Australian Government
Civil Aviation Safety Authority

Application
Private Pilot (Balloon) Flight Review

CAO Part 95.54

This form is now available online

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OR

Download this form before you begin

Please download and complete with Adobe Acrobat. If you are using a browser to complete this form you may lose your information. Send this form and any attachments to applications@casa.gov.au.

Purpose of this form

Use this form to notify CASA of the successful completion of a balloon flight review.

Who is this form for?

This form is for individuals who hold a Private Pilot (Balloon) Permit and have satisfied the requirements for a flight review.

Information needed to complete this form

- You must hold a current Private Pilot (Balloon) Permit (PP(B)P).
- You must have passed a flight review in accordance with the requirements contained in this form and the CASA Recreational Balloon Procedures Manual.

Flight review instructions

The reviewing officer must be a current instructor, examiner or a person approved in writing by CASA.
Flight Review for renewal of a lapsed PP(B)P greater than one year but less than 3 years must be conducted by at least a current Grade 1 Instructor.
Flight review for renewal of a lapsed PP(B)P greater than 3 years must be conducted by a current Examiner.
If the applicant is assessed as competent the reviewing officer must make an entry in the table in the pilot's ballooning permit that a balloon flight review has been completed.
A balloon flight review remains valid to the end of the 24th month after the month in which the permit holder completes the flight review.

Aviation Reference Number (ARN)

An ARN is required to complete this form. If you do not have an ARN, apply now.

If you are applying on behalf of an organisation, you will need to have authority to act on the entity's (applicant's) behalf and be able to provide the organisation's ARN.

Contact details

It is important the contact details on the ARN profile are current. CASA uses these contact details when processing this application.

If your address, contact or other details have changed, you must update them prior to lodging this form. You can do this by changing your details on the CASA website.

Failure to provide up to date contact details to CASA could result in additional fees being charged under the *Civil Aviation (Fees) Regulations 1995* and may constitute a criminal offence.

For more information

Go to the CASA website or contact us.

Applicant

1 What are the **applicant** details?

Your contact details must be current. Update your contact details via changing your details.

Full name

ARN

Phone number

Email address

Aeronautical experience

2 What is your **aeronautical experience**?

What flying have you completed in the last two years?

Requirements for a Flight Review

3

The CASA Recreational Ballooning Procedures Manual provides that the holder of a PP(B)P is deemed to have satisfactorily completed a recreational balloon flight review if they satisfy one of the requirements listed below.

I have within the previous 2 years of the date of this application, successfully completed the requirements for one of the following:

- ☐ Issue of a Commercial Pilot (Balloon) Licence
- ☐ Issue or renewal of a Commercial Flight Instructor (Balloon) Rating on a Commercial Pilot (Balloon) Licence
- ☐ A Commercial Pilot (Balloon) flight review
- ☐ Issue or renewal of an Instructor Private Pilot (Balloon) Permit
- ☐ Issue of a Night Visual Flight Rules (VFR) or Balloon greater than 120K endorsement

Complete Question 4 and submit the form to CASA with the evidence. Questions 5 to 7 may be left blank.

The reviewing officer must make an entry in the table in the pilot's ballooning permit that a balloon flight review has been completed.

- ☐ Recreational balloon flight review, complete Questions 5-7

Applicant declaration

4 **I declare:**

- All statements in this notice are true and correct.

I acknowledge by providing my details below and submitting this application:

- This satisfies the requirement for me to sign this application.
- For section 3, I have attached evidence of satisfying the requirements for the Private Pilot (Balloon) Flight Review within the previous 2 years.
- I may commit an offence under the *Criminal Code Act 1995* if I make a false or misleading statement in my application.
- We may also use your licensing information in deidentified form for aviation safety research/analysis.

Privacy

Any personal information you provide to CASA, as part of this application, is protected by the *Privacy Act 1988*.

We will use the information provided to process this application and may also use it to conduct identity/security checks. Without your consent, we may not be able to process your application.

To meet our accountability obligations, we may disclose this information:

- to other government agencies or other national aviation authorities for certain purposes, and
- to comply with court orders and other legal requirements.

For more information about how we use, disclose and protect your personal information, see our privacy statement and privacy policy.

- I declare and acknowledge the above matters.
- I consent to CASA using my licensing information and other personal information for the above purposes.
- I have read CASA's privacy policy and I authorise CASA to use and disclose the information it collects for this application in accordance with that policy.

Full name

Date (DD/MM/YYYY)

/ /

Examiner/Instructor declaration

5 I certify that:

- I conducted a Flight Review, in accordance with the CASA Recreational Ballooning Procedures Manual.
- All statements in this application are true and correct and I have read and understood all provisions of the *Civil Aviation Safety Regulations 1998* which are relevant to this application.
- I acknowledge that to knowingly make a false or misleading statement in this application is an offence against the *Criminal Code Act 1995*.

Full name of the Examiner/Instructor

ARN of the Examiner/Instructor

Date of Flight Review (DD/MM/YYYY)

/ /

Flight Review

6 Select below

☐ Competent

☐ Not yet competent

Flight Route

Balloon type

Balloon registration (VH-)

Flight Time

Flight Review Report Instructions

7

The reviewing officer is to complete the flight test report and retain a copy of the report and send a copy to CASA.

The flight review report must be completed in the following manner:

C Competent

N/A Not assessed

Exercise Pre-flight:

Balloons systems knowledge

Interpret and apply MET/NOTAMS

Balloon Log Book use

Calculate weight and loading

Explain actions in event of gas leak

Explain actions in event of fire

Task management.

Fuel management

Passenger management

Safety management

Decision making

Lookout

Situation awareness

Threat and error management

Communication and interpersonal relationships - crew/pax/other

Flight Sequence:

Pre-flight preparation

Wind and weather assessment

Take-off site selection

Check-list usage

Balloon inflation

Take-off balloon

Radio/ATC/Procedures.

Fly balloon level, high/low

Navigation technique

Avoid power lines/obstacles

SZ/PZ awareness

7 continued

Monitor weather conditions ☐

Emergency procedures ☐

Landing site selection ☐

Conduct aborted landing ☐

Land balloon ☐

Balloon deflation ☐

Other:

Navigation:

Flight planning, 60 min flight ☐

Cockpit organisation ☐

Navigation technique ☐

Map reading ☐

Airspace management and procedures ☐

Unplanned landing management ☐

Fuel planning/management ☐

Other:

Submitting this form to CASA

By email – send this form with all supporting documents attached to applications@casa.gov.au

By post – return this form and all supporting documents to:

CASA Client Services Centre
GPO Box 2005
Canberra ACT 2601