



IRT BRIEFING GUIDE

PREPARATORY BRIEF

INTRODUCTION

1. Introduce yourself (if required)

EXAMS

2. Check exams (completed and passed)

CANDIDATE READY

3. Confirm candidate prepared (practice or recent IF mission)

ROUTE

4. Discuss route and profile
 - a. Min requirement (NP,P,MA, etc.)
5. Alternative routes

CANDIDATE RESPONSIBILITIES

6. Pilot in Command (actual/simulated/competent co-pilot)
7. Review and complete CF 456
8. Log Card
9. Mission Planning Brief
 - a. Weather
 - b. NOTAMs
 - c. Route and approaches
 - d. Flight Plan
10. Schedule Pre-Flight Briefing

PRE-FLIGHT BRIEF

INTRODUCTION

1. Review CF 456 (confirm expiration date)

IRT CONDUCT GUIDELINES

2. Crew/Single Pilot Duties
 - a. NAVAID Checks (verbalize)
 - b. ATC Clearances (understand and comply)
 - c. Instrument Checks (verbalize)
3. Aircraft Handling Guidelines (as per AOIs)
 - a. Blind Flying Hood
 - i. Use guidelines
 - ii. Guidelines if hood not used
 - b. Automation Use (Appropriate to Community)
 - i. Flight Director
 - ii. Autopilot/Auto throttles
 - iii. FMS
4. Approach Guidelines
 - a. Fly approaches to minimums, as published
 - b. Simulated enroute and approach weather
 - c. MDA/DA(H)/MAP Calls
 - d. ICP Calls at DA(H)/MAP (runway visual or nothing seen)
 - e. ATC restrictions
 - f. 3rd Approach (you're reference, not to be briefed)
5. Holding Guidelines
 - a. Requirements for a hold
 - b. FMS/Autopilot use
6. Emergencies
 - a. Requirements (UAs, Engine Out)
 - b. Simulated vs Actual
 - c. ICP's Role

MISSION BRIEF

7. Review Candidate's Mission Planning (Wx, NOTAMs, Log card, Flight Plan, Pubs expiry date)

CREW BRIEF

8. Receive or monitor candidate's crew brief

DEBRIEF

9. Location and Time