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IN REPLY REFER TO
1542
Ser N3/247
28 Feb 13

From: Commander, Training Air Wing FIVE
To: Fidelity TH-57 Standardization Office

Subj: HELICOPTER SIMULATOR PILOT/CO-PILOT DUTIES

1. The purpose of this memo is to delineate the expectations for students undergoing simulator instruction events. The desired end state is to standardize what is expected from students during simulator events and to standardize performance expectations for simulator instructors.

2. The pilot and co-pilot should work as a team in the simulator; however, the scheduled pilot is considered the aircraft commander and is responsible for all actions taken in the aircraft. Radio Instrument (RI) procedures and orientation are introduced in the simulator and each student must achieve all simulator MPTS training objectives prior to progressing to the aircraft. Therefore, the scheduled co-pilot should not be proactive in calling procedures, giving instructions, identifying fixes, or setting up NAVAIDS. It is the pilot's responsibility in the simulator to make these decisions due to the nature of the flight. The co-pilot will be expected to advise the pilot of any incorrect procedure after the pilot has either taken the wrong action or verbally stated his intentions to take a wrong action. This is extremely important during emergency procedures. It is the pilot's responsibility to advise the co-pilot of his expected performance and to instruct him specifically on which switch to throw, what frequencies to tune, and when to do so. Good teamwork and communication is the goal.

3. The following pilot and co-pilot duties are provided for added clarification:

a. Duties of Student Scheduled as Pilot

(1) Conduct the NATOPS brief for the flight. Be sure to include co-pilot responsibilities.

(2) Make decisions for the flight; i.e. determine point-to-point headings, holding entries, COMM/NAV setup, etc. The pilot is responsible for the execution of proper procedures.

(3) Initiate checklists and initiate/calculate timing (It is permissible for the co-pilot to remind the pilot if he forgets or advise if he disagrees). The copilot may calculate FAF to MAP timing. However, if the scheduled copilot calculates the timing on the first

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half of the event, the scheduled copilot for the second half of the event must calculate the timing.

(4) The pilot may ask the copilot for step down altitudes during an approach but should verify the information on his own approach plate. If incorrect information is acted on, it is still the responsibility of the aircraft commander.

b. Duties of Student Scheduled as Co-pilot

(1) Comply with all non-flying pilot duties listed in the NATOPS Cockpit Crew Coordination brief under IFR/Night flight. (i.e. Exceeding NATOPS air work parameters are mandatory calls.)

(2) Copy instructions, altitudes, headings, clearances, frequencies, etc. Additionally, the co-pilot will tune and indentify radios and NAVAIDS when instructed by the pilot.

(3) Monitor gauges, caution lights, and fuel quantity and alert the pilot if approaching or exceeding NATOPS limits.

(4) When directed by the pilot, read the checklist and use the Pocket Checklist for non-memory items during emergencies.

(5) Start timing as directed by the pilot and advise when a limit has been reached.

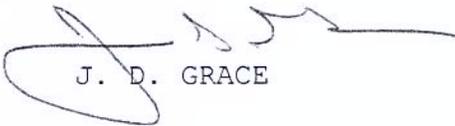
(6) Twist in courses on the HIS/CDI as directed by the pilot.

(7) Remind the pilot to make required and requested voice reports if not already accomplished.

(8) If a missed approach becomes necessary, read missed approach instructions and monitor compliance.

(9) Do not move switches or tune radios unless directed to do so by the pilot. Advise the pilot when a directed action is complete.

(10) Speak up if you do not agree with the pilot's procedures or actions but keep talking to a minimum so the pilot can concentrate. Use verbal communication vice pointing.


J. D. GRACE

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