

**23 SEPTEMBER 2002**



***Flying Operations***

***AIRCREW TESTING PROCEDURES***

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Supersedes 446 OGOI 11-204, 31 October 2000.

Pages: 2  
Distribution: F

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This instruction implements AFD 11-2, *Aircraft Rules and Procedures*. It establishes procedures for the completion of aircrew examinations. This instruction applies to all crewmembers assigned to the 446<sup>th</sup> Airlift Wing (446 AW).

**1. General:**

- 1.1. The 446<sup>th</sup> Operations Group Standardization Evaluation Section (446 OG/OGV) is responsible for maintaining the aircrew testing facility and the security of the testing materials.
- 1.2. The testing facility, located in Bldg 1216, Room 127 will be open Monday through Friday, from 0830L to 1600L, and on UTA weekends from 0800L to 1530L.

**2. Squadron Responsibilities:**

- 2.1. Each squadron will provide a monitor on their scheduled testing day.
- 2.2. On Tuesdays and Thursdays, the unit the member is assigned to will be responsible for providing a monitor during the testing duration.
- 2.3. The schedule will be as follows:
  - 2.3.1. 97 AS - Monday;
  - 2.3.2. 728 AS - Wednesday;
  - 2.3.3. 313 AS - Friday.

**3. Monitor Responsibilities:**

- 3.1. The monitor will report to OGV to pick up the test cabinet key.

- 3.2. An inventory will be completed prior to issuing tests.
- 3.3. Any discrepancies will be reported to OGV.
- 3.4. The monitor will not take any test while performing this duty.

**4. Examinee Responsibilities:**

- 4.1. Must report in uniform and have all issued publications, in hand.
- 4.2. Must follow instructions given by the test monitor.
- 4.3. A minimum passing score for all exams is 85%, corrected to 100%. Any Critical Action Procedure and/or Boldface item missed will result in failure of the exam. Failed exams will not be corrected to 100%.
- 4.4. Any type of test compromise will result in an automatic failure (i.e., sharing and/or telling the answers).

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