

## Pilot File Requirements

Pilot: \_\_\_\_\_ Date: \_\_\_\_\_

Present (Yes, No, N/A)	Tab Number	Frequency	Requirement
	1	As Updated	Copy of FAA Pilot Certificate
	1	As Updated	Copy of current FAA Medical Certificate
	1	Biennial	Documentation of current Biennial Flight Review IAW FAR 61.56
	1	Biennial	Copy of current FAA CFI Certificate
	2	Once	Copies of all CAPF 5's establishing <u>initial</u> aircraft qualification
	2	Annual	Copies of all CAPF 5's establishing aircraft <u>annual currency</u> (highest of each group per CAPR 60-1)
	3	Annual	Copy of <u>each</u> current completed aircraft questionnaire
	3	Annual	Copy of current CAPF 5 written examination
	4	As Needed	Copy of current CAPF 2a, <i>Request for and Approval of Personnel Actions</i> , as designation for Cadet O-Flight Pilot
	4	As Needed	Copy of current CAPF 2a, <i>Request for and Approval of Personnel Actions</i> , as designation for Instructor Pilot
	4	As Needed	Copy of current CAPF 2a, <i>Request for and Approval of Personnel Actions</i> , as designation for Check Pilot
	4	As Needed	Copy of current CAPF 2a, <i>Request for and Approval of Personnel Actions</i> , as designation for Mission Check Pilot
	4	As Needed	Copy of current CAPF 2a, <i>Request for and Approval of Personnel Actions</i> , as designation for Stan/Eval Pilot
	4	As Needed	Copy of current CAPF 2a, <i>Request for and Approval of Personnel Actions</i> , as designation for Tow Pilot
	5	Biennial	Copy of most current CAPF 91, <i>CAP Mission Pilot Checkout</i>
	6	Once	Signed Statement of Understanding (Attachment 1)
	6	Biennial	Copy of letter or certificate indicating successful completion of National Check Pilot Standardization Course