

TRANSPORT CANADA
PROFESSIONAL AVIATION CURRENCY PROGRAM

Effective: 1 April 2007

PREAMBLE

Civil Aviation Inspector and Engineering Test Pilot employees shall be provided with the opportunity to maintain their Professional Aviation Currency in accordance with the Collective Agreement between the Treasury Board and the Canadian Federal Pilots Association and the employer shall provide them with the opportunity to do so. Transport Canada shall assign an employee to a Professional Aviation Currency Program in accordance with this policy. The program to which an individual pilot is assigned may be a Regular Flying Program (RFP) of not less than 48 flying hours per year or an Alternate Professional Aviation Currency Program (APACP) described in Appendix A.

SECTION 1 – GENERAL

1.0 DEFINITIONS

In this policy,

“annually” means within the federal government's fiscal year (April 1 to March 31);

“AO Group” means the Aircraft Operations Group;

"approved Alternate Professional Currency Program" means a Professional Aviation Currency Program which meets the requirements of Section 3 or Section 4 of this policy and which has been approved pursuant to section 5;

"CFPA" means the Canadian Federal Pilots Association;

“Civil Aviation Inspector (CAI)” means an employee in the Civil Aviation Inspector Sub-Group of the Aircraft Operations Group;

"Collective Agreement" means the Collective Agreement between the Treasury Board and the CFPA;

“Extra Duty Allowance (EDA)" means the amount of money set out in Article 46 of the CFPA Collective Agreement with Treasury Board;

“Engineering Test Pilot (ETP)” means an employee in the Engineering Test Pilots Sub-Group of the Aircraft Operations Group;

“Helicopter Pilot (HPS)” means an employee in the Helicopter Pilots and Supervisors Sub-Group of The Aircraft Operations Group;

"Professional Aviation Currency" means, at a minimum, the possession and maintenance of an Airline Transport Pilot Licence (ATPL) and Group I or Group IV Instrument Rating/Pilot Proficiency Check or a Commercial Helicopter Pilot Licence and Group IV Instrument Rating/Pilot Proficiency Check;

"Professional Aviation Currency Steering Committee" means the committee described in section 2.0;

“Safety and Security Management Committee (SSMC): means the Committee of senior managers of the Safety and Security Group, with advisors, chaired by the Assistant Deputy Minister Safety and Security; and

"TC" means Transport Canada.

1.1 PURPOSE

This policy sets out the requirements and means for:

- a medically fit Transport Canada CAI or ETP to be assigned to a Professional Aviation Currency Program and to earn Extra Duty Allowance (EDA) in accordance with Articles 46 and 47 of the Collective Agreement;
- a temporarily medically unfit Transport Canada CAI or ETP to maintain professional knowledge and earn EDA; and,
- payment of EDA to HPS employees.

1.2 APPLICATION

This policy applies to all Transport Canada employees in the CAI or ETP subgroups of the AO Group.

With the exception of payment of EDA, this policy does not apply to HPS employees.

SECTION 2 - PROFESSIONAL AVIATION CURRENCY STEERING COMMITTEE

2.0 A committee to be known as the Professional Aviation Currency Steering Committee shall be established to administer this policy and will be comprised of:

- a) The Director General Civil Aviation, or delegate
- b) The Director Flight Operations, Aircraft Services;
- c) One Headquarters Director, Civil Aviation Directorate;
- d) The Chairman of the Canadian Federal Pilots Association (CFPA);
- e) One Regional Director, Civil Aviation; and
- f) Three members of the CFPA.

2.1 COMMITTEE

2.1.1 The Director General Civil Aviation, or delegate, shall chair the Professional Aviation Currency Steering Committee.

2.1.2 The Director General Civil Aviation, or delegate, the Director Flight Operations, and the Chairman of the CFPA shall be permanent members of the Professional Aviation Currency Steering Committee. Other members shall normally serve a two-year term.

2.1.3 The Professional Aviation Currency Steering Committee members shall, in good faith, perform their functions at the call of the Committee Chair.

2.1.4 The Professional Aviation Currency Steering Committee may perform its role in person, or secretarially using whatever means necessary.

2.2 ANNUAL REPORT

2.2.1 The Professional Aviation Currency Steering Committee shall prepare annually, a report consisting of at least:

- a) a current list of CAIs and ETPs with the type and/or description of the Professional Aviation Currency Program they are participating in.

- b) a description of issues or concerns related to the overall Professional Aviation Currency Program, with recommendations for solutions, as required; and
- c) a priority status list for assignment to a regular Aircraft Services Directorate (ASD) flying program.

2.2.2 A draft copy of the report, prepared by the Chair of the Professional Aviation Currency Steering Committee will be provided to all members annually no later than June 1st.

2.2.3 Where the Professional Aviation Currency Steering Committee cannot agree on the contents of the draft report the final report shall include any and all dissenting opinions.

2.2.4 All members of the Professional Aviation Currency Steering Committee will have concurred with the report or submitted their dissenting opinion by July 15, of each year. The final report shall be prepared annually by July 31, and will include any dissenting opinions.

2.3 NEW PROPOSALS - Alternate Professional Aviation Currency Program

2.3.1 New proposals shall be submitted to the Chair of the Professional Aviation Currency Steering Committee using the form found in Section 7 of this policy. If the proposal is submitted by an employee a copy will be provided to their manager. The application shall be sent to the Chair of the Steering Committee at the following address, who will review the application and provide the information and a recommendation to the Steering Committee members within 30 days of receipt.

Director General Civil Aviation (AAR)
Chairman
Professional Aviation Currency Steering Committee
330 Sparks Street
Ottawa, Ontario
K1A 0N8

2.3.2 The Professional Aviation Currency Steering Committee shall review any new proposals for an Alternate Professional Aviation Currency Program (APACP), and may:

- a) approve an Alternate Professional Aviation Currency Program as submitted;
- b) reject a submitted Alternate Professional Aviation Currency Program; or
- c) return the submitted Alternate Professional Aviation Currency Program with proposed changes to the originator with a copy to the respective manager.

2.3.3 The Professional Aviation Currency Steering Committee shall attempt to obtain the consensus of committee members within three weeks before taking an action referred to in Section 2.3.2. Where this is not possible, the majority of members of that Committee shall be authorized to take such action.

2.3.4 Where the Professional Aviation Currency Steering Committee approves an Alternate Professional Aviation Currency Program which involves the rental of private-sector aircraft, that approval shall require the rental aircraft to be used for Departmental purposes and require compliance with the Departmental Carriage of Passengers Policy.

2.3.5 When reviewing a new proposal the Professional Aviation Currency Program Steering Committee shall consider:

- the exposure the alternate program will provide to an operational environment, whether in a simulator, aircraft, Flight Training Device or suitable combination thereof, that contributes to an individual's awareness of the National Civil Air Transportation System;
- the job requirements of a CAI or ETP position; and
- the department's need for specialized and/or unique skills and knowledge.

2.3.6 Any new program that is approved by the Professional Currency Steering Committee, with a majority vote of the Committee members, will form part of the approved alternate program list (see Appendix A).

SECTION 3 - PROFESSIONAL AVIATION CURRENCY POLICY FOR MEDICALLY FIT CAI AND ETP EMPLOYEES

3.0 POLICY

3.1 This policy sets out the requirements and means for a medically fit TC CAI or ETP to maintain his or her Professional Aviation Currency, professional knowledge, and earn the Extra Duty Allowance.

3.1.1 All TC employed medically fit CAI and ETP employees shall be assigned by the employer to a Professional Aviation Currency Program. This program could be a Regular Flying Program (RFP) of not less than 48 hours per fiscal year in accordance with the ASD Operations Manual using departmental aircraft, or an Alternate Professional Aviation Currency Program approved by the Professional Aviation Currency Steering Committee.

3.1.2 The employer may from time to time change the Professional Aviation Currency Program to which a medically fit CAI or ETP is assigned.

This may result from changing job requirements or the availability of a regular ASD flying program. In addition to the criteria listed in Section 5.2.1, a priority status list for the assignment to a regular ASD flying program shall be considered.

3.1.3 A priority status list shall be established in Headquarters and each region in accordance with the following principles:

- a) the operational and program delivery requirements of the department;
- b) individual volunteering to change;
- c) first right of refusal based on priority within the list;
- d) decreasing level of priority based on the length of time an individual has been on a regular ASD flying program; and
- e) new employees will be initially placed at the bottom of the priority list and then follow the normal progression upwards.

3.1.4 The Professional Aviation Currency of a CAI or ETP is deemed to have been met, as a minimum, by the possession and maintenance of an Airline Transport Pilot Licence (ATPL) and Group 1 or Group 4 Instrument Rating/Pilot Proficiency Check or a Commercial Helicopter Pilot Licence and a Group 4 Instrument Rating/Pilot Proficiency Check.

3.1.5 Any CAI or ETP who has been assigned to an Alternate Professional Aviation Currency Program by the employer and believes that such assignment is not consistent with the

considerations outlined in Section 5.2.1 may make application, through the Chairperson, to the Professional Aviation Currency Steering Committee to have the decision reviewed.

3.1.6 Where an employee, whether on an Alternate Professional Aviation Currency Program or a Regular Flying Program, does not successfully complete a check ride in an aircraft or a simulator, or is not recommended through the course of recurrent or initial training for such check ride, the provisions of TC's Aircraft Services Directorate Pilot Training Difficulties and Training Review Board Policy shall apply.

3.1.7 In a fiscal year if an employee follows both a Professional Aviation Currency Program based on flying an aircraft for a minimum of forty-eight (48) hours and an approved Alternate Professional Aviation Currency Program, the employee shall not be eligible to receive more than the maximum Extra Duty Allowance that he or she would be entitled to annually if he or she had successfully completed only one such program. The Extra Duty Allowance earned by the employee in any one fiscal year shall not exceed the annual amount specified in the Collective Agreement.

3.2 PAYMENT OF EXTRA DUTY ALLOWANCE

3.2.1 In order to qualify for payment of EDA, a medically fit CAI or ETP is required to, at a minimum, annually demonstrate professional competency in aircraft operations to a level which allows the employee:

- a) for an airplane, to maintain a valid Canadian Airline Transport Pilot Licence - Airplane, with a valid Group I Instrument Rating and, if applicable, to pass a pilot proficiency check, or
- b) for a helicopter, to maintain a valid Canadian Commercial Pilot Licence - Helicopter, with a valid Group IV Instrument Rating, or a valid Canadian Airline Transport Pilot Licence, Helicopter with a valid Group IV Instrument rating and, in either case, to pass a pilot proficiency check.

3.2.2 Notwithstanding the validity time period specified in the Canadian Aviation Regulations, an instrument rating check ride and, if applicable, a pilot proficiency check, will be required to be successfully completed annually by each CAI or ETP following either a Professional Aviation Currency Program based on flying aircraft a minimum of forty-eight (48) flying hours annually, or an approved Alternate Professional Aviation Currency Program in order to qualify for the payment of the Extra Duty Allowance.

3.2.3 The payment of the Extra Duty Allowance for medically fit CAIs and ETPs shall be in accordance with the following:

- a) The total annualized Extra Duty Allowance as specified in the Collective Agreement between Treasury Board and The Canadian Federal Pilots Association shall be paid biweekly. The provision of such payment is based upon submission of satisfactory documentation of successful completion of the CAI's or ETP's instrument rating check ride and, if applicable, pilot proficiency check.
- b) To confirm they have successfully met the requirement of their program and eligibility to receive the EDA, during each fiscal year the CAI or ETP employee shall forward a "Confirmation of Program Completion form" (see Section 7) to their manager.
- c) Should the documentation not be received for the fiscal year the manager may initiate appropriate EDA recovery action
- d) Notwithstanding paragraphs a, b, and c above, CAIs and ETPs will be eligible to receive EDA without interruption or pay back if, through no fault of their own, they were unable to complete within the fiscal year, an instrument rating check ride and, if applicable, pilot proficiency check, due to either: personal injury, medical condition, operational considerations such as aircraft or simulator unavailability, assignment to a special project, scheduling problems etc; provided that the requirements of the program are completed within the first 60 days of the subsequent fiscal year.

SECTION 4 - PROFESSIONAL AVIATION CURRENCY POLICY FOR TEMPORARILY MEDICALLY UNFIT CAI AND ETP EMPLOYEE

4.1 POLICY

4.1.1 This policy sets out the requirements and means for a temporarily medically unfit TC CAI or ETP to maintain his or her professional knowledge and earn Extra Duty Allowance. This policy applies to all temporarily medically unfit TC CAIs and ETPs holding full time indeterminate positions, or term positions of greater than one year.

4.1.2 The employer shall assign a temporarily medically unfit TC CAI or ETP to an Alternate Professional Aviation Currency Program. Assignment of a temporarily medically unfit CAI or ETP to an alternate program is intended to allow continued exposure to aircraft operations and the aviation environment and to allow a temporarily medically unfit CAI or ETP to receive payment of the EDA.

4.1.3 An Alternate Professional Aviation Currency Program for a temporarily medically unfit CAI or ETP shall:

- a) provide exposure to an operational environment, whether in a simulator, aircraft jump-seat or Flight Training Device, that contributes to an individual's awareness of the National Civil Air Transportation System;
- b) consider the job requirements of the CAI or ETP's position;
- c) consider the experience and competence of the individual CAI or ETP prior to becoming temporarily medically unfit; and,
- d) consider the department's need for specialized and/or unique skills and knowledge.

4.2 PAYMENT OF EXTRA DUTY ALLOWANCE

4.2.1 In order to qualify for the Extra Duty Allowance provided for in the Collective Agreement, a temporarily medically unfit TC CAI or ETP is required, at a minimum, to:

- a) have held a Canadian Airline Transport Pilot Licence — Aeroplane, with a Group I Instrument Rating; or
- b) have held a Canadian Commercial Pilot Licence — Helicopter, with a Group IV Instrument Rating; or
- c) have held a Canadian Airline Transport Pilot Licence — Helicopter and Group IV Instrument Rating; and

- d) in addition to either (a) or (b) or (c); successfully complete the check ride portion of an approved Alternate Professional Aviation Currency Program which includes the requirement to yearly demonstrate proficiency in a simulator or Flight Training Device to the proficiency level that would, if the CAI or ETP's medical were valid, permit renewal of such licence and instrument rating.

4.2.2 The payment of the Extra Duty Allowance for temporarily medically unfit CAIs and ETPs shall be in accordance with the following:

- a) The total annualized Extra Duty Allowance as specified in the collective agreement between Treasury Board and The Canadian Pilots Association shall be paid biweekly. The provision of such payment is based upon submission of satisfactory documentation of successful completion of the CAI's or ETP's approved alternate program.
- b) To confirm an individual's eligibility to receive the EDA, during each fiscal year the CAI or ETP employee shall forward a "Confirmation of Program Completion form" (see Section 7) to their manager. This documentation will validate that they have successfully demonstrated proficiency in a simulator or Flight Training Device to the proficiency level that would, if the CAI or ETP's medical were valid, permit renewal of such licence and instrument rating.
- c) Should the documentation not be received for the fiscal year the manager may initiate appropriate recovery action.
- d) Notwithstanding paragraphs a, b, and c above, CAIs and ETPs will be eligible to receive EDA without interruption or pay back if, through no fault of their own, they are unable to demonstrate within the fiscal year, proficiency in a simulator or Flight Training Device to the proficiency level that would, if the CAI or ETP's medical were valid, permit renewal of such licence and instrument rating due to either: personal injury, operational considerations such as simulator unavailability, assignment to a special project, scheduling problems etc; provided that the requirements of the program are completed within the first 60 days of the subsequent fiscal year.

SECTION 5 - PROCESS FOR ASSIGNMENT OF MEDICALLY FIT CAIs OR ETPs TO A PROFESSIONAL AVIATION CURRENCY PROGRAM

5.1 POLICY

5.1.1 The employer shall assign all medically fit CAIs or ETPs to a Professional Aviation Currency Program.

5.1.2 All CAIs are eligible for assignment to a Regular Flying Program. The employer shall determine whether a medically fit CAI is to be assigned to a Regular Flying Program consisting of flying departmental aircraft a minimum of 48 hours per year, or an Alternate Professional Aviation Currency Program that meets the criteria of paragraph 5.2.1 of this policy. All ETPs shall be assigned to a flying program that is appropriate to their duties.

5.1.3 Notwithstanding Section 5.1.2 above the assignment to a RFP on ASD aircraft will not be considered for those CAIs where:

- a) the duties of their position within the ASD already provides for full engagement in flying duties;
- b) the duties of their position either directly or indirectly, require them to maintain currency on a heavy turbo-jet aircraft (over 44,000 lbs) and on-going operational exposure to major airline operations;
- c) they are employed within the National Operations Branch – Airline Division; or
- d) they are based in a geographic location that precludes the feasibility of assignment to a RFP.

5.1.4 If a medically fit CAI or ETP changes his or her indeterminate position within the department the employer shall re-evaluate whether, in the new position, the CAI or ETP is to be assigned to a regular flying program consisting of flying departmental aircraft a minimum of 48 hours per year, or an Alternate Professional Aviation Currency Program that meets the criteria of paragraph 5.2.1 of this policy.

5.2 PROCESS

5.2.1 The employer will assign a CAI to an Alternate Professional Aviation Currency Program in accordance with the following criteria:

- a) all alternate programs will provide exposure to an operational environment, whether in a simulator, aircraft, Flight Training Device, aircraft jump seat, or suitable combination

thereof, that contributes to an individual's awareness of the National Civil Air Transportation System;

- b) job requirements of the CAI's position;
- c) experience and competence of the individual CAI;
- d) the position of a CAI on the priority status list for the regular flying program;
- e) department's need for specialized and/or unique skills and knowledge; and
- f) an individual's preferences and career aspirations.

5.2.2 The employer shall inform the Chair of the Professional Aviation Currency Steering Committee to which Professional Aviation Currency Program a CAI or ETP is being assigned.

5.2.3 If the CAI or ETP is to be assigned to an ASD Regular Flying Program, the type of aircraft to which the individual CAI or ETP will be flying shall be determined by the employer based on the experience and competence of the individual and operational requirements.

5.2.4 If the CAI or ETP is to be assigned to an Alternate Professional Aviation Currency Program other than those already approved in Appendix A, the program must be submitted to the Professional Aviation Currency Steering Committee in accordance with Section 2.3 of this policy.

5.2.5 Programs approved by the Professional Aviation Currency Steering Committee that are not funded by the Civil Aviation Flying Budget will be referred to the Civil Aviation Career Review Board for funding consideration.

5.3 PRIORITY STATUS LIST

5.3.1 The employer will assign CAIs to a Regular Flying Program from priority status lists determined and maintained in accordance with the criteria and process documented in this section. The selection criteria were developed considering the following:

- a) An individual volunteering to do so will be placed on an alternate flying program (APACP);
- b) First right of refusal — although an individual may be eligible for the ASD Regular Flying Program they may wish to wait for a future available slot due to assignment to a special project, language training, etc. In this case the individual retains their priority status;

- c) The period of time that an employee has participated in an RFP;
- d) The period of time since an employee has participated in an RFP;
- e) The employee’s seniority as defined in the Collective Agreement under “continuous employment”; and
- f) An employee who moves to another Region or Headquarters will be integrated into the new region/headquarters priority list based upon these criteria.

5.3.2 All eligible CAIs will be assessed according to the following scoring criteria and placed on their respective priority list for eligibility for an ASD Regular Flying Program. Separate lists will be established and maintained for each region and headquarters. With the addition of new employees or the transfer of employees to a different region there will be some adjustments to the priority list. The Professional Aviation Currency Steering Committee will be responsible to enforce the integrity of the priority system so that it remains open and fair to everyone.

5.3.3 The employer shall use the following scoring matrix for the establishment of the priority list:

Time since participating in an RFP/Time spent on a APCAP

Time	Points
Not on an APACP	0
1 year or less	2
2 years	4
3 years	6
4 years	8
5 years or more	10

Time on a RFP

Time	Points
Not on a RFP	0
1 year or less	5
2 years	4
3 years	3
4 years	2
5 years or more	1

Seniority (Years of Continuous Employment)

Years of Service	Points
4 years or less	1
8 years	2
12 years	3
16 years	4
20 years or more	5

5.3.4 The employer shall use this scoring matrix to document the evaluation of employees for program assignment and shall provide the resulting priority list and any necessary documentation supporting the evaluation to the Professional Aviation Currency Steering Committee within 30 days of creating the initial priority list or making any changes to the priority list.

5.3.5 The employer shall establish a priority status list for each region and headquarters by the beginning of each fiscal year. The employer may subdivide the priority lists by aircraft type.

5.3.6 The priority status list will rate all eligible CAIs in accordance with the criteria detailed in Section 5.3.2 and shall produce a priority list ranking employees in descending order based on their total score. The result from each scoring criteria will be added to arrive at a total score for each employee. The effective date for determination of time for each employee shall be 1 April of the year for which the list will be in use. Where employees are assessed between chart values they shall be rounded up to the next higher value. Where a tie occurs in numerical values between employees, they shall be ranked in order of Seniority and then by Time since participating in a RFP.

5.3.7 The employer will establish how many pilots are required for assignment to a Regular Flying Program and they will assign CAIs to a RFP based on their priority list score from highest to lowest. Any individual exercising their First Right of Refusal shall retain their position on the priority list for assignment to a RFP in a subsequent year.

5.4 TRANSITIONAL PROVISIONS

5.4.1 A significant number of CAIs are currently participating in an APACP on a volunteer basis. Any individual on an APACP who does not wish to be considered for a RFP may advise their applicable manager in writing. On receipt of a written request the manager will remove the individual's name from the priority list process. Any individual who has requested in writing to be removed from the priority list may subsequently request in writing to be placed back on the priority list in any subsequent year.

5.4.2 The establishment of the initial priority list shall be done by a random generation process supervised by the Professional Aviation Currency Steering Committee. All subsequent priority lists shall be established using the scoring process outlined in Section 5.3.

SECTION 6 - PAYMENT OF EXTRA DUTY ALLOWANCE FOR HPS EMPLOYEES

6.0 POLICY

6.1 The total annualized Extra Duty Allowance as specified in the collective agreement between Treasury Board and The Canadian Federal Pilots Association shall be paid biweekly. The provision of such payment is based upon submission by the employee of satisfactory proof of the completion of 48 flying hours within the fiscal year to their manager.

6.2 Should an individual HPS not complete the 48 flying hours within a fiscal year recovery action may be initiated by their manager in direct proportion to the hours not flown.

SECTION 7 - FORMS

1. [Notification of Assignment to a Professional Aviation Currency Program](#)
2. [Proposal for a New Alternate Professional Aviation Currency Program](#)
3. [Confirmation of Program Completion](#)

APPENDIX A – ALTERNATE PROFESSIONAL AVIATION CURRENCY PROGRAMS

1.0 Introduction

Aircraft Operations Group (AO) pilots shall be provided with the opportunity to maintain their professional aviation qualifications and the employer shall provide them with the opportunity to do so. The employer shall assign a pilot to a Professional Aviation Currency Program in accordance with this policy. The program to which an individual pilot is assigned - may be a Regular Flying Program (RFP) of not less than 48 hours per year or some form of Alternate Professional Aviation Currency Program (APACP) described in this Appendix.

In order to maintain their professional qualifications and receive payment of the Extra Duty Allowance (EDA), a medically fit pilot must successfully renew their instrument rating once in each fiscal year. This may be done in an aircraft or approved simulator as part of a RFP or an APACP.

For a temporarily medically unfit pilot to receive payment of the EDA they must demonstrate the standards that, if they were medically fit, would have resulted in the renewal of their instrument rating once in each fiscal year. This may be done in an approved simulator or Flight Training Device as part of an APACP. Temporarily medically unfit pilots are not qualified to act as crewmembers in ASD or other aircraft.

There are three general types of Alternate Professional Aviation Currency Programs:

- Canned Programs using ASD aircraft and/or simulators exclusively;
- Combined Programs using a mix of ASD aircraft and/or simulators and private sector resources; and
- Contracted Programs using private sector resources exclusively.

Any Alternate Program for a medically fit pilot that involves the use of ASD aircraft and simulators shall include, as a minimum, the regular recurrent training program for the type of aircraft. Additional flight training sessions are included for those aircraft for which a simulator is not readily available.

ASD shall provide the instructors, course materials and ground school facilities to support programs involving ASD aircraft, including the Citation simulator, from within its own resource allocation. Aircraft hourly costs for ASD aircraft are paid for by the Civil Aviation Directorate from the Flying Hour budget funds set aside exclusively for this purpose.

Cases where a medically fit pilot does not successfully achieve the standard required for the renewal of an instrument rating using ASD resources as part of a Regular Flying Program or an

approved Alternate Program shall be handled in accordance with the ASD policies on Pilot Training Difficulties and Training Review Board.

2.0 Programs for Medically Fit CAIs and ETPs

2.1 Canned Programs

2.1.1 Citation C-550

One simulator refresher training trip of 3.5 hours followed by the regular recurrent ground school, simulator program and an IFC/PPC check ride in the simulator. Pilots will be eligible to take 4 trips as an observer during each fiscal year to maintain exposure to the National Civil Air Transportation System and operational knowledge. Individuals will be expected to assist the flight crew in pre and post flight planning operations.

In addition Pilots will be eligible for two additional simulator sessions or training trips in an ASD aircraft within approximately six months of their recurrent training.

2.1.2 King Air C90A

One simulator refresher training trip of 3.5 hours followed by the regular recurrent ground school, simulator program and an IFC/PPC check ride in the simulator. Pilots will be eligible to take 4 trips as an observer during each fiscal year to maintain exposure to the National Civil Air Transportation System and operational knowledge. Individuals will be expected to assist the flight crew in pre and post flight planning operations.

In addition pilots will be eligible for two additional simulator sessions or training trips in an ASD aircraft within approximately six months of their recurrent training.

NOTE: Should the new C90A Simulator at the ASD Training Centre not be operational by the time that this policy is implemented, the program will consist of the recurrent ground school and contract simulator program, 2 to 4 training trips in the aircraft and an IFC/PPC in the aircraft or simulator. The 4 observer trips and the 2 additional training trips remain as outlined above.

2.1.3 Helicopters

The recurrent ground school program, 2 to 4 training trips in the aircraft and an IFC/PPC check ride in the aircraft.

2.1.4 DHC-6 Twin Otter

The recurrent ground school program, 2 to 4 training trips in the aircraft and an IFC/PPC check ride in the aircraft.

2.1.5 Light Airplanes (C-182, C-206)

The recurrent ground school program, 2 to 4 training trips in the aircraft and an Instrument Rating check ride in the aircraft.

Note: This program will result in the renewal of a Group III Instrument Rating which will not validate a fixed wing ATPL. However, a subsequent Instrument Rating renewal on a multi-engine aircraft will result in a Group I Instrument Rating renewal which will automatically re-validate a fixed wing ATPL.

2.2 Combined Programs

2.2.1 Helicopters

Program consists of a combination of the canned program and a simulator training program consisting of up to 10 simulator hours from a contracted source such as Flight Safety International or other supplier. Suppliers must be approved by the PACP Steering Committee. Note: In order to maximize the benefit of the simulator portion of this program it is important that more than one employee be assigned to receive the training at a time. This will allow exposure to more simulator hours for each individual.

2.2.2 Light Aircraft

Program includes the use of an ASD light aircraft for up to 20 hours plus ground training (including appropriate FTD or simulator) and up to ten hours of instruction in a light twin-engine airplane including an instrument rating renewal.

2.3 Contracted Programs

2.3.1 CAR 705 Aircraft Simulator Programs

The recurrent training program for CAR 705 aircraft appropriate to the individual CAI or ETP's duties. Must include the Instrument Rating renewal check ride. Suppliers must have approved simulators for an instrument rating.

2.3.2 Helicopter Simulators

Up to 10 simulator hours from a contracted source such as Flight Safety International or other supplier. Training must include an Instrument Rating renewal check ride. Suppliers must have approved simulators for an instrument rating.

2.3.3 Light Aircraft

Ground training (including appropriate FTD or simulator) plus up to ten hours of instruction in a light twin-engine airplane including an instrument rating renewal.

3.0 Programs for Temporarily Medically Unfit CAIs and ETPs

3.1 Canned Programs

3.1.1 Citation C-550

One re-familiarization session in the simulator followed by the regular recurrent ground school and simulator program and an IFC/PPC check ride in the simulator. Pilots will be eligible to take 4 trips in an aircraft jump seat each fiscal year to maintain exposure to the National Civil Air Transportation System and operational knowledge. Individuals will be expected to assist the flight crew in pre and post flight planning operations.

3.1.2 King Air C90A

One re-familiarization session in the simulator followed by the regular recurrent ground school and simulator program and an IFC/PPC check ride in the simulator. Pilots will be eligible to take 4 trips in an aircraft jump seat each fiscal year to maintain exposure to the National Civil Air Transportation System and operational knowledge. Individuals will be expected to assist the flight crew in pre and post flight planning operations.

3.2 Combined Programs

As approved by the Professional Aviation Currency Steering Committee in accordance with Section 2.3 of this policy.

3.3 Contracted Programs

A program using contracted simulator or Flight Training Devices suitable for instrument procedures training and the demonstration of the standards that would have resulted in the renewal of an instrument rating.