



ANNEX A
PERSONNEL AND EQUIPMENT


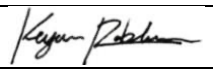
ANNEX A
PERSONNEL AND EQUIPMENT

TABLE OF CONTENTS

| | |
|-------------------------------|----|
| TABLE OF CONTENTS | 2 |
| REVISION PAGE | 3 |
| LIST OF EFFECTIVE PAGES | 4 |
| PERSONNEL AND EQUIPMENT | 5 |
| NEWBERG, OREGON | 9 |
| KLAMATH FALLS, OREGON | 10 |
| SIMULATORS | 12 |

ANNEX A
PERSONNEL AND EQUIPMENT

REVISION PAGE

| # | DATE | REVISED PAGES | SUMMARY OF CHANGES | SIGNATURE |
|----|--------------|----------------|--|---|
| 0 | 31 Aug 2017 | All | On Issue | Nigel Cooper |
| 1 | 26 Jan 2018 | 7 | Revised Cessna 172K/N to Cessna 172N/M | Nigel Cooper |
| 2 | 29 Aug 2018 | 5 | Updated Instructors and Positions | Avery Kunz |
| 3 | 10 Jul 2019 | 2 - 8,10,11,12 | Updated Training Facilities Newberg Additional Models of Approved Aircraft Updated Instructors and Positions Removal of non-certified Simulators | Avery Kunz |
| 4 | 15 Sep 2019 | 4,5,6,7,11 | Updated Instructors and Positions Removed unnecessary helicopter related text to make job descriptions more general. Updated List of Effective Pages Addition of Basic Aviation Training Device |  |
| 5 | 2 Mar 2019 | 6,7 | Updated Instructors and Positions |  |
| 6 | 22 Jun 2020 | 6,7 | Updated Instructors and Positions | Matt VanPelt |
| 7 | 04 Jan 2021 | 10 | Updated Equipment | Alison Plummer |
| 8 | 19 Apr 2021 | 3,5-7,10-11 | Updated Instructors and Positions, BATD | Alison Plummer |
| 9 | 7 May 2021 | 3,4,6 | Updated Instructors and Positions | Alison Plummer |
| 10 | 21 June 2021 | 3,4,6-8, 10,11 | Updated Instructors and Positions, BATD | Alison Plummer |
| 11 | 9 July 2021 | 2,3,4,8 | Updated Instructors | Alison Plummer |
| 12 | 13 July 2021 | 3,4,11,12 | BATD Approval, Updated Aircraft | Alison Plummer |
| 13 | 23 July 2021 | 3,4,11 | Updated Aircraft | Alison Plummer |
| 14 | 24 Sept 2021 | 3,4,6-10,12 | Updated Assistant Chief and personnel, updated facilities with addition of classrooms in Klamath Falls. | Alison Plummer |
| 15 | 18 Oct 2021 | 3,6 | Updated Instructors | Alison Plummer |
| 16 | 28 Mar 2022 | 3,4,6,7,8,12 | Instructor list updated, BATD updated, Updated Aircraft | Matt VanPelt |
| 17 | 6 May 2022 | 3,4,6,7,8 | Instructor list updated | Alison Plummer |
| 18 | 10 June 2022 | 3,4,6,7,8 | Instructor list updated | Alison Plummer |
| 19 | 6 July 2022 | 3,4,7,8 | Instructor list updated | Alison Plummer |

ANNEX A
PERSONNEL AND EQUIPMENT

LIST OF EFFECTIVE PAGES

| Pg | Title | Date | Rev |
|-----------|---|-------------|------------|
| 1 | Title Page | 08/31/2017 | 0 |
| 2 | Table of Contents | 7/9/2021 | 11 |
| 3 | Revision Pages | 7/6/2022 | 19 |
| 4 | List of Effective Pages | 7/6/2022 | 19 |
| 5 | Overview, Training Requirements, Personnel, and Qual. | 09/15/2019 | 4 |
| 6 | Helicopter Qualifications Table | 06/10/2022 | 18 |
| 7 | Helicopter Qualifications Table | 7/6/2022 | 19 |
| 8 | Airplane Qualifications Table | 7/6/2022 | 19 |
| 9 | Classrooms and Equipment | 9/24/2021 | 14 |
| 10 | Classrooms and Equipment (Cont) | 9/24/2021 | 14 |
| 11 | Approved Aircraft Table | 7/23/2021 | 13 |
| 12 | Simulators | 03/28/2022 | 16 |
| | | | |

ANNEX A
PERSONNEL AND EQUIPMENT

PERSONNEL AND EQUIPMENT

1. **Overview:** The purpose of this document is to provide an overview of training personnel and equipment in accordance with FAR §141.55. It details who holds each position, who is qualified to teach which course and in which aircraft, details all equipment, aircraft and simulators used for flight training. It refers to individual Training Course Outlines (TCOs) and should be read in conjunction with those TCOs.
2. **Training Requirements:** All instructors will undergo annual Part 141 refresher training so satisfy the requirements of FAR §141.79. The relevant Chief Flight Instructor is responsible for the conduct and record keeping of such training.

3. Personnel and Qualifications:

Director of Training: The Director of Training (DOT) is responsible for the oversight and regulatory compliance of all training including personnel, equipment and facilities. The DOT must hold as a minimum, a Commercial Pilot certificate with Instructor and Instrument privileges (in any Category and Class).

Chief Flight Instructor: The Chief Flight Instructor is responsible for ensuring that FAR §141.85 Chief Instructor Responsibilities are met. The Chief Flight Instructor must hold as a minimum a Commercial Pilot Certificate, in category and class, with Instructor and Instrument privileges and meet the experience requirements stipulated under FAR §141.35.

Assistant Chief Flight Instructor: The Assistant Chief Flight Instructor responsibilities will be delegated by the Chief Flight Instructor. The Assistant Chief Flight Instructor must hold as a minimum a Commercial Pilot Certificate, in category and class, with Instructor and Instrument privileges and meet the experience requirements stipulated under FAR §141.36.

Check Instructor: Experienced Instructors may hold the qualification of Check Instructor and conduct the various stage checks as detailed in relevant TCO's. Check Instructors undergo training as prescribed by FAR §141.37.

Line Instructor: A Line Instructors primary duty is to carry out flight and ground instruction in accordance with relevant TCO's or Training Plans. As a minimum, Line Instructors must hold a Commercial Pilot Certificate, in category and class, with a flight instructor certificate.

Ground Instructor. Ground Instructors must meet the requirements of FAR §141

ANNEX A
PERSONNEL AND EQUIPMENT

| HELICOPTER QUALIFICATIONS TABLE | | | | | | |
|---|---------|-----------------------------------|-----------------------------|--|-----------------------------------|---------------------|
| Relevant Courses/Ratings Rotorcraft – Helicopter (Includes Additional Ratings) <ol style="list-style-type: none"> 1. Private Pilot Course Rotorcraft, Helicopter 2. Instrument Rating Course Rotorcraft, Helicopter 3. Commercial Pilot Rotorcraft, Helicopter 4. Additional Aircraft Rating, Private Pilot Course Rotorcraft, Helicopter 5. Additional Aircraft Rating, Instrument Rating Course Rotorcraft, Helicopter 6. Additional Aircraft Rating, Commercial Pilot Rotorcraft, Helicopter 7. Flight Instructor Rotorcraft, Helicopter 8. Flight Instructor Instrument Rotorcraft, Helicopter 9. Additional Flight Instructor Course, Rotorcraft, Helicopter 10. Special Curricula Course – Commercial Instrument Rotorcraft, Helicopter 11. Special Preparation Course – Turbine Transition Rotorcraft, Helicopter 12. Special Preparation Course – Rotorcraft External Load Operations 13. Special Preparation Course – VFR Refresher Rotorcraft, Helicopter | | | | | | |
| Chief Instructor: Matthew VanPelt, (352) 552-2551 Assistant Chief Instructor: Cody Paggen (612) 322-9403 | | | | Primary Location: Newberg, OR Primary Location: Klamath Falls, OR | | |
| Na me | Cert. # | Line Instructor | Check Instructor | Assistant Chief Instructor | Chief Instructor | Primary Location |
| Matthew VanPelt* | 3375464 | X | X | X | 1,2,3,4,5,6,7,8 ,9,10,11,12,13 | 17S |
| Keyan Robles | 3771924 | X | 1,2,3,4,5,6, 7,8,9,10,13 | | | LMT |
| Tyler Sturdevant | 3060998 | X | 1,2,3,4,5,6, 7,8,9,10,13 | | | 17S |
| Henry Sexsmith | 3717366 | X | 1,2,3,4,5,6, 7,8,9,10,13 | | | 17S |
| Ty Burlingham | 3170566 | 1,2,3,4,5,6,7,8 ,9,10,11,12,13 | 11,12 | | | 17S |
| David Gilliland | 4085664 | X | 1,2,3,4,5, 6,7,8,9,10,13 | | | 17S |
| Colt Fridley | 3721723 | 1,2,3,4,5, 6,8,10,13 | | | | LMT |
| James Wiganowsky | 4318390 | X | 1,2,3,4,5, 6,8,10,13 | | | LMT |
| Cody Paggen | 4331871 | X | 1,2,3,4,5, 6,7,8,9,10,13 | | | LMT |
| Sarah Blanton | 4165459 | X | 1,2,3,4,5, 6,8,10,13 | | | 17S |

ANNEX A
PERSONNEL AND EQUIPMENT

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|--|---------|-------------------------|--|--|--|-----|
| Tito Boecker | 4493179 | 1,2,3,4,5, 6,8,10,13 | | | | 17S |
| Brandon Marsteller | 4466698 | 1,2,3,4,5, 6,8,10,13 | | | | 17S |
| Ryan Calkin | 3337936 | 1,2,3,4,5, 6,8,10,13 | | | | 17S |
| * Denotes Director of Training. X denotes authorization with additional role. # Ground Instructor Only | | | | | | |

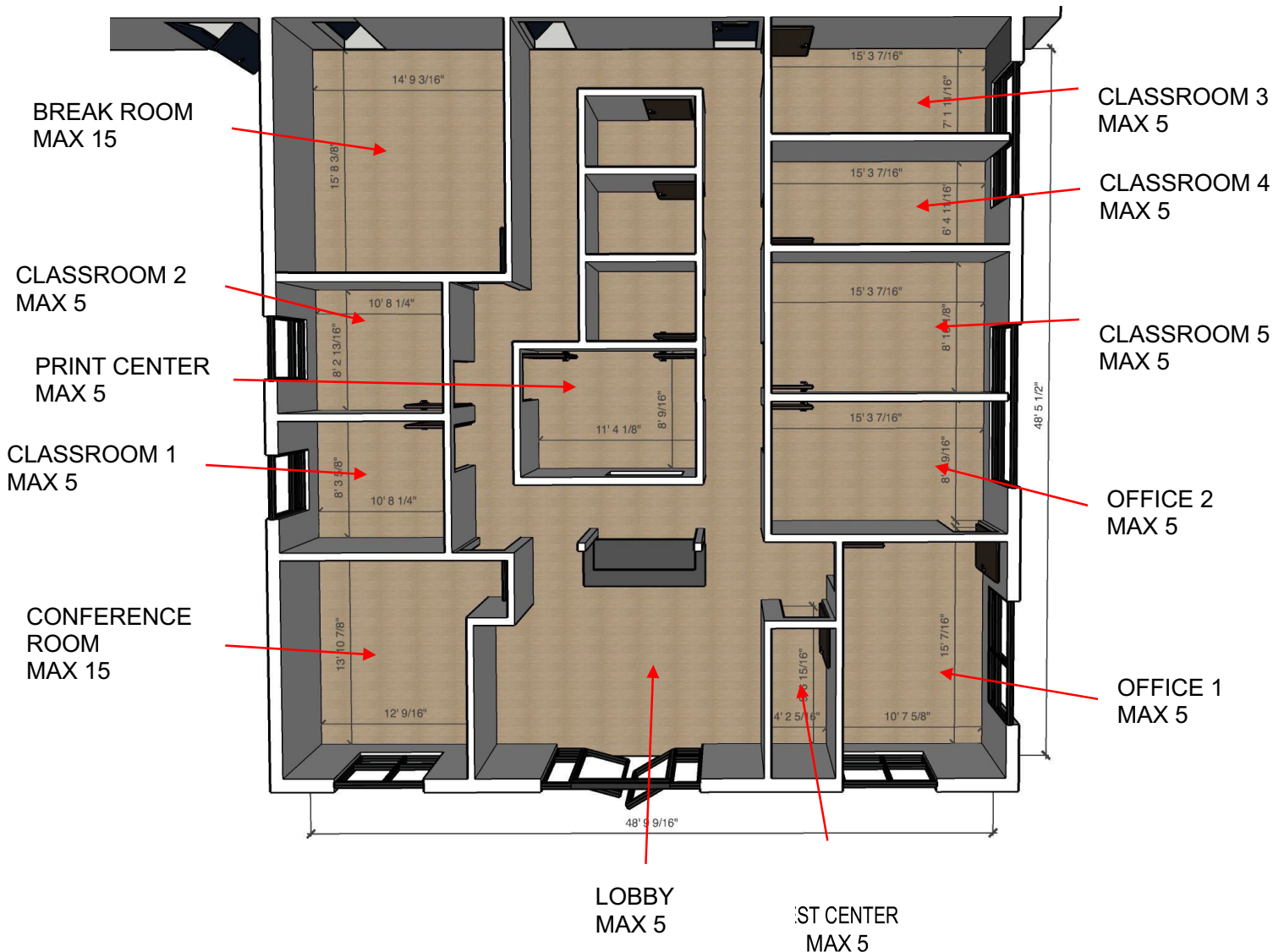
ANNEX A
PERSONNEL AND EQUIPMENT

| AIRPLANE QUALIFICATIONS TABLE | | | | | | |
|---|---------|-----------------|-------------------|-------------------------------|-------------------|------------------|
| Relevant Courses/Ratings Airplane – SEL (Includes Additional Ratings) <ol style="list-style-type: none"> Private Pilot Course Airplane, Single Engine Land Instrument Rating Course Airplane, Single Engine Land Commercial Pilot Airplane, Single Engine Land Additional Aircraft Rating, Private Pilot Course Airplane, Single Engine Land Additional Aircraft Rating, Instrument Rating Course Airplane, Single Engine Land Additional Aircraft Rating, Commercial Pilot Airplane, Single Engine Land Flight Instructor Airplane, Single Engine Land Flight Instructor Instrument, Airplane, Single Engine Land Special Curricula Course – Commercial Instrument Airplane, Single Engine Land | | | | | | |
| Chief Instructor: Matthew VanPelt (352) 552-2551 | | | | Primary Location: Newberg, OR | | |
| Name | Cert. # | Line Instructor | Check Instructor | Assistant Chief Instructor | Chief Instructor | Primary Location |
| Matthew VanPelt* | 3375464 | X | X | X | 1,2,3,4,5,6,7,8,9 | 17S |
| Lindsey Dike | 3350074 | X | 1,2,3,4,5,6,7,8,9 | | | LMT |
| Ty Burlingham | 3170566 | X | 1,2,3,4,5,6,7,8,9 | | | 17S |
| Michael De Ruijter | 3386750 | X | 1,2,3,4,5,6,7,8,9 | | | 17S |
| Tyler Sturdevant | 3060998 | X | 1,2,3,4,5,6,7,8,9 | | | 17S |
| Daniel Buzalsky | 4336575 | 1,2,3,4,5,6,8,9 | | | | 17S |
| Keyan Robles | 3771924 | X | 1,2,3,4,5,6,7,8,9 | | | LMT |
| Emily Wiprud | 3032824 | X | 1,2,3,4,5,6,7,8,9 | | | 17S |
| Colt Fridley | 3721723 | X | 1,2,3,4,5,6,9 | | | LMT |
| Mari Metzler | 3838433 | 1,2,3,4,5,6,8,9 | | | | LMT |
| Connor Karels | 4171672 | 1,3,4,6 | | | | LMT |
| | | | | | | |
| * Denotes Director of Training. X denotes authorization with additional role. | | | | # Ground Instructor Only | | |

ANNEX A
PERSONNEL AND EQUIPMENT

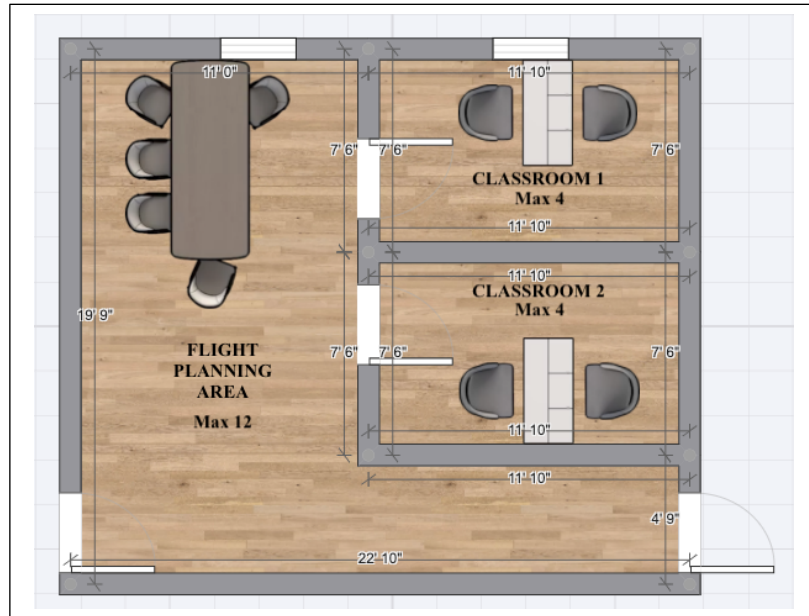
- 4. Classrooms, Briefing Areas, Flight Planning Areas and Equipment:** The following diagrams represent the floor plans of classrooms, briefing and flight planning areas at their respective locations. Each classroom is furnished with tables and chairs, whiteboard and markers, computer and screen and is used for the purpose of delivering ground instruction. Briefing areas are used for the purpose of pre/post flight briefing and are equipped with a desks and chairs. Flight Planning areas are equipped with a desk and internet computer and are used for the purpose of flight planning. Weather briefings and NOTAMs can be obtained through either the internet or briefing office via telephone. Other flight planning information and equipment is provided in this area such as weight and balance information, navigation log cards and risk assessment tools. The maximum number of personnel permitted in each space is annotated on the plan in accordance with FAR §141.55.

NEWBERG, OREGON



ANNEX A
PERSONNEL AND EQUIPMENT

KLAMATH FALLS, OREGON
Kingsley Field (KLMT)



Klamath Community College Campus



ANNEX A
PERSONNEL AND EQUIPMENT

- 5. Approved Aircraft:** The following tables detail the aircraft used for delivering flight instruction. All aircraft used under Part 141 meet the provisions of FAR §141.39:

| ROTORCRAFT - HELICOPTER | | |
|--|---|------------------|
| Courses (includes additional ratings) | Aircraft | Simulator |
| Private Pilot Instrument Rating Commercial Pilot Certified Flight Instructor Certified Flight Instructor Instrument Rating Special Curricula Course – Commercial Instrument Special Preparation Course – VFR Refresher | Cabri G2 B206B3/L4 AS350B2/B3/B3e | N/A |
| Special Preparation Course - Turbine Transition | B206B3/L4 AS350B2/B3/B3e | N/A |
| Special Preparation Course - External Load | B206B3/L4 AS350B2/B3/B3e | N/A |

* Special equipment includes Lines, Hooks, Loads, Attaching Equipment, Fire Buckets, and Cameras when necessary to complete lesson objectives

| AIRPLANE - SEL | | |
|---|----------------------------------|--|
| Courses (includes additional ratings) | Aircraft | Simulator |
| Private Pilot Instrument Rating Commercial Pilot Certified Flight Instructor Certified Flight Instructor Instrument Special Curricula Course – Commercial Instrument | C-172 N/M PA-28R-200 PA-23 | Redbird Flight Simulator, Model TD2 (BATD) Redbird FMX (AATD) |

ANNEX A
PERSONNEL AND EQUIPMENT

SIMULATORS

Redbird Flight Simulations, Inc. Model TD2
Airplane Single Engine Land
Basic Aviation Training Device (BATD)

The device(s) is physically located in the designated simulator room in Newberg and Klamath Falls.

In accordance with the letter dated October 24, 2018 the device is authorized for use within guidelines, and Precision Aviation Training will be adding guidelines to its Airplane Single Engine Land curricula only.

Redbird Flight Simulations, Inc. FMX
Full motion simulator set as Airplane Single
Engine Land
Advanced Aviation Training Device (AATD)

This device is located within the simulator facility at Klamath Falls and may be used as a BATD in applicable specified training.