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COMMANDER TRAINING AIR WING SIX
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COMMANDER, TRAINING AIR WING SIX INSTRUCTION 3740.2Q

From: Commander, Training Air Wing SIX

Subj: FLIGHT INSTRUCTOR STANDARDIZATION AND TRAINING (FIST)
PROGRAM

Ref: (a) OPNAVINST 3710.7U (General NATOPS)
(b) OPNAVINST 1542.7C (Aircrew Resource Management Program)
(c) CNATRAININST 3710.13G (FIST)
(d) CNATRAININST 3710.2U (X-C and Aviation Support OPS)
(e) CNATRAININST 1500.4G (SNA Training and Admin Manual)
(f) CNATRAININST 1550.6E (TIP)
(g) CNATRAININST 1550.61A (Training Stan and Safety EVAL)
(h) CNATRAININST 1542.154A (Primary/Intermediate NFO/WSO T-6A IUT)
(i) CNATRAININST 1542.134A (Intermediate NFO/WSO IUT)
(j) CNATRAININST 1542.123C (Advanced NFO/WSO IUT)
(k) NAVAIR 00-80T-112, (NATOPS Instrument Flight Manual)
(l) NAVAIR A1-T45AC-NFM-00 (T-45 NATOPS)
(m) DCMA INST 8210.1 (DoD Contract Management Manual)
(n) COMTRAWINGSIXINST 3710.1N (SOP)
(o) FSI Simulator Training Contract
(p) L-3 Vertex Flight Operations Procedures Manual
(q) COMTRAWINGSIXINST 3710.20A (T-39 NFO NATOPS Check Flight Conduct)
(r) COMTRAWINGSIXINST 3710.3B (T-45 FCF Program)

Encl: (1) TW-6 FIST Change Recommendation Form
(2) TW-6 Read and Initial (R&I) Format
(3) TW-6 Active Read and Initial (R&I) Tracker
(4) CSI/CIS Quality Control Report Form
(5) Classroom Instructor Evaluation Checklist
(6) TW-6 Student Training Critique
(7) TW-6 IUT and T-6A FITU Critique
(8) Notification for Replacement of FITU Instructor
(9) Nomination for FITU Instructor
(10) Additional Duty Nomination as FITU Instructor
(11) Additional Duty Assignment as FITU Instructor

1. Purpose. To promulgate the policies and requirements of the Commander, Training Air Wing SIX (CTW-6) Flight Instructor Standardization and Training (FIST) Program that addresses the administration and documentation of instructor training, Naval Air Training and Operating Procedures Standardization (NATOPS) qualifications, instrument flight qualification, and student training standardization. This instruction is a complete revision and should be reviewed in its entirety.

2. Cancellation. COMTRAWINGSIXINST 3740.2P.

3. Scope. This instruction is applicable to all Training Air Wing SIX (TW-6) flight and flight support activities engaged in the training of Instructors Under Training (IUTs). This instruction will govern all subordinate activities within TW-6 in their compliance with references (a) through (r).

4. Discussion. The necessity and requirements for a dynamic and proactive standardization program are outlined in references (a) and (c). The importance of a strong FIST program cannot be overemphasized in that its effectiveness directly affects the safety and efficiency of training.

5. Action. Implement subject program per references (a) and (c). All TW-6 activities and instructors affected by the contents of this instruction are charged with the responsibility of submitting recommendations, additions, corrections, or constructive suggestions to ensure continual improvement of the CTW-6 FIST Program. Enclosure (1) shall be utilized to submit change recommendations to the TW-6 Training Officer via the chain of command.

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Distribution:

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CHAPTER ONE

FLIGHT INSTRUCTOR STANDARDIZATION AND TRAINING PROGRAM

100. GENERAL. This chapter establishes the general policies, organizational relationships, requirements, and responsibilities of the Chief of Naval Air Training (CNATRA) FIST program per reference (c), as implemented at TW-6. The following paragraphs do not contain a complete list of responsibilities but appear for: increased emphasis, designation of additional requirements, or the assignment of responsibility.

101. CTW-6 RESPONSIBILITIES.

a. Ensure compliance with responsibilities outlined in references (a) and (c).

b. Designate in writing all newly qualified instructors.

c. Establish a Flight Instructor Training Unit (FITU) for T-6A flight instructors in accordance with reference (c).

102. FITU RESPONSIBILITIES.

a. Ensure a strong standardized T-6A IUT program exists which provides qualified T-6A Instructor Pilots (IP) in Contact and Instrument stages, and provide upgrade training in the Navigation and Formation stages.

b. Comply with all directives in references (c), (e), and (h) and those detailed in Chapter 10 of this instruction.

c. Provide for the standardization of T-6 Instructor Pilots.

103. TW-6 STANDARDIZATION DEPARTMENT RESPONSIBILITIES.

a. Conduct annual stage checks on each squadron Standardization Officer. Additionally, conduct as many annual standardization checks throughout all TW-6 commands as feasible.

b. Host periodic, at least **quarterly**, Standardization Boards in accordance with reference (c). In addition to forwarding a copy of the minutes to CNATRA N71, minutes from these meetings shall also be disseminated to all TW-6 Standardization Officers and copies maintained on file for a minimum of two years.

c. Disseminate In-Flight Guide changes to the TW-6 squadron Standardization Officers and Contract Simulator Check Instructors (CSCIs).

d. Promulgate TW-6 issued Read and Initial (R&I) changes as applicable to the squadron Standardization Officers and CSCIs. The following shall apply:

(1) CTW-6, or his/her designated representative(s) with by direction authority, shall approve all new TW-6 R&Is prior to dissemination.

(2) All TW-6 issued R&Is will be dated, serialized, and assigned an expiration date utilizing the R&I format in enclosure (2). Expiration date shall not exceed one year from the date the R&I was issued.

(3) TW-6 Chief of Standardization shall maintain an up-to-date spreadsheet of all active R&Is utilizing enclosure (3).

(4) Squadrons shall post all **original** TW-6 R&Is in their applicable R&I binders.

(5) TW-6 Chief of Standardization shall conduct semi-annual R&I reviews and make every effort to incorporate R&Is into applicable instructions/directives (NATOPS/TW-6 SOP/In-Flight Guides) at the earliest possibility to minimize active R&Is.

(6) Upon cancellation, expiration, or incorporation of an R&I into another directive, CTW-6, or their designated representative(s) with by direction authority shall promulgate such cancellation in writing. The cancellation memorandum shall explain the reason for cancellation (i.e. R&I 1-08 incorporated into TW-6 SOP, T-6A NATOPS, etc...).

e. Monitor all aspects of instructor qualifications, including advanced qualifications accomplished at the squadron level, to ensure both the highest quality and standardization of instruction, and compliance with this instruction and reference (c). In particular, where IUT training has been delegated to the squadron level, TW-6 Chief of Standardization shall monitor Time-to-Train (TTT) goals and report any deviations if TTT goals are not being achieved. NATOPS qualifications are the responsibility of the respective NATOPS Program Managers and are not in the scope of responsibility of TW-6 N71.

f. Ensure TW-6 Instructors periodically monitor random Contract Simulator Instructors/Contract Instructional Services (CSI/CIS) events to enhance standardization between simulator and flight-line instruction. Each TW-6 squadron shall be responsible for monitoring a minimum of **two** events per month. The performance of these events shall be documented on enclosure (4) and forwarded to TW-6 Chief of Standardization.

104. CNATRA STAGE MANAGERS (SMs) RESPONSIBILITIES.

a. The TW-6 Training Officer is responsible for the coordination of all TW-6 SMs and shall be the single point of contact for the execution of the TW-6 Training Improvement Program (TIP).

b. CNATRA SMs are the subject matter experts for the stage in which they are designated. They will be the squadrons' primary points of contact for the CTW-6 Standardization Officers in matters pertaining to curriculum content, administration, and training improvement. Each SM shall execute their assigned duties as delineated in reference (f) and this instruction.

c. The T-6A FITU or Training Squadron TEN (VT-10) shall be responsible for providing qualified personnel to fill the CNATRA T-6A Contact, INAV, VNAV, and FORM SM billets.

d. Training Squadron TEN shall be responsible for providing a CNATRA T-39 Intermediate Jet SM.

e. Training Squadron EIGHT SIX (VT-86) shall be responsible for providing qualified personnel to fill the CNATRA Advanced Strike, Strike Fighter and Advanced Tactical Maneuvering (ATM) SM billets.

f. T-6A FITU shall be responsible for providing a CNATRA T-6A Out-of-Control Flight (OCF) SM.

g. In accordance with ref (f), each CNATRA SM is responsible for rewriting and/or editing their applicable curriculum materials as necessary and submitting changes as TCRs. The TW-6 Training Department Head, or designated representative, shall approve and route all TCRs. Once approved, the responsible CNATRA SM shall brief the applicable squadron instructors prior to implementation.

h. CNATRA SMs shall fly with instructors and/or students or observe briefs and debriefs in all TW-6 squadrons at least **quarterly** to enhance inter-squadron air wing standardization. Additionally, this interaction will allow the SM a forum to gather new ideas and "best practices" to integrate throughout TW-6.

105. TW-6 SQUADRON COMMANDING OFFICERS (CO) RESPONSIBILITIES.

a. VT-10 shall provide all initial/upgrade IUT training for Intermediate T-39N/G instructors.

b. VT-86 shall provide all initial/upgrade IUT training for Advanced T-39N/G and T-45C instructors.

c. Monitor and schedule as appropriate the completion of High Risk screening, G-Tolerance Improvement Program, Flight Instructor Training Course (FITC), Water Survival, Aviation Physiology training, aircraft academics, Cockpit Resource Management (CRM), Low Altitude Awareness Training (LAAT), Instrument Ground School (IGS) and Operational Risk Management Fundamentals.

f. Ensure IUTs complete the applicable IUT syllabus in a time span not greater than 90 days from the beginning of IUT training, barring any extraneous circumstances.

g. Every attempt should be made to not assign IUTs any primary and/or collateral duties until after the completion of their IUT syllabus.

h. Ensure all IUT flight events are conducted by a designated Standardization Instructor with the following exceptions:

(1) FAM-0: May be conducted with any qualified flight instructor.

(2) (C4001/C4002 or C7001/C7002): T-39 - Shall be conducted by a pilot qualified in the Familiarization (FAM) syllabus as provided by the contractor.

(3) (C4190 or C9090): T-39 - Should be conducted by the T-39 NATOPS Program Manager when possible.

i. Comply with CTW-6 Training Critique direction found in Section 603 of this instruction.

j. Identify and assign a relief for their responsible SM billets (identified in Section 104 of this instruction) no later than **one month** prior to the departure of the incumbent SM to ensure a thorough turnover in accordance with reference (f).

k. Provide quality FITU replacement pilots and additional duty (ADDU) standardization instructors as outlined in Chapter 10 of this instruction.

l. COs are recommended to facilitate and encourage intra-squadron flight opportunities for qualified Stage Standardization Instructors to fly with both their instructors and students. This initiative will not only allow for an open exchange of best practices, it will also provide each CO with a vehicle to receive feedback as to the effectiveness of their Standardization programs in each stage of training.

m. COs are encouraged to have their instructors in all syllabi observe student flight events in different phases and aircraft on a not to interfere basis. This opportunity to observe both early and later stage student training events will provide instructors with a better understanding of the entire student training syllabus from start to finish. With this increased awareness, all TW-6 instructors will have a better opportunity to provide suggestions to improve the Wing-wide Standardization Program while building upon their syllabus knowledge base and fine-tuning their instructional techniques.

106. SQUADRON STANDARDIZATION OFFICERS RESPONSIBILITIES.

a. Ensure full compliance with this instruction and reference (c).

b. Be the squadron's primary points of contact for the TW-6 Standardization Officers and CNATRA SMS.

c. Convene squadron Standardization Board meetings as desired, but at least **quarterly**. At a minimum, the board shall consist of the CO, Operations Officer, Standardization Officer, Safety Officer, and a TW-6 Standardization Representative as well as additional members as desired.

(1) Ensure minutes are available for all instructors to read.

(2) Forward a copy of the minutes to the appropriate

TW-6 Standardization Officer within **one week** of the meeting.

d. Discern and rectify any trends toward non-standardized instruction.

e. Ensure briefing guides are reviewed and updated as necessary, but no less than **annually**.

f. Establish and maintain R&I files for all squadron personnel to review in accordance with this instruction. Squadrons are encouraged to utilize the TW-6 R&I format found in enclosure (2) when generating their own squadron specific R&Is.

g. Ensure that at least two CSI/CIS simulator events are monitored each month by a qualified Instructor to enhance standardization between simulator and flight-line instruction. The performance of these events shall be documented on enclosure (4) and forwarded to TW-6 Chief of Standardization.

h. Recommend instructors for designation as a Standardization Instructor to the applicable TW-6 Standardization Officer for evaluation.

107. STANDARDIZATION INSTRUCTOR RESPONSIBILITIES.

a. Perform annual Standardization checks on squadron instructors to ensure all instructors are standardized in accordance with applicable instructions. Standardization Instructors acting in this capacity are direct representatives of the CTW-6 Standardization Officers and must be candid in their evaluations.

b. Perform Initial and/or Final Progress Checks (IPC/FPC) on Student NFOs as assigned by the Squadron CO.

c. Observe conduct of flight and simulator events in all stages of training to enhance standardization across the entire wing.

d. Augment the FITU by providing upgrade instructor training on a limited basis as required by the FITU and as available by the squadron Operations department.

CHAPTER TWO

INSTRUCTOR QUALIFICATION

200. GENERAL. It is imperative that all prospective flight instructors receive their NATOPS qualifications and instructor designations in a standardized method.

201. INITIAL INSTRUCTOR TRAINING.

a. Each prospective flight instructor shall complete the appropriate CNATRA IUT curriculum and maintain current standardization check events(s) for the stage(s) in which they will instruct.

b. T-6A initial instructor flight training shall be executed by TW-6 FITU instructors to the maximum extent possible. If required, due to an overload of trainees or FITU staffing shortfalls, squadron standardization qualified instructors may be used at the discretion of the FITU Officer-in-Charge (OIC).

c. Intermediate T-39 syllabus initial instructor training will be conducted by VT-10 in accordance with reference (i).

e. Advanced syllabus T-39 and T-45C instructor training will be conducted by VT-86 in accordance with reference (j).

202. UPGRADE INSTRUCTOR TRAINING.

a. Authorized upgrade training for T-6A Intermediate Naval Flight Officer (NFO) training shall be conducted by the FITU and will include: Visual Navigation and Formation Stages, as well as Formation Section and Division Lead qualifications.

b. Authorized upgrade training for Advanced NFO Training will include: ATM, Weapons (WEPS), CAS, BFM, and Formation Section and Division Lead qualifications.

203. ASSOCIATE FLIGHT INSTRUCTORS (AFIs). AFIs provide TW-6 with a pool of talent and instructional ability that can be drawn upon as required to compensate for fluctuations in instructor staffing or student loading. Application to fly in an Associate status must comply with reference (n). Additional responsibilities are as follows:

a. Squadron COs shall:

(1) Afford pilot AFIs the opportunity to fly at least **six events** and **ten hours** per month, for a minimum total of **30 hours** per quarter.

(2) Afford NFO/Nav AFIs the opportunity to fly at least **four** times monthly.

(3) Ensure AFIs meet the currency requirements outlined in reference (a).

(4) Include AFIs on the Squadron Instructor Qualification Notice.

(5) Include AFIs in the Instructor Flight Data Report.

b. AFIs shall:

(1) Ensure availability for flights at least **twice** per week.

(2) Maintain close and continuous liaison with their assigned squadron to facilitate ease of scheduling.

(3) Attend, to the maximum extent possible, Safety Stand-downs, periodic standardization meetings, NATOPS training sessions and aircrew training lectures. Arrange to review copies of minutes of these meetings when unable to attend.

204. SQUADRON INSTRUCTOR QUALIFICATION NOTICES. Squadron Instructor Qualification Notices shall be the means by which Squadron COs track instructor stage and other special qualifications and shall promulgate them monthly. Example formats for phase-specific notices are shown in Appendix A of reference (c).

CHAPTER THREE

STANDARDIZED FLIGHT SUPPORT

300. GENERAL. This chapter establishes the policies and procedures to ensure standardized academic instruction and efficient utilization of training devices 2B37, T-6 FTDs, 2F137C, 2F138C, 2F205A, 2C42, 2B47, and 2B49. Reference (c) directs that both the content and methods of all special device training be conducted per the appropriate curricula and their related publications. A primary requisite for a strong flight support standardization program is direct liaison between flight instructors, academic instructors, Standardization Officers, the TW-6 Training Officer, and CSIs/CISs.

301. STANDARDIZED FLIGHT SUPPORT. The responsibility for continuing standardized flight support rests with the squadron Standardization Officers. They shall forward standardization updates/changes that affect the conduct of training provided by CSIs/CISs to the TW-6 Training Officer (N7), via the TW-6 Chief of Standardization (N71).

302. STANDARDIZED TRAINING DEVICE INSTRUCTION.

a. TW-6 Chief of Standardization shall:

(1) Implement and coordinate a monitoring program to ensure standardized training device instruction is provided by CSIs/CISs.

(2) Ensure TW-6 Standardization Officers conduct **annual** standardization checks on CSI/CIS Standardization Representatives. TW-6 Standardization Officers shall utilize the CSI/CIS Quality Control Report Form, enclosure (4), to document the event.

(3) Retain completed CSI/CIS Quality Control Report Forms for two years.

b. Ensure CSI/CIS Standardization Representatives conduct **annual** Standardization Checks on all CSIs/CISs.

303. FLIGHT SAFETY INTERNATIONAL (FSI) TRAINING.

a. Squadrons that are assigned FSI T-39 simulator training dates, in accordance with references (c) and (o), shall make every effort to send T-39 MCs or IUTs to the training.

Simulator periods should only be missed due to inclement weather or aircraft malfunction. In the event a simulator commitment cannot be met, the appropriate squadron OPS shall inform the Wing Operations Officer or T-39 NATOPS Program manager as soon as practical, so the simulator period can be rescheduled.

b. At a minimum, simulator training will include emergency scenarios and an instrument approach flown to minimums. Free flight, steep turns, a stall series, and landings are encouraged.

304. ACADEMIC LECTURE STANDARDIZATION.

a. Academic Lecture Instructor Guidelines:

(1) Civilian contractors and Flight Instructors must be qualified in the stage that corresponds with the flight support lecture.

(2) Successfully complete the flight support lecture qualification process.

(3) Be monitored **annually** by the CNATRA Curriculum Manager, CNATRA SM, Course Curriculum Coordinator (CCC), Director of Academics, or Academic Standardization Instructor. A standardization report shall be completed utilizing the Classroom Instructor Evaluation Checklist Form, enclosure (5).

CHAPTER FOUR

STANDARDIZATION INSPECTIONS

400. GENERAL. TW-6 Standardization Officers will conduct standardization inspections and monitoring on squadrons to ensure that: CNATRA student curricula are being properly managed, quality of instruction meets CNATRA standards, and students are being trained in a standardized manner.

401. PERIODIC STANDARDIZATION ASSIST VISITS AND MONITORING.

a. TW-6 Standardization Officers shall conduct **one** standardization assist visit per squadron at the mid-points between TW-6 Formal Standardization Inspections and CNATRA Standardization Inspections.

b. TW-6 Standardization Officers shall monitor the day-to-day execution of the FIST Program by attendance of instructor briefs and lectures and, when possible, observe the conduct of training flights in all stages.

c. When observing flight events, TW-6 Standardization Officers shall coordinate a day prior to the event and be included on the flight schedule of the squadron in which they are flying.

d. The conduct of the observed flight event shall be documented using a supplemental ATF, and shall be forwarded to the appropriate squadron Standardization Officer and CTW-6 Chief of Standardization.

e. During Administrative Standardization Assist Visits, TW-6 Standardization Officers should utilize applicable portions of the Standardization checklists found in references (c) and (g). After the visit, the following action shall occur:

(1) Discrepancies shall be documented and submitted by memorandum to the appropriate TW-6 squadron CO via TW-6 Chief of Standardization for corrective action within **one week** of the visit.

(2) Squadrons shall submit corrective action in writing within **30 calendar days** of receipt of the inspection report to TW-6 Chief of Standardization.

402. TW-6 FORMAL STANDARDIZATION INSPECTIONS.

a. TW-6 shall conduct **one formal** standardization visit scheduled at the approximate **mid-point** between CNATRA Standardization Inspections. CNATRA Standardization inspections are normally conducted on an **18-month** cycle per reference (c).

b. TW-6 Standardization Officers shall utilize applicable portions of the Standardization checklists found in references (c) and (g) as a guideline during their inspection.

c. Discrepancies shall be documented and submitted via an inspection report to the appropriate TW-6 Squadron CO for corrective action within **one week** of the visit. CTW-6 shall also receive a copy of the discrepancies.

d. Squadrons shall submit corrective action in writing within **30 calendar days** of receipt of the inspection report to **CTW-6** via TW-6 Chief of Standardization.

403. STANDARDIZATION INSPECTION RESULTS. All TW-6 commands shall retain a file of a minimum of the past **two** CNATRA Standardization Inspection results as well as a minimum of the past **two years** of CTW-6 Formal and Assist Visit Standardization Inspection results.

CHAPTER FIVE

GENERAL NATOPS PROGRAM GUIDANCE

500. GENERAL. A robust and proactive NATOPS program is vital to the safe operation of all Naval aircraft. The following sections highlight several NATOPS program requirements.

501. MODEL MANAGER. TW-6 is the assigned CNATRA NATOPS Model Manager for the T-39G/N. The designated TW-6 platform specific NATOPS Program Managers shall execute NATOPS Program Manager responsibilities in accordance with Chapter Four of reference (c) and this instruction. Training Air Wing FIVE is the Model Manager for the T-6A/B and designates a T-6A NATOPS Program Manager from TW-6. Training Air Wing TWO has Model Manager and Program Manager responsibilities for the T-45A/C.

502. NATOPS INSTRUCTOR MINIMUM QUALIFICATIONS. Minimum qualifications for each aircraft are set forth in the respective aircraft NATOPS or equivalent flight manual.

a. The TW-6 staff and squadron IPs and NFOs who have been evaluated by their respective NATOPS Program Managers, and designated by CTW-6 or their respective squadron COs as NATOPS Instructors constitute the TW-6 NATOPS training cadre. The following requirements apply:

(1) A minimum of **1000 hours** total flight time and **100 hours** in type. CTW-6 will entertain total flight time waivers on a case by base basis.

(2) NATOPS Instructor Designation.

b. For amplification of T-39 Initial, Recurrent, and NATOPS Instructor qualification procedures, see chapter 7 of this instruction.

503. NATOPS INSTRUMENT FLIGHT QUALIFICATIONS AND RENEWALS. These qualifications shall be conducted in accordance with references (a) and (k).

a. Instrument rating/qualification shall be issued and renewed in accordance with reference (a) to include:

(1) Attend TW-6 Refresher IGS.

(2) Successfully complete a written end-of-course exam.

(3) Pilots shall successfully complete a NATOPS Instrument Evaluation Flight. The Check Flight:

- (a) May be flown in an approved high fidelity simulator.
- (b) May be a dedicated flight.
- (c) May be combined with a NATOPS Check Flight.
- (d) Shall not be in conjunction with a student training flight.

b. Documentation for military personnel shall be in accordance with reference (a).

504. NATOPS INSTRUMENT GROUND REFRESHER TRAINING COURSE.

a. TW-6 Training Department Head shall be responsible for the management of this course.

b. CTW-6 shall appoint an IGS SM to facilitate this course. His/Her specific responsibilities shall include:

(1) Conduct a **monthly** Instrument Refresher Ground Training Course that will include:

(a) Lectures on Sensory Problems, Air Traffic Control, Weather, and FAA and Navy specific Instrument rules and regulations.

(b) Aeromedical Aspects of Ejection for all Ejection Seat aircrew.

(c) Platform specific CRM that will include a review of LAAT.

(2) Author appropriate Instrument examinations for all TW-6 aircraft.

(3) Establish an Instrument question bank that is reviewed annually or whenever procedural changes dictate.

(4) Provide a course completion report, with examination results, to the squadron COs of each participant.

CHAPTER SIX

TRAINING IMPROVEMENT, CRITIQUES, AND SAFETY

600. GENERAL. This chapter amplifies the requirements and procedures of references (e) and (f) as they apply to training improvement and safety in TW-6.

601. CNATRA TIP. The Training Improvement Program (TIP), reference (f), is the all-inclusive directive that delineates the standardized process of improving CNATRA training curricula and associated training publications. It is a mechanism through which personnel charged with the day-to-day responsibility of training Student Naval Flight Officers (SNFOs) can improve the process. The TIP is also intended to be used as a handbook by CCCs and SMS in the performance of their duties.

a. TW-6 Training Officer (N7) is responsible for the execution of the TW-6 TIP Program.

b. TW-6 CCCs and SMS shall refer to reference (f) for a comprehensive outline of their responsibilities.

c. All proposed revisions of training publications shall be in the proper format prior to submission to CNATRA via CTW-6.

d. Training Change Request forms (CNATRA 1550/19) shall be made available to all flight instructors and students. They shall be the official means of initiating suggestions for improving the training process. Chapter 3 of reference (f) specifies the required handling and routing of completed TIP forms.

602. TW-6 INSTRUCTOR TRAINING EVENT CALENDAR. In order to provide a single source and up-to-date document that provides all TW-6 instructors with upcoming TW-6 Instructor Training and Standardization meetings, the TW-6 Training Officer shall post all instructor training events on the TW-6 Operations Calendar.

603. TRAINING CRITIQUES. Critiques are an indispensable tool for monitoring and improving any instructional system. The TW-6 Student Training Critique and routing sheet is attached as enclosure (6). COs may adjust the order on the routing sheet for departments within their squadron. Additionally, the TW-6 IUT and T-6A FITU Critique is attached as enclosure (7).

a. TW-6 FITU OIC shall ensure that all T-6 pilot IUTs complete enclosure (7) upon completion of the T-6A FITU.

b. Squadron COs shall use the TW-6 Student Training Critique as a means of collecting feedback from students completing **each Phase** of instruction.

(1) Completion of the TW-6 Student Training Critique is required of students whether they graduate or attrite.

(2) COs shall compile TW-6 Student Training Critique data for each graduating class and forward to CTW-6 for review within **two weeks** of class graduation.

(3) COs are encouraged to institute an in-house **Student Stage Training Critique** program to assist in enhancing the standardization within a particular stage of training. The format for this optional Student Stage Training Critique is left up to each command and there is no requirement to route results to CTW-6.

(4) COs that have been granted authority to provide Initial and Upgrade Instructor Training (IUT) programs within their squadrons shall utilize the TW-6 IUT and T-6A FITU Training Critique, enclosure (7), as a means of collecting feedback from their IUTs. **COs shall Route each completed TW-6 IUT and T-6A Training Critique to CTW-6 for review along with the IUTs designation letters that require CTW-6 signature.**

604. ALL INSTRUCTOR MEETINGS (AIMS). COs are encouraged to facilitate scheduled and impromptu AIMS with other squadrons operating the same aircraft as often as feasible. Inclement weather days provide a perfect opportunity to hold such informal gatherings. These meetings are an invaluable mechanism for an open exchange of student performance trends, standardization issues, safety concerns, upcoming syllabus changes, pending aircraft modifications, and instructional techniques.

605. DROP ON REQUEST (DOR)/TRAINING TIME OUT (TTO). Reference (e) is the governing instruction for all DOR and TTO policies and procedures.

a. All squadron instructors should be familiar and adhere to these policies and procedures.

b. **Prior to commencing flight training, all TW-6 commands shall ensure the DOR/TTO form is in each student's Aviation**

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Training Jacket (ATJ). If the Supplementary Jacket Form, CNATRA-Gen 1542/16, is not found, a new one will be completed and inserted into the ATJ.

CHAPTER SEVEN

T-39 INSTRUCTOR QUALIFICATION AND CURRENCY REQUIREMENTS

700. T-39 PILOT QUALIFICATION.

a. Contract pilot's initial qualification per reference (p) shall consist of:

(1) Contract approved course at an approved facility culminating in a type rating.

(2) NATOPS Open and Closed Book Examinations administered by the TW-6 T-39 Government Flight Representative (GFR)/alternate GFR (AGFR).

(3) NATOPS Evaluation Flight conducted by the TW-6 GFR/AGFR.

b. Contract pilot's annual qualification shall consist of NATOPS Open and Closed Book Examinations administered by the TW-6 T-39 GFR/AGFR, and a NATOPS Check Flight conducted by the GFR/AGFR.

c. Qualification of the GFR or AGFR NATOPS Instructor shall be in accordance with reference (m).

(1) Training and standardization of TW-6 T-39G/N qualified military pilots: The TW-6 GFR and one AGFR/NATOPS instructor shall be qualified to fly the T-39G/N Sabreliner. They shall conduct annual NATOPS Instrument Check Flights on designated contract IPs per governing directives. The AGFR/NATOPS instructor shall remain proficient in the T-39G/N aircraft and assume the duties of GFR, as required.

(2) Initial training for T-39G/N pilot qualification of TW-6 personnel shall consist of a contractor provided, ten-flight hour familiarization (FAM) syllabus, and the Initial Sabreliner Training Course at FSI.

(3) The FAM syllabus should be conducted as follows:

<u>FLIGHT</u>	<u>DURATION</u>	<u>POSITION</u>	<u>REMARKS</u>
(1) FAM-1	2.0	RIGHT SEAT	STALLS, PPEL
(2) FAM-2	2.0	RIGHT SEAT	PPEL
(3) FAM-3	2.0	LEFT SEAT	STALLS, PPEL
(4) FAM-4	2.0	LEFT SEAT	PPEL
(5) *NATOPS CHECK	2.0	LEFT SEAT	OPEN/CLOSED BOOK EXAM COMPLETE

(4) Equivalent of type rating at commercial level: The Sabreliner 40/60 Pilot Initial Course shall be completed prior to an individual functioning as GFR and shall result in a T-39 type rating. Follow-on training for the GFR and AGFR/NATOPS instructor should consist of annual T-39 refresher training at FSI. The GFR and AGFR/NATOPS instructor shall remain proficient in the T-39 aircraft and should fly a minimum of six flights per month as the Pilot at the Controls.

701. T-39 MISSION COMMANDER (MC) QUALIFICATION.

- a. Minimum of 7.5 T-39 hours prior to MC NATOPS Check.
- b. T-39 NATOPS Check Flights shall be conducted in accordance with ref (q).
- c. Initial NFO NATOPS checks shall be performed by the respective squadron NFO NATOPS Instructor or the TW-6 NFO NATOPS Evaluator.
- d. Refresher NATOPS checks shall be administered by any qualified squadron or TW-6 NATOPS Instructor.

702. INTERMEDIATE T-39 MC INSTRUCTOR QUALIFICATION. Initial flight Instructor ANAV/VNAV designations, MC Qualifications, and Standardization qualifications for the T-39 are completed at VT-10. Designations and qualifications are based upon requirements established in this instruction and as designated in writing by squadron COs.

a. MC Qualification: Designated on applicable qualification notice and shall meet the following:

- (1) Complete T-39 IUT syllabus outlined in reference (i).

(2) Designated in writing by squadron CO.

b. Stage "S" Standardization Instructor Requirements:

(1) Designated as T-39 Stage "X" Check MC.

(2) Successfully instruct student syllabus event under the instruction of a T-39 Standardization Officer.

(3) Designated in writing by squadron CO.

703. ADVANCED T-39 MC INSTRUCTOR QUALIFICATION. Initial flight instructor designations, MC qualifications, and Standardization qualifications for the T-39 are completed at VT-86. Designations and qualifications are based upon requirements established in this instruction and as designated in writing by the squadron CO.

a. MC Qualification: Designated on applicable qualification notice and shall meet the following:

(1) Complete T-39 IUT syllabus outlined in reference (j).

(2) Designated in writing by squadron CO.

b. Stage "S" Standardization Instructor Requirements:

(1) Successfully complete a student syllabus event under the instruction of a T-39 Standardization Officer.

(2) Designated in writing by squadron CO.

704. T-39 PILOT CURRENCY REQUIREMENTS.

a. Hold a current NATOPS Model Rating.

b. Hold a valid Instrument Rating.

c. Have a minimum of one flight/landing from the left seat within the previous 21 days.

705. RE-ESTABLISHMENT OF T-39 PILOT CURRENCY. If out of the T-39 between:

Days since last sortie	T-39 Pilot Currency Requirement(s)
22-30 days	(1) Immediate Action EP (Bold Face) Exam.
31-60 days	(1) Immediate Action EP (Bold Face) Exam. (2) Warm up flight to include 5 landings and 2 approaches from the left seat with a qualified T-39 L-3 NATOPS Instructor Pilot.
61-90 days	(1) Immediate Action EP (Bold Face) Exam. (2) NATOPS Open and Closed Book Exams. (3) Warm up flight to include 5 landings and 2 approaches from the left seat with a qualified T-39 L-3 NATOPS Instructor Pilot. Conduct a thorough review of NATOPS normal and emergency procedures.
>90 days	(1) Warm up syllabus will be tailored to the pilot's previous experience and duration since last flight. In the case of contract pilots, the contractor's Manager of Flight operations shall recommend a syllabus to the Government Flight Representative for approval.

706. T-39 MC INSTRUCTOR CURRENCY REQUIREMENTS.

- a. Hold a current NATOPS Model Rating.
- b. Hold a valid NATOPS Instrument Rating/Qualification.
- c. Hold a TW-6 instructor designation for the specific training flight scheduled.
- d. Complete one flight as an instructor and/or MC every 14 calendar days.

707. RE-ESTABLISHMENT OF T-39 MC CURRENCY. If out of the T-39 between:

Days since last sortie	T-39 MC Currency Requirement(s)
15-30 days (CAT VI)	(1) Immediate Action EP (Bold Face) Exam.
31-60 days (CAT V)	(1) Immediate Action EP (Bold Face) Exam. (2) NATOPS Open Book Exam.
61-90 days (CAT IV)	(1) Immediate Action EP (Bold Face) Exam. (2) NATOPS Open and Closed Book Exams. (3) Proficiency flight with a T-39 NATOPS Instructor.
91-180 days (CAT III)	(1) Immediate Action EP (Bold Face) Exam. (2) NATOPS Open and Closed Book Exams. (3) Applicable Stage Standardization Exams. (4) Proficiency flight with a T-39 NATOPS Instructor. (5) Applicable Stage Standardization Check Flight.
181-365 days (CAT II)	(1) Immediate Action EP (Bold Face) Exam. (2) NATOPS Open and Closed Book Exams. (3) Applicable Stage Standardization Exams. (4) Proficiency flight with a T-39 NATOPS Instructor. (5) Applicable Stage Warm-up proficiency flights. (6) Applicable Stage Standardization Check Flight.
>365 days (CAT I)	(1) Normal IUT Syllabus IAW reference (i) and (j). (2) Squadron Standardization officers may advance the IUT to the End of Block based on the instructor's past flying experience and demonstrated proficiency. Instructor shall be designated in writing by CTW-6.

708. T-39 NFO PROFICIENCY FLIGHTS.

a. T-39 MCs shall fly a right seat proficiency flight once every 90 days.

b. Flights require one takeoff and one landing with the MC in the right seat.

c. Functional Check Flights (FCFs) satisfy the proficiency flight requirement.

d. Annual NATOPS Evaluation flight shall count as 90-day proficiency flight.

709. T-39 FUNCTIONAL CHECK NFO QUALIFICATION.

a. T-39 Functional Check Crewmembers (FCC) shall be assigned to all T-39 FCF flights. The following are required for designation as FCC:

(1) A minimum of 200 T-39 hours as an Instructor in CTW-6.

(2) Nomination by the Squadron Safety Officer and Operations Officer.

(3) Briefing by a senior T-39 FCC to include preflight, flight, and post-flight techniques and procedures, available operating areas, appropriate controlling agencies and required weather minimums.

(4) Completion of the CTW-6 T-39 FCF written exam.

(5) Completion of a T-39 emergency procedures simulator at FSI.

(6) Completion of a T-39 FCF Profile "A" with a senior T-39 FCC in a fully mission capable T-39. A Senior T-39 FCC shall be defined as an already designated T-39 FCC with a minimum of 400 T-39 hours as an instructor in CTW-6.

b. Squadron COs shall designate T-39 FCF MCs in writing. T-39 FCF MCs may be sourced from CTW-6, VT-86, or VT-10 as availability allows.

710. T-39 NATOPS INSTRUCTOR QUALIFICATION.

a. All T-39 NATOPS Instructor Evaluations shall be administered by the T-39 NATOPS Program Manager. Either the NATOPS Program manager or any squadron NATOPS Instructor may administer Assistant NATOPS Instructor upgrades.

b. T-39 NATOPS Evaluator/Program Manager upgrade checks shall be administered by the current T-39 Program Manager as a job turnover item. Recurrent Evaluator/Program Manager NATOPS checks shall be administered by the T-39 GFR/AGFR.

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711. T-39 Emergency Procedures Trainers. Per reference (c), all NATOPS qualified aircrew shall complete an emergency procedures trainer annually. The EP trainer should be conducted at Flight Safety International; exceptions shall be approved by the T-39 NATOPS Evaluator and conducted with a NATOPS instructor in an aircraft. Due to the requirement to travel to a simulator, this requirement may be met within +/- one month from the 6th month following the initial or annual NATOPS evaluation flight.

CHAPTER EIGHT

T-6A INSTRUCTOR QUALIFICATION AND CURRENCY REQUIREMENTS

800. T-6A AIRCREW QUALIFICATIONS. Initial flight instructor designations for the T-6 (Contact/INAV) are completed at TW-6 FITU. Follow-on designations and qualifications shall be granted based upon requirements established in this instruction, and as designated in writing by squadron COs. **Note:** IPs with previous, relevant stage and/or fleet experience may have requirements waived at the discretion of the squadron CO.

801. INITIAL CONTACT QUALIFICATION. FITU (See Chapter 10).

802. INITIAL INSTRUMENT NAVIGATION (INAV) QUALIFICATION. FITU (See Chapter 10).

803. VISUAL NAVIGATION (VNAV) QUALIFICATION.

a. Instructors should have **100 hours** in type prior to being designated as a Navigation Instructor.

b. Complete Navigation IUT syllabus per reference (h) at the FITU.

804. FORMATION (FORM) QUALIFICATION. Instructors should have **150 hours** in type prior to being designated a Formation Instructor.

a. Complete Formation IUT syllabus per reference (h) at the FITU.

b. Section Lead Qualification:

(1) **1000 hours** total pilot time.

(2) **200 hours** in type.

(3) Fly **eight** student Formation (F5001/2 or F5101/2) sorties.

(4) Fly **two** student Low-Level Formation (F5101/2) sorties.

(5) Brief and lead **one** Section sortie with a Formation Standardization IP in the other aircraft.

(6) Designated in writing by squadron CO. The CO can waive any part or all these requirements on a case by case basis, based on pilot experience.

c. Division Lead Qualification:

(1) **1000 hours** total pilot time.

(2) **300 hours** in type.

(3) Fly **ten** Section sorties as Lead.

(4) Fly **four** Division sorties as a Wingman.

(5) Lead and brief **one** Division sortie with a Division Lead qualified Formation Standardization Instructor in one of the other aircraft.

(6) Designated in writing by squadron CO. The CO can waive any part or all these requirements on a case by case basis, based on pilot experience.

805. OCF STANDARDIZATION INSTRUCTOR DESIGNATION.

a. **1000 hours** total pilot time.

b. **300 hours** in type.

c. C7590 OCF syllabus event **shall** be flown with the CNATRA T-6 OCF STAN Instructor or their designed alternate.

d. Designated in writing by squadron CO.

806. FUNCTIONAL CHECK PILOT (FCP) DESIGNATION.

a. Meet all requirements of references (a), (b), (c), and (e).

b. Each new FCP shall have a minimum of **six** months remaining prior to their projected rotation date.

c. **1000 hours** total pilot time.

d. **500 hours** in type or **300 hours** in type with prior FCF experience on any platform.

e. OCF Standardization Instructor Designation.

f. Successfully complete a TW-6 approved FCF written examination administered by the TW-6 FITU.

g. Observe an Alpha profile FCF from the rear cockpit with an FCP in the front cockpit.

h. Conduct an Alpha profile FCF from the front cockpit with an FCP in the rear cockpit.

i. Designated in writing by squadron CO.

807. NFO FRONT SEAT QUALIFICATION.

a. With CO approval, select NFO instructors are permitted to fly in the front seat. The following prerequisites shall be completed:

(1) CAI (Self-paced at Griffith Hall Learning Center):

PR 107 (Ground Emergencies)
PR 108 (Take-Off Emergencies)
PR 109 (In-Flight Emergencies/Part 1)
PR 110 (In-Flight Emergencies/Part 2)
PR 111 (Landing Emergencies)
PR 112 (Aircraft Operating Limits)

(2) Simulator Events:

C2001 (Student Syllabus Contact Sim #1)
C2002 (Student Syllabus Contact Sim #2)
C2003 (Student Syllabus Contact Sim #3)

b. Flights shall be conducted with a pilot holding a current Contact Stage qualification.

808. STAGE "X" CHECK INSTRUCTOR QUALIFICATION.

a. IPs designated in the Contact and INAV stage should fly a minimum of **20** events in each Stage.

b. IPs designated in the VNAV stage should fly a minimum of **10** events.

c. Designation by squadron CO on applicable Qualification Notice.

d. There is no Formation Stage "X" Check Instructor Qualification.

809. STAGE "S" STANDARDIZATION INSTRUCTOR QUALIFICATION.

a. Should have a minimum of **1000** hours total pilot time.

b. Should be qualified in the specific Stage for **six** months.

(1) Contact Standardization Instructors, NATOPS Instructors, or Assistant NATOPS Instructors must first be designated an OCF Standardization Instructor.

(2) Formation Standardization Instructors must first be designated a Formation Section Lead.

c. Recommendation by CO.

d. Standardization Check flight performed by applicable CNATRA Stage Manager or CTW-6 Standardization Instructor.

810. AIRCREW CURRENCY REQUIREMENTS.

a. Pilots shall meet the following requirements based on the date of last flight:

(1) Hold a current NATOPS Model Rating.

(2) Hold a valid NATOPS Instrument Rating/Qualification.

(3) Fly at least one flight every 14 calendar days.

b. Annual Emergency Procedures Training:

(1) A satisfactory demonstration of normal and emergency procedures shall be performed by each pilot in an OFT, to be completed in the sixth month after the initial and each subsequent annual NATOPS evaluation flight.

(2) In conjunction with this training, pilot shall complete a bold face Emergency Procedures and Operating Limits Exam.

c. Semi-Annual OCF Training:

(1) A satisfactory flight demonstration of OCF prevention, recognition, and recovery procedures shall be performed by each T-6 pilot in the sixth month after the initial and each subsequent annual NATOPS evaluation flight.

(2) At a minimum this flight shall include: Inverted flight, Controls Neutral Recovery, Approach Turn Stall, and select aerobatic maneuvers.

(3) OCF Standardization and NATOPS/Assistant NATOPS IPs are exempt from the semi-annual OCF flight requirement due to their habitual exposure to the OCF flight regime.

d. NFO Front Seat Qualification: Fly once every 45 days based on date of last flight.

811. RE-ESTABLISHMENT OF T-6A PILOT CURRENCY. If out of the T-6A between:

Days since last sortie	T-6A Pilot Requirement(s)
15-20 days (CAT VII)	(1) Bold Face Emergency Procedures Exam.
21-30 days (CAT VI)	(1) Bold Face Emergency Procedures Exam. (2) Emergency Procedures Trainer or Warm-up flight to include two instrument approaches.
31-60 days (CAT V)	(1) Bold Face Emergency Procedures Exam. (2) Emergency Procedures Trainer. (3) Warm-up flight with a qualified pilot to include two instrument approaches, five landings, and a PPEL. NOTE: The Emergency Procedures Trainer and the warm-up flight may be combined into one flight if flown with a NATOPS Instructor.
61-90 days (CAT IV)	(1) Bold Face Emergency Procedures Exam. (2) NATOPS Open and Closed Book Exams. (3) Emergency Procedures Trainer. (4) NATOPS warm-up flight with a NATOPS Instructor.
91-180 days (CAT III)	(1) Bold Face Emergency Procedures Exam. (2) NATOPS Open and Closed Book Exams. (3) Instrument and Contact Standardization Exams. (4) Emergency Procedures Trainer. (5) NATOPS warm-up flight with an OCF

	<p>Standardization Instructor Pilot. (6) NATOPS check Flight. (7) Contact Stage Standardization Check Flight. (8) Instrument Stage Standardization Check Flight.</p>
181-365 days (CAT II)	<p>(1) Bold Face Emergency Procedures Exam. (2) NATOPS Open and Closed Book Exams. (3) Instrument and Contact Standardization Exams. (4) Emergency Procedures Trainer. (5) NATOPS syllabus flights (per MCG). (6) NATOPS check Flight. (7) Contact Stage warm-up flight. (8) Contact Stage Standardization Check Flight. (9) Instrument Stage warm-up flight. (10) Instrument Stage Standardization Check Flight. (11) NATOPS Instrument Check.</p>
>365 days (CAT I)	<p>(1) Normal IUT Syllabus IAW reference (h). (2) FITU OIC may advance the IUT to the End of Block based on IP's past flying experience and demonstrated proficiency. (3) IP shall be designated in writing by CTW-6.</p>

a. Test Pilot School (TPS) Trainees or Non-Instructor Pilot NATOPS qualification: TPS syllabus or NATOPS ground and flight syllabus in accordance with the MCG and NATOPS Check Flight.

812. RE-ESTABLISHMENT OF NFO FRONT SEAT CURRENCY

Days since last sortie	T-6A NFO Front Seat Requirement(s)
46-90 days	<p>(1) Bold Face Emergency Procedures Exam. (2) Operating Limits Exam. (3) Fly with a NATOPS or Standardization Instructor Pilot.</p>
91-364 days (CAT II)	<p>(1) Bold Face Emergency Procedures Exam. (2) Operating Limits Exam. (3) Complete C2003 simulator (Student Syllabus Contact Sim #3). (4) Fly with a NATOPS or Standardization Instructor Pilot.</p>
>365 days or Initial Qual (CAT I)	<p>(1) Complete all CAIs and simulators listed in section 807 of this chapter.</p>

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813. CONTACT STANDARDIZATION FLIGHTS. After initial qualification, the required annual Contact Standardization Check Flight should be accomplished six months (+/- 30 days) after the annual NATOPS Evaluation Flight to the greatest extent practicable to satisfy the T-6 semi-annual OCF requirement and maintenance of training continuity.

CHAPTER NINE

T-45 INSTRUCTOR QUALIFICATION AND CURRENCY REQUIREMENTS

900. T-45C QUALIFICATION BOARD AND IUT PROGRESSION.

a. A T-45C IP Qualification Board will be held quarterly or as deemed necessary by the T-45C Standardization Officer in order to recommend instructor qualification and designation upgrades to the CO.

b. Qualification Board should consist of the T-45C Standardization Officer, Stage Manager, and available standardization instructors.

c. Normally, T-45C IPs will qualify as Contact, Section WEPS, CAS and BFM instructors. The Commanding Officer can waive these requirements on a case-by-case basis.

901. T-45C NATOPS QUALIFICATIONS.

a. Pilot NATOPS Qualifications and re-qualification shall be in accordance with references (a) and (1).

b. NFOs requiring a T-45C NATOPS qualification shall complete the T-45C NATOPS GROUND SCHOOL, NATOPS Open book, Closed book, oral exam, Immediate Action Procedures exam, DJET, NACES ejection seat brief, T-45C CRM lecture and emergency egress drill annually. Initial qualification requires 10 hours in type with 6 hours completed in the aircraft and 4 hours in the T-45C simulator. All hours completed under the VT-86 T-45C ATM observer program can contribute to the total hours required. Additionally, the NATOPS check can be performed in the simulator and can be used to complete the total hour requirement. This qualification shall be re-qualified annually per reference (a) and (1).

c. NFOs (Staff/Associate), Navigators (Staff/Associate) and the Squadron Flight Surgeon desiring a T-45C backseat qualification will keep this qualification current in accordance with reference (a). They shall also complete an Ejection Seat/Backseat Brief; NATOPS Open Book Exam, a T-45C Immediate Action Procedures exam, T-45C CRM lecture and emergency egress drill annually.

902. INSTRUMENT QUALIFICATION.

a. Initial instrument evaluation and annual renewal will be per reference (a). The initial evaluation shall be completed in the T-45C aircraft while subsequent annual evaluations and renewals may be conducted in the Instrument Flight Trainer (IFT), Operational Flight Trainer (OFT), or the T-45C aircraft as required by the pertinent Operations Officer.

b. Instrument check qualifications and re-qualification procedures shall be completed per references (a), (c), and (k).

c. Instrument qualification expirations will be listed in the squadron monthly qualification notice published by the Safety/NATOPS department.

903. NATOPS INSTRUCTOR (NI) QUALIFICATION.

a. NATOPS Instructor Qualifications shall be in accordance with references (a), (c), (e), (l) and this instruction.

b. The T-45 NATOPS Program Manager or Wing Evaluator shall administer and conduct the Initial and subsequent NATOPS INSTRUCTOR (NI) evaluations. This shall include an open-book, closed-book, and immediate action procedures examinations.

c. The NI shall be designated in writing by the squadron's Commanding Officer.

904. ASSISTANT NATOPS INSTRUCTOR (ANI).

a. ANI's shall receive initial and subsequent NATOPS evaluations from the T-45 Model Manager, Wing Evaluator, or squadron NI.

b. Up to 10 percent of the squadron's aircrew onboard may be designated as Assistant NATOPS instructors.

c. Each ANI shall be designated in writing by the squadron's Commanding Officer.

905. FCF DESIGNATION.

a. T-45C FCF Qualification will be obtained and maintained in accordance with ref (r).

906. OCF/SPIN INSTRUCTOR DESIGNATION.

- a. The T-45C Qualification Board and the Standardization Officer shall recommend individual T-45C IPs via the chain of command.
- b. Complete three (3) spin flights, one (1) from the front cockpit and two (2) from the rear cockpit with a qualified OCF Instructor.
- c. OCF Instructors shall be designated in writing by the squadron's Commanding Officer.

907. INSTRUCTOR QUALIFICATION AND DESIGNATION. Per reference (j), NATOPS or Contact Standardization Instructor designation will normally qualify an instructor to teach only the NATOPS or Contact flights. The normal progression of the Instructor Under Training (IUT) through the ATM syllabus is to:

- a. First, qualify as a NATOPS aircrew and Contact instructor through recommendation to the squadron Commanding Officer by the Qualification Board and the Standardization Officer.
- b. The Standardization Officer will then recommend the IUTs Section Weapons, Division CAS, and BFM upgrade syllabus, in that order, to the Commanding Officer. The Commanding Officer can waive these requirements on a case-by-case basis.
- c. The Pilot in Command (PIC) will normally be the NATOPS qualified crewmember who signs for the aircraft, therefore assuming responsibility for the safety of the aircraft and crew.
- d. NATOPS, Contact, or CAS Standardization NFO Instructors are qualified to evaluate NATOPS, Contact, or CAS Standardization flights and teach Contact and CAS lectures respectively.
- e. SECTION WEAPONS INSTRUCTOR. Before the T-45C Qualification Board will recommend an instructor to begin the Section Weapons IUT, that instructor must be qualified as a Contact instructor and teach the Contact Flight Procedures lecture. If the instructor is not designated as a Section Lead, the instructor shall fly all section weapons flights as the wingman of the section until qualified as a Section Lead per paragraph 908 of this instruction.

f. CAS INSTRUCTORS.

(1) Pilots

- (a) Complete the Section Weapons IUT syllabus.
- (b) Complete the SNFO CAS Academic lecture.
- (c) Satisfactorily complete the Division CAS IUT syllabus.

(2) Pilot TAC(A)

(a) Be nominated by the T-45C Standardization Officer (normally limited to a former fleet FAC or FAC(A)). The Commanding Officer can waive this limitation based on instructor experience and the squadron's operational need.

(b) Complete two flights in a striker aircraft with a student.

(c) Brief and fly three flights as the TAC(A) with a qualified TAC(A) Pilot or NFO occupying the back seat.

(3) NFO TAC(A)

(1) Be nominated by the T-45C Standardization Officer (normally limited to former fleet FAC(A) WSO's).

(2) Complete the SNFO CAS Academic lecture.

(3) Satisfactorily complete the Division CAS IUT syllabus consisting of five flights. Flights 1-2 will be familiarization flights flown in the TAC(A) aircraft with a TAC(A) qualified pilot. On flights 3-5 the TAC(A) NFO will brief and execute the mission as the TAC(A) with a qualified TAC(A) occupying the front seat.

(4) CAS Standardization Instructors

(a) Pilots and NFO TAC(A)'s are CAS standardization instructors upon satisfactory completion of the respective TAC(A) IUT syllabus.

(b) Other CAS standardization instructors, limited to instructor pilots that are not TAC(A), may be nominated by the T-45C Standardization Officer.

(c) Candidates will normally be senior pilots with at least one year of experience as a qualified flight instructor but may be waived by the Commanding Officer based on candidate's experience and squadron's operational need.

(d) All CAS Standardization instructors shall be approved and designated in writing by the Commanding Officer.

h. BFM INSTRUCTOR PILOTS.

(1) Have a minimum of 100 T-45C hours onboard VT-86 before the Qualification Board recommends the IUT to begin the BFM syllabus. The Commanding Officer may waive this requirement based on individual experience.

(2) Complete the CAS IUT syllabus. The Commanding Officer may waive this requirement on a case-by-case basis based on individual experience or operational need.

(3) Complete the SNFO BFM academic lectures.

(4) Satisfactorily complete the BFM IUT syllabus. Extra sorties in the BFM IUT curriculum may be granted at the discretion of the T-45C Standardization Officer and the Operations Officer, or as directed by the Commanding Officer.

908. SECTION LEADER DESIGNATION. A Designated Section Leader is required in any flight involving two aircraft unless an emergency exists which requires join up of two non-section leaders as a last resort. After completion of the IUT, if Section Lead criteria are not met, the instructor shall complete a syllabus set forth by the Standardization Officer commensurate with that instructor's experience level and approved by the Commanding Officer. Requirements for section leader designation are categorized into previously designated or NOT previously designated Fleet section leader.

a. Previously Designated Fleet Section Lead:

(1) Completed the Contact IUT syllabus.

(2) Accumulated 50 hours in a VT-86 T-45C.

(3) Completed the Weapons IUT syllabus.

(4) Nominated by the T-45C Standardization Officer via the chain of command.

(5) Designated in writing by the squadron CO.

b. Non-Previously Designated Fleet Section Lead will require the following to be designated as a Section Leader:

(1) Completed the Contact IUT syllabus.

(2) Accumulated 100 hours in a VT-86 T-45C aircraft.

(3) Completed the Weapons IUT syllabus.

(4) Completed a VT-86 T-45C Section Lead syllabus as prescribed by the squadron Standardization Officer.

(5) Nominated by the T-45C Standardization Officer via the chain of command.

(6) Designated in writing by the squadron CO.

909. DIVISION LEAD DESIGNATION. A Designated Division Lead is required in all flights of three or more aircraft. Pilots require the following for a Division Lead designation:

(1) Nominated by the T-45C Standardization Officer via the chain of command and approved by the CO. Nomination will be based on previous experience, flight leadership qualities and the needs of the Squadron.

(2) Candidates must first be designated as a T-45C Section Leader for nomination. If a candidate has been designated as a Division Lead in a previous command, qualification will be based on the successful completion of one flight as Division Flight Lead under supervision of another qualified Division Lead. If the candidate has not been previously qualified as a Division Lead, qualification will be based on the successful completion of the Division Lead work-up syllabus as prescribed by the squadron Standardization Officer and approved by the squadron Commanding Officer.

910. IUT/STANDARDIZATION INSTRUCTOR DESIGNATION REQUIREMENTS AND GUIDELINES. Candidates will be nominated by the T-45C Standardization Officer, via the chain of command, and approved by the Commanding Officer. Specific designation authorizes individuals to instruct IUTs on NATOPS and Contact IUT events except OCF flights, Instrument Evaluations and NATOPS check flights. Section Weapons and BFM IUT events require an instructor who is designated as a Section Lead. A Standardization Qualification in each respective phase (Section WEPS, CAS and BFM) is required to instruct IUTs within that phase.

a. Section Weapons IUT events shall have a Section Weapons Standardization Instructor in the IUT's aircraft and an applicable designated flight lead in the other. The flight lead may also be a Section Weapons Standardization Instructor but is not required.

b. CAS IUT events shall have either a CAS Standardization Pilot or NFO in the IUT's aircraft.

c. BFM IUT events shall have a BFM Standardization Instructor in the IUT's aircraft. Solo BFM IUT events will have a BFM IUT/Standardization Instructor as the lead for that event. Candidates will normally be senior pilots with at least one year of experience as a qualified flight instructor but may be waived by the Commanding Officer based on candidate's experience and squadron's operational need.

911. REMEDIATION. Any instructor having an unsatisfactory performance on a standardization examination will retest the next working day after one-on-one counseling with the appropriate segment standardization officer and a review of the relevant standardization topics. The failed test will be kept in their FIST jackets and documented on their flight instructor designation/qualification summary. Shall an IUT fail or not meet the satisfactory flight criteria for any event, the Standardization Officer will review and recommend further flights, events, or course of action at the discretion and approval by the squadron Commanding Officer.

912. T-45C PILOT CURRENCY REQUIREMENTS.

- a. Hold a current NATOPS Model Rating.
- b. Hold a valid NATOPS Instrument Rating/Qualification.

- c. Pilots - fly at least one flight every 14 calendar days.
- d. NFO's - fly at least one flight every 20 calendar days.
- e. BFM currency shall be established and maintained per reference (a). For the purposes of determining Type/Class (T/C) experience, all aircraft delineated in reference (a) as "Strike/Fighter" class and "Trainer" class will be included. SNA "Trainer" class flight time shall not be included.

913. RE-ESTABLISHMENT OF T-45C PILOT/NFO CURRENCY. If T-45 pilot or NFO currency is lost the following requirements must be fulfilled to regain it:

Days since last sortie	T-45C Pilot Requirement(s)
15-20 days (CAT VI)	(1) Immediate Action procedures exam.
21-30 days (CAT V)	(1) Immediate Action procedures exam. (2) T-45C EP simulator.
31-60 days (CAT IV)	(1) Immediate Action procedures exam. (2) T-45C EP simulator. (3) T-45C open book NATOPS exam. (4) At a minimum, a warm-up flight with a qualified and current pilot (The flight shall execute an instrument approach, NATOPS landings, and a precautionary approach).
61-180 days (CAT III)	(1) Immediate Action procedures exam. (2) T-45C NATOPS open book exam. (3) T-45C NATOPS closed book exam. (4) T-45C EP simulator. (5) NATOPS warm-up flight with a NATOPS Standardization instructor pilot or Squadron NATOPS/Assistant NATOPS instructor(s).
181-365 days (CAT II)	(1) Refer to paragraph 910.a. below.
>365 days (CAT I)	(1) Normal IUT syllabus per reference (j).

a. 181-365 days (CAT 2 Syllabus): Based on the IP's previous experience, designations, and qualifications, the T-45C Standardization Officer may prescribe the following abbreviated syllabus, or a subset of the same, to be approved by the squadron Commanding Officer:

- | | |
|--------------------------------|------------------------------|
| (1) Immediate Action EP Exam. | (11) NATOPS Check Flight. |
| (2) NATOPS Open Book Exam. | (12) C5201 (Contact IUT 1). |
| (3) NATOPS Closed Book Exam. | (13) A5001 (Sec WEPS IUT 1). |
| (4) Two EP/NATOPS Simulators. | (14) A5002 (Sec WEPS IUT 2). |
| (5) C5001 (Instrument/FAM). | (15) A5201 (CAS IUT 1). |
| (6) C5002 (FAM). | (16) A5202 (CAS IUT 2). |
| (7) C5004 (OCF). | (17) A5401 (BFM IUT 1-Dual). |
| (8) C5005 (2-Plane FORM). | (18) A5402 (BFM IUT 2-Dual). |
| (9) C5008 (AIRNAV). | (19) A5404 (BFM IUT 4-Solo). |
| (10) C5009 (Instrument Check). | (20) A5405 (BFM IUT 5-Solo). |

Days since last sortie	T-45C NFO Requirement(s)
21-30 days	(1) Immediate Action procedures exam.
31-89 days	(1) Immediate Action procedures exam. (2) T-45C EP simulator.
>90 days	(1) Immediate Action procedures exam. (2) T-45C EP simulator. (3) Warm-up flight with a NATOPS qualified pilot.

CHAPTER TEN

T-6A FLIGHT INSTRUCTOR TRAINING UNIT (FITU) GUIDELINES AND PROCEDURES

1000. GENERAL. CTW-6 is tasked to provide all prospective T-6A flight instructors with an initial NATOPS qualification and Contact and INAV Stage instructor designation from a highly standardized FITU per reference (c). Manned with the highest quality instructors, the FITU provides prospective IPs with in-depth ground and flight instruction. The instructor training syllabus outlined in reference (h) promulgates the policies and requirements of the Flight Instructor Standardization and Training Program under CTW-6.

1001. TRAINING RESPONSIBILITIES.

- a. NATOPS qualify assigned IUTs in the T-6A aircraft.
- b. Conduct all IUT curriculum flights required for initial Contact and INAV flight instructor qualifications per reference (h) and this document.
- c. Conduct upgrade training for Squadron IPs in the Navigation and Formation stages per reference (h).
- d. Ensure prospective flight instructors are NATOPS Instrument qualified per reference (a).
- e. Ensure completion of all academic and physiological training of assigned aviators (i.e., FITC, Naval Aviation Water Survival Training, Emergency Egress Training, etc...).
- f. Provide NATOPS qualification and continued flight support for TW-6 staff aviators, as required.
- g. As asset availability allows, provide initial and advanced training/qualifications for satellite site aviators operating the T-6A.
- h. Conduct FITU instructor annual Standardization, NATOPS, and Instrument Check Flight and ADDU instructor annual Standardization Check Flights as required.
- i. Conduct SNFO and curriculum flights.

j. Establish a T-6A FCF training and qualification program to augment the contract FCF pilots.

k. Establish a T-6A Plane Captain Training and Qualification Program.

1002. MANNING. The manning level should not be less than the FITU OIC, four staff IPs, and one civilian.

a. FITU OIC. Should be an O-4 or above appointed by CTW-6.

b. FITU Instructors.

(1) FITU IPs will be highly qualified flight instructors selected from VT-10 and TW-6 Staff.

(2) VT-10 IPs shall be transferred to TW-6 for Temporary ADDU under the direction of the FITU OIC.

(3) To meet surge requirements, ADDU instructors will be utilized.

c. Replacement of Instructors.

(1) CTW-6 shall submit notification for a replacement of a FITU IP 45 days prior to the instructor's expected detachment or terminal leave date using enclosure (8).

(2) Squadrons shall nominate a replacement for their respective instructor not less than 30 days prior to the instructor's expected detachment or terminal leave date using enclosure (9).

(3) Upon screening and selection by CTW-6, the IP shall report to TW-6 Admin for administrative check-in at least two weeks in advance of the instructor's departure date. While previous ADDU experience with the TW-6 T-6 FITU is desired, nominees shall possess the following qualifications:

1003. FITU INSTRUCTOR REQUIREMENTS.

a. Current Contact and INAV Standardization Qualified.

b. Minimum of two months standardization experience.

c. Minimum of one year recent IP experience.

d. Minimum of six months (12 months preferred) remaining on board.

e. Minimum of nine months remaining on board for terminal personnel.

f. Complete the FITU IP Upgrade syllabus detailed in Section 1008 of this instruction prior to instructing events in the FITU.

g. Designation as a CTW-6 Standardization Instructor.

1004. ADDU INSTRUCTORS.

a. VT-10 shall augment the FITU with no less than three and no more than eight active-duty Standardization Instructors assigned the additional duty as FITU instructors.

b. ADDU Standardization IPs shall be the most highly qualified Standardization IPs within the parent squadron's Standardization Department and nominated by the squadron's CO per enclosure (10) and assigned by CTW-6 per enclosure (11).

c. Nominations shall be delivered to the TW-6 Training Officer no later than two weeks prior to the beginning of each quarter of the fiscal year.

d. ADDU instructor assignments will normally remain in effect for at least the quarter assigned, but may be changed at the discretion of FITU OIC as needed.

e. ADDU IPs specific responsibilities shall include:

(1) Conduct IUT syllabus flights and initial stage upgrade check flights per reference (h) as scheduled by the FITU.

(2) Receive their annual Standardization Check Flight in each Standardization "S" Stage designated, with a TW-6 Standardization Officer, FITU Standardization Instructor, or CNATRA Stage Manager.

(3) Active-duty ADDU IPs shall fly a minimum of two IUT syllabus flights per month with the FITU, including stage upgrades, to maintain proficiency with initial instructor training.

(4) Selected Reservists designated ADDU IPs shall fly a minimum of four IUT syllabus flights per quarter.

1005. IUT TRAINING AND SCHEDULING.

a. Reporting. Following initial check-in with parent VT squadron, all IUTs shall subsequently report to the FITU for training and qualification as a flight instructor.

b. Training. The FITU will conduct training as outlined in reference (h).

c. Scheduling.

(1) Scheduling for all IUT initial qualification events, stage upgrade flights, and Standardization Check Flights, including those flown by ADDU instructors, shall be administered by the FITU.

(2) FITU events shall be scheduled on a priority basis from available T-6A assets.

(3) FITU flight events may exceed the normal anticipated flight time allotted SNFO events and shall not be restricted to a specific turnaround time.

d. Administration.

(1) The FITU shall maintain IUT NATOPS jackets and Standardization ATJs.

(2) Flight Log Books shall be maintained by the IUT's parent VT squadron.

e. Leave. The parent squadron on a case-by-case basis will grant annual leave for pilots while in an IUT status. Requests shall be routed through the FITU OIC via the Schedules Officer.

f. Additional Education. JPME and off-duty education shall not interfere with training.

1006. FITU BILLET RESPONSIBILITIES.

a. FITU OIC. The OIC is tasked with the responsibility for the overall operation of the FITU, its mission, and the management and leadership of assigned instructors. Additional duties shall include:

- (1) Comply with requirements of reference (e).
- (2) Maintain IUT NATOPS Jackets.
- (3) Create and maintain IUT standardization ATJs (FIST) while under training.
- (4) Maintain Staff IP NATOPS jackets and standardization ATJs.
- (5) Maintain a current file of instructions and publications pertinent to all flight instruction accomplished in the T-6A aircraft and local operating procedures.
- (6) Assist the TW-6 Standardization Officer in matters pertaining to the training syllabus.
- (7) Publish a daily flight and ground training schedule.
- (8) Ensure an adequate number of FITU IPs are available to meet expected IUT loading.
- (9) Provide COs of the VT squadrons with timely IUT status reports.
- (10) Upon completion of the FITU, route all pilot IUTs' Designation Letters for Commodore's signature along with completed TW-6 IUT and T-6A FITU Critiques, enclosure (7).

b. FITU Instructors. Staff members of the FITU are charged with upholding and promoting the highest standards of aviation professionalism and excellence. They are supported operationally and administratively by CTW-6. Specific duties shall include:

- (1) Conduct the IUT syllabus per reference (h).
- (2) Conduct instructor Standardization Check Flights, as required, per reference (c).
- (3) Shall fly a minimum of two SNFO syllabus flights per month with parent squadron to observe squadron standardization and maintain familiarity with student errors.
- (4) Additional duties as assigned by the FITU OIC.

c. FITU Operations (OPSO)/Instructor Training Officer (ITO). The FITU OPSO/ITO is responsible for the planning and execution of the daily flight schedule, coordinating off-site operations, and submitting requests for weekend cross-country or regional aircraft. Additional duties shall include:

- (1) Attend the weekly TW-6 Operations meeting.
- (2) Manage instructor availability; including recommendation of instructor leave requests and coordination of ADDU utilization between the FITU and the squadrons.
- (3) Serves as a single point of contact to assist the FITU OIC with IUT issues, specifically targeting factors affecting time-to-train.
- (4) Manage IUT availability; including close monitoring of priority status IUTs and forwarding recommendations of IUT leave and special requests to the FITU OIC.
- (5) Utilize an IUT time-to-train tracker to maintain weekly updates and submit bi-monthly progress reports to the parent squadron COs via the FITU OIC.

d. FITU Standardization Officer. The FITU Standardization Officer is responsible for ensuring standardization of the training syllabus administered to IUTs, in accordance with references (c), (g) and (h), as well as the information found in this instruction. Additional duties shall include:

- (1) Track staff IP qualifications, expirations, and test scores as well as submit training qualification matrix to CTW-6 by the 25th of each month.
- (2) Maintain the Standardization library, including FTIs and regulations, with all up-to-date references specified in applicable directives.
- (3) Ensure FITU Instructors meet monthly SNFO syllabus flight minimums.
- (4) Attend all pertinent TW-6 Standardization meetings and provide timely minutes of those meetings to FITU staff.

e. FITU NATOPS Officer. The FITU NATOPS Officer shall administer the NATOPS program for all FITU staff personnel and IUTs, in accordance with reference (a). As responsibilities

sometimes overlap with the T-6A Program Manager/NATOPS Evaluator, close coordination with the Program Manager is required. Specific duties shall include:

(1) Ensure completeness and accuracy of all NATOPS related paperwork, including OPNAV 3710/7 (NATOPS Evaluation Report), OPNAV 3710/2 (NATOPS Instrument Rating Request), and review or revise as necessary, all NATOPS Open and Closed Book Exams.

(2) Ensure staff personnel and IUTs are current in all areas of aviation physiology, egress, instrument requirements, emergency procedures simulators, and annual NATOPS Check Flights through periodic reporting.

(3) Coordinate and assist with annual Unit NATOPS Evaluation.

f. FITU Schedules Officer. The FITU Schedules Officer shall ensure maximum utilization of IUTs, instructors, and aircraft. Specific duties shall include:

(1) Ensure prerequisite events are completed and high priority IUTs are scheduled.

(2) Coordinate ADDU exchanges with the VT squadrons.

1007. FITU IP UPGRADE SYLLABUS BACKGROUND.

a. The qualification process delineated in this instruction is predicated upon the fact that the Prospective FITU IP (PFIP) is already a qualified Standardization Instructor with a minimum of two months experience in the stage that he/she is becoming qualified to teach in the FITU.

b. If the PFIP is not a Standardization Instructor, and/or does not have the requisite experience, then they shall do a minimum of one flight with a FITU Standardization Instructor for the purpose of evaluating their proficiency and standardization in stage prior to designating them as a Standardization Instructor and subsequently enrolling them in the FITU IP Upgrade Syllabus (FIPUS).

c. The FIPUS is designed so that it can be used in modular fashion. This means that a PFIP does not need to complete the entire FIPUS before being able to teach in the FITU. After

successfully completing the requirements of one stage module, the PFIP may instruct events in that stage.

d. Ground-Based Training. Prior to completing any FIPUS flights for a given stage, the PFIP shall view all Training Modules and review all tests associated with that stage.

e. Flight Training. Flight Training events shall be documented on grade sheets and retained in ATJ. Additional flights may be added at the discretion of the FITU OIC.

1008. FITU IP UPGRADE SYLLABUS SPECIFICS.

a. NATOPS Flights.

(1) PFIP must be a Contact Standardization and OCF Standardization Instructor prior to receiving this upgrade.

(2) Completion of this block qualifies the FITU IP to instruct in the Q4XXX block.

(3) This block of training will be provided by a NATOPS Instructor or Assistant NATOPS Instructor.

(4) Block consists of two flights, following the Q4102 and Q4105 flight profiles.

(5) PFIP will fly the events from the rear cockpit.

b. INAV Flights.

(1) PFIP must be an INAV Standardization Instructor and an Instrument Check Pilot prior to receiving this upgrade.

(2) Completion of this block qualifies the FITU IP to instruct the I410X block and I4290.

(3) Block consists of two flights. The first flight will follow the I4101 profile and the PFIP will play a "good student." The second flight will follow the I4290 profile and the PFIP will play "bad student."

(4) PFIP will fly the events from the rear cockpit.

c. Contact Flights.

(1) PFIP must be a Contact Standardization and OCF Standardization Instructor prior to receiving this upgrade.

(2) Completion of this block qualifies the FITU IP to instruct in the C410X block and C4390.

(3) Block consists of two flights. The flights will follow late stage C4100 series flight profiles with emphasis on how to teach common student tendencies and errors as well as defensive positioning.

(4) PFIP will fly the events from the front cockpit.

d. Night Contact Flights.

(1) Completion of this block qualifies the FITU IP to instruct the C4201 and C4202 events.

(2) Block consists of two flights. The flights will follow the format of the C4200 series, with emphasis on the ELP and landings.

(3) PFIP will fly the events from the rear cockpit.

e. Formation Flights.

(1) PFIP must be qualified in the Formation stage prior to receiving this upgrade. A Formation Standardization qualification is desired.

(2) Completion of this block qualifies the FITU IP to instruct the F4101 event.

(3) Block consists of two flights and will follow the F4101 flight profile.

(4) PFIP will fly the events from the rear cockpit.

TW-6 FIST CHANGE RECOMMENDATION FORM

Date: _____

From: _____
To: TW-6 Training Officer
Via: (1) _____ Executive Officer
(2) _____ Commanding Officer

POC and Phone number: _____

Section: _____ Page: _____

****Note: Submit only one change recommendation per form****

Recommendation (be specific):

Specific Justification prompting recommended change:

NAME: _____ RANK: _____ TITLE: _____

SIGNATURE: _____

Chain of Command Comments (if applicable):

COMDRAWINGSIXINST 3740.2Q
26 Nov 12

Enclosure (2)

3740
Date

MEMORANDUM

From: TW-6 (Platform) Standardization Officer
To: TW-6 (Platform) Aircrew

Subj: R&I SUBJECT TITLE

1. R&I Serial #.
2. Effective Date of R&I.
3. Expiration Date of R&I.
4. Detailed description of R&I.
5. Pending publication R&I will be incorporated into.
6. This R&I shall remain in effect and posted until cancelled or re-issued by the TW-6 Standardization Department. Squadrons shall not make any changes to the format or content of this R&I.

I. M. STANO

TW-6 ACTIVE READ & INITIAL (R&I) TRACKER

SERIAL #	SUBJECT	PLATFORM	DATE ISSUED	EXPIRATION DATE	STATUS

COMTRAWINGSIXINST 3740.2Q
26 Nov 12

Enclosure (3)

QUALITY CONTROL EVALUATION				
TW-6/FIDELITY TECHNOLOGIES		FORM 1		
Systems Support & Training Service				
SIMULATOR INSTRUCTOR PERFORMANCE			Page 1 of 2	
Name	Student	Event	Date	
Device	INITIAL <input type="checkbox"/>	ANNUAL <input type="checkbox"/>		
EVALUATION ITEMS			YES	NO
1. LEARNING OBJECTIVES WERE:				
a. Provided during introduction				
b. Clarified / amplified as necessary / reinforced				
c. Related to mission and mission related with previous training				
2. STUDENTS WERE MOTIVATED IN TERMS OF:				
a. How the material is to be used				
3. INSTRUCTOR ESTABLISHED A WORKING RELATIONSHIP WITH STUDENT:				
a. Displayed name / introduced self?				
b. Promoted cooperative attitude				
c. Created general and / or specific interest in a mission subject				
d. Solicited student cooperation and involvement				
e. Displayed enthusiasm, poise, control				
4. DID THE INSTRUCTOR:				
a. Properly prepare for the brief, mission, debrief?				
b. Use the aids properly?				
c. Use media / materials to maximum advantage?				
d. Check student comprehension and re-emphasize weak points?				
e. Use proper questioning techniques / stimulate thinking?				
f. Effectively / efficiently use time available?				
g. Supervise and correct student work?				
h. Maintain student interest?				
i. Have sufficient voice variation?				
j. Pronounce words correctly?				
k. Use proper words, phrases, inflection and enunciation?				
l. Avoid distracting mannerisms?				
m. Display proper instructor bearing?				
n. Organize and plan application well?				
o. Include enough application?				
p. Accomplish objectives with application?				
q. Maintain proper instructor / student relationship?				
r. Answer all questions satisfactorily?				
s. Review key points?				
5. DID THE STUDENT ACHIEVE THE LEARNING OBJECTIVES?				
6. EVALUATOR PREVIEWED THE INSTRUCTOR CHECKLIST FOR CURRENCY AND PERSONALIZATION?				
7. DID THE INSTRUCTOR GRADE IAW PUBLISHED DIRECTIVES?				
8. DID THE INSTRUCTOR PROVIDE STANDARDIZED INSTRUCTION?				

TW-6/FIDELITY TECHNOLOGIES		QUALITY CONTROL EVALUATION FORM 1	
Systems Support & Training Service		SIMULATOR INSTRUCTOR PERFORMANCE	
		Page 2 of 2	
EVALUATION (Specific remarks are required to support rating other than "Adequate")			
<input type="checkbox"/> Outstanding <input type="checkbox"/> Good <input type="checkbox"/> Adequate <input type="checkbox"/> Poor <input type="checkbox"/> Unsatisfactory			
REMARKS (Make specific, constructive comments)			
<u>Brief:</u>			
<u>Conduct of Event:</u>			
<u>Debrief:</u>			
<i>I certify that the instructor was critiqued immediately after evaluation</i>			
Signature Of Instructor/QCI		Typed Name And Title	Date:
TO BE COMPLETED BY INSTRUCTOR/QCI			
I HAVE BEEN CRITIQUED ON THIS EVALUATION, MY INSTRUCTOR IMPROVEMENT PLAN (IF NECESSARY) IS AS FOLLOWS:			
Signature Of Instructor		Printed/Typed Name And Title	Date:

QUALITY CONTROL EVALUATION				
TW-6/IRDELUY TECHNOLOGIES		FORM 2		
Systems Support & Training Service				
CLASSROOM INSTRUCTOR PERFORMANCE			Page 1 of 2	
Name	Lesson Topic		Date	
Course Title	Initial <input type="checkbox"/>	Annual <input type="checkbox"/>		
EVALUATION ITEMS			YES	NO
1. LEARNING OBJECTIVES WERE:				
a. Provided during introduction				
b. Clarified / amplified as necessary / reinforced				
c. Related to mission and mission related with previous training				
2. STUDENTS WERE MOTIVATED IN TERMS OF:				
a. How the material is to be used				
3. INSTRUCTOR ESTABLISHED A WORKING RELATIONSHIP WITH STUDENT:				
a. displayed name / introduced self				
b. Promoted cooperative attitude				
c. Created general and / or specific interest in a mission subject				
d. Solicited student cooperation and involvement				
e. Displayed enthusiasm, poise, control				
4. DID THE INSTRUCTOR:				
a. Properly prepare for the system to be taught?				
b. Use the aids properly?				
c. Us media / materials to maximum advantage?				
d. Check student comprehension and re-emphasize weak points?				
e. Use proper questioning techniques / stimulate thinking?				
f. Effectively / efficiently use time available?				
g. Supervise and correct student work?				
h. Maintain student interest?				
i. Have sufficient voice variation?				
j. Pronounce words correctly?				
k. Use proper words, phrases, inflection and enunciation?				
l. Avoid distracting mannerisms?				
m. Display proper instructor bearing?				
n. Review for tests?				
o. Review after testing?				
p. Accomplish objectives with application?				
q. Maintain proper instructor / student relationship?				
r. Answer all questions satisfactorily?				
s. Review key points?				
5. DID THE STUDENT ACHIEVE THE LEARNING OBJECTIVES?				
6. EVALUATOR PREVIEWED THE INSTRUCTOR CHECKLIST FOR CURRENCY AND PERSONALIZATION?				
7. DID THE INSTRUCTOR PROVIDE STANDARDIZED INSTRUCTION?				

TW-6 STUDENT TRAINING CRITIQUE

NAME (Optional) _____ DATE _____

SQUADRON _____ CLASS NUMBER _____

PHASE (circle one): PRIMARY INTERMEDIATE STRIKE FIGHTER ATM

1. This critique is required at the completion or attrition from each phase of training. Your comments will be reviewed by the chain of command up to and including the Commodore. Your comments will be considered as inputs for improving our training, standardization, and identifying potential safety hazards. Mark all questions by circling the most appropriate response and elaborate in the provided comment sections.

2. Please give your opinions and make any suggestions that you consider beneficial. Tailor any adverse criticism in a fair and professional manner. Recommended solutions to adverse criticisms are encouraged. Comment at the end of each section on any item that you marked as a 1.

3. Please print comments in black or blue ink to make photocopies of your critique more readable.

4. Your time and effort is appreciated and will assist us in improving the training, standardization, and safety for future students.

(1 = Strongly Disagree or NO) (2 = Disagree) (3 = No Opinion) (4 = Agree)
(5 = Strongly Agree or YES)

SAFETY:

- | | | | | | |
|---|---|---|---|---|---|
| 1. The DOR/TTO policies were fully explained. | 1 | 2 | 3 | 4 | 5 |
| 2. Safety precautions were briefed prior to each flight. | 1 | 2 | 3 | 4 | 5 |
| 3. Instructors evaluated your knowledge of safety precautions. | 1 | 2 | 3 | 4 | 5 |
| 4. Equipment was safe for use. (Ready Room, Spaces, Sims, Aircraft, Survival Gear, etc...). | 1 | 2 | 3 | 4 | 5 |
| 5. Encouragement to report unsafe conditions Exists. | 1 | 2 | 3 | 4 | 5 |
| 6. Safety is a primary concern to instructors. | 1 | 2 | 3 | 4 | 5 |

Comments: _____

FLIGHT SUPPORT:

- | | | | | | |
|--|---|---|---|---|---|
| 7. Course materials are adequate and useful
(Inflight Guide, FTIs, Handouts, etc...). | 1 | 2 | 3 | 4 | 5 |
| 8. Training aides/equipment are adequate
(RIOT, Briefing Rooms, Briefing Guides, etc...). | 1 | 2 | 3 | 4 | 5 |
| 9. Ground instruction prepared you for
simulator and/or flight events. | 1 | 2 | 3 | 4 | 5 |
| 10. Simulators prepared you for your
flight events. | 1 | 2 | 3 | 4 | 5 |

Comments: _____

INSTRUCTORS:

- | | | | | | |
|--|---|---|---|---|---|
| 11. Instructors were on time, unless detained
for official business. | 1 | 2 | 3 | 4 | 5 |
| 12. Instructors were prepared for the events. | 1 | 2 | 3 | 4 | 5 |
| 13. Instructors encouraged discussion during
and after flight briefs. | 1 | 2 | 3 | 4 | 5 |
| 14. Instructors were available for questions
and extra instruction. | 1 | 2 | 3 | 4 | 5 |
| 15. The grading standards were explained. | 1 | 2 | 3 | 4 | 5 |
| 16. The Master Curriculum Guide was followed. | 1 | 2 | 3 | 4 | 5 |
| 17. Instruction during the brief, flight, and
debrief was professional. | 1 | 2 | 3 | 4 | 5 |
| 18. You received standardized instruction.
(Not to be confused with techniques) | 1 | 2 | 3 | 4 | 5 |

Comments: _____

POLICIES AND PROCEDURES:

19. The Personal Advisor/On Wing program is effective. 1 2 3 4 5

20. Your Personal Advisor/On Wing or instructors reviewed your ATJ with you. 1 2 3 4 5

21. The squadron complies with the crew rest/crew day policies. 1 2 3 4 5

22. The squadron adheres to USN/USMC/USAF sexual harassment, equal opportunity and hazing policies. 1 2 3 4 5

Comments: _____

GENERAL COMMENTS:

1. Are you aware of any unsafe conditions/practices? Explain.

2. Most effective Academic Instructor. Why?

3. Most effective Simulator Instructor. Why?

4. Most effective Flight Instructor. Why?

5. Please make any additional comments you feel are pertinent.

NAME: _____(optional) DATE: _____

Squadron: _____ Platform: _____ Stage(s) _____

Please take the time to fill out this critique as you progress through the training syllabus and offer any suggestions for improving our training and standardization programs. Provide as much detail as possible so that we can continue to improve our programs while providing the most standardized and best training experience as possible. These critiques are read by the entire chain of command up to and including the Wing Commander, and are a vital tool in improving our Instructor Training and Standardization programs.

Mark all questions by circling the most appropriate response and elaborate in the provided comment sections. Utilize the following grading system:

(1=Poor 2=Fair 3=Good 4=Excellent 5=Outstanding NA=Not Applicable)

1. How effective or beneficial were the following courses and lectures?

- | | | | | | | |
|--------------------------------------|---|---|---|---|---|----|
| a. Welcome Aboard Brief | 1 | 2 | 3 | 4 | 5 | NA |
| b. FITC | 1 | 2 | 3 | 4 | 5 | NA |
| c. Computer Aided Instruction (CAI) | 1 | 2 | 3 | 4 | 5 | NA |
| d. Simulator training | 1 | 2 | 3 | 4 | 5 | NA |
| e. Instructor Guided Ground Lectures | 1 | 2 | 3 | 4 | 5 | NA |
| f. Scheduler/Flight Schedules | 1 | 2 | 3 | 4 | 5 | NA |
| g. Course Rules | 1 | 2 | 3 | 4 | 5 | NA |
| h. GPS Training | 1 | 2 | 3 | 4 | 5 | NA |

2. Can you give any suggestions on how to improve any of the above?

3. How would you rate overall each stage or phase of training?

- | | | | | | | |
|----------------------|---|---|---|---|---|----|
| a. NATOPS | 1 | 2 | 3 | 4 | 5 | NA |
| b. Instrument | 1 | 2 | 3 | 4 | 5 | NA |
| c. Contact | 1 | 2 | 3 | 4 | 5 | NA |
| d. Visual Navigation | 1 | 2 | 3 | 4 | 5 | NA |
| e. Formation | 1 | 2 | 3 | 4 | 5 | NA |
| f. Strike | 1 | 2 | 3 | 4 | 5 | NA |
| g. Strike/Fighter | 1 | 2 | 3 | 4 | 5 | NA |
| h. ATM | 1 | 2 | 3 | 4 | 5 | NA |

4. Can you give any suggestions on how to improve any of the above?

5. Did you complete your IUT training within 90 days? Yes / NO

If not, how long did your training take? _____

Why did you fail to complete within 90 days? _____

6. Do you feel that your training adequately prepared you to begin instructing students in your qualified Stage(s)? Yes / NO

If not, explain why? _____

7. How would you rate your overall IUT / Stage Upgrade Training?

Poor_____ Fair_____ Good_____ Excellent_____ Outstanding_____

8. Who was the most effective Academic Instructor? Why?

9. Who was the most effective Simulator Instructor? Why?

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10. Who was the most effective Flight Instructor? Why?

11. Did you find deviations in standardization? If so, please describe.

12. What was the hardest part of your IUT training?

13. Please make any additional comments you feel are pertinent:

1301
Ser N3/
Date

From: Commander, Training Air Wing SIX
To: Commanding Officer, Training Squadron _____

Subj: NOTIFICATION FOR REPLACEMENT OF FLIGHT INSTRUCTOR
TRAINING UNIT (FITU) INSTRUCTOR

Ref: (a) COMTRAWINGSIXINST 3740.20

1. Per reference (a), the FITU requests a replacement FITU Instructor for LT John P. Jones, USN.

2. It is desired that the replacement instructor be of the highest caliber, not only as an instructor, but in officer-like qualities as well. While previous ADDU experience is desired, nominee shall possess the following qualifications:

a. Currently serving as a Contact and Instrument Standardization Stage Instructor. The instructor should possess a minimum of two month's standardization experience to better prepare them for the unique demands of the FITU.

b. Minimum of one year recent flight instructor experience.

c. Minimum of six months (12 months preferred) remaining on board.

3. Request a nomination in writing no later than 30 days of expected detachment to coordinate interview/screening. Point of contact is TRAWING SIX FITU OIC, extension x2263.

1301
Ser N3/
Date

From: Commanding Officer, Training Squadron _____
To: Commander, Training Air Wing SIX

Subj: NOMINATION FOR FLIGHT INSTRUCTOR TRAINING UNIT (FITU)
INSTRUCTOR

Ref: (a) COMTRAWINGSIXINST 3740.20

1. The following information is provided per reference (a):
 - a. Name, rank, SSN, designator/MOS
 - b. Date reported to squadron, date of rank, PRD
 - c. Total flight time, total instructor time
 - d. Months of flight instructor experience
 - e. Category qualification.
2. (Commanding Officer's comments)

COMTRAWINGSIXINST 3740.2Q
26 Nov 12

3740
Ser N3/
Date

From: Commanding Officer, Training Squadron _____
To: Commander, Training Air Wing SIX (Code N7)

Subj: ADDITIONAL DUTY (ADDU) NOMINATION AS FLIGHT INSTRUCTOR
TRAINING UNIT (FITU) INSTRUCTOR

Ref: (a) CNATRAINST 3710.13F
(b) COMTRAWINGSIXINST 3740.20

1. Per references (a) and (b), the following personnel are
nominated for ADDU to the Flight Instructor Training Unit:

<u>NAME</u>	<u>RANK</u>	<u>SSN/DESIGNATOR/MOS</u>	<u>QUALIFICATIONS</u>
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COMTRAWINGSIXINST 3740.2Q
26 Nov 12

3740
Ser N3/
Date

From: Commander, Training Air Wing SIX
To: Commanding Officer, Training Squadron _____

Subj: ADDITIONAL DUTY (ADDU) ASSIGNMENT AS FLIGHT INSTRUCTOR
TRAINING UNIT (FITU) INSTRUCTOR

Ref: (a) CNATRAINST 3710.13F
(b) COMTRAWINGSIXINST 3740.20

1. Per references (a) and (b), the following personnel are
assigned ADDU to the Flight Instructor Training Unit: _____

<u>NAME</u>	<u>RANK</u>	<u>SSN/DESIGNATOR/MOS</u>	<u>QUALIFICATIONS</u>
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Copy to:
FITU
Each individual's NATOPS Jacket
TW-6 Standardization
TW-6 Admin

Enclosure (11)