



DEPARTMENT OF THE NAVY
CHIEF OF NAVAL AIR TRAINING
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CNATRINST 3710.40
00X
17 Jul 13

CNATRA INSTRUCTION 3710.40

Subj: CHIEF OF NAVAL AIR TRAINING (CNATRA) NAVAL AIR TRAINING
AND OPERATING PROCEDURES STANDARDIZATION (NATOPS) PROGRAM

Ref: (a) OPNAVINST 3710.7U
(b) NAVAIR 00-80T-112, NATOPS Instrument Flight Manual
(c) CNATRINST 1550.61A

Encl: (1) NATOPS Jacket Guide
(2) Logbook Guide

1. Purpose. This instruction amplifies the provisions of references (a) and (b) and sets forth policy, organization, and requirements for implementing the NATOPS program within CNATRA. The NATOPS program supports the CNATRA mission of training aviation professionals by reducing aircraft mishaps and ensuring the fundamental procedural standardization required for effective flight instruction.

2. Scope. This instruction is applicable to the Naval Flight Demonstration Squadron (NFDS) and all Naval Air Training Command (NATRACOM) wings, squadrons and instructor training units. The NFDS shall notify CNATRA of any conflicting guidance from their Type/Model/Series (T/M/S) Model Managers.

3. Organization

a. Per reference (a), CNATRA is designated a Cognizant Command (COG) under COMNAVAIRFOR. Model Manager assignments are as follows:

T-45	TRAWING TWO
T-34	TRAWING FOUR
T-44	TRAWING FOUR
TC-12	TRAWING FOUR
T-6	TRAWING FIVE
TH-57	TRAWING FIVE
T-39	TRAWING SIX
Instrument Flight Manual	TRARON THREE ONE

b. All CNATRA squadrons and instructor training units shall appoint a Unit NATOPS Officer and administer a NATOPS program per reference (a). All current T/M/S specific NATOPS points of contact and NATOPS publications can be accessed and are listed at the following NAVAIR websites:
<https://airworthiness.navair.navy.mil>
<https://mynatec.navair.navy.mil>.

4. Policy

a. The CNATRA NATOPS Program Coordinator shall represent CNATRA as the COG for all NATOPS matters. The Coordinator will liaise directly with COMNAVAIRFOR to administer an effective program. Model Managers shall refer program, policy or waiver questions to the CNATRA NATOPS Program Coordinator for adjudication with COMNAVAIRFOR as required.

b. CNATRA Flight Training Instructions and maneuver guides are not a substitute for NATOPS. Training Change Requests shall not be submitted in lieu of a NATOPS change if a NATOPS change is appropriate.

c. Implementation of the NATOPS program is a command responsibility. The success of the NATOPS program depends on the active support of the Commanding Officer (CO) or Officer-in-Charge.

d. In the interest of promoting a level of professionalism and safety commensurate with the training mission of the NATRACOM, provisions of this instruction are deliberately more stringent in certain areas than reference (a).

5. Responsibilities

a. CNATRA NATOPS Program Coordinator

(1) Administer the NATRACOM NATOPS program per reference (a), taking all necessary action as COG per reference (a) and CNATRA policy and direction.

(2) Conduct periodic inspections of wing/squadron programs to ensure unit compliance with reference (a) and this instruction.

(3) Liaise with COMNAVAIRFOR to align the NATRACOM program with higher-level policy and guidance.

(4) Respond to administrative and policy questions, NATOPS change recommendations, waiver requests and provide support to Model Managers in execution of their responsibilities.

(5) Represent CNATRA at reference (a) general NATOPS review conferences and other NATOPS conferences as required.

b. Model Managers. In addition to the duties listed in reference (a), the Model Manager shall:

(1) Forward a copy of all Program Manager designation letters to the CNATRA NATOPS Program Coordinator (code 00X4).

(2) Administer an evaluation program per reference (a) using the checklist in reference (c) for unit evaluations. Provide a copy of evaluation results to the CNATRA NATOPS Program Coordinator.

(3) Provide technical assistance and operational expertise for assigned T/M/S aircraft to the CNATRA NATOPS Program Coordinator as required.

c. Program Managers. In addition to the duties in references (a), the Program Manager shall:

(1) Coordinate NATOPS changes with unit Training and Standardization Officers to ensure Training Change Requests are submitted for CNATRA Flight Training Instructions as applicable.

(2) Provide updated point of contact information to the CNATRA NATOPS Program Coordinator.

d. NATOPS Instrument Evaluators (NIE), NATOPS Instructors (NI) and Assistant NATOPS Instructors (ANI).

(1) Shall be appointed per reference (a).

(2) TRAWING Commanders may designate Contract Simulator Instructors (CSIs) as NIEs or ANIs.

(3) Up to 10 percent of the unit's onboard aircrew per aircraft T/M/S may be designated as ANIs.

e. Unit NATOPS Officer. The NATOPS Officer shall be a highly experienced aviator who holds at least an ANI designation. The NATOPS Officer shall:

(1) Ensure NATOPS manuals are up-to-date and recommendations submitted to the Program Manager or Model Manager as required.

(2) Prepare and administer comprehensive NATOPS examinations, both open and closed book, for use on a scheduled and unscheduled basis.

(3) Prepare and conduct aircrew training and NATOPS procedure quizzes.

(4) Maintain records on flight crew personnel per the aircraft NATOPS manual and other pertinent directives.

6. Individual NATOPS Evaluations

a. Prior to participating in a NATOPS evaluation, an evaluatee must have successfully completed a thorough ground and flight training syllabus as stipulated in the NATOPS flight manual for the particular model aircraft.

b. Individual evaluations shall be conducted in an aircraft or simulator and consist of a demonstration of NATOPS procedures on a representative type of mission for the model concerned. The evaluatee must demonstrate the ability to fly the aircraft and to correctly analyze and carry out the proper NATOPS procedures for simulated malfunctions and emergencies.

c. Pilots, Naval Flight Officers (NFOs), and Naval Air Crewmen whose flight responsibilities include instructing students shall be required to obtain a grade of qualified prior to conducting instructional flights.

d. Personnel failing to successfully complete a reevaluation shall be removed from flight status and referred to CNATRA for appropriate action. Time limitations may be waived by CNATRA when compliance is impractical.

7. Unit NATOPS Evaluation

a. The unit evaluation shall measure the degree of NATOPS compliance, the health of the unit NATOPS program, and the level of individual proficiency within the unit. Evaluation periodicity shall be per reference (a). NATOPS Evaluators shall forward a copy of the evaluation schedule to the CNATRA NATOPS Program Coordinator. The Coordinator may provide assistance for unit evaluations upon request.

b. Minimum requirements to be accomplished during the evaluation are:

(1) Inspect unit's NATOPS program to ensure compliance with references (a) and (b), including proper maintenance of NATOPS Flight Personnel Training Qualification Jackets.

(2) All NATOPS qualified aircrew, excluding those on leave or temporary additional duty (TAD), shall complete open and closed book NATOPS examinations. Reservists and guest/associate aircrew (aircrew assigned to other commands who regularly fly with the unit under evaluation) shall complete NATOPS tests provided drill schedule and parent unit duties permit.

(3) A minimum of three flight evaluations: two selected at random by the evaluator and one selected by the unit CO or Officer-in-Charge. This requirement may be reduced by the CNATRA NATOPS Program Coordinator for Instructor Training Units with limited manning.

(4) NATRACOM aircrew who fail any portion of a unit evaluation shall be unqualified to perform aircrew duties until satisfactorily completing a reexamination.

c. Unit Evaluation Report. A report shall be prepared by the evaluator and submitted to the inspected unit's CO with a copy to the CNATRA NATOPS Program Coordinator. At a minimum, the report shall include:

(1) Evaluation date and unit inspected.

- (2) Results of evaluation, including:
 - (a) NATOPS program and records.
 - (b) Unit written examination score averages.
 - (c) Results of flight evaluations.
- (3) Recommendations/comments.

8. Documentation

a. Records

(1) NATOPS jackets shall be organized per Appendix A. Information from previous commands should not be removed.

(2) Individual evaluation records shall be maintained per with reference (a). If the applicable NATOPS flight manual does not publish an evaluation worksheet, the NI shall use the NATOPS evaluation Aviation Training Form (ATF) used during initial IUT training for documentation.

(3) Upon transfer, NATOPS records will accompany the individual.

b. Signature Authority

(1) NATOPS Evaluation Reports, Instrument Rating Requests, and designation letters are not effective until signed and dated by the CO. This authority shall not be delegated. When the evaluatee is the CO, the TRAWING Commander shall sign the applicable NATOPS Evaluation Report and Instrument Rating Request. When the evaluatee is a TRAWING Commander, CNATRA (N00) shall sign the applicable NATOPS Evaluation Report and Instrument Rating Request.

(2) Entries to NATOPS Jackets and Aviators Log Books shall be accomplished only by authorized personnel as designated by the CO.

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9. Waivers. Requests for NATOPS waivers shall be submitted in writing to (or via) the CNATRA NATOPS Program Coordinator (code 00X4).

C. HOLLINGSWORTH
Chief of Staff

Distribution:
CNATRA Website

APPENDIX A

NATOPS Jackets

Inside Front Cover: Record of Disclosure (OPNAV 5211/9)

Section I

- Part A - Review and Certification (OPNAV 3760/32A)
 - Upon check-in at current command
 - Annually, within 30 days of birthday
 - Upon major changes in flying status

- Part B - PCS Orders
 - Only a copy of the most recent
 - For enlisted aircrew, a volunteer flight status letter
 - Letters suspending or revoking flight status (current and historical)

- Part C - Medical Clearance
 - Signed original of current Navy Medicine (NAVMED) 6410/1 or NAVMED 6410/2 (aeromedical grounding or clearance notices)
 - Any up/down chits since last annual
 - Bureau of Personnel/Commandant, Marine Corps (BUPERS/CMC) waiver letter only (No NAMI/medical info in NATOPS)
 - High risk screening (NATRACOM commands)

- Part D - Flight Equipment Issue (OPNAV 3760/32)
 - Ensure this record is being used

Section II

- Part A - Designations (OPNAV 3750/32)
 - Pilot/NFO/Air crewman designation
 - NATOPS/Assistant NATOPS Instructor
 - Instrument check pilot designation
 - Functional check pilot (FCF) designation
 - CRM Instructor or Facilitator designation

- Part B - Mission Qualifications (OPNAV 3760/32)
 - Stage Instructor
 - Stan Instructor
 - Stage Manager
 - Runway Duty Officer/Flight Line Duty Officer (RDO/FDO)

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- o Sec/Div Lead
- o Naval Air Training Command Instructor
- o Plane Captain Designation
- o All other designations not included in Part A

- Part C - Miscellaneous

- o CRM training/evaluation record
- o Most current semi-annual Emergency Procedures (EP) simulator Instructor Training Form (ITF)

Section III

- Part A - Schools and Courses (OPNAV 3760/32)

- o Flight Instructor Training Course (FITC)
- o Copy of the training command student summary and all FRS summaries for training completed after 1 Jan 88. **Note: *Formal schools only, not squadron training.***

- Part B - Operational Physiology and Survival Training (OPNAV 3769/32)

- o Annual Egress
- o Physiology (NASTP and Aero medical requirements)
- o Survival Evasion Resistance and Escape (SERE) School

- Part C - Examinations (OPNAV 3760/32)

- o Most current copy of open/closed test answer sheet
- o Instrument exams logged
- o Course rules exams logged (annual)

- Part D - NATOPS Evaluations (OPNAV 3710/7)

- o All NATOPS Evaluations

- Part E - NATOPS Instrument Rating (OPNAV 3710/2)

- o All instrument evaluations
- o Any instrument waivers

Section IV

- Part A - Flight Time Summary

- o Monthly Individual Flight Activity Reports (MIFARS) for current fiscal year should be maintained in this section

- Part B - Aircraft mishaps and flight violations involving aircrew causal factor, and FNAEB results (OPNAV 3760/32)

NATOPS JACKET GUIDE

<p>SECTION I: GENERAL</p> <p>1. Disclosure Accounting Form (OPNAV Form 5211/9)</p> <p>2. Privacy Act Statement (OPNAV 3710, fig B-1, 21 Oct 2009)</p> <p>Notes/Discrepancy:</p>	<p>YES/NO</p> <p><input type="checkbox"/> <input type="checkbox"/></p> <p><input type="checkbox"/> <input type="checkbox"/></p>
<p>SECTION IA: Review and Certification (OPNAV3710.7, B.1.6)</p> <p>1. Review and Certification Record (OPNAV 3760/32A)</p> <p style="margin-left: 20px;">a. Upon reporting to unit (within 30 days of reporting)</p> <p style="margin-left: 20px;">b. Annually (within 30 days of date of birth)</p> <p style="margin-left: 20px;">c. Upon major change in flight status</p> <p style="margin-left: 20px;">d. Detachment of individual</p> <p>Notes/Discrepancy:</p>	<p><input type="checkbox"/> <input type="checkbox"/></p>
<p>SECTION IB: PCS Orders</p> <p>1. Current DIFOPS PCS Orders (if DIFDEN, waiver required: OPNAVINST 3710.7, Para 11.2.7)</p> <p>Notes/Discrepancy:</p>	<p><input type="checkbox"/> <input type="checkbox"/></p>
<p>SECTION IC: Medical Clearance (OPNAV 3710, B.2.1 and 8.8)</p> <p>1. Current Annual Up-Chit (NAVMED 6410/2)</p> <p>2. Administrative Check-in Up-Chit (upon reporting to a new unit or base)Up-Chit (post-grounding, post-hospitalization, post-mishap)/Down-chits (NAVMED 6410/1-2, since last physical only)</p> <p>3. Medical Waivers (PERS and NAMI recommendation letters)</p> <p>4. Anthropometric Data Sheet or Measurement Card (NAVMED 6410/9 or OPNAV 3710/37)</p> <p>5. Extension letters signed by CO (as required) (OPNAV 3710.7, 8.8.1)</p> <p>Note: Medical chits must be stamped, signed, and an original copy. Partial diagnosis shall be in Waiver line (i.e. no see medical record, on file, etc.) if waiver is granted. Penmanship errors shall be line out with single line and initialed.</p> <p>Notes/Discrepancy:</p>	<p><input type="checkbox"/> <input type="checkbox"/></p>

<p>SECTION ID: Flight Equipment Issue</p> <p>1. Record of Flight Equipment Issued (original and signed) (OPNAV 3760/32B)</p> <p>Notes/Discrepancy:</p>	<p><input type="checkbox"/> <input type="checkbox"/></p>
<p>SECTION IIA: Designations (OPNAV 3710.7, Para 12.3)</p> <p>1. Flight Personnel Designation Record (OPNAV 3760/32C)</p> <p>2. Are enclosures in sequential order of date entered for designation?</p> <p>3. Do the dates of designations match the dates on the 3760/32C?</p> <p>4. Does member have all appropriate NFM designations? (as applicable)</p> <ul style="list-style-type: none"> a. Naval Aviator/NFO/air crewman b. NATOPS Program Manger c. NATOPS Evaluator d. NATOPS Officer e. FCF Pilot f. CRM Instructor/Facilitator g. Instrument Pilot Instructor <p>5. Has a suitable entry been made for any qualifications revoked by the CO?</p> <p>Notes/Discrepancy:</p>	<p><input type="checkbox"/> <input type="checkbox"/></p> <p><input type="checkbox"/> <input type="checkbox"/></p> <p><input type="checkbox"/> <input type="checkbox"/></p> <p><input type="checkbox"/> <input type="checkbox"/></p>
<p>SECTION IIB: Mission Qualifications</p> <p>1. Are enclosures in sequential order of date entered for designation?</p> <p>2. Do the dates of qualifications match the dates on the 3760/32C</p> <ul style="list-style-type: none"> o Stage Instructor o Stan Instructor o Stage Manager o Runway Duty Officer/Flight Line Duty Officer (RDO/FDO) o Sec/Div Lead o Naval Air Training Command Instructor pilot o Plane Captain Designation o Other designations not included in Section IIA <p>Notes/Discrepancy:</p>	<p><input type="checkbox"/> <input type="checkbox"/></p> <p><input type="checkbox"/> <input type="checkbox"/></p>

SECTION IIC: Miscellaneous Qualifications (COMNAVAIRFOR 1542.7)	
1. CRM Training/Evaluation Record form	<input type="checkbox"/> <input type="checkbox"/>
2. Does the member have initial CRM training documented?	<input type="checkbox"/> <input type="checkbox"/>
3. Does the member have annual refresher CRM ground training documented?	<input type="checkbox"/> <input type="checkbox"/>
4. Does the member have an annual CRM flight evaluation documented?	<input type="checkbox"/> <input type="checkbox"/>
5. Does the member have a CRM Facilitator course documented (as required)?	<input type="checkbox"/> <input type="checkbox"/>
6. Does the member have a CRM Instructor course documented (as required)?	<input type="checkbox"/> <input type="checkbox"/>
7. Has the ground training been conducted prior to the evaluation flight?	<input type="checkbox"/> <input type="checkbox"/>
8. Most current semi-annual Emergency Procedures (EP)	<input type="checkbox"/> <input type="checkbox"/>
Note: CRM-F training memos may be filed within this section, but are not required	
Note: CRM ground training is T/M/S specific and is required prior to any flights in the model aircraft.	
Notes/Discrepancy:	

SECTION IIIA: Schools and Courses	
1. School/Course Attendance Record (OPNAV 3760/32E)	<input type="checkbox"/> <input type="checkbox"/>
2. Are enclosures in sequential order of date entered for designation?	<input type="checkbox"/> <input type="checkbox"/>
3. Do the dates of designations match the dates on the 3760/32E?	<input type="checkbox"/> <input type="checkbox"/>
4. Course completion letters/memos/certificates	<input type="checkbox"/> <input type="checkbox"/>
a. FRS Summary	
b. TRACOM Summary	
c. SAR Officer Course (as applicable)	
d. SWTI Course	
e. Aviation Safety Officer/ORM Instructor	
f. CRM-I Certificate	
g. FITC	
5. Copy of the training command student summary and all FRS summaries for training completed after 1 Jan 88. IAW CNATRAINST 1500.4G PARA J page III-7	
a. CNATRA 1542/95 ATJ Summary (front and back)	<input type="checkbox"/> <input type="checkbox"/>
b. CNATRA 1542/90 Pink Sheet Summary	<input type="checkbox"/> <input type="checkbox"/>
c. CNATRA 1542/5A, B, C, or D stage grade form (include the 1542/5A from the T-45A phase for E2/C2 graduates).	<input type="checkbox"/> <input type="checkbox"/>
d. CNATRA 1542/106 LSO Trend Analysis Summary for Strike or Advanced E2/C2 NFSs.	<input type="checkbox"/> <input type="checkbox"/>
e. CNATRA 1542/132 Record of Training Waivers plus copies of waiver letters.	<input type="checkbox"/> <input type="checkbox"/>
<p>Note: If the graduate is required to detach prior to completion of these forms, mail the completed copies to the appropriate Fleet Replacement Squadron (FRS) training officer within ten working days after designation.</p> <p>Note: regularly held unit training and lectures should not be filed under this section.</p> <p>Note: All entries on OPNAV 3760/32E shall have corresponding certificates/documentation following the record form.</p> <p>Notes/Discrepancy:</p>	

<p>SECTION IIIB: Physiology & Survival Training (OPNAVINST 3710.7, Ch. 8.4 and Appendix E)</p>	
<p>1. Operational Physiology and Survival Training (OPNAV 3760/32F)) (ensure appropriate class completion per reference (a))</p>	<p><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p>
<p>2. Naval Aviation Survival Training Program (NASTP) Initial /Refresher Training a. Aircrew Indoc NASTP Training for Aircraft Specific Class Letter b. Aircrew Refresher NASTP Training for Aircraft Specific Class Letter</p>	<p><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p>
<p>3. NASTP Adjunctive Annual Training a. Aeromedical Requirements 1. Egress 2. Sensory problems – spatial disorientation 3. Hypoxia Awareness Training (Class 1) 4. G-Tolerance Improvement Procedures (GTIP) 5. Ejection Seat (as required per OPNAVINST 3710.7, figure 8-9) b. SERE School (Stamped/supporting doc) c. CFET (initial training required only once. SNA shall have completed for T-45)</p>	<p><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p>
<p>Note: NASTP initial/refresher training is valid for 4 years. Letters will indicate which qualification was received and for which specific aircraft the qualification is valid. The member will also expire if they have not flown in an aircrew position for 18 consecutive months. (OPNAVINST 3710.7, Para 8.4.1.c and 8.4.6.1)</p>	<p><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p>
<p>Note: All entries on OPNAV 3760/32E stamped or written shall have corresponding certificates/documentation following the record form.</p>	
<p>Notes/Discrepancy:</p>	

<p>extension or waiver signed by CO and filed (if required)?</p> <p>Notes/Discrepancy:</p>	<p><input type="checkbox"/> <input type="checkbox"/></p>
<p>SECTION III E: NATOPS Instrument Rating (OPNAVINST 3710.7 Ch 13)</p> <ol style="list-style-type: none"> 1. NATOPS Instrument Rating Request (OPNAV 3710/2) <input type="checkbox"/> <input type="checkbox"/> 2. Did the member complete Instrument Ground School with a written exam grade of “Qualified” within 60 days prior to commencing the evaluation flight? <input type="checkbox"/> <input type="checkbox"/> 3. Is the STANDARD or SPECIAL Instrument Rating block appropriately checked? <input type="checkbox"/> <input type="checkbox"/> 4. Does the Instrument Rating Request state that a CRM Annual Evaluation Flight was concurrently conducted, as applicable? <input type="checkbox"/> <input type="checkbox"/> 5. Have the requisite number of precision and non-precision approaches for the last 6 and 12 months been completed prior to the flight? <input type="checkbox"/> <input type="checkbox"/> 6. Has the requisite amount of simulated or actual instrument hours for the last 6 and 12 months been flown prior to the flight? <input type="checkbox"/> <input type="checkbox"/> 7. Are grades entered for all line items (exception: PART ONE asterisked items when conducted in actual IMC)? <input type="checkbox"/> <input type="checkbox"/> <p>Notes/Discrepancy:</p>	
<p>SECTION IV A: Flight Time Summary (OPNAVINST 3710.7, Para 11.2.4)</p> <ol style="list-style-type: none"> 1. Flight Time Waivers (as required) <input type="checkbox"/> <input type="checkbox"/> 2. Copy of MIFARs for current fiscal year <input type="checkbox"/> <input type="checkbox"/> <p>Notes/Discrepancy:</p>	

<p>SECTION IVA: Aircraft Mishaps and Flight Violations (OPNAVINST 3710.7, Para 10.5.2.8)</p> <ol style="list-style-type: none">1. Mishap/Flight Violation Record (OPNAV 3760/32H)2. Are all aircraft mishaps/flight violations involving an aircrew causal factor and FNAEB results recorded? (Do not record "N/A" – only record actual mishaps/flight violations. CO signature only.)3. Do FNAEB entries consist of the date and comments by the CO? <p>Notes/Discrepancy:</p>	<p><input type="checkbox"/> <input type="checkbox"/></p> <p><input type="checkbox"/> <input type="checkbox"/></p> <p><input type="checkbox"/> <input type="checkbox"/></p>
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LOGBOOK GUIDE

QUALIFICATIONS AND ACHIEVEMENTS (OPNAVINST 3710.7, Para 10.5)	<u>Yes/No</u>
<p><u>Entries:</u></p> <ol style="list-style-type: none"> 1. NATOPS Evaluation entries (IAW NFM) <input type="checkbox"/> <input type="checkbox"/> 2. Instrument Rating (IAW NIFM, 31.4) <input type="checkbox"/> <input type="checkbox"/> 3. Qualification/Designation entries (NATOPS Jacket sections IIA and IIB) <input type="checkbox"/> <input type="checkbox"/> 4. Annual CRM Evaluation Flight <input type="checkbox"/> <input type="checkbox"/> <p>Note: All entries shall be the date of the flight Note: Approved extensions for NATOPS Evaluations and Instrument Ratings shall be annotated in this section of the logbook denoting the expiration date of the approved extension. Note: When entries are made in the optional sections, they shall be made per OPNAVINST 3710.7 section 10.5</p> <p>Notes/Discrepancy:</p>	
<p>FLIGHT RECORD</p> <p><u>Signatures:</u></p> <ol style="list-style-type: none"> 1. Monthly closeout signature (member) <input type="checkbox"/> <input type="checkbox"/> 2. Fiscal year/check-out closeout (CO or authorized deputy) <input type="checkbox"/> <input type="checkbox"/> 3. Verify authorized deputy designation letter from CO. <input type="checkbox"/> <input type="checkbox"/> <p><u>Entries:</u></p> <ol style="list-style-type: none"> 1. Instrument Check (2L3) Instrument time and approaches logged <input type="checkbox"/> <input type="checkbox"/> 2. NATOPS check OFT and FLT (2L5/2L4) Simulated time and approaches logged <input type="checkbox"/> <input type="checkbox"/> 3. Instrument/night/total annual minimum <input type="checkbox"/> <input type="checkbox"/> <p>Notes/Discrepancy:</p>	

ACCIDENT/FLIGHT VIOLATION RECORD (OPNAVINST 3710.7, Para 10.5.2)	
1. Summary Record (CO signature only)	<input type="checkbox"/> <input type="checkbox"/>
2. Mishap Record (if applicable)	<input type="checkbox"/> <input type="checkbox"/>
Notes/Discrepancy:	