



Operations Evaluation Board
STD EVALUATION TEAM (SET)
TERMS OF REFERENCE

1 TASK

Evaluation of STDs for new aeroplane and helicopter STDs for new aircraft/engine/data package or new aircraft/STD manufacturer combinations.

Work closely with the aircraft and simulator manufacturer, and the simulator operator to ensure that the first off flight simulator clearly meets the requirements of JAR STD 1A and 1H (currently titled FSTD 1A and 1H), and the associated guidance material (Temporary Guidance Leaflets-TGLs).

Particular attention should be given to novel or unusual solutions being offered by the aircraft manufacturer and/or the simulator manufacturer with a view to:

Establishing clear and unambiguous regulatory findings.

Recommending the acceptance of the VDR (or RQTG).

Guidance for the JAA regulators qualifying subsequent flight simulators.

Recommending, as required, revisions to the Regulatory standards.

2 COMPOSITION

The individual members of a simulator evaluation team shall come from different National Aviation Authorities, be suitably trained, qualified and experienced for their role. The EASA Certification Flight Standards Manager assigned to the task, will ask for nominations for each SET from the NAAs. A chairman will be nominated by EASA on the basis of availability and experience. EASA will endeavour to ensure that at least one member of the team is from the state in which the first FSTD will be located. Where possible, at least one flight inspector will also be a member of the OEB FCL/OPS Subgroup.

3 WORKING METHOD

3.1 An EASA STD evaluation may be requested by a potential STD operator or user or any National Aviation Authority. After all initial

assessments of operational needs and a proposed plan, the EASA SET team may be initiated by EASA with cost recovery based on the procedures as described in the associated MoU.

- 3.2 The conduct of these evaluations will be carried out in a thorough and professional manner, following the applicable steps highlighted in Annex 1 of the associated OEB MoU.
Members shall
 - attend planning and coordination meetings
 - participate in progress reviews;
 - evaluate the quality and efficacy of the manufacturer's proposed programmes;
 - evaluate the handling and operation of the new type/variant from the perspective of the fidelity of the STD compared to the aircraft itself.
- 3.3 The operational plan should be reviewed and agreed with the manufacturer with due account of any activity undertaken by a Third Country Authority so as to reach a timely completion of the report.
- 3.4 The SET is to be structured to cover the evaluation process in the most cost effective manner.
- 3.5 Where available SETs are to follow existing guidance material in order to standardise procedures and processes. Where such guidance is not available, established best practices should be followed.
- 3.6 SET meetings will be held periodically, with participation of SET Members, Manufacturer representatives and as appropriate, the simulator owner and/or the training provider.
- 3.7 Where considered appropriate by the SET, personnel from non-EU Authorities may be invited to participate as observers in the work of the SET.

4 REPORTING

4.1 Findings, STD evaluation report

The SET should produce an STD evaluation report and this report should contain all the findings from the STD evaluation covering the tasks as mentioned under point 1 above.

4.2 Reporting/liaison

The SET Chairman will report to the EASA Certification Flight Standards Manager assigned to this task.

The SET Chairman is to make a written report to the Certification Flight Standards Manager after each SET meeting or activity to include an action plan and updates thereto, with copies to the STD operator, the aircraft manufacturer, the launching simulator manufacturer, and the OEB chairman.

In particular he/she has to get the acceptance from the EASA Certification Flight Standards Manager when:

The SET has agreed on the evaluation plan.

Any novel or out of the ordinary solution is being considered.

He/she is to inform the EASA Certification Flight Standards Manager on evaluation progress at each stage.

The SET may at any time seek the advice of the EASA Certification Flight Standards Manager on matter of policy.

5 OUTCOME OF SET ACTIVITY

The outcome of a SET activity is contained in the SET Report, consisting of recommendations for a qualification certificate to be issued by the Lead Authority.

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