

**BY ORDER OF THE COMMANDER
AIR EDUCATION AND TRAINING
COMMAND**

**AIR EDUCATION AND TRAINING
COMMAND MANUAL 11-219**

13 APRIL 2023

Corrective Actions applied on 14 APRIL 2023

Flying Operations

INITIAL FLIGHT TRAINING



COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

ACCESSIBILITY: This publication is available for downloading or ordering on the e-Publishing website at www.e-Publishing.af.mil.

RELEASABILITY: There are no releasability restrictions on this publication.

OPR: 19 AF/A3V

Certified by: 19 AF/A3
(Col Aaron R. A. FFrench)

Supersedes: AETCI 11-219, 16 March 2018

Pages: 39

This manual implements Air Force Policy Directive (AFPD) 11-2, *Aircrew Operations* and AFPD 11-4, *Aviation Service*. It establishes Air Education and Training Command (AETC) guidance and criteria for training, qualifying and evaluating United States Air Force (USAF) personnel performing duties as military flight instructors (MFIs) in civilian aircraft flown in accordance with (IAW) Federal Aviation Regulations (FAR) (Title 14 Code of Federal Regulations, *Aeronautics & Space*) in support of the Initial Flight Training (IFT) program. It also provides operational guidance applicable to MFIs and military students when flying civilian aircraft in support of IFT. It is intended to complement, not replace, the requirements found in other Air Force instructions (AFIs), Air Force manuals (AFMANs) and their associated supplements. This publication does not apply to Air National Guard units, Air Force Reserve Command units, the United States Space Force, nor civilian contractor personnel. Ensure that all records created as a result of processes prescribed in this publication are maintained IAW AFI 33-322, *Records Management and Information Governance Program*, and are disposed of IAW the Air Force (AF) Records Disposition Schedule located in the Air Force Records Information Management System. Submit suggested changes to this manual on Department of the Air Force (DAF) Form 847, *Recommendation for Change of Publication*, through standardization and evaluation (stan/eval) channels to the 19 AF Stan/Eval workflow email. This publication may be supplemented by lower-level units. Forward proposed unit-level supplements to this publication to 19 AF Stan/Eval for coordination before publication. The authorities to waive wing/unit level requirements in this publication are identified with a Tier (“T-0, T-1, T-2, T-3”) number following the compliance statement. See the Department of the Air Force Manual (DAFMAN) 90-161, *Publishing Processes*

and Procedures, for a description of the authorities associated with the Tier numbers. Submit requests for waivers through the chain of command to the appropriate Tier waiver approval authority, or alternately, to the requestor's commander for non-tiered compliance items.

SUMMARY OF CHANGES

This document is substantially revised and must be completely reviewed. This revision adds Tier compliance markings IAW DAFMAN 90-161, *Publishing Processes and Procedures*; updates waiver authority and procedures (**paragraph 1.2**); updates **Table 2.1**, CT Ground Training Requirements; provides definition of experienced and inexperienced MFIs (**paragraph 2.12.1**, **paragraph 2.12.2**); updates **Table 2.2**, MFI Semiannual Sortie and Events Requirements; updates **Table 2.4**, Currency Requirements; updates evaluation procedures (**paragraph 3.3**).

Chapter 1—GENERAL GUIDANCE	4
1.1. Responsibilities.....	4
1.2. Waivers.....	5
1.3. Maximum Flight Duty Period Flight Time.....	5
1.4. Clothing Requirements.....	5
1.5. Seat Belts and Shoulder Harnesses.....	5
1.6. Phases of Training.....	5
1.7. Training Concepts and Procedures.....	6
1.8. Training Records and Reports.....	6
Chapter 2—AIRCREW TRAINING	7
2.1. Prerequisites.....	7
2.2. Initial Qualification Training (IQT)/Mission Qualification Training (MQT).....	7
2.3. Advanced Certifications.....	7
2.4. Differences Training.....	7
2.5. Loss of Instructor Pilot (IP) Qualification.....	7
2.6. Instructor Requalification.....	7
2.7. CT Administration.....	8
2.8. Theater Indoctrination Training.....	8
2.9. Initial Buddy Instructor Pilot Program.....	8
2.10. Buddy Instructor Pilot Program for Additional Syllabuses Certifications.....	10
2.11. CT Ground Training Requirements.....	10
Table 2.1. CT Ground Training Requirements.....	11
2.12. CT Flying Training Requirements.....	11

Table 2.2.	MFI Semiannual Sortie and Event Requirements.....	12
2.13.	ID Sortie.....	12
Table 2.3.	IFT ID Sortie Guide.....	12
2.14.	Flying Training Currencies.....	13
Table 2.4.	Currency Requirements.	13
2.15.	Failure to Maintain Currency.....	13
Chapter 3—STANDARDIZATION AND EVALUATION		15
3.1.	Conducting Evaluations.....	15
3.2.	Requisites.....	15
Table 3.1.	Evaluation Requisites.	15
3.3.	Evaluation Procedures.	15
Table 3.2.	Evaluation Task Requirements.	16
3.4.	FE Responsibilities.....	17
3.5.	Emergency Procedures Evaluation (EPE).....	18
3.6.	Flight Evaluation Grading Instructions.....	19
Table 3.3.	General Evaluation Criteria.	19
Table 3.4.	Evaluation Criteria.....	20
3.7.	Special Emphasis Areas.....	34
3.8.	Completion of AF Forms 8.....	35
3.9.	Flight Crew Information File (FCIF).....	35
3.10.	Go/No-Go.	35
Attachment 1—GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION		37

Chapter 1

GENERAL GUIDANCE

1.1. Responsibilities.

1.1.1. **19th Air Force Undergraduate Flying Training Division (19 AF/A3F).** 19 AF/A3F determines overall student training requirements and ensures the appropriate policies and syllabuses are developed, published, and implemented.

1.1.2. **Flying Training Group Commander (FTG/CC).** The FTG/CC will:

1.1.2.1. Ensure subordinate units manage training programs to meet the unit's mission.

1.1.2.2. Determine if additional training is required for reported end-of-cycle MFI training deficiencies.

1.1.3. **Squadron Commander (SQ/CC).** The SQ/CC will (**Note:** May be delegated no lower than squadron operations officer [SQ/DO]):

1.1.3.1. Establish training guidance to include, but not limited to, instructor development (ID), continuation training (CT), and buddy instructor pilot (BIP) programs.

1.1.3.2. Ensure unit training programs are designed to achieve the highest degree of qualification and proficiency consistent with safety and resource availability.

1.1.3.3. Ensure adequate continuity and supervision of individual training needs, experience, and proficiencies of assigned MFIs.

1.1.3.4. Ensure review of training and evaluation records of newly assigned MFIs and those completing formal training to determine the training required to achieve qualification and to ensure provisions of this manual have been met.

1.1.3.5. Brief new MFIs on their responsibilities prior to them accomplishing student training.

1.1.3.6. Assign qualified individuals to a training status IAW AFMAN 11-202V1, *Aircrew Training*, and certify instructors on an AF Form 4348, *USAF Aircrew Certifications*.

1.1.3.7. Certify missions and events in which individual MFIs may participate.

1.1.3.8. Report MFI end-of-cycle training deficiencies to the FTG/CC.

1.1.3.9. Identify the levels of supervision required to accomplish the required training, unless specifically directed elsewhere.

1.1.3.10. Provide the Host Aviation Resource Management office with a validated AF Form 4324, *Aircraft Assignment/Aircrew Qualification Worksheet*, to assign the aircraft and crew position according to AFMAN 11-202V1.

1.1.4. **Individual MFIs.** Individual MFIs will ensure they only participate in ground and flying activities for which they are qualified/certified and current unless the activity is part of an upgrade program leading to certification.

1.1.5. **Individual Pilot's Responsibilities.** The pilot in command is ultimately responsible for the safe and effective operation of the aircraft and will ensure all occupants of the aircraft

comply with FARs, AFMAN 11-202V3, *Flight Operations*, and this manual. Pilots will compute weight and balance, and takeoff and landing performance for each flight. Contractor approved tabulated data may be used when available.

1.2. Waivers. Units will submit Tier 2 (T-2) waiver requests to the 19 AF tasker workflow via the Task Management Tool. **(T-2)** For Tier 3 (T-3) and non-tiered waivers, units will send a copy of the approved waiver to 19 AF Stan/Eval within 30 days of approval IAW Department of the Air Force Instruction (DAFI) 90-160., *Publications and Forms Management*. **(T-2)** Units will document waivers on DAF Form 679, *Department of the Air Force Publication Compliance Item Waiver Request/Approval*. **(T-2)**

1.3. Maximum Flight Duty Period Flight Time. AFMAN 11-202V3 prescribes maximum flight duty periods. Consider the aircraft used in the IFT program as “Trainer” type aircraft.

1.4. Clothing Requirements. DAFI 36-2903, *Dress and Personal Appearance of United States Air Force and United States Space Force Personnel*, and AFI 11-301V1, *Aircrew Flight Equipment (AFE) Program*, prescribes minimum aircrew clothing requirements. In the absence of specific guidance, all AETC aircrew members will wear flight suits and flight boots. **(T-3)** The SQ/CC may authorize students to wear alternative closed-toe footwear in-flight when the student’s flight boots are so large they interfere with achieving full flight control actuation.

1.4.1. Aircrew will carry appropriate seasonal flight clothing. **(T-3)**

1.4.2. Aircrew members will remove rings and scarves before performing aircrew duties. **(T-3)**

1.4.3. Aircrew will wear flight gloves during ground operations, departures, recoveries, and critical phases of flight. **(T-3) Exception:** Aircrew will not wear flight gloves while straining fuel. **(T-3)**

1.5. Seat Belts and Shoulder Harnesses. All occupants will wear seatbelts and shoulder harnesses (if available) at all times while the aircraft is operating. **(T-3)**

1.6. Phases of Training.

1.6.1. Initial Qualification Training (IQT). MFI candidates will be enrolled in IQT prior to flying unit aircraft. **(T-3)** Prior to beginning the contractor's new hire syllabus, all MFIs should obtain a Federal Aviation Administration Certified Flight Instructor (CFI) certificate (either multi-engine or single-engine land). See [Chapter 2](#).

1.6.2. Mission Qualification Training (MQT). MFI candidates must complete MQT to qualify for the IFT mission. **(T-2)** See [Chapter 2](#).

1.6.3. Continuation Training (CT). CT is necessary for qualified instructors to maintain their level of maneuver and instructor proficiency. It provides minimum ground and flight training requirements. The CT program consists of theater indoctrination (TI) training (when required), the BIP program, and periodic ground and flying training requirements. The flying training portion of CT consists of maneuver currency requirements, event requirements, and ID sorties. ID sorties are flown to enhance instructor development while completing CT requirements. The objectives of the CT program are to increase instructional skills, enhance basic maneuver flying skills, and meet maneuver currency requirements. While individual maneuver proficiency is very important, it does not ensure instructors continue to develop their

instructional skills and techniques. As such, the primary emphasis of the CT program must be continuous instructor development as opposed to simple maneuver proficiency.

1.7. Training Concepts and Procedures. Unless specifically directed, the SQ/CC will determine the level of supervision required to accomplish training. **(T-3)** If the mission objectives include introduction to tasks or instruction to correct previous discrepancies, an experienced MFI (reference [paragraph 2.12.1](#)) or supervisor may be required.

1.8. Training Records and Reports.

1.8.1. The unit will maintain a training folder for each assigned MFI that includes records of individual training to include, but not limited to, IQT, MQT, BIP program, and AF Forms 4348 certifications. **(T-2)** Source documents maintained by the contractor do not need to be duplicated.

1.8.2. The SQ/CC will certify missions and events in which individual MFIs may participate by reviewing and signing an AF Form 4348. **(T-3)** The AF Form 4348 provides a permanent record and certification source for instructor certifications not attained through an AF Form 8, *Certificate of Aircrew Qualification*, evaluation. Following signature on the AF Form 4348, records of training leading up to the certification may be removed from the training folder.

Chapter 2

AIRCREW TRAINING

2.1. Prerequisites. Personnel selected for duty as a MFI must meet the physical examination and physiological training requirements in AFMAN 11-202V1 before starting training. **(T-3)** All MFIs must obtain an initial base clearance Department of Defense (DD) Form 2992, *Medical Recommendation for Flying or Special Operational Duty*, during in processing. **(T-3)**

2.2. Initial Qualification Training (IQT)/Mission Qualification Training (MQT). The contractor will use the contractor's new hire training syllabus to train all MFIs, and IQT and MQT will be considered complete upon successful completion of the contractor's syllabus. **(T-3)**

2.2.1. Once IQT/MQT is complete, MFIs will complete an AF Form 8 evaluation flown by a military flight examiner (FE). **(T-3)**

2.2.2. After completion of the AF Form 8 evaluation, MFI candidates who don't already possess a CFI Single Engine Land certificate will obtain their CFI Single Engine Land equivalency IAW Title 14 Code of Federal Regulations part 61, § 61.73(g) before completing the final syllabus certification sortie. **(T-2)**

2.2.3. MFIs will not fly student sorties prior to completion of IQT/MQT and CFI certification. **(T-3)**

2.3. Advanced Certifications.

2.3.1. Squadron Training (SQ/DOT) will schedule MFIs for advanced certification training according to the applicable IFT syllabus and documented on an AF Form 4348 in the MFI's training folder. **(T-3)**

2.3.2. Squadron Stan/Eval (SQ/CCV) will ensure FE certification is accomplished and documented IAW AFMAN 11-202V2, *Aircrew Standardization and Evaluation Program*. **(T-3)**

2.4. Differences Training. MFIs may attain certification in additional contractor aircraft via contractor-provided differences training and will be documented by SQ/DOT on an AF Form 4348. **(T-3)**

2.5. Loss of Instructor Pilot (IP) Qualification.

2.5.1. MFIs who fail a flight evaluation, allow an evaluation to lapse, receive a commander-directed downgrade, or go noncurrent for ID sorties or landing currency for more than 180 days will not perform instructor duties until a successful instructor requalification evaluation is accomplished IAW AFMAN 11-202V2 and this manual. **(T-2)**

2.5.2. If an MFI fails a qualification written examination, they must successfully reaccomplish the written examination before performing instructor duties. **(T-2)**

2.6. Instructor Requalification. The following provides criteria for requalifying MFIs who have not flown an ID sortie for:

2.6.1. A period up to 270 days (180 days beyond the 90 day currency), SQ/DO will place the instructor in supervised status and the instructor will only fly ID sorties until all expired currencies are updated and completed IAW **Table 2.4**. **(T-3)**

2.6.2. A period of 271 days to 2 years, SQ/DO will ensure the member completes a locally generated requalification. **(T-3)** The unit will develop an individual requalification program for SQ/CC approval, taking into account the instructor's previous experience and currency. **(T-3)** Highly experienced instructors will conduct the flying training. **(T-3)** A military FE will conduct a mission evaluation and this will complete the requalification. **(T-2)**

2.6.3. A period greater than 2 years, member must complete the contractor's IQT/MQT syllabus. **(T-3)**

2.7. CT Administration.

2.7.1. Meetings.

2.7.1.1. The SQ/CC will direct and supervise quarterly CT meetings for all assigned aircrew members. **(T-3)** The purpose of these meetings is to discuss standardization, mission-related topics, instructional techniques, grading practices, and general knowledge topics. A Cockpit/Crew Resource Management (CRM) topic or scenario should be discussed in each CT meeting, referring to CRM core concepts from AFMAN 11-290, *Cockpit/Crew Resource Management and Threat & Error Management Program*.

2.7.1.2. Attendance at CT meetings is mandatory for all MFIs. **(T-3)** If all the requirements of [paragraph 2.7.1.1](#) are met, attending the contractor's CT meeting meets this requirement. The unit will track CT meeting attendance as part of the go/no-go process for flight. **(T-3)** Individuals not available for CT meetings will read the meeting minutes, or be briefed by the squadron chief of training or a supervisor before the first flight of the next quarter. **(T-3)**

2.7.2. Failure to Complete CT Requirements.

2.7.2.1. The SQ/CC will place MFIs who fail to maintain training requirements according to [Table 2.1](#) and [Table 2.2](#) in non-mission ready or non-basic aircraft qualified (N-BAQ) status as applicable. **(T-3)** They will not instruct in the new training cycle until a review is completed to determine the cause of the deficiency and whether additional training is required. **(T-3)**

2.7.2.2. The FTG/CC is the review authority. **(T-3)** The reviewer should consider the type and magnitude of the deficiency and the individual's experience level to determine if the previous training cycle requirements are waived or if additional training or increased supervision is warranted. Document CT waivers, regression, additional training, and training status in the individual's training folder.

2.8. Theater Indoctrination Training. The SQ/CC will determine TI requirements. **(T-3)** TI is not required when MQT is conducted locally. However, TI sorties may be flown for local area orientation at the discretion of the SQ/CC. All sorties flown during TI may be logged as ID sorties for the cycle in which they are flown.

2.9. Initial Buddy Instructor Pilot Program. Following TI training (if applicable), the SQ/DO will assign each new MFI to a highly qualified BIP (sponsor) who will monitor the new MFI's performance and provide guidance in all areas of job requirements. **(T-3)** The initial BIP program should last approximately 1 to 3 months.

2.9.1. Ground Training. Prior to accomplishing any student sorties, the new MFI will complete the ground training listed in **paragraph 2.9.1.1** through **2.9.1.3**. **(T-3)** The MFI will complete the following ground training before the end of BIP program: **(T-3)**

2.9.1.1. Squadron policies briefing. **(T-3)**

2.9.1.2. Squadron BIP briefing. **(T-3)**

2.9.1.3. SQ/CC's instructor responsibilities briefing. **(T-3)** **Note:** In the SQ/CC absence, SQ/DO will accomplish the briefing. **(T-3)**

2.9.1.4. Commander's Review and Commander's Awareness Program briefing. **(T-3)**

2.9.1.5. Squadron grading practices briefing. **(T-3)**

2.9.1.6. Squadron CT requirements briefing. **(T-3)**

2.9.1.7. Squadron scheduling briefing. **(T-3)**

2.9.1.8. Squadron or contractor's grade book briefing. **(T-3)**

2.9.1.9. Squadron flying safety briefing. **(T-3)**

2.9.1.10. Squadron stan/eval briefing. **(T-3)**

2.9.2. Flying Training. The SQ/DO will ensure the flying training portion of the initial BIP program consists of two different kinds of sorties (BIP sorties and sponsor sorties). **(T-3)** All BIP sorties flown during the BIP program may be logged as an ID sortie for the cycle in which they are flown.

2.9.2.1. Student Solo. Prior to new MFIs soloing their first student, someone in the BIP chain of command will fly with the MFI's student during one of the last four sorties before the student's initial solo. **(T-3)** The instructor flying this sortie must ensure it is not the last sortie prior to initial solo and document the sponsor sortie in the MFI's BIP training record. **(T-3)**

2.9.2.2. Sponsor Sorties. The BIP or any supervisor in the new MFI's chain of command will fly sponsor sorties with the new MFI's students to ensure the students are being taught proper procedures. **(T-3)** The contractor chief pilot or assistant chief pilots may fly sponsor sorties if approved by SQ/CC.

2.9.2.2.1. The SQ/DO will ensure at least one sponsor sortie is flown after the new MFI's student has had sufficient exposure to be influenced by the new MFI's instructional techniques. **(T-3)**

2.9.2.2.2. Instructors flying these sponsor sorties will document the sorties and debriefings in the new MFI's BIP training record. **(T-3)**

2.9.2.3. BIP Sorties. BIP sorties are those flown by the BIP with the new MFI. The assigned BIP or any supervisor in the new MFI's chain of command will fly BIP sorties. **(T-3)** The objective of these flights is to further develop the new MFI's flying proficiency and instructional techniques. The SQ/DO will ensure at least one BIP sortie is flown. **(T-3)** On the sortie, the BIP will discuss instructional techniques, planning profiles, student progress, grading practices, possible pitfalls the new MFI should avoid, local flying

policies, and common student errors. **(T-3)** Instructors flying these BIP sorties will document the sorties and debriefings in the new MFI's BIP training record. **(T-3)**

2.9.3. **Initial BIP Program Complete.** After completion of all the ground and flying training events, the SQ/CC will certify program completion. **(T-3)** SQ/DOT will place BIP training records in the MFI's training folder. **(T-3)**

2.10. Buddy Instructor Pilot Program for Additional Syllabuses Certifications. After an MFI completes any additional syllabus certification program, for example Combat Systems Officer (CSO) IFT or Remotely Piloted Aircraft (RPA) IFT, the SQ/DO will assign the MFI to a highly qualified BIP sponsor who will monitor the MFI's performance in that particular syllabus and provide guidance in all areas of syllabus-specific job requirements. **(T-3)** This BIP program develops the new MFI's instructor competency in additional syllabuses and should last until the upgraded MFI completes the requirements defined below.

2.10.1. **Supervised Training.** The SQ/DO will ensure the flying training portion of the initial BIP program consists of the newly upgraded MFI flying a string of at least two syllabus sorties in a unit of instruction reflective of the new sortie types. **(T-3)** The assigned BIP or any supervisor in the MFI's chain of command will discuss lessons learned and grading practices with the additionally-certified MFI. **(T-3)** Instructors flying these sorties will document the sorties and debriefings in the MFI's BIP training record. **(T-3)**

2.10.2. **Program Complete.** After completion of all the requirements in [paragraph 2.10.1](#), the SQ/CC will certify program completion. **(T-3)** SQ/DOT will place BIP training records in the MFI's training folder. **(T-3)**

2.11. CT Ground Training Requirements.

2.11.1. **Situational Emergency Procedures Training (SEPT).** MFIs will administer SEPT. **(T-3)** MFIs will ensure the SEPT includes:

2.11.1.1. All Boldface items and selected noncritical action emergencies (as determined by the SQ/CC) **(T-2)** **Note:** Tabletop discussion, cockpit trainer and simulator are acceptable methods to conduct SEPT.

2.11.1.2. All Special Interest Items. **(T-2)**

2.11.1.3. Any additional local items as determined by the SQ/CC. **(T-3)**

2.11.2. Ground training accomplished during IQT, MQT, TI or BIP program may be credited toward CT requirements for the training cycle in which it was accomplished. AFMAN 11-202V1 and [Table 2.1](#) below establish aircrew ground training requirements. For ground training prescribed by other instructions, MFIs must reference those instructions for the latest requirement.

Table 2.1. CT Ground Training Requirements.

Subject	Frequency	Prescribing Directive	Grounding	Status if overdue (Note)
Aircrew flight equipment familiarization (LL01)	One time/base	AFI 11-301V1	Yes	N-BAQ
Aircrew flight equipment training (LL06)	Initial	AFI 11-301V1	Yes	N-BAQ
Physiological Training	Refresher	AFMAN 11-403	Yes	N-BAQ
Emergency Egress Training, Non-Ejection Seat (LL03)	Initial & Annual	AFI 11-301V1	Yes	N-BAQ
CRM Training	Initial & Biannual	AFMAN 11-290	No	N-BAQ
Local Area Survival Training (SS01)	One time/base	AFI 16-1301	Yes	N-BAQ
SEPT	Semiannual	AETCMAN 11-219	Yes	N-BAQ
Note: See paragraph 2.7.2.1 .				

2.12. CT Flying Training Requirements. All qualified MFIs will accomplish the applicable semiannual requirements in [Table 2.2. \(T-3\)](#) Requirements may be completed on any sortie and will be tracked in Aviation Resource Management System. SQ/CC will designate all pilots as experienced or inexperienced. **(T-3)**

2.12.1. **Experienced MFI.** MFI certified as an IP and has 100 hours of IFT IP time (or 50 hours IFT IP time for a previous AETC IP).

2.12.2. **Inexperienced MFI.** MFI who does not qualify as experienced or who has not been certified as experienced by the SQ/CC.

Table 2.2. MFI Semiannual Sortie and Event Requirements.

Requirement	Inexperienced/Experienced
Sortie	
Student Sorties	16/12
ID Sorties	4/4
Event	
Total Pattern/Landings	16/8
Normal Pattern/Landings	8/4
No-Flap Pattern/Landing	4/2
Slip to a Landing	4/2
Simulated Forced Landing (SFL)	4/2
Stalls (Note 1)	4/2
CSO Visual Navigation Route (If certified in CSO Syllabus)	2/1
Navigation Route (If certified)	2/1
Note 1: Accomplish both power-off approach to stalls and power-on stalls.	

2.13. ID Sortie. All MFIs will fly a minimum of one ID sortie dedicated to each syllabus type in which they are qualified per semiannual period. **(T-3)** MFIs may log an ID sortie on all qualification evaluations and dedicated CT sorties flown with another instructor (MFI or contractor instructor) when minimum ID sortie requirements are met. ID sorties should be flown dual to facilitate instructor development and mentoring. MFIs will utilize SQ/CC approved ID sortie profiles. **(T-3)** SQ/DOT will ensure the profiles detail the minimum events and/or currency maneuvers to be accomplished on the sortie. **(T-3)**

Table 2.3. IFT ID Sortie Guide.

Event	Minimum Requirements
Pilot	Profile consisting of a cross section of items with at least three landings including one normal pattern/landing, one no-flap pattern/landing, one SFL pattern/landing, and one slip to a landing. In the area accomplish power-on stalls and power-off approach to stalls.
CSO/Visual Navigation	Profile consisting of a cross section of items including a published visual navigation route and monitored area and pattern SFLs.
RPA	Profile consisting of a cross section of items including a navigation route, nose-high and nose-low unusual attitude recoveries, a short field takeoff and landing, and a soft field takeoff and landing.

2.14. Flying Training Currencies. MFIs will maintain basic CFI flying currency according to FARs and the contractor's CT plan. (T-3) **Table 2.4** defines additional currency requirements for all qualified MFIs.

Table 2.4. Currency Requirements.

Event	Currency (days)
Landing	45
CSO Visual Navigation Route	60
ID Sortie	90
Slip to a Landing	
Normal Pattern/Landing	
No-Flap Pattern/Landing	
Stalls (Note)	
SFL	
Navigation Route (If certified)	
Note: Accomplish both power-off approach to stalls and power-on stalls to update currency.	

2.15. Failure to Maintain Currency. The SQ/CC will place any MFI not maintaining currency into supervised status. (T-3)

2.15.1. Landing Currency. Loss of landing currency affects basic aircraft qualified (BAQ) status and requires the following action: (**Note:** Timing starts from date of last landing.)

2.15.1.1. For 46 Through 90 Days. MFIs regain landing currency by accomplishing three landings under the supervision of a current instructor. (T-3)

2.15.1.2. For 91 Through 135 Days. MFIs perform the same action as in **paragraph 2.15.1.1**, plus an instructor-supervised emergency procedures review session (normal and emergency procedures). (T-3)

2.15.1.3. For 136 Through 180 Days. MFIs perform the same action as in **paragraph 2.15.1.2**, plus an instructor-supervised ID sortie, qualification written examinations, and emergency procedures evaluation. (T-3) AF Form 8 documentation is not required.

2.15.1.4. More than 180 Days. Perform requalification training IAW AFMAN 11-202V1. The SQ/CC must approve a locally administered qualification program that includes an AF Form 8 qualification evaluation including all requisites. (T-2)

2.15.2. ID Sorties. Loss of ID sortie currency affects instructor status and requires the following action:

2.15.2.1. For 91 Through 135 Days. MFIs perform an ID Sortie under the supervision of a qualified instructor plus an instructor-supervised emergency procedures review session (normal and emergency procedures). (T-3)

2.15.2.2. For 136 Through 180 Days. MFIs perform the same action as in [paragraph 2.15.2.1](#), plus qualification written examinations, and an emergency procedures evaluation. **(T-3)** AF Form 8 documentation is not required.

2.15.2.3. More than 180 Days. Perform requalification training IAW AFMAN 11-202V1. The SQ/CC must approve a locally administered qualification program that includes an AF Form 8 qualification evaluation including all requisites. **(T-2)**

Chapter 3

STANDARDIZATION AND EVALUATION

3.1. Conducting Evaluations. All MFI evaluations will be conducted and documented IAW the provisions of AFMAN 11-202V2 and this manual.

3.2. Requisites. AFMAN 11-202V2 and **Table 3.1** indicate the minimum requisites MFIs must accomplish for each type of evaluation. **(T-2)** When periodic evaluations are combined, MFIs accomplish all requisites for each evaluation and document in Requisite Information (Section II) of AF Form 8. **(T-2)** All requisite testing will be accomplished IAW AFMAN 11-202V2.

Table 3.1. Evaluation Requisites.

Requisite	QUAL/MSN/INSTR	SPOT
Open book exam	R	
Closed book exam	R	
Boldface exam	R	
Emergency Procedure Evaluation (EPE)	R	

3.3. Evaluation Procedures.

3.3.1. The FE will ensure all initial (INIT) evaluations will be combined Instructor (INSTR)/Qualification (QUAL)/Mission (MSN) (annotated on the AF Form 8 as: INIT INSTR/QUAL/MSN). **(T-3)** FEs will ensure periodic evaluations are combined Qualification/Mission evaluations (annotated on the AF Form 8 as: QUAL/MSN) and evaluate both proficiency and instructor ability. **(T-3)** The examinee will brief the profile selected in advance by the FE. **(T-3)** FEs will ensure, as a minimum, the planned profile will include all required areas **(R)** from **Table 3.2**. **(T-2)** The FE will perform a representative sample of maneuvers for the examinee to instruct and evaluate. **(T-3)**

3.3.2. The examinee will accomplish required flight planning and furnish the FE with a copy of necessary mission data, mission materials, and maps (as required). **(T-3)**

3.3.3. The examinee will fly in the seat that best enables the FE to conduct a thorough evaluation. **(T-3)**

3.3.4. The FE will check, as a minimum, the examinee's aircraft abbreviated checklist, in-flight guide, applicable supplements, and local area map prior to flight. **(T-3)**

Table 3.2. Evaluation Task Requirements.

I T E M	Task	INIT INSTR/QUAL/MSN or QUAL/MSN
1	Mission Planning/Briefing/Debriefing	R
2	Publications/Ground Operations	R
3	Takeoff and Climb	R
4	Departure	R
5	Basic Aircraft Control & Crosscheck	R
6	Area Orientation & Inflight Planning	R
7	Slow Flight Maneuvering	R
8	Steep Turns	R
9	Power Off & Power On Stalls	R
10	Ground Reference Maneuvers	
11	Navigation Procedures/GPS/Map Use	R
12	Area Simulated Forced Landing	R
13	Arrival	R
14	Traffic Pattern Entry	R
15	Normal Pattern, Approach & Landing	R
16	No Flap Pattern, Approach & Landing	R
17	Simulated Forced Landing Pattern, Approach & Landing	R
18	Forward Slip	
19	Go Around	
20	Touch & Go Procedures	R
21	Breakout	
22	Clearing/Collision Avoidance/Use of Traffic Avoidance System	R
23	Checklist Use	R
24	Communication/Identification Friend or Foe Procedures	R
25	Risk Management/Decision Making	R
26	Situational Awareness (Critical)	R

I T E M	Task	INIT INSTR/QUAL/MSN or QUAL/MSN
27	Task Management	R
28	Emergency Procedures & Equipment	R
29	General Knowledge	R
30	Safety/Aircrew Discipline (Critical)	R
31	Airmanship (Critical)	R
32	Transfer of Aircraft Control	R
33	Instructional Ability/Maneuver Evaluation/Gradebook Documentation	R
34	Crew Coordination	R
35	Basic Instrument Maneuvers	
36	Recovery from Unusual Attitudes	
37	Short Field Takeoff & Landing	
38	Soft Field Takeoff & Landing	
39	Night Takeoff & Landing	
40	Night Navigation and Operations	
41	Cross Country Planning & Execution	
42	Visual Navigation Procedures	
43	Navigation Route Procedures	
R—Required		

3.4. FE Responsibilities.

3.4.1. Prior to the flight evaluation, the FE will brief the examinee on the purpose of the evaluation and how it will be conducted. **(T-2)**

3.4.2. The FE will thoroughly debrief all aspects of the flight and include the examinee's overall rating, specific deviations, area grades assigned (if other than qualified), and any required additional training. **(T-2)** A squadron supervisor must be debriefed on all evaluations. **(T-2)** Additionally, a squadron supervisor must attend the debrief if the overall grade is Qualification Level 3 (Q3). **(T-2)**

3.4.3. The FE will use the evaluation criteria contained in this manual for conducting flight evaluations and EPEs. **(T-2)** To ensure standard and objective evaluations, the FE must become thoroughly familiar with the prescribed evaluation criteria.

3.4.4. The FE conducting the evaluation is responsible for determining that the examinee meets acceptable standards of proficiency, teaching ability, knowledge, and skill in the selected areas/tasks. **(T-3)** The FE makes this determination by accomplishing an objective that is appropriate to each selected area/task, and includes an evaluation of the examinee's:

3.4.4.1. Ability to apply the fundamentals of instructing (as applicable); **(T-3)**

3.4.4.2. Knowledge of and ability to teach the subject matter, procedures, and maneuvers in **Table 3.2**; **(T-3)**

3.4.4.3. Ability to perform the procedures and maneuvers in **Table 3.2** while giving effective flight instruction (as applicable); **(T-3)**

3.4.4.4. Ability to identify and correct common errors (i.e., trim, throttle technique, pitch pictures) related to the procedures and maneuvers in **Table 3.2**. **(T-3)**

3.4.5. Oral questioning may be used at any time during the ground or flight portion of the evaluation to determine if the examinee can instruct effectively (as applicable) and has a comprehensive knowledge of the areas/tasks and their related safety factors.

3.4.6. During the flight portion of the instructor evaluation, the FE will act as a student during selected maneuvers. **(T-3)** Where appropriate, this may require the FE to fly portions of the sortie. This will give the FE an opportunity to evaluate the examinee's ability to analyze and correct simulated common errors related to these maneuvers.

3.4.7. The FE should, to the greatest extent possible, evaluate the examinee's application and correlation skills. When possible, scenario-based questions should be used during the evaluation.

3.4.8. If the FE determines that an area/task is incomplete or the outcome uncertain, the FE may require the examinee to repeat that task or portions of that task. This provision has been made in the interest of fairness and does not mean that instruction, practice, or the repeating of an unsatisfactory area/task is permitted during the evaluation. When practical, the remaining areas/tasks of the evaluation should be completed before repeating the questionable area/task.

3.4.9. When one or more required item(s) cannot be adequately evaluated in flight, they may be evaluated by an alternate method [e.g., cockpit procedure trainer, an advanced aviation training device (AATD), or by oral examination] to complete the evaluation if in the FE's judgment, the items can be adequately assessed. The FE will document the alternate evaluation method in the Examiner's Remarks in the Comments block (Section VIII) of the AF Form 8. **(T-2)**

3.4.10. FEs are required to fly student sorties and maintain all currency requirements (ground and flying) as outlined in **Table 2.1** and **Table 2.2**. **(T-3)** If out of currency, an FE is required to regain all currencies IAW **paragraph 2.15** prior to flying in the capacity as an FE. **(T-2)**

3.5. Emergency Procedures Evaluation (EPE). FEs will administer an EPE (oral or in the AATD) prior to the flight portion of every evaluation. **(T-3)** Units will not permit examinees receiving an overall unqualified grade (Q3) because of an unsatisfactory EPE to fly in any aircrew position until the examinee completes a successful reevaluation. **(T-2)** Only one EPE needs to be accomplished for each combined evaluation (i.e., one EPE for a QUAL/MSN or INSTR/QUAL/MSN evaluation). As a minimum, the FE will insure the EPE includes an evaluation of the following items:

- 3.5.1. General knowledge to include aircraft systems, operating limits, and local area procedures. **(T-3)**
- 3.5.2. Emergency procedures to include at least one boldface procedure. **(T-3)**
- 3.5.3. Federal Aviation Regulations. **(T-3)**
- 3.5.4. Stall/Spin Awareness. **(T-3)**
- 3.5.5. Wake Turbulence Avoidance. **(T-3)**
- 3.5.6. National Airspace System. **(T-3)**
- 3.5.7. Weight & Balance. **(T-3)**
- 3.5.8. Knowledge of alternate airfields and diversion procedures. **(T-3)**
- 3.5.9. Runway Incursion Avoidance. **(T-3)**
- 3.5.10. Temporary Flight Restrictions. **(T-3)**

3.6. Flight Evaluation Grading Instructions.

3.6.1. Tolerances in performance parameters are based on conditions of smooth air and a stable aircraft. FEs will ensure momentary deviations from tolerances are not considered in grading, provided the examinee applies prompt corrective action and such deviations do not jeopardize flight safety. **(T-3)** Consider cumulative deviations when determining the overall grade.

3.6.2. FEs will use the grading criteria established in **Table 3.3** and **Table 3.4** to determine individual area/task grades. **(T-2)** FE judgment must be exercised when the evaluation criterion is subjective, or the specific situation is not covered.

3.6.3. The FE will derive the overall flight evaluation grade (Q1, Q2, or Q3) from the area/task grades, based on a composite for the observed tasks according to AFMAN 11-202V2, this publication, and FE judgment. **(T-3)**

3.6.4. Critical areas require adequate accomplishment by the examinee in order to successfully achieve the mission objectives. If the examinee receives an unqualified grade in any critical area, the FE will assign the overall grade for the evaluation as unqualified (Q3). **(T-2)** Critical areas are identified by "Critical" in the area title in **Table 3.4** FEs will grade critical areas as "Q" or "U." **(T-2)**

3.6.5. FEs will use the general evaluation criteria in **Table 3.3** during all phases of flight (except for specific areas/events noted in **Table 3.4**). **(T-3)**

Table 3.3. General Evaluation Criteria.

General Area	Q	Q-	U
Altitude	±100 feet	±200 feet	Exceeds Q-Limits
Airspeed	±10 knots	±15 knots	
Heading	Maintains/rolls out ±10 degrees of desired heading	Maintains/rolls out ±15 degrees of desired heading	

Table 3.4. Evaluation Criteria.

I T E M	Grading Area	Grading Criteria		
		Q	Q-	U
1	Area 1. Mission Planning/Briefing/Debriefing.	Well organized, comprehensive, and accomplished in a logical sequence within the time allotted. Mission objectives clearly stated and evaluated. Complete and accurate analysis of all maneuvers flown or instructed.	Slightly unorganized and/or incomplete. Dwelled on non-essential mission items. Did not debrief all deviations. Was occasionally unclear in analysis of events or maneuvers. Did not make effective use of available training aids.	Errors of omission and/or commission exceeded Q- criteria.
2	Area 2. Publications/ Ground Operations.	Publications were current & properly posted. Step, start and takeoff times were established/adhered to. Accurately determined readiness of aircraft for flight. Performed all required checks and procedures prior to T.O.	Publications contained minor deficiencies that did not impact flight safety or mission accomplishment. Step, start and takeoff delay(s) occurred that were preventable. Minor errors with checklist compliance.	Omitted items that would have impacted flight safety/mission accomplishment. Failed to accurately determine readiness of aircraft for flight. Publications contained deficiencies that would have impacted flight safety or mission accomplishment.
3	Area 3. Takeoff and Climb.	Maintained runway alignment ± 10 feet during takeoff. Applied proper crosswind controls. Maintained proper takeoff attitude and become airborne at appropriate airspeed for conditions. Retracted flaps IAW	Made minor procedural deviations that did not detract from the takeoff. Runway alignment was ± 20 feet. Became airborne ± 5 KIAS of published takeoff speed. Pitch attitude inconsistent but	Takeoff was potentially dangerous. Exceeded aircraft or systems limitations. Failed to establish proper climb attitude. Over-controlled aircraft, resulting in excessive deviations

I T E M	Grading Area	Grading Criteria		
		Q	Q-	U
		the flight manual. Performed climb with proper pitch attitude. Airspeed ± 5 KIAS. Complied with all restrictions.	safety not compromised. Airspeed ± 10 KIAS.	from intended flight-path. Exceeded Q-criteria.
4	Area 4. Departure.	Executed departure as published or directed and complied with all restrictions.	Minor deviations in airspeed and/or navigation occurred that did not seriously degrade maneuver performance.	Failed to comply with published or directed departure instructions.
5	Area 5. Basic Aircraft Control & Crosscheck.	Maintained smooth and positive control consistent with flight conditions. Altitude, heading and airspeed control IAW Table 3.3.	Minor deviations in airspeed, altitude and heading throughout the flight but did not exceed criteria in Table 3.3.	Major deviations occurred that would have prevented safe mission accomplishment. See Table 3.3.
6	Area 6. Area Orientation & Inflight Planning.	Adjusted mission profile to comply with time/fuel limitations, weather, & area limits. Remained within area boundaries and used assigned airspace efficiently with minimum delay between maneuvers.	Slow to adjust mission profile for time/fuel limitations, weather, and area limits. Minor delays between maneuvers.	Failed to monitor time or fuel requirements. Poor time or fuel management prevented mission accomplishment. Attempted to deviate from area boundaries.
7	Area 7. Slow Flight Maneuvering.	Maintained slow flight airspeed, -0 to +10 KIAS. Altitude was ± 100 feet, ± 10 degrees of desired heading, and +0/-10 degrees of desired bank angle (not to exceed 30°). Used	Maintained airspeed -5 to +10 KIAS. Altitude was ± 150 feet. Used insufficient rudder to remain coordinated throughout the maneuver. Made minor deviations to	Maintained deviations in excess of Q- criteria.

I T E M	Grading Area	Grading Criteria		
		Q	Q-	U
		sufficient rudder to remain coordinated and maintain smooth and positive control consistent with flight conditions.	smooth and positive control.	
8	Area 8. Steep Turns.	Aircraft control was smooth and positive. Maintained ± 100 feet of desired altitude, ± 10 KIAS of desired airspeed, ± 10 degrees of desired bank angle, and coordinated flight. Rolled out on designated heading within ± 20 degrees.	Minor deviations. Altitude was ± 200 feet, ± 15 KIAS of airspeed, ± 15 degrees of bank angle. Rollout heading was ± 25 degrees. Used insufficient rudder to remain coordinated throughout the maneuver.	Exceeded Q- criteria.
9	Area 9. Power Off & Power On Stalls.	Recognized and announced first indications of the impending stall. Initiated recovery IAW flight manual procedures with minimum loss of altitude. Maintained heading ± 10 degrees in straight flight. Maintain ± 10 degrees of entry bank angle (20 degrees max.) Maintain smooth and positive control consistent with flight conditions.	Delayed recognition and/or recovery. Allowed the aircraft to enter a secondary stall.	Failed to recognize approach to stall indications. Misapplied flight control and throttle inputs in a manner that aggravated the approach to stall/stall condition and resulted in excessive altitude loss. Exceeded aircraft limits. Uncoordinated flight led to a spin.
10	Area 10. Ground Reference	Entered between 600 and 1,000 feet AGL, maintained altitude	Entry parameters were not met and energy levels were	Significantly missed entry parameters. Maneuvers were not

I T E M	Grading Area	Grading Criteria		
		Q	Q-	U
	Maneuvers.	±100 feet, airspeed ±10 KIAS, applied appropriate drift corrections. Attained proper entry parameters prior to beginning the maneuver and placed emphasis on use of outside references. Maneuvers planned and flown to remain within area boundaries.	not adequate to properly accomplish maneuver. Aircraft control during maneuvers was adequate, but not smooth and positive. Maintained altitude ±200 feet, airspeed ±15 KIAS. Minor procedural deviations occurred.	flown IAW directives. Aircraft control was erratic, causing unsatisfactory accomplishment of maneuvers. Exceeded aircraft limit.
11	Area 11. Navigation Procedures/GPS/ Map Use.	Demonstrated ability to navigate using ground references in conjunction with available navigational aids. Complied with clearance instructions. Was aware of position at all times.	Made minor errors in procedures or use of navigation equipment. Was slow to comply with clearance instructions. Had some difficulty in establishing exact position and course.	Exceeded Q- criteria. Made major errors in procedures or use of navigation equipment. Could not establish position. Failed to recognize checkpoints or adjust for deviations in time and course.
12	Area 12. Area Simulated Forced Landing.	Complied with all flight manual and operational procedures. Selected suitable touchdown point. Established proper approach and landing configuration. Maintained proper glide airspeed, ±10 KIAS. Aimpoint was IAW applicable guidance. Did not descend below applicable altitude	Made minor procedural errors that did not detract from safe handling of the situation. Airspeed deviations occurred. Unnecessary maneuvering required due to minor errors in planning or judgment. Aimpoint was longer or shorter	Did not comply with applicable procedures. Erratic airspeed control compounded problems associated with the emergency. Judgment was unsafe. Required excessive maneuvering. Could not have landed safely. Touchdown point would not have allowed for safe

I T E M	Grading Area	Grading Criteria		
		Q	Q-	U
		restrictions. Touchdown would have afforded a full stop within available landing distance.	than desired.	stopping in available landing area. Exceeded aircraft limits.
13	Area 13. Arrival.	Performed arrival IAW local area procedures or assigned clearance.	Performed arrival with minor deviations.	Arrival was not performed IAW clearance. Safety would have been compromised.
14	Area 14. Traffic Pattern Entry.	Performed traffic entry as published or as directed. Complied with all restrictions and directives.	Minor deviations To published procedures occurred.	Failed to comply with published or directed traffic entry instructions or directives.
15	Area 15. Normal Pattern, Approach & Landing	Properly analyzed winds. Maintained pattern altitude ± 100 feet. Final turn and final airspeed was -0 to +10 KIAS. Maintained runway alignment (± 15 feet). Touchdown occurred on speed in the first 1,000 feet of the landing zone. Proper spacing from other aircraft was maintained.	Wind analysis was lacking. Maintained pattern altitude ± 200 feet. Final turn and final airspeed was -5 to +15 KIAS. Runway alignment was ± 25 feet. Touchdown was slightly outside the prescribed landing zone but safe. Ineffective braking resulted in an increased landing roll.	Exceeded Q- criteria. Configuration was improper.
16	Area 16. No Flap Traffic Pattern, Approach & Landing	Properly analyzed winds. Maintained pattern altitude ± 100 feet. Final turn and final airspeed was -0 to +10 KIAS. Maintained runway alignment (± 15 feet).	Wind analysis was lacking. Maintained pattern altitude ± 200 feet. Final turn and final airspeed was -5 to +15 KIAS. Runway alignment was ± 25 feet.	Exceeded Q- criteria.

I T E M	Grading Area	Grading Criteria		
		Q	Q-	U
		Touchdown occurred on speed in the first 1,500 feet of the landing zone. Proper spacing from other aircraft was maintained.	Touchdown was slightly outside the prescribed landing zone but safe.	
17	Area 17. Simulated Forced Landing Pattern, Approach, and Landing	<p>Properly analyzed winds. Maintained pattern altitude ± 100 feet. Final turn and final airspeed was -0 to +10 KIAS. Aircraft flown to a position where, if landing, touchdown would occur:</p> <ol style="list-style-type: none"> 1. Below approach speed. 2. Within 1,000 feet of the planned touchdown point. 3. Within ± 15 feet of centerline. <p>Proper spacing from other aircraft was maintained. Proper procedure flown.</p>	<p>Wind analysis was lacking. Maintained pattern altitude ± 200 feet. Final turn and final airspeed was -5 to +15 KIAS. Aircraft flown to a position where, if landing, touchdown would occur:</p> <ol style="list-style-type: none"> 1. Slightly above approach speed. 2. Within 1,500 feet of the planned touchdown point. 3. Within ± 25 feet of centerline. <p>Ineffective braking resulted in an increased landing roll. Minor deviations to procedure occurred.</p>	Exceeded Q- criteria. Approach would not have allowed for safe recovery of the aircraft.
18	Area 18. Forward Slip	<p>Adequately assessed the need for/properly applied forward slip procedure IAW the flight manual. Airspeed was -0 to +10 KIAS.</p>	<p>Slow to recognize/properly apply published slip procedure. Airspeed was erratic or was -5 to +15 KIAS. Ground track deviations occurred</p>	Exceeded Q- criteria. Configuration was Improper. Flap over-speed occurred.

I T E M	Grading Area	Grading Criteria		
		Q	Q-	U
			but did not impact safety.	
19	Area 19. Go Around	Initiated and properly performed go-around IAW published procedures. Maintained spacing from preceding aircraft and applied proper ground track control.	Was slow to initiate go-around. Performed maneuver with minor discrepancies.	Did not initiate go-around when appropriate or as directed. Execution was unsafe or performed incorrectly.
20	Area 20. Touch & Go Procedures	Maintained proper runway alignment ± 10 feet. Application of power, cross-check of engine instruments, configuration changes, and runway alignment during takeoff phase were smooth and timely.	Exceeded Q-1 runway alignment criteria. Application of power, cross-check of engine instruments, configuration changes, and runway alignment during the takeoff phase were less than optimum.	Exceeded Q- criteria. Application of power, cross-check of engine instruments, configuration changes, and runway alignment were less than adequate.
21	Area 21. Breakout	Complied with all published procedures. Ensured adequate flight path deconfliction.	Deviated from published procedures but ensured flight path deconfliction.	Did not ensure flight path deconfliction.
22	Area 22. Clearing/Collision Avoidance/Use of Traffic Avoidance System (TAS)	Recognized actual or potential conflicts and adjusted flight path to safely avoid. Effectively utilized radios and TAS to aid in clearing.	Was slow to recognize/take actions to reduce possible conflicts.	Clearing was inadequate. Actions were not taken/were insufficient to reduce possible conflicts.
23	Area 23. Checklist Use	Completed all checklist items correctly and at the proper point in the	Demonstrated minor deviations in checklist discipline that did not detract	Inadequate/improper use of the checklist.

I T E M	Grading Area	Grading Criteria		
		Q	Q-	U
		mission.	from mission accomplishment.	
24	Area 24. Communication/ IFF Procedures	Able to understand and prioritize multiple radio transmissions. Correctly formulated timely and accurate responses using proper terminology. Inter-cockpit communication was clear and concise. Used appropriate IFF procedures IAW directives.	Slow to initiate (or missed) some required calls. Minor errors or omissions did not significantly detract from situational awareness or mission accomplishment. Transmissions not in proper sequence. Used nonstandard terminology.	Inadequate communication skills caused confusion and jeopardized mission accomplishment. Omitted (or missed) numerous required radio calls. Unclear or confusing inter-cockpit communication.
25	Area 25. Risk Management/ Decision Making	Accurately identified all contingencies and alternatives. Gathered and cross-checked available data before deciding. Clearly stated decisions and ensured they were understood. Modified actions as necessary to obtain the best outcome.	Minor errors in identifying contingencies, gathering data, or communicating a decision that did not affect safe or effective mission accomplishment. Errors did not detract from safety.	Improperly or ineffectively identified contingencies, gathered data, or communicated a decision that seriously degraded mission accomplishment and/or flight safety.
26	Area 26. Situational Awareness (Critical)	Accurately analyzed flight conditions (weather, airspace, decision altitude, etc.) to minimize effects of adverse factors. Prioritization of flight requirements assured mission success.	Note: <i>Because this area is critical, Q- is not applicable.</i>	Mis-analyzed flight conditions. Failed to adequately prioritize. Compromised safety.
27	Area 27. Task Management	Correctly prioritized and managed multiple tasks based on	Made minor errors in prioritization or management of tasks	Incorrectly prioritized or managed tasks that

I T E M	Grading Area	Grading Criteria		
		Q	Q-	U
		existing and new information that assured mission success.	that did not affect safe or effective mission accomplishment.	seriously degraded mission accomplishment or safety of flight.
28	Area 28. Emergency Procedures & Equipment	Correctly and immediately responded to boldface or critical action procedures and nonboldface emergency situations while maintaining aircraft control. Effectively used checklist and in-flight guide as appropriate.	Response to boldface or critical action procedures was correct, but response to nonboldface procedures was slow or confused. Aircraft deviations (if in flight) existed but did not compromise safety. Used the checklist and in-flight guide, but was slow to locate required data.	Made incorrect response for boldface or critical action procedures. Unable to analyze problems or take corrective action. Aircraft deviations (in-flight) compromised safety. Did not use checklist or in-flight guide or lacked acceptable familiarity with its arrangement or content.
29	Area 29. General Knowledge	Demonstrated thorough knowledge of all areas sampled.	Demonstrated deficiencies in depth of knowledge or comprehension.	Demonstrated inadequate knowledge.
30	Area 30. Safety/Aircrew Discipline (Critical)	Aware of & complied with all factors required for safe aircraft operation and mission accomplishment. Demonstrated strict flight discipline throughout the mission.	Note: <i>Because this area is critical, Q- is not applicable.</i>	Operated the aircraft in a dangerous manner. Knowingly violated established procedures or flight restrictions.
31	Area 31. Airmanship (Critical)	Correctly prioritized and managed multiple tasks.	Note: <i>Because this area is critical, Q- is not applicable.</i>	Poor prioritization and/or decision making negatively impacted mission accomplishment.

I T E M	Grading Area	Grading Criteria		
		Q	Q-	U
				Demonstrated poor judgment that compromised safety.
32	Area 32. Transfer of Aircraft Control	Transfer of aircraft control was positive.	Transfer of aircraft control led to momentary doubts as to who was in control of the aircraft.	Poor communication led to improper transfer of aircraft control.
33	Area 33. Instructional Ability/Maneuver Evaluation/ Gradebook Documentation	Instruction & evaluation were accurate, effective, and timely. Adequately assessed and recorded performance. Comments were clear and pertinent.	Problems in communication or analysis degraded effectiveness of instruction or evaluation. Made minor errors in records documentation. Comments were incomplete or slightly unclear.	Demonstrated inadequate ability to instruct or evaluate. Did not complete required forms or records. Comments were invalid, unclear, or inaccurate.
34	Area 34. Crew Coordination	Provided direction and information when necessary. Effectively coordinated with other crewmember throughout the mission. Focused crew attention on task at hand. Solicited inputs from other crew member, formation member, or outside agency when appropriate.	Crew coordination was adequate to accomplish the mission. Deficiencies in crew communication or interaction resulted in degraded crew or mission efficiency.	Poor crew coordination seriously degraded mission accomplishment or safety of flight.
35	Area 35. Basic Instrument Maneuvers	Performed required maneuvers within prescribed parameters. Provided concise,	Performed required maneuvers with minor deviations from prescribed	Was unable to properly perform required maneuvers. Made major

I T E M	Grading Area	Grading Criteria		
		Q	Q-	U
		meaningful in-flight commentary.	parameters. In-flight commentary was sometimes unclear.	procedural errors. Did not provide in-flight commentary.
36	Area 36. Recovery from Unusual Attitudes	Made expeditious recovery to level flight with minimum altitude loss and without stalling or exceeding aircraft limits.	Slow to analyze attitude or erratic in recovery to level flight. Correct recovery procedures used.	Was unable to determine attitude. Used improper recovery procedures. Exceeded aircraft limits.
37	Area 37. Short Field Takeoff & Landing	Taxied onto runway utilizing all available runway length (actual or simulated). Maintained runway alignment ± 10 feet during takeoff roll. Established and maintained proper takeoff attitude and appropriate airspeed for simulated and existing conditions. Selected suitable touchdown point, made correct procedural callouts, and established recommended approach/landing configuration. Made smooth, timely, and correct control applications during the roundout and touchdown. Touched down smoothly within 200 feet beyond the specified touchdown	Made minor procedural errors. Errors did not detract from safe handling of the situation. Configured at a position and altitude that allowed for a safe approach. Required unnecessary maneuvering due to minor errors in planning or judgment. Takeoff or landing longer than desired, but permitted stopping in available runway.	Made major deviations or did not comply with applicable procedures. Judgment was unsafe. Excessive maneuvering was required. Could not have landed safely. Rotation/touchdown point would not have allowed for safe takeoff/landing on available runway. Exceeded aircraft limits.

I T E M	Grading Area	Grading Criteria		
		Q	Q-	U
		point and applied appropriate braking pressure for simulated and existing conditions.		
38	Area 38. Soft Field Takeoff & Landing	<p>a. Taxied onto runway and began takeoff roll without stopping. Maintained runway alignment ± 10 feet during takeoff roll. Established and maintained proper takeoff attitude and appropriate airspeed for simulated and existing conditions.</p> <p>b. Selected suitable touchdown point, made correct procedural callouts, and established recommended approach/landing configuration. Made smooth, timely, and correct control applications during the roundout and touchdown. Touched down softly and smoothly within the first 1000 feet of the runway and applied appropriate braking pressure for simulated and existing conditions.</p>	<p>Made minor procedural errors which did not detract from safe handling of the situation. Configured at a position and altitude that allowed for a safe approach. Required unnecessary maneuvering due to minor errors in planning or judgment. Takeoff or landing longer than desired, but permitted stopping in available runway.</p>	<p>Made major deviations or did not comply with applicable procedures.</p> <p>Judgment was unsafe. Excessive maneuvering was required. Could not have landed safely.</p> <p>Rotation/touchdown point would not have allowed for safe takeoff/landing on available runway.</p> <p>Exceeded aircraft limits.</p>
39	Area 39.	a. Maintained runway	a. Made minor	a. Takeoff was

I T E M	Grading Area	Grading Criteria		
		Q	Q-	U
	Night Takeoff & Landing	<p>alignment ± 10 feet during takeoff. Applied proper crosswind controls.</p> <p>Maintained proper takeoff attitude and become airborne at appropriate airspeed for conditions. Retracted flaps IAW the flight manual. Performed climb with proper pitch attitude. Airspeed ± 5 KIAS. Complied with all restrictions.</p> <p>b. Properly analyzed winds. Maintained pattern altitude ± 100 feet. Final turn and final airspeed was -0 to $+10$ KIAS. Maintained runway alignment (± 10 feet). Touchdown occurred on speed in the first 1,500 feet of the landing zone. Proper spacing from other aircraft was maintained.</p>	<p>procedural deviations that did not detract from the takeoff. Runway alignment was ± 20 feet. Became airborne ± 5 KIAS of published takeoff speed. Pitch attitude inconsistent but safety not compromised. Airspeed ± 10 KIAS.</p> <p>b. Wind analysis was lacking. Maintained pattern altitude ± 200 feet. Final turn and final airspeed was -5 to $+15$ KIAS. Touchdown was slightly outside the prescribed landing zone but safe. Ineffective braking resulted in an increased landing roll.</p>	<p>potentially dangerous. Exceeded aircraft or systems limitations.</p> <p>Failed to establish proper climb attitude. Over-controlled aircraft, resulting in excessive deviations from intended flight-path. Exceeded Q-criteria.</p> <p>b. Attempted approach/landing was unsafe or exceeded Q- criteria. Configuration was improper.</p>
40	Area 40. Night Navigation and Operation	Demonstrated satisfactory capability to maneuver and navigate using appropriate visual references, aircraft lighting, navigation equipment, and	Made minor procedural errors or use of navigation equipment, aircraft lighting, or visual references. Some deviations in tuning, identifying, and	Made major procedural errors or in use of navigation equipment, aircraft lighting, or visual references. Could not establish position. Failed to Recognize

I T E M	Grading Area	Grading Criteria		
		Q	Q-	U
		procedures. Ensured NAVAIDs were properly tuned, identified, and monitored. Was aware of position at all times. Remained within the confines of assigned airspace.	monitoring. NAVAIDs. Had some difficulty in establishing exact position and course.	checkpoints or visual cues. Did not remain within the confines of assigned airspace.
41	Area 41. Cross Country Planning & Execution	Ensured VMC conditions and preplanned route on appropriate aeronautical chart/local area guide annotated with appropriate flight information. Followed a pre-planned course by reference to landmarks and corresponding chart symbols. Navigated by means of precomputed headings, groundspeeds, and elapsed time. Corrected for differences between preflight planned groundspeed and heading calculations and those encountered enroute. Verified the airplane's position within 3 NM of the planned route. Arrived at enroute checkpoints within 5	Made minor errors or omissions that did not detract from mission effectiveness. Demonstrated limited knowledge of performance capabilities or approved operating procedures or rules in some areas. Made minor errors in procedures or use of navigation products or equipment. Made some deviations in tuning, identifying, and monitoring NAVAIDs. Was slow to comply with clearance instructions. Had some difficulty establishing exact position and course. Made errors in fuel management procedures that did not prevent mission	Made major errors or omissions that would have prevented a safe or effective mission. Displayed faulty knowledge of operating data or procedures. Did not review or initial FCIF. Was not prepared at briefing time. Made major errors in procedures or use of navigation products or equipment. Could not establish position. Failed to recognize checkpoints or adjust for deviations in time and course. Did not remain within the confines of assigned airspace. Failed to monitor fuel status or comply with established fuel requirements. Poor fuel and/or time management

I T E M	Grading Area	Grading Criteria		
		Q	Q-	U
		minutes of the initial revised ETA. Maintained appropriate altitude ± 200 feet and heading ± 15 degrees.	accomplishment. Was slow to adjust mission profile for fuel and/or time limitations, weather, and airspace limits.	prevented mission accomplishment. Did not adjust to weather and airspace.
42	Area 42. Visual Navigation Procedures	Accomplished all required checklists, radio calls, and callouts IAW local flying procedures. Arrived at entry, turn, and exit points ± 0.5 NM. Identified all route waypoints. Maintained ± 1 NM of planned course. Achieved preplanned total time of track ± 30 seconds.	Missed some required checklists, radio calls, and callouts. Arrived at entry, turn, and exit points ± 1 NM. Failed to identify some route waypoints. Maintained ± 1.5 NM of planned course. Achieved preplanned total time of track ± 60 seconds.	Exceeded Q-Criteria.
43	Area 43. Navigation Route Procedures	Corrected for differences between preflight planned speed and heading calculations and those encountered enroute. Identified all route waypoints. Remained inside the designated corridor from the start point to the target. Achieved preplanned total time of route ± 90 seconds.	Minor deviations to speed and heading calculations. Failed to identify some route waypoints. Made minor excursions from the designated corridor. Achieved preplanned total time of route ± 120 seconds.	

3.7. Special Emphasis Areas.

3.7.1. Examiners will place special emphasis upon areas of aircraft operation considered critical to flight safety. **(T-3)** Emphasis should be placed on normal and emergency procedure

patterns and landings, visual flight rules navigation instruction, stall recoveries, and avionics procedures and systems usage.

3.7.2. Although these areas may not be specifically addressed under each task, they are essential to flight safety and will be evaluated. In all instances, examiners will ensure the examinee's actions relate to the complete situation. **(T-3)** Special emphasis areas are:

- 3.7.2.1. Positive aircraft control.
- 3.7.2.2. Positive exchange of the flight controls procedure.
- 3.7.2.3. Stall/spin awareness.
- 3.7.2.4. Clearing and collision avoidance.
- 3.7.2.5. Wake turbulence avoidance and rotor wash separation.
- 3.7.2.6. Runway incursion avoidance.
- 3.7.2.7. Controlled flight into terrain.
- 3.7.2.8. Aeronautical decision making and risk management.
- 3.7.2.9. Wire strike/Obstacle avoidance.
- 3.7.2.10. Checklist usage.
- 3.7.2.11. Temporary flight restrictions.
- 3.7.2.12. Special use airspace.
- 3.7.2.13. Spatial disorientation.
- 3.7.2.14. Low level wind shear avoidance.

3.8. Completion of AF Forms 8. Evaluators will record aircrew member qualifications using the AF Form 8 IAW AFMAN 11-202V2. **(T-2)**

3.9. Flight Crew Information File (FCIF). The unit will maintain a FCIF Functional Publications Library, as required, for visibility on relevant Air Force specific FCIFs that are not applicable to the contractor. **(T-2)** The SQ/DO will be responsible to ensure all MFIs have signed off all applicable FCIFs prior to any flight duties. **(T-3)** The contractor will then ensure all MFIs, as attached fliers, have signed off the contractor's FCIFs prior to any flight duties. **(T-3)** If technology permits, these processes can be combined. The Flying Training Group stan/eval (FTGV) will ensure the contractor receives all applicable FTGV FCIFs so they can update their library. **(T-3)**

3.9.1. The FTGV will conduct quarterly reviews of FCIFs. **(T-3)**

3.9.2. The FTGV will review group Special Interest Items in concurrence with the quarterly FCIF review. **(T-3)**

3.10. Go/No-Go. The SQ/DO will establish a squadron-specific Go/No-Go process IAW AFMAN 11-202V2 that all MFIs will comply with in addition to the contractor's Go/No-Go process. **(T-2)** The SQ/DO will verify aircrew qualifications and currency IAW AFMAN 11-202V2 and will not release an aircrew if a Go/No-Go discrepancy is unresolved. **(T-2)**

3.10.1. The SQ/DO will ensure all MFIs have complied with the squadron Go/No-Go process, to include squadron FCIFs. **(T-3)** The SQ/DO may delegate review of the squadron Go/No-Go process to the contractor's Supervisor of Flying.

3.10.2. Prior to flight, off-station aircrews will contact their squadron supervisor/duty desk or command post for notification of any new information affecting their mission. **(T-3)**

RANDY P. OAKLAND, Brig Gen, USAF
Director of Communications and Operations

Attachment 1**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

Title 14 Code of Federal Regulations, *Aeronautics & Space*, 1 January 2022

DAFI 36-2903, *Dress and Personal Appearance of United States Air Force and United States Space Force Personnel*, 7 February 2020

DAFI 90-160, *Publications and Forms Management*, 14 April 2022

DAFMAN 90-161, *Publishing Processes and Procedures*, 15 April 2022

AFPD 11-2, *Aircrew Operations*, 31 January 2019

AFPD 11-4, *Aviation Service*, 12 April 2019

AFI 11-301V1, *Aircrew Flight Equipment (AFE) Program*, 10 October 2017

AFI 16-1301, *Survival, Evasion, Resistance, and Escape (SERE) Program*, 3 August 2017

AFI 33-322, *Records Management and Information Governance Program*, 28 July 2021

AFMAN 11-202V1, *Aircrew Training*, 27 September 2019

AFMAN 11-202V2, *Aircrew Standardization and Evaluation Program*, 30 August 2021

AFMAN 11-202V3, *Flight Operations*, 10 January 2022

AFMAN 11-290, *Cockpit/Crew Resource Management and Threat & Error Management Program*, 25 October 2021

AFMAN 11-403, *Aerospace Physiological Training Program*, 13 August 2020

Prescribed Forms

None

Adopted Forms

AF Form 8, *Certificate of Aircrew Qualification*

DAF Form 679, *Department of the Air Force Publication Compliance Item Waiver Request/Approval*

DAF Form 847, *Recommendation for Change of Publication*

AF Form 4324, *Aircraft Assignment/Aircrew Qualification Worksheet*

AF Form 4348, *USAF Aircrew Certifications*

DD Form 2992, *Medical Recommendation for Flying or Special Operational Duty*

Abbreviations and Acronyms

AATD—Advanced Aviation Training Device

AETC—Air Education and Training Command

AF—Air Force
AFE—Aircrew Flight Equipment
AGL—Above Ground Level
AFI—Air Force Instruction
AFMAN—Air Force Manual
AFPD—Air Force Policy Directive
BAQ—Basic Aircraft Qualified
BIP—Buddy Instructor Pilot
CFI—Certified Flight Instructor
CRM—Cockpit/Crew Resource Management
CSO—Combat Systems Officer
CT—Continuation Training
DAF—Department of the Air Force
DAFI—Department of the Air Force Instruction
DAFMAN—Department of the Air Force Manual
DD—Department of Defense (as used on forms)
EPE—Emergency Procedures Evaluation
ETA—Estimated Time of Arrival
FAR—Federal Aviation Regulation
FCIF—Flight Crew Information File
FE—Flight Examiner
GPS—Global Positioning System
IAW—In Accordance With
ID—Instructor Development
IFF—Identification, Friend or Foe
IFT—Initial Flight Training
INIT—Initial
INSTR—Instructor
IP—Instructor Pilot (contractor CFI or military flight instructor)
IQT—Initial Qualification Training
KIAS—Knots Indicated Airspeed
MFI—Military Flight Instructor

MQT—Mission Qualification Training

MSN—Mission

NAVAID—Navigational Aids

N-BAQ—Non-Basic Aircraft Qualified

NM—Nautical Mile

Q—Qualified

QUAL—Qualification

R—Required Area

RPA—Remotely Piloted Aircraft

SEPT—Situational Emergency Procedures Training

SFL—Simulated Forced Landing

STAN/EVAL—Standardization and Evaluation

TAS—Traffic Avoidance System

TI—Theater Indoctrination

U—Unqualified

USAF—United States Air Force

VMC—Visual Meteorological Conditions

Office Symbols

19 AF/A3F—19th Air Force Undergraduate Flying Training Division

FTG/CC—Flying Training Group Commander

FTGV—Flying Training Group Standardization and Evaluation

SQ/CC—Squadron Commander

SQ/CCV—Squadron Standardization/Evaluation

SQ/DO—Squadron Operations Officer

SQ/DOT—Squadron Training

Terms

Knots—Nautical Miles Per Hour