



Multi-crew Pilot Licence Flight Test Manual

Version 3
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Foreword

This manual is intended for use by Approved Training Organizations (ATOs) that are certificated and conducting multi-crew pilot licence (MPL) training pursuant to Subpart 7 of Part IV of the Canadian Aviation Regulations (CARs), MPL flight test examiners, and MPL trainees. The manual outlines the processes, policies, and procedures associated with the conduct of an MPL flight test.

When performing their duties, flight test examiners act as delegates of the Minister according to subsection 4.3(1) of the Aeronautics Act. Additional information related to the duties and responsibilities of an examiner are contained in the Transport Canada *Approved Check Pilot Manual* (TP6533).

This manual will undergo periodic revision designed to improve the depth and the clarity of the information provided. Therefore, approved training organizations engaging in MPL training are encouraged to include this manual in their company's documentation control procedures.

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1.0 REVISION HISTORY

- (1) Until such time as subpart 407 of the CARs is formally enacted into regulation this document will be officially amended and published annually. Where time critical issues arise between publishing dates a notice will be issued via an Advisory Circular or Staff Instruction and posted on the TC website.
- (2) Major changes are summarized in Section 2.0 Change Summary and a bar in the margin highlights individual changes.
- (3) Amendment suggestions or comments should be sent to:

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<u>Edition Number</u>	<u>Issue Date</u>
Version 1 (Original)	01 Jun 2010
Version 2 (Previous)	15 Jan 2011
Version 3 (Current)	01 Jan 2012

2.0 CHANGE SUMMARY

- (1) The following is a summary of changes from Version 2:
 - (a) New version number and issue date;
 - (b) Addition of change bars in page margins;
 - (c) Addition of bookmarks;
 - (d) Clarification text added to paragraph 6.1(2);
 - (e) Clarification text added to Note that follows paragraph 6.8(2)(e)(viii);
 - (f) Correction of grade assigned when oral questioning is deemed unacceptable in Section 6.9;
 - (g) Clarification text added to Note¹ that follows paragraph 6.10.1(2)(b)(i);
 - (h) Addition of Note² to paragraph 6.10.1(2)(b)(i);
 - (i) Addition of Note³ to paragraph 6.10.1(2)(b)(i); and
 - (j) Clarification text added to Section 6.12.

3.0 GLOSSARY OF ABBREVIATIONS

- (1) The following abbreviations are used in this document:
- (a) **AC:** Aircraft Captain;
 - (b) **ACP:** Approved Check Pilot;
 - (c) **AFM:** Aircraft Flight Manual;
 - (d) **AGL:** Above Ground Level;
 - (e) **ATC:** Air Traffic Control;
 - (f) **ATO:** Approved Training Organization;
 - (g) **ATPL:** Airline Transport Pilot Licence;
 - (h) **CAD:** Canadian Aviation Document;
 - (i) **CAR:** Canadian Aviation Regulation;
 - (j) **CAIRS:** Civil Aviation Issues Reporting System;
 - (k) **CDI:** Course Deviation Indicator;
 - (l) **CFIT:** Controlled Flight Into Terrain;
 - (m) **C/L:** Center Line;
 - (n) **CPL:** Commercial Pilot Licence;
 - (o) **CRM:** Crew Resource Management;
 - (p) **DH:** Decision Height;
 - (q) **EFATO:** Engine Fail After Take Off;
 - (r) **FCOM:** Flight Crew Operations Manual;
 - (s) **FLIPS:** Flight Information Publications;
 - (t) **FSTD:** Flight Simulation Training Device;
 - (u) **GSI:** Glide Slope Indicator;
 - (v) **IAW:** In Accordance With;
 - (w) **IFR:** Instrument Flight Rules;
 - (x) **IMC:** Instrument Meteorological Conditions;
 - (y) **ISD:** Instructional Systems Design;
 - (z) **ICAO:** International Civil Aviation Organization;
 - (aa) **KIAS:** Knots Indicated Air Speed;
 - (bb) **KSA:** Knowledge, Skill, Attitudinal;
 - (cc) **MDA:** Minimum Descent Altitude;
 - (dd) **MEL:** Minimum Equipment List;
 - (ee) **MPL:** Multi-crew Pilot Licence;
 - (ff) **PANS-TRG:** Procedures for Air Navigation Services-Training;
 - (gg) **PF:** Pilot Flying;

- (hh) **PNF**: Pilot Not Flying;
- (ii) **QS**: Quality System;
- (jj) **SID**: Standard Instrument Departure;
- (kk) **SMS**: Safety Management System;
- (ll) **STAR**: Standard Terminal Arrival;
- (mm) **SOP**: Standard Operating Procedures;
- (nn) **TATC**: Transportation Appeal Tribunal of Canada;
- (oo) **TC**: Transport Canada; and
- (pp) **TEM**: Threat & Error Management.

4.0 DEFINITIONS

(1) The following definitions apply to terms found within this document:

- (a) **Airmanship** - The consistent use of good judgement and well developed skills to accomplish flight objectives (International Civil Aviation Organization (ICAO) definition);
- (b) **Examiner** – Identifies a person holding Ministerial delegation to administer a qualifying flight test towards the issuance of a rating or privilege on a Canadian aviation document;
- (c) **Error** – An action or inaction by the flight crew leading to variances from organizational or flight crew intentions or expectations;
- (d) **Minor error** – Error or omission that does not jeopardize safety or successful completion of the task or manoeuvre;
- (e) **Major error** – Error or omission with the potential to jeopardize safety or successful completion of the task or manoeuvre if not recognized and corrected in a timely manner;
- (f) **Critical error** – Error or omission that jeopardizes safety or successful completion of the task or manoeuvre;
- (g) **Deviation** – A variance in precision with respect to specified performance guidelines;
- (h) **Minor deviation** – Deviation from the ideal but remaining within the prescribed performance guidelines for the assessed manoeuvre;
- (i) **Major deviation** – Deviation from the ideal exceeding the prescribed performance guidelines for the assessed manoeuvre; and
- (j) **Managing Authority** - The Managing Authority for an MPL program may or may not be an ATO and if not directly engaged in MPL training the Managing Authority need not be an ATO. The Managing Authority assumes responsibility for overall MPL Training Program data reporting/analysis as well as data reporting/analysis required for the period following successful completion of the authorized MPL training program. Only **one (1)** organization per authorized MPL training program may be designated the Managing Authority.

5.0 INTRODUCTION

- (1) The MPL is a new licence introduced by ICAO and adopted by Canada. This new licence will only be issued following successful completion of a competency-based training program designed to provide a trainee with the knowledge, skill and attitudinal (KSA) competencies required to effectively perform the duties of a co-pilot in a modern turbine-powered transport category aircraft.
- (2) All training associated with the MPL is designed and delivered using the principles of instructional systems design (ISD) methodologies within a quality system (QS) and when applicable, a safety management system (SMS).
- (3) The purpose of this document is to identify the standards applied when conducting MPL flight tests and provide users (MPL training providers, examiners and students) with the performance standards needed to successfully complete an MPL flight test. These standards meet or exceed the requirements set out by ICAO for the MPL.
- (4) Users of this guide are encouraged to contact the ATO/MPL Implementation Team located at Transport Canada headquarters in Ottawa (AARTG) with comments or suggestions for improvements. In so doing this document will evolve as changes to aviation occur.
- (5) Additional information related to MPL program requirements and expectations can be found in:
 - (a) Approved Training Organization Certification Manual;
 - (b) Multi-crew Pilot Licence Knowledge Objectives Guide (RDIMS 4848223); and
 - (c) Multi-crew Pilot Licence Training Program Manual.

6.0 THE MPL FLIGHT TEST

- (1) The MPL flight test serves to measure the performance of the candidate, the MPL program and the examiner. The following paragraphs detail conduct of the MPL flight test, required KSA competency levels and expected behaviours.

6.1 General Conduct

- (1) Since flight tests designed to satisfy recurrent and type-rating requirements are governed by different regulatory provisions under either *Parts VI or VII of the Canadian Aviation Regulations*, this guidance document only deals with the qualifying flight test for the initial issuance of a Canadian MPL.
- (2) Keeping in mind that an MPL qualifying flight test is focused on the performance of the candidate while operating as a First-officer in a modern transport category aeroplane, the composition of the flight test crew is very important. Throughout the flight test the candidate's competency will be assessed while occupying the co-pilot's seat as detailed in the applicable air operator's SOPs. Furthermore, the pilot occupying the aircraft captain's seat, as detailed in the applicable air operator's SOPs, must be competent to do so. Local regulations, as they apply to the air operator take precedence, if an actual aeroplane is being used in lieu of a simulator to complete any portion of the flight test.
- (3) Just as in traditional flight-testing, MPL flight test candidates must be provided a complete pre-flight briefing outlining expected behaviours and general conduct of the flight test. The briefing must also include a series of scripted questions designed to confirm candidate knowledge in any of the subjects outlined in the MPL Knowledge Objectives Guide and those associated with the specific aircraft type being used for the MPL flight test. The intent of oral questioning is to confirm the candidate can apply acquired knowledge to make safe and effective decisions in an operational environment.

- (4) The flight test crew will be provided a dispatch package containing all the information necessary to conduct the proposed flight. The flight test candidate must be allowed reasonable time to review the flight dispatch package and seek clarification or additional information if necessary. For the purposes of answering questions or providing clarification the examiner will function as a competent flight dispatch department. Care must be taken to ensure the flight test candidate is neither led nor misled to a decision or course of action.
- (5) Rather than rely on a collection of separate and perhaps unrelated manoeuvres the MPL flight test will, as much as is possible, utilize scenarios to accomplish the assessment. The scenarios must be developed to closely simulate operational line flights and permit the candidate to demonstrate the appropriate KSA competencies in real time. The use of scenarios, rather than individual manoeuvres, serves to eliminate any potential confusion created when jumping from one manoeuvre to another and permits a systems approach to the assessment process.
- (6) Notwithstanding the paragraph above, examiners are permitted to amend scenarios while in progress, in effect repeating a flight test item, with the intention of confirming candidate performance in that specific flight test item. The aim in doing so is not to permit or provide training during the assessment, but to confirm the performance observed accurately represents the candidate's abilities. Any changes to a scenario should be done in a manner not obvious to the candidate thereby influencing their behaviour. The decision to have a test item repeated may only be taken in cases where the candidate has otherwise demonstrated acceptable competency levels in all other areas of the MPL flight test.
- (7) For a qualifying MPL flight test:
 - (a) the test candidate will occupy the co-pilot's cockpit seat as detailed in the applicable air operator's standard operating procedures (SOPs) and act as either pilot flying (PF) or pilot not flying (PNF), based on phase of flight and/or flight test requirements; and
 - (b) the flight test will require two flight simulation training device (FSTD) sessions of approximately two hours each because of the need to measure candidate competencies as both the PF and PNF. A Flight Test Report must be completed for each assessment session using Transport Canada's MPL Flight Test Report (Appendix B).
- (8) Flight profile scenarios will be developed for possible use during the assessment or to guide examiners as they develop their own scenarios. These will be published as a supplement to this document and can be obtained from Flight Training & Examination Division (AARTG) located at Transport Canada headquarters in Ottawa. To protect the integrity of the flight test, distribution of this supplement and any other MPL flight test scenario must be tightly controlled.
- (9) A sample checklist is provided at Appendix A to assist an examiner in organizing and conducting the MPL flight test.

6.2 Fees

- (1) The manual on *Service Standards Activities (TP 14984E)* details fees associated with aviation flight-testing that normally apply when a flight test is conducted by a Transport Canada Inspector. The ATO is responsible to coordinate with Transport Canada a means to remit the applicable fees.

6.3 FSTD Requirements

- (1) To accurately assess a candidate's competencies the MPL flight test must be conducted in an FSTD certified not less than equivalent to ICAO Type VII. Details pertaining to ICAO FSTD types and certification criteria can be found in ICAO document 9625.
- (2) The FSTD must have a sufficient quantity of approved seating for all occupants. All seats must be secured to the FSTD and equipped with positive restraint devices capable of protecting the occupants during any known or predicted motion system excursion.
- (3) The FSTD must be capable of representing, at a minimum, the following Canadian airports (including instrument approaches):
 - (a) CYUL – Montréal (Pierre Elliott Trudeau International);
 - (b) CYOW – Ottawa (Macdonald-Cartier International); and
 - (c) CYYZ – Toronto (Lester B. Pearson International).
- (4) If the MPL flight test will include a circling approach the FSTD must be appropriately authorized and include an approved circling visual scene for at least one of the airports listed in paragraph 6.3(3).
- (5) All reasonable effort should be made to ensure the FSTD is fully serviceable. Where unserviceabilities are unavoidable the examiner will refer to appropriate guidance material and decide if the MPL flight test can proceed. In cases where there is insufficient guidance, examiners are expected to use their experience and judgement to determine whether or not to conduct the MPL flight test.
- (6) For an MPL flight test conducted to permit the initial issuance of the MPL the ATO is responsible to ensure a suitable FSTD is made available for the MPL flight test.

6.4 MPL Flight Test Scheduling

- (1) For a qualifying MPL flight test the ATO is responsible to coordinate scheduling all components of the MPL flight test as far in advance as is possible.
- (2) Where scheduling conflicts involving the examiner cannot be resolved, the examiner should suggest alternative dates and/or recommend another suitably qualified examiner for the MPL flight test.

6.5 Personnel

- (1) For a qualifying MPL flight test a pilot holding the appropriate type rating and who is thoroughly conversant with the applicable air operator's SOPs must occupy the Aircraft Captain's (AC) cockpit seat as detailed in the applicable air operator's SOPs for the duration of the MPL flight test. The ATO is responsible to ensure a pilot meeting these requirements is made available. **The use of two test candidates acting as a flight crew for the purposes of the MPL flight test is not permitted.**
- (2) To help prevent fatigue from negatively influencing the MPL flight test, ATOs are strongly encouraged to provide a suitable period of rest for those participants of the MPL flight test whose work schedules it manages. While no amount of prescribed rest can guarantee the elimination of fatigue, all personnel participating in the MPL flight test should:
 - (a) not normally conduct more than four hours of flight training, flight assessment or flight line duty in the consecutive 16-hour period immediately preceding the MPL flight test; and

- (b) normally be free from all duty in the 10 hours immediately preceding the MPL flight test.

NOTE

These hours do not include any time dedicated to MPL flight test administrative duties, oral questioning, pre flight briefing or post flight debriefing.

- (3) For MPL flight test participants whose schedules are not managed by an ATO (i.e. examiner or pilot occupying the AC's seat) adherence to the above-suggested rest periods is also strongly encouraged.
- (4) Additionally, the examiner may not act as a flight deck crewmember during any portion of the MPL flight test. Where required by the scenario, the examiner may assume the role of other crewmembers (cabin attendants etc.) for the purposes of reporting or responding to the flight deck.

6.6 Admission To The MPL Flight Test

- (1) The candidate must present specific documentation to the examiner prior to undertaking the MPL flight test. These documents must be the originals, issued in the name of the flight test candidate and be free of tampering or unauthorized manipulation.
- (2) For an MPL flight test conducted to permit the initial issue of the MPL the following are required:
 - (a) one (1) piece identification bearing the photo and signature of the candidate:
 - (i) For Canadians – must have been issued by either the Federal or Provincial government;
 - (ii) For all others – a passport;
 - (b) a valid Canadian Category 1 medical certificate; and
 - (c) a valid Canadian student pilot permit.
- (3) In addition, the candidate's training file must contain confirmation the candidate has successfully completed all elements of the ATO's authorized MPL training program (including all MPL written exams), and a recommendation for the candidate to undertake the flight test. A person duly authorized to do so by the ATO must make this recommendation.
- (4) Examiners are not permitted to accept reproductions of the above-mentioned documentation to meet the stated requirement.

6.7 Reference Materials And Equipment

- (1) The ATO is responsible for ensuring the following materials and equipment are provided, available in sufficient quantities, accessible and, where applicable, in good repair.
 - (a) All flight information publications (FLIPS) required for the conduct of the MPL flight test must be made available to each MPL flight test participant. If the flight test is being conducted exclusively in an FSTD it is not necessary for the FLIPS to be the most recent release or valid for flight. Notwithstanding, ATOs must ensure all participants are using identical copies and that whenever possible the FLIPS used should match the data contained in the device's flight management system.

- (b) Any other reference materials such as, but not limited to, applicable minimum equipment list(s) (MEL), flight crew operations manual (FCOM), aircraft flight manual (AFM) limitations and the applicable air operator's SOPs etc. that would normally be available to a crew in flight; and
- (c) Any individual equipment required to conduct the MPL flight-test or effectively use the FSTD.

6.8 Required Flight Test Evaluations

- (1) During the MPL flight test an examiner may assess any manoeuvre for which the aircraft is certified and the sponsoring air operator is approved.
- (2) The MPL flight test must contain specific elements in order to fairly assess the candidate, validate the training program and monitor examiner performance to ensure all meet expected standards. As such, at a minimum, the following areas must be assessed in every MPL flight test:
 - (a) Ground operations;
 - (b) Engine checks as appropriate to the aeroplane type;
 - (c) Takeoff(s):
 - (i) one (1) normal takeoff IAW the AFM;
 - (ii) a take off with a minimum 10 knot crosswind component;

NOTE

The above takeoffs may be combined.

- (iii) one (1) instrument takeoff at the minimum visibility approved for the air operator with failure of the critical engine at a speed greater than V_1 and at an altitude of less than 50 feet above ground level (AGL); and
- (iv) one (1) rejected takeoff from a speed greater than 90% of the calculated V_1 but less than the calculated V_1 or as appropriate to the aeroplane type.
- (d) Instrument procedures consisting of:
 - (i) pre-flight preparations;
 - (ii) terminal and enroute procedures;
 - (iii) arrival and departure procedures;
 - (iv) programming of a flight management system where applicable;
 - (v) one (1) holding procedure;
 - (vi) at least two (2) instrument approach procedures performed IAW published limitations and procedures and must include:
 - (A) at least one (1) precision approach; and
 - (B) at least one (1) non-precision approach;
 - (vii) one (1) precision instrument approach procedure conducted without the use of autopilot; and

NOTE

May be combined with the instrument approach requirement detailed in paragraph 6.8(2)(d)(vi)(A).

- (e) Landings and approaches to landings:
 - (i) one (1) normal landing;
 - (ii) one (1) landing from an approach in instrument meteorological conditions not greater than the minimum recommended for the approach;
 - (iii) one (1) crosswind landing with a minimum 10 knot crosswind component;

NOTE

May combine any, or all, of the above landing requirements.

- (iv) one (1) landing and manoeuvre to that landing with, depending on aeroplane type, engine failure as follows:
 - (A) for a two engine aeroplane, failure of one engine; and
 - (B) for aeroplanes with three or more engines, failure of an outboard engine.

NOTE

May be combined with any, or all, of the landing requirements detailed in paragraphs 6.8(2)(e)(ii) and 6.8(2)(e)(iii).

- (v) one (1) rejected landing and one (1) missed approach. For the purposes of the rejected landing the landing must be rejected from a height of approximately 50 feet above ground level. The rejected landing may be combined with a missed approach;
- (vi) one (1) missed approach conducted without the use of autopilot;

NOTE

May be combined with the missed approach requirement detailed in paragraph 6.8(2)(e)(v).

- (vii) if the air operator is so authorized, one (1) Category II or Category III approach as PNF. In cases where the air operator is approved to conduct pilot monitored approaches the candidate must conduct one (1) Category II or Category III approach as the PF and one (1) as the PNF; and
- (viii) one (1) landing without the use of an auto-land system for those aircraft so equipped.

NOTE

May be combined with any, or all, of the landing requirements detailed in paragraphs 6.8(2)(e)(i), 6.8(2)(e)(ii) and 6.8(2)(e)(iii).

- (f) Normal procedures; and

- (g) Abnormal and emergency procedures as necessary to confirm the candidate has adequate knowledge and ability to perform the procedures and safely handle the malfunction while incorporating the air operators SOPs.
- (h) The following manoeuvres must also form part of the MPL flight test, unless competency has already been demonstrated in training:
 - (i) windshear during take off (after V_1);
 - (ii) flight control malfunction;
 - (iii) controlled flight into terrain (CFIT) escape manoeuvre;
 - (iv) late change of approach (instrument meteorological conditions (IMC) using autopilot);
 - (v) circling approach in minimum weather as applicable to the operator and approved by the appropriate authority; and
 - (vi) one (1) landing at the maximum demonstrated cross wind limit for the aeroplane.

6.9 Oral Questioning

- (1) Examiners are expected to use their best judgment when engaging in oral questioning. The examiner should thoroughly prepare for oral questioning by developing a scripted line of questioning beforehand. That said, examiners are free to modify their line of questioning when candidate responses or specific situations warrant. Oral questioning should generally take no more than 15 minutes.
- (2) If the candidate is unable to demonstrate an acceptable level of knowledge during the oral questioning phase of the pre-flight briefing a grade of 1 will be assigned and the MPL flight test will terminate.
- (3) Potential areas of questioning include, but are not limited to the following:
 - (a) aircraft handling procedures (rejected take off, missed approach, etc.);
 - (b) aircraft limitations;
 - (c) air operator's specific SOPs;
 - (d) aircraft performance;
 - (e) any emergency/abnormal procedures containing memory only responses;
 - (f) Canadian Aviation Regulations;
 - (g) dangerous goods (if applicable); and
 - (h) weather limits.

6.10 Aeroplane Handling

- (1) The overarching MPL flight test benchmark is the requirement for MPL flight test candidates to, at all times, in all airspace and in all phases of flight, including pre and post flight, day or night and in all possible weather conditions, with all manners of cargo and passenger loads, including dangerous goods (if applicable), safely and effectively operate the aircraft, including all operationally relevant pilot controlled systems and sub-systems, observing all applicable limitations and guidance IAW CARs, AFM limitations, the applicable air operator's SOPs, air traffic control (ATC) directions, applicable aeronautical charts and publications and good airmanship.

6.10.1 Flight Test Performance Guidelines

- (1) For the purposes of paragraphs 6.10.1(2) (a) through (f) the following terms apply:
- (a) **Assigned** – means as assigned by ATC (simulated during the MPL flight test);
 - (b) **Briefed** – means as briefed and/or agreed upon by both pilots;
 - (c) **Filed** – means as indicated on the instrument flight rules (IFR) flight plan contained in the dispatch package provided; and
 - (d) **Published** – means appearing in any publication governing:
 - (i) the operation of the specific aeroplane being used for the MPL flight test (including but not limited to the FCOM, AFM limitations etc.); and
 - (ii) the operation of all aircraft (including but not limited to CARS, FLIPS etc.).
- (2) Notwithstanding Aircraft Handling 6.10(1), the MPL flight test candidate must normally operate the aircraft within the following performance guidelines unless good airmanship dictates otherwise. In cases where multiple criteria exist, the performance guidelines will apply to whichever among them is limiting.
- (a) Airspeed - +10/-5 knots indicated air speed (KIAS) of that assigned, briefed, filed or published.
 - (b) Altitude:
 - (i) Approach/Missed Approach/Circling - +50/-0 feet from briefed or published;

NOTE¹

Descent below Decision Height (DH) is normal when transitioning, at DH, from a precision approach to the missed approach and is acceptable unless, in the opinion of the examiner, the deviation is excessive.

NOTE²

If the operator is authorized via Ops Spec, descent below the published Minimum Descent Altitude (MDA) is acceptable when transitioning, at MDA, from a stabilized constant descent angle non-precision approach to the missed approach unless, in the opinion of the examiner, the deviation is excessive.

NOTE³

When aerodrome temperatures are 0°C or colder, altitude corrections shall be applied to all minimum altitudes depicted on the approach chart used.

- (ii) Enroute – ±100' of assigned, briefed, filed or published; and
 - (iii) Terminal/Holding – ±100' of assigned, briefed or published.
- (c) Bank - ±5° of assigned, briefed or published.

- (d) Glide Slope - Not more than ½ scale deflection of the glide slope indicator (GSI) with correction to the ideal already initiated.
- (e) Heading - $\pm 5^\circ$ of assigned, briefed or published.
- (f) Tracking:
 - (i) Approach/Missed Approach – Not more than ½ scale deflection of the course deviation indicator (CDI) with correction to the ideal already initiated or not more than $\pm 5^\circ$ of published track depending on approach type and missed approach;
 - (ii) Enroute - ± 0.5 NM of assigned, briefed, filed or published;
 - (iii) Holding - ± 0.2 NM of assigned, published or not more than one dot deviation on the CDI when holding track is generated by a flight guidance system;
 - (iv) Runway center line (C/L) – while on runway maintain C/L $\pm 25'$; and
 - (v) Terminal – ± 0.2 NM of assigned, briefed or published.
- (3) When deviations occur, candidates are expected to make positive changes to correct them in a timely manner.
- (4) Uncorrected and/or repeated deviations from the ideal, but remaining within the upper and lower performance guideline limits specified above may be sufficient cause to assign a lower assessment to the flight test item.
- (5) Where, in the opinion of the examiner, external influences (turbulence, cross wind, autopilot performance characteristics etc.) contribute to deviations (both minor and major) the examiner must weigh their assessment of the flight test item accordingly. The candidate's recognition and correction of the deviation are also key factors in making the final determination.

6.10.2 Situational Awareness, Task Prioritization And Communications

- (1) The MPL flight test candidate must, as PF and PNF, continually monitor the flight profile, environmental factors and applicable aircraft systems ensuring effective situational awareness, task prioritization and communications at all times, in all airspace and in all phases of flight, including pre and post flight, day or night and in all possible weather conditions, with all manners of cargo and passenger loads, including dangerous goods (if applicable), IAW CARs, the applicable air operator's SOPs, ATC directions, applicable aeronautical charts and publications, recommended practices and good airmanship.

6.10.3 Flight Management And Automation

- (1) The MPL flight test candidate must demonstrate competency in the use of installed flight management and flight automation systems in all phases of flight, including pre and post flight, day or night and in all possible weather conditions, with all manners of cargo and passenger loads, including dangerous goods (if applicable), IAW CARs, AFM limitations, the applicable air operator's SOPs, ATC directions, applicable aeronautical charts and publications, recommended practices and good airmanship.
- (2) Additionally, the MPL flight test candidate must be capable of demonstrating competency in manual aircraft handling, within the performance guidelines published, should any of the flight management and/or automation equipment become unserviceable or rendered inoperable for any reason.

6.11 Flight Crew Concept

- (1) Because MPL training is designed to provide a trainee with the KSA competencies required to effectively perform the duties of a co-pilot in a modern turbine-powered transport category aircraft, the MPL flight test must be conducted using the flight crew concept with each pilot conducting their normal duties IAW the applicable air operator's SOPs unless good airmanship dictates otherwise.
- (2) For a qualifying MPL flight test:
 - (a) The pilot occupying the AC's cockpit seat as detailed in the air operator's SOPs must conduct themselves in a professional and competent manner at all times providing the MPL flight test candidate with all the support that could reasonably be expected during normal line operations. At no time will they deliberately commit errors/omissions unless specifically briefed by the examiner. Notwithstanding this, if they commit an error/omission the MPL flight test candidate is expected to recognize the error/omission and take appropriate action to correct it.
 - (b) MPL flight test examiners are expected to exercise good judgment in determining the extent to which the MPL flight test candidate ought to have recognized the error/omission and/or whether appropriate action was taken.
 - (c) The pilot occupying the AC's cockpit seat must not unduly influence the decision-making, task prioritization or any other actions of the MPL flight test candidate by providing excessive or insufficient guidance or assistance. It must be assumed the MPL flight test candidate already possesses the necessary KSAs and should be permitted to demonstrate such.
 - (d) Because the purpose of the MPL flight test is to assess the MPL candidate, and the pilot occupying the AC's cockpit seat need not hold an AC qualification, no licence action may be taken against this pilot. Regardless, if at any time during the conduct of the MPL flight test the pilot occupying the AC's cockpit seat demonstrates unacceptable KSA competencies the examiner must ensure they are fully debriefed and a written summary provided to the ATO.
- (3) The examiner must provide the MPL flight test crew with a thorough pre-flight briefing clearly outlining expected behaviour(s). Unless specifically briefed by the examiner there will be no role-playing by either pilot.

6.12 Company SOPs

- (1) The MPL flight test crew is expected to adhere to the applicable air operator's SOPs at all times, in all airspace and in all phases of flight, including pre and post flight, day or night and in all possible weather conditions, with all manners of cargo and passenger loads, including dangerous goods (if applicable) until such time as they conflict with CARs, AFM limitations, ATC directions, applicable aeronautical charts and publications or good airmanship.
- (2) Notwithstanding the direction contained in paragraph 6.12(1) it may become necessary for the candidate to deviate from the air operator's SOPs in order to meet MPL flight test objectives. Examples of when this might be necessary are instances where the SOP's preclude a first officer from acting as the PF during events such as a low visibility take off or engine out landing etc.
- (3) While conducting the PF assessment portion of the MPL flight test the candidate will be required to perform all take off and landing events. This requirement does not preclude the candidate from temporarily passing control to the other pilot in order to focus his/her attention on other matters.

6.13 Human Factors

- (1) The assessment of human factors competencies such as, but not necessarily limited to, crew resource management (CRM) and threat and error management (TEM) are integral to all elements of the MPL flight test. MPL flight test candidates are expected to demonstrate the ability to employ effective CRM/TEM skills at all times, in all airspace and in all phases of flight, including pre and post flight, day or night and in all possible weather conditions, with all manners of cargo and passenger loads, including dangerous goods (if applicable).
- (2) Human factors competencies can be arranged into groups of observable behaviour:
 - (a) Communications/Processes/Decisions:
 - (i) Briefing;
 - (ii) Inquiry/advocacy/assertiveness;
 - (iii) Self-critique;
 - (iv) Communication with available personnel resources; and
 - (v) Decision-making.
 - (b) Build/Maintain flight team:
 - (i) Leader/follower; and
 - (ii) Interpersonal relationships.
 - (c) Workload Management:
 - (i) Preparation/Planning;
 - (ii) Vigilance;
 - (iii) Workload distribution; and
 - (iv) Distraction avoidance.
- (3) TEM competencies include, among other things, the demonstrated ability to avoid, trap and mitigate errors.
- (4) The overall effectiveness of the CRM/TEM skills employed by the crew as they conduct their duties must factor significantly into the final assessment of each individual flight test item or measurement point.

6.14 Assessment Criteria

- (1) All MPL flight test items will be assessed using the definitions provided in 4.0 Definitions and the scale below.

TRANSPORT CANADA GRADE	CRITERIA	ICAO GRADE EQUIVALENT
	The flight test item was not completed or is not required (if assigned requires supporting comment).	Incomplete / Not Observed
1	Performance does not meet the required standard. Critical error(s) and/or major deviation(s) from the prescribed qualification standards occur that are either not recognized, or not corrected in a timely manner. Individual or crew performance could result in hull loss or loss of life.	Unsatisfactory
2	Performance meets the required standard. Major error(s) and/or major deviation(s) from the prescribed qualification standards occur but are identified and corrected in a timely manner. Individual or crew performance is safe but would be unsatisfactory if diminished by any amount.	Satisfactory With Debrief
3	Performance meets the required standard. Minor error(s) and/or minor deviation(s) from the prescribed qualification standards occur and are quickly identified and corrected. Individual or crew performance meets expectations.	Standard
4	Performance exceeds the prescribed qualification standards. Individual or crew performance is exemplary	Excellent

- (2) Safety, effectiveness and compliance with applicable guidance material must be considered, in addition to the performance guidelines specified, and may influence the final grade of a flight test item.

6.15 Data Reporting And Collection

- (1) MPL data reporting and collection requirements are unlike those of more traditional licensing. In order to meet these requirements three specific reporting forms have been developed, the MPL Flight Test Report, the Transport Canada MPL Trainee Data Collection Form and the Transport Canada MPL Line Check Evaluation Form.
- (2) The results of an MPL flight test conducted for the purposes of initial issue, or re-test following an initial failure, are reported using the MPL Flight Test Report **and** the Transport Canada MPL Trainee Data Collection Form.
- (a) The MPL Flight Test Report is the means by which the results of an MPL flight test are reported to Transport Canada for the purposes of issuing an MPL. An example of the MPL Flight Test Report and completion instructions can be found in Appendix B of this guide.
- (b) The Transport Canada MPL Trainee Data Collection Form reports the results of the final phase 4 flight-test to ICAO. Information collected here will be de-identified then forwarded. Please note this is a data collection form only and the

manoeuvres identified do not necessarily reflect all those required for the issuance of a Canadian MPL. Details pertaining to the Transport Canada MPL Trainee Data Collection Form can be found in the MPL Training Program Guide (RDIMS 4838800). A sample is attached as Appendix C of this guide. Completion instructions are contained on the form.

- (c) The Transport Canada MPL Trainee Data Collection Form lists manoeuvres linked to one or more specific MPL competency units as defined in ICAO's Procedures for Air Navigation Services–Training (PANS-TRG) and provides exemptions for specific manoeuvres where competency has been demonstrated in training. Examiners may elect to omit or include those optional items where competency has already been demonstrated in training, but where the training program did not include training to competency of the optional items they must form part of the MPL flight test.

6.15.1 MPL Program - Managing Authority Requirements

- (1) The results of the first two proficiency checks immediately following completion of an authorized MPL training program must be reported using the Transport Canada MPL Line Check Evaluation Form.
- (2) IAW Subsection 407.66(6), the results of not less than two (2) pilot proficiency checks must be obtained. Information collected here will be de-identified then forwarded to ICAO. Details pertaining to the Transport Canada MPL Line Check Evaluation Form can be found in the MPL Training Program Guide (RDIMS 4838800). A sample is attached as Appendix E of this guide. Completion instructions are contained on the form.
- (3) Competency assessment of all manoeuvres must be made IAW instructions outlined in Assessment Criteria 6.14.

6.16 MPL Flight Test Results

- (1) MPL Flight test results can be summarized with one of three possible outcomes, Unsuccessful, Incomplete and Successful. Each is described below.

6.16.1 Unsuccessful MPL Flight Test

- (1) The MPL flight test must be assessed as unsuccessful if:
 - (a) the candidate is not able to demonstrate an acceptable level of knowledge during the oral questioning phase of the pre-flight briefing;
 - (b) any flight test item is graded "1"; or
 - (c) three (3) or more flight test items are graded "2".
- (2) In the event the MPL flight test is unsuccessful the following procedure applies:
 - (a) The MPL flight test should normally be terminated immediately;

NOTE

Extreme care must be taken if electing to terminate the MPL flight test when three (3) or more items have been graded a 2. There are instances where, during the debriefing, the examiner might reconsider the grading based on the candidate's explanation.

- (b) The examiner must conduct a thorough debriefing that includes, as a minimum, those debrief items identified in the ACP Manual but because no application for a

licence or rating has been made, the candidate is unable to appeal the assessment to the Transportation Appeal Tribunal of Canada (TATC);

- (i) with the MPL flight test crew ensuring the candidate completely understands the reason for the failure; and
 - (ii) with the ATO either in writing or verbally. The ATO must assign an individual responsible to accept the debriefing, make that person known to the examiner and provide the necessary contact information prior to commencement of the MPL flight test;
- (c) The examiner must complete the MPL Flight Test Report IAW instructions contained in Appendix B and the Transport Canada MPL Trainee Data Collection Form (Appendix C) IAW instructions contained on the form, ensuring all manoeuvres and phases of flight observed are graded appropriately; and
- (d) The examiner must submit the originals of the appropriate Report/Form to the ATO-MPL Implementation Team at:

ATO-MPL Implementation Team
Transport Canada
330 Sparks Street
Ottawa, ON CANADA
K1A 0N8
Routing Symbol: AARTG

- (3) Unlike traditional Canadian flight tests, partial re-tests are not permitted. Accordingly, in the event of an unsuccessful MPL flight test a complete re-test is required.

6.16.2 Incomplete MPL Flight Test

- (1) If an MPL flight test is commenced but cannot be completed, it must be considered incomplete provided the circumstances leading to incompleteness are unexpected and beyond the control of any MPL flight test participant and none of the conditions of 6.16.1(1) have been met.
- (2) An MPL flight test not completed and not meeting the conditions specified in Incomplete MPL Flight Test 6.16.2(1) must be assessed as unsuccessful. This prevents the examiner from assessing the flight test as incomplete when unsuccessful is warranted.
- (3) Every reasonable effort should be made to complete the flight test without undue delay utilizing the same examiner, whenever possible. The rescheduled flight test should normally be completed within 30 consecutive calendar days of the start date of the original flight test.
- (4) When an MPL flight test is considered incomplete the following procedure applies:
- (a) The examiner must conduct a thorough debriefing that includes, as a minimum, those debrief items identified in the ACP Manual but because no application for a licence or rating has been made, the candidate is unable to appeal the assessment to the TATC;
 - (i) with the MPL flight test crew; and
 - (ii) with the ATO either in writing or verbally. The ATO must assign an individual responsible to accept the debriefing, make that person known to the examiner and provide the necessary contact information prior to commencement of the MPL flight test.

- (b) The examiner must complete the MPL Flight Test Report IAW instructions contained in Appendix B and the Transport Canada MPL Trainee Data Collection Form (Appendix C) IAW instructions contained on the form, ensuring all manoeuvres and phases of flight observed are graded appropriately;
 - (c) The examiner must submit copies of the appropriate Report/Form to the ATO-MPL Implementation Team at:
 - ATO-MPL Implementation Team
 - Transport Canada
 - 330 Sparks Street
 - Ottawa, ON CANADA
 - K1A 0N8
 - Routing Symbol: AARTG
 - (d) The examiner must provide the flight test candidate with the originals of the MPL Flight Test Report and the Transport Canada MPL Trainee Data Collection Form, or the MPL Flight Test Report and the Transport Canada MPL Line Check Evaluation Form as applicable. The flight test candidate will then provide these to the examiner who completes the rescheduled MPL flight test. The examiner must accept only originals; and
 - (e) The flight test candidate/crew will receive a complete pre-flight briefing from the examiner prior to recommencing the flight test.
- (5) Because the MPL flight test is scenario-based the test candidate must not be placed back into the scenario at the point where it was left off. Where an MPL flight test is to be completed the candidate must begin the scenario at the beginning. Examiners are expected to exercise sound judgment and provide the candidate a fair assessment without subjecting them to unnecessary repetition or re-assessment of those flight test items already successfully completed.
- (6) Flight test items already assessed are not normally re-assessed but may be if warranted at the discretion of the examiner or if the item is repeated as part of the scenario.

6.16.3 Successful MPL Flight Test

- (1) The MPL flight test must be assessed as successful provided no flight test item is graded "1" and not more than two (2) flight test items are graded "2".
- (2) When the MPL flight test is successful the following procedure applies:
 - (a) The examiner must conduct a thorough debriefing that includes, as a minimum, those debriefing items identified in the ACP Manual;
 - (i) with the MPL flight test crew; and
 - (ii) with the ATO either in writing or verbally. The ATO must assign an individual responsible to accept the debriefing, make that person known to the examiner and provide the necessary contact information prior to commencement of the MPL flight test.
 - (b) The examiner must complete the MPL Flight Test Report IAW instructions contained in Appendix B and the Transport Canada MPL Trainee Data Collection Form (Appendix C) IAW instructions contained on the form, ensuring all manoeuvres and phases of flight observed are graded appropriately; and
 - (c) The examiner must submit the originals of the appropriate report/form to the ATO-MPL Implementation Team at:

ATO-MPL Implementation Team
Transport Canada
330 Sparks Street
Ottawa, ON CANADA
K1A 0N8
Routing Symbol: AARTG

- (3) Until such time as the MPL program fully matures all MPL forms/reports must be sent to the ATO-MPL Implementation Team. The ATO MPL Implementation Team will coordinate the staffing necessary for the issuance of an MPL licence. Do **not** use routine licence issue routing procedures until TC headquarters issues appropriate staff instructions.

6.17 Report Retention

- (1) All forms or staff work generated for the purposes of conducting an MPL flight test become part of the examiner's records. Copies must be retained for a period of not less than two (2) years IAW the Transport Canada Approved Check Pilot Manual (TP 6533).

7.0 MPL ISSUE REQUIREMENTS

- (1) Application for the issuance of a Canadian MPL licence is permitted only after successful completion of the MPL flight test and all other requirements have been met.

8.0 EXERCISING MPL PRIVILEGES

- (1) Unless the MPL training program includes at least six take offs and landings, IAW CAR 407.66, operating the multi-engine aeroplane for which a type rating is being sought, then immediately following the course **and** prior to commencing line indoctrination training the MPL holder shall complete airborne training on the aeroplane type endorsed on the multi-crew pilot licence and demonstrate competency performing the manoeuvres listed in CAR 407.66.
- (2) This candidate should be reminded of this requirement as the holder may not exercise the privileges of the MPL unless/until this condition has been met

9.0 PRIVACY ACT OF CANADA

- (1) The Privacy Act protects individuals with respect to personal information held by a government institution.
- (2) Personal information may be disclosed in accordance with Section 8(2)(a) of the Act, "for the purpose for which the information was obtained or compiled by the institution or for a use consistent with that purpose". The purposes for which flight test information is obtained is to ensure the safety of aviation in Canada, to measure whether the candidate meets the minimum skill standard for the licence or rating, whether the examiner is conducting the test in accordance with the standards and whether the ATO is meeting the authorized training program's training objectives.
- (3) In accordance with 8(2)(a) of the Privacy Act, a copy of the MPL Flight Test Report may be given to the candidate and a copy must be retained by the examiner who conducted the flight test. A copy may also be given to the ATO. Personal information relating to the results of a flight test will not be given by Transport Canada to anyone but the individuals named on the MPL Flight Test Report, except in accordance with the Privacy Act.
- (4) CAR 407.66 outlines the requirement for an ATO to maintain and analyze sufficient data on each MPL candidate during their training and initial employment in order to demonstrate to the Minister their data and employment feedback confirms the continued

effectiveness and relevancy of the MPL training program. In addition, there exists a requirement to submit completed data collection forms to TC. More information related to these forms and their purpose is contained in the MPL Training Program Guide. All data collected by TC will be de-identified before being forwarded to ICAO ensuring individual privacy is never compromised.

10.0 EXAMINER PERFORMANCE

- (1) If a candidate or an ATO is not satisfied with the examiner's performance, they may forward a complaint to the Transport Canada ATO-MPL Implementation Team. This office will review the complaint and determine if any action is required. Should the candidate not be satisfied with the results of the review, they may choose to follow the procedure outlined in Civil Aviation Issues Reporting System (CAIRS). The document is available by visiting the Transport Canada web site

APPENDIX A – SAMPLE MPL FLIGHT TEST CHECKLIST

1. TRAINING FILE REVIEW

- MPL exams complete; and
- Flight test recommendation.

Training to competency has been demonstrated for:

- Windshear during take off (after V_1);
- Flight control malfunction;
- CFIT escape manoeuvre;
- Late change of approach (IMC using autopilot);
- Circling approach in minimum WX approved for the air operator;
- X-wind landing at max-demonstrated limit.

If competency in any of the above manoeuvres has not yet been demonstrated in training it must be included and assessed in the MPL flight test.

2. ADMISSION TO FLIGHT TEST

- Photo identification;
- Valid category 1 medical certificate; and
- Valid student pilot permit.

3. PRE-FLIGHT BRIEFING

- Fit and ready to undertake the MPL Flight Test?
 - MPL flight test is two phases, each approx 2 hours.
 - Mandatory flight test items:
 - Taxiing;
 - Engine checks;
 - Takeoff(s):
 1. one (1) normal;
 2. one (1) takeoff with a minimum 10 knot crosswind component;
Above may be combined.
 3. one (1) instrument takeoff in minimum visibility with an engine failure at V_1 ;
 4. one (1) rejected takeoff from a speed not less than 90% of the calculated V_1 but less than the calculated V_1 or as appropriate to the aeroplane type.
 - At least two (2) instrument approach procedures which must include:
 1. one (1) precision;
 2. one (1) non-precision;
 - Landings and approaches to landings:
 1. one (1) normal landing;
 2. one (1) landing from IMC;

3. one (1) crosswind landing with a minimum 10 knot crosswind component;
4. one (1) engine out landing;
5. one (1) rejected landing;
6. one (1) missed approach (manually flown);

May combine rejected landing and missed approach.

7. at least one (1) CAT II/III (if applicable) dependent upon operators SOPs; and
8. one landing without use of auto-land (if applicable).


May combine with one of the required landings listed above.

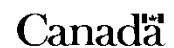
- Abnormals/emergencies (**NO** unrelated compound situation will be introduced, unless you create them!).
- As the examiner, I have **NO** role as a member of the flight deck crew but may provide information as other crewmember if/when required.
- Weather (as supplied and/or updated).
- Operate within performance guidelines published in the MPL Flight Test Guide;
- Follow applicable guidance material at all times as detailed in the MPL Flight Test Guide;
- There will be no tricks, any indications you experience are to be dealt with as necessary. If any are erroneous or the results of a FSTD malfunction you will be advised.
- Don't rush. The use of time expanding techniques is permitted.
- The candidate occupying the AC's seat is expected to support, but not guide or overly influence, the flight test candidate.
- If the pilot demonstrates excessive assistance I will let you know. If the behaviour continues, more drastic isolation measures may become necessary.
- Don't dwell on a past mistake, put it behind you and move on. Let me assess the flight test.
- Please silence or turn off your mobile phones until after the check ride.
- Debriefing location and time.
- Do you have any questions? I have a few...

SUGGESTED ORAL QUESTIONS

1. Explain...
2. How do you...
3. How does...
4. Show me...
5. Why do you...

APPENDIX B – MPL FLIGHT TEST REPORT

 Transport Canada Transports Canada		MPL Flight Test Report Use form 26-0249 for MPL renewals			
NAME OF CANDIDATE			PERMIT NUMBER		
NAME OF EXAMINER			LICENCE NUMBER		
NAME OF ATO			FILE NUMBER		
			5 8 3 0		
PHOTO IDENTIFICATION <input type="radio"/>		MEDICAL <input type="radio"/>	WRITTEN EXAMS <input type="radio"/>		RECOMMENDATION <input type="radio"/>
INITIAL <input type="radio"/>		RETEST <input type="radio"/>			
A/C TYPE	FSTD ID #	SCRIPT #	TAKE-OFF		LANDING
			C.A.P. <input type="radio"/> 1200 <input type="radio"/> 600 <input type="radio"/>		C.A.P. <input type="radio"/> CAT II <input type="radio"/> CAT III <input type="radio"/>
CANDIDATE ASSESSED AS: PF <input type="radio"/> PNF <input type="radio"/>		FLT TIME: ____	FLIGHT TEST DATE		PPC VALID TO
			YEAR	MONTH	DAY
PASSED <input type="radio"/> FAILED <input type="radio"/>		FLT TEST FEE: WAIVED <input type="radio"/> BILLED TO ATO <input type="radio"/>		YEAR	MONTH
CHECK DETAILS					
		1	2	3	4
1	Technical Knowledge	(1)	(2)	(3)	(4)
2	Flight Planning (FLP)	(1)	(2)	(3)	(4)
3	Pre-Flight (PRF)	(1)	(2)	(3)	(4)
4	Engine Start/Push-Back (ESD)	(1)	(2)	(3)	(4)
5	Ground Handling (GRH)	(1)	(2)	(3)	(4)
6	Take Off (TOF)	(1)	(2)	(3)	(4)
7	Rejected Take Off (RTO)	(1)	(2)	(3)	(4)
8	Departure Procedures (DEP)	(1)	(2)	(3)	(4)
9	Initial Climb (ICL)	(1)	(2)	(3)	(4)
10	Enroute Climb (ECL)	(1)	(2)	(3)	(4)
11	Cruise (CRZ)	(1)	(2)	(3)	(4)
12	Descent (DST)	(1)	(2)	(3)	(4)
13	Arrival Procedures (ARR)	(1)	(2)	(3)	(4)
14	Holding	(1)	(2)	(3)	(4)
15	Precision Approach(s)	(1)	(2)	(3)	(4)
	/				
16	Non-Precision Approach(s)	(1)	(2)	(3)	(4)
	/				
17	Missed Approach (MIA)	(1)	(2)	(3)	(4)
18	Rejected Landing (RL)	(1)	(2)	(3)	(4)
19	Landing (LDG)	(1)	(2)	(3)	(4)
20	Gate Arrival/Shut Down (ASD)	(1)	(2)	(3)	(4)
21	C.R.M.	(1)	(2)	(3)	(4)
22	T.E.M.	(1)	(2)	(3)	(4)
23		(1)	(2)	(3)	(4)
24	Windshear After V₁	(1)	(2)	(3)	(4)
25	CFIT Escape Manoeuvre	(1)	(2)	(3)	(4)
26	Late Change Of Approach (IMC)	(1)	(2)	(3)	(4)
27	Circ Approach At Min Circ WX	(1)	(2)	(3)	(4)
28	X-Wind Ldg At Max Demonstrated	(1)	(2)	(3)	(4)
	Abnormal/Emergencies				
29	Flight Control Malfunction	(1)	(2)	(3)	(4)
30		(1)	(2)	(3)	(4)
31		(1)	(2)	(3)	(4)
32		(1)	(2)	(3)	(4)
33		(1)	(2)	(3)	(4)
34		(1)	(2)	(3)	(4)
COMMENTS (attach separate sheet if additional space is required)					
Bold boxed items 24-29 must form part of the MPL flight test if competency hasn't been demonstrated during training					
SIGNATURE OF EXAMINER _____					



- (1) The following details how the MPL Flight Test form should be completed.
- (a) **Name of Candidate & Permit Number** - Full name as it appears on the Student Pilot Permit and their student pilot permit number.
 - (b) **Name of the examiner & Licence Number** - Full name of the examiner conducting the MPL Flight Test and their licence number.
 - (c) **Name of the ATO & File Number** - Name of the ATO and file number as they appear on the ATO Certificate of the ATO who recommended the candidate for the MPL Flight Test.
 - (d) **Photo Identification/Medical/Exams/Recommendation** - Complete to indicate the items have been verified.
 - (e) **Initial/Retest** - Complete to indicate if this MPL Flight Test is an INITIAL or RETEST (following a failure). MPL renewal flight tests must be reported using TC form 26-0249.
 - (f) **A/C Type** - Complete using the ICAO designation for the aircraft type being used for the MPL flight test.
 - (g) **FSTD ID #** - Complete using the unique simulator ID number assigned by the simulator control program.
 - (h) **Script #** - Identify the script being used for the MPL Flight Test by the unique script identification number.
 - (i) **Take off** - Select the appropriate take off limits applicable to the air operator.
 - (j) **Landing** - Select the appropriate landing limits applicable to the air operator.
 - (k) **Candidate Assessed As** - Identify whether the candidate is being assessed as the PF or PNF during the MPL Flight Test session being reported. Only one may be selected per flight test report form.
 - (l) **Flight Test Date** - Complete indicating the date the MPL Flight Test was conducted.
 - (m) **PPC Valid To** - Complete to indicate the valid to date for the PPC. The valid to date will be calculated based on the air operator's specific program (normally not more than 12 months). For initial MPL Flight Tests the candidate must have successfully completed both the assessment as PF and as PNF before a 'valid to' date may be entered.
 - (n) **Passed/Failed** - Indicate the MPL Flight Test result.
 - (o) **Flt Test Fee** - Complete only if a Transport Canada Inspector conducted the MPL Flight Test. If the MPL program is actively engaged in beta testing then select "WAIVED". If the MPL flight test takes place outside of beta testing select "BILLED TO ATO".
 - (p) **Check Details (in all cases safety of flight must not be compromised):**
 - 1. **Technical Knowledge** – Assess the candidate's demonstrated knowledge in operationally relevant pilot controlled aircraft systems and components. Assessment of technical knowledge also includes oral questioning conducted during pre-flight briefing.
 - 2. **Flight Planning (FLP)** – Assess the candidate's ability to evaluate the provided dispatch package, and if required, request additional data or

changes to ensure the proposed flight is conducted IAW with all applicable guidance documents. Includes runway performance calculations, weather, weight and balance, fuel load etc.

3. **Pre-Flight (PRF)** – Assess the candidate’s ability to complete all necessary internal and external pre-flight checks or inspections. Given the assessment is completed in an FSTD at the appropriate time during the pre-flight checks the candidate should advise the examiner they would normally conduct their external checks. The examiner can then ask relevant questions unless already completed during the oral questioning phase of the pre-flight briefing.
4. **Engine Start/Push-Back (ESD)** – Assess the candidate’s ability to complete the engine start and push-back procedures. Includes the recognition and handling of normal and abnormal situations.
5. **Ground Handling (GRH)** – Assess the candidate’s ground handling procedures. Includes both pre and post flight ground handling.
6. **Take Off (TOF)** – Assess the candidate’s ability to conduct an effective take off by using the correct procedure for the given conditions. Assess all take offs where the aircraft became airborne here.
7. **Rejected Take off (RTO)** – Assess the candidate’s ability to conduct the appropriate rejected take off procedure for the given conditions.
8. **Departure Procedures (DEP)** – Assess the candidate’s ability to comply with assigned departure procedures (standard instrument departure (SID) etc.)
9. **Initial Climb (ICL)** – Assess the candidate’s ability to effectively establish the aircraft in the appropriate configuration for the initial climb to cruising altitude.
10. **Enroute Climb (ECL)** – Assess the candidate’s ability to effectively establish the aircraft in the appropriate configuration for climb between cruising altitudes.
11. **Cruise (CRZ)** – Assess the candidate’s ability to effectively manage the aircraft configuration while in cruise flight.
12. **Descent (DST)** – Assess the candidate’s ability to effectively establish the aircraft in the appropriate configuration for descent from cruise flight.
13. **Arrival Procedures (ARR)** - Assess the candidate’s ability to comply with assigned arrival procedures (standard terminal arrival (STAR) etc.).
14. **Holding (HLD)** – Assess the candidate’s ability to comply with assigned holding instructions while effectively managing aircraft configuration.
15. **Precision Approach(s)** – Assess the candidate’s ability to effectively conduct a precision approach(s). Indicate the approach(s) flown (e.g. ILS 32, or CAT II 24L etc.). Where more than two precision approaches were assessed an explanation should be included in the comments.
16. **Non-Precision Approach(s)** – Assess the candidate’s ability to effectively conduct a non-precision approach(s). Indicate the approach(s) flown (e.g. NDB 32, RNAV 05 or ST IN LOC(BC) 25 etc.). Where more than two non-precision approaches were assessed and explanation should be included in the comments.

17. **Missed Approach (MIA)** – Assess the candidate’s ability to effectively conduct the appropriate missed approach procedure.
 18. **Rejected Landing (RL)** – Assess the candidate’s ability to effectively conduct the appropriate rejected landing procedure.
 19. **Landing (LDG)** – Assess the candidate’s ability to conduct an effective landing by using the correct procedure for the given conditions. Assess all landings where the aircraft slowed to a taxi speed or came to a full stop here.
 20. **Gate Arrival/Shut Down (ASD)** - Assess the candidate’s ability to complete the gate arrival, engine shut down and post flight procedures. Includes the recognition and handling of normal and abnormal situations.
 21. **C.R.M.** – Assess the candidate’s overall demonstrated CRM skills. If CRM was notably weak or strong during a particular flight test event, note it in the comments.
 22. **T.E.M.** - Assess the candidate’s overall demonstrated TEM skills. If TEM was notably weak or strong during a particular flight test event, note it in the comments.
 23. Examiners may use this line for any added flight test items not adequately addressed by the above categories.
 24. to 28 Examiners are to include these items as part of the MPL flight test where competency hasn’t been demonstrated during training (ICAO requirement).
 29. **Abnormal/Emergencies** – Examiners are to include a Flight Control Malfunction as part of the MPL flight test where competency hasn’t been demonstrated during training (ICAO requirement).
 30. to 34 – **Abnormal/Emergencies** – Assess the candidate’s ability to effectively manage the abnormal/emergency condition. Detail the specific emergency/abnormal condition.
- (q) **Comments** - As required.

APPENDIX C – TRANSPORT CANADA MPL TRAINEE DATA COLLECTION FORM



TRANSPORT CANADA MPL TRAINEE DATA COLLECTION FORM (1 of 2) – RDIMS 4797196			
Operator ⁱ : _____		Aircraft Type ⁱⁱ : _____	
MPL Program ^v : _____		ATO ⁱⁱⁱ : _____	
MPL Course Result ^{vii} : _____		Licensing State ^{iv} : _____	
MPL Student# ^{vi} : _____		Date MPL Issued ^{viii} : ____/____/____	
MPL Course Result ^{vii} : <input type="checkbox"/> Successful <input type="checkbox"/> Unsuccessful <input type="checkbox"/> Incomplete			
TASK GRADES:		REASON CODES:	
0 – Incomplete / Not Observed		A – Airspeed	
1 – Unsatisfactory		AC – Aircraft Control	
2 – Satisfactory With Debrief		AL – Altitude	
3 – Standard		AM – Automation	
4 – Excellent		C – Communications	
		D – Decision Making	
		E – Execution	
		H – Heading	
		K – Knowledge	
		P – Procedure	
		SA – Situational Awareness	
		T – Teamwork	
		TEM – Threat & Error Mgt	
		W – Workload Mgt / Planning Skills	
Grade All Activities, Enter Up To 3 Reason Codes For All Grades 1 or 2, Separated By A Comma (", "). E.g. AC, AM, E			

FINAL CHECK – SPECIFIC MANOEUVRES (FLIGHT SIMULATION TRAINING DEVICE)			
SPECIFIC MANOEUVRES	GRADE	REASON CODES	TRG
1. Rejected Take-Off Operations			
2. Low Visibility Take-Off (Eng Fail After V ₁)			
3. **Windshear During Take-Off (After V ₁) ^{ix}			<input type="checkbox"/>
4. **Flight Control Malfunction (PNF) ^{ix}			<input type="checkbox"/>
5. **CFIT ^x Escape Manoeuvre ^{ix}			<input type="checkbox"/>
6. **Late Change Of Approach In IMC / Autopilot ON (PNF) ^{ix}			<input type="checkbox"/>
7. Engine Out Manually Flown ILS Approach And Landing			
8. One Non-Precision Approach ^{xi} : <input type="checkbox"/> VOR <input type="checkbox"/> GNSS (If Applicable) <input type="checkbox"/> Other _____			
9. **Circling Approach In Minimum WX ^x			<input type="checkbox"/>
10. Manual Go-Around Procedures			
11. Rejected Landing Procedures			
12. **X-Wind Landing At Max Demonstrated X-Wind Limit ^x			<input type="checkbox"/>

FINAL CHECK – PHASES OF FLIGHT (FLIGHT SIMULATION TRAINING DEVICE)			
Phases Of Flight	Grade	Reason Code	Comments (For Any Phase Of Flight Graded 1 or 2)
1. Ground & Pre-Flight Operations			
2. Take-Off Operations			
3. Climb Operations			
4. Cruise Operations			
5. Descent Operations			
6. Approach Operations			
7. Landing Operations			
8. After Landing & Post-Flight Operations			





TRANSPORT CANADA MPL TRAINEE DATA COLLECTION FORM (2 of 2) – RDIMS 4797196							
MPL FINAL GRADUATION DATA							
Knowledge Requirement Demonstration - Grade ^{xii} : % (Candidate initially failed one of the MPL exams)							
English Language Proficiency Level ^{xiii} Demonstrated: _ (1 To 6; Or 0 If Not Demonstrated)							
Approved Flight Simulation Training Devices – Total Time (See Annex 1, Appendix 3)							
Type I:	Hrs	Type II:	Hrs	Type III:	Hrs	Type IV:	Hrs
Total Flight Time In Aeroplane:							
PIC/Solo:	Hrs	Dual:	Hrs	On Type ^{xiv} :	Hrs	Take-Offs & Landings ^{xiv} :	
ADDITIONAL COMMENTS:							

- ⁱ ICAO 3-letter code of the operator associated with the MPL program of the ATO.
- ⁱⁱ ICAO aeroplane type designator (see <http://www.icao.int/anb/ais/8643/index.cfm>).
- ⁱⁱⁱ Approved Training Organization conducting Phase 4 training.
- ^{iv} ICAO identifier of the State that has approved the ATO and will issue, or has issued, the MPL licence.
- ^v Name or unique identifier of the MPL program being conducted. This is necessary as it's possible for one ATO to conduct more than one MPL program.
- ^{vi} The MPL Student # assigned by the first ATO is a unique ID number needed to track individual records for progress analysis. It does not change as the student moves from Phase to Phase or ATO to ATO (as required by the MPL program).
- ^{vii} The result of the initial MPL Flight Test or the result of a re-test following the failure of an initial MPL Flight Test. Select "Incomplete" for any MPL Flight Test not completed IAW details contained in the MPL Flight Test Guide and include a brief explanation in the "ADDITIONAL COMMENTS" field.
- ^{viii} Date when the MPL was issued (completed as DD/MM/YY).
- ^{ix} The manoeuvres proceeded by "***" may be accomplished during training. If competency has been demonstrated during training then the checkbox in the TRG column is ticked and the item need not be included in the MPL flight test.
- ^x Controlled Flight Into Terrain
- ^{xi} Data for the non-precision approach. Must complete one of: VOR, NDB or GNSS (if applicable)
- ^{xii} Grade as a percentage. Example: 74 per cent means 74 over 100 (only integer numbers to be used)
- ^{xiii} As per Annex 1, paragraph 1.2.9, Appendix 1 and Attachment A, for the English language. If a language proficiency evaluator has not assessed the graduate's English language proficiency, insert the digit 0 (zero).
- ^{xiv} Aeroplane endorsed on the MPL. Report all flight hours and take-off/landing events conducted prior to entering IOE/Line Indoc.

APPENDIX E – TRANSPORT CANADA MPL LINE CHECK EVALUATION FORM



TRANSPORT CANADA MPL LINE CHECK EVALUATION FORM (1 of 2) – RDIMS 4999258				
Operator ⁱ : _____		Aircraft Type ⁱⁱ : _____		
Line Check ⁱⁱⁱ : <input type="checkbox"/> Initial <input type="checkbox"/> Second <input type="checkbox"/> Repeat After Failure		Licensing State ^{iv} : _____		
Overall Grade: <input type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory		MPL Student # ^v : _____		
Leg 1 ^{vi} : From _____ To _____		Leg 2 ^{vi} : From _____ To _____		ATO ^{vii} : _____ Date ^{viii} : ____/____/____
TASK GRADE: 0 – Incomplete / Not Observed 1 – Unsatisfactory 2 – Satisfactory With Debrief 3 – Standard 4 – Excellent		REASON CODES: A – Airspeed AC – Aircraft Control AL – Altitude AM – Automation C – Communications CRM – Crew Resource Mgt D – Decision Making E – Execution H – Heading K – Knowledge P – Procedure SA – Situational Awareness T – Teamwork TEM – Threat & Error Mgt W – Workload Mgt / Planning Skills		
Grade All Activities Performed. Enter At Least One Reason Code For All Grades 1 or 2				
TASK / PHASE OF FLIGHT	TASK GRADE		REASON CODE(S)	COMMENTS
	LEG 1 ^{ix} <input type="checkbox"/> PF <input type="checkbox"/> PNF	LEG 2 ^{ix} <input type="checkbox"/> PF <input type="checkbox"/> PNF		
Aircraft Ground And Pre-Flight Operations				
1. Flight Preparation				
2. Briefings				
3. Starting Engines				
4. Taxi Operations				
Take-Off				
1. Pre Take-Off / Line-Up				
2. Take-Off Roll				
3. Rotation / Lift Off				
Climb				
1. Relevant Checklists				
2. Airspeed Control				
3. Departure Procedure				
Cruise				
1. Monitor Flight Progress				
2. FMS / Navigation				
Descent				
1. Descent Planning				
2. Checklist & Descent Profile / Speed				
3. Holding (If Applicable)				
Approach				
1. Approach Briefing				
2. Precision Approach				
3. Non-Precision Approach				
4. Visual Approach				
Landing				
1. Flare / Touchdown				
2. Normal Landing				
3. X-Wind Landing				





TRANSPORT CANADA MPL LINE CHECK EVALUATION FORM (2 of 2) – RDIMS 4797201				
TASK / PHASE OF FLIGHT	TASK GRADE		REASON CODE(S)	COMMENTS
	LEG 1 ^k	LEG 2 ^k		
After Landing & Post-Light Operations				
1. Taxi Operations				
2. Relevant Checklists				
3. Parking Procedure				
4. Visual Approach				
ATC Communications				
Satisfactory <input type="checkbox"/> Unsatisfactory <input type="checkbox"/>				
Comments:				
DATA^x ON INITIAL OPERATIONAL LINE TRAINING ON TYPE BEFORE <u>FIRST</u> SUCCESSFUL LINE CHECK				
Manually Flown Landings ^{xi} : _____				
Number Of Sectors: _____ Total Hours: _____ Manually Flown Landings ^{xi} with X-Wind ≥ 10 Knots: _____				
ADDITIONAL COMMENTS:				

- ⁱ ICAO 3-letter code of the operator associated with the MPL programme of the ATO.
- ⁱⁱ ICAO aircraft type designator (see <http://www.icao.int/anb/ais/8643/index.cfm>).
- ⁱⁱⁱ Line check results are recorded for the initial and second line check after the first type-rating. In case of a re-check after a failed attempt, select the “Repeat After Failure” checkbox as well as the “Initial” or “Second” checkbox.
- ^{iv} ICAO identifier of the State that has approved the ATO and will issue, or has issued, the MPL licence.
- ^v The MPL Student # assigned by the first ATO is a unique ID number needed to track individual records for progress analysis. It does not change as the student moves from Phase to Phase or ATO to ATO (as required by the MPL program).
- ^{vi} A minimum of two sectors is required, one as PF and the other as PNF. Enter the 4-letter ICAO code for the departure and arrival aerodromes.
- ^{vii} Approved Training Organization that conducted Phase 4 training for MPL graduate.
- ^{viii} Date when line check was flown (completed as DD/MM/YY).
- ^{ix} Task grades for performed sub-tasks to be inserted for each leg in the “LEG 1” or “LEG 2” column.
- ^x This data is required but only for the initial line training after MPL graduation.
- ^{xi} Insert the total number of manually flown landings, AND among those, the number of manually flown crosswind landings with a crosswind component of ≥ 10 Knots that were performed by the candidate as PF during line training.