



## DEPARTMENT OF THE NAVY

COMMANDING OFFICER  
TRAINING SQUADRON TWENTY-SEVEN (VT-27)  
411 BATAAN ST SUITE A  
CORPUS CHRISTI TX 78419-5245

VT-27INST 3711.1F

**29 MAR 2011**

### TRAINING SQUADRON TWENTY-SEVEN INSTRUCTION 3711.1F

Subj: NATOPS AND INSTRUMENT FLIGHT PROGRAM

Ref: (a) OPNAVINST 3710.7U  
(b) NAVAIR 00-80T-112  
(c) NAVAIR 01-T34AAC-1  
(d) OPNAVINST 1542.7C  
(e) CNATRAININST 3710.13F w/CH-1 & 2  
(f) COMDRAWINGFOURINST 3710.9D w/CH-1 & 2

1. Purpose. To implement the procedures for Naval Air Training and Operating Procedures Standardization (NATOPS)/Instrument Evaluation and to establish the squadron NATOPS/Instrument Flight Board.

2. Cancellation. VT-27INST 3711.1E

3. NATOPS/Instrument Flight Board

a. The NATOPS/Instrument Flight Board shall be composed of highly qualified personnel recommended by the Safety Officer, approved by the Executive Officer, and designated by the Commanding Officer.

b. The Executive Officer will act as Senior Member of the NATOPS/Instrument Flight Board.

c. Members shall be thoroughly familiar with references (a) through (f).

d. Members shall conduct required annual NATOPS/Instrument flight evaluations of all Squadron Military Aviators, per all applicable references.

4. Responsibilities

a. The Safety Officer shall ensure designation letters for NATOPS/Instrument Flight Board members are current.

b. The NATOPS Officer shall:

(1) Notify the Training Officer on a monthly basis of those pilots requiring NATOPS/Instrument, Bailout, Out of Control Flight (OCF), Emergency Procedure Trainer, Crews Resource Management (CRM), or Physiology Regualification for incorporation in the monthly training plan.

29 MAR 2011

(2) Review NATOPS flight personnel training and qualification jackets in accordance with Appendix B of Reference (a).

(3) Schedule Student Military Aviators and Instructor Pilots for their annual flight physicals per reference (a) and notify the Training Officer.

(4) Upon receipt of completed NATOPS evaluation worksheet or rough Instrument Rating Request (OPNAV 3710/2), process evaluation forms for submission to the Commanding Officer via the Safety Officer and Executive Officer.

(5) Record results of the Semi-annual Emergency Procedure Requalification per Reference (e).

(6) Recommend to the Executive Officer removal of a pilot from flight status if he/she fails to qualify on any NATOPS/Physiology requirement until he/she successfully re-qualifies.

(7) Maintain copies of completed NATOPS Evaluation Reports (OPNAV Form 3710/7) and NATOPS Instrument Rating Requests (OPNAV Form 3710/2) in the individual pilot NATOPS jacket per Reference (a).

(8) Notify the Operations Officer and Training Officer of the expiration of an individual's qualification.

(9) Submit to the T-34C NATOPS Model Manager any recommended changes to NATOPS manuals and associated publications per Reference (a). Urgent changes shall be submitted through CNATRA Safety/NATOPS.

(10) Record results of the semi-annual Out of Control Flight (OCF) refresher qualification per Reference (e).

(11) Monitor pilot flight time per Reference (a) and submit waiver letters to the Commanding Officer via the Flight Surgeon.

c. The NATOPS/Instrument Flight Instructors shall:

(1) Prior to each evaluation flight, verify that required examinations and Instrument evaluations OPNAV Form 3710/2 are successfully completed, per References (a) and (b).

(2) Ensure that all evaluations are conducted per References (a), (b), (c) and (d).

(3) Use T-34C Pilot NATOPS Evaluation Worksheet on all NATOPS evaluations.

29 MAR 2011

(4) During evaluations, be alert for deviations from References (a), (b) and (c) or Visual/Instrument Flight Rules. A sound knowledge of aircraft systems, local course rules, squadron standardization notes and Standard Operation Procedures (SOP) shall also be demonstrated by the evaluatee.

(5) Give a thorough debrief to the evaluatee. Any pertinent comments shall be included on NATOPS Evaluation Report (OPNAV Form 3710/7) or on NATOPS Instrument Rating Request (OPNAV Form 3710/2).

(6) Following the evaluation flight, expeditiously submit the appropriate evaluation forms to the NATOPS Officer via the Safety/NATOPS secretary.

(7) Recommend to the NATOPS Officer additional training for the evaluatee to correct any deficient areas.

(8) Ensure Crews Resource Management (CRM) inflight training is conducted annually per References (a) and (d).

d. The Training Officer shall:

(1) Ensure Squadron Military Aviators are scheduled for Instrument Refresher Academics Training Syllabus (IRATS) per Reference (f).

(2) Establish and maintain a system of record keeping for individual pilot qualifications.

e. The Operations Officer shall:

(1) Upon notification by the Safety Department, ensure that individual evaluations are scheduled prior to the expiration of current individual qualifications.

(2) When appropriate, schedule NATOPS evaluations or Instrument checks with certain instructional standardization flights. Instructor Under Training (IUT) syllabus events may not be combined.

f. Squadron pilots shall:

(1) Review flight Log Books prior to Instrument Evaluations to verify minimum flight time requirements.

(2) Complete the experience summary portion of OPNAV Form 3710/2 and submit to Instrument Flight Instructor prior to the evaluation check flight.

29 MAR 2011

(3) Include total hours/T-34C hours on NATOPS Evaluation Report (OPNAV Form 3710/7).

(4) Complete the following annual Spinner Exams; Course Rules, Crew Resource Management, Operational Risk Management, and Standard Operating Procedures, in conjunction with the annual NATOPS Evaluation.



D. G. CASE

Distribution:

VT-27INST 5216.2H

# DIRECTIVES REVIEW WORKSHEET

The instructions listed below were originated within your Dept/Div and released in the month of **APRIL**. Please review and check the applicable action to be taken or box which indicates no action necessary. If instruction is over seven years old then it should be revised or cancelled. Fill in date review was complete and return this form to the Admin office.

**THIS FORM AND INSTRUCTION MUST BE RETURNED TO ADMIN BY: 15 MAR 11**

Number	Date	Action to be taken:			Date Review Completed
		Cancellation	Revision	Change	
3711.1E	28 FEB 11			✓	9 MAR 11

Remarks :

AO Signature: 	Date: 27 MAR 11	Dept/Div Head Signature: 	Date: 9 MAR 11
--	-----------------	--	----------------