### Section 1.3 RECORD OF CHANGES/ AMENDMENTS

<table>
<thead>
<tr>
<th>Section</th>
<th>Subject</th>
<th>Date</th>
<th>Pages Affected</th>
</tr>
</thead>
<tbody>
<tr>
<td>Section 3.1</td>
<td>Documents to accompany application. Fees.</td>
<td>1 September 2013</td>
<td>Section 3.1  Page 3 of 3</td>
</tr>
<tr>
<td>Appendix A</td>
<td>NPPL fee change</td>
<td>1 September 2013</td>
<td>Section Appendix A Page 1 of 1</td>
</tr>
<tr>
<td>Appendix A</td>
<td>NPPL fee change</td>
<td>1 December 2013</td>
<td>Section Appendix A Page 1 of 1</td>
</tr>
<tr>
<td>Section 6.1</td>
<td>Change to Examiner Privileges</td>
<td>6 December 2013</td>
<td>Section 6.1  Para 2.5.1 – 2.6.2</td>
</tr>
<tr>
<td>Section 7.2</td>
<td>Footer. Page numbering correction</td>
<td>6 December 2013</td>
<td>Section 7.2  Page 1-3</td>
</tr>
<tr>
<td>Section 5.3</td>
<td>Partial Pass logbook entry</td>
<td>22 August 2014</td>
<td>Section 5.3  Page 9</td>
</tr>
<tr>
<td>Section 6.1</td>
<td>Rating validity extensions</td>
<td>22 August 2014</td>
<td>Various Section 6.1 para 1.2.1.10, 1.2.2.3, 2.3.1, 2.3.2</td>
</tr>
<tr>
<td>Section 6.1</td>
<td>Revalidating other Class Ratings</td>
<td>22 August 2014</td>
<td>Section 6.1  para 1.2.3.1</td>
</tr>
<tr>
<td>Section 6.1</td>
<td>Correcting para number errors</td>
<td>22 August 2014</td>
<td>Section 6.1  para 1.2.2.5</td>
</tr>
<tr>
<td>Section 7.2</td>
<td>Revalidation reminders</td>
<td>22 August 2014</td>
<td>Section 7.2  para 3.1</td>
</tr>
<tr>
<td>Section 7.3</td>
<td>Partial Pass logbook entry</td>
<td>22 August 2014</td>
<td>Section 7.3  Page 8</td>
</tr>
<tr>
<td>Section 7.3</td>
<td>Rating validity extensions</td>
<td>22 August 2014</td>
<td>Section 7.3  Page 9</td>
</tr>
<tr>
<td>Section 7.4</td>
<td>Partial Pass logbook entry</td>
<td>22 August 2014</td>
<td>Section 7.4  Page 3</td>
</tr>
<tr>
<td>Section 7.4</td>
<td>Rating validity extensions</td>
<td>22 August 2014</td>
<td>Section 7.4  Page 3</td>
</tr>
<tr>
<td>Section 7.6</td>
<td>Rating validity extensions</td>
<td>22 August 2014</td>
<td>Section 7.6  Page 2</td>
</tr>
<tr>
<td>Section 8.2</td>
<td>FE/ FICI seminars</td>
<td>22 August 2014</td>
<td>Section 8.2  Page 1</td>
</tr>
<tr>
<td>Appendix A</td>
<td>NPPL fee change</td>
<td>1 December 2014</td>
<td>Section Appendix A Page 1 of 1</td>
</tr>
<tr>
<td>Appendix A</td>
<td>NPPL and Examiner fee changes from 1st April 2015</td>
<td>2 February 2015</td>
<td>Section Appendix A Page 1 of 1</td>
</tr>
<tr>
<td>Section 3.3</td>
<td>Removal of training restrictions</td>
<td>23 February 2016</td>
<td>Section 3.3  Pages 1.2</td>
</tr>
<tr>
<td>Section 3.5</td>
<td>Addition of guidance for logging Ex 18 and 16b</td>
<td>23 February 2016</td>
<td>Section 3.5  Pages 1.2.3</td>
</tr>
<tr>
<td>Section 6.1</td>
<td>Amendment to look-up table</td>
<td>23 February 2016</td>
<td>Section 6.1  Page 5</td>
</tr>
</tbody>
</table>
Section 3.3 FLYING TRAINING AND TESTING IN AMATEUR BUILT MICROLIGHT AIRCRAFT

1 INTRODUCTION

1.1 There are restrictions on the use of amateur built microlights for pilot training. Instructors must make themselves familiar with the restrictions before they carry out any training in these aircraft. The restrictions relate to ownership and payment for the purposes of the flight.

2 PART OWNERS

2.1 A part owner of an amateur built microlight aircraft can undertake flying training and testing for the grant, revalidation or renewal of a microlight aircraft class rating in his own aircraft and make payment to the instructor / examiner for their services.

2.2 Permission for this has been granted by the CAA, by means of Exemptions, with specific conditions:

2.2.1 The person undergoing the flying training or testing must be an owner of the aircraft. The minimum requirements for ownership are detailed in the Air Navigation Order (ANO) and require that the owner has at least a 5% share of the aircraft, limiting the total number of owners of any one aircraft to 20 persons.

2.2.2 As for Type Approved microlight aircraft, the amateur built microlight aircraft being used ‘must be owned or operated under arrangements entered into by a flying club of which the person giving the instruction or conducting the test and the person receiving the instruction or undergoing the test are both members’.
Section 3.5 LOGBOOKS, TRAINING ENTRIES AND CERTIFICATION

1 INTRODUCTION

1.1 It is a legal requirement under the ANO that the pilot of an aircraft registered in the United Kingdom must keep a log book and record certain items in it. The legal requirement also applies to any person flying for the purpose of qualifying for the grant or renewal of a licence.

2 PARTICULARS TO BE RECORDED

2.1 The name and address of the holder of the log book

2.2 Particulars of the holder's licence (if any) to act as a member of the flight crew of an aircraft

2.3 The name and address of his aviation employer (if any).

2.4 Particulars of each flight during which the holder of the logbook acted either as a member of the flight crew of an aircraft or for the purpose of qualifying for the grant or renewal of a licence under this Order, as the case may be, shall be recorded in the logbook at the end of each flight or as soon thereafter as is reasonably practicable, including:

2.5 The date, the places at which the holder embarked on and disembarked from the aircraft and the time spent during the course of a flight when he was acting in either capacity

2.6 The type and registration marks of the aircraft

2.7 The capacity in which the holder acted in flight

2.8 Particulars of any special conditions under which the flight was conducted

2.9 Particulars of any test / examination undertaken whilst in flight.

2.10 In the case of duplicated entries ‘dittos’ should be avoided and entries made in full.

3 FLYING TRAINING ENTRIES

3.1 STUDENT'S LOGBOOK

3.1.1 The Student's log book must include in the remarks column the training exercises flown during each flight.

3.1.2 At the end of training and prior to applying for a NPPL the Student's logbook must include the following exercises: 1, 2, 3, 4, 5, 6, 7, 8, 9a, 9b, 10a, 10b, 11, 12, 13, 14, 15, 16a, 16b, 17a, 17b, 17c and 18 (if applicable).

3.2 Although exercises 1 & 2 are not flying exercises they form part of the syllabus and without this detail in the logbook it is not possible to confirm that the course has been completed.
3.3 NPPL (A) M Ex 18. For a training flight to be a Navigational flight exercise (Ex 18) and the flying time allowed towards the Navigation requirements in the NPPL Syllabus it must be flown along a pre-determined route.

3.3.1 Ex 18 should be entered in the logbook remarks section together with details of the turning points and/or the destinations that were pre planned.

3.3.2 In the case of a qualifying cross country (QXC) flight the total distance of the flight should be entered.

3.3.3 All out landings must be logged correctly as a separate flight. Therefore the QXC must be logged as at least two flights because there is a compulsory out landing.

3.3.4 The logbook entries for Ex 18 apply to both Dual and Solo navigation training flights.

3.4 NPPL (A) M Ex 16b. Where Ex 16b is incorporated into a Navigational flight exercise, as part of the planned track or simulated diversion, the logging of Ex 16b and Ex 18 is appropriate and the total flight time of that flight may be allocated towards the Ex 18 requirements.

3.5 INSTRUCTOR’S LOGBOOK

3.5.1 The Instructor’s logbook should, at the minimum, indicate in the remarks column the name of the student under training. It is beneficial to include the exercises flown with the student, especially when student records are held by a Flying School and not by the Instructor himself.

3.6 DUAL TRAINING FLIGHTS

3.6.1 Otherwise known as training flights are completed not only for the grant of a licence or rating but may be for Control Type conversion, Differences Training, refresher flying, flight with an instructor for licence revalidation or new area familiarisation.

3.6.2 When the dual flight is being flown for the purpose of gaining, or revalidating a licence or rating it must be conducted by a current AFI or FI.

3.6.3 For all Dual Training Flights the name of the Instructor must appear in the Captain column of the logbook as the pilot in command of the flight. The holder's operating capacity should then be logged as PUT and the flight time entered in the dual column. In the remarks column there should be an indication of content, what exercises were covered on the flight together with cross country turning points if the flight was a cross country flight.

3.7 STUDENT PILOT IN COMMAND FLIGHTS

3.7.1 Otherwise known as solo flights i.e. the pilot does not have an instructor with him in the aeroplane or anyone else before licence issue.

3.7.2 The pilot should enter his own name or "self" into the captain column. The holder’s operating capacity column should read P1 or PIC and the flight time should be entered into the PIC column. The remarks column should indicate the content of the flight.
3.7.3 Before a student completes his first solo flight, the flight must be authorised by a FI who will assess the student's ability. The flight cannot be authorised by an AFI.

3.7.4 The successful GST flight is logged as PI/S by the student. The captain's name should be that of the Examiner. This flight time can be counted towards the minimum requirements for the license application, but does not constitute PIC experience time for the minimum solo requirements.

4 CERTIFICATION OF LOGBOOKS

4.1 There are certain conditions when an Examiner or an Instructor may need to certify logbooks.

4.2 NPPL APPLICATION

4.2.1 At the end of a course of training for the licence the Chief Flying Instructor (or his representative) should annotate the logbook with words similar to "Logbook entries from........ to........ certified correct." followed by the signature of the Chief Flying Instructor, the letters CFI, the name of the Flying club and date.

4.3 REMOVING OPERATIONAL LIMITATIONS

4.3.1 Limitation 2 only. Flying Examiner to certify in holder's logbook the qualifying hours to remove the Limitation that restricts passenger carrying.

4.3.2 Limitation 2 (if not already removed), 3 and 4. CFI to certify logbook entries qualifying for removal of Operational Limitations prior to application being sent to the BMAA LIAC.

4.4 GENERAL SKILLS TESTS

4.4.1 The candidate's logbook must be completed and entries must include details of the flight, the result of the test and be signed by the Flying Examiner, including the Examiner's Authorisation number.

4.5 DIFFERENCES TRAINING

4.5.1 Differences training to be recorded in the holder's personal flying logbook and endorsed and signed by the Instructor conducting the training. The Instructor must specify the Control Type (e.g. Flexwing to Fixed Wing) to which the training relates.

4.5.2 "Differences Training ........ completed".

4.6 ASSISTANT FLYING INSTRUCTOR COURSE COMPLETION

4.6.1 At the end of an AFIC the FIC Instructor should annotate the logbook with words similar to "FIC Logbook entries from........ to........ certified correct." followed by the signature of the FIC Instructor, the name of the approved Flight Training Organisation and date.
NPPL REVALIDATION BY EXPERIENCE, TESTS FOR ELIGIBILITY

Is the Certificate of revalidation valid on the day?  

YES  

Can only revalidate by test, not experience.

NO  

Is the Valid To date for the Certificate less than 12 months after today’s date?  

YES  

Can only revalidate by test, not experience.

NO  

Has the pilot logged at least 6 hours during the second year of validity of the Certificate?  

YES  

If not can only revalidate by test or must fly required time in remaining period of certificate.

NO  

Has the pilot logged at least 12 hours of total time, with at least 8 hours as P1, during the validity period of the current Certificate?  

YES  

If not can only revalidate by test or must fly required time in remaining period of certificate.

NO  

Has the pilot logged at least 12 take offs and landings during the validity period of the current Certificate?  

YES  

If not can only revalidate by test or must fly required take offs and landings in remaining period of certificate.

NO  

Has the pilot undertaken at least one hour of instructional flight during the validity period of the existing Certificate?  

YES  

Examiner Signs Certificate

If not sign certificate and endorse “Single Seat Aircraft Only”