

SECTION 1.01 ORGANISATION AND ADMINISTRATION

The Head of Flight Operations will approve the following qualifications:

- a. Regional Operations Coordinators
- b. Instructor Trainer (includes Temporary)
- c. Pilot Examiners
- d. Chief Flying Instructors
- e. Deputy Chief Flying Instructors
- f. Senior Instructors
- g. Special Approvals
- h. Instructors
- i. Pilots
- j. Student or Converting Pilots

All members in the following categories are required to possess a personal copy (a current electronic copy is acceptable) of the documents shown below:

- a. STUDENT PILOT OR CONVERTING PILOT – RAAus Flight Operations and Technical Manual and reference books as recommended by a RAAus Examiner.
- b. PILOT – RAAus Flight Operations and Technical Manual and reference books as recommended by a RAAus Examiner.
- c. INSTRUCTOR – RAAus Flight Operations and Technical Manual and the RAAus Flight Instructor Reference Manual or CASA Flight Instructor Manual (Aeroplane).
- d. SENIOR INSTRUCTOR – RAAus Flight Operations and Technical Manual and the RAAus Flight Instructor Reference Manual or the CASA Flight Instructor Manual (Aeroplane).
- e. DEPUTY CHIEF FLYING INSTRUCTOR - RAAus Flight Operations and Technical Manual, the RAAus Flight Instructor Reference Manual or CASA Flight Instructor Manual (Aeroplane) and relevant parts of the CAA, CARs, CASRs, CAOs, AIP Book and ERSA, RAAus Syllabus of Flight Training plus applicable maps and charts.
- f. CHIEF FLYING INSTRUCTOR – RAAus Flight Operations and Technical Manual, the RAAus Flight Instructor Reference Manual or CASA Flight Instructor Manual (Aeroplane) and relevant parts of the CAA, CARs, CASRs, CAOs, AIP Book and ERSA, RAAus Syllabus of Flight Training plus applicable maps and charts.
- g. PILOT EXAMINER – RAAus Flight Operations and Technical Manual and the RAAus Flight Instructor Reference Manual or the CASA Flight Instructor Manual (Aeroplane).
- h. REGIONAL OPERATIONS COORDINATOR - RAAus Flight Operations and Technical Manual and the RAAus Flight Instructor Reference Manual or the CASA Flight Instructor Manual (Aeroplane).

All RAAus flying members are required to maintain a pilot logbook in accordance with the requirements specified in this manual.

The organisation shall keep a register of the issue of all classes of Pilot Certificates, the renewal of those certificates, the issue of Endorsements, Ratings and Approvals and the renewal of those privileges.

The organisation shall keep a register of initial aircraft registrations in addition to renewals and transfers of aircraft registrations and subsequent inspections.