

## INSTRUCTIONS FOR CAP PILOT FLIGHT EVALUATIONS

These instructions specify how to conduct a CAPF 5 Pilot Flight Evaluation. CAPR 60-1 requires specific actions and steps to be taken for the successful completion of a CAPF 5 Pilot Flight Evaluation.

All items for the appropriate type check must be completed indicating S – Satisfactory, U – Unsatisfactory or V – Verbally briefed. Items or maneuvers not performed or applicable to certain checks (such as power maneuvers for gliders) should be marked as NP – Not Performed. If a member can satisfactorily perform the more complex maneuvers, less complex maneuvers need not be accomplished at the discretion of the check pilot. Pilots are evaluated on their ability to satisfactorily perform the tasks assigned, knowledge of procedures, smoothness, judgment and mastery of the aircraft. Failure to meet the standards of performance for any task performed will result in an unsatisfactory evaluation.

Acceptable performance standards are contained in the current FAA Practical Test Standards (PTS) book for the certificate being exercised. Examples: Commercial Pilots will be evaluated to FAA Commercial PTS. Instructor Pilots will be expected to meet the standards outlined in the appropriate FAA Flight Instructor PTS.

Instructions for specific parts of the CAPF 5 are as follows:

**Additional CAP Endorsements** – More than one may be initialed by the check pilot. Turbo, Mountain flight and other endorsements may be required by applicable wing or region supplements to CAPR 60-1.

**Aircraft Category & Class** – Possible entries include “Airplane SE Land”, “Airplane ME Land”, “Glider”, etc.

**I. Oral Discussion & II. Preflight Preparation** – May be completed separately within a 30-day period before the flight check.

**IX. Instrument Flight Procedures** – Minimum completion standards for this section include at least one partial panel unusual attitude recovery, one holding pattern, and one instrument approach. At the discretion of the check pilot, this section may be covered verbally if the pilot has satisfactorily completed an FAA recognized flight check requiring a demonstration of instrument competency within 180 days preceding the CAPF 5 flight check.

**XI. Night Flight Operations** – Only for familiarization and may be required at the discretion of wing commanders or higher.

**XVI. Multi-Engine Procedures** – Pilots desiring to exercise instrument privileges in multi-engine aircraft shall demonstrate an instrument approach with one engine simulated inoperative.

**XVII. Instructor & Check Pilots** – On each annual CAPF 5 instructors/check pilots will be given a topic/maneuver by their check pilot on which to make a ground instruction demonstration to FAA CFI PTS standards. This same maneuver may be demonstrated in the air during the flight portion of the check ride. Takeoffs and landings will be demonstrated from both seats.

**XVIII. Orientation Pilot** - Review and discuss the orientation flight syllabus with the pilot before the flight. Select syllabus maneuvers for the pilot to demonstrate in-flight. Ensure applicable CAPR 60-1/CAPP 52-7 restrictions are known by the pilot.

**Review of Certificates and Documents** – The check pilot must verify each item in this section.

**Signatures** – The CAPF 5 is not complete unless signed by the applicant and evaluator (if the evaluator is a non-CAP check pilot, a CAP check pilot must also sign to indicate the CAP specific items have been covered). Check pilot will not sign the CAPF 5 if a failure and instead enter the word “UNSATISFACTORY” in place of the Evaluator’s Signature.

Following an “Unsatisfactory Pilot Flight Evaluation”, the applicant shall be informed as to the specific unsatisfactory items. These items will be noted on the Form 5. The check pilot shall return all documents to the applicant, and notify the respective wing DOV and the appropriate wing commander of the failure. The applicant shall arrange a recheck with the same check pilot or one designated by the wing standardization/evaluation officer. Check pilots must report all failures per CAPR 60-1.

### CAP PILOT FLIGHT EVALUATION PROCEDURE

The applicant for a CAPF 5 Pilot Flight Evaluation should bring the following materials for review by the check pilot:

1. Pilot Log Book(s) showing evidence of flight review or other required currency/endorsements.
2. FAA certificates and medical.
3. Proof of CAP membership.
4. Blank CAPF 5 (instruction page is optional).
5. Completed Aircraft questionnaire(s) as required by CAPR 60-1.
6. Annual CAPF 5 online written exam results.

The check pilot will review and grade all materials and conduct the CAPF 5 Pilot Flight Evaluation.

The CAPF5 must be entered into the CAP Ops Qual system, and validated appropriately.