



**GLIDING NEW ZEALAND INCORPORATED**

***ADVISORY CIRCULAR***  
***AC 2-04***

**INSTRUCTOR PRIVILEGES & CURRENCY**

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## 1 Introduction

This Advisory Circular consolidates requirements and provides guidance on acceptable processes for the maintenance of glider Instructor Ratings.

CAA in Rules, and consequently GNZ in the MOAP, makes reference to *current Glider Instructor*. This AC is to be read in conjunction with section 2-4 of the MOAP and the associated Appendix 2-E.

Obviously, it is essential that glider Instructors operate within privileges granted them that are maintained current.

## 2 Responsibility

The primary responsibility to ensure Instructor privileges are current rests with the Instructor, as Pilot-in-Command. The Instructor has primary liability if privileges are exercised that are not held or are not current.

GNZ member Clubs or Commercial Members, do however, have a secondary responsibility to ensure that Instructors deployed to instructional flights, including trial flights, do hold the appropriate instructor privileges and that they are current. If this currency is not monitored and maintained, the member Club / Commercial Member exposes their organisation to challenge that they are operating outside the certification and delegations held by GNZ under CAR Part 149.

CFI's should ensure they monitor and record ratings, Competency Reviews and BFRs, medicals, and recency status of Instructors on their panel and rostered or deployed to instructing operations for which they are responsible. These records should be available for periodic "Internal Audit" by GNZ.

## 3 Privileges

A fundamental privilege of all glider Instructor Ratings is that it:

*"..... permits the holder to give dual flight instruction in gliders ..... in exercises the holder has been trained and is currently approved to provide instruction in ....."*

The exercises and approval(s) are to be clearly noted in the Instructor's Logbook or by loose-leaf entry provided by the:

- CFI to whom the Instructor is responsible, or
- an approved Instructor Trainer (IT), or the
- Regional (ROO) or National (NOO) Operations Officer.

The IT, ROO or NOO are acting in support of the CFI and should inform the CFI of any privileges they have granted.

Use of a loose-leaf facilitates providing a copy for CFI records so there is clarity about privileges granted.

All active Instructors should be members of the appropriate Instructors Panel. (Reference MOAP Section 2-2 Operational responsibilities, paragraph 3.3, and Advisory Circular AC 2-02 CFI & Instructor Panel.)

## 4 Lifetime Glider Instructor Ratings

Glider Instructor Ratings, in common with other pilot licences or certificates in New Zealand, are issued as “Lifetime Certificates”. There are clear requirements, however, for the maintenance of the Certificate. These include:

- Competency, periodic assessments.
- Biennial Flight Review.
- Recency (minimum flying requirements)
- Medical Declarations / Certificates.

## 5 Issue of Lifetime Certificate & Expansion of Privileges

The training syllabus for candidates for Instructor Ratings is in the MOAP Appendix 2-E.

GNZ relies on CFIs and ITs, either at a Club level or at Instructor Courses, to provide the training of Instructors and to conduct competency assessments leading to the recommendation for the issue of an Instructor Rating certificate.

GNZ accepts the progressive expansion of “*exercises the holder has been trained and is currently approved to provide instruction in*”. An Instructor Rating certificate, particularly a Category C, may be recommended and issued with planned progressive extension of privileges. In this respect it should be noted that the above mentioned fundamental privilege in the case of Category C instructors is expanded to read, “*In exercises, and in conditions, and at sites the holder has been trained and is currently approved to provide instruction in.*” (Ref MOAP Section 2-4, paragraph 6(b).)

The Training Syllabus during training may be kept by the CFI or IT, but it should be obvious which exercises the developing Instructor has been assessed as competent in, and there should be alignment to the Instructors logbook / loose-leaf entries.

## 6 Competency Reviews

Instructor periodic Competency Reviews are to be conducted by the CFI, an IT, ROO or NOO (the Reviewer).

**Frequency:** A maximum of 24 months between reviews. The Reviewer may set a shorter interval if considered appropriate. Factors that may suggest a shorter interval could include new instructor development, past flight and instructing history (recency) and predictions of the future, or ageing instructor.

**Exercises:** The Review may not necessarily cover all the exercises an Instructor holds approval to instruct in. The Reviewer should review competency in sufficient exercises to make a reasoned judgement as to the extent to which the Instructor has *demonstrated competency to the level held at the time the initial approval was issued* and in which exercises.

The Reviewer may expand the exercises the Instructor is approved to instruct in, confirm previously held approvals, or restrict or omit previously approved exercises where competency has not been assessed or demonstrated and the Reviewer cannot make a reasoned judgement for continuance.

For example, an Instructor who has not undertaken or conducted training in cross-country flight since the last review may not have relevant “approved cross-country exercises” renewed.

**Issues at review:** The Reviewer and/or the Instructor might consider “peer review” or a second opinion if there is concern as to which approvals should remain current. A second IT or ROO may need to be consulted. It may be appropriate to develop a “corrective actions” approach to attend to issues detected at the review.

**Reviewers Responsibility:** The Reviewer needs to be satisfied that the Instructor is competent, and likely to remain competent, to provide instruction in currently approved privileges at least until the next review. The next review time can be set by the Reviewer.

**Logbook Entry:** Model loose-leaf logbook entries can be downloaded from the GNZ website MOAP page <http://www.glidering.co.nz/moap> as follows:

Form OPS 08 Competency Review – New & Intermediate Instructors

Form OPS 09 Competency Review – Advanced & Senior Instructors

It is recommended that the original form be kept with the Instructor’s logbook, with copies for the CFI and the Reviewer.

## 7 Biennial Flight Reviews (BFR)

As for all PICs, Instructors are required to have a BFR. (Form OPS 11)

For Instructors, the BFR may be completed as part of the Competency Review.

## 8 Recency or Currency

An Instructor must fly in gliders in any 12 month period (MOAP 2-4, paragraph 14.1(a)):

- 15 hours or 50 launches, of which
- 5 hours or 25 launches must be instructional flying, and
- 5 hours must be solo

The intention is that Instructors remain current in the skills of instructing, manipulative flying skills and the associated decision making.

If an Instructor does not meet these recency requirements they must undertake a Competency Assessment (as above).

## 9 Medicals

The Medical requirements are set out in MOAP Appendix 2A.

Instructors have a range of options as to the medical declaration or certificate they will maintain. A copy of the declaration or certificate is to be provided to the CFI.

Any change in health affecting the validity of the certificate or declaration must be advised to the CFI. The pilot must cease exercising PiC privileges until a medical practitioner confirms the certificate is not affected and the CFI has been so advised in writing.

An instructor temporarily without a valid medical may exercise the privileges of his/her rating that do not require acting as pilot in command, such as supervising flying operations, conducting briefings and ground training, or conducting BFRs on QGP holders.

## 10 Ageing and Instructing

A matter that comes up for discussion is the reality of ageing and the changes that inevitably happen. This can bring up two factors; **Safety** and **Perception**.

The GNZ primary concern is Safety. Functions such as the ability to maintain situational awareness, recognition of impending non-normal situations, reaction and response times may diminish as a consequence of ageing. The requirements for all Instructors, set out above, should provide sound opportunities for assessment of the ongoing competency of ageing Instructors.

The CAA publication *Vector*, issue March / April 2010 (available on the CAA website) has a useful article on *The Ageing Pilot* (page 22).

The article covers, Vision, Hearing, Strength and Movement, Sleep Regulation and Brain Function. The article also discusses *When to Stop Flying as PiC*. The issues covered may be applicable, and are factors that might be considered in Competency Reviews on ageing Glider Instructors.

Increasing the frequency of reviews and considering which exercises the Instructor may continue to instruct in provide opportunities to minimise risks.

For instance, at an appropriate point the approval to provide ab-initio instruction (including trial flights) may be omitted from future approvals.

This approach, which is provided for in other aviation instructing regimes, allows the Instructor to continue to share their knowledge and expertise with developing pilots.

The perception issue that has been raised is that Instructors of advanced age seeming to present potential incapacitation risks with students who could not reasonably be expected to manage a safe landing of the glider.

Club operating procedures may incorporate requirements for Instructors that recognise the local environment or needs.

## 11 Summary

GNZ enjoys considerable autonomy in the development and approval of Instructors. This brings the responsibility to ensure there are good procedures to guide the issue and maintenance of Instructor ratings.

GNZ values and depends on the CFIs, ITs and the Operations team in managing these procedures.