

**MARIN COUNTY SHERIFF'S OFFICE
VOLUNTEER POLICY AND PROCEDURE MANUAL**

CHAPTER – VOLUNTEERS – AIR PATROL
VOL – 01 – 04
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DATE
September 30, 2015

SHERIFF'S AIR PATROL PILOT QUALIFICATIONS AND PROCEDURES

POLICY

It is the policy of the Marin County Sheriff's Office that the Sheriff's Aircraft shall be operated only by Eligible Pilots. Eligible Pilots are defined as Active and Life members of the Marin County Sheriff's Air Patrol (MCSAP), or those licensed pilots who are regularly employed members of the Marin County Sheriff's Office and have Sheriff's approval to pilot the Sheriff's Aircraft.

PURPOSE

The purpose of this General Order is to establish procedures by which Eligible Pilots will be qualified to act as Pilot in Command (PIC) of the Sheriff's Aircraft, or any aircraft performing a MCSAP mission.

PERSONNEL

The MCSAP Captain shall appoint a member of the MCSAP to be the Chief Pilot (CP) as defined in Marin County Sheriff's Volunteer Service Division Manual VOL 01-01. That member shall be a current FAA Certified Flight Instructor, have been a member of MCSAP for a minimum of one (1) year, have demonstrated a familiarity with aircraft operating issues, and be familiar with the Sheriff's Aircraft. The CP may appoint other MCSAP members who are current FAA Certified Flight Instructors to act as Flight Instructors (FI) within the MCSAP. MCSAP FIs will implement a pilot qualification program developed by the CP and will act under the general direction of the CP.

PROCEDURES

Pilot In Command Minimum Criteria

Only Eligible Pilots may be qualified to act as PIC of the aircraft. To be qualified as PIC, they must be at least an FAA private pilot with an airplane single-engine land rating and a high performance qualification, hold at least a current third Class Medical Certificate, have at least 250-hours of PIC time, and within the prior 12-months successfully completed an in-flight proficiency review in the Sheriff's Aircraft conducted by a MCSAP CP or FI, and have the recent flight experience required by the FARs.

Pilot Qualification Criteria

The CP shall develop qualification criteria that will determine whether or not an Eligible Pilot is qualified to act as PIC of the Sheriff's Aircraft. In doing so, the CP shall take into consideration the nature of the MCSAP flight operations.

Pilot Initial Training

Initial training shall include review of the airplane flight manual (Technical Manual TM 55-1510-212-10 and supplements) in sufficient detail to ensure the pilot understands its critical information and knows where other information is located and sufficient instruction to ensure the pilot understands the MCSAP procedures and how to prepare the MCSAP preflight and post-flight forms and reports. Initial training shall also include sufficient flight time to permit the pilot to become familiar with the Sheriff's Aircraft. At the completion of the initial training, each pilot must successfully complete an in-flight proficiency review conducted by the CP or an FI, by performing all tasks and maneuvers at a level which, in the judgment of the CP or FI, meets or exceeds the qualification criteria.

Pilot Recurrent Training

Each PIC shall receive recurrent training and successfully complete an annual in-flight proficiency review in the Sheriff's Aircraft no later than the end of the 12th month after the previous review. In addition, each PIC shall fly sufficiently throughout the year to maintain competency and recent experience in the Sheriff's Aircraft. Any pilot who has not received recurrent training and successfully completed an in-flight proficiency review as aforementioned, shall do so prior to being PIC of the Sheriff's Aircraft.

Pilot Documentation

At the initial in-flight proficiency review, each pilot shall submit a copy (preferably on a single page) of their FAA pilot's license, medical certificate, and documentation of pilot currency in accordance with the FARs to the CP or FI (i.e. signed log book page, pilot proficiency award program certificate, CFI renewal, new rating or licenses, etc.). Upon any change to the pilot's documents, the pilot shall submit an updated copy of those documents to the CP prior to acting as PIC of the Sheriff's Aircraft. In addition, the pilot shall submit such information as may be required by the MCSAP Command related to insurance on the Sheriff's Aircraft. Upon successful completion of each in-flight proficiency review, the CP or FI shall note same in the pilot's log book and on the MCSAP copy of the pilot's documents.

Any pilot documentation submitted to FI shall be forwarded to the CP. The CP shall maintain a file containing current documentation on each PIC and shall ensure that the Aircraft Coordinator is updated on pilot and PIC statuses.

RELATED STANDARDS:

None

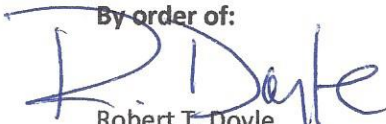
OTHER AFFECTED DIVISIONS:

None

DATE OF REVISIONS:

Jan 14, 1995

By order of:


Robert T. Doyle
Sheriff-Coroner