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***Flying Operations***

**C-21 AIRCREW EVALUATION CRITERIA**



**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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This volume implements AFD 11-2, *Aircraft Rules and Procedures*. It establishes evaluation criteria for the operation of C-21 aircraft to safe and successfully accomplish their worldwide Operational Support Airlift (OSA) mission. It is used in conjunction with AFI 11-202V2, *Aircrew Standardization/Evaluation Program*, and the appropriate MAJCOM supplement. The use of the name or mark of any specific manufacturer, commercial product, commodity, or service in this publication does not imply endorsement by the Air Force. This instruction is applicable to Air National Guard (ANG) units. This instruction does not apply to Air Force Reserve Command (AFRC) units.

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This document is new and must be completely reviewed.

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## Chapter 1

### GENERAL INFORMATION

**1.1. General.** This AFI provides flight examiners and aircrews with procedures and evaluation criteria/tolerances to be used during flight evaluations according to AFI 11-202V2, *Aircrew Standardization/Evaluation Program*. Specific areas for evaluation are prescribed to ensure an accurate assessment of the proficiency and capabilities of aircrews. Evaluators use this AFI when conducting aircrew evaluations. Instructors use this AFI when preparing aircrews for qualification.

**1.2. Applicability.** This AFI is applicable to all individuals operating C-21 aircraft. Copies should be available to all aircrew members.

#### 1.3. Key Words and Definitions.

1.3.1. “Will” and “Shall” indicate a mandatory requirement.

1.3.2. “Should” is normally used to indicate a preferred, but not mandatory, method of accomplishment.

1.3.3. “May” indicates an acceptable or suggested means of accomplishment.

1.3.4. “Note” indicates operating procedures, techniques, etc., that are considered essential to emphasize.

**1.4. Deviations and Waivers.** Do not deviate from the policies and guidance in this AFI under normal circumstances, except for safety or when necessary to protect the crew or aircraft from a situation not covered by this AFI and immediate action is required. Report deviations or exceptions without waiver through channels to MAJCOM standardization/evaluation function who in turn, notifies lead command for follow-on action, if necessary.

1.4.1. Waiver authority for the contents of this document is lead command, who in turn, delegates MAJCOM/DO as waiver authority according to AFI 11-202V2, and the appropriate MAJCOM supplement.

1.4.2. MAJCOM/DOs forward a copy of approved long-term waivers to this instruction to lead command for follow-on action, if required.

**1.5. Supplements and Local Procedures.** This AFI is a basic directive. Each user MAJCOM may supplement this AFI according to AFD 11-2, *Aircraft Rules and Procedures*. Limit supplement information to unique requirements only. MAJCOMs may specify unique evaluation items in their appropriate supplement (units use **chapter 3**). Supplements and local procedures will not be less restrictive than the provisions of this AFI or the appropriate flight manual.

1.5.1. Supplement Coordination Process. Forward MAJCOM/DO-approved supplements, with attached AF Form 673, **Request to Issue Publication**, to lead command (HQ AMC/DO) for review. HQ AMC/DO will provide a recommendation and forward to HQ USAF/XOOT for approval (according to AFD 11-2, *Aircraft Rules and Procedures*). Use the following OPR's address: HQ AMC/DOV, 402 Scott Dr., Unit 3A1, Scott AFB IL, 62225-5302. When supplements are published, send a final copy to HQ USAF/XOOT and lead command (HQ AMC/DOV).

1.5.2. If necessary, request and include approved long-term waivers to this AFI (including, approval authority, date, and expiration date) in the appropriate MAJCOM supplement.

1.5.3. Local Procedures Coordination. Units send a copy of **chapter 3** to the appropriate NAF (if applicable) for coordination and approval. If a NAF is not applicable, the unit will send a copy to the parent MAJCOM/DO for coordination and approval. When local procedures are published, notify or send a final copy to lead command, parent MAJCOM, and appropriate NAF, if applicable.

**1.6. Requisition and Distribution Procedures .** Order this AFI through the servicing Publications Distribution Office (PDO). Unit commanders should provide copies to aircrew members and associated support personnel.

**1.7. Improvement Recommendations.** Send comments and suggested improvements to this instruction on AF Form 847, **Recommendation for Change of Publication**, through channels to HQ AMC/DOV, 402 Scott Drive Unit 3A1, Scott AFB IL, 62225-5302 according to AFI 11-215, *Flight Manual Procedures* and MAJCOM Supplement.

**1.8. Evaluations.** This instruction establishes standardized instrument, qualification, mission, and instructor evaluation criteria. It also establishes the areas/subareas necessary for the successful completion of evaluations, and which required areas/subareas will be considered critical and/or non-critical.

**1.9. Evaluation Requirements .** Accomplish evaluations concurrently, whenever practical. Crew Resource Management (CRM) skills will be evaluated on all evaluations. C-21 aircrews will complete the following evaluations at 17-month frequency according to AFI 11-202V2, and the appropriate MAJCOM supplement:

1.9.1. Instrument (INSTM) Evaluation. All C-21 pilots will successfully complete a periodic instrument evaluation including the requisite instrument refresher course (IRC), open-book written instrument examination according to AFMAN 11-210, *Instrument Refresher Course Program*, and an ATD/flight evaluation.

1.9.2. Qualification (QUAL) Evaluation. All C-21 crew members will successfully complete a periodic qualification evaluation including the requisite open-book, closed-book, Boldface written examinations (CRITICAL action items), EPE, and a flight evaluation.

1.9.3. Mission (MSN) Evaluations. All C-21 crew members will complete a mission evaluation. C-21 pilots complete all tasks required in the performance of normal operations and training sorties upon successfully completing a QUAL/MSN evaluation. **EXCEPTION:** Aircraft commanders will accomplish an initial mission pilot (MP) mission evaluation before being placed in command of a C-21 mission. The initial mission evaluation will consist of a minimum of two legs conducted on an operational OSA mission. Subsequent IP/MP/FP/MC mission evaluations may be accomplished in conjunction with INSTM/QUAL evaluations (i.e., INSTM/QUAL/MSN) and may be accomplished on a local training sortie.

**NOTE:**

Copilot INSTM/QUAL evaluations received from the schoolhouse meet the requirements for copilot performance on operational missions and should be logged as INSTM/QUAL/MSN evaluation.

1.9.4. Instructor (INSTR) Evaluations. To initially qualify as an instructor in the C-21, crew members will successfully complete an initial instructor qualification course and evaluation (see AFI 11-2C-21V1, *C-21 Aircrew Training*, for course requirements). Crew members will not normally receive their initial instructor evaluation in conjunction with periodic INSTM/QUAL/MSN evaluations; however, subsequent evaluations may be combined, and instructors will be evaluated on their ability to instruct during all periodic evaluations.

1.9.5. SPOT Evaluations. A SPOT evaluation is an evaluation not intended to satisfy the requirements of a periodic (i.e., INSTM, QUAL, MSN, or INSTR) evaluation. SPOT evaluations have no specific requisites or requirements unless specified in MAJCOM supplements. See AFI 11-202V2 for options available to convert a SPOT evaluation to meet requirements of a periodic evaluation.

1.9.6. Requalification (RQ). Use the prefix RQ when the evaluation is a remedy for a loss of qualification.

1.9.7. Emergency Procedures Evaluations (EPE). See AFI 11-202V2 and the following: Evaluate an aircrew member's knowledge of emergency procedures and systems knowledge for all qualification evaluations.

1.9.7.1. Unit will develop and periodically maintain a list of EPE program requirements (topics, special interest, etc.) in [chapter 3](#). The EPE will include areas commensurate with the examinee's graduated training (e.g., initial, line, instructor, evaluator) or as specified in AFI 11-202V2 and MAJCOM Supplement.

1.9.7.2. Examinees may use publications that are normally available in-flight. The examinee must be able to recite all Boldface items from memory and provide the initial steps of selected emergency procedures that would not allow time for reference.

1.9.7.3. Examinees receiving an overall EPE grade of unqualified will be placed in supervised status until recommended additional training and re-evaluation are completed. Examinees receiving an overall EPE grade of unqualified because of unsatisfactory Boldface procedures will not be permitted to fly in their aircrew position until a successful re-evaluation is accomplished. Accomplish additional training according to AFI 11-202V2.

1.9.8. Evaluation Prefixes. Use AFI 11-202V2 evaluation prefixes for AF Form 8, **Certificate of Aircrew Qualification**, and AF Form 942, **Record of Evaluation**. Identify unique mission-type evaluation descriptions, (e.g., enroute, etc.) on AF Form 8, "Examiner's Remarks, A. Mission Description (as the first entry).

## 1.10. Grading Policies.

1.10.1. The overall qualification level awarded an evaluation is based on performance during both the flight and ground phases. This grade should be awarded only after all evaluation requirements have been completed and given due consideration.

1.10.2. To receive a qualified grade on an evaluation, the aircrew member must satisfy the criteria set forth for that evaluation and demonstrate ability to operate the aircraft and/or equipment safely and effectively during all phases of an evaluation.

1.10.3. Use the grading criteria in this instruction to grade areas/subareas accomplished during an evaluation.

1.10.3.1. The flight examiner must grade the areas/subareas listed as “required” in the general and specific evaluation sections of this instruction.

1.10.3.2. The flight examiner may grade any area/subarea accomplished during an evaluation if performance in that area/subarea impacts the specific evaluation accomplished or flight safety.

1.10.4. When in-flight evaluation of a required area is not possible, the area may be verbally evaluated or evaluated in an ATD. Flight examiners will make every effort to evaluate all required areas in-flight before resorting to this provision.

1.10.5. Grading criteria tolerances assume smooth air and stable aircraft conditions. Minor, momentary deviations are acceptable, provided the examinee applies prompt corrective action and such deviations do not jeopardize flight safety. Consider cumulative deviations when determining the overall grade.

1.10.5.1. For pilots only, deviations incurred while employing visual obstacle avoidance procedures are considered momentary deviations. If the flight manual recommends a specific airspeed range for performance of a maneuver, the flight examiner will apply the grading criteria to the upper and lower limits of that range.

1.10.5.2. Under no circumstances will a flight examiner allow the aircraft to slow to below V<sub>mc</sub> or exceed aircraft limitations specified in the flight manual, regardless of tolerances listed for specific areas.

1.10.5.3. Flight examiners will use the grading criteria in this instruction as guidelines to assist in determining proper grades, not to replace flight examiner judgment.

**1.11. Grading System:** NOTE: This paragraph is for reference only and duplicates information in AFI 11-202V2 to allow the evaluator a single source instruction to conduct the evaluation. When a conflict occurs, use AFI 11-202V2.

1.11.1. Overall Qualification Levels.

1.11.1.1. Qualification Level 1 (Q-1). The aircrew member demonstrated desired performance and knowledge of procedures, equipment, and directives within tolerances specified in this instruction. Qualification Level 1 will be awarded when no discrepancies were noted and may be awarded when discrepancies are noted if:

1.11.1.1.1. The discrepancies resulted in no lower than a “Q-” grade being given in any area(s)/subarea(s).

1.11.1.1.2. In the judgment of the flight examiner, none of the discrepancies preclude awarding of an overall Q-1.

1.11.1.1.3. All discrepancies noted during the evaluation were cleared during the debrief of that evaluation.

1.11.1.2. Qualification Level 2 (Q-2). The aircrew member demonstrated the ability to perform duties safely, but:

1.11.1.2.1. There was one or more area(s)/subarea(s) where additional training was assigned.

1.11.1.2.2. A non-critical area/subarea grade of “U” was awarded.

1.11.1.2.3. In the judgment of the flight examiner, there is justification based on performance in one or more areas/subareas.

1.11.1.3. Qualification Level 3 (Q-3). The aircrew member demonstrated an unacceptable level of safety, performance or knowledge.

1.11.1.3.1. An area grade of “U” awarded in a critical area requires an overall “Q-3” for the evaluation.

1.11.1.3.2. An overall “Q-3” can be awarded if, in the judgment of the flight examiner, there is justification based on performance in one or more areas/subareas.

1.11.1.4. The flight examiner will indicate all appropriate restriction(s) and additional training on the AF Form 8, **Certificate of Aircrew Qualification**.

**1.11.2. Area/Subarea Grades** . Areas/subareas will have a two-level (Q/U) or three-level (Q/Q-/U) grading system. The overall area grade will be the lowest of any subarea grade awarded.

1.11.2.1. A “Q” is the desired level of performance. The examinee demonstrated a satisfactory knowledge of all required information, performed aircrew duties within the prescribed tolerances and accomplished the assigned mission.

1.11.2.2. A “Q-” indicates the examinee is qualified to perform the assigned area tasks, but requires debriefing or additional training as determined by the flight examiner. Deviations from established standards must not exceed the prescribed “Q-” tolerances or jeopardize flight safety.

1.11.2.3. Assign a “U” area grade for any breach of flight discipline, performance outside allowable parameters or deviations from prescribed procedures/tolerances that adversely affected mission accomplishment or compromised flight safety. An examinee receiving an area grade of “U” normally requires additional training. When, in the judgment of the flight examiner, additional training will not constructively improve examinee’s performance, it is not required. In this case, the flight examiner must thoroughly debrief the examinee.

1.11.3. Critical Areas. Critical areas require adequate accomplishment by the aircrew member in order to successfully achieve the mission objectives. If an aircrew member receives an unqualified grade in any critical area, the overall grade for the evaluation will also be unqualified. Critical areas are identified by “(Critical)” in the area title and shading of Q- block on AF Form 3862, **Aircrew Evaluation Worksheet**, example at [attachment 2](#).

**1.12. Unsatisfactory Performance.** NOTE: This paragraph for reference only and duplicates information in AFI 11-202V2, allowing the evaluator a single-source instruction for critical phases of the evaluation. When a conflict occurs, use AFI 11-202V2.

1.12.1. Conduct a thorough pre-mission briefing and post-mission debriefing to the examinee and applicable aircrew members on all aspects of the evaluation.

1.12.2. Immediately correct breaches of flying safety or flight discipline. When an examinee jeopardizes safety of flight, the evaluator may assume the duties of that aircrew member. This does not mean the flight examiner must assume the examinee’s position any time unsatisfactory performance is observed.

1.12.3. Assign a qualification level of “Q-3” for unsatisfactory performance in any critical area/subarea or if the flight examiner assumes the examinee’s duties.

1.12.4. Immediately notify the examinee's squadron commander/operations officer and flight commander, if available, when less than Q-1 performance is observed.

1.12.5. Unsatisfactory performance in a non-critical area/subarea will result in no higher than a qualification level "Q-2".

1.12.6. Flight examiners observing unsatisfactory performance by a crewmember other than the examinee (including one in a different crew position) will comply with the requirements in AFI 11-202V2.

### 1.13. Conduct of Evaluations.

1.13.1. Flight examiners will pre-brief the examinee on the conduct, purpose, requirements of the evaluation, and all applicable evaluation criteria. Flight examiners will evaluate the examinee in each graded area/subarea.

1.13.1.1. Flight examiners will normally not evaluate personnel they have primarily trained, recommended for upgrade evaluation, or who render their performance reports.

1.13.2. Unless otherwise specified, flight examiners may conduct the evaluation in any crew position/seat that will best enable the flight examiner to observe the examinee's performance.

1.13.3. Note discrepancies and deviations from prescribed tolerances and performance criteria during the evaluation. Compare the examinee's performance with the tolerances provided in the grading criteria and assign an appropriate grade for each area.

1.13.3.1. An evaluation will not be changed to a training mission to avoid documenting substandard performance, nor will a training mission be changed to an evaluation.

1.13.3.2. The judgment of the flight examiner, guidance provided in AFI 11-202V2, and this instruction will be the determining factors in assigning an overall grade. The flight examiner will thoroughly critique all aspects of the flight. During the critique, the flight examiner will review the examinee's overall rating, specific deviations, area/subarea grades assigned, and any additional training required.

1.13.3.3. In the event of unsatisfactory performance, the flight examiner will determine additional training requirements. Normally, additional training should not be accomplished on the same flight.

**EXCEPTION:** Additional training on the same flight is allowed when unique situations presenting valuable training opportunities (i.e., thunderstorm avoidance, crosswind landings) exist. This option requires utmost flight examiner discretion and judicious application. When used, the examinee must be informed of when the additional training begins and ends.

1.13.3.4. When evaluations are less than Q-1 performance, the flight examiner will debrief the examinee and examinee's commander (supervisor). Notify the squadron commander/operations officer and flight commander/chief, if available.

1.13.4. Rechecks will normally be administered by a flight examiner other than the one who administered the original evaluation.

**1.14. Use of AF Form 3862, Aircrew Evaluation Worksheet.** Units (normally OGV) will overprint AF Form 3862, using the example at [attachment 2](#) to use as an evaluation worksheet. Copy each title, num-

ber, and area text (in the order illustrated), and shading to the appropriate blocks, and include local evaluation areas, as required. Units may add special interest items and/or local evaluation requirements. In-flight, use the worksheet to ensure all required areas are evaluated. Record positive and negative trend information and aircrew member's performance. File the worksheet or draft copy of the AF Form 8 in the aircrew member's Flight Evaluation Folder (FEF) immediately after the flight evaluation as a temporary record of the evaluation results. Maintain until the finished AF Form 8 is added to the FEF, then discard.

**1.15. Aircrew Testing.** See specific testing requirements in AFI 11-202V2 and include the following:

1.15.1. Open Book Exam (Open Book). The open book examination should normally be administered before initial flight evaluation and subsequently with periodic flight evaluations. The open book examination will consist of 60-100 questions. The examination questions will come from a Secure Question Bank (SQB) created and managed by each OGV. A portion of the open book examination administered to flight instructors will include instructor (scenario-based) questions. A separate (unique) INSTR open book examination is not required for periodic evaluations.

1.15.2. Initial Instructor Open Book Exam (INIT INSTR Open Book). Administer an initial instructor open book one time before the initial instructor flight evaluation. The instructor open-book examination is requisite for INIT and RQ INSTR flight evaluations only. The examination will have a minimum of 20-questions from directives including AFMAN 36-2236, *Guidebook for Air Force Instructors*, AFI 11-2C-21V1, V2, and V3 (including MAJCOM supplements) and other common flight or instructor related sources. The exam should include scenario-driven instructor related questions.

1.15.3. Closed Book Exam (Closed Book). The closed book examinations should normally be administered before the initial flight evaluation and subsequently with periodic flight evaluations. The closed book exam will consist of a minimum 20-questions derived from the Master Question File (MQF). Complete a Boldface exam in conjunction with the closed book exam.

1.15.4. Instrument Exam. See AFI 11-202V2 requirements.

**1.16. Typical C-21 Evaluation Profile(s).** The unit will determine the evaluation profile suitable for evaluation with unit OG/OGV approval (approval of flying schedule may satisfy this requirement).

**1.17. Senior Officer Requirements.** See AFI 11-202V1, *Aircrew Training* and AFI 11-2C-21V1, *C-21 Aircrew Training*.

## Chapter 2

### PILOT EVALUATIONS

**2.1. General.** This chapter standardizes initial, periodic, and re-qualification evaluations, including requirements for instrument, qualification, mission, and instructor evaluations.

**2.2. Instrument Evaluations.** Conduct C-21 instrument evaluations concurrently with the qualification evaluation.

**2.3. Qualification/Mission Evaluations (Initial, Periodic, and Requalification).** Dual log the mission evaluation with qualification/re-qualification requirements.

2.3.1. All areas in GENERAL, QUALIFICATION/MISSION, INSTRUMENT, and INSTRUCTOR, if appropriate.

**NOTE:**

Evaluate copilots only when sitting in the right seat (only one precision approach is required).

2.3.2. Additional Mission Evaluations.

2.3.2.1. Enroute Evaluation: Initial and requalification aircraft commanders receive a (one-time) enroute evaluation. The enroute evaluation will consist of at least two mission legs, an instrument approach, and landing. The enroute may be flown in CONUS or theater, but must have a different departure and arrival base. O-6 or higher incumbents of wing, OG, and HQ flying positions do not require en route mission evaluation unless flying "in command". Annotate AF Form 8 as SPOT evaluation (do not include an expiration date) and add remarks, "Enroute-Qualified".

**2.4. Instructor Evaluations (Initial, Periodic and Requalification).** Flight examiners will place particular emphasis on the examinee's ability to recognize student difficulties and provide timely, effective corrective action. As a minimum, demonstrate and instruct a variety of instrument/visual approaches. Conduct initial or requalification instructor evaluations with a qualified pilot occupying the other seat. The examinee will normally occupy the right seat.

2.4.1. Include all areas under GENERAL, QUALIFICATION/MISSION, and INSTRUCTOR.

**NOTE:**

Pilots who desire to realign their qualification evaluation expiration date during the initial or requalification instructor evaluation must also demonstrate all required areas/subareas in "INSTRUMENT" and written examinations.

2.4.2. Periodic instructor evaluations are administered in conjunction with qualification/instrument evaluations and require all areas/subareas including GENERAL, QUALIFICATION/MISSION, INSTRUMENT, and INSTRUCTOR.

**2.5. Emergency Procedures Evaluation (EPE).** Units determine EPE requirements. Conduct the EPE normally on the ground before the in-flight portion of evaluation. Use one-on-one discussions, an ATD, or on-aircraft evaluation methods to conduct the EPE. The EPE should cover a cross section of aircraft

systems and the examinee should be able to demonstrate an understanding of aircraft systems in emergency scenarios. Include situations during takeoff/climb out, cruise, and approach to landing phases. The EPE may also include emergency egress, life support equipment, and FCIF and/or special interest identified EPE topics.

## 2.6. Additional Information.

2.6.1. Evaluators may conduct an evaluation(s) when scheduled as primary aircrew members.

2.6.2. Instructor and flight examiner pilots receiving periodic evaluations may be evaluated in either seat, but are not required to be evaluated in both.

## 2.7. Pilot Grading Criteria.

## 2.8. General.

### Area 1, Directives and Publications.

- Q** Possessed a high level of knowledge of all applicable aircraft publications and procedures and understood how to apply both to enhance mission accomplishment. Publications were current and properly posted.
- Q-** Unsure of some directives but could locate information in appropriate publications. Publications were current but improperly posted.
- U** Unaware of established procedures and/or could not locate them in the appropriate publication in a timely manner. Publications were not current.

### Area 2, Mission Preparation/Planning/Performance.

- Q** Checked all factors applicable to flight such as; weather, NOTAMs, alternate airfields, airfield suitability, fuel requirements, charts, etc. Displayed a high level of knowledge of performance capabilities and operating data. Evaluate the data intended for use during takeoff/landing after final adjustments and corrections have been made:  
*V<sub>1</sub>, V<sub>r</sub>, V<sub>2</sub>, flap retract: +/-3 KIAS*  
*N<sub>1</sub> setting: +/-0.3%*  
*Takeoff/Landing Distance: suitable for takeoff/landing*  
*Landing speeds: +/-3 KIAS*
- Q-** Made minor errors or omissions in checking all factors that could have detracted from mission effectiveness. Marginal knowledge of performance capabilities and/or operating data. Performance calculations exceeded Q limits but did not exceed:  
*V<sub>1</sub>, V<sub>r</sub>, V<sub>2</sub>, flap retract: +/-5 KIAS*  
*N<sub>1</sub> setting: +/-0.6%*  
*Takeoff/Landing Distance: suitable for takeoff/landing*  
*Landing speeds: +/-5 KIAS*
- U** Made major errors or omissions, which would have prevented a safe or effective mission. Unsatisfactory knowledge of performance capabilities and/or operating data. Performance calculations exceeded Q- limits.

### Area 3, Use of Checklists.

- Q** Consistently used and called for the correct checklist and gave the correct response at the appropriate time throughout the mission.
- Q-** Checklist responses were untimely and/or crewmember required continual prompting for correct response.

- U Used or called for incorrect checklist or consistently omitted checklist items. Unable to identify the correct checklist to use for a given situation. Did not complete checklist prior to event.

**Area 4, Safety Consciousness (Critical).**

- Q Aware of, and complied with all safety factors required for safe aircraft operation and mission accomplishment.
- U Not aware of or did not comply with, all safety factors required for safe aircraft operation or mission accomplishment. Operated aircraft in a dangerous manner.

**Area 5, Judgment/Compliance (Critical).**

- Q Prepared and completed mission in compliance with existing regulations and directives. Demonstrated knowledge of operating procedures and restrictions and where to find them in the correct publications.
- U Unaware of established procedures and/or could not locate them in the appropriate publication in a timely manner. Failed to comply with a procedure that could have jeopardized safety or mission success.

**Area 6, Crew Coordination/Crew Resource Management (CRM).** See AFI 11-290, *Cockpit/Crew Resource Management Training Program*, and use AF Form 4031, **CRM Skills Criteria Training/Evaluation**, as a reference.

- Q Effectively coordinated with other aircrew members throughout the assigned mission. Demonstrated operational knowledge of other crew members' duties and responsibilities. Effectively applied CRM skills throughout the mission.
- Q- Crew coordination adequate to accomplish mission. Demonstrated limited knowledge of other crewmembers' duties and responsibilities.
- U Poor crew coordination or unsatisfactory knowledge of other crewmembers' duties and responsibilities negatively affected mission accomplishment or safety of flight.

**Area 7, Communication Procedures.**

- Q Complete knowledge of, and compliance with, correct communications procedures. Makes radio and interphone transmissions concise with proper terminology. Complied with and acknowledged all required instructions including successful operation of the IFF/SIF Mode 4.
- Q- Occasional deviations from procedures that required re-transmissions or resetting codes. Slow in initiating or missed several required radio calls. Transmissions contained extraneous matter, were not in proper sequence, or used non-standard terminology. Difficulty configuring/coding IFF/SIF Mode 4 without mission impact.
- U Incorrect procedures or poor performance caused confusion and jeopardized mission accomplishment. Omitted numerous radio calls. Unable to configure/code IFF/SIF including Mode 4 with direct impact on mission success.

**Area 8, Life Support Systems/Egress.**

- Q Displayed thorough knowledge of location and use of life support systems and equipment. Demonstrated and emphasized the proper operating procedures used to operate aircraft egress door and hatch.
- Q- Limited knowledge of location and use of life support systems and equipment. Unsure of the proper operating procedures used to egress door and hatch.
- U Displayed unsatisfactory knowledge of location and use of life support systems and equipment. Unable to properly egress aircraft.

**Area 9, Knowledge/Completion of Forms.**

- Q All required forms and/or flight plans were complete, accurate, readable, accomplished on time and IAW applicable directives. Related an accurate debrief of significant events to applicable agencies (Intel, Maintenance, etc.).
- Q- Minor errors on forms and/or flight plans did not affect conduct of the mission. Incorrectly or incompletely reported some information due to minor errors, omissions, and/or deviations.

- U** Did not accomplish required forms and/or flight plans. Omitted or incorrectly reported significant information due to major errors, omissions, and/or deviations.

**Area 10, Airmanship/Situational Awareness.**

- Q** Executed the assigned mission in a timely, efficient manner. Demonstrated strict professional flight and crew discipline throughout all phases of flight. Conducted the flight with a sense of understanding and comprehension.
- Q-** Untimely or inappropriate decisions degraded or prevented accomplishment of a portion of the mission. Resources were not always effectively used to the point that specific mission objectives were not achieved.
- U** Decisions, or lack thereof, resulted in failure to accomplish the assigned mission. Failed to exhibit strict flight and crew discipline.

**2.9. Qualification/Mission.** Use the criteria in [table 2.1](#). as general tolerances for airspeed, altitude, and heading/course.

**Table 2.1. General Pilot Tolerances.**

<i>NOTE 1:</i> Use the following criteria as general tolerances for airspeed, altitude, and heading/course:	
<b>Q</b>	<i>Airspeed: +10/-5 KIAS Altitude: +/-100 feet Heading/Course: +/-5 degrees</i>
<b>Q-</b>	Exceeds Q criteria but does not exceed: <i>Airspeed: +15/-5 Kts Altitude: +/-200 feet Heading/Course: +/-10 degrees</i>
<b>U</b>	Exceeds Q- criteria.
<i>NOTE 2: Airspeed tolerances apply when a specific airspeed has been assigned by Air Traffic Control or prescribed in the flight manual. Airspeed “minus” tolerances are based on minimum maneuvering speed for aircraft configuration.</i>	
<i>NOTE 3: Add 50 feet (when practical) and 2 degrees to “all engines operating” criteria for “operations with an engine out” criteria.</i>	

**Area 11, Ground Operations/Taxi.**

- Q** Established and adhered to station, start engine, taxi, and take-off time to assure thorough preflight, check of personal equipment, crew/passenger briefings, etc. Accurately determined readiness of aircraft for flight. Completed all systems preflight/post-flight inspections IAW flight manual. Conduct taxi operations according to AFI 11-218, *Aircraft Operations and Movement on the Ground*, and local procedures.
- Q-** Same as above except for minor procedural deviations that did not detract from mission effectiveness.
- U** Crew errors directly contributed to a late takeoff that degraded the mission. Failed to accurately determine readiness for flight. Failed to preflight/post-flight a critical component or could not conduct a satisfactory preflight/post-flight inspection.

**Area 12, Takeoff.**

- Q** Maintained smooth, positive aircraft control throughout the takeoff. Performed the takeoff IAW flight manual and as published/directed.
- Q-** Minor deviations from published procedures without affecting safety of flight. Control was rough or erratic. Hesitant in application of procedures/corrections.

- U Takeoff was potentially dangerous. Exceeded aircraft/systems limitations. Failed to establish proper climb attitude. Excessive deviation from intended flight path. Violated flight manual procedures. Exceeded Q- criteria.

**Area 13, Radar Operations/Weather Avoidance/Windshear.**

- Q Effectively demonstrated procedures for operating weather radar. Updated weather radar/analysis throughout the mission. Highly knowledgeable of conditions leading to windshear, and windshear recognition and recovery procedures. Used all available sources to determine if, and/or to what degree, severe weather conditions exist. Complied with all weather separation and windshear avoidance directives.
- Q- Minor deviations observed when operating weather radar. Did not update radar/weather analysis during worsening weather conditions. Limited knowledge of conditions leading to windshear, and windshear recognition and recovery procedures. Complied with all weather separation and windshear avoidance directives.
- U Unable to demonstrate proper use of weather radar. Failed to update radar/weather analysis during the mission. Displayed unsatisfactory knowledge of conditions leading to windshear, and windshear recognition and recovery procedures. Failed to comply with weather separation or windshear avoidance directives that could have jeopardized safety or mission success.

**Area 14, Fuel Planning/Conservation.**

- Q Possessed a high level of knowledge of all applicable aircraft publications and other governing directives and understood critical situations requiring precise fuel planning.
- Q- Possessed some knowledge of applicable aircraft publications and other governing directives, however fuel planning was not precise or was incomplete.
- U Unaware of fuel planning procedures. Failed to apply adequate fuel planning.

**Area 15, VFR Pattern.**

- Q Performed traffic pattern and turn to final/final approach IAW published procedures. Aircraft control was smooth and positive. Constantly cleared area of intended flight.
- Q- Performed traffic pattern and turn to final/final approach with minor deviations to procedures as published/directed. Aircraft control was safe but not consistently smooth and positive. Over/under shot final approach, but was able to intercept normal glide path. Adequately cleared area of intended flight.
- U Did not perform traffic pattern and/or turn to final/final approach IAW published procedures. Displayed erratic aircraft control. Did not clear area of intended flight.

**Area 16, Landings.** Includes Subareas Full Flap, Partial Flap, No-Flap, Engine-Out, Touch-and-Go, and Right Seat (CP only).

*NOTE 1:* Specific items to evaluate include threshold altitude/airspeed, runway alignment, flare, touchdown, and landing aircraft/runway alignment.

*NOTE 2:* Airspeed tolerances apply to computed TOLD speeds.

*NOTE 3:* Add +5 KIAS to tolerances for simulated engine-out operations.

- Q Performed landings as published/directed IAW flight manual and met the following criteria:  
*Airspeed: +5/-0 KIAS*  
*Touchdown zone: 800-2000 feet*  
*Centerline: +/-15 feet left or right*  
*TCH: +25/-5 feet*

- Q- Performed landings with minor deviation to procedures as published/directed. Landed in a slight crab. Exceeded Q criteria but not the following:  
*Airspeed: +10/-5 KIAS*  
*Touchdown zone: Threshold-3000 feet*  
*Centerline: +/-25 feet left or right*  
*TCH: +50/-10 feet*

U Landing not performed as published/directed. Exceeded Q- criteria.

**Area 17, Landing Roll, Braking, and Reverse Thrust (if used).**

- Q Performed as published/directed IAW flight manual. Braking action and reverse thrust actuation (if used) was prompt and smooth.
- Q- Performed landings with minor deviation to procedures as published/directed. Braking action and reverse thrust actuation (if used) unnecessarily delayed or not smooth.
- U Landing not performed as published/directed. Braking or reverse thrust (if used) excessively delayed or actuated prior to touchdown. Exceeded Q- criteria.

**Area 18, All Engine Go-Around (GA).** Not required if Engine-out GA (Area 20) is evaluated.

- Q Initiated and performed go-around promptly and IAW flight manual and directives. Applied smooth control inputs. Acquired and maintained a positive climb.
- Q- Slow or hesitant to initiate go-around. Slightly over controlled the aircraft. Minor deviations did not affect mission accomplishment or compromise safety.
- U Did not initiate go-around when appropriate or directed. Major deviations or misapplication of procedures could have led to an unsafe condition.

**Area 19, Engine-Out Operations.** *NOTE:* Use approach criteria for the type of approach being flown and the following:

- Q Proper control inputs were used to correct asymmetric condition. Aircraft was properly trimmed. Proper consideration was given to maneuvering the aircraft with regard to the “dead” engine.
- Q- Minor deviations in aircraft control allowed the aircraft to occasionally fly uncoordinated flight.
- U Aircraft was not properly trimmed. Aircraft control was erratic and consistently resulted in uncoordinated flight. Maneuvering the aircraft with regard to the “dead” engine was potentially unsafe.

**Area 20, Engine-Out GA.**

- Q Performed all required procedures IAW the flight manual and directives. Applied smooth, positive, and coordinated control inputs. Rudder and aileron inputs were in correct direction. Airspeed no less than  $V_{ref} + 7$  and no greater than  $V_{ref} + 20$ . Course and heading +/- 10 degrees.
- Q- Procedural errors were made which did not affect safety. Aircraft control was not consistently smooth and positive. Rudder and aileron inputs were in correct direction but some over/under control. Airspeed no less than  $V_{ref} + 7$  and no greater than  $V_{ref} + 25$ . Course and heading +/- 15 degrees.
- U Rudder and/or aileron inputs were incorrect resulting in sustained uncoordinated flight.

**Area 21, Boldface Emergency Procedures (Critical).**

- Q Correct, immediate responses. Maintained aircraft control. Coordinated proper crew actions.
- U Incorrect sequence, unsatisfactory response, or unsatisfactory performance of corrective actions.

**Area 22, Other Observed Emergency Procedures.**

- Q Operated within prescribed limits and correctly diagnosed problems. Performed/explained proper corrective action for each type of malfunction/emergency. Effectively used available aids, checklists, and technical support agencies.

- Q- Operated within prescribed limits but slow to analyze problems or apply proper corrective actions. Did not effectively use and/or experienced delays, omissions, or deviations in use of checklist and/or available aids.
- U Exceeded limitations. Unable or failed to analyze problem or take proper corrective action. Did not use checklist and/or available aids.

**Area 23, Systems Operations/ Knowledge/Limitations.**

- Q Demonstrated/explained a complete knowledge of aircraft systems operations/limitations and proper procedural use of systems.
- Q- Marginal knowledge of aircraft systems operations and limitations in some areas. Used individual technique instead of established procedure and was unaware of differences.
- U Unsatisfactory systems knowledge. Unable to demonstrate/explain the procedures for aircraft systems operations.

**Area 24, Tactical Maneuvers (TAA/D) if observed.**

- Q Performed maneuver IAW published procedures. Aircraft control was smooth and positive. Constantly cleared area of intended flight.
- Q- Performed maneuver with minor deviations to published procedures. Aircraft control was safe but not consistently smooth and positive. Adequately cleared area of intended flight.
- U Did not perform maneuver IAW published procedures. Displayed erratic aircraft control. Did not clear area of intended flight. Exceeded Q- criteria.

**2.10. Instrument.** Use the following criteria as general tolerances for airspeed, level-off altitude, and heading/course with all engines operating:

- Q *Airspeed: +10/-5 KIAS*  
*Level-off Altitude: +/-100 feet*  
*Heading/Course: +/-5 degrees*
- Q- *Exceeds Q criteria but does not exceed:*  
*Airspeed: +15/-5*  
*Level-off Altitude: +/-200 feet*  
*Heading/Course: +/-10 degrees*
- U Exceeds Q- criteria.

**NOTE 1: Airspeed** tolerances apply when a specific airspeed has been assigned by Air Traffic Control or prescribed in the flight manual. Airspeed “minus” tolerances are based on minimum maneuvering speed for aircraft configuration.

**NOTE 2:** Add 5 KIAS, 50 feet (when practical), and 2 degrees to all engines operating criteria for operations with an engine out criteria.

**Area 25, Instrument Departure/SID.**

- Q Complied with all restrictions or controlling agency instructions. Made all required reports. Applied course/heading corrections promptly. Demonstrated smooth, positive control.
- Q- Minor deviations in navigation occurred during departure. Slow to comply with controlling agency instructions or unsure of reporting requirements. Slow to apply course/heading corrections. Aircraft control was not consistently smooth and positive.
- U Failed to comply with published/directed departure or controlling agency instructions. Accepted an inaccurate clearance. Aircraft control was erratic.

**Area 26, Enroute Navigation.**

- Q** Satisfactory capability to navigate using all available means. Used appropriate navigation procedures. Complied with clearance instructions. Aware of position at all times. Remained within the confines of assigned airspace.  
*Fix-to-Fix: +/-3 NM*  
*TACAN/VOR-DME Arc: +/-2 NM*
- Q-** Minor errors in procedures/use of navigation equipment. Slow to comply with clearance instructions. Had some difficulty in establishing exact position and course. Slow to adjust for deviations in time and course. Exceeded Q criteria but not:  
*Fix-to-Fix: +/-5 NM*  
*TACAN/VOR-DME Arc: +/-4 NM*
- U** Major errors in procedures/use of navigation equipment. Could not establish position. Failed to recognize check-points or adjust for deviations in time and course. Did not remain with the confines of assigned airspace. Exceeded Q- criteria.

**Area 27, Holding.**

- Q** Performed entry and holding IAW published procedures and directives.
- Q-** Performed entry and holding procedures with minor deviations.
- U** Holding was not IAW flight manual, directives, or published procedures.

**Area 28, Use of NAVAIDs.**

- Q** Ensured NAVAIDs were properly tuned, identified, and monitored.
- Q-** Some deviations in tuning, identifying, and monitoring NAVAIDs.
- U** Did not ensure NAVAIDS were tuned, identified, and monitored.

**Area 29, Descent/Arrival.**

- Q** Performed descent as directed. Complied with all flight manual, controlled-issued, or STAR restrictions in a proficient manner. Accomplished all required checks.
- Q-** Performed descent as directed with minor deviations that did not compromise mission safety. Slow to accomplish required checks.
- U** Performed descent with major deviations. Did not accomplish required checks. Erratic corrections. Exceeded flight manual limitations.

**Area 30, Precision Approaches.** Includes Subareas PAR and ILS. Use the following criteria as general tolerances for air-speed, altitude, heading, glide slope, and azimuth:

- Q** *Airspeed: +10/-5 KIAS*  
*Altitude: Initiated missed approach at decision height +50/-0 feet*  
*Heading: +/-5 degrees of controller's instructions (PAR)*  
*Glide Slope: Within one dot (ILS)*  
*Azimuth: Within one dot (ILS)*
- Q-** *Exceeds Q criteria but does not exceed:*  
*Airspeed: +15/-5*  
*Altitude: Initiated missed approach at decision height +100/-0 feet*  
*Heading: +/-10 degrees of controller's instructions (PAR)*  
*Glide Slope: Within one dot low, two dots high (ILS)*  
*Azimuth: Within two dots (ILS)*
- U** Exceeds Q- criteria.

**NOTE 1:** Airspeed tolerances are based on computed approach speed.

**NOTE 2:** Add 5 KIAS, 50 feet (when practical), and 2 degrees to all engines operating criteria for operations with an engine-out criteria.

**Subarea 30A, PAR, If Available, Else Verbally Evaluate.**

- Q** Approach was IAW published procedures. Smooth and timely response to controller's instructions. Established initial glide path and maintained with only minor deviations. Complied with decision height. Position would have permitted a safe landing. Elevation did not consistently exceed slightly above or slightly below glide path.
- Q-** Performed approach with minor deviations. Slow to respond to controller's instructions and make corrections. Improper glide path control. Complied with decision height. Position would have permitted a safe landing. Elevation did not exceed well above or well below glide path. Exceeded Q criteria.
- U** Approach not IAW flight manual, directives, or published procedures. Erratic corrections. Did not respond to controller's instructions. Did not comply with decision height and/or position would not have permitted a safe landing. Erratic glide path control. Exceeded Q- criteria.

**Subarea 30B, ILS.**

- Q** Approach was IAW published procedures. Smooth and timely corrections to azimuth and glide slope. Complied with decision height. Position would have permitted a safe landing. Maintained glide path with only minor deviations.
- Q-** Performed approach with minor deviations. Slow to make corrections. Slow to comply with decision height. Position would have permitted a safe landing. Improper glide path control.
- U** Approach not IAW flight manual, directives, or published procedures. Erratic corrections. Did not comply with decision height and/or position at decision height would not have permitted a safe landing. Exceeded Q- criteria

**Area 31, Non-Precision Approaches.** Minimum two require. Includes subareas for NDB, Localizer/VOR, ASR, TACAN, and GPS). Use the following description and criteria as general tolerances for airspeed, altitude at MDA, heading, course, timing, and distance with all engines operating:

- Q** Approach was IAW published procedures. Used appropriate descent rate to arrive at MDA at or before VDP. Position would have permitted a safe landing. Smooth and timely response to controllers instructions (ASR).  
*Airspeed: +10/-5 KIAS*  
*MDA: +100/-0 feet*  
*Course: +/-5 degrees at MAP (NDB, VOR, TACAN), less than one dot deflection (LOC, GPS)*  
*Timing: Computed/adjusted timing to determine MAP within 20 seconds (when required).*  
*Distance: Determined MAP within +/-0.5 Miles*
- Q-** Performed approach with minor deviations. Arrived at MDA at or before the MAP, but past the VDP. Position would have permitted a safe landing. Slow to respond to controller's instructions and make corrections (ASR). Exceeded Q criteria but does not exceed:  
*Airspeed: +15/-5*  
*MDA: +150/-50 feet*  
*Course: +/-10 degrees at MAP (NDB, VOR, TACAN), more than one dot but less than two dot deflection (LOC, GPS)*  
*Timing: Computed/adjusted timing to determine MAP within 30 seconds (when required).*  
*Distance: Determined MAP within +1/-0.5 Miles*
- U** Approach not IAW published procedures. Maintained steady-state flight below the MDA, even though the -50 foot limit was not exceeded. Position would not have permitted a safe landing. Failed to compute or adjust timing to determine MAP (when required). Exceeded Q- criteria.

**NOTE 1:** Airspeed tolerances are based on computed approach speed.

**NOTE 2:** Add 5 KIAS, 50 feet (when practical), and 2 degrees to all engines operating criteria for operations with an engine-out criteria.

**Area 32, Circling Approach.**

- Q** Properly identified aircraft category for the approach and remained within the lateral limits for that category. Complied with controller's instructions. Attained runway alignment without excessive bank angles. Did not descend from the MDA until in a position to place the aircraft on a normal glide path or execute a normal landing.
- Q-** Properly identified aircraft category for the approach and remained within the lateral limits for that category. Slow to comply with controller's instructions. Attained runway alignment but occasionally required excessive bank angles or maneuvering.
- U** Did not properly identify aircraft category or exceeded the lateral limits of circling airspace. Did not comply with controller's instructions. Excessive maneuvering to attain runway alignment was potentially unsafe. Descended from the MDA before the aircraft was in a position for a normal glide path or landing. Exceeded Q- criteria.

**Area 33, Missed Approach.**

- Q** Executed missed approach IAW published procedures. Complied with controller's instructions. Applied smooth control inputs.
- Q-** Executed missed approach with minor deviations to published procedures. Slow to comply with controller's instructions. Slightly over controlled the aircraft.
- U** Did not execute missed approach IAW flight manual, directives, or published procedures. Did not comply with controller's instructions. Deviation or misapplications of procedures could have led to an unsafe condition. Exceeded Q- criteria.

**2.11. Instructor.**

**Area 34, Instructor Ability (Critical).**

- Q** Demonstrated the ability to communicate effectively. Provided appropriate guidance when necessary. Planned ahead and made timely decisions. Identified and corrected potentially unsafe maneuvers/situations.
- U** Unable to effectively communicate or provide timely feedback to the student. Did not provide corrective action when necessary. Did not plan ahead or anticipate student problems. Did not identify unsafe maneuvers/situations in a timely manner. Made no attempt to instruct.

**Area 35, Instructor Demonstration (Critical).**

- Q** Effectively demonstrated correct procedures, systems operation, or flight maneuvers. Thorough knowledge of applicable aircraft systems, procedures, publications, and directives.
- U** Ineffective or incorrect demonstration of procedures, systems operation, or flight maneuvers. Insufficient depth of knowledge about applicable aircraft systems, procedures, and/or proper source material.

**Area 36, Student Briefing/Critique (Critical).**

- Q** Briefings were well organized, accurate, and thorough. Reviewed student's present level of training and defined mission events to be performed. During the critique, demonstrated an effective ability to reconstruct the flight, offer mission analysis, and provide guidance where appropriate. Training grade reflected the actual performance of the student relative to the standard. Pre-briefed the student's next mission, if required.
- U** Briefings were marginal or non-existent. Did not review students past performance. Failed to adequately critique student or analyze the mission. Training grade did not reflect actual performance of student. Overlooked or omitted major discrepancies. Incomplete pre-briefing of student's next mission, if required.

**2.12. Initial Enroute (Aircraft Commanders Only).**

**Area 37, Aircraft Commander Responsibilities.**

- Q Was thoroughly aware of aircraft commander's responsibilities and performed them adequately to allow for mission accomplishment without major discrepancies.
- Q- Was somewhat familiar with aircraft commander responsibilities. Some problems arose which could have been avoided with better leadership/planning but mission accomplishment was unaffected.
- U Was unsure of aircraft commander responsibilities and would have hindered the accomplishment of the mission if evaluator did not intervene.

**Area 38, Flight Progress.**

- Q Kept mission on-time to the best of the aircrew's capabilities. Timely notification to required agencies of departure and arrival information and maintenance discrepancies.
- Q- Minor deviation(s) in itinerary caused by insufficient management. Notification to required agencies of departure and arrival information and maintenance discrepancies were sometimes late.
- U Mission was delayed or degraded due to insufficient management by the evaluatee. Notification to required agencies of departure and arrival information and maintenance discrepancies were not accomplished.

**Area 39, Passenger Contact.**

- Q Worked closely with the passenger contact to ensure accurate itinerary details and passenger requirements.
- Q- Was slow to interact with passenger contact which led to minor itinerary problems. Did not adversely affect mission accomplishment.
- U Did not interact with the passenger contact. Led to miscommunications between aircrew and party, which hampered mission accomplishment.

**Area 40, Enroute Procedures.**

- Q Accurately planned and performed enroute portion of mission to include compliance with ATC and diplomatic requirements.
- Q- Planning of enroute portion of mission was not always complete. In flight performance was adequate and no ATC or diplomatic requirements were violated.
- U Enroute planning was inadequate. Violated ATC instructions or diplomatic requirements.

**Area 41, Post Flight/RON Procedures.**

- Q Accomplished required checklists and ensured required aircraft servicing was completed. Managed crew to ensure their location and departure times were always known.
- Q- Slow to complete required checklists or ensure required aircraft servicing was completed. Was sometimes unaware of crew member's location during crew rest. Was slow to set an adequate hotel departure time and pass information to the crew.
- U Did not accomplish the required checklists and aircraft was not properly serviced. Unaware of crew members' location during crew rests. Inadequate hotel departure times were set. Communication to crew during crew rest was inadequate.

**Area 42, Aircraft Security.**

- Q Ensured security requirements were met IAW appropriate directives.
- Q- Was sometimes unaware of security requirements, but ensured they were met when researched.
- U Was unaware of security requirements, which led to evaluator intervention to ensure they were met.

**Area 43, Block Time Procedures.**

- Q** Was knowledgeable of block time procedures and set realistic times. Block times (when mission dictates) were within five minutes when conditions beyond the examinee's control were favorable (i.e. ATC re-routings, weather).
- Q-** Was somewhat knowledgeable of block time procedures and set realistic times. Block times (when mission dictates) were within ten minutes when conditions beyond the examinee's control were favorable.
- U** Was not knowledgeable of block time procedures and set unrealistic times. Block times (when mission dictates) were not within ten minutes even when conditions beyond the examinee's control were favorable.

**Area 44, Diplomatic Clearances.**

- Q** Obtained or requested all required diplomatic clearances and followed up as necessary.
- Q-** Obtained or requested all required diplomatic clearances and failed to follow up as necessary. Omission could have delayed the mission.
- U** Failed to request necessary clearances and delayed the mission.

**Area 45, Approach and Landing.** One each required, use the appropriate Area tolerances.

**2.13. Unit .** Units will include MAJCOM-specific and local evaluation areas in **chapter 3**. In addition, include the MAJCOM and local areas on AF Form 3862 (see paragraph **1.14.**).

**Chapter 3****LOCAL PROCEDURES**

**3.1. General .** Use this chapter to define local evaluation criteria and local procedures, as required.

MARVIN R. ESMOND, Lt General, USAF  
DCS, Air and Space Operations

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

AFPD 11-2, *Aircraft Rules and Procedures*  
AFI 11-202V1, *Aircrew Training*  
AFI 11-202 V2, *Aircrew Standardization/Evaluation Program*  
AFI 11-2C-21V1, *C-21 Aircrew Training*  
AFI 11-2C-21V3, *C-21 Operations Procedures*  
AFI 11-2AEV2, *Aeromedical Evacuation Evaluation Criteria*  
AFI 11-215, *Flight Manual Procedures*  
AFI 11-218, *Aircraft Operations and Movement on the Ground*  
AFI 11-290, *Cockpit/Crew Resource Management Training Program*  
AFMAN 11-210, *Instrument Refresher Course Program*  
AFMAN 36-2236, *Guidebook for Air Force Instructors*  
AFMAN 37-139, *Records Disposition Schedule*

***Abbreviations and Acronyms***

**ATC**—Air Traffic Control  
**ATD**—Aircrew Training Device  
**EPE**—Emergency Procedures Evaluation  
**FEF**—Flight Evaluation Folder  
**FCIF**—Flight Crew Information File  
**GA**—Go-Around  
**GPS**—Global Positioning System  
**ILS**—Instrument Landing System  
**KIAS**—Knots Indicated Airspeed  
**MQF**—Master Question File  
**MDA**—Minimum Descent Altitude  
**PAR**—Precision Approach Radar  
**RON**—Remain Overnight  
**RQ**—Requalification  
**SID**—Standard Instrument Departure

**SQB**—Secure Question Bank

**TAA/D**—Threat Avoidance Approach/Departure

Attachment 2

PILOT EVALUATION WORKSHEET EXAMPLE

Figure A2.1. C-21 Pilot Flight Evaluation Worksheet.

AREA/SUBAREAS	O	U	T	REMARKS	AREA/SUBAREAS	O	U	T	REMARKS
<b>GENERAL</b>	■	■	■	X	<b>INSTRUMENT (Continued)</b>	■	■	■	X
1. Directives and Publications					31D. TACAN				
2. Msn Preparation/Planning/Performance					31E. GPS				
3. Use of Checklists					32. Circling Approach				
4. Safety Consciousness	■				33. Missed Approach				
5. Judgment/Compliance	■				<b>INSTRUCTOR</b>	■	■	■	X
6. Crew Coordination/CRM					34. Instructor Ability				
7. Communication Procedures					35. Instructor Demonstration				
8. Life Support Systems/Egress					36. Student Briefing/Critique				
9. Knowledge/Completion of Forms					<b>INITIAL ENROUTE (AC only)</b>	■	■	■	X
10. Airmanship/Situational Awareness					37. Aircraft Commander Responsibilities				
<b>QUALIFICATION/MISSION</b>	■	■	■	X	38. Flight Progress				
11. Ground Operations/Taxi					39. Passenger Contact				
12. Takeoff					40. Enroute Procedures				
13. Radar Ops/Wtr Avoidance/Windshear					41. Post Flight/RON Procedures				
14. Fuel Planning/Conservation					42. Aircraft Security				
15. VFR Pattern					43. Block Time Procedures				
16. Landings					44. Diplomatic Clearances				
16A. Full Flap					45. Approach and Landing				
16B. Partial Flap					<b>UNIT</b>				
16C. No-Flap									
16D. Engine Out									
16E. Touch and Go									
16F. Right Seat (CP only)									
17. Ldg Roll/Braking/Rev. Thrust (if used)									
18. All Engine Go-Around (GA)									
19. Engine-Out Operations									
20. Engine-Out GA									
21. Boldface Emergency Procedures	■								
22. Other Observed Emerg. Procedures									
23. Systems Ops/Knowledge/Limitations									
24. Tactical Maneuvers (if observed)									
<b>INSTRUMENT</b>	■	■	■	X					
25. Instrument Departure/SID									
26. Enroute Navigation									
27. Holding									
28. Use of NAVAIDS									
29. Descent/Arrival									
30. Precision Approach									
30A. PAR (if available, else verbal)									
30B. ILS									
31. Non-Precision Approach (min. two)									
31A. NDB									
31B. Localizer/VOR									
31C. ASR									

