

Administration of Ratings by an Observer 2021 Update

Observers: Observers observe pilot flying skills for advanced ratings and special skills. An observer is not an instructor; they must not provide instruction. Observers must be USHPA members, with an advanced pilot rating P4/H4. Observer duties require in person observation of flying skills for intermediate ratings, advanced ratings, and special skills. For a Pilot rating, applicants will need to complete USHPA online rating test, along with observer skill sign-off to achieve the new rating. Observers cannot assist in observation for Novice and Beginner ratings. Observers may also serve their communities as observer for P2-P3/H2-H3 pilots wishing to fly higher rated sites, that require instructor/observer for flights occurring there. Observers may write letters of recommendation for Master Rating applicants to indicate they have known of the applicant's good judgement and safe practices, for a period of at least 3 years. Observers are to actively work to establish proficiency ratings for any flying site in their area which are not presently rated if necessary.

Administration of Ratings by Observer:

- 1) Observer may provide the skill sign off for Intermediate, Advanced ratings and special skills.
- 2) Pilots being observed must be Full USHPA members or be in the process of obtaining USHPA membership and must have a previous rating one level below the rating being observed. No special skills or new ratings can be issued until USHPA membership is completed.
- 3) The Pilots flying skill assessment as required by FAR part 103, must be observed in person by the observer. Failure to do so will result in loss of observer status.
- 4) Observers may sign off any special skills they themselves hold, by completing a paper rating skills form which the applicant will send directly to USHPA with the appropriate rating fee, or by using the online rating skill form.
- 5) For intermediate and advanced pilot ratings, observer will complete the paper or online rating application. The Observer signature on the rating application designates the Pilot/Applicant has completed the in the person flying skill assessment, as outlined by the USHPA Pilot Proficiency Program Requirements. The in-person Observer Rating application is good for 90 days. Pilot/Applicant needs to be informed they have 90 days to complete the online test and submit the rating application to USHPA.
- 6) Applicant must also complete the proper Online rating test with a passing score, for the new rating to be issued. Applicant will have 3 attempts to pass the online test, before being locked out and needing to seek a certified USHPA instructor for further training.
- 7) Observers may also issue Foreign Pilots ratings, so long as the Observer holds the ratings themselves. Foreign Pilots may be rated at any level deemed appropriate. (See foreign pilot rating policy) Observer must advise Foreign pilot of USA FAA airspace regulations.
- 8) Specific foreign equivalent ratings are accepted for conversion to the USHPA system, as noted in SOP 12-6
- 9) Observers may not rate themselves for any rating level or special skill.

How to become an Observer

To become an observer, you will need to be an advanced pilot, with a minimum of 3 years flying the craft you intend to observe. You will need to have a USHPA admin of the same discipline submit into the appropriate USHPA Training and Certification Committee a request for an Observer Appointment. Committee will review the request and if deemed appropriate will submit request for appointment to the board for approval. Rating will be good for 2 years, before needing to repeat this process.

An Observer is not an instructor; they must not provide instruction to pilots/applicants. Observer is a special and important function of helping the USHPA membership evolve and grow in their flying skills. Observers are given the privilege to assist fellow USHPA members in the skills assessment part of the USHPA Pilot Proficiency Program without having to undergo formal instructor training. USHPA relies on your good judgement and presence in our communities to keep our pilots exceling in safe, responsible free-flight practices. Abuse of this privilege, such as not adhering to USHPA Rating Skill Requirements, or conducting non-in person signoffs can and will result in loss of the observer privilege. Observers should recommend to the pilot/applicant if pilot skills are deficient, that the pilot keep flying and learning or seek further instruction from a USHPA Certified Instructor. Our goal at USHPA is to keep free-flight alive in the USA, by creating safe, responsible pilots in our communities as an observer you agree to support and uphold that message and integrity.

Qualifications for becoming an Observer:

- 1) Be a current USHPA or Rogallo Member
- 2) Pilot for a minimum of 3 years in the discipline you intend to observe
- 3) Hold a P4/H4 advanced pilot rating
- 4) Obtain 1 Letter of recommendation from: Local USHPA Chapter, USHPA Instructor or USHPA Director
- 5) Be familiar with USHPA rating requirements, and willing to uphold them

Steps to get Observer Status:

- 1) Be a current USHPA or Rogallo member
- 2) Meet all observer qualifications
- 3) Obtain appointment request from any Admin of your discipline
 - a. Admin will need to verify your qualifications so have materials ready
- 4) Admin will submit request for appointment to Training and Certification Committee
- 5) T&C will review qualifications and submit request to the BOD for approval
 - a. Board meets monthly, observers can expect 30 to 60 days max for Observer status to be in effect from time of applying with a USHPA Admin if qualified

Duties of Observer:

- 1) Observe special skills in person/flight for USHPA members needing skill signoffs
- 2) Observe in person/flight pilot skills for intermediate and advanced pilot ratings.
- 3) Act as observer for pilots in your community who are skilled and ready to fly a higher rated site then their current pilot rating allows.
- 4) Write letters of recommendation for Master pilots they have observed for a minimum of 3 years.
- 5) Assist local chapters in establishing site proficiency ratings for any un-rated sites
- 6) Assist foreign rated pilots in becoming USHPA rated pilots

Observer Renewal: Every 2 years

- 1) Contact an admin for renewal appointment
- 2) Admin submits appointment to appropriate T&C committee
- 3) T&C conducts review
 - a. Verifies Observer has followed Observer SOPs
 - b. Verifies Observer has no complaints on file
 - c. Verifies Observer is still active USHPA member
- 4) Submits appointment for board approval