO that recommends the applicant, the designated examiner and the candidate himself.

The ATO must submit documentation of the applicant's training set by the CAA examiner before the skill test. An applicant for a skill test for the ATPL must submit all documents to the examiner.

PPL, LAPL, SPL, BPL, CPL and IR skill test - The BGCAA normally designates examiners who are BGCAA examiners or Part-FCL examiners registered with the BGCAA, or examiners employed by an ATO certified by BGCAA to conduct PPL, CPL and IR skill tests.

ATPL skill test – The BG CAA normally designates examiners who are BGCAA examiners or examiners certified by BGCAA, or examiners employed by an operator certified by the BG CAA to conduct the ATPL skill tests. In the case of pilots not employed by an operator certified by BGCAA, the applicant is required to nominate two examiners (or at least one) in the skill test application form, if not BGCAA certified examiners are to conduct the test.

Class and type rating skill test - To enable the possibility of supervision, a notification shall be submitted in accordance with point 4.3 and containing the information listed in general section 2.4.1. BGCAA will not acknowledge the notification but reserves the right to contact the examiner to supervise the skill test.

4.3.2 Pilot licences - Proficiency check

Examiners are not required to send a notification for every proficiency check they have to conduct.

4.3.3 Instructor certificates

Applicants for an assessment of competence shall apply to the BGCAA for designation of the examiner. Applicant shall submit an application to BG CAA.

The BGCAA will provide the applicant and the examiner with a written authorisation for conducting the skill test. An examiner may not conduct a skill test unless he/she has been authorized to do so in writing (by e-mail) by the BGCAA.

An applicant for an assessment of competence must submit all documents to the examiner.

In any case, BGCAA will notify the applicant and the designated examiner.

Examiners are required to send a notification at least **5 days** before every initial assessment of competence they intend to conduct. An examiner may not conduct an initial assessment of competence unless he/she has received acknowledgement in writing (by e-mail) by the BGCAA.

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4.3.4 Examiner certificates

The forms can be obtained - https://caa.bg/en/category/311/2641

After completion of a skill test, proficiency check or assessment of competence, the examiner report shall include the following information listed in general section 2.4.2.

In addition, the examiner shall send the following information:
1.Examiner's check return form - https://caa.bg/en/category/311/2768.
2.Licensing fee by the applicant

The assessment of competence for the issue, revalidation or renewal of an examiner certificate **can only** be conducted by a BG CAA inspector or by a senior examiner.

4.4 Skill test, proficiency check or assessment of competence forms

The forms can be obtained here - https://caa.bg/en/category/311/2641.

After completion of a skill test, proficiency check or assessment of competence, the examiner report shall include the following information listed in general section 2.4.2.

In addition, the examiner shall send the following information:

1.Examiner's check return form - https://caa.bg/en/category/311/2768.

2.Licensing fee by the applicant

The examiners shall send to BGCAA (address available in the briefing) all above documents within **14 days** after the skill test, proficiencyor assessment of competence check either by post or courier, or by the candidate. Scanned copies may be sent to ebf@caa.bg immediately after the check in case of urgency. In addition, the BGCAA requires a report from the examiner detailing the reasons for any failure, partial pass or any special circumstance (if applicable).

4.5 Safety criteria

Safety criteria in accordance with ARA.FCL.210(c) are not applicable in Bulgaria.

Note: References to access to the safety criteria to be observed in the territory of other MSs, if applicable, are contained in Section 4 of this document.

4.6 Examination fees

The BGCAA does not provide financial remuneration for expenses or services rendered. The examiner shall arrange those with the ATOor the candidate.

Currently there is no fee to be paid for foreign examiners, however the process of revision of the examination fees regulation applicable to pilot licenses is in progress. It is expected that there will be an examination fee.

4.7 Examiner support information

Link to FEM, Examiners PART-FCL manual forms - https://caa.bg/bg/category/308/2770.

4.8 Contact information

Personnel Licensing Department – Personnel.Licensing@caa.bg

Ms Katya Krirna – kkirina@caa.bg

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3.4. CROATIA

Croatian Civil Aviation Agency (CCAA)

1.Liability
General statement Section 2.2 applies.

2.Accident insurance
General statement Section 2.2 applies.

3.Data protection
General statement Section 2.3 applies.

4.National administrative procedures

4.1 Skill test, proficiency check and assessment of competence procedures

The table below illustrates the applicable procedures.

<table>
<tr><th>Type of examination</th><th>Licence skill test LAPL, PPL, CPL, ATPL, MPL, IR, class or type rating</th><th colspan="2">Licence proficiency check Class or type rating, IR</th><th>Assessment of competence Instructor or xaminer certificate</th></tr>
<tr><td>Initial</td><td>▪ Designation procedures apply
▪ License endorsement NOT permitted</td><td colspan="2">Not applicable</td><td>▪ Designation procedures apply for examiner assessment of competence
▪ License endorsement NOT permitted</td></tr>
<tr><td>Revalidation</td><td rowspan="3">Not applicable</td><td colspan="3">License endorsement NOT permitted</td></tr>
<tr><td rowspan="2">Renewal</td><td>< 3 years <u>and</u> rating in licence</td><td>License endorsement NOT permitted</td><td rowspan="2">▪ Designation procedures apply for Examiner Assessment of competence
▪ License endorsement NOT permitted.</td></tr>
<tr><td>> 3 years <u>or</u> rating not in licence</td><td>License endorsement NOT permitted</td></tr>
</table>

4.2 Licence endorsement procedures

The examiner is not allowed to enter any data in the Croatian pilot's licence.

4.3 Designation procedures

In accordance with the requirements in ARA.FCL.205(c), before any **skill test** or **assessment of competence** is conducted an examiner shall send the following information listed, in general section 2.4.1, CCAA, to email: inoexaminers@ccaa.hr. The subject title of the email shall contain: "Skill test or Assessment of competence (as applicable) / examiner name / candidate name".

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CROATIA

The notification shall be send at least **5 working days** prior to the skill test, with the possibility to allow a change of the examiner up to **24 hours** before the event. (except in a case of licence or instrument rating skill test).

It is not required to send a notification before conducting a proficiency check.

An applicant for any **licence skill test** (LAPL, PPL, CPL, MPL, ATPL) or **instrument rating skill test** (IR/SE, IR/ME, BIR) shall apply to the CCAA before the skill test for the designation of the examiner to conduct the skill test. The applicant can nominate a nonCCAA examiner to conduct the skill test and shall submit copies of the examiner's documents (licence, examiner's certificate and medical certificate, if applicable) along with the application form.
The CCAA will issue an approval for the skill test and send it to the applicant and the designated examiner via e-mail. An examiner may not conduct the skill test for the licence or instrument rating issue without the approval by the CCAA.

The assessment of competence for the issue, revalidation or renewal of an examiner certificate can only be conducted by the CCAA inspector or by a senior examiner designated by the CCAA.

4.4 Skill test, proficiency check or assessment of competence forms

The forms can be obtained from the CCAA here.

Each individual skilltest item that is checked (line) examiner must mark with initials.

If a particular item / section is not applicable in the relevant skill test it is necessary to enter NOT APPLICABLE - abbreviated N/A. If item / section has not been checked it is required to enter Not Checked - abbreviated N/C (in the case that offered a number of possible exercises).

The forms can be filled out electronically and should be printed out and **signed in ink** by the applicant and the examiner.

After completion of a skill test, proficiency check or assessment of competence, the examiner report shall include the following information:

1. A skill test or proficiency check or assessment of competence form,
2. Copy of the statement of the approved training organisation (ATO) which confirms the required training has been completed (if applicable),
3. Copy of FSTD approval certificate (if applicable),
4. Copy of the examiner's licence,
5. Copy of the examiner's certificate,
6. Copy of the examiner’s medical certificate (if applicable).

A scanned pdf of the completed exam form shall be sent without delay as an attachment to an e-mail to inoexaminers@ccaa.hr. Originals shall be handed to the applicant.

The subject title of the e-mail shall contain: “Skill test or proficiency check or assessment of competence (as applicable) / examiner name / candidate name”.

4.5 Safety criteria

Safety criteria in accordance with ARA.FCL.210(c) are not applicable in Croatia.

Note: References to access to the safety criteria to be observed in the territory of other MSs, if applicable, are contained in Section 4 of this document.

4.6 Examination fees

The CCAA does not provide financial remuneration for expenses or services rendered. The examiner shall arrange those with the training organisation or the candidate.

4.7 Examiner support information

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Examiner makes entry in the pilot's logbook, and completes all of relevant flight test form. Entries in the pilot's logbook are made in accordance with following instruction:

In the remarks section - enter the type of test that is performed, such as PC / ST / AC , role of the examiner (TRE, FE ...), and signature and number (stamp if applicable) of examiner certificate. If the candidate is using an electronic logbook, the page containing the ST/PC/AOC entry should be printed out and **signed in ink** by the examiner.

4.8 Contact information

Croatian Civil Aviation Agency

Address: Ulica grada Vukovara 284, 10000 Zagreb

Phone: 00385 1 2369 300; 00385 1 2369 343

Fax: 00385 1 2369 301

Website: www.ccaa.hr

E-mail: inoexaminers@ccaa.hr

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3.5. CYPRUS

The Cyprus Department of Civil Aviation (Cyprus DCA)

1.Liability

General statement Section 2.2 applies.

2.Accident insurance

General statement Section 2.2 applies.

3.Data Protection

General statement Section 2.2 applies.

4.National Administrative Procedures

4.1 Skill test, proficiency check and assessment of competence procedures

The table below illustrates the applicable procedures.

<table>
<tr><th>Type of examination</th><th>Licence skill test LAPL, SPL, BPL, PPL, CPL, ATPL, MPL, IR, class or type rating</th><th colspan="2">Licence proficiency check
Class or type rating, IR</th><th>Assessment of competence Instructor or Examiner Certificate</th></tr>
<tr><td>Initial</td><td>• Notification mandatory
• Designation procedures apply
• Licence endorsements NOT permitted</td><td colspan="2">Not applicable</td><td>• Notification mandatory
• Designation procedures apply
• License endorsements NOT permitted</td></tr>
<tr><td>Revalidation</td><td>Not applicable</td><td colspan="2">• License endorsements permitted</td><td rowspan="3">• License endorsements not permitted
• Examiners Assessment of Competence only to be performed by Cyprus DCA Inspectors or Senior Examiners specifically authorized by Cyprus DCA</td></tr>
<tr><td rowspan="2">Renewal</td><td rowspan="2">Not applicable</td><td>< 3 years <u>and</u> rating in Licence</td><td>Licence endorsement permitted</td></tr>
<tr><td>> 3 years or rating <u>NOT</u> in Licence</td><td>Licence endorsement NOT permitted</td></tr>
</table>

4.2 Licence Endorsement Procedures

- The Examiner may only enter the revalidated or renewed rating in the pilot's license provided that the candidate's rating has not expired or has expired for less than 3 years and rating is included in the licence. The authorisation required by ARA.FCL.200(c) before

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CYPRUS

endorsing a pilot license for revalidating or renewing is hereby given.

- If the rating is not included in the license a new license with the renewed rating shall be issued by the Cyprus Department of Civil Aviation.
- The Examiner is not allowed to enter any new rating in the license after a passed skill test or Assessment of Competence.
- When Section XII of the licence is completed and no further spaces remain, the candidate should apply to DCA for license re-issue.
- In case of lapsed ratings the examiner must verify compliance with FCL.625/FCL.740 as applicable. In this case a document from an ATO must be submitted along with other required test/check documents.

4.2.1. Vested interests

According FCL.1005 (b) and Aeronautical Information Circular "AIC AIC_C_011_2025-Limitation of examiner's privileges" DCA considers the following to be vested interests that can compromise the examiner's impartiality:

a. The examiner is a relative of the applicant
b. The examiner is a friend or close acquaintance of the applicant
c. The examiner and applicant have a business or financial relationship
d. The examiner is the owner or part-owner of the ATO/DTO, and the applicant is trained within that same ATO/DTO (even if the applicant was not personally trained the applicant).

Check Department's official website for the published AICs. - Link here

4.3 Designation / Notification Procedures

In accordance with the requirements in ARA.FCL.205(c), before any skill test or assessment of competence for initial issue of instructor certificate is conducted an examiner shall send the following information listed, in **General section 2.4.1** to eld@dca.mcw.gov.cy

The required skill test notification period is **5 days** prior to the test. A change of examiner up to **3 days** before the event is allowed. Shorter notice period may be accepted on a case-by-case basis.

4.4 Skill test, proficiency check or assessment of competence forms

The forms can be obtained here.

The completed forms shall be sent to the Cyprus Department of Civil Aviation. The preferred method is to send the form as a scanned pdf attachment to an E-mail using eld@dca.mcw.gov.cy.
Alternatively the form may be send via postal service. See contact Information for address.
After completion of a skill test, proficiency check or assessment of competence, the examiner report shall include the following information listed in **General section 2.4.2**.

4.5 Safety criteria

The safety criteria to be observed by the examiner, in accordance with ARA.FCL.210(c), are not applicable in Cyprus.

Note: References to access to the safety criteria to be observed in the territory of other MSs, if applicable, are contained in Section 4 of this document.

4.6 Examination fees

The Cyprus Department of Civil Aviation does not provide financial remuneration for expenses or services rendered. The examiner shall arrange those with the training organisation or the candidate.

4.7 Examiner support information

All Examiners are requested to refer to EASA FLIGHT EXAMINER MANUAL.

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4.8 Contact information

Postal address:

Cyprus Department of Civil Aviation
27 Pindarou str,
1060, Nicosia, Cyprus
Tel: +357 22404126, +357 22404128

E-mail: eld@dca.mcw.gov.cy.

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3.6. CZECH REPUBLIC

The Civil Aviation Authority of the Czech Republic (CAA CZ)

1.Liability

General statement Section 2.2 applies.

2.Accident insurance

General statement Section 2.2 applies.

3.Data protection

General statement Section 2.3 applies.

4.National administrative procedures

4.1 Skill test, proficiency check and assessment of competence procedures

The table below illustrates the applicable procedures.

<table>
<tr><th>Type of examination</th><th>Licence skill test LAPL, PPL, CPL, ATPL, MPL, IR, class or type ratings</th><th colspan="2">Licence proficiency check
Class or type rating, IR</th><th>Assessment of competence
Instructor or examiner certificate</th></tr>
<tr><td>Initial</td><td>▪ Designation procedures apply
▪ Licence endorsements are NOT permitted</td><td colspan="2">Not applicable</td><td>▪ Designation procedures apply
▪ Licence endorsements are NOT permitted</td></tr>
<tr><td>Revalidation</td><td>Not applicable</td><td colspan="3">Licence endorsements except of examiner certificates permitted</td></tr>
<tr><td rowspan="2">Renewal</td><td rowspan="2">Not applicable</td><td>< 3 years <u>and</u> rating in licence</td><td>Licence endorsements are permitted</td><td rowspan="2">Licence endorsements except of examiner certificates permitted</td></tr>
<tr><td>> 3 years <u>or</u> rating not in licence</td><td>Licence endorsements are NOT permitted</td></tr>
</table>

4.2 Licence endorsement procedures

Examiners are allowed to endorse revalidated ratings or renewed ratings in a pilot licence, provided that the rating has not expired for more than 3 years and is still in the licence. The authorisation required by ARA.FCL.200(c) before endorsing a pilot licence for revalidating or renewing is hereby given.

4.3 Designation procedures

- **Skill Tests:** Any skill test shall be notified according to general section 2.4.1 by e-mail to podatelna@caa.cz at least 5 days prior to. An automatically generated reply that the e-mail has successfully reached the CAA CZ post server is considered to be an

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approval unless another reply has been sent. Change of examiner due to unexpected circumstances is allowed to be notified anytime prior to the skill test.

- **FI / CRI / IRI initial Assessments and Examiner Assesments:** Any such an assessment be notified according to general section 2.4.1 by e-mail to podatelna@caa.cz at least 15 days prior to. Full examiner designation procedures apply.
- **TRI / SFI /MCCI / STI Initial Assessments:** Any such an assessment shall be notified according to general section 2.4.1 by e-mail to podatelna@caa.cz at least 5 days prior to. An automatically generated reply that the e-mail has successfully reached the CAA CZ post server is considered to be an approval unless another reply has been sent. Change of examiner due to unexpected circumstances is allowed to be notified anytime prior to the assessment.
- **Proficiency Checks and Other than Initial Instructor Assessments:** No prior notifification is required.

4.4 Skill test, proficiency check or assessment of competence forms

The forms can be obtained at

https://www.caa.cz/zpusobilost-leteckeho-personalu/examinatori/ .

The forms from the other EASA MSs are accepted.

After completion of a skill test, proficiency check or assessment of competence, the examiner report shall include the information listed in general section 2.4.2.

4.5 Safety criteria

The safety criteria to be observed by the examiner in accordance with ARA.FCL.210(c) are not applicable in the Czech Republic.

Note: References to access to the safety criteria to be observed in the territory of other MSs, if applicable, are contained in Section 4 of this document.

4.6 Examination fees

The CAA CZ does not provide financial remuneration for expences or services rendered. The examiner shall arrange those with the training organisation or the candidate.

4.7 Examiner support information

See: https://www.caa.cz/zpusobilost-leteckeho-personalu/examinatori/ .

4.8 Contact information

Urad pro civilni letectvi

K letisti 1149/23

Praha 6

160 08

The Czech Republic

E-mail: podatelna@caa.cz

Website: www.caa.cz

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3.7. DENMARK

Danish Civil Aviation and Railway Authority (Trafikstyrelsen)

1.Liability
General statement Section 2.2 applies.

2.Accident insurance
General statement Section 2.2 applies.

3.Data protection
General statement Section 2.3 applies.

4.National administrative procedures

4.1 Skill test, proficiency check and assessment of competence procedures

The table below illustrates the applicable procedures.

<table>
<tr><th>Type of examination</th><th>Licence skill test LAPL, PPL, CPL, ATPL, MPL, IR, class or type rating</th><th colspan="2">Licence proficiency check Class or type rating, IR</th><th>Assessment of competence Instructor or Examiner certificate</th></tr>
<tr><td>Initial</td><td>▪ Designation procedures apply
▪ Licence endorsement NOT permitted</td><td colspan="2">Not applicable</td><td>▪ Designation procedures apply for initial instructor assessments.
▪ Examiner assessments only to be performed by senior examiners specifically approved by the Danish Transport authority.
▪ Licence endorsement NOT permitted</td></tr>
<tr><td>Revalidation</td><td>Not applicable</td><td colspan="3">Licence endorsement permitted, except on examiner and instructor privileges</td></tr>
<tr><td rowspan="2">Renewal</td><td rowspan="2">Not applicable</td><td>< 3 years <u>and</u> rating in licence</td><td>Licence endorsement permitted</td><td rowspan="2">Licence endorsement not permitted</td></tr>
<tr><td>> 3 years <u>or</u> rating not in licence</td><td>Licence endorsement NOT permitted</td></tr>
</table>

4.2 Licence endorsement procedures

- The examiner may only enter the revalidated or renewed rating in the pilot's licence if the rating is still included in the licence. The authorisation required by ARA.FCL.200(c) before endorsing a pilot licence for revalidating or renewing is hereby given.
- If the rating is not included in the licence the Danish Civil Aviation and Railway Authority shall issue a new licence with the renewed rating.

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- The examiner is not allowed to enter any new rating in the licence after a passed skill test.
- The Examiner may issue a "Temporary Permission to Exercise Privileges". For details see https://www.examiner.dk/procedures/temp-permit

4.3 Designation procedures

In accordance with the requirements in ARA.FCL.205, before any **skill test** or **initial instructor assessments** are conducted an examiner shall send the following information listed in general section 2.4.1 to flighttestbookings@trafikstyrelsen.dk

The required skill test notification period is **5 days** prior to the skill test. A change of examiner up to **1 hour** before the event is allowed. ATPL skill test requires 14 days notification.

4.4 Skill test, proficiency check or assessment of competence forms

The forms can be obtained here.
(https://www.examiner.dk/documents?categorizations=27771)

The Danish Transport Authority accepts all national variants of these forms except skill tests on multi-pilot airplanes and proficiency checks to remove CO-PILOT restrictions where the Danish form shall be used. Please note that the Danish Civil Aviation and Railway Authority require applicants for ATPL skilltest and other tests or checks where the applicant function as PIC, to operate the aircraft from the left hand seat.

If a test or check is to be flown in the aircraft where a simulator exists, permission must be requested from the Danish Civil Aviation and Railway Authority prior to test start.

The completed licensing skill test form shall be send to the Danish Civil Aviation and Railway Authority. The preferred method is to send the form as a scanned pdf attachment to an e-mail using license@trafikstyrelsen.dk.

Alternatively the form may be send via postal service. See contact Information for address.

After completion of a skill test, proficiency check or assessment of competence, the examiner report shall include the following information listed in general section 2.4.2.

4.5 Safety criteria

The safety criteria to be observed by the examiner, in accordance with ARA.FCL.210(c), are not applicable in Denmark.

Note: References to access to the safety criteria to be observed in the territory of other MSs, if applicable, are contained in Section 4 of this document.

4.6 Examination fees

The Danish Civil Aviation and Railway Authority does not provide financial remuneration for expenses or services rendered. The examiner shall arrange those with the training organisation or the candidate.

4.7 Examiner support information

Further information here. (https://www.examiner.dk/)

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4.8 Contact information

Correspondence address: Trafikstyrelsen/ Danish Civil Aviation and Railway Authority

Carsten Niebuhrs Gade 43, DK-1577 Copenhagen V

Tel. +45 7221 8800

E-mail: info@trafikstyrelsen.dk

Website: www.trafikstyrelsen.dk

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3.8. ESTONIA

Estonian Transport Administration (Transpordiamet)

1.Liability
General statement Section 2.2 applies.

2.Accident insurance
General statement Section 2.2 applies.

3.Data protection
General statement Section 2.3 applies. Further information can be found in Personal Data Protection Act.

4.National administrative procedures

4.1 Skill test, proficiency check and assessment of competence procedures

The table below illustrates the applicable procedures.

<table>
<tr><th>Type of examination</th><th>Licence skill test LAPL, PPL, CPL, ATPL, MPL, IR, class or type rating</th><th colspan="2">Licence proficiency check Class or type rating, IR</th><th>Assessment of competence Instructor or examiner certificate</th></tr>
<tr><td>Initial</td><td>▪ Designation procedures apply
▪ Licence endorsement NOT permitted</td><td colspan="2">Not applicable</td><td>Licence endorsement NOT permitted</td></tr>
<tr><td>Revalidation</td><td>Not applicable</td><td colspan="2">Licence endorsement permitted</td><td>Licence endorsement NOT permitted</td></tr>
<tr><td rowspan="2">Renewal</td><td rowspan="2">Not applicable</td><td>< 3 years <u>and</u> rating in licence</td><td colspan="2" rowspan="2">Licence endorsement NOT permitted</td></tr>
<tr><td>> 3 years <u>or</u> rating not in licence</td></tr>
</table>

4.2 Licence endorsement procedures

Licence endorsement permitted only for class or type rating and IR revalidation. Additionally, examiners may be authorised to make licence endorsements after skill test on FFS (the examiner must receive instructions from Estonian Transport Administration with regard to possible entries on licence beforehand). The authorisation required by ARA.FCL.200(c) before endorsing a pilot licence for revalidating is hereby given.

4.3 Designation procedures

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ESTONIA

In accordance with the requirements in ARA.FCL.205(c), before any **skill test** is conducted an examiner shall send the following information listed in general section 2.4.1 to fcl@transpordiamet.ee.

The required skill test notification period is **5 days** prior to the skill test. A change of examiner up to **1 hour** before the event is allowed.

Any **skill test** can only be conducted by an examiner designated by Estonian Transport Administration. Applicants for the skill test shall apply to Estonian Transport Administration for designation of examiner. Estonian Transport Administration will provide the applicant and the examiner with a written authorisation for conducting the skill test. An examiner may not conduct a skill test unless he/she has been authorized to do so in writing (on the designation form) by Estonian Transport Administration.

In case a change of examiner takes place outside Estonian Transport Administration office hours (Mon-Thu 08:00-16:00, Fri 08:00-15:00 LT), a new examiner may conduct the skill test without designation given his examiner certificate contains the privilege to conduct the required skill test.

4.4 Skill test, proficiency check or assessment of competence forms

The forms can be obtained here.

After completion of a skill test, proficiency check or assessment of competence, the examiner report shall include the following information listed in general section 2.4.2. and shall be sent to fcl@transpordiamet.ee. Original skill test/ proficiency check/ assessment of competence form shall be handed to the applicant.

4.5 Safety criteria

The safety criteria to be observed by the examiner, in accordance with ARA.FCL.210(c), are not applicable in Estonia.

Note: References to access to the safety criteria to be observed in the territory of other MSs, if applicable, are contained in Section 4 of this document.

4.6 Examination fees

The Estonian Transport Administration does not provide financial remuneration for expenses or services rendered. The examiner shall arrange those with the training organisation or the candidate.

4.8 Contact information

Correspondence address:

Transpordiamet / Estonian Transport Administration

Valge 4, 11413 Tallinn, Estonia.

Tel. +372 620 1200

E-mail: fcl@transpordiamet.ee.

Website: www.transpordiamet.ee

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3.9. FINLAND

Finnish Transport and Communications Agency (Traficom)

1.Liability

General statement Section 2.2 applies. In addition, when flying a Finnish aircraft, any liability for loss or damage in an accident is partly determined on the basis of the flight examiner status. The examiner usually acts asPIC, but when revalidating a rating on a proficiency check, the examinee may act as PIC if he/she holds the required ratings. The command responsibility must be determined at the latest during flight preparation and stated in the flight plan. Responsibility for operational safety during the flight rests with the PIC.

Examiners shall make sure that they have the right to act as PICfor the flight in question. In accordance with the Finnish Aviation act, the owner, possessor or operator of the aircraft decides on the pilot-in-command and safe manning.

When flying in Finland using Finnish aircraft, any liability for damages is determined in accordance with Section 136 of the Finnish Aviation Act (864/2014). Usually the aircraft owner, possessor and operator are jointly and severally liable for any damage caused. The provisions of the Tort Liability Act (412/1974) are applied to the division of liability between employer and employee, determination of the value of damage, and to any adjustment of compensation.

When the examiner conducts a skill test, proficiency check or assessment of competence on which he/she has personally agreed with the examinee or his/her instructor, the examiner has either the status of a hired employee or an independent contractor, depending on the type of employment or contract relationship, as regards the liability for damages. An examiner who conducts a skill test/proficiency check at the request of an authority who nominates him/her for the task – with the examiner's consent - is also regarded as a contractor.

2.Accident insurance

General statement Section 2.2 applies. In addition, national provisions on the minimum insurance cover for aircraft crew (instructor and student pilot) are contained in Section 138 of the Finnish Aviation Act (864/2014), but only for initial flight training ("seat insurance").

Based on his/her employment relationship, the examiner may be covered by the employer's insurance against accidents at work. Examiners who do not work for an employer are regarded as contractors and must look after their insurance cover themselves.

It is not mandatory to insure the aircraft against loss or damage. Anyone using the aircraft may check its insurance details. If the aircraft has no insurance, the examiner may take a liability insurance against loss or damage of the aircraft.

For some aircraft, the insurance terms may contain additional requirements concerning e.g. thePIC's licences, ratings, total flying experience or experience on that aircraft type or variant.

The aircraft operator (examiner/applicant) shall make sure that the third-part liability insurance is valid on every flight.

When using an aircraft registered in another country, it is important to ensure an adequate insurance cover both for the examiner and the applicant on each flight separately.

3.Data protection

General statement Section 2.3 applies. In addition, the Act on the Openness of Government Activities (621/1999) specifies that the applicant's identity number or secret telephone number shall not be made public or used in any official documents. Information on the applicant's domicile, place of residence, temporary place of residence, telephone number (even if not secret) and other contact details shall also be kept secret on request.

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FINLAND

The applicant's identity shall be reliably identified.

The skill test / proficiency check report becomes public when it is completed and signed, regardless of any verbal assessments or reasons for failing explained. The completed report shall be distributed to:

- the examinee (original)

- examinee's licensing authority (copy)

- examiner's licensing authority (copy)

- the examiner (copy must be retained for 5 years)

- the instructor as feedback if a new licence or rating is issued (Ref. AMC2 FCL.1015 Examiner standardisation, purpose of a test or check, paragraph d) (copy)

4.National administrative procedures

<table>
<tr><th>Type of examination</th><th>Licence skill test LAPL, PPL, CPL, ATPL, MPL, IR, class or type rating</th><th colspan="2">Licence proficiency check
Class or type rating, IR</th><th>Assessment of competence Instructor or Examiner certificate</th></tr>
<tr><td>Initial</td><td>▪ Designation procedures apply to CPL, IR and ATPL
▪ Licence endorsement NOT permitted</td><td colspan="2">Not applicable</td><td>▪ Designation procedures apply to Examiner and Instructor Assessment of competence
▪ Licence endorsement NOT permitted</td></tr>
<tr><td>Revalidation</td><td>Not applicable</td><td colspan="2">Licence endorsement permitted</td><td>▪ Designation procedures apply to Examiner and Instructor Assessment of competence
▪ Licence endorsement NOT permitted</td></tr>
<tr><td rowspan="2">Renewal</td><td rowspan="2">Not applicable</td><td>rating in licence</td><td>Licence endorsement permitted</td><td rowspan="2">▪ Designation procedures apply to Examiner and Instructor Assessment of competence
▪ Licence endorsement NOT permitted</td></tr>
<tr><td>rating not in licence</td><td>Licence endorsement NOT permitted</td></tr>
</table>

4.2 Licence endorsement procedures

- The examiner may only enter the revalidated or renewed rating in the pilot's licence if the rating is still included in the licence. The authorisation required by ARA.FCL.200(c) before endorsing a pilot licence for revalidating or renewing is hereby given.
- The examiner is not allowed to enter any new rating in the licence after a passed skill test.
- The examiner is allowed to enter PBN/IR endorsement in the licence.

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- The examiner is allowed to issue a temporary rating according to the Instructions for Implementation for temporary ratings.

4.3 Designation procedures

In accordance with the requirements in ARA.FCL.205(c), before **CPL, IR and ATPL skill tests** or **instructor and examiner assessment of competence**is conducted an examiner shall send the following information located, in general section 2.4.1, to lentokoe@traficom.fi.

The required skill test and **assessment of competence** notification period is **14 days** prior to the skill test or assessment of competence. A last minute change of examiner can be approved at the discretion of the Competent Authority.

4.4 Skill test, proficiency check or assessment of competence forms

The forms can be obtained here.

After completion of a skill test, proficiency check or assessment of competence, the examiner report shall include the following information listed in general section 2.4.2.

All the documents must be sent by e-mail to kirjaamo@traficom.fi.

4.5 Safety criteria

The safety criteria to be observed by the examiner, in accordance with ARA.FCL.210(c), are not applicable in Finland.

References to access to the safety criteria to be observed in the territory of other MSs, if applicable, are contained in Section 4 of this document.

4.6 Examination fees

Trafidoes not provide financial remuneration for expenses or services rendered. The examiner shall arrange those with the training organisation or the candidate. A fee of 50 euro will be charged by Trafi for the designation of an examiner for a skill test or an assessment of competence. This fee will be charged from the candidate requesting the examiner designation, unless otherwise specified on the designation request.

4.7 Examiner support information

No further information.

4.8 Contact information

Telephone switchboard: +358 29 534 5000

Correspondence address: Finnish Transport and Communications Agency, Registry, PO Box 320, FI-00059 Traficom, Helsinki, Finland.

E-Mail: Registry email: kirjaamo@traficom.fi

Website: http://www.traficom.fi/en

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3.10. FRANCE

French Civil Aviation Authority (DGAC)

1.Liability
General statement Section 2.2 applies. In addition, the safety pilot is fully responsible for the safety during the skill test, proficiency check or assessment of competence, in an FSTD or when acting as PIC in an aircraft.

2.Accident insurance
General statement Section 2.2 applies.

3.Data protection
General statement Section 2.3 applies.

4.National administrative procedures

4.1 Skill test, proficiency check and assessment of competence procedures

The table below illustrates the applicable procedures.

Type of examination	Licence skill test LAPL, SPL,PPL, CPL, ATPL, MPL, IR, class or type rating	Licence proficiency check Class or type rating, IR	Assessment of competence Instructor or examiner certificate
Initial	▪ Designation procedures apply ▪ Licence endorsement **NOT** permitted	Not applicable	▪ Designation procedures apply for instructor AoC only (initial instructor AoC and AoC for the extension of instructor privileges). ▪ **NOT** permitted for examiner certificates ▪ Licence endorsement **NOT** permitted.
Revalidation	Not applicable	▪ Licence endorsement **NOT** permitted	▪ **NOT** permitted for examiner certificates ▪ Licence endorsement **NOT** permitted
Renewal	Not applicable	▪ Licence endorsement **NOT** permitted	▪ **NOT** permitted for examiner certificates ▪ Licence endorsement **NOT** permitted

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FRANCE

4.2 Licence endorsement procedures

- Licence endorsement **NOT** permitted – Non-French examiners are not allowed to make any entry or a signature in a licence issued by France.
- Skill tests/proficiency checks must be recorded on the appropriate DGAC form downloadable from DGAC website (see the links in section 4.4 below).

4.3 Designation procedures

The examiner ***MUST BE REGISTERED ON THE LIST OF CERTIFIED NON-FRENCH EXAMINERS (NFE).*** At all times, and especially ***BEFORE CONDUCTING A SKILL TEST,*** the examiner must ***VISUALY*** check that their name is on the latest publication of the list, ***AND VISUALY*** check that the data on the latest publication of the list is up to date with their ***LATEST*** examiner certificate.

N.B.1 : While the criteria mentioned above are not met, every test conducted by the examiner will be invalidated.

All procedures regarding the list (first registration, update of data, etc.) are available on DGAC's Non-French Examiners Webpage.

In accordance with the requirements in ARA.FCL.205(c), before any **skill test** is conducted an examiner shall send a test notification with the relevant information listed in general section 2.4.1, to dsac-test-notification-bf@aviation-civile.gouv.fr.

4.3.1 This procedure concerns CPL, IR, ATPL skill tests, initial instructor assessment of competence and assessment of competence for the extension of instructor privileges conducted out of a French-approved ATO.

The examiner sends the test notification e-mail for the planned skill test **at least 15 calendar days** before the event. **Only examiners who are registered on the list** of Non-French examiners can be proposed for a test.
As long as the examiner receives the automated acknowledgement of his/her notification email, this fulfills the notification requirement. Unless he/she receives an additional e-mail from DGAC (no later than 5 days before the planned skill test) including constraints/orders, the examiner can conduct the skill test at the date stated in the initial notification e-mail.

N.B.1 Information for CPL/IR skill tests :

Flight tests for **CPL and IR skill tests** must be conducted **separately**, by **two different examiners**.

N.B.2 Information about candidates registration for ATPL, CPL and IR skill tests :

Before any ATPL, CPL, and IR skill test is conducted, the candidate must be registered for the skill test and must have received her/his "Fiche récapitulative d'inscription" sent by the relevant administrators of the examinations office.

This candidate registration procedure is independent from the DGAC requirements for the examiner.

Candidates for ATPL, CPL, and IR skill tests must complete the DGAC registration procedure for ATPL, CPL, or IR skill test before the examiner notifies the skill test.

Summary of the process to follow **in that specific order BEFORE** conducting a test :

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1. Check that the examiner is registered on the List of NFE and that his/her data on the list is up to date with his/her latest examiner certificate ; then,
2. Send a test notification with relevant details at least 15 days before the test ; then,
3. Check that the candidate has received the "Fiche récapitulative d'inscription".

4.3.2 This part of the procedure concerns class-rating, type-rating, LAPL, PPL, BPL or SPL skill-tests conducted out of a French-approuved ATO.

The examiner sends the test notification e-mail for the planned skill test **at least 5 calendar days** before the event. **Only examiners who are registered on the list** of Non-French examiners can be proposed for a test.
As long as the examiner receives the automated acknowledgement of his/her notification e-mail, this fulfills the notification requirement. Unless he/she receives an additional e-mail from DGAC (no later than 24 hours after the notification) including additional constraints/orders, the examiner can conduct the skill test at the date stated in the initial notification e-mail.

N.B.1 Information about candidates registration for PPL and LAPL skill tests :

Before any PPL and LAPL skill test is conducted, the candidate must be registered for the skill test and must have received her/his "Fiche récapitulative d'inscription" sent by the relevant administrators of the licensing office.

This candidate registration procedure is independent from the DGAC requirements for the examiner.

Candidates for PPL and LAPL skill tests must complete the DGAC registration procedure for PPL or LAPL skill test before the examiner notifies the skill test.

Summary of the process to follow **in that specific order BEFORE** conducting a test :

1. Check that the examiner is registered on the List of NFE and that his/her data on the list is up to date with his/her latest examiner certificate ; then,
2. Check that the candidate has received the "Fiche récapitulative d'inscription" ; then,

Send a test notification with relevant details at least 5 days before the test.

4.4 For LPCs, revalidation/renewal of instructor certificate;

The examiner do not need to be registered on the non-french examiners list.

Test notification is not requested anymore for licence proficiency check. Please review our national administrative procedures, requirements for protection of personal data, liability, accident insurance and fees available in the document *Procedures for examiners* located here.

4.5 UK CAA Examiners ;

From January 1st 2021 (Brexit implementation), examiners holding a certificate issued by the UK CAA are no longer authorised to perform skill tests, proficiency checks or assessments of competence on French Licence Holders, even if they are registered on the list of Non-French Examiners.

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4.6 Skill test, proficiency check or assessment of competence forms

The skill test, proficiency check or Assessment of competence **forms** can be obtained on the following links :

- Aeroplanes forms
- Helicopter forms

After completion of a skill test, proficiency check or assessment of competence, the examiner report shall include the following information listed in general section 2.4.2.

The examiner must give a copy of his licence, copy of his examiner's certificate and the original skill test form to the candidate who will subsequently give them to his **licensing office** to have his licence updated.

Concerning LAPL, PPL skill tests, in addition to the forwarded copy of the report sent by the examiner at dsac-test-notification-bf@aviation-civile.gouv.fr, it is the candidate's responsibility to send the original skill test/proficienty check record form, a copy of the examiner's licence and a copy of the examiner's certificate to his **licensing office** to have his licence issued.

Concerning ATPL, CPL and IR skill-tests, in addition to the forwarded copy of the report sent by the examiner at dsac-test-notification-bf@aviation-civile.gouv.fr, it is the candidate's responsibility to send the original skill test/proficiency check record form, a copy of the examiner's licence and a copy of the examiner's certificate to the relevant administrators in the **examination office**.

4.7 Safety criteria

At this stage, the DGAC has not issued specific safety criteria in English.

Note: References to access to the safety criteria to be observed in the territory of other MSs, if applicable, are contained in Section 4 of this document.

4.8 Examination fees

The DGAC does not provide financial remuneration for expenses or services rendered. The examiner shall arrange those with the training organisation or the candidate.

4.9 Examiner support information

Procedures for examiners located here, to be reviewed in addition to the EDD.

4.10 Contact information

Correspondence address:

DSAC/PN/EXA,

50 rue Henry Farman,

75720, PARIS, CEDEX 15,

France.

E-mail: examinateurs.pro@aviation-civile.gouv.fr

Website

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3.11. GERMANY

Luftfahrt-Bundesamt (LBA)

1.Liability
General statement Section 2.2 applies.

2.Accident insurance
General statement Section 2.2 applies.

3.Data protection
General statement Section 2.3 applies. Additionally, regulations as per VO (EU) 2016/679 (https://gdpr-info.eu) and "Bundesdatenschutzgesetz" (Federal Data Protection Act (BDSG) (gesetze-im-internet.de)), have to be followed.

4.National administrative procedures

4.1 Skill test, proficiency check and assessment of competence procedures

The table below illustrates the applicable procedures.

Type of examination	Licence skill test LAPL, SPL, BPL, PPL, CPL, ATPL, MPL, IR, class or type rating	Licence proficiency check Class or type rating, IR and EBT Practical Assessment		Assessment of competence Instructor or examiner certificate
Initial	• Designation procedures apply, except for class or type rating • Licence endorsement **NOT** permitted	Not applicable		▪ Senior Examiner Assessment of Competence only to be performed by SENs specifically approved by the German authority. ▪ Licence endorsement **NOT** permitted
Revalidation	Not applicable	Licence endorsement permitted		Licence endorsement permitted for instructor certificates only
Renewal	Not applicable	< 3 years **and** rating in Licence	Licence endorsement permitted for licences issued by the Luftfahrt-Bundesamt (LBA) only	Licence endorsement **NOT** permitted
		> 3 years or rating **NOT** in Licence	Licence endorsement	

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GERMANY

			NOT permitted	

4.2 Licence Endorsement Procedures

You will find the national licence endorsement procedures here.

Temporary Certificate to exercise privileges:
For licences issued by the Luftfahrt-Bundesamt (LBA), the examiner may issue a "Temporary Permission to Exercise Privileges" according to ARA.FCL.215 (d). This is only applicable for Class- or Type-Ratings after a successful skill test or for ATPL holders after passed respective skill test or proficiency check to operate an aircraft as PIC. The holder of a license must have previously successfully completed a training course approved in accordance with Part-FCL to obtain the type or class rating.

Before taking the practical examination and issuing the "Temporary Permission to Exercise Privileges" form, the examiner must ensure that all other requirements for the registration of the rating have been met.

The relevant form and details can be found here.

4.3 Designation procedures

According to ARA.FCL.205(c) the following designation procedure has to be followed for skill tests for the first issue of licenses and of instrument ratings:

4.3.1 Designation procedures for PPL(As), CPL, ATPL, MPL and IR:

If the applicant for a PPL(As), CPL, MPL, ATPL or Instrument Rating holds already a license issued by the Luftfahrt-Bundesamt (LBA) or will select the LBA as competent authority **foreign examiners** have to notify every intended **Skill Test** with the form **Test Notification** at least 1 week in advance (Notifications for Licence proficiency checks or Assessments of competence are not required). The receipt of the test notification will not be acknowledged by the LBA, and there is no need for an individual approval for conducting the test. In case of skill tests for the first issue of class or type ratings there is no designation required. The LBA reserves the right to be present at the skill test or to replace the examiner with an inspector of the authority. In case of skill tests for the first issue of class or type ratings there is no designation required.

4.3.2 Designation procedures for LAPL, SPL, BPL and PPL except PPL(As) and IR:

The German federal states, depending on the applicant's residence, are competent for the first issue of these licenses. Hence, the competent aeronautical authorities of the relevant federal states will designate the examiner. The designation procedures are described as follows:

The training organisation notifies the competent authority of the relevant federal state about the completion of the applicant´s flight training. The competent authority will then designate the examiner for the skill test.

4.4 Skill test, proficiency check or assessment of competence forms

The forms can be obtained from the LBA homepage in English or German language.

After completion of a skill test, proficiency check or assessment of competence according to FCL.1030, BFCL.410 or SFCL.410 as applicable, the examiner shall send the documents as per chapter 2.4.2 to the competent authority (refer to chapter 4.8). For EBT Practical Assessments chapter 2.4.2 shall be applied in analogy.

4.5 Safety criteria

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No other person than

- the applicant(s) involved
- the examiner(s)
- a flight instructor (if necessary)
- the inspector of the competent authority

may be on board of an aircraft during proficiency checks, skill tests or assessments of competence.

Note:

- References to access to the safety criteria to be observed in the territory of other MSs, if applicable, are contained in Section 4 of this document.
- For skill tests/proficiency checks/assessments of competence on MPA, SPA HPA complex or multi-engine helicopters on aircraft a written confirmation of unavailability/inaccessibility of the FSTD as well as of the mitigating measures (GM5 FCL.010 d) agreed with the examiner's competent authority must be submitted together with the examiner report to Post-L4@lba.de.

  The provisions as per Regulation (EU) No 1178/2011 Appendix 9 apply.

4.6 Examination fees

The LBA does not provide financial remuneration for expenses or services rendered. The examiner shall arrange those with the training organisation or the candidate.

The competent aeronautical authorities of the relevant federal states have different procedures. For further information the examiner shall contact the relevant competent aeronautical authority (see chapter 4.8.1).

4.7 Examiner support information

EASA Flight Examiner Manual
https://www.easa.europa.eu/document-library/general-publications/flight-examiners-manual-fem

4.8 Contact information

4.8.1 For LAPL, SPL, BPL and PPL except PPL(As) and IR

Please consult the competent authority of the respective federal state, depending on the applicant's place of residence. See AIP Germany, Part VFR, Pages GEN 1-7 to GEN 1-10. The competent authorities of the related federal states and relevant information are listed in section "Service", A – Z, Letter L, Landesluftfahrtbehörden (Aeronautical Authorities of the Federal States).

These authorities are also listed on the homepage of the Luftfahrt-Bundesamt.

4.8.2 For PPL(As), CPL, ATPL, MPL and IR, class and type rating issued by LBA

The examiner shall forward the documents listed in 4.4 electronically in good quality to Post-L4@lba.de

4.8.3 For licences and IR, class and type ratings issued by Luftfahrtamt der Bundeswehr (LufABw)

The examiner shall forward the documents listed in 4.4 electronically in good quality to

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LufABwCivilAuthority@bundeswehr.org

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3.12. GREECE

The Civil Aviation Authority of the Hellenic Republic (HCAA)

1.Liability
General statement Section 2.2 applies.

2.Accident insurance
General statement Section 2.2 applies.

3.Data protection
General statement Section 2.3 applies.

4.National administrative procedures

4.1 Skill test, proficiency check and assessment of competence procedures

The table below illustrates the applicable procedures.

Type of examination	**Licence skill test LAPL, PPL, CPL, ATPL, MPL, IR, class or type ratings**	**Licence proficiency check Class or type rating, IR**	**Assessment of competence (Instructor)**
Initial	▪ Designation procedures apply ▪ Licence endorsements **NOT** permitted	Not applicable	▪ Licence endorsements **NOT** permitted
Revalidation	Not applicable	Licence endorsements permitted	Licence endorsements **NOT** permitted
Renewal	Not applicable	Licence endorsement **NOT** permitted	

4.2 Licence endorsement procedures

Examiners are allowed to endorse revalidated ratings in a pilot's licence. The authorisation required by ARA.FCL.200(c) before endorsing a pilot licence for revalidation is hereby given. The authorisation required by ARA.FCL.215 (b), (c), only for revalidation purposes, is hereby given.

4.3 Examiner Designation / Notification procedures

In accordance with the requirement set in ARA.FCL.205(c), before any **Skill Test** is conducted, an examiner shall send for designation purposes the Test Notification, with any applicable information as listed in the general section 2.4.1 to: https://hcaa.gov.gr/en/node/451

Regardless of the requirement in ARA.FCL.205(c), an examiner shall also send a notification to https://hcaa.gov.gr/en/node/451 prior to conducting a **Proficiency Check** or **Assessment of Competence,** with any applicable information as listed in the general section 2.4.1 (including copies of Examiner license/certificate)

Examiners are required to send the above notifications ten (10) days prior to conducting the Skill Test, Proficiency Check or Assessment of Competence; HCAA will not acknowledge the above notifications but reserves the right to contact the examiner, so that an HCAA Licensing Inspector may monitor the Skill Test, Proficiency Check or Assessment of Competence.

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GREECE

4.4 Applicable forms

ONLY HCAA forms are accepted.

The forms can be obtained here.

After completion of a skill test, proficiency check or assessment of competence, the examiner report shall be sent to info@hcaa.gov.gr and shall include the information listed in 2.4.2.

All relevant documents for the applicant's license process shall be sent to info@hcaa.gov.gr , attn. HCAA Licensing Section A2C

(HCAA contact details shown below under 4.8)

4.5 Safety criteria

Safety criteria in accordance with ARA.FCL.210(c) are not applicable in Greece.

During the conduct of skill tests, proficiency checks and assessments of competence in an **aircraft**, only the following persons are admitted to be on board:

- the applicant(s) involved
- the examiner(s)
- HCAA Inspector

Note: References to access to the safety criteria to be observed in the territory of other MSs, if applicable, are contained in Section 4 of this document.

4.6 Examination fees

HCAA does not provide financial remuneration for expenses or services rendered. The examiner shall arrange those with the training organisation or the candidate.

4.7 Examiner support information

All examiner support information can be found here

4.8 Contact information

HELLENIC CIVIL AVIATION AUTHORITY
GENERAL DIRECTORATE OF AVIATION ACTIVITIES
FLIGHT STANDARDS DIVISION
LICENSING SECTION – A2C
Athens International Airport, building 45, PC 190 19
Spata, GREECE

Applications e-mail: info@hcaa.gov.gr HCAA Website: https://hcaa.gov.gr/en

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3.13. HUNGARY

Hungarian Civil Aviation Authority (Ministry of Construction and Transport- MCT)

1.Liability
General statement Section 2.2 applies.

2.Accident Insurance
General statement Section 2.2 applies.

3.Data Protection

General statement Section 2.3 applies. In addition, year 2011 CXII Hungarian Federal Data Protection Act must be obeyed as follows;

Relevant excerpt of the relevant CXII Hungarian Federal Data Protection Act "2011. évi CXII., az információs önrendelkezési jogról és az információs szabadságról törvény"

1. The object of the Act is to define the fundamental rules applied in connection with controlling data with the aim of ensuring that the controllers respect the private sphere of natural persons. So personal data, i.e. data relating to the data subject as well as conclusions drawn from the data in regard to the data subject may be controlled if
   a) the data subject agrees to it (except if it is not possible to obtain the consent of the data subject or even if the cost of doing so is excessively high and the personal data must be controlled to fulfill legal obligations applicable to the controller, or to enforce the rightful interests of the controller or third parties and the enforcement of such interests is proportionate to the restrictions pertaining to the right to the protection of personal data), or
   b) it is provided for by law or by or pursuant to a local government decree for a purpose based on public interest (hereinafter mandatory data control).
2. Personal data may exclusively be controlled for a specific purpose to the extent and for the time required to achieve the goal. Data must be recorded and controlled in a fair and legal manner. It has to be ensured during the course of control that the data are accurate, complete and updated, and that the data subject is only identifiable for the time required for the data control. Through the institution of the appropriate measures the data must be particularly protected from unauthorised access, modification, transfer, disclosure, deletion or destruction, accidental destruction and damage as well as disabled access occurring due to changes to the technology applied.
3. Prior to control being initiated the data subject must be explicitly informed in detail of every fact relating to the control of their data, and therefore in particular, of the objective of the control and its legal grounds, the individual authorised to control and process the data, the duration of the control process, as well as of who is authorised to acquire knowledge of this data. This information must equally detail the rights and legal redress opportunities the data subject has in connection with control. Furthermore the data subject may request from the controller information on the control of personal data, correction of personal data, and deletion, blocking of personal data, with the exception of mandatory control.
4. The controller shall correct the personal data should the personal data not be authentic and the controller has access to the authentic personal data.

Personal data must be deleted should

a. its control be illegal;

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b. it have been requested by the data subject in accordance with point c) of Section 14;

c. it be incomplete or incorrect – and this cannot be legitimately changed – on condition that the law does not rule out deletion;

d. the objective of the control have ceased to exist or the period defined in the relevant legislation for storing the data have expired;

e. it have been ordered by the court or the Authority.

5. Instead of deletion, the controller blocks the personal data should the data subject request this, or in the event that the basis of the information available, deletion would presumably violate the rightful interests of the data subject. Personal data blocked through such means may exclusively be controlled while the control objective remains valid which barred the deletion of the personal data.
6. The data subject, as well as everyone to whom the data was transferred for control purposes, must be notified of any correction, blocking and deletion. Exemptions apply should this not violate the rightful interest of the data subject in respect of the objective of control.
7. The controller shall be obliged to compensate for damages caused to others as an outcome of the illegitimate control of the data of the data subject or a breach of data security requirements. The controller shall be exempt from liability should they be able to prove that the damages were caused by circumstances beyond their immediate control. Damages do not need to be compensated should they have ensued from the deliberate or serious negligence of the aggrieved party.

4.National Administrative Procedures

4.1 Skill Test, Proficiency Check and Assessment of Competence Procedures

The table below illustrates the applicable procedures.

Type of examination	**Licence skill test LAPL, PPL, CPL, ATPL, MPL, IR, SPL, BPL, class or type rating**	**Licence proficiency check Class or type rating, IR**	**Assessment of competence Instructor or examiner certificate**
Initial	▪ Designation procedures apply ▪ 48 hrs notification mandatory **(scheduled time)** via eHivatal, see 4.3 ▪ Licence endorsement **NOT** permitted	Not applicable	▪ Designation procedures apply ▪ 48 hrs prior notification mandatory **(scheduled time)** via eHivatal, see 4.3. ▪ Licence endorsement **NOT** permitted
Revalidation	Not applicable	▪ 48 hrs prior notification mandatory **(scheduled time)** via eHivatal, see 4.3 ▪ Licence endorsement **NOT** permitted	

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Renewal	Not applicable	▪ 48 hrs prior notification mandatory **(scheduled time)** via eHivatal, see 4.3 ▪ Licence endorsement **NOT** permitted.

4.2 Licence Endorsement Procedures

Not applicable for examiners, only the MCT is allowed to make licence endorsements.

4.3 Registration / Designation/ Notification Procedures

The MCT operates an online administration interface, which is called **eHivatal.**
The eHivatal interface accepts only the registered examiners to report planned exams.

Registration Procedure

For registration please send an e-mail to the following e-mail adress:exam@ekm.gov.hu:
Attach the following copies in PDF format in **readable quality**:

- scanned copy of licence,
- scanned copy of medical certificate, (does not apply to SFE)
- scanned copy of examiner's authorisation issued by the EU Member State.

Based on the sent e-mail the examiner receives a reply with further registration instructions in 7 days. The examiner must finish registration process according to instructions in reply to be able to send exam notification required in table 4.1 above.

Designation Procedure Applies for any **Skill Test or Initial Assessment of Competence:**

In accordance with the requirements in ARA.FCL.205(c), for any **skill Test or initial assessment of competence** the MCT nominates the examiner to conduct the examination.
MCT upon receiving the information of planned skill test or initial assessment of competence will designate the Examiner in an e-mail generated by eHivatal.
Designated examiner must report planned exam via eHivatal 48 hrs prior.

Notification Procedure Applies **for any Revalidation and Renewal:**

Minimum 48 hrs before any proficiency check, the Examiner **must notify MCT via eHivatal.**

4.4 Skill Test, Proficiency Check or Assessment of Competence Forms

The forms can be obtained from the online administration interface (eHivatal).

It is the obligation and responsibility of the examiner to provide the required report forms of the skill test, proficiency check or assessment of competence.

After completion of a skill test, proficiency check or assessment of competence:

It is the obligation and responsibility of the examiner **to give the original report form to the applicant** and **upload the copy of report form to the eHivatal.**

4.5 Safety Criteria

The safety criteria to be observed by the examiner, in accordance with ARA.FCL.210(c), are not applicable in Hungary.

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HUNGARY

Note: References to access to the safety criteria to be observed in the territory of other MSs, if applicable, are contained in Section 4 of this document.
4.6 Examination Fees MCT does not provide financial remuneration for expenses or services rendered. The examiner shall arrange those with the training organisation or the candidate.
4.7 Examiner Support Information The Flight Examiner's Handbook can be downloaded from here: https://www.kozlekedesihatosag.kormany.hu/hu/dokumentum/152550
4.8 Contact Information Ministry of Construction and Transport Deputy State-Secretariat of Transport Authority Licensing Department Budapest PO. box: 89. 1442 www.kozlekedesihatosag.kormany.hu caa@ekm.gov.hu

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3.14. ICELAND

The Icelandic Transport Authority (Samgöngustofa)

1.Liability

General statement Section 2.2 applies.

2.Accident insurance

General statement Section 2.2 applies.

3.Data protection

General statement Section 2.3 applies.

4.National administrative procedures

4.1 Skill test, proficiency check and assessment of competence procedures The table below illustrates the applicable procedures.

Type of examination	Licence skill test LAPL, PPL, CPL, ATPL, MPL, IR, class or type rating	Licence proficiency check Class or type rating, IR		Assessment of competence Instructor or examiner certificate
Initial	▪ Designation procedures apply ▪ Licence endorsement **NOT** permitted	Not applicable		▪ Designation procedures apply ▪ Licence endorsement **NOT** permitted
Revalidation	Not applicable	Licence endorsement permitted		Licence endorsement permitted, except for examiner certificates
Renewal	Not applicable	**< 3 years and rating in licence**	Licence endorsement permitted	Licence endorsement **NOT** permitted
		> 3 years or rating not in licence	Licence endorsement **NOT** permitted	

4.2 Licence endorsement procedures

- The examiner may only enter the revalidated or renewed rating in the pilot's licence if the rating is still included in the licence. The authorisation required by ARA.FCL.200(c) before endorsing a pilot licence for revalidating or renewing is hereby given.
- If the rating is not included in the licence a new licence with the renewed rating shall be issued by the Samgöngustofa.
- The examiner is not allowed to enter any new rating in the licence after a passed skill test.
- In case of lapsed ratings the examiner must verify compliance with FCL.625/FCL.740 as applicable. In this case form LF-443 filled out by an ATO must be submitted along with other required proficiency check documents.

4.3 Designation procedures

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ICELAND

In accordance with the requirements in ARA.FCL.205(c), before any skill test or initial instructor assessment of competence is conducted an examiner shall send the information listed in general section 2.4.1 to examiner@icetra.is. Samgöngustofa reserves the right to assign a different examiner or send an inspector to monitor the event. In that case the examiner in question will be notified.

The required skill test notification period is **5 days** prior to the skill test. A change of examiner up to 1 hour before the event is allowed.

Please note that the auto generated answer to the notification is to be considered a designation for the skilltest or assessment of competence as per ARA.FCL.205(c). Please submit a new notification if there are any changes made. The notification period does not apply to changes to an already submitted notification.

4.4 Skill test, proficiency check or assessment of competence forms

The forms can be obtained here.

Please send the completed form to the Icelandic Transport Authority. The preferred method is to send the form as a scanned pdf attachment to an E-mail using fcl@icetra.is.

Alternatively the form may be sent via postal service. See contact information for address.

After completion of a skill test, proficiency check or assessment of competence, the examiner report shall include the following information listed in general section 2.4.2.

4.5 Safety criteria

The safety criteria to be observed by the examiner, in accordance with ARA.FCL.210(c), are not applicable in Iceland.

Note: References to access to the safety criteria to be observed in the territory of other MSs, if applicable, are contained in Section 4 of this document.

4.6 Examination fees

The Icelandic Transport Authority does not provide financial remuneration for expenses or services rendered. The examiner shall arrange those with the training organisation or the candidate.

4.7 Examiner support information

No further information.

4.8 Contact information

Postal address:

Icelandic Transport Authority

Armuli 2

108 Reykjavik

Iceland

Tel: +354 480 6000

E-mail: fcl@icetra.is

Website: www.icetra.is

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3.15. IRELAND

Irish Aviation Authority (IAA)

1.Liability
General Statement Section 2.2 **applies.** In addition, please refer to the IAA Examiner Briefing Document here.

2.Accident insurance
General Statement Section 2.2 **applies.** In addition, please refer to the IAA Examiner Briefing Document here.

3.Data protection
General Statement Section 2.3 **applies.** In addition, please refer to the IAA Examiner Briefing Document here.

4.National administrative procedures

4.1 Skill test, proficiency check and assessment of competence procedures

The table below illustrates the applicable procedures.

Type of Test/Check	**Licence skill test LAPL, PPL, CPL, ATPL, MPL, all ratings**	**Licence proficiency check Class/Type ratings/ All other ratings**		**Assessment of competence Instructor or examiner certificate**
Initial	Designation procedures apply. See: IAA Examiner Briefing Document	IAA Examiner Briefing Document		• IAA Examiner Briefing Document • Flight Examiners
Revalidation	Not applicable	Refer to PLAM 017 and Flight Examiners		
Renewal	Not applicable	**< 3 years and rating in licence**	PLAM 017	Designation procedures apply See: • IAA Examiner Briefing Document • Flight Examiners
	Not applicable	**> 3 years or rating not in licence**	PLAM 017	

4.2 Licence endorsement procedures

The authorisation required by ARA.FCL.200(c) before endorsing a pilot licence for revalidating or renewing is hereby given subject to the conditions detailed in PLAM 017

4.3 Designation procedures

4.3.1. When developing designation procedures for examiners conducting skill tests, proficiency checks or assessments of competence on holders of an IAA issued pilot licence, the requirements

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IRELAND

of the the 'Aircrew Regulation' ((EU) 1178/2011 as amended) have been considered. Particularly, but not exclusively, the requirements of:

- FCL.1030 Conduct of skill tests, proficiency checks and assessments of competence
- ARA.FCL.205 Monitoring of examiners

4.3.1.1. In accordance with the requirements in ARA.FCL.205 (a) and (c) and the IAA's **examiner oversight programme**, before any **licence skill test, licence proficiency check** or **assessment of competence** is conducted, an examiner shall:-

- Notify the IAA of the time and place of the intended skill test, proficiency check or assessment of competence according to the minimum time periods specified in the IAA's **national administrative procedures,** via the noification link on the IAA examiner standardisation website.
- Send the required information and declarations in accordance with Appendix 1 of Examiner Briefing Document here.

Note 1: Examiners shall be automatically designated for skill tests by e-mail response to the "Notification of Test" link on the examiner standardisation website.

Note 2: The IAA **does not differentiate** between examiners holding an IAA issued examiner certificate and an examiner holding an examiner certificate from another EASA Member State. **All Examiners** are subject to the same oversight program and notification procedures.

Note 3: All Examiners shall be required to make a declaration via the notification of test link and sign the e-mail response stating that they have reviewd the latest available IAA procedures.

Please see: Flight Examiner Notification of Test area on the IAA Website here

4.4 Skill test, proficiency check or assessment of competence forms

Forms for use are available from the IAA website here.

4.5 Safety criteria

Please review the information in the IAA **Examiner Briefing Document** here.

Note: References to access the safety criteria to be observed in the territory of other Member States, if applicable, are contained in Section 4 of this document.

4.6 Examination fees

Unless otherwise agreed in advance, the IAA does not provide financial remuneration for expenses or services provided by any examiner (see the IAA **Examiner Briefing Document** here.)

4.7 Examiner support information

Please see IAA's **Examiner Briefing Document** here.

4.8 Contact information

Address: Irish Aviation Authority

Personnel Licensing Office,
The Times Building,
11-12 D'Olier Street,
Dublin 2,
Ireland

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Email licensing@iaa.ie

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3.16. ITALY

CAA-Italy - ENAC (Ente Nazionale per l'Aviazione Civile)

1.Liability
General statement Section 2.2 applies.

2.Accident Insurance
General statement Section 2.2 applies. No further requirements.

3.Data Protection
Obligations and responsibility of the examiner, concerning protection of personal and sensitive data, are prescribed by Italian law DL 196/2003. The law provides definitions and modalities for processing data and is available in English language at the web page **https://www.garanteprivacy.it/web/garante-privacy-en/home**

4.National administrative procedures

4.1 Skill test, proficiency check and assessment of competence procedures

Examinations related to Italian licences shall be conducted exclusively in the presence of a **valid Language Proficiency Check** and a **valid medical certificate**, except in the cases expressly provided for by **Regulation (EU) No 1178/2011**.

The table below illustrates the applicable procedures.

Type of examination	**Licence skill test LAPL, PPL, CPL, ATPL, MPL, SPL, BPL, IR/BIR**	**Licence Proficiency Check class or type ratings/ IR BIR**	**Assessment of Competence Instructor or examiner certificate**
Initial	Designation procedures apply (see 4.3 below) Licence endorsement **not** permitted		
Revalidation	Designation procedures apply (see 4.3 below) Licence endorsement permitted		
Renewal	Designation procedures apply (see 4.3 below) Licence endorsement permitted		

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4.National administrative procedures
4.2 Licence endorsement procedures ● The examiner may only enter the revalidated or renewed rating in the pilot's licence if the rating is still included in the licence. The authorisation required by ARA.FCL.200(c) before endorsing a pilot licence for revalidating or renewing is hereby given. ● If the rating is not included in the licence the ENAC shall issue a new print of the licence with the rating to be endorsed. ● The examiner is not allowed to enter any new rating in the licence after a passed Skill Test.

4.3 Designation and notification procedures

Before any Exam, a notification to the Authority must be digitally done by the Examiner following the link **https://serviziweb.enac.gov.it/#/agencyServiceTree**
Unregistered Examiners can follow **NEW EDD PROCEDURE** to obtain access rights.

If the portal is unavailable, as a last alternative, before and after any test the examiner shall send the relevant informations to e-mail address **examiner.notification@enac.gov.it** within the specified notification period and using the instructions and the "notification template" reported in the ENAC website, "*info in English*" section, examiners page.
https://www.enac.gov.it/en/safety-security/personnel-certification/edd-examiner-differences-document/

Notification period

Type of skill test, proficiency check or assessment of competence	**Notification period and method**
Type, Class, IR proficiency check	1 day previous notification via **Enac Web Service**
Assessment of Competence for initial issue of Instructor certificate, revalidation/renewal of an examiner or instructor certificate	**7** days previous notification to **Enac Web Service**
Assessment of competence for initial issue or extension of an examiner certificate	Request individual Designation to **istruttoriesaminatori@enac.gov.it** (at least **15** days for the designation) **7** days previous notification on **Enac Web Service**
Skill test type or class rating	7 days previous notification on **Enac Web Service**
Skill test for LAPL, PPL, CPL, ATPL, SPL, BPL and/or IR BIR	7 days previous notification on **Enac Web Service**

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4.4 Skill Test PC or AoC Reporting procedure and forms

After completion of a skill test, proficiency check or assessment of competence, the examiner shall report the activity through the following ENAC Forms:

- A report Form for skill test, proficiency check or assessment of competence as applicable.
- Flight test schedule.
- Copy of the statement of the ATO which confirms the required training has been completed (if applicable).
- Copy of FSTD approval certificate (if applicable).
- Copy of the examiner's licence.
- Copy of the examiner's certificate.
- Copy of the examiner's medical certificate.
- Copy of endorsed licence (if entry on licence is made by examiner)

Forms are available via ENAC website,
https://www.enac.gov.it/en/safety-security/personnel-certification/personnel-licencing/examiners-form

All the report Forms shall be sent by the examiner to ENAC via digital services page https://serviziweb.enac.gov.it/#/agencyServiceTree .

As a last alternative if the portal is unavailable all the paper must be send as scanned copy in pdf format to the email address examiner.notification@enac.gov.it with the standardised subject FOREX/RPT/[EXAMINERSURNAME]

It is candidate duty to provide the original signed paper form and attachments via PEC to protocollo@pec.enac.gov.it, and subject "ENAC Direzione Personale di Volo, Viale Castro Pretorio 118", only in case of issuance of ATPL, CPL and IR\BIR, issuance/revalidation/ renewal of any instructor certificate and/or examiner certificate.

It is candidate duty to provide the original signed paper form and attachments via PEC to protocollo@pec.enac.gov.it, and subject with competent ENAC Airport Direction for all the other cases of issuance/revalidation/renewal.

4.5 Safety criteria

The safety criteria to be observed by the examiner, in accordance with ARA.FCL.210(c), are reported, if any, in the ENAC website, "*info in English*" section, examiners page: https://www.enac.gov.it/en/safety-security/personnel-certification/edd-examiner-differences-document/

Note: References to access to the safety criteria to be observed in the territory of other MSs, if applicable, are contained in Section 3 of this document.

4.6 Examination fees

The ENAC does not provide financial remuneration for expenses or services rendered. The examiner shall arrange those with the training organisation or the candidate.

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4.7 Examiner support information

Further support information are available in the ENAC website, "*info in English*" section, examiners page: https://www.enac.gov.it/en/safety-security/personnel-certification/edd-examiner-differences-document/

4.8 Contact information

ENAC
Direzione Personale di Volo
Viale Castro Pretorio, 118
00185 - Rome
Italy
tel. +39 06 44596778/6791
Protocol PEC address: protocollo@pec.enac.gov.it (posta elettronica certificata)
e-mail to: personale.volo@enac.gov.it

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3.17. LIECHTENSTEIN

The Swiss FOCA information (Section 3.31) on the applicable liability, accident insurance, personal data protection and national administrative procedures also applies to Liechtenstein.

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3.18. LATVIA

Civil Aviation Agency

1.Liability
General statement Section 2.2 applies.

2.Accident insurance
General statement Section 2.2 applies.

3.Data protection
General statement Section 2.3 applies.

4.National administrative procedures

4.1 Skill test, proficiency check and assessment of competence procedures

The table below illustrates the applicable procedures.

Type of examination	**Licence skill test LAPL, PPL, CPL, ATPL, MPL, IR, class or type cating**	**Licence proficiency check Class or type ratings, IR**	**Assessment of competence Instructor or examiner certificate**
Initial	▪ Designation procedures apply. ▪ Licence endorsement **NOT** permitted.	Not applicable	▪ Instructors – Designation procedure applicable; licence endorsement NOT permitted. ▪ Examiners – Designation procedure applicable; licence endorsement NOT permitted.
Revalidation	Not applicable	Designation procedure not applicable; Licence endorsement permitted (see 4.2 for detailed information).	▪ Instructors – Designation procedure NOT applicable; licence endorsement NOT permitted. ▪ Examiners – Designation procedure applicable; licence

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				endorsement NOT permitted.
Renewal	Not applicable	**< 3 years and rating in licence**	Designation procedure not applicable; licence endorsement permitted (see 4.2 for detailed information).	▪ Instructors – Designation procedure applicable; licence endorsement NOT permitted. ▪ Examiners – Designation procedure applicable; licence endorsement NOT permitted.
		> 3 years or rating not in licence	▪ Designation procedures apply. ▪ Licence endorsement **NOT** permitted	

4.2 Licence endorsement procedures

- The authorisation required by ARA.FCL.200(c) before endorsing a pilot licence for revalidating or renewing is hereby given.
- The examiner may endorse the licence if the rating which is revalidated is still printed in the licence and valid.
- The examiner may endorse the licence if the rating which is renewed is still printed in the licence fulfils FCL.625 IR (c) and FCL.740 (b) requirements.
- Validity periods shall be endorsed according to ARA.FCL.215 requirements.
- If rating is revalidated more than 3 months immediately preceding the expiry date of the rating, new validity period shall be endorsed.
- In case of mistake within endorsement relevant endorsement shall be crossed out and new endorsement made.
- The examiner is not allowed to enter any new rating in the licence after a passed skill test.
- If the rating is not included in the licence the Civil aviation agency of Latvia shall issue a new licence with the renewed rating.

4.3 Designation procedures

In accordance with the requirements in ARA.FCL.205(c), before any skill test, assessment of competence and any Licence proficiency check for which designation procedure applies is conducted, an examiner shall send the following information listed in general section 2.4.1 and the relevant application form located here to Armands.Ozolins@caa.gov.lv including copies of examiner licence, medical certificate and examiner certificate.

The required skill test and assessment of competence notification period is **5 days** prior to the test, with the possibility to allow a change of the examiner up to **1 day** before the event. Change of examiner shall be notified to Armands.Ozolins@caa.gov.lv including copies of examiner licence, medical certificate and examiner certificate.

Skill tests, assessments of competence and any Licence proficiency check for which designation procedure applies, shall be performed only after receiving permission number from the Civil aviation agency of of Latvia. In case of change of examiner shall be used initially designated permission number. Permission is valid till the end of Month of requested test date.

4.4 Skill test, proficiency check or assessment of competence forms

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The forms can be obtained here.

After completion of a skill test, proficiency check or assessment of competence, the examiner report shall send the following information listed in general section 2.4.2 to REPORTS@caa.gov.lv within 7 days via e-mail.

4.5 Safety criteria

Safety criteria in accordance with ARA.FCL.210(c) are not applicable in Latvia.

Note: References to access to the safety criteria to be observed in the territory of other MSs, if applicable, are contained in Section 4 of this document.

4.6 Examination fees

The Civil aviation agency of Latvia does not provide financial remuneration for expenses or services rendered. The examiner shall arrange those with the training organisation or the candidate.

4.7 Examiner support information

Further examiner support information can be found here.

4.8 Contact information

Civil aviation agency
Address: Biroju iela 10, Lidosta "Riga", Marupe district, LV-1053, Latvia
Registration number: LV 90000196469
Bank: "Valsts kase", Code: TRELLV22
Account number: LV27TREL9170394005000
Phone: + 371 67830936
Fax: +371 67830967
E-mail: caa@caa.gov.lv

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3.19. LITHUANIA

Civil Aviation Administration

1.Liability

General statement Section 2.2 applies.

2.Accident insurance

General statement Section 2.2 applies.

3.Data protection

General statement Section 2.3 applies.

4.National administrative procedures

4.1 Skill test, proficiency check and assessment of competence procedures

The table below illustrates the applicable procedures.

Type of examination	Licence skill test LAPL, PPL, CPL, ATPL, MPL, IR, class or type rating	Licence proficiency check Class or type rating, IR	Assessment of competence Instructor or examiner certificate
Initial	▪ Designation procedures apply. ▪ Licence endorsement **NOT** permitted.	Not applicable	▪ Designation procedures apply. ▪ Licence endorsement **NOT** permitted.
Revalidation	Not applicable	▪ Licence endorsement **NOT** permitted ▪ Designation procedures apply only for examiner certificate	
Renewal	Not applicable	▪ Licence endorsement **NOT** permitted ▪ Designation procedures apply only for examiner certificate	

4.2 Licence endorsement procedures

Licence endorsement **NOT** permitted in any case.

4.3 Designation procedures

In accordance with the requirements in ARA.FCL.205(c), before any skill test and assessment of competence is conducted an examiner shall send the following information listed in general section 2.4.1 and the application form located here to examiner@tka.lt

Examiners may conduct a skill tests for **LAPL, PPL, CPL, MPL, ATPL, IR, class and type rating** and assessment of competence for **instructor or examiner certificates** once they

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LITHUANIA

have read the examiner briefing in this procedure, and sent a notification for the skill test or assessment of competence to the examiner@tka.lt. The notification should be sent at least **5 working days prior** to the skill test or assessment of competence. Upon receiving an e-mail confirmation from Lithuanian authority, the examiner is designated for the skill or assessmentof competence.

4.4 Skill test, proficiency check or assessment of competence forms

The forms can be obtained here.

After completion of a skill test, proficiency check or assessment of competence, the examiner report shall include the following information listed in general section 2.4.2.

All the documents must be sent by e-mail to examiner@tka.lt within 5 days via e-mail.

Original skill test/ proficiency check/ assessment of competence form shall be handed to the applicant.

4.5 Safety criteria

The safety criteria to be observed by the examiner, in accordance with ARA.FCL.210(c), are not applicable in Lithuania.

Note: References to access to the safety criteria to be observed in the territory of other MSs, if applicable, are contained in Section 4 of this document.

4.6 Examination fees

The TCA of Lithuania does not provide financial remuneration for expenses or services rendered. The examiner shall arrange those with the training organisation or the candidate.

4.7 Examiner support information

Further information for foreign examiners is available here

4.8 Contact Information

Transport Competency Agency
Rodūnios kelias 2, LT-02188 Vilnius, Lithuania
Tel.: (+370 5) 2739038;
Fax: (+370 5) 2739237
E-mail: info@tka.lt

Website: www.tka.lt

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3.20. LUXEMBOURG

Direction de l'Aviation Civile (DAC)

1.Liability

General statement Section 2.2 applies.

2.Accident insurance

General statement Section 2.2 applies.

3.Data protection

General statement Section 2.3 applies.

4.National administrative procedures

4.1 Skill test, proficiency check and assessment of competence procedures

The table below illustrates the applicable procedures.

<table>
<tr><th>Type of examination</th><th>Licence skill test LAPL, PPL, CPL, ATPL, MPL, IR, class ot type rating</th><th colspan="2">Licence proficiency check Class or type rating, IR</th><th>Assessment of competence Instructor or examiner certificate</th></tr>
<tr><td>Initial</td><td>The published procedure DAC-LIC 111 applies</td><td colspan="2">Not applicable</td><td>The published Procedure DAC-LIC 401 applies</td></tr>
<tr><td>Revalidation</td><td rowspan="3">Not applicable</td><td colspan="3">Licence endorsement NOT permitted</td></tr>
<tr><td rowspan="2">Renewal</td><td>< 3 years and rating in licence</td><td colspan="2" rowspan="2">Licence endorsement NOT permitted</td></tr>
<tr><td>> 3 years or rating not in licence</td></tr>
</table>

4.2 Licence endorsement procedures

Licence endorsements are **NOT** permitted.

4.3 Designation procedures

DAC only allows foreign examiners to perform **skill tests and initial instructor / examiner assessments of competence** if an official notification is provided at least 2 days in advance, in accordance with the published procedure of Procedure DAC-LIC 111. For proficiency checks or revalidation / renewal assessments, no prior notification is needed.

An examiner shall send the following information listed in general section 2.4.1

In addition, detailed information can be found on the DAC website and in the Procedure DAC-LIC 111 and Procedure DAC-LIC 401.

4.4 Skill test, proficiency check or assessment of competence forms

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LUXEMBOURG

The forms can be obtained from the DAC website here.

After completion of a skill test, proficiency check or assessment of competence, the examiner report shall include:

1. Copy of the skill test and proficiency check report form,
2. Copy of the statement of the ATO which confirms the required training has been completed, and the candidate's filled-in training syllabus and copy of the ATO certificate (if applicable).
3. Copy of FSTD approval certificate (if applicable).
4. Copy of the examiner's licence.
5. Copy of the examiner's certificate.
6. Copy of the examiner's medical certificate (as applicable).
7. Copy of the examiner's latest LPC on type for SFEs
8. Confirmation that the examiner has received the information for foreign examiners: either the one from the DAC website, or the one proposed in section 2.1.2 of this document.
9. Copy of the applicant's medical

4.5 Safety criteria

In accordance with ARA.FCL.210(c), the safety criteria to be observed by the examiner in Luxembourg can be found in the EASA FEM.

Note: References to access to the safety criteria to be observed in the territory of other MSs, if applicable, are contained in Section 4 of this document..

4.6 Examination fees

DAC does not provide financial remuneration for expenses or services rendered. The examiner shall arrange those with the training organisation or the candidate.

4.7 Examiner support information

Further information for foreign examiners is available here

Procedure DAC-LIC 111 is available here.

Procedure DAC-LIC 401 is available here.

4.8 Contact information

Direction de l'Aviation Civile Luxembourg

Licencing Office

4, rue Lou Hemmer

L-1748 Luxembourg

Tel: +352 247 74947

e-mail: lic@av.etat.lu

Website: https://dac.gouvernement.lu/en.html

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3.21. MALTA

Transport Malta Civil Aviation Directorate (TM CAD)

1.Liability

General statement Section 2.2 applies.

2.Accident insurance

General statement Section 2.2 applies.

3.Data protection

General statement Section 2.3 applies.

4.National administrative procedures

4.1 Skill test, proficiency check and assessment of competence procedures

The table below illustrates the applicable procedures.

Type of examination	**Licence skill test Sailplane, LAPL, PPL, CPL, ATPL, MPL, IR, class or type rating**	**Licence proficiency check Class or type rating, IR**		**Assessment of competence Instructor or Examiner certificate**
Initial	▪ Designation procedures apply. ▪ Licence endorsement **NOT** permitted.	Not applicable		▪ Designation procedures apply. ▪ Licence endorsement **NOT** permitted.
Revalidation	▪ Not applicable	Licence endorsement permitted		▪ Licence endorsement permitted for Instructor certificate. ▪ Licence endorsement NOT permitted for Examiner certificate.
Renewal	Not applicable	**< 3 years and rating in licence**	Licence endorsement permitted if authorised by TM CAD	▪ Licence endorsement for Instructor Certificate permitted if authorised by TM CAD ▪ Licence endorsement for Examiner
		> 3 years or rating not in licence	Licence endorsement **NOT** permitted	

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				Certificate **NOT** permitted

4.2 Licence endorsement procedures

Revalidation

- Licence endorsement is permitted for class/type ratings, IR or instructor certificates.

Renewal

- The examiner may renew the rating/instructor certificate in the licence if he/she is authorised by TM-CAD. The authorisation may be requested by the examiner in writing by sending an email to cadpel.tm@transport.gov.mt. Authorisation is only issued on proof of completed training or a statement from the ATO that no training was required. Subject to the above the authorisation required by ARA.FCL.200(c) before endorsing a pilot licence for revalidating or renewing is hereby given.

Initial

- The examiner is not permitted to enter a new rating in the licence.

4.3 Designation procedures

In accordance with the requirements in ARA.FCL.205(c), before any **skill test or assessment of competence** is conducted an applicant shall send the following information listed in general section 2.4.1 to cadpel.tm@transport.gov.mt.

Refer to the latest PEL notice 49 available from the Transport Malta website: https://www.transport.gov.mt/aviation/personnel-licensing/fcl-atco-license-pel-notices-701.

The required notification period is **5 days** prior to the skill test or assessment of competence. A change of examiner up to **4 hours** before the event is allowed at the discretion of TM-CAD. Send request to cadpel.tm@transport.gov.mt.

4.4 Skill test, proficiency check or assessment of competence forms

The forms can be obtained from the Transport Malta website: http://www.transport.gov.mt/aviation.

After completion of a skill test, proficiency check or assessment of competence, the examiner report shall include the following information listed in general section 2.4.2.

Examiners shall make entries in the pilot's logbook, and complete the relevant flight test form. Entries in the pilot's logbook are made in accordance with following instructions: In the remarks section – enter the type of test that is performed, such as PC / ST / AC, signature and authorisation number (or stamp if applicable) of the examiner authorisation.

Initial PBN endorsement to the IR privileges will be signed by the examiner in the pilot's logbook: In the remarks section – enter the type of test that is performed, such as A320 / IR / PBN or IR-SPA-ME-PBN, signature and authorisation number of examiner certificate (if applicable).

Revalidation of PBN conducted during a proficiency check does not need to be endorsed (examiner signature) in the logbook, unless other types of PBN approaches are assessed.

Examiners shall only conduct IR skill tests/ proficiency checks including PBN privileges, if they hold PBN privileges themselves. Examiners shall provide confirmation that they hold PBN privileges (examiner's logbook or equivalent record).

Note: The examiner is **not** allowed to enter PBN/IR endorsement in the licence.

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After completion of a skill test, proficiency check or assessment of competence, the examiner or candidate shall submit the documentation indicated on the specific TM-CAD form.

4.5 Safety criteria

In accordance with ARA.FCL.210(c), on the safety criteria to be observed by the examiner: Malta is a small island in the middle of the Mediterranean sea. Examiners should be aware of and brief candidates on ditching procedures, especially when the event is conducted in a SE aircraft.

Note: References to access to the safety criteria to be observed in the territory of other MSs, if applicable, are contained in Section 4 of this document.

4.6 Examination fees

TM-CAD does not provide financial remuneration for expenses or services rendered. The examiner shall arrange those with the training organisation or the candidate.

Examiner designation fee applicable only for skill tests, certificates of validation and initial assessment of competence as follows:

ATPL(A)(H), MPL, CPL(A)(H), IR(A)(H), BIR: EUR 100

LAPL(A), LAPL(H), PPL(A), PPL(H): Not applicable

Aeroplane/ Helicopter MP type rating and ME class or type rating : EUR 75

Aeroplane/ Helicopter SP SE class or type rating: Not applicable

Sailplane licence and ratings: Not applicable

Combined checks eg CPL/ME; IR/ME: EUR 150

Initial assessment of competence for an instructor/examiner certificate or for extension of instructor/examiner privileges : EUR 150

4.7 Examiner support information

Refer to the latest PEL notice 66 or PEL notice 68 (as applicable) for examiner support information (aeroplane) or PEL notice 81 or PEL notice 88 for examiner support information (helicopters).

4.8 Contact information/ Address for Document Submission

Personnel Licensing Section
Civil Aviation Directorate
Transport Malta
Malta Transport Centre
Pantar Road
Lija LJA 2021
Malta
Email: cadpel.tm@transport.gov.mt
Website: www.transport.gov.mt

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3.22. NETHERLANDS

CAA the Netherlands (CAA NL, Luchtvaartautoriteit van de Inspectie Leefomgeving en Transport)

1.Liability

General statement Section 2.2 applies.

2.Accident insurance

General statement Section 2.2 applies.

3.Data protection

General statement Section 2.3 applies.

4.National administrative procedures

4.1 Skill test, proficiency check and assessment of competence procedures

The table below illustrates the applicable procedures.

Type of examination	Licence skill test LAPL, SPL, BPL, PPL, CPL, ATPL, MPL, IR, class or type rating	Licence proficiency check Class or type rating, IR		Assessment of competence Instructor or examiner certificate
Initial	▪ Notification mandatory ▪ Designation procedures apply.	Not applicable		▪ Notification mandatory ▪ Designation procedures apply.
Revalidation	Not applicable	▪ Designation procedures apply. ▪ Licence endorsement permitted.		
Renewal	Not applicable	**Rating in licence**	▪ Designation procedures apply. ▪ Licence endorsement permitted.	▪ Only instructor assessment of competence allowed. ▪ Designation procedures apply. ▪ Licence endorsement permitted.
	Not applicable	**Rating NOT in licence**	▪ Designation procedures apply. ▪ Licence endorsement **NOT** permitted.	

4.2 Licence endorsement procedures

Examiners are allowed to endorse revalidated or renewed ratings or instructor certificates in a pilot licence, provided that the rating is published on the front side of the licence. The authorisation required by ARA.FCL.200(c) before endorsing a pilot licence for revalidating or renewing is hereby given.

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NETHERLANDS

In all other cases, CAA NL will issue a new licence after the correct forms are received from the examiner and the candidate. Read more about EU examiners.

The examiner shall check the Briefing EU examiners (non-Dutch) before all upcoming skill tests, proficiency checks or instructor assessment of competence's of Dutch licence-holders for the latest information.

4.3 Designation and monitoring

4.3.1 Designation of examiners

Procedures for designation of examiners are published in chapter 5 of the "Briefing EU Examiners (non-Dutch)".

4.3.2 Notifications

IMPORTANT: To allow CAA NL to perform the required oversight the examiner shall notify CAA NL in advance of:

- All skill tests for the initial issue of a licence or rating

- All assessments of competence for the initial issue of an instructor certificate

- All skill test, proficiency checks or instructor assessment of competence's taking place in The Netherlands

- All upcoming skill tests, proficiency checks or instructor assessment of competence's of Dutch license-holders when so requested by CAA NL.

For this notification the form "Notification Test, check or assessment of competence" can be used.

If this is not possible, send an e-mail with at least the information listed in general section 2.4.1 to notification@ilent.nl.

The notification requirement is fulfilled when the examiner receives the automatic reply to his notification.

The examiner can then proceed with conducting the skill test, proficiency check or assessment of competence on the indicated date, time and place unless CAA NL contacts the examiner with a restriction or a constraint.

In general, the examiner shall notify CAA NL not less than **7 days** prior to the event. If there is any change in any of the details a new notification has to be submitted.

CAA NL reserves the right to be present at the skill test or proficiency check or to replace the examiner.

4.4 Skill test, proficiency check or assessment of competence forms

All forms can be found here.

After completion of a skill test, proficiency check or assessment of competence, the examiner report shall include:

- A copy of the skill test and proficiency check report form.

- A copy of the applicable flight test schedule, or

- A copy of the 'Instructor Assessment of Competence Report Form'.

- A copy of the statement of the ATO which confirms the required training has been completed (if applicable).

- A copy of the FSTD approval certificate (if applicable).

- A copy of the examiner's licence (both sides if relevant).

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- A copy of the examiner's certificate (both sides if relevant).
- A copy of the examiners medical certificate (if relevant).
- A copy of the endorsed licence (both sides if relevant).

For the initial issue of a licence, rating or certificate the candidate shall submit the digital form Application for a pilot licence for aeroplanes (A), helicopters (H), balloons (B) and gyroplanes (GS) with the requested attachments. For more information on the procedure and necessary attachments check the relevant page for the aircraft type on the CAA NL website.

The report of the examiner, and the request of the candidate shall both be sent by mail to:

CAA NL

Department Flight Operations

Kingsfordweg 1

1043 GN Sloterdijk

The Netherlands

Or electronically by a scan of good quality to FCL@ilent.nl

4.5 Safety criteria

The examiner is fully responsible for the safety during the skill test or proficiency check, in the simulator or when acting as PIC in an aircraft.

Note: References to access to the safety criteria to be observed in the territory of other MSs, if applicable, are contained in Section 4 of this document.

4.6 Examination fees

CAA NL does not provide financial remuneration for expenses or services rendered.

The examiner shall arrange those with the training organisation or the candidate.

4.7 Examiner support information

All information can be found here.

CAA NL will sample skill test, proficiency checks or assessments of competence according to a published national oversight program (ARA.FCL.205(a)).

If the examiner suspects that a pilot does not comply with the requirements of Part-FCL, Part-MED or any other applicable operational requirements, the examiner shall immediately contact CAA NL.

As a part of the monitoring program for examiners as mentioned in ARA.FCL.205 any proficiency check or skill test performed on a Dutch licence holder may be subject to supervision. If the supervision is unsatisfactory the authority that issued your examiner's certificate will be notified.

4.8 Contact information

CAA the Netherlands

Department Flight Operations

Postbus 16191

2500 BD Den Haag

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The Netherlands

Tel: +3188-489 00 00

CAA-NL.nl

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3.23. NORWAY

Norwegian Civil Aviation Authority (NCAA) (Luftfartstilsynet)

1.Liability

General statement Section 2.2 applies.

2.Accident insurance

General statement Section 2.2 applies.

3.Data protection

General statement Section 2.3 applies.

4.National administrative procedures

4.1 Skill test, proficiency check and assessment of competence procedures

The table below illustrates the applicable procedures.

<table>
<tr><th>Type of examination</th><th>Licence skill test LAPL, PPL, CPL, ATPL, MPL, IR, class or type rating</th><th colspan="2">Licence proficiency check
Class or type rating, IR</th><th>Assessment of competence
Instructor or examiner certificate</th></tr>
<tr><td>Initial</td><td>▪ Designation procedures apply.
▪ Licence endorsement NOT permitted.</td><td colspan="2">Not applicable</td><td>▪ Designation procedures apply.
▪ Licence endorsement NOT permitted.</td></tr>
<tr><td>Revalidation</td><td>Not applicable</td><td colspan="3">Licence endorsement permitted, except for instructor and examiner certificates</td></tr>
<tr><td rowspan="3">Renewal</td><td rowspan="3">Not applicable</td><td>< 3 years <u>and</u> rating in licence</td><td colspan="2" rowspan="2">Licence endorsement permitted, except for instructor and examiner certificates*</td></tr>
<tr><td>> 3 years <u>and</u> rating in licence</td></tr>
<tr><td>Rating not in licence</td><td colspan="2">Licence endorsement <u>NOT</u> permitted</td></tr>
</table>

4.2 Licence endorsement procedures

- ***Assessment of competence for examiner certificate shall be conducted by a Norwegian senior examiner or inspector, unless specifically approved otherwise.
- The examiner may endorse the licence if the rating which is renewed or revalidated is still printed in the licence, even if it has been invalid for more than three years. The authorisation required by ARA.FCL.200(c) before endorsing a pilot licence for revalidating or renewing is hereby given.
- In all other cases the NCAA shall issue a new licence with a valid rating.
- The examiner is not allowed to enter any new rating in the licence after a passed skill test.
- The examiner is allowed to issue a temporary rating

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NORWAY

4.3 Designation procedures

In accordance with the requirements in ARA.FCL.205(c), before any **skill test** is conducted an examiner shall send the following information listed in general section 2.4.1 to st@caa.no

The procedure above also applies for initial **assessment of competence** for instructor certificate.

Assessment of competence for examiner certificate shall be conducted by a Norwegian senior examiner or inspector, unless specifically approved otherwise.

4.3.1 IR, class - and typeratings.

Non-Norwegian examiners may conduct a skill test for **IR, class and type rating** and assessment of competence for instructor certificates once they have read the examiner briefing in this procedure, and sent a notification for the skill test to the NCAA at st@caa.no. The notification should be sent at least **5 working days prior** to the skill test or assessment of competence for instructor certificate. Upon receiving an autoreply, the examiner is designated by the NCAA for the skill for a class or type rating. This procedure does not apply for a skill test for licence issue. For CB-IR from third country, pre-approval is required.

4.3.2 Licence issue

Non-Norwegian examiners shall not conduct a skill test for **a licence issue (including ATPL**) until they have received an e-mail from the NCAA confirming that they have been designated as the examiner for the skill test. The notification for the skill test for licence issue shall be sent at least **15 working days** prior to the skill test. This notification shall also be sent to: st@caa.no

4.4 Skill test, proficiency check or assessment of competence forms

The forms can be obtained by clicking this link here.

After completion of a skill test, proficiency check or assessment of competence, the examiner report shall include the following information listed in general section 2.4.2.

Note: For SFE`s without valid IR rating in licence, and performing an IR check, please enclose documentation on own PC with IR, according FCL.1005.SFE (a)(2) or (b)(2).

The skill test for the PPL, if based on a conversion from a 3rd country licence, shall only be conducted by examiners with a Norwegian examiner certificate.

The completed licencing test/check/AoC form, shall be sent to the NCAA. The preferred method to send the form and attachments is by e-mail to postmottak@caa.no and please send only one e-mail for each candidate. Forms and attachments sent by e-mail shall be in pdf-format. Zipped files are not accepted.

Alternatively, the form may be sent via postal service. See contact Information for address.

4.5 Safety criteria

The safety criteria to be observed by the examiner, in accordance with ARA.FCL.210(c), are not applicable in Norway.

Note: References to access to the safety criteria to be observed in the territory of other MSs, if applicable, are contained in Section 4 of this document.

4.6 Examination fees

The NCAA does not provide financial remuneration for expenses or services rendered. The examiner shall arrange those with the training organisation or the candidate.

4.7 Examiner support information

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No further information.
4.8 Contact information Correspondence address: PO Box 243 N-8001 Bodø NORWAY Telephone: +47 75 58 50 00 E-mail : postmottak@caa.no Web-site: www.caa.no

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3.24. POLAND

Civil Aviation Autority (ULC)

1.Liability

General statement Section 2.2 applies.

2.Accident iinsurance

General statement Section 2.2 applies.

3.Data protection

General statement Section 2.3 applies.

4.National administrative procedures

4.1 Skill test, proficiency check and assessment of competence procedures

The table below illustrates the applicable procedures.

Type of examination	Licence skill test LAPL, SPL, BPL, PPL, CPL, ATPL, MPL, IR, class or type rating	Licence proficiency check Class or type ratings, IR	Assessment of competence Instructor or Examiner certificate
Initial	▪ Designation procedures apply. ▪ Licence endorsement **NOT** permitted	Not applicable	▪ Designation procedures apply ▪ Licence endorsement **NOT** permitted
Revalidation	Not applicable	• Designation procedures apply • Licence endorsement permitted	• Designation procedures apply • Licence endorsement permitted, except for examiner certificates
Renewal	Not applicable	▪ Designation prcedures apply ▪ Licence endorsement **NOT** permitted	▪ Designation procedures apply ▪ Licence endorsement **NOT** permitted

4.2 Licence endorsement procedures

- The examiner is authorised to enter the revalidated rating after proficiency check or assessment of competence(for instructors), if the rating is still in the licence. The authorisation required by ARA.FCL.200(c) before endorsing a pilot licence for revalidating is hereby given.
- If the rating is not included in the licence the CAA shall issue a new licence.
- After the skill test for a new rating, CAA issue a new licence.

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- The "Procedure for Confirming Licence Privileges - 8-Week Temporary Privileges under FCL.215(d)" form can be obtained here. **https://ulc.gov.pl/en/flight-crew/report-forms/other-forms**

- In case of lapsed ratings the examiner before renewal proficiency check shall verify compliance with FCL.625/FCL.740 as applicable. An ATO shall submit an applicable document along with the required check documents.

4.3 Designation procedures

In accordance with the requirements in ARA.FCL.205(c), before any skill test proficiency check or assessment of competence is conducted, an examiner shall send the following information listed in general section 2.4.1 to non-polish-examiner@ulc.gov.pl

The formal notification period is at least **3 working days**, with the possibility to allow a change of the examiner up to **1 working day** before the event.

After completion of any skill test, proficiency check or assessment of competence, the examiner shall send the following information listed in general section 2.4.2 to non-polish-examiner@ulc.gov.pl within **7 days** via e-mail.

If the examiner does not meet the requirements of national procedures defined in *Examiner Differences Document*, the examiner is not allowed to conduct checks for Polish licenses' holders.

Before taking the **ATPL skill Test**, the Polish CAA requires candidates to submit the 13/LPL1 application in accordance with the information on the CAA website (link in 4.7 Examiner support information point 4) and obtain formal approval. This process involves verifying the candidate's experience and is independent of the CAA requirements for the examiner (the formal approval does not replace the notification of the practical exam, which must be made by the examiner). The candidate should complete this procedure (i.e., submit the application and receive formal approval) before the examiner submits the exam date.

4.4 Skill test, proficiency check or assessment of competence forms

The forms can be obtained here. https://ulc.gov.pl/en/flight-crew/report-forms

The original exam report shall be handed to the applicant and the examiner is obliged to meet the requirements listed in general section 2.4.2
All the forms shall be of good quality pdf copies sent in separate documents via e-mail.

4.5 Safety criteria

In accordance with ARA.FCL.210(c), the safety criteria to be observed by the examiner are not applicable.
Note: References to access to the safety criteria to be observed in the territory of other MSs, if applicable, are contained in Section 4 of this document.

4.6 Examination fees

The CAA does not provide financial remuneration for expenses or services rendered by non-Polish examiners. The non-Polish examiner shall arrange those with the training organisation or the candidate.

4.7 Examiner support information

1. https://ulc.gov.pl/en/examination/non-polish-examiner
2. https://ulc.gov.pl/en/flight-crew/report-forms
3. https://ulc.gov.pl/en/flight-crew/report-forms/other-forms/procedure-for-confirming-license-privileges-for-mpa-and-sphpca-aviation-ratings-spo-mpo
4. https://ulc.gov.pl/en/examination/practical-exams

4.8 Contact information

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POLAND

Polish Civil Aviation Authority
2, M. Flisa, 02 247 Warsaw
Phone: + 48 520 73 32; + 48 520 74 31
non-polish-examiner@ulc.gov.pl
www.ulc.gov.pl

3.25. PORTUGAL

Autoridade Nacional de Aviação Civil (ANAC)

1.Liability

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PORTUGAL

General statement Section 2.2 applies.

2.Accident insurance

General statement Section 2.2 applies.

3.Data protection

General statement Section 2.3 applies.

4.National administrative procedures

4.1 Skill test, proficiency check and assessment of competence procedures

The table below illustrates the applicable procedures.

Type of examination	Licence skill test LAPL, PPL, SPL, BPL, CPL, ATPL, MPL, IR, class or type rating	Licence proficiency check (LPC) Class or type ratings, IR and EBT Practical Assessment	Assessment of competence Instructor or Examiner certificate
Initial	▪ Designation procedures apply (see 4.3) ▪ Licence endorsement **NOT** permitted	Not applicable	▪ Not applicable for Initial examiner assessment of competence, only performed by ANAC Inspectors. ▪ Designation procedures apply for instructor assessment of competence. ▪ Licence or certificate endorsement **NOT** permitted.
Revalidation	Not applicable	▪ Designation procedures apply ▪ Licence endorsement permitted if the Examiner requested Designation via "Portal dos Examinadores" and Authorised by ANAC (see 4.2 and 4.2.1.)	▪ Designation procedures apply for **examiner assessment of competence.** ▪ Licence or certificate endorsement **NOT** permitted.
Renewal	Not applicable	▪ Designation procedures don't apply ▪ Licence endorsement **NOT** permitted	▪ Designation procedures apply for **examiner assessment of competence** ▪ Licence or certificate endorsement **NOT** permitted.

4.2 Licence Endorsement Procedures

Endorsement of licence by examiners acc. ARA.FCL.200(c) only permitted for revalidation of a classe, type ou IR subject to the conditions detailed in 4.2.1

4.2.1 Conditions for Licence endorsement by Examiners certified by other Members States permitted if:

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- The Examiner is already registered on the online ANAC administration interface, which is called "Portal dos Examinadores" (Examiners Portal); and he/she has notified "Proficiency Check", at least 5 days before the scheduled date (see 7.9.1 "Timeframes for notification" in ANAC flight examiners Handbook (the day of notification and the day of the event do not count);
- The authorisation required by ARA.FCL.200(c) is given, via "Portal de Examinadores". No e-mail will be sent, the Proficiency check, on the "Portal de Examinadores" will appear when scheduled "pending ANAC Approval", when authorized it will change to "scheduled".
- Licence endorsement is only permitted in class, type rating and IR revalidation.
- The examiner shall revalidate a rating/class extending the validity period of the rating until the end of the relevant month, for 1 or 2 years, as applicable.
- Change the of Examiner: The new examiner may endorse manually the licence if he/she is already registered on the ANAC "Portal dos Examinadores" and have sent an e-mail to Lpf.examinadores@anac.pt 24 hours before the event (exam initial scheduled date). ANAC will register the Proficiency Check in "Portal dos Examinadores" and cancel the Proficiency Check that was "scheduled" by the first designated Examiner.
- Within a maximum period of 15 days, the Examiner shall send the examiner´s report, also via "portal de Examinadores", filing in the exam details and attaching the documents listed in general section 2.4.2.:
    1. A skill test or proficiency check or assessment of competence form,
    2. A flight test schedule (if applicable).
    3. Copy of the statement of the approved training organisation (ATO) which confirms the required training has been completed (if applicable).
    4. Copy of FSTD approval certificate (if applicable).
    5. to 7. Not mandatory for Examiner registered on "Portal dos Examinadores" with all document updated.
    8. Copy of endorsed licence (if entry on licence by examiner)

Important Note:

- The authorization i.a.w. ARA.FCL.200(c) to endorse a pilot licence for revalidation, will be given if procedures in 4.3 are complied with, and provided the applicant has a valid medical certificate (Class I or class II as applicable).
- For Revalidation using FSTD only:

  If a valid medical certificate cannot be presented the examiner, the examiner may conduct the proficiency check, but may not endorse the licence manually. The competent authority will issue a new licence upon request from the pilot once the medical certificate has been reissued.

Licence endorsement NOT permitted:

- The examiner shall not endorse an initial issue of ratings/IR / instructor certificate/ examiner certificate/ Language proficiency on a Portuguese licence;
- The examiner shall not endorse any revalidation /renewal of instructor certificate/examiner certificate/Language proficiency on a Portuguese licence;
- The examiner is not allowed to enter PBN/IR endorsement if only IR designation is on the Portuguese licence.
- The examiner shall not endorse the revalidation of ratings on a Portuguese licence if he/she:
    - is not registered on the ANAC Portal de Examinadores;
    - although registered on the ANAC "portal dos Examinadores" he/she did not schedule the proficiency check on the "Portal dos Examinadores" and has not been designated.

4.3 Designation procedures

In accordance with the requirements in ARA.FCL.205(c), before any skill test or assessment of competence for initial issue of instructor certificate, is conducted, the examiner shall send

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a notification to ANAC via e-mail to Lpf.examinadores@anac.pt or alternatively via ANAC online administration interface, which is called "Portal dos Examinadores" (when the examiner has already access to the "Portal dos Examinadores").

The designation procedure of examiners applies for all **skill test, including ATPL skill test, Proficiency Check revalidation*, examiner assessment of competence and initial instructor assessment of competence. And if the exam is taking place in Portugal (**all proficiency checks or instructor assessment of competences).

For **ATPL skill Test** the candidate, himself, shall also submit an application, requesting approval for ATPL Skill test, as in CIA nº7/2022 (link in 4.7 Examiner support information).

The assessment of competence for the issue of an examiner certificate can only be performed by an inspector from the ANAC or in special conditions by a senior examiner with a certificate issued by the ANAC.

If the examiner does not meet the requirements of national procedures defined in *Examiner Differences Document*, the examiner may not be allowed to conduct any checks for Portuguese licences' holders and as in general section 2.4.*"..non-compliance may lead to application processing delays and possibly render a completed Skill test, proficiency check or assessment of competence invalid."*

4.3.1 Designation procedures via e-mail

In accordance with the requirements in ARA.FCL.205(c), before any **skill test, ATPL skill test, examiner assessment of competence and initial instructor assessment of competence** is conducted, an examiner shall send the information listed in general section 2.4.1., to LPF.examinadores@anac.pt . The subject title of the email **shall** contain: "Skill Test or AOC *(as applicable)* / examiner name / candidate name".
Example:

1.Examiner details:	2.Candidate details:	3.Skill test details:
▪Examiner's (complete) name and initials ▪Examiner's certificate number ▪Country of examiner certification ▪Contact details: mobile phone number, e-mail address	▪Candidate's name and initials ▪Candidate's licence number	▪ Type of skill test ▪ Type of aircraft ▪ Specify skill test in aircraft or FSTD ▪ Name of FSTD operator ▪ FSTD approval certificate ▪ Aircraft registration ▪ Date and time ▪ Place

With copies of the examiner applicable documents:

1. Copy of the examiner's licence. (if applicable), or the Synthetic Flight Instructor (SFI) certificate. IF the Examiner does not have a licence with type rating and Instruments rating valid, a copy of the Examiner last Proficiency check will be required.
2. Copy of the examiner's certificate.
3. Copy of the examiner's medical certificate. (if applicable).

A change of examiner is allowed up to **24 hours** before the event. This change of examiner shall be notified to Lpf.examinadores@anac.pt with copies of the new examiner applicable documents.

If the 24 hours fall when the office is closed (Saturday, Sunday or public holiday), provided the examiner fulfils the requirements to do the exam, the exam can be taken. An e-mail will be sent by LPF.Examinadores@anac.pt as soon as possible.

4.3.2. Designation procedures via "Portal dos Examinadores"

The procedures for examiners designation apply for all **skill test, including ATPL skill test, Proficiency Check revalidation***(4.3 Designation procedures for licence endorsement 4.2), **examiner assessment of competence and instructor assessment of competence.**

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The notification of exams above will shall be via ANAC administration interface, which is called "Portal dos Examinadores" (Examiners Portal), under the option "Schedule Exam" ("Agendar Prova ANAC").

The link to the web portal is: https://casr.anac.pt/login/ but may also be accessed via the ANAC website: www.anac.pt ◊ Pessoal Aeronáutico ◊ Examinadores ◊ Portal de Examinadores

The examiner designation will be via "Portal dos Examinadores", the exam will change the state from "Pending ANAC Approval" to "Scheduled".

when a change of examiner is notified, If the new Examiner his not registered on the ANAC "Portal dos Examinadores" copies of the examiner applicable documentation as in 4.3.1 need to be sent with information listed in general section 2.4.1 (as example). If it´s a **Proficiency Check revalidation***(4.3 Designation procedures)**,** licence endorsement will not be permitted, unless the examiner is already registered and has access to the "portal dos Examinadores".

If any assistance is need, the examiner may send an e-mail to LPF.examinadores@anac.pt

4.3.3 Time frame for designation procedures

The time frame for designation procedures is the same for the notification sent by e-mail or via "portal dos Examinadores".

Formal **skill test, Proficiency Check revalidation***(4.3 Designation procedures)**, ATPL skill test and initial instructor assessment of competence** notification period is at least **5 days prior** to the Event (see 7.9.1 "Timeframes for notification" in ANAC flight examiners Handbook, pag. 56. The day of notification and the day of the event do not count. https://www.anac.pt/SiteCollectionDocuments/Pessoal_Aeronautico/ANAC_Flight%20_Examiner%20Handbook_REV1_25_10_2021.pdf).

For **Examiner assessment of competence,** the required notification period **is at least 15 days prior** to the event.

A change of examiner is allowed up to **24 hours** before the event. This change shall be notified to Lpf.examinadores@anac.pt

Timeframes	
Proficiency Check to endorse revalidation	**5 days prior** to the Event Licence endorsement **only** permitted **if** the Examiner requested Designation via "Portal dos Examinadores" and was Authorised by ANAC
skill test / ATPL skill test	**5 days prior** to the Event When combine with revalidation of the type rating, Licence endorsement **only** permitted **if** the Examiner requested Designation via "Portal dos Examinadores" and was Authorised by ANAC
Instructor assessment of competence Initial/ revalidation/renewal	**5 days prior** to the Event Licence endorsement **NOT** permitted
Examiner assessment of competence Initial/ revalidation/renewal	**15 days prior** to the Event Initial only performed by ANAC Inspector Revalidation/renewal performed by ANAC senior examiner or ANAC inspector, unless specifically approved otherwise. Licence endorsement **NOT** permitted
Change of examiner	Allowed up to **24 hours** before the event

4.3.4. Registration on the "portal dos Examinadores"

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ANAC operates an online administration interface, which is called "Portal dos Examinadores" (Examiners Portal). And the interface accepts only registered examiners to schedule and report exams.

Registration procedure for examiners certified by others Member States:

For registration:

The Examiner has to send an e-mail to geral@anac.pt and Cc Lpf.examinadores@anac.pt

Request Registration on ANAC "portal dos Examinadores" for Non-ANAC Examiner

- Examiner's complete name and initial's:
- Examiner's certificate number:
- Country of Examiner's Certification:
- Mobile Phone:
- Email address:

Attach the following copies in PDF format in readable quality:

- scanned copy of licence/SFI certificate if SFE;
- scanned copy of medical certificate, (does not apply to SFE);
- scanned copy of examiner's authorization/certificate issued by the EASA Member State. If SFE, last Proficiency Check as in point a) 2) of FCL.1005.SFE SFE – Privileges and conditions;

Based on the sent e-mail /digital form the examiner will receive a reply e-mail with further instructions and access (user name and password) **in 15 working days**.

The validity for accessing the "Portal dos Examinadores" will be the date that expires first:

- Qualification/IR/English Language Proficiency;
- Medical certificate (if applicable);
- Instructor certificate (If SFI/SFE – PC validity as in point a) 2) of FCL.1005.SFE SFE – Privileges and conditions;
- Examiner certificate.

4.4 Skill test, proficiency check or assessment of competence forms

The forms can be obtained here:
(https://www.anac.pt/vPT/PessoalAeronautico/Formularios/Paginas/Formularios.aspx.)

4.5 Procedures after Skill test, proficiency check or assessment of competence

4.4.1. Examiners who have been granted access to "Portal dos Examinadores"

The examiner shall, after completion of any skill test, proficiency check or assessment of competence, "Close"or "Registered ANAC Exam", as applicable , within **15 days**, fill in the details of the exam and attach documents listed in general section 2.4.2.

1. A skill test or proficiency check or assessment of competence form;
2. A flight test schedule (if applicable);
3. Copy of the statement of the approved training organisation (ATO) which confirms the required training has been completed (if applicable);
4. Copy of FSTD approval certificate (if applicable);
5. to 7. Not mandatory for Examiner registered on "Portal dos Examinadores";
8. Copy of endorsed licence (if applicable).

If the exam is not closed within de 15 days the exam will change state to "Registration fail" (registration failure) and the Examiner will need to contact ANAC LPF.examinadores@anac.pt

4.4.2. Examiners who have not been granted access to "Portal dos Examinadores"

The examiner shall, after completion of any skill test, proficiency check or assessment of competence, send the examiner report by e-mail to Lpf.examinadores@anac.pt within a maximum of **15 days**. The examiner report shall include the documents listed in general section 2.4.2.

1. A skill test or proficiency check or assessment of competence form;

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2. A flight test schedule (if applicable);
3. Copy of the statement of the approved training organisation (ATO or DTO) which confirms the required training has been completed (if applicable);
4. Copy of FSTD approval certificate (if applicable);
5. Copy of the examiner's licence (if applicable). or the Synthetic Flight Instructor (SFI) certificate. IF the Examiner does not have a licence with type rating and Instruments rating valid, a copy of the Examiner last Proficiency check will be required;
6. Copy of the examiner's certificate;
7. Copy of the examiner's medical certificate; (if applicable).
8. Copy of endorsed licence (if applicable).

Important Note:

- All the originals (forms and – when applicable – ATO statement) and copies (examiner documentation; pilot documentation; ANAC e-mail approval – and when applicable – FSTD approval) shall be handed to the applicant or to an organisation (Operator/ATO) representing the candidate and shall be delivered by post (address in 4.8 below) or in person to ANAC, with the necessary request, Mod 20 (link - https://www.anac.pt/SiteCollectionDocuments/Pessoal_Aeronautico/Requerimento_Modelo20.pdf), and pilot logbook or via digital form at the ANAC website (https://formdigital.anac.pt/?fid=A7D19EE7-D316-40DB-A3B6-FB712E2D86CC) . When applying via website, the applicant must keep the original forms until ANAC requests them.
- If the examiner does not meet the requirements of national procedures defined in *Examiner Differences Document*, he/she may not be allowed to conduct checks for Portuguese licences' holders and as in general section 2.4. "*non-compliance may lead to application processing delays and possibly render a completed Skill test, proficiency check or assessment of competence invalid*".

4.5 Safety criteria

In accordance with ARA.FCL.210(c), the safety criteria to be observed by the examiner can be found in the ANAC flight examiners Handbook (see 4.7 "Examiner Support Information" below).

Note: References to access to the safety criteria to be observed in the territory of other MSs, if applicable, are contained in Section 4 of this document.

4.6 Examination fees

ANAC does not provide financial remuneration for expenses or services rendered. The examiner shall arrange those with the training organisation or the candidate.

4.7 Examiner support information

ANAC flight examiners handbook can be obtained via this link.

https://www.anac.pt/SiteCollectionDocuments/Pessoal_Aeronautico/ANAC_Flight%20_Examiner%20Handbook_REV1_25_10_2021.pdf

ANAC CIA nº 7/2020 (in Portuguese only)

https://www.anac.pt/vPT/Generico/InformacaoAeronautica/CircularesInformacaoAeronautica/Documents/CIA_07_2022.pdf

ANAC Forms :

https://www.anac.pt/vPT/PessoalAeronautico/Formularios/Paginas/Formularios.aspx

4.8 Contact information

Autoridade Nacional de Aviação Civil

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Departamento de Licenciamento e Examinação

Rua C - Edifício Santa Cruz
Aeroporto Humberto Delgado
1749-034 Lisboa, PORTUGAL

Phone: +351 21 284 22 26

Email (examiner area): Lpf.examinadores@anac.pt

Website: www.anac.pt

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3.26. ROMANIA

Romanian Civil Aeronautical Authority

1.Liability

General statement Section 2.2 applies. No further requirements.

2.Accident insurance

General Statement Section 2.2 applies. No further requirements.

3.Data protection

General Statement Section 2.3 applies. No further requirements.

4.National administrative procedures

4.1 Skill test, proficiency check and assessment of competence procedures

The table below illustrates the applicable procedures.

Type of examination	**Licence skill test LAPL, PPL, CPL, ATPL, MPL, IR**	**Licence proficiency check Class or type ratings/ IR**		**Assessment of competence Instructor or Examiner Certificate**
Initial	• Designation procedures applies for all categories of skill tests • License endorsement **NOT** permitted	Not applicable		• Designation procedure applies for all categories of assessment of competences • License endorsement **NOT** permitted
Revalidation	Not applicable	License endorsement **NOT** permitted.		• Designation procedures apply for examiner and instructor assessment of competence. • License or certificate endorsement **NOT** permitted.
Renewal	Not applicable	**< 3 years <u>and</u> rating in licence**	License endorsement **NOT** permitte	• Designation procedures apply for examiner and instructor assessment of. • License or certificate
	Not applicable	**> 3 years <u>or</u> rating not in licence**		

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ROMANIA

				endorsement **NOT** permitted

4.2 Licence endorsement procedures

In all situations the Romanian Civil Aeronautical Authority shall issue a new licence with a valid rating.
Licence endorsements **NOT** permitted.

4.3 Designation procedures

In accordance with the requirements in ARA.FCL.205(c), before **any skill test, examiner or instructor assessment of competence and proficiency check** is conducted the examiner shall send at examinations@caa.ro the following information:

1.Examiner details
- Examiner's name and initials
- Copy of examiner's licence
- Copy of examiner's certificate
- Copy of examiner's medical certificate
- Country of examiner certification
- Contact details: mobile phone number, e-mail address

2.Candidate details
- Candidate's name and initials
- Candidate's licence number

3.Test details
- Type of test (skill test, assessment of competence, proficiency check)
- Type of aircraft
- Specify test in aircraft or FSTD
- Name of FSTD operator
- Aircraft registration
- Date and time
- Place

For **skill tests and examiner or instructor assessment of competence** the information above shall be sent at examinations@caa.ro **10 days prior to the date of the test**.
For **proficiency checks** for revalidation and renewal of class and type ratings the information above shall be sent at examinations@caa.ro **5 days prior to the date of the test**.

Additionally, all pilots that will take the skill test, assessment of competence or proficiency check have to create accounts on **portal.caa.ro** and open an online request. On approval of such a request the examiners shall be automatically notified by email on the designation.

4.4 Skill test, proficiency check or assessment of competence forms
The forms can be obtained at https://www.caa.ro/en/pages/teste-de-indemanare%20

After completion of a skill test, proficiency check or assessment of competence, the examiner report shall be sent by the examiner at examinations@caa.ro

4.5 Safety criteria

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In accordance with ARA.FCL.210(c), the safety criteria to be observed by the examiner are not applicable.

Note: References to access to the safety criteria to be observed in the territory of other MSs, if applicable, are contained in Section 4 of this document.

4.6 Examination fees

The Romanian Civil Aeronautical Authority does not provide financial remuneration for expenses or services rendered. The examiner shall arrange those with the training organisation or the candidate.

4.7 Examiner support information

All information can be found in EASA Flight Examiner Manual:
https://www.easa.europa.eu/document-library/general-publications/flight- examiners-manual-fem

The Romanian CAA will sample skill test, proficiency checks or assessments of competence according to the national oversight program (ARA.FCL.205(a)).

If the examiner suspects that a pilot does not comply with the requirements of Part-FCL, Part-MED or any other applicable operational requirements, the examiner shall immediately contact the Romanian CAA.

As part of the monitoring program for examiners as mentioned in ARA.FCL.205 any proficiency check or skill test performed on a Romanian CAA license holder may be subject to supervision. If the supervision is unsatisfactory the authority that issued your examiner's certificate will be notified.

4.8 Contact information

Romanian Civil Aeronautical Authority

Phone: +40 021 208.15.36

E-mail: examinations@caa.ro

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3.27. SLOVAKIA

Transport Authority

1.Liability
General Statement Section 2.2 applies.

2.Accident Insurance
General Statement Section 2.2 applies.

3.Data Protection
General Statement Section 2.3 applies.

4.National Administrative Procedures

4.1 Skill test, proficiency check, assessment of competence procedures

The table below illustrates the applicable procedures.

<table>
<tr><th>Type of Examination</th><th>Licence skill test LAPL, PPL, CPL, ATPL, MPL, IR, class or type rating</th><th colspan="2">Licence proficiency check Class or type rating, IR</th><th>Assessment of competence Instructor or examiner certificate</th></tr>
<tr><td>Initial</td><td>▪ No designation procedures, except for ATPL skill test
▪ Licence endorsement NOT permitted</td><td colspan="2">Not applicable</td><td>▪ Designation procedures apply
▪ Certificate endorsement NOT permitted</td></tr>
<tr><td>Revalidation</td><td>Not applicable</td><td colspan="3">Licence endorsement, except for examiner certificate, permitted</td></tr>
<tr><td rowspan="2">Renewal</td><td rowspan="2">Not applicable</td><td>< 3 years <u>and</u> rating in licence</td><td>Licence endorsement permitted</td><td rowspan="2">▪ Designation procedures apply
▪ Certificate endorsement NOT permitted</td></tr>
<tr><td>> 3 years <u>or</u> rating not in licence</td><td>Licence endorsement NOT permitted</td></tr>
</table>

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4.2 Licence Endorsement Procedures

Examiners are allowed to endorse revalidated ratings or renewed ratings in a pilot licence, provided that the rating has not expired for more than 3 years and is still in the licence The authorisation required by ARA.FCL.200(c) before endorsing a pilot licence for revalidating or renewing is hereby given.

4.3 Test notifications and designation procedures

4.3.1 Test notification procedure:

Examiners who intend to conduct a test for the Transport Authority licence holder shall read **Examiner Briefing Procedure and Requirements** document (see article 4.7). The test notifications are valid for all types of tests, excluding Proficiency Checks for Class or Type Rating Revalidation, and must be submitted via form **F093** to the following e-mail address: testnot@nsat.sk at least 5 days prior to the intended day of execution. The e-mail confirmation of the notified test is to be sent shortly.

4.3.2 Designation procedure:

In accordance with the requirements in ARA.FCL.205(c), **designation procedure** applies to **ATPL skill test or assessment of competence (Instructor-initial issue / Examiner certificate)**. Examiner shall obtain the authorization issued by the Transport Authority (sent by e-mail). The authorization document shall be enclosed to the paperwork after the test.

4.4 Test, check, or AoC forms

The forms can be obtained here.

The examiner shall preferably use adequate Transport Authority forms (forms from the other EASA member states are accepted only in exceptional cases).

After completion of a skill test, proficiency check, or assessment of competence, the examiner report shall include the information listed in general section 2.4.2.

To send complete documentation after the test please follow the Examiner Briefing Procedure and Requirements.

Complete documentation after the test shall be sent to: letecky.personal@nsat.sk

4.5 Safety Criteria

The safety criteria to be observed by the examiner, in accordance with ARA.FCL.210(c), are not applicable in Slovakia.

Note: References to access to the safety criteria to be observed in the territory of other MSs, if applicable, are contained in Section 4 of this document.

4.6 Examination Fees

The Transport Authority does not provide financial remuneration for expenses or services rendered. The examiner shall arrange those with the training organisation or the candidate.

4.7 Examiner Support Information

All examiner support information including TEST NOTIFICATION FORM (F093) and **Examiner Briefing Procedure and Requirements** can be found here.

4.8 Contact Information

Dopravný úrad
Letisko M.R.Štefánika

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823 05 Bratislava
Slovak Republic

E-mail (test notification): testnot@nsat.sk

E-mail (examiner report after the test): letecky.personal@nsat.sk

Website: http://letectvo.nsat.sk/

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3.28. SLOVENIA

Civil Aviation Agency of the Republic of Slovenia (CAA SI)

1.Liability

General statement Section 2.2 applies.

2.Accident insurance

General statement Section 2.2 applies.

3.Data protection

General statement Section 2.3 applies.

4.National administrative procedures

4.1 Skill test, proficiency check and assessment of competence procedures

The table below illustrates the applicable procedures.

<table>
<tr><th>Type of examination</th><th>Licence skill test LAPL, PPL, CPL, ATPL, MPL, IR, class or type rating</th><th colspan="2">Licence proficiency check Class or type ratings, IR</th><th>Assessment of competence Instructor or examiner certificate</th></tr>
<tr><td>Initial</td><td>▪ Designation procedures apply
▪ License endorsement NOT permitted</td><td colspan="2">Not applicable</td><td>▪ Designation procedures apply
▪ License endorsement NOT permitted</td></tr>
<tr><td>Revalidation</td><td>Not applicable</td><td colspan="3">▪ Notification procedure applies, except for Examiner Assessment of Competence
▪ Licence endorsement permitted, except for revalidation of Examiner Certificate
▪ Designation procedure applies only for Examiner Assessment of Competence</td></tr>
<tr><td rowspan="2">Renewal</td><td rowspan="2">Not applicable</td><td>< 3 years <u>and</u> rating / certificate in licence</td><td colspan="2">▪ Notification procedure applies,
▪ Licence endorsement permitted, except for of Examiner Assessment of Competence
▪ No designation procedure, except for renewal of Examiner Certificate</td></tr>
<tr><td>> 3 years <u>or</u> rating / certificate not in licence</td><td colspan="2">▪ Notification procedure applies
▪ Licence endorsement NOT permitted
▪ Designation procedure applies only for Examiner Assessment of Competence</td></tr>
</table>

4.2 Licence endorsement procedures

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SLOVENIA

- Examiners are allowed to endorse **revalidated and renewed** ratings or instructor certificates in a pilot licence, provided that the candidate's rating has not expired or has expired for less than 3 years and rating is included in the licence.
- Licence endorsement is **NOT** allowed for revalidation or renewal of Examiner Certificates.
- The authorisation required by ARA.FCL.200(c) before endorsing a pilot licence for revalidating is hereby given.

4.3 Designation procedures

4.3.1 ***Skill test and Instructor assessment of competence***

In accordance with the requirements in ARA.FCL.205(c), before any **skill test** or assessment of competence for initial issue of instructor certificate, is conducted, examiner:

- shall be designated (designation procedure is conducted through designation of foreign examiner form [FCL.APL-166]) and

- shall send notification, including information listed in general section 2.4.1, to CAA-SI via e-mail: examiner@caa.si;

according to procedure, published on CAA-SI website: https://www.caa.si/tuji-izprasevalci.html

Formal notification period:maximum **5 days** before the event (change of examiner is allowed **1 hour** before the event, if foreign examiner nomination is completed).

4.3.2 ***Proficiency check and Instructor assessment of competence***

Before any proficiency check (revalidation or renewal) and assessment of competence (revalidation or renewal of instructor certificate) examiner shall send notification of skill test, including information listed in general section 2.4.1, to CAA-SI via e-mail: examiner@caa.si.

Notification procedure published on CAA website shall be followed: LINK

Formal notification period: at least **3 days** before the event (change of examiner is allowed **1 hour** before the event).

4.3.3 Examiner Assessment of Competence

Before Examiner Assessment of Competence is conducted, Senior Examiner shall be designated. Examiner applicant can apply for Senior examiner designation by using form FCL.APL-203.

Formal notification period: at least **3 days** before the event via procedure published on following LINK. Change of Senior Examiner shall be approved by CAA-SI.

4.4 Skill test, proficiency check or assessment of competence forms

Application forms are published on CAA website and can be obtained here: LINK

After completion of a skill test, proficiency check or assessment of competence, the examiner report shall include:

(i) information listed in general section 2.4.2, and
(ii) additionally copy of **technical logbook** of the aircraft or FSTD, as applicable, on the date of skill test, proficiency check or assessment of competence.

Note: Fulfilled original documentation shall be sent via post.

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4.5 Safety criteria

In accordance with ARA.FCL.210(c), the safety criteria to be observed by the examiner are not applicable in Slovenia.

Note: References to access to the safety criteria to be observed in the territory of other MSs, if applicable, are contained in Section 4 of this document.

4.6 Examination fees

The CAA-SIdoes not provide financial remuneration for expenses or services rendered. The examiner shall arrange those with the training organisation or the candidate.

4.7 Examiner support information

No further information.

4.8 Contact information

Correspondence address:

Civil Aviation Agency of the Republic of Slovenia
Kotnikova ulica 19a
SI-1000 Ljubljana
Republic of Slovenia
Tel.: + 386 1 244 66 00
Fax: + 386 1 244 66 99

E-mail: info@caa.si [general] or examiner@caa.si [for EDD use]

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3.29. SPAIN

Spanish Civil Aviation Authority (AESA - Agencia Estatal de Seguridad Aérea)

1.Liability

General statement Section 2.2 applies.

2.Accident insurance

General statement Section 2.2 applies.

3.Data protection

General statement Section 2.3 applies.

4.National administrative procedures

4.1 Skill test, proficiency check and assessment of competence procedures

The table below illustrates the applicable procedures.

Type of examination	Licence skill test LAPL, PPL, CPL, ATPL, MPL, IR, class or type rating	Licence proficiency check (LPC) Class or type ratings, IR	Assessment of competence Instructor or examiner
Initial	▪ Licence endorsement **NOT** permitted ▪ Designation procedure applies	Not applicable	▪ Licence endorsement **NOT** permitted
Revalidation	Not applicable	Licence endorsement permitted	▪ Licence endorsement **NOT** permitted ▪ Authorization procedure for examiner AoC applies
Renewal	Not applicable	Licence endorsement **NOT** permitted	

4.2 Licence endorsement procedures

- The authorization required by ARA.FCL.200(c) before endorsing a pilot licence for revalidating is hereby given.
- License endorsement is only permitted in class, type rating and IR revalidation.
- The examiner shall revalidate a rating extending the validity period of the rating until the end of the relevant month.
- The examiner shall not endorse on a Spanish license the initial issue of ratings.
- The examiner shall not endorse on a Spanish license any rating or certificate renewal.
- The examiner shall not endorse on a Spanish license any certificate revalidation.
- The examiner is not allowed to enter PBN/IR endorsement in the licence.
  - If a proficiency check for revalidation of PBN privileges does not include RNP APCH exercise, the privileges of the pilot shall not include RNP APCH and this restriction shall be endorsed in the licence by AESA. In this case licence endorsement is **NOT** permitted, only AESA shall endorse the restriction in a new licence.

4.3 Designation and authorization procedures

4.3.1 Designation

In accordance with the requirements in ARA.FCL.205(c), before any skill test is conducted an applicant shall send the following information listed in general section 2.4.1 to *dlpa.pvuelo.aesa@seguridadaerea.es*

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The skill test must be notified at least 5 days in advance, excluding both the day of notification and the day of the test.

An acknowledgement of receipt will be sent by AESA, indicating a reference code. Failure to meet the established deadline, as well as non-compliance of the requested data, may result in the refusal of designation.

The designation shall be issued no more than 30 calendar days before the scheduled test date. Only one designation may be issued per test.

Any cancellations, changes of examiner, as well as location and/or date of the test shall be notified to *dlpa.pvuelo.aesa@seguridadaerea.es* up to and including the day of the test, indicating the designation reference code and the information set out in section 2.4.1. AESA will record the updated conditions without acknowledging receipt of the notification.

In order to carry out examiner's supervision, AESA reserves the right to designate its own inspectors to be responsible for conducting the tests.

4.3.2 Authorization Examiner AoC

An examiner shall only conduct an assessment of competence for the revalidation of an examiner certificate if she/he has been expressly authorized by AESA to carry out it. Examiners must contact AESA to obtain the authorization.

4.4 Applicable forms

Only AESA forms are accepted. The forms can be obtained here:

https://www.seguridadaerea.gob.es/es/ambitos/formacion-y-examenes/examenes-de-piloto/pruebas-de-vuelo

After completion of a skill test, proficiency check or assessment of competence, the examiner report shall be sent to dlpa.pvuelo.aesa@seguridadaerea.es, within a maximum of 7 calendar days, and shall include the information listed in section 2.4.2

This report and its submission by e-mail do not replace the necessary application for updating the content of the examinee's license, which must be carried out by the license holder following the procedures established on the AESA website for this purpose.

4.5 Safety criteria

Safety criteria in accordance with ARA.FCL.210(c) are not applicable.

4.6 Examination fees

The AESA does not provide financial remuneration for expenses or services rendered.

4.7 Examiner support information

https://www.seguridadaerea.gob.es/es/ambitos/formacion-y-examenes/examenes-de-piloto/examinadores-de-vuelo

4.8 Contact information

Agencia Estatal de Seguridad Aérea (AESA)

División de Licencias del Personal de Vuelo

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Paseo de la Castellana, 112 - 28046 Madrid, Spain

Phone: +34 91 396 81 30 / e-mail:licpiloto.aesa@seguridadaerea.es

Website: https://www.seguridadaerea.gob.es/es

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3.30. SWEDEN

Swedish Transport Agency (Transportstyrelsen)

1.Liability

General statement Section 2.2 applies.

2.Accident Insurance

General statement Section 2.2 applies.

3.Data Protection

General statement Section 2.3 applies.

4.National Administrative Procedures

4.1 Testing and Checking Procedures

The table below illustrates the applicable procedures.

<table>
<tr><th>Type of Examination</th><th>Licence Skill Test (LST) LAPL, PPL, CPL, ATPL, MPL, IR, Class/Type Rating</th><th colspan="2">Licence Proficiency Check (LPC) Class/Type Ratings,IR</th><th>Assessment of Competence (AoC) Instructor/Examiner Certificate</th></tr>
<tr><td>Initial</td><td>▪ Designation procedures apply
▪ Licence endorsement <u>NOT</u> permitted</td><td colspan="2">Not applicable</td><td>▪ Notification procedure apply for initial instructor certificate
▪ <u>Designation</u> procedure apply for initial examiner certificate
▪ Licence endorsement <u>NOT</u> permitted.</td></tr>
<tr><td>Revalidation</td><td>Not applicable</td><td colspan="3">Licence endorsement permitted and expected except for examiner certificate</td></tr>
<tr><td rowspan="2">Renewal</td><td rowspan="2">Not applicable</td><td>Rating printed in licence</td><td colspan="2">Licence endorsement permitted and expected except for examiner certificate</td></tr>
<tr><td>Rating not printed in licence</td><td colspan="2">Licence endorsement <u>NOT</u> permitted, see 4.2 Temporary permission to exercise privileges.</td></tr>
</table>

4.2 Licence Endorsement Procedures

- The examiner may endorse the licence if the rating which is renewed or revalidated is still printed in the licence. The authorisation required by ARA.FCL.200(c) before endorsing a pilot licence for revalidating or renewing is hereby given.

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SWEDEN

- In all other cases the Swedish Transport Agency shall issue a new licence with a valid rating.
- The Swedish Transport Agency has established procedures for the issue of a temporary permission to exercise privileges after a successfull test, when licence endorsement is not permitted, in accordance with ARA.FCL.215 (d). The form can be found here. **The examiner shall issue a temporary permission to exercise privileges when licence endorsement is not permitted (not applicable to certificates and licences such as ATPL, Examiner, PPL etc.).** More information regarding the procedure can be found under the header "Endorsement in the licence / temporary privileges" here. The temporary privileges can only be issued by the examiner who conducted the test and only in accordance with the described procedure.

4.3 Notification Procedures

In accordance with the requirements in ARA.FCL.205(c), before conducting any **skill test or initial instructor assessment of competence** the examiner shall enter the information listed in general section 2.4.1 into the form on the Swedish Transport Agency website; Briefing for non-swedish examiners, which can be found following the link below.

Examiners - Transportstyrelsen

The required skill test notification period is **5 days** prior to the test, with the possibility to allow a change of the examiner up to **1 hour** before the event.

Please note that the auto generated answer to the notification is to be considered a designation for the skilltest or assessment of competence as per ARA.FCL.205(c). If any changes to the notification are made, e.g. due to weather or technical reasons, a new notification has to be submitted. Please note that the notification period of 5 days does not apply to changes to an already submitted notification. If the Swedish Transport Agency wishes to assign another examiner or inspector the examiner will be notified.

4.3.1 ATPL skilltest

As per 4.3

4.3.2 Proficiency checks

No notification for proficiency checks are required.

4.3.3 Initial examiner Assessments of Competence (AoC), **designation procedure apply**

An initial AoC for Examiner Certificate is to be conducted by a Swedish inspector or senior examiner unless specifically approved otherwise. An examiner for an initial examiner AoC shall be specifically **designated** by the Swedish Transport Agency. Requests regarding an initial examiner AoC must be sent to notification@transportstyrelsen.se and contain the information listed in general section 2.4.1. Please write "Examiner AOC" in the email subject line. The AoC notification period is minimum **20 work days** prior to the AoC. The applicant has the option to suggest an inspector or senior examiner.

4.3.4 AoC for the revalidation and renewal of examiner certificates

All assessments of competence for the revalidation or renewal of examiner certificates is to be conducted by a Swedish inspector or a Swedish licensed senior examiner, unless specifically approved by the Swedish Transport Agency.

4.4 Test, Check or AoC forms

Note, all proficiency checks for revalidation of type rating multi-pilot (A) and single-pilot complex (A) high performance shall be recorded via the digital reporting system D-rep, please see the Swedish Transport Agency´s website.

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All other forms can be obtained from Certificate and education (transportstyrelsen.se) and note that the Swedish Transport Agency only accept forms from the Swedish Transport Agency.

Please send all test/check forms and applications to certifikat.w3d3@transportstyrelsen.se as a scanned pdf, no other format is accepted.

After completion of a skill test, proficiency check or assessment of competence, the examiner report shall include the information listed in general section 2.4.2.

For an SFE conducting a test, proof of last passed proficiency check (within the last year), including IR, on the relevant type must be included

4.5 Safety Criteria

Safety criteria in accordance with ARA.FCL.210(c) are not applicable in Sweden.

Note: References to access the safety criteria to be observed in the territory of other MSs, if applicable, are contained in Section 4 of this document.

4.6 Examination Fees

The Swedish Transport Agency does not provide financial remuneration for expenses or services rendered. The examiner shall arrange those with the training organisation or the candidate.

4.7 Examiner Support Information

Examiner support information can be found here.

4.8 Contact Information

Address: Transportstyrelsen, 601 73 Norrköping, Sweden

Tel: +46 771-503 503

E-mail: flygutbildning@transportstyrelsen.se

Web: www.transportstyrelsen.se

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3.31. SWITZERLAND

Swiss Federal Office of Civil Aviation (FOCA)

1.Liability

General statement Section 2.2 **does not** apply. Please refer to the Examination Guides Aeroplane, Helicopter, Sailplane or Balloon, as applicable, Chapter 1.7 Liability of the Examiner. Moreover, the existence of liability of an examiner has to be evalutated case by case, therefore a generally applicable statement cannot be made.

2.Accident insurance

General statement Section 2.2 **does not** apply. An accident or incident can be the cause for a liability issue. For the liability of an examiner see above.

3.Data protection

General statement Section 2.3 **does not** apply. The EU Directive 95/46/46 is not applicable in Switzerland. But the Swiss regulation Bundesgesetz über den Datenschutz (DSG) protects essentially the same range of personal data.

4.National administrative procedures

4.1 Skill test, proficiency check and assessment of competence procedures

Examiners shall comply with the content of the FOCA examination guide and all relevant FOCA documents, as applicable.

Assessment of competence for the initial issue of a FI, CRI, IRI or TRI (Helicopter only) or an extention of a FI certificate to the privileges to instruct for IR, may only be conducted by FOCA inspectors or FOCA certified examiners.

For tests/checks that should be conducted on an FSTD according Appendix 9: if no FSTD is available or accessible, the examiner shall contact FOCA-SBFP pel-inspector@bazl.admin.ch at least **10 calendar days prior** to the planned skill test/ proficiency check to seek the necessary approval. Details can be found in FOCA Examination Guide Chapter 1.22.

4.1.1 Notification procedure

All examinations (skill tests, proficiency checks, or assessments of competence) must be notified **at least 48 hours** in advance. Notification is carried out via either by:

- www.flexco.bazl.admin.ch, or
- https://www.dlis.bazl.admin.ch

No confirmation is issued by FOCA, as the system serves only as an oversight tool. The responsibility for proper notification and eligibility remains with the examiner.

In the event of a change of examiner, this is permitted provided the initial 48-hour notification requirement was met. The new examiner must submit an additional notification via Flexco or dLIS.

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4.1.2 Designation procedure

In accordance with the requirements in ARA.FCL.205(c), before any **skill test** is conducted, the ATO (alternatively the applicant for CB-IR conversion skill test) shall send the information listed in general section 2.4.1 the latest **5 calendar days** in advance to pel-qc@bazl.admin.ch, proposing a suitably qualified examiner; note that FOCA is not bound to designate one of the proposed examiners. Please indicate "Designation Request [and candidates name, licence number and type of the examination]" in the email subject line.

If FOCA does not respond to the request prior to the proposed test date, the designation is considered granted (provided the examiner meets all requirements).

Note:

- Before an **ATPL skill test** is conducted, the ATO (alternatively the operator or applicant for ATPL skill test) shall send the FOCA form 60.532 or 61.532 including documentation listed on it at least **10 calendar days** in advance to pel-qc@bazl.admin.ch, Please indicate "ATPL Skill Test Designation Request [candidates name and license number]" in the email subject line. FOCA will send the delegation to the examiner, alternatively to the operator or candidate.

The **notification required under 4.1.1** still applies.

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SWITZERLAND

The table below illustrates the applicable procedures.

Type of examination	Licence skill test LAPL, PPL, CPL, ATPL, MPL, IR, SPL, BPL; class or type rating skill tests	Licence proficiency check Class or type ratings/ IR	Assessment of competence Instructor or examiner certificate
Initial	▪ Notification procedures apply (4.1.1) ▪ Designation procedures (4.1.2) apply ▪ Licence endorsement **NOT** permitted	Not applicable	▪ Notification procedures apply (4.1.1) ▪ Instructor assessment of competence **NOT** permitted for FI/CRI/IRI and TRI(H) ▪ Examiner assessment of competence **NOT** permitted ▪ Licence endorsement **NOT** permitted
Revalidation	Not applicable	▪ Notification procedures apply (4.1.1) ▪ Licence endorsement permitted for class or type ratings	
Renewal	Not applicable	▪ Notification procedures apply (4.1.1) ▪ Licence endorsement **NOT** permitted	

4.2 Skill test, proficiency check or assessment of competence forms

The forms and checklists can be found on FOCA's website. Swiss forms are preferred; forms of other EASA competent authorities can be exceptionally accepted if written and filled in English. All forms shall be completed in English language.

After completion of a skill test, proficiency check or assessment of competence, the examiner report shall include the information listed in general section 2.4.2. The examination forms and attachments shall be submitted via the platform dLIS or sent **within 5 calendar days by e-mail only** to pel-qc@bazl.admin.ch considering the following points:

- One e-mail per pilot and per exam (pdf-documents);
- Subject line indicating license number, surname and first name, rating;
- Applications should be sent to FOCA by the company, ATO or examiner (not by the candidate).

Note:

For SFE`s without valid IR rating in the licence, and performing an IR check, please enclose documentation of own PC with IR, according FCL.1005.SFE (a)(2) or (b)(2).

For FE's and CRE`s without IRE privileges in the licence, and performing an IR check, please enclose a letter from their competent authority, stating that they comply with the requirements in FCL.1010.IRE(a).

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SWITZERLAND

For Swiss operators under the company examiner system in acc. with GM/INFO Examiner System (FES): All documents shall be sent via the operator's company chief examiner for compliance verification.

If the examiner report will be sent as information only and not as application, please indicate "Information for the records [and candidates name, license number and type of the examination]" in the email subject line.

4.3 Safety criteria

References to access to the safety criteria to be observed in the territory of other MSs, if applicable, are contained in Section 4 of this document.

4.4 Examination fees

The FOCA does not provide financial remuneration for expenses or services rendered. The examiner shall make arrangements with the training organisation or the candidate directly.

4.5 Examiner support information

Refer to the FOCA examination guide for more guidance and work instructions.

4.6 Contact information

Federal Office of Civil Aviation (FOCA)
CH-3003 Bern (Switzerland)
Internet: www.foca.admin.ch

E-mails:

To submit skill test ATPL delegation and designation requests: pel-qc@bazl.admin.ch

To send check/test documentation: pel-qc@bazl.admin.ch

For any further information: pel-inspector@bazl.admin.ch

For FLEXCO support: examineradministration@bazl.admin.ch

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4. EASA Member States safety criteria

Please review the safety criteria, if applicable, in the territory of the respective MS when conducting a skill test, proficiency check or assessment of competence in an aircraft in accordance with ARA.FCL.210(c).

Member States	Applicable safety criteria
Austria	Follow this link.
Belgium	None applicable
Bulgaria	None applicable
Croatia	None applicable
Cyprus	- Flying over sea - Ditching procedures - Occupied Territories - British Bases Territories - AIP's/VFR Manual (http://vfrmanual.dca.mcw.gov.cy/aic/body)
Czech Republic	None applicable
Denmark	None applicable
Estonia	None applicable
Finland	None applicable
France	None applicable
Germany	None applicable
Greece	None applicable
Hungary	None applicable
Iceland	None applicable
Ireland	The safety criteria is available at the 'Flight Examiner Standardisation Information Area' of the IAA website: FLIGHT EXAMINER STANDARDISATION .
Italy	The safety criteria to be observed by the examiner are reported, reported, if any, in the CAA-Italy (ENAC) website, "*info in English*" section, examiners page: http://www.enac.gov.it/Servizio/Info_in_English/Examiners/index.html
Liechtenstein	OD O-012E link.
Latvia	None applicable
Lithuania	None applicable
Luxembourg	Nothing specific, refer to the EASA FEM for general safety criteria
Malta	Malta is a small island in the middle of the mediterranean sea. Examiners should be aware of and brief candidates on ditching procedures, especially when the event is conducted in a SE aircraft. Refer to PEL notices mentioned in section 4.7 under Malta.
Netherlands	The examiner is fully responsible for the safety during the skill test or proficiency check, in the simulator or when acting as PIC in an aircraft.
Norway	None applicable
Poland	None applicable
Portugal	INAC flight examiners handbook containing the safety criteria link.
Romania	Safety criteria to be observed by the examiner on all LPC forms, both in Romanian for RoCAA approved examiners and in English.
Slovakia	None applicable
Slovenia	None applicable
Spain	None applicable
Sweden	None applicable
Switzerland	Safety Criteria is available in the FOCA examination guide, Chapter 1.22.

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5. Links to Part-FCL national forms

Austria:

Aeroplane: Austro Control GmbH - Forms PART-FCL

Note: For Single-Pilot High Performance Complex Types (all SP except caravan) use the form labeled MP(A)

Helicopter: Austro Control GmbH - Forms PART-FCL

Sailplanes and Balloons: https://aeroclub.at/de/behoerde/download

Belgium:

https://mobilit.belgium.be/fr/aviation/aviation-portal/formulaires

Forms in English, website text only available in Dutch and French.

Bulgaria:

http://caa.gateway.bg/page.php?category=89&id=856

Croatia:

https://www.ccaa.hr/en/forms-72237

Cyprus:

http://www.mcw.gov.cy/mcw/DCA/DCA.nsf/All/D9D4389C6387C5A0C2257930002B3C15?OpenDocument

Czech Republic:

https://www.caa.cz/zpusobilost-leteckeho-personalu/examinatori/

Denmark:

http://examiner.dk/Test-Forms/Testforms

Estonia:

https://www.transpordiamet.ee/uudised-ametist-ja-kontakt/dokumendid/blanketid#kontrollpiloot

Finland:

https://www.traficom.fi/en/transport/aviation/flight-and-language-examiners

France:

Aeroplane: http://www.developpement-durable.gouv.fr/pilotes-avions-examinateurs

Helicopter: http://www.developpement-durable.gouv.fr/pilotes-helicopteres-examinateurs

Germany:

English language (Aeroplane, Helicopter, Airship, Powered-Lift Aircraft):
https://www.lba.de/DE/Luftfahrtpersonal/Pruefer/Formulare/01_Formulare_Berichte_des_Pruefers_E.html?nn=2560324

German language (Aeroplane, Helicopter, Airship, Powered-Lift Aircraft, Balloon, Sailplane):
https://www.lba.de/DE/Luftfahrtpersonal/Pruefer/Formulare/01_Formulare_Berichte_des_Pruefers.html?nn=2560324

Greece:

https://hcaa.gov.gr/en/flight-crew-licensing-forms

Hungary:

The forms can be obtained by the examiner from the online administration interface (eHivatal) after the announcement of the examination.

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Iceland:

http://www.icetra.is/forms/#&cat=Aviation&tag=Personal+licensing

Ireland:

https://www.iaa.ie/personnel-licensing/personnel-licensing-forms

Italy:
https://www.enac.gov.it/en/safety-security/personnel-certification/personnel-licencing/examiners-form

Latvia:

https://www.caa.gov.lv/en/personnel-licensing

Liechtenstein: Use Swiss procedures

Lithuania:

https://tka.lt/oro-transportas/katalogas/application-and-report-forms/?lang=en

Luxembourg:

https://guichet.public.lu/en/citoyens/formulaires/aviation-licence.html

Most commonly used forms:

- MPA/SPHPCA – Form for ATPL/ MPL type rating /skill test and proficiency check on multi-engine multi-pilot aeroplanes and single-pilot high-performance complex aeroplanes
- SPA: https://guichet.public.lu/dam-assets/catalogue-formulaires/aviation/licence/emission-revalidation-renouvellement-fcl/avion/spa-epreuve-pratique-verification-competence/form-111-01-spa-epreuve-pratique-verification-competence-en.pdf
- Helicopter – https://guichet.public.lu/dam-assets/catalogue-formulaires/aviation/licence/emission-revalidation-renouvellement-fcl/helicopter/helicopter-epreuve-pratique-verification-competence/form-111-15-helicopter-formulaire-epreuve-pratique-verification-competence-en.pdf

Malta:

Aeroplanes & Helicopters: https://www.transport.gov.mt/Aviation/Personnel-Licensing/FCL-ATCO-License-Application-Forms-2292

Sailplanes: https://www.transport.gov.mt/aviation/personnel-licensing/sailplane-licences-7188

Norway:

http://www.luftfartstilsynet.no/caa_no/Forms_for_Flight_Crew_Licencing

Poland:

https://ulc.gov.pl/en/flight-crew/report-forms

Portugal:

http://www.anac.pt/vPT/PessoalAeronautico/Formularios/Paginas/Formularios.aspx

Note: page opens in Portuguese however if you scroll down, the list of forms is also in English

Romania:

http://www.caa.ro/pages/formulare-aacr

Note: page is in Romanian scroll down to the header that says "***Formulare examinare practica***" and click on the "*engleza*" link for the appropriate form:

- MPA and SPHPCA – Formular cod T-ATPL_MPL_MPA_TR(A)
- SPA (C208 Caravan only) – Formular cod T-CR_TR_SE_ME_SPA(A)
- Helicopter –

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- MPH – Formular cod T-ATPL(H) / TR / IR(H) (not available in English)
- SPH – Formular cod T-TR SPH SE/ME

Slovakia:

http://letectvo.nsat.sk/letecky-personal-2/piloti/protokoly-2/

Note 1. Form F141-B is in Slovak only. We will prepare English version.

Note 2. There is no Application and report form for the IR(H), because we have not any holders IR(H) in our pilots register.

Protokoly = Form collection

No	Title
F036-B	Žiadosť o praktickú skúšku a správa z praktickej skúšky pre PPL(A) APPLICATION AND REPORT FORM FOR THE PPL(A) SKILL TEST
F056-B	Žiadosť o praktickú skúšku a správa z praktickej skúšky pre PPL(H) APPLICATION AND REPORT FORM FOR THE PPL(H) SKILL TEST
F092-B	Žiadosť o praktickú skúšku a správa z praktickej skúšky pre CPL(A) APPLICATION AND REPORT FORM FOR THE CPL(A) SKILL TEST
F111-B	Žiadosť o praktickú skúšku a správa z praktickej skúšky pre CPL(H) APPLICATION AND REPORT FORM FOR THE CPL(H) SKILL TEST
F037-B	Žiadosť o praktickú skúšku a správa z praktickej skúšky pre CR/IR (jednopilotné letúny okrem vysokovýkonných zložitých letúnov) APPLICATION AND REPORT FORM FOR CR/IR (SPA-EXCEPT FOR COMPLEX HPA) SKILL TEST
F100-B	Žiadosť o praktickú skúšku a správa z praktickej skúšky na získanie IR(A) APPLICATION AND REPORT FORM FOR THE IR(A) SKILL TEST
F052-B	Žiadosť a správa z výcviku a praktickej skúšky na získanie a predĺženie platnosti ATPL, MPL, typovej kvalifikačnej kategórie a predĺženie platnosti IR - letúny (A) APPLICATION AND REPORT FORM – ATPL, MPL, TYPE RATING, TRAINING, SKILL TEST AND PROFICIENCY CHECK FOR IRs – AEROPLANES (A)
F141-B	Žiadosť a správa z výcviku a praktickej skúšky na získanie a predĺženie platnosti ATPL, MPL, typovej kvalifikačnej kategórie a predĺženie platnosti IR - vrtuľníky (H)
F050-B	Žiadosť a správa o hodnotení spôsobilosti pre FI/IRI/CRI (examinátor) APPLICATION AND REPORT FORM FOR THE INSTRUCTOR ASSESSMENT OF COMPETENCE (EXAMINER)
F180-B	Žiadosť a správa o hodnotení spôsobilosti pre TRI,SFI (examinátor)

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	APPLICATION AND REPORT FORM FOR THE INSTRUCTOR ASSESSMENT OF COMPETENCE (EXAMINER)

Slovenia:

Aeroplane: http://www.caa.si/index.php?id=330&L=nmatilnalcv
Helicopter: http://www.caa.si/index.php?id=331&L=nmatilnalcv
Balloons: http://www.caa.si/index.php?id=453&L=qeyohyfrcwfok
Sailplanes: http://www.caa.si/index.php?id=470&L=qeyohyfrcwfok

Spain:

https://www.seguridadaerea.gob.es/es/ambitos/formacion-y-examenes/examenes-de-piloto/pruebas-de-vuelo-fcl

Sweden:

http://www.transportstyrelsen.se/en/Forms/Aviation/Certificate-and-education/
For SPHPCA use form L1648, webpage says MPA but when opened, the form is for both MPA and SPHPCA

Switzerland:

Forms (admin.ch)
Aeroplane:

- MPA – 60.530
- SPHPCA – 60.526
- SPA – 60.525

Helicopter:

- SPH - 61.525
- MPH – 61.530

The Netherlands:

http://www.ilent.nl/onderwerpen/transport/luchtvaart/examinatoren/eufclexaminatoren/vereiste_documenten/index.aspx

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