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1. Objective

- 1.1. This section contains information, direction, and guidance to be used by POIs in the evaluation of an operator's flightcrew recurrent training curriculums.
- 1.2. The information covered includes the objectives and content of these recurrent training curriculums. The recurrent category of training is conducted for flight crewmembers who have been previously trained and qualified by the operator, who are continuing to serve in the same duty position and aircraft type, and who must receive recurring training and/or checking within a specific eligibility period to maintain currency .

2. General

2.1. Regulatory Requirements

- 2.1.1. ANR.OPS. Chap.13 and 12 flightcrew recurrent curriculums contain the following curriculum segments: aircraft ground training, general emergency training, flight training, and qualification. Special operations and differences training curriculum segments must also be included when applicable

2.2. OBJECTIVE OF RECURRENT TRAINING.

The objective of recurrent training is to ensure that flight crewmembers continue to be knowledgeable of, and proficient in, their specific aircraft type and duty assignment. Periodic recurrent training also provides operators with an opportunity to introduce crewmembers to changes in company operating procedures, in crewmember duties and responsibilities, and in developments within the operating environment and aviation industry.

- 2.2.1. POIs must ensure that the operator conducts the required number of hours of training for each cycle of recurrent training, and within the time period specified by the ANR.OPS. . Furthermore, POIs must take into account that although an operator may have satisfied the ANR.OPS., the operator may not have satisfied the objective. The POI can consider the objective to have been met when the crewmember is able to perform at the required standard of proficiency immediately before entering the next cycle of required training.
- 2.2.2. POIs shall review recurrent training curriculum segments to ensure that the subject matter is appropriate, and of the

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proper scope and depth. The training given by the operator in each segment must meet the objective of that segment. Since there are limits as to the amount of recurrent training operators can reasonably conduct, POIs must ensure that operators use the time allocated for recurrent training efficiently and effectively. POIs and operators should carefully consider the following:

- 2.2.2.1 The ANR.OPS. require that all required subjects and topics in initial training be covered in recurrent training. Crewmembers must remain proficient in these subjects as long as they continue to serve in the aircraft and crew position. Operators must give sufficient training to ensure that crewmembers continually remain proficient. The training required to meet this objective must be given even if it is in excess of the scheduled hours or listed topics.
- 2.2.2.2 The ANR.OPS. do not require that every subject and topic of training be reviewed during each cycle of training. POIs should encourage operators to construct recurrent training outlines with different topics and elements emphasized in each cycle of training, so that when an element is addressed, it may be addressed in adequate depth.
- 2.2.2.3 Recurrent training curriculum segments may not contain material that is not pertinent to flightcrew aircraft training, ground training, flight training, and general emergency training requirements (such as security training—a separate training requirement and curriculum segment).
- 2.2.2.4 Recurrent training syllabuses (not necessarily curriculum outlines) should be revised frequently (preferably annually). Operators must remove any unnecessary, outdated, superfluous, or inappropriate material and replace it with current and timely material. POIs should encourage operators to construct recurrent training curriculum segment outlines in a manner that allows for training syllabus variation in subsequent cycles of training, while not necessitating a new program approval (see paragraph 4 in this section).
- 2.2.2.5 POIs shall encourage operators to use pretesting to identify areas in which crewmembers are deficient. While operators do not have to train in areas in which crewmembers demonstrate competence, they must, however, be able to identify areas with deficiencies and conduct training to proficiency in those areas.

2.3. TRAINING/CHECKING MONTH AND ELIGIBILITY PERIODS.

ANR.OPS. Chap.13 and Chap. 12 require that for flight crewmembers to be scheduled or serve in revenue service, they

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must have completed various recurrent training and checking events within 12 or 6 calendar months as applicable. When an operator adopts a modular approach for recurrent training, all such training elements and events must be grouped into specified modules to be administered and recorded as a recurrent training curriculum segment. When an operator does not adopt a modular training approach, records must be kept of each airman's accomplishment for each element of required training and each element or event must be scheduled separately. POIs should use the following direction and guidance when reviewing an operator's recurrent training and checking events.

2.3.1.1 Training/Checking Month (Base Month): The calendar month during which a crewmember or aircraft dispatcher is due to receive required recurrent training, a required flight check, a required competency check, or required operating familiarization. Calendar month means the first day through the last day of a particular month.

2.3.1.2 Designating the Training/Checking Month. When a crewmember completes an initial, transition, upgrade, or requalification training program within a 3-calendar-month period, the month in which the qualification curriculum segment is completed is then considered to be that crewmember's training/checking month. If the training has been completed within the 3-month period, the operator may make a single record of the entire curriculum without noting when individual events occurred. Subsequent scheduling of recurrent training may then be based on the training/checking month. If the time taken to complete initial, upgrade, transition, or requalification training has exceeded 3 calendar months, however, the operator must record and schedule the accomplishment of recurring events separately.

NOTE: The requirement that PICs of turbojet aircraft must accumulate 100 hours in command is not considered for the purpose of establishing the 3-month period.

2.3.1.3 Adjusting the Training/Checking Month. Operators may adjust a crewmember's training/checking month by administering a period of recurrent training and qualification. When training is accomplished before it is due, operators must ensure that all requirements are accomplished within the 12 calendar months allowed by the regulations. Requirements are sometimes omitted when an airman completes an initial-equipment, transition, or upgrade training curriculum at some time other than the previous eligibility period. When a training/checking month

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is adjusted, the reason for the adjustment must be noted in the airman's record. A coding system for this adjustment may be used for computerized recordkeeping systems.

2.3.1.4 Requalification . When an airman's qualification has lapsed due to not completing recurrent training or checking requirements, that airman must complete requalification training (see section 11 of this chapter). When an airman is entered into requalification training, a record of the reason for entry must be placed in the airman's record. The operator may establish a new training/checking month or retain the airman's original training/checking month after the airman successfully completes the requalification training.

2.3.2. **Eligibility Period:** Three calendar months. For Chap 13 operators, the two calendar months before the "training/checking month," and the "training/checking month". For Chap 12 operators, the calendar month before the "training/checking month", the "training and checking month" and the calendar month after the "training/checking month"). During this period a crewmember or aircraft dispatcher must receive recurrent training, a flight check, or a competency check to remain in a qualified status. Training or checking completed during the eligibility period is considered to be completed during the "training/checking month" and is due in the "training/checking month" in the following year.

3. Reference Material, Forms & Job-Aids

3.1. Reference Material

3.1.1. OPS 1.1.032 – Training Program Scope, Concept and Definitions

3.1.2. FAA [AC 120-74](#)

3.1.3. FAA [AC 91-73](#)

4. Process

4.1. **RECURRENT AIRCRAFT GROUND TRAINING CURRICULUM SEGMENTS.**

POIs must ensure that an operator's recurrent aircraft ground training consists of instruction in three subject areas: general operational subjects (including airport ground operational safety, per FAA [AC 120-74](#) and FAA [AC 91-73](#)), aircraft systems, and systems integration training. Differences and special operations training (such as windshear) may also be required. ANR.OPS.

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450 and 339 both require that recurrent aircraft ground training must contain instruction in the same subjects required for initial training. This requirement does not mean that each element of initial training must be re-accomplished during each period of recurrent training. It means that pertinent subject areas must be re-accomplished often enough to ensure that crewmembers remain competent in the performance of their assigned duties. The regulations also require that certain subjects, such as emergency training be covered each year.

4.1.1. **Training Hours.**

Ground training hours must be specified in the recurrent training curriculum segment. The number of training hours required for various aircraft and the approval of training hours are discussed further in this chapter. Operators may be required, however, to conduct more than the minimum number of hours specified by the regulations to achieve the training objective. ANR.OPS. 450 and 339 require that training in all subject elements which are required in initial aircraft ground training must be given “as necessary” in recurrent training. A recommended means of constructing recurrent training segments is to focus on one or two training modules within each subject area. During recurrent training, additional training modules may be accomplished at subsequent cycles of training until all of the areas of initial training have been completely reviewed. A complete cycle should not exceed 3 years.

4.1.2. **Differences and Special Operations Training.**

When either aircraft differences training or special operations training is applicable, it must be included in recurrent training curriculums. This training may either be presented as a separate and distinct curriculum segment or the training may be integrated into other modules. An effective way for an operator to conduct differences training is to discuss the differences in individual systems and procedures as an integral part of the training. When special operations are conducted, special curriculum modules are normally required as opposed to integrating the training into other segments. Recurrent training should also include updated information on equipment, operational practices and procedures, information from accidents and incidents, and on areas which require emphasis as a result of line and proficiency check evaluations.

4.2. **WRITTEN OR ORAL TESTING.**

POIs must ensure that the following written or oral testing requirements are in the operator’s recurrent training curriculum.

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4.2.1. **General.**

Written or oral testing is a required module of the recurrent flight checks for ANR.OPS. Chap. 13 and Chap. 12 curriculums. This testing may either be conducted in conjunction with the flight check module or separately. The testing must be accomplished within the airman's eligibility period (see previous paragraph 3 B).

NOTE: Although operators may use computer-based instruction, programmed instruction, or "open book" instruction and testing to obtain a reduction in ground training hours, this training/checking is not intended to be a substitute for the testing required in the qualification segment.

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4.2.2. **Composition of Written and Oral Test Modules.**

The oral or written test module must contain three distinct sets of test elements.

4.2.2.1 The first set of test elements is general in nature and covers the applicable provisions of ANR.OPS. operator's OpSpecs ; and the operations manual. This segment only has to be completed once during each qualification cycle and does not need to be repeated if the crewmember is qualifying on more than one aircraft.

4.2.2.2 The second set of test elements includes aircraft systems, operating procedures, weight and balance, airport ground operational safety, and performance data relative to each specific make and model of aircraft. This segment of the test module must be completed on each make and model aircraft on which the airman is to serve. When the airman is qualifying to serve on more than one variation of an aircraft, a written or oral differences test segment is also required.

4.2.2.3 The third set of test elements consists of special or unique operations. Special operations testing may be included in the general or aircraft specific segments, as appropriate.

4.3. **RECURRENT GENERAL EMERGENCY TRAINING CURRICULUM SEGMENTS.**

4.4. ANR.OPS.Chap. 13 Chap.12 operators are required to conduct recurrent general emergency training. This curriculum segment is separate from the aircraft ground recurrent training curriculum segment. Recurrent general emergency training consists of emergency situation and emergency drill training modules. Section 4 of this Chapter contains additional direction and guidance on the scope and content of general emergency training modules.

4.4.1. Recurrent general emergency training for ANR.OPS.Chap. 13 consists of all the items required by ANR.OPS. 441. Recurrent general emergency training for Chap. 12 consists of all the items required by ANR.OPS. 329. This training must be conducted every 12 months, typically at the same time recurrent aircraft ground training is conducted.

4.4.2. The emergency situation training modules that are part of the recurrent general training curriculum segment must include at least the following elements:

- Rapid depressurization (if applicable)

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- Fire in flight (or on the surface) and smoke control procedures
- Ditching and evacuation situations
- Illness, injury, or other abnormal situations involving passengers or crewmembers

4.4.3. Chap.13 crewmembers must complete emergency drill training at least once every 24 months. During alternate 12-month periods, training may be accomplished by the operator using pictorial presentations or demonstrations. Chap. 12 crewmembers must complete emergency drill training every 12 months. The emergency drill training modules that are part of the recurrent general emergency training curriculum segment must include at least the following events:

- Operation of each type of emergency exit in the normal and emergency modes
- Operation of each type of hand-held fire extinguisher
- Operation of each type of emergency oxygen system
- Donning, use, and inflation of each type of life preserver and the use of other flotation devices (if applicable)
- Ditching procedures (if applicable) including cockpit preparation, crew coordination, passenger briefing and cabin preparation, the use of lifelines, and the boarding of passengers and crewmembers into a life raft or slide raft

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4.4.4. The following illustration (Table 3-73) clarifies the chronological order of recurrent general emergency training requirements:

**Table 3 – 73,
ANR.OPS.Chap. 13 Recurrent General Emergency Training Timetable**

TYPE OF RECURRENT GENERAL EMERGENCY TRAINING REQUIRED	MONTHS SINCE FIRST GENERAL EMERGENCY TRAINING CURRICULUM SEGMENT WAS COMPLETED			
	12 MONTHS	24 MONTHS	36 MONTHS	48 MONTHS
Emergency Situation Training	X	X	X	X
Emergency Drill (either hands-on or pictorial demonstration)	X		X	
Emergency Drill (hands-on required)		X		X

4.5. RECURRENT FLIGHT TRAINING AND QUALIFICATION CURRICULUM SEGMENTS— ANR.OPS.Chap. 13.

POIs must refer to ANR.OPS. 433 , 450 when determining the various acceptable means that an operator may use to construct recurrent flight training and qualification curriculum segments. POIs should use the direction and guidance that follows when making these determinations.

4.5.1. ANR.OPS. 455 requires that all pilots complete a flight training curriculum segment every 12 calendar months in each airplane in which the pilot is to serve. This regulation also requires that the applicable flight test (as prescribed in ANR.OPS. 461 be accomplished. The flight training and flight test requirements are separate and distinct but are both due in the pilot's training/checking month.

4.5.2. ANR.OPS. 455 requires pilots to complete a flight training module annually in addition to the module conducted in the airman's training/checking month. This module is due in the calendar month 6 months after the training/checking month.

4.5.3. ANR.OPS. 455 and 461 allow a course of simulator training described under ANR.OPS. 437 to be substituted for alternate periods of recurrent flight training and checking. A course of flight training in a simulator under ANR.OPS. 437 consists of 4 hours at the controls practicing at least the procedures, maneuvers, and events in Appendix F. A course of flight training in a simulator under

ANR.OPS. 437 consists of line oriented flight training (LOFT).

4.5.4. ANR.OPS. 455 permits an operator to conduct a proficiency check instead of recurrent flight training but does not authorize training instead of a required proficiency check. This provision is not intended to allow perpetual substitution of checking for training. POIs must emphasize that training is of primary importance, and checking is the means of verifying that training has been adequate. POIs shall ensure that operators conduct adequate refresher and remedial flight training in addition to conducting the required checks. The provision allowing for the substitution of checks for training is intended to allow the following:

- Realignment of a crewmember’s training/checking month
- Relief for crewmembers requalifying after losing qualification
- Necessary flexibility for operators when realigning and revising training programs

4.5.5. ANR.OPS. 461 requires that a pilot must have completed a proficiency check within the last 12 calendar months and either a proficiency check or one of the simulator courses of training described under ANR.OPS. 437 within the last 6 calendar months.

4.5.6. Table 3-74 which follows, contains a summary of the methods that a ANR.OPS. Chap. 13 operator may use to comply with the combined recurrent qualification requirements of the cited regulations.

Table 3 – 74, Methods For Combining Recurrent Training, Chap. 13

Months	0	6	12	18	24
Pilot	P	P	P	P	P
	P	T or L	P	T or L	P
	P	P	L or T	P	L or T

P = Proficiency check in an airplane or simulator
L = LOFT
T = Simulator training Months

4.5.7. For recurrent training, ANR OPS 465 requires flight engineers to accumulate 50 flight hours within any period of 6 months, or to have completed a proficiency check within the preceding 6 months.

4.5.8. When a crewmember flies more than one aircraft type, the training/checking month for each subsequent airplane is

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the same calendar month that is one year after the original check on that type of airplane. Chap 12 operators normally find it advantageous to align the training/checking month on the second airplane 6 calendar months after the training/checking month on the first airplane. This arrangement permits the competency check for the second airplane to simultaneously count as the instrument proficiency check for the first airplane.

4.6. RECURRENT FLIGHT TRAINING AND QUALIFICATION CURRICULUM SEGMENTS— ANR.OPS.Chap. 12.

The recurrent qualification check requirements for pilots in Chap. 12 operations are as follows:

4.6.1. Each pilot serving in a transport or commuter category airplane, multiengine airplane, turbojet airplane, or helicopter must have completed a competency check in each make and model of aircraft in which the pilot serves within 12 calendar months.. POIs should encourage operators of transport category, turbojet, and commuter airplanes to adopt this option to take full advantage of advanced simulation and LOFT.

4.6.2. Each pilot serving in airplanes of the general purpose single engine aircraft family must have completed a competency check in one model of airplane of the equivalent aircraft family within 12 calendar months. A competency check in one airplane of an equivalent aircraft family qualifies the pilot in all airplanes of that family.

4.6.3. Each pilot serving in single-engine airplanes other than turbojets must have completed a competency check in any make and model of the aircraft family within 12 calendar months. Only one competency check is required to qualify the candidate in all single-engine airplanes of this family.

NOTE: The provisions of previous subparagraphs B and C do not relieve a pilot from having to complete recurrent differences training and that portion of the oral or written competency test applicable to each make, model, and variation of the airplane that the pilot will operate as required by ANR.OPS. 318.

4.6.4. Instrument Proficiency Check.

ANR.OPS. 320 requires a PIC conducting IFR operations to have completed an instrument proficiency check in one aircraft in which the pilot serves, and within the preceding 6 calendar months. The competency test for IFR operations as described in this Chapter satisfies the requirements of an instrument proficiency check. A PIC is due an instrument

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proficiency check in the calendar month 6 calendar months after the training/checking month.

4.6.4.1 ANR.OPS. 320 specifies that the instrument proficiency check consists of those maneuvers and events required for original issuance of the certificate required for the operation being conducted (either ATPL or commercial/instrument). The events required on an instrument proficiency check are discussed in section 7 of this chapter.

4.6.4.2 ANR.OPS. 320 allows a pilot operating both single-engine and multiengine aircraft to alternate the instrument-proficiency checks in the two classes of aircraft and be considered qualified in both classes. The pilot must, however, have completed an IFR check in a multiengine aircraft before beginning the alternating sequence. This provision does not, however, relieve the pilot from having to accomplish a competency check (as discussed in section 7 of this chapter) in each family of aircraft or, when required in each individual aircraft, once every 12 calendar months.

4.6.5. **Autopilot Instead of SIC.**

Before a PIC may be authorized to conduct IFR operations with an autopilot instead of an SIC, the PIC must satisfactorily demonstrate this ability once every 12 calendar months. This demonstration should be conducted in conjunction with an IFR competency check.

4.6.6. **Multiple Currency.** When a pilot flies two or more aircraft of different families or aircraft requiring individual qualification, the pilot's training/checking month for each airplane or family of airplanes is the same calendar month 1 year after the original qualification on that aircraft or aircraft family. Operators will usually find it advantageous to align the training/checking month for the second airplane 6 calendar months after the training/checking month for the first airplane. This arrangement eliminates the need for separate instrument proficiency checks.

5. Task Outcomes

- 5.1. The process results in initial approval of the recurrent training program.
- 5.2. After evaluation of the training the inspector may issue final approval.