

# RECOGNITION OF PRIOR LEARNINING (RPL)

# Trainer / Assessor / Flight Instructor Assessment Result Sheet



| <b>Competency Evaluation Che</b> | <u>cklist</u>                                 |                               |
|----------------------------------|---|-------------------------------|
| Student Name:                    |   | Overall Score                 |
| Student No.:                     |   |                               |
| Reviewed / Evaluated By:         |   | Competent / Not Yet Competent |
| Date Evaluated:                  |   |                               |
| Qualification:                   | AVI50519 Diploma of Aviation (Instrument Rati | ng)                           |

### AVIF0029 Implement Threat and Error Management Strategies Elements and Performance Criteria

Please place a tick in the box when competency has been achieved.

| E1. Recognise and manage actual and potential threats   |  |                      |
|---|--|----------------------|
| PC 1.1 Potential environmental or operational threats likely to affect flight safety are identified                                       |  | Competent            |
| PC 1.2 Actual environmental or operational threats that affect flight safety are identified   |  | competent            |
| PC 1.3 Competing operational priorities and task demands that may represent a threat to flight safety are identified                      |  |                      |
| PC 1.4 Countermeasures to manage threats are identified and implemented   |  |                      |
| PC 1.5 Flight progress and effect of countermeasures are monitored and assessed to ensure a safe outcome                                  |  | Not yet<br>Competent |
| PC 1.6 Alternative countermeasures are identified and implemented, and effectiveness of countermeasures is re-evaluated for effectiveness |  |                      |



#### **AVIF0029 Implement Threat and Error Management Strategies**

# Elements and Performance Criteria

**Continued** 

| E2. Recognise and manage actual and potential errors   | Element              |
|--|----------------------|
| PC 2.1 Checklists and standard operating procedures are implemented to prevent aircraft handling, procedural or communication errors                                 |                      |
| PC 2.2 Committed errors are identified and responded to before aircraft enters an undesired state  | Competent            |
| PC 2.3 Aircraft systems are monitored using a systematic scan technique to collect and analyse flight information for potential or actual error recognition purposes |                      |
| PC 2.4 Flight operating environment is monitored to collect and analyse flight information for potential or actual error recognition purposes                        |                      |
| PC 2.5 Individual or team performance is monitored to recognise potential or actual error occurrence   | Not yet<br>Competent |
| PC 2.6 Countermeasure implementation and supervision are undertaken to prevent errors before aircraft enters an undesired state                                      |                      |
| PC 2.7 Countermeasure implementation and supervision are undertaken to correct errors after aircraft enters an undesired state                                       |                      |

| E3. Recognise and manage undesired aircraft states  |  |  |
|---|--|--|
| PC 3.1 Undesired aircraft states are recognised   |  |  |
| PC 3.2 Individual and team tasks are prioritised to ensure an undesired aircraft state is managed effectively             |  |  |
| PC 3.3 Corrective actions to recover from an undesired aircraft state are applied in a safe and timely manner             |  |  |
| PC 3.4 Undesired aircraft states are reported and recorded as required in accordance with applicable workplace procedures |  |  |

Instructors Name: \_\_\_\_\_

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



# AVIF0030 Manage Safe Flight Operations

# **Elements and Performance Criteria**

| E1. Maintain effective lookout  | Element      |
|---|--------------|
| PC 1.1 Systematic visual scan techniques are applied at a rate determined by traffic density, visibility and terrain to maintain traffic separation | Competent    |
| PC 1.2 Radio listening watch is maintained, and transmissions are interpreted to determine traffic location and intention                           | D<br>Not yet |
| PC 1.3 Airspace-cleared procedures are performed before commencing any manoeuvre  | Competent    |

| E2. Maintain situational awareness  |  | Element   |
|---|--|-----------|
| PC 2.1 All aircraft systems are monitored using a systematic scan technique     |  |           |
| PC 2.2 Information is collected to facilitate ongoing system management         |  | Competent |
| PC 2.3 Flight environment is monitored for deviations from planned operations   |  | Not yet   |
| PC 2.4 Flight environment information is collected to update planned operations |  | Competent |

| E3. Assess situations and make decisions  | Element   |
|---|-----------|
| PC 3.1 Problems affecting flight performance are identified and analysed  |           |
| PC 3.2 Potential solutions to flight performance problems are identified  | Competent |
| PC 3.3 Potential solutions and risks are assessed   |           |
| PC 3.4 Course of action is determined and communicated to flight crew, passengers and/or other personnel, as required |           |
| PC 3.5 Tasks are allocated and actioned to implement optimal course of action outcomes                                | Not yet   |
| PC 3.6 Tasks are monitored for progress against determined course of action   | Competent |
| PC 3.7 Plan is re-evaluated as required to achieve optimal outcomes   |           |

| E4. Set priorities and manage tasks  |  |           |
|--|--|-----------|
| PC 4.1 Task workload and priorities are organised to ensure optimum outcome of the flight      |  |           |
| PC 4.2 Events and tasks are planned to occur sequentially                                      |  | Competent |
| PC 4.3 Events and tasks are anticipated to ensure sufficient opportunity for completion        |  | Not yet   |
| PC 4.4 Technology is used to reduce workload and improve cognitive and manipulative activities |  | competent |

| E5. Maintain effective communication and interpersonal relationships                                    |  |           |
|---|--|-----------|
| PC 5.1 Effective and efficient communication and interpersonal relationships are established and $\Box$ |  |           |
| maintained with all stakeholders to ensure optimum flight outcome                                       |  | Competent |
| PC 5.2 Objectives are defined and explained to stakeholders   |  |           |
| PC 5.3 Appropriate levels of assertiveness are applied that ensure the optimum completion of a          |  | Not yet   |
| flight  |  | Competent |

Instructors Name: \_\_\_\_\_\_

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

| RTO Number: 40971                  | The Redcliffe Ae    | o Club                | ABN: 74009 819 792     | 2                   | Office: (61 7 ) 3203 1777    |
|------------------------------------|---------------------|-----------------------|------------------------|---------------------|------------------------------|
| 1 Wirraway Drive, Kippa Ring, QLD, | Australia, 4021     | Created 28.10.2019    | AQTF Ref               | 1.5 Email: <u>i</u> | nfo@redcliffeaeroclub.com.au |
| F00255_RPL Application - AVI50519  | Trainer and Assesso | r Assessment Result S | neet - (CPL) - Part 6. | /1                  | Source: RTO Co-Ordinator     |



# AVIF0030 Manage Safe Flight Operations

# Elements and Performance Criteria

<u>Continued</u>

| E1. Maintain effective lookout  |  |           |
|---|--|-----------|
| PC 1.1 Systematic visual scan techniques are applied at a rate determined by traffic density, |  |           |
| visibility and terrain to maintain traffic separation   |  | Competent |
| PC 1.2 Radio listening watch is maintained, and transmissions are interpreted to determine    |  |           |
| traffic location and intention  |  | Not yet   |
| PC 1.3 Airspace-cleared procedures are performed before commencing any manoeuvre              |  | Competent |

| E2. Maintain situational awareness  |  |               |
|---|--|---------------|
| PC 2.1 All aircraft systems are monitored using a systematic scan technique     |  |               |
| PC 2.2 Information is collected to facilitate ongoing system management         |  | Competent     |
| PC 2.3 Flight environment is monitored for deviations from planned operations   |  | L]<br>Not yet |
| PC 2.4 Flight environment information is collected to update planned operations |  | Competent     |

| E3. Assess situations and make decisions   | Element   |
|--|-----------|
| PC 3.1 Problems affecting flight performance are identified and analysed                 |           |
| PC 3.2 Potential solutions to flight performance problems are identified                 | Compotent |
| PC 3.3 Potential solutions and risks are assessed  | Competent |
| PC 3.4 Course of action is determined and communicated to flight crew, passengers and/or |           |
| other personnel, as required   |           |
| PC 3.5 Tasks are allocated and actioned to implement optimal course of action outcomes   | Not vet   |
| PC 3.6 Tasks are monitored for progress against determined course of action              | Competent |
| PC 3.7 Plan is re-evaluated as required to achieve optimal outcomes                      |           |

| E4. Set priorities and manage tasks  | Element       |
|--|---------------|
| PC 4.1 Task workload and priorities are organised to ensure optimum outcome of the flight      |               |
| PC 4.2 Events and tasks are planned to occur sequentially                                      | Competent     |
| PC 4.3 Events and tasks are anticipated to ensure sufficient opportunity for completion        | L]<br>Not yet |
| PC 4.4 Technology is used to reduce workload and improve cognitive and manipulative activities | Competent     |

| E5. Maintain effective communication and interpersonal relationships                             |  | Element   |  |
|--|--|-----------|--|
| PC 5.1 Effective and efficient communication and interpersonal relationships are established and |  |           |  |
| maintained with all stakeholders to ensure optimum flight outcome                                |  |           |  |
| PC 5.2 Objectives are defined and explained to stakeholders                                      |  |           |  |
| PC 5.3 Appropriate levels of assertiveness are applied that ensure the optimum completion of a   |  |           |  |
| flight   |  | Competent |  |

Instructors Name: \_\_\_\_\_

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

| RTO Number: 40971                 | The Redcliffe A      | ero Club                 | ABN: 74009 819 792      | Office: (61 7 ) 3203 1777            |
|-----------------------------------|----------------------|--------------------------|-------------------------|--------------------------------------|
| 1 Wirraway Drive, Kippa Ring, QLD | ), Australia, 4021   | Created 28.10.2019       | AQTF Ref 1.5            | Email: info@redcliffeaeroclub.com.au |
| F00255_RPL Application - AVI5051  | 9 Trainer and Assess | sor Assessment Result Sh | eet - (CPL) - Part 6.V1 | Source: RTO Co-Ordinator             |



## AVIW0032 Operate and Manage Aircraft Systems Elements and Performance Criteria

| E1. Operate and manage aircraft systems during normal flight   | Element   |
|--|-----------|
| PC 1.1 Aircraft systems, sub-systems (equipment) and devices applicable to aircraft type and task are operated and managed |           |
| PC 1.2 Aircraft systems, sub-systems (equipment) and devices are monitored using a systematic scan technique               | Competent |
| PC 1.3 Aircraft systems and flight environment information is analysed to identify actual and potential threats or errors  |           |
| PC 1.4 Automated aircraft systems are utilised to manage cockpit workload  | Not yet   |
| PC 1.5 Hazards are identified, risks are assessed, and hazard management is implemented                                    | competent |
| PC 1.6 Checklist procedures are completed as appropriate to aircraft system  |           |

| E2. Manage aircraft systems during abnormal and emergency procedures  | Element   |
|---|-----------|
| PC 2.1 Non-normal or emergency situations are recognised  |           |
| PC 2.2 Control of aircraft flight path is maintained during abnormal and emergency response procedures  |           |
| PC 2.3 Affected aircraft system or sub-system is identified and confirmed   | Competent |
| PC 2.4 Checklist procedures are recalled and implemented during abnormal and emergency situations using appropriate techniques                                  |           |
| PC 2.5 Appropriate non-normal or emergency procedures are performed in accordance with relevant workplace and emergency procedures, and regulatory requirements | Not yet   |
| PC 2.6 Course of action is decided, implemented, evaluated and revised to achieve safest outcomes   | Competent |
| PC 2.7 Location and operation of emergency systems applicable to aircraft type are explained  |           |

Instructors Name: \_\_\_\_\_

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



### AVIY0033 Operate aircraft Using Aircraft Flight Instruments

# Elements and Performance Criteria

|   |   | _         |
|---|---|-----------|
| E1. Establish serviceability of flight instruments and instrument procedures                    |   |           |
| PC 1.1 Serviceability of flight instrument, pitot/static system and instrument power sources is |   |           |
| determined before flight  |   | Competent |
| PC 1.2 Functional checks of flight and navigational instruments are performed before departure  |   |           |
|   |   | Not yet   |
|   | 1 | Competent |

| E2. Operate aircraft using full instrument procedures   |  | Element   |  |
|---|--|-----------|--|
| PC 2.1 Flight instrument and instrument power sources are monitored, and pilot cautions, warnings and indications are reacted to in accordance with full instrument procedures                      |  |           |  |
| PC 2.2 Power and attitude are set and maintained by reference to full instrument panel to achieve straight and level performance during normal cruise   |  |           |  |
| PC 2.3 Power and attitude are set and maintained by reference to full instrument panel to achieve nominated climb performance   |  | Competent |  |
| PC 2.4 Power and attitude are set and maintained by reference to full instrument panel to achieve nominated descent performance   |  |           |  |
| PC 2.5 Power, attitude and bank during climb, descent and straight and level flight are set and maintained by reference to full instrument panel to achieve rate one turns onto a nominated heading |  | Not yet   |  |
| PC 2.6Aircraft is balanced and trimmed to maintain nominated aircraft altitude, heading, speed and/or climb/descent performance within flight tolerances  |  | competent |  |
| PC 2.7 Aircraft is levelled at nominated altitude, from climb or descent during straight or turning flight  |  |           |  |

| E3. Recover from usual attitudes using instrument procedures   |  |           |
|--|--|-----------|
| PC 3.1 Unusual attitudes and upset situations are recognised and identified                          |  |           |
| PC 3.2 Controlled flight is resumed by reference to flight instruments using a full instrument panel |  | Competent |
| PC 3.3 Straight and level attitude is achieved without excessive oscillations at the horizon         |  | Not yet   |
| PC 3.4 Aircraft is recovered to above lowest safe altitude (LSALT)                                   |  | Competent |



| E4. Operate aircraft using limited instrument procedures  | 1 | Element  |
|---|---|--|
| PC 4.1 Flight instrument and instrument power sources are monitored, and pilot cautions,  |   |  |
| warnings and indications are reacted to in accordance with limited instrument procedures  |   |  |
| PC 4.2 Aircraft is transitioned from full instrument operating procedures to limited instrument   |   |  |
| operating procedures while maintaining safe flight profiles   |   |  |
| PC 4.3 Power and attitude are set and maintained by reference to limited instrument panel to  |   | Competent  |
| achieve straight and level performance during normal cruise   |   |  |
| PC 4.4 Power and attitude are set and maintained by reference to limited instrument panel to  |   |  |
| achieve nominated climb performance   |   |  |
| PC 4.5 Power and attitude are set and maintained by reference to limited instrument panel to  |   |  |
| achieve nominated descent performance   |   |  |
| PC 4.6 Power, attitude and bank during climb, descent, straight and level flight are set and  |   |  |
| maintained by reference to limited instrument panel to achieve rate one turns onto a nominated  |   |  |
| heading   |   | Not yet  |
| PC 4.7 Aircraft is balanced and trimmed to maintain nominated aircraft altitude, heading, speed   |   | Competent  |
| and/or climb/descent performance within flight tolerances   |   |  |
| PC 4.8 Aircraft is levelled at nominated altitude, from climb or descent during straight or turning   |   |  |
| flight  |   |  |
|   |   |  |
|   |   |  |
| E5. Recover from usual attitudes using limited instrument procedures  |   | Element  |
| E5. Recover from usual attitudes using limited instrument procedures<br>PC 5.1 Unusual attitudes and upset situations are recognised and identified   |   | Element  |
| E5. Recover from usual attitudes using limited instrument procedures<br>PC 5.1 Unusual attitudes and upset situations are recognised and identified<br>PC 5.2 Controlled flight is resumed by reference to flight instruments using limited instrument  |   | Element  |
| E5. Recover from usual attitudes using limited instrument procedures<br>PC 5.1 Unusual attitudes and upset situations are recognised and identified<br>PC 5.2 Controlled flight is resumed by reference to flight instruments using limited instrument<br>panel   |   | Element<br>Competent   |
| E5. Recover from usual attitudes using limited instrument proceduresPC 5.1 Unusual attitudes and upset situations are recognised and identifiedPC 5.2 Controlled flight is resumed by reference to flight instruments using limited instrument<br>panelPC 5.3 Straight and level attitude is achieved without excessive oscillations at the horizon   |   | Element<br>Competent<br>Not yet  |
| E5. Recover from usual attitudes using limited instrument proceduresPC 5.1 Unusual attitudes and upset situations are recognised and identifiedPC 5.2 Controlled flight is resumed by reference to flight instruments using limited instrument<br>panelPC 5.3 Straight and level attitude is achieved without excessive oscillations at the horizonPC 5.4 Aircraft is recovered to above LSALT  |   | Element<br>Competent<br>Not yet<br>Competent   |
| E5. Recover from usual attitudes using limited instrument proceduresPC 5.1 Unusual attitudes and upset situations are recognised and identifiedPC 5.2 Controlled flight is resumed by reference to flight instruments using limited instrumentpanelPC 5.3 Straight and level attitude is achieved without excessive oscillations at the horizonPC 5.4 Aircraft is recovered to above LSALT  |   | Element<br>Competent<br>Not yet<br>Competent   |
| E5. Recover from usual attitudes using limited instrument proceduresPC 5.1 Unusual attitudes and upset situations are recognised and identifiedPC 5.2 Controlled flight is resumed by reference to flight instruments using limited instrument<br>panelPC 5.3 Straight and level attitude is achieved without excessive oscillations at the horizonPC 5.4 Aircraft is recovered to above LSALTE6. Re-establish visual flight  |   | Element<br>Competent<br>Not yet<br>Competent   |
| <ul> <li>E5. Recover from usual attitudes using limited instrument procedures</li> <li>PC 5.1 Unusual attitudes and upset situations are recognised and identified</li> <li>PC 5.2 Controlled flight is resumed by reference to flight instruments using limited instrument panel</li> <li>PC 5.3 Straight and level attitude is achieved without excessive oscillations at the horizon</li> <li>PC 5.4 Aircraft is recovered to above LSALT</li> <li>E6. Re-establish visual flight</li> <li>PC 6.1 Aircraft is transitioned from visual flight conditions to instrument flight conditions while</li> </ul>  |   | Element<br>Competent<br>Not yet<br>Competent   |
| <ul> <li>E5. Recover from usual attitudes using limited instrument procedures</li> <li>PC 5.1 Unusual attitudes and upset situations are recognised and identified</li> <li>PC 5.2 Controlled flight is resumed by reference to flight instruments using limited instrument panel</li> <li>PC 5.3 Straight and level attitude is achieved without excessive oscillations at the horizon</li> <li>PC 5.4 Aircraft is recovered to above LSALT</li> <li>E6. Re-establish visual flight</li> <li>PC 6.1 Aircraft is transitioned from visual flight conditions to instrument flight conditions while aircraft control is maintained</li> </ul>   |   | Element<br>Competent<br>Not yet<br>Competent   |
| <ul> <li>E5. Recover from usual attitudes using limited instrument procedures</li> <li>PC 5.1 Unusual attitudes and upset situations are recognised and identified</li> <li>PC 5.2 Controlled flight is resumed by reference to flight instruments using limited instrument panel</li> <li>PC 5.3 Straight and level attitude is achieved without excessive oscillations at the horizon</li> <li>PC 5.4 Aircraft is recovered to above LSALT</li> <li>E6. Re-establish visual flight</li> <li>PC 6.1 Aircraft is transitioned from visual flight conditions to instrument flight conditions while aircraft control is maintained</li> <li>PC 6.2 Aircraft is manoeuvred to re-establish visual flight</li> </ul>  |   | Element Competent Not yet Competent Element Competent  |
| <ul> <li>E5. Recover from usual attitudes using limited instrument procedures</li> <li>PC 5.1 Unusual attitudes and upset situations are recognised and identified</li> <li>PC 5.2 Controlled flight is resumed by reference to flight instruments using limited instrument panel</li> <li>PC 5.3 Straight and level attitude is achieved without excessive oscillations at the horizon</li> <li>PC 5.4 Aircraft is recovered to above LSALT</li> <li>E6. Re-establish visual flight</li> <li>PC 6.1 Aircraft is transitioned from visual flight conditions to instrument flight conditions while aircraft control is maintained</li> <li>PC 6.2 Aircraft is manoeuvred to re-establish visual flight</li> <li>PC 6.3 Plan is implemented to ensure flight continues within visual meteorological conditions</li> </ul>       |   | Element<br>Competent<br>Not yet<br>Competent<br>Element  |
| <ul> <li>E5. Recover from usual attitudes using limited instrument procedures</li> <li>PC 5.1 Unusual attitudes and upset situations are recognised and identified</li> <li>PC 5.2 Controlled flight is resumed by reference to flight instruments using limited instrument panel</li> <li>PC 5.3 Straight and level attitude is achieved without excessive oscillations at the horizon</li> <li>PC 5.4 Aircraft is recovered to above LSALT</li> <li>E6. Re-establish visual flight</li> <li>PC 6.1 Aircraft is transitioned from visual flight conditions to instrument flight conditions while aircraft control is maintained</li> <li>PC 6.2 Aircraft is manoeuvred to re-establish visual flight</li> <li>PC 6.3 Plan is implemented to ensure flight continues within visual meteorological conditions (VMC)</li> </ul> |   | Element<br>Competent<br>Competent<br>Competent<br>Element<br>Competent<br>Not yet<br>Competent |
| E5. Recover from usual attitudes using limited instrument procedures PC 5.1 Unusual attitudes and upset situations are recognised and identified PC 5.2 Controlled flight is resumed by reference to flight instruments using limited instrument panel PC 5.3 Straight and level attitude is achieved without excessive oscillations at the horizon PC 5.4 Aircraft is recovered to above LSALT E6. Re-establish visual flight PC 6.1 Aircraft is transitioned from visual flight conditions to instrument flight conditions while aircraft control is maintained PC 6.2 Aircraft is manoeuvred to re-establish visual flight PC 6.3 Plan is implemented to ensure flight continues within visual meteorological conditions (VMC)   |   | Element Competent Competent Element Competent Not yet Competent Competent Competent            |
| <ul> <li>E5. Recover from usual attitudes using limited instrument procedures</li> <li>PC 5.1 Unusual attitudes and upset situations are recognised and identified</li> <li>PC 5.2 Controlled flight is resumed by reference to flight instruments using limited instrument panel</li> <li>PC 5.3 Straight and level attitude is achieved without excessive oscillations at the horizon</li> <li>PC 5.4 Aircraft is recovered to above LSALT</li> <li>E6. Re-establish visual flight</li> <li>PC 6.1 Aircraft is transitioned from visual flight conditions to instrument flight conditions while aircraft control is maintained</li> <li>PC 6.2 Aircraft is manoeuvred to re-establish visual flight</li> <li>PC 6.3 Plan is implemented to ensure flight continues within visual meteorological conditions (VMC)</li> </ul> |   | Element Competent Competent Competent Element Competent Competent Competent                    |

| E7. Perform steep turns  | Element      |
|--|--------------|
| PC 7.1 Power, attitude and bank are set to maintain level flight by reference to full instrument |              |
| panel that achieves a steep turn   |              |
| PC 7.2 Nominated angle of bank is maintained   | Competent    |
| PC 7.3 Aircraft turn is exited onto nominated heading  | ∟<br>Not vet |
| PC 7.4 Aircraft is balanced and trimmed to maintain nominated aircraft altitude, heading, speed  | Competent    |
| and/or climb/descent performance within flight tolerances  |              |
|  |              |

Instructors Name: \_\_\_\_\_

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

| RTO Number: 40971                | The Redcliffe Ae       | ero Club               | ABN: 74009 819 792       | Office: (61 7 ) 3203 1777            |
|----------------------------------|------------------------|------------------------|--------------------------|--------------------------------------|
| 1 Wirraway Drive, Kippa Ring, Ql | LD, Australia, 4021    | Created 28.10.201      | 9 AQTF Ref 1.5           | Email: info@redcliffeaeroclub.com.au |
| F00255_RPL Application - AVI50   | 519 Trainer and Assess | or Assessment Result S | heet - (CPL) - Part 6.V1 | Source: RTO Co-Ordinator             |



#### **Assessments Result Sheet**

Student's Name: \_\_\_\_\_ Assessor's Name: \_\_\_\_\_

Student Number: \_\_\_\_\_ Course Commencement Date: \_\_\_\_\_

#### Evidence supplied in students Recognition of Prior Learning application meets the unit of competency requirements for all units of competency signed off below

#### Course:

AVI50519 Diploma of Aviation (Instrument Rating)

#### AVI50519 Diploma of Aviation (Instrument Rating)

| Course Code and Name |  | Code | Competency Achieved / Date / Signatur |
|----------------------|--|------|---------------------------------------|
| AVIF0029             | Implement threat and error management strategies   | Core |                                       |
| AVIF0030             | Manage safe flight operations                      | Core |                                       |
| AVIW0032             | Operate and manage aircraft systems                | Core |                                       |
| AVIY0033             | Operate aircraft using aircraft flight instruments | Core |                                       |

#### **CFI Final Approval** Mal McAdam Head of Operations / Chief Flight Instructor

Signature: \_\_\_\_\_

Date: / /

Additional Notes: (if applicable)