

# **EXHIBIT H**

C06117033

APPROVED FOR  
RELEASE DATE:  
09-Dec-2013

# ROFICIENCY TRAINING (REF. CHAP IX, OPERATORS MANUAL)

ALL REDACTIONS IN THIS  
DOCUMENT ARE MADE PURSUANT  
TO EXEMPTION (b)(6)

(b)(6)

NAME <b>DRIVER C.N</b>		CREW POSITION <b>T/PIC</b>		BASE <b>VTE</b>	FLT. TIME <b>3:23</b>	DATE <b>11 SEPT 1969</b>
AIRCRAFT TYPE <b>C-123K</b>	AIRCRAFT NUMBER <b>576</b>	LOCATION <b>VTE</b>	HOOD/INST <b>:</b>	NIGHT <b>:</b>	BLOCK TIME <b>3:54</b>	GRADING LEGEND: <input checked="" type="checkbox"/> Completed to Standard <input type="checkbox"/> Incomplete

	I	S		I	S
1. DOCUMENTATION		✓	21. CHECK OF INSTRUMENTS		✓
2. FLIGHT PLANNING		✓	22. RECOVERY FROM UNUSUAL ATTITUDES		✓
3. INSPECTIONS (INTERIOR)		✓	23. INSTRUMENT AIRWORK		✓
(EXTERIOR)		✓	24. RADIO TUNING AND ORIENTATION		✓
4. KNOWLEDGE OF A/C AND EQUIPMENT		✓	25. INTERCEPTION AND TRACKING		✓
5. ENGINE STARTING		✓	26. HOLDING		✓
6. TAXIING		✓	27. INSTRUMENT APPROACH (ADF- <b>7</b> )		✓
7. USE OF BRAKES		✓	(VOR- )		
8. ENGINE RUN-UP		✓	(ILS- )		
USE OF CHECK LIST		✓	(GCA- )		
10. CREW BRIEFING AND TAKE-OFF DATA		✓	28. MISSED APPROACH		✓
11. TAKE-OFFS (NORMAL- )		✓	29. AREA ARRIVAL AND ATC PROCEDURES		✓
(CROSSWIND- <b>7</b> )		✓	30. GO AROUND (BALKED LANDINGS)		✓
(STOL- <b>4</b> )		✓	31. LANDINGS (CIRCLING MINIMUMS- )		✓
(REJECTED- <b>1</b> )		✓	(NORMAL- )		
(ENGINE FAILURE- <b>1</b> )		✓	(CROSSWIND- <b>7</b> )		✓
12. AREA DEPARTURE AND ATC PROCEDURES		✓	(ZERO FLAP- <b>1</b> )		✓
13. CLIMBS AND CLIMBING TURNS		✓	(ACCURACY/SPOT- )		
14. STEEP TURNS (450 BANK)		✓	(STOL- <b>4</b> )		✓
15. STALLS/APPROACH TO STALLS		✓	(NIGHT- )		
16. MANEUVERING AT MINIMUM SPEED		✓	(ENGINE(S) OUT- <b>1</b> )		✓
17. RAPID DESCENT AND PULL-UP		✓			
18. ENGINE FAILURE/FIRE-FEATHERING		✓			
PROPELLER UNFEATHERING		✓	32. LOW AND HIGH RECONNAISSANCE		
20. SIMULATED EMERGENCIES:		✓	ADDITIONAL PROCEDURES AND MANEUVERS		
FIRES- HEATER, CARGO, CABIN		✓	33.		
SMOKE REMOVAL		✓	34.		
ELECTRICAL FAILURES-FIRES		✓	35.		
EMERGENCY DESCENT(S)		✓	GENERAL COMPETENCY		
HYDRAULIC SYSTEM FAILURE		✓	36. CREW COODINATION		✓
FUEL DUMPING		✓	37. GENERAL AIRMANSHIP		✓
BRAKE FIR		✓	38. JUDGEMENT		✓
EMERGENCY EVACUATION		✓	39. SMOOTHNESS AND COORDINATION		✓
BRAKE FAILURE		✓	40. ADHERENCE TO SOP		✓
USE OF AIRBRAKES		✓			
			A. Time trainee manipulated flight controls for purpose of training		254
			B. Training time, this trainee, logged to company as non-revenue time		354

COMMENTS:

INSTRUCTOR CHECK AIRMAN

DISTRIBUTION: 1 INDIV TNG FILE, VIA, MFD; 2 MFT RECORDS; 3 DFD, VIA MFT

OP-374 17 JUN 66

C06117034

APPROVED FOR  
RELEASE DATE:  
09-Dec-2013

# PROFICIENCY TRAINING

(REF. CHAP IX, OPERATORS MANUAL)

ALL REDACTIONS IN THIS  
DOCUMENT ARE MADE PURSUANT  
TO EXEMPTION (b)(6)

(b)(6)

NAME		CREW POSITION		BASE	FLT. TIME	DATE
Driver, C. N.		F/O		VTE	1:14	6 February, 1969 196
AIRCRAFT TYPE	AIRCRAFT NUMBER	LOCATION	HOOD/INST	NIGHT	BLOCK TIME	GRADING LEGEND:
C-123	564374	VTE	0:30		1:28	<input checked="" type="checkbox"/> Completed to Standard <input type="checkbox"/> Incomplete

  

	I	S
1. DOCUMENTATION		X
2. FLIGHT PLANNING		X
3. INSPECTIONS (INTERIOR)		X
(EXTERIOR)		X
4. KNOWLEDGE OF A/C AND EQUIPMENT		X
5. ENGINE STARTING		X
6. TAXIING		X
USE OF BRAKES		X
ENGINE RUN-UP		X
9. USE OF CHECK LIST		X
10. CREW BRIEFING AND TAKE-OFF DATA		X
11. TAKE-OFFS (NORMAL - 4 )		X
(CROSSWIND - 7 )		X
(STOL - 3 )		X
(REJECTED - )		X
(ENGINE FAILURE - )		X
12. AREA DEPARTURE AND ATC PROCEDURES		X
13. CLIMBS AND CLIMBING TURNS		X
14. STEEP TURNS (450 BANK)		X
15. STALLS/APPROACH TO STALLS		X
16. MANEUVERING AT MINIMUM SPEED		X
17. RAPID DESCENT AND PULL-UP		X
ENGINE FAILURE/FIRE-FEATHERING		X
PROPELLER UNFEATHERING		X
20. SIMULATED EMERGENCIES:		X
FIRES-HEATER, CARGO, CABIN		X
SMOKE REMOVAL		X
ELECTRICAL FAILURES-FIRES		X
EMERGENCY DESCENT(S)		X
HYDRAULIC SYSTEM FAILURE		X
FUEL DUMPING		X
BRAKE FIRE		X
EMERGENCY EVACUATION		X
BRAKE FAILURE		X
USE OF AIRBRAKES		X
21. CHECK OF INSTRUMENTS		X
22. RECOVERY FROM UNUSUAL ATTITUDES		X
23. INSTRUMENT AIRWORK		X
24. RADIO TUNING AND ORIENTATION		X
25. INTERCEPTION AND TRACKING		X
26. HOLDING		X
27. INSTRUMENT APPROACH (ADF - 1 )		X
(VOR - )		X
(ILS - )		X
(GCA - )		X
28. MISSED APPROACH		X
29. AREA ARRIVAL AND ATC PROCEDURES		X
30. GO AROUND (BALKED LANDINGS)		X
31. LANDINGS (CIRCLING MINIMUMS - 1 )		X
(NORMAL - 5 )		X
(CROSSWIND - 7 )		X
(ZERO FLAP - 1 )		X
(ACCURACY/SPOT - 2 )		X
(STOL - 2 )		X
(NIGHT - )		X
(ENGINE(S) OUT - 1 )		X
ENGINE OUT GO AROUND		X
32. LOW AND HIGH RECONNAISSANCE		X
ADDITIONAL PROCEDURES AND MANEUVERS		X
33. FUEL MANAGEMENT		X
34. ANGLE OF ATTACK STILL WARNING		X
35. AIR DROP PROCEDURES		X
GENERAL COMPETENCY		X
36. CREW COORDINATION		X
37. GENERAL AIRMANSHIP		X
38. JUDGEMENT		X
39. SMOOTHNESS AND COORDINATION		X
40. ADHERENCE TO SOP		X
A. Time trainee manipulated flight controls for purpose of training	1	2
B. Training time, this trainee, logged to company as non-revenue time	1	2

COMMENTS: Excellent performance in all areas. Ready for proficiency check.

INSTRUCTOR CHECK AIRMAN

DISTRIBUTION: 1 INDIV TNG FILE, VIA, MFD; 2 MFT RECORDS; 3 DFD, VIA MFT

OP-374 17 JUN 66

APPROVED FOR  
RELEASE DATE:  
09-Dec-2013

# PROFICIENCY TRAINING

(REF. CHAP IX, OPERATORS MANUAL)

ALL REDACTIONS IN THIS  
DOCUMENT ARE MADE PURSUANT  
TO EXEMPTION (b)(6)

(b)(6)

NAME DRIVER C.N.		CREW POSITION F/O		BASE VTE	FLT. TIME 1:15	DATE 5 Feb 69
AIRCRAFT TYPE C123K	AIRCRAFT NUMBER 54636	LOCATION VTE	HOOD/INST ---	NIGHT ---	BLOCK TIME 1:25	GRADING LEGEND: <input checked="" type="checkbox"/> Completed to Standard <input type="checkbox"/> Incomplete
1. DOCUMENTATION		I	S			
2. FLIGHT PLANNING						
3. INSPECTIONS (INTERIOR)						
(EXTERIOR)						
4. KNOWLEDGE OF A/C AND EQUIPMENT						
5. ENGINE STARTING						
6. TAXIING						
7. USE OF BRAKES						
ENGINE RUN-UP						
USE OF CHECK LIST						
8. SW BRIEFING AND TAKE-OFF DATA						
11. TAKE-OFFS (NORMAL- 1 )						
(CROSSWIND- )						
(STOL- 1 )						
(REJECTED- )						
(ENGINE FAILURE- )						
12. AREA DEPARTURE AND ATC PROCEDURES						
13. CLIMBS AND CLIMBING TURNS						
14. STEEP TURNS (450 BANK)						
15. STALLS/APPROACH TO STALLS						
16. MANEUVERING AT MINIMUM SPEED						
17. RAPID DESCENT AND PULL-UP						
ENGINE FAILURE/FIRE-FEATHERING						
19. PROPELLER UNFEATHERING						
2. SIMULATED EMERGENCIES:						
FIRES-HEATER, CARGO, CABIN						
SMOKE REMOVAL						
ELECTRICAL FAILURES-FIRES						
EMERGENCY DESCENT(S)						
HYDRAULIC SYSTEM FAILURE						
FUEL DUMPING						
BRAKE FIRE						
EMERGENCY EVACUATION						
BRAKE FAILURE						
USE OF AIRBRAKES						
21. CHECK OF INSTRUMENTS						
22. RECOVERY FROM UNUSUAL ATTITUDES						
23. INSTRUMENT AIRWORK						
24. RADIO TUNING AND ORIENTATION						
25. INTERCEPTION AND TRACKING						
26. HOLDING						
27. INSTRUMENT APPROACH (ADF- 1 )						
(VOR- )						
(ILS- )						
(GCA- )						
28. MISSED APPROACH						
29. AREA ARRIVAL AND ATC PROCEDURES						
30. GO AROUND (BALKED LANDINGS)						
31. LANDINGS (CIRCLING MINIMUMS- )						
(NORMAL- 3 )						
(CROSSWIND- )						
(ZERO FLAP- )						
(ACCURACY/SPOT- )						
(STOL- )						
(NIGHT- )						
(ENGINE(S) OUT- )						
ENGINE OUT GO AROUND						
32. LOW AND HIGH RECONNAISSANCE						
ADDITIONAL PROCEDURES AND MANEUVERS						
33. FUEL MANAGEMENT						
34. ANGLE OF ATTACK/STALL WARNING						
35. Air Drop Procedures						
GENERAL COMPETENCY						
36. CREW COORDINATION						
37. GENERAL AIRMANSHIP						
38. JUDGEMENT						
39. SMOOTHNESS AND COORDINATION						
40. ADHERENCE TO SOP						
A. Time trainee manipulated flight controls during training						1+25
B. Training time, this trainee, logged to company as non-revenue time						1+25

COMMENTS: Very Good progress on first flight. Will be ready for proficiency check AFTER NEXT flight.

INSTRUCTOR CHECK AIRMAN

AIMFD 5 FEB 69

DISTRIBUTION: 1 INDIV TNG FILE, VIA, MFD; 2 MFT RECORDS; 3 DFD, VIA MFT

OP-374 17 JUN 66

C06117036  
 APPROVED FOR  
 RELEASE DATE:  
 09-Dec-2013

# PROFICIENCY TRAINING

(REF. CHAP IX, OPERATORS MANUAL)

ALL REDACTIONS IN THIS DOCUMENT ARE MADE PURSUANT TO EXEMPTION (b)(6) C46

NAME		CREW POSITION		BASE	FLT. TIME	DATE
DRIVER, C.N.		F/O		VTE	0:58	15 NOV 1967
AIRCRAFT TYPE	AIRCRAFT NUMBER	LOCATION	HOOD/INST	NIGHT	BLOCK TIME	GRADING LEGEND:
PC-6C	N197X	VTE	:40	:39	1:13	<input checked="" type="checkbox"/> Completed to Standard <input type="checkbox"/> Incomplete
		I	S			
1. DOCUMENTATION			X	21. CHECK OF INSTRUMENTS		
2. FLIGHT PLANNING			X	22. RECOVERY FROM UNUSUAL ATTITUDES		
3. INSPECTIONS (INTERIOR)			X	23. INSTRUMENT AIRWORK		
(EXTERIOR)			X	24. RADIO TUNING AND ORIENTATION		
4. KNOWLEDGE OF A/C AND EQUIPMENT			X	25. INTERCEPTION AND TRACKING		
5. ENGINE STARTING			X	26. HOLDING		
6. TAXIING			X	27. INSTRUMENT APPROACH (ADF— )		
7. USE OF BRAKES			X	(VOR— )		
ENGINE RUN-UP			X	(ILS— )		
USE OF CHECK LIST			X	(GCA— )		
10. CREW BRIEFING AND TAKE-OFF DATA			X	28. MISSED APPROACH		
11. TAKE-OFFS (NORMAL— 2) 2			X	29. AREA ARRIVAL AND ATC PROCEDURES		
(CROSSWIND— 2)			X	30. GO AROUND (BALKED LANDINGS)		
(STOL— 2)			X	31. LANDINGS (CIRCLING MINIMUMS— )		
(REJECTED— )				(NORMAL— 2)		
(ENGINE FAILURE— )				(CROSSWIND— 2)		
12. AREA DEPARTURE AND ATC PROCEDURES			X	(ZERO FLAP— 0)		
13. CLIMBS AND CLIMBING TURNS			X	(ACCURACY/SPOT— 0)		
14. STEEP TURNS (450 BANK)				(STOL— 0)		
15. STALLS/APPROACH TO STALLS				(NIGHT— 1)		
16. MANEUVERING AT MINIMUM SPEED			X	(ENGINE(S) OUT— 0)		
17. RAPID DESCENT AND PULL-UP						
ENGINE FAILURE/FIRE-FEATHERING						
PROPELLER UNFEATHERING				32. LOW AND HIGH RECONNAISSANCE		
20. SIMULATED EMERGENCIES:				ADDITIONAL PROCEDURES AND MANEUVERS		
FIRES - HEATER, CARGO, CABIN				33.		
SMOKE REMOVAL				34.		
ELECTRICAL FAILURES-FIRES				35.		
EMERGENCY DESCENT(S)				GENERAL COMPETENCY		
HYDRAULIC SYSTEM FAILURE				36. CREW COORDINATION		
FUEL DUMPING				37. GENERAL AIRMANSHIP		
BRAKE FIRE				38. JUDGEMENT		
EMERGENCY EVACUATION				39. SMOOTHNESS AND COORDINATION		
BRAKE FAILURE				40. ADHERENCE TO SOP		
USE OF AIRBRAKES						
				A. Time trainee manipulated flight controls for purpose of training		
				B. Training time, this trainee, logged in company as non-revenue time		
COMMENTS: WAS ROUGH ON THE CONTROLS WHEN HE FIRST PUT ON THE INSTRUMENT HOOD. ALTHOUGH ROUGH HE MADE A GOOD DEPART. INTERCEPTED AND TRACKING VERY GOOD. SMOOTHED OUT LATER. HANDLES THE AIRPLANE WELL. A GOOD INSTRUMENT FLYING KNOWLEDGE. HAS GOOD POTENTIAL FOR PORTER PIC						
INSTRUCTOR CHECK AIRMAN						

DISTRIBUTION: 1 INDIV TNG FILE, VIA, MED 2 MFT RECORDS; 3 DFD, VIA MFT

OP-374 17 JUN 66

APPROVED FOR  
RELEASE DATE:  
09-Dec-2013

**PROFICIENCY TRAINING**  
(REF. CHAP IX, OPERATORS MANUAL)

ALL REDACTIONS IN THIS  
DOCUMENT ARE MADE PURSUANT  
TO EXEMPTION (b)(6)

NAME <i>DRIVER C.H.</i>		CREW POSITION <i>TFO</i>		BASE <i>VTH</i>	FLT. TIME <i>2:10</i>	DATE <i>1 NOV 1967</i>	
AIRCRAFT TYPE <i>PC6C</i>	AIRCRAFT NUMBER <i>N392R</i>	LOCATION <i>1520A</i>	HOOD/INST <i>00:00</i>	NIGHT <i>0:00</i>	BLOCK TIME <i>2:21</i>	GRADING LEGEND: <input checked="" type="checkbox"/> Completed to Standard <input type="checkbox"/> Incomplete	

	I	S		I	S
1. DOCUMENTATION			21. CHECK OF INSTRUMENTS		
2. FLIGHT PLANNING			22. RECOVERY FROM UNUSUAL ATTITUDES		
3. INSPECTIONS (INTERIOR)			23. INSTRUMENT AIRWORK		
(EXTERIOR)			24. RADIO TUNING AND ORIENTATION		
4. KNOWLEDGE OF A/C AND EQUIPMENT			25. INTERCEPTION AND TRACKING		
5. ENGINE STARTING			26. HOLDING		
6. TAXIING			27. INSTRUMENT APPROACH (ADF— )		
USE OF BRAKES			(VOR— )		
ENGINE RUN-UP			(ILS— )		
USE OF CHECK LIST			(GCA— )		
10. CREW BRIEFING AND TAKE-OFF DATA			28. MISSED APPROACH		
11. TAKE-OFFS (NORMAL— )			29. AREA ARRIVAL AND ATC PROCEDURES		
(CROSSWIND— )			30. GO AROUND (BALKED LANDINGS)		
(STOL— )			31. LANDINGS (CIRCLING MINIMUMS— )		
(REJECTED— )			(NORMAL— )		
(ENGINE FAILURE— )			(CROSSWIND— )		
12. AREA DEPARTURE AND ATC PROCEDURES			(ZERO FLAP— )		
13. CLIMBS AND CLIMBING TURNS			(ACCURACY/SPOT— )		
14. STEEP TURNS (450 BANK)			(STOL— )		
15. STALLS/APPROACH TO STALLS			(NIGHT— )		
16. MANEUVERING AT MINIMUM SPEED			(ENGINE(S) OUT— )		
17. RAPID DESCENT AND PULL-UP					
ENGINE FAILURE/FIRE-FEATHERING			32. LOW AND HIGH RECONNAISSANCE		
PROPELLER UNFEATHERING			ADDITIONAL PROCEDURES AND MANEUVERS		
20. SIMULATED EMERGENCIES:			33.		
FIRES- HEATER, CARGO, CABIN			34.		
SMOKE REMOVAL			35.		
ELECTRICAL FAILURES-FIRES			GENERAL COMPETENCY		
EMERGENCY DESCENT(S)			36. CREW COODINATION		
HYDRAULIC SYSTEM FAILURE			37. GENERAL AIRMANSHP		
FUEL DUMPING			38. JUDGEMENT		
BRAKE FIRE			39. SMOOTHNESS AND COORDINATION		
EMERGENCY EVACUATION			40. ADHERENCE TO SOP		
BRAKE FAILURE			A. Time trainee manipulated flight controls for purpose of training		
USE OF AIRBRAKES			B. Training time, this trainee, logged to company as non-revenue time		

COMMENTS: *Early return from up country due to radio failure. Progress satisfactory.*

INSTRUCTOR CHECK AIRMAN *[Signature]*

DISTRIBUTION: 1 INDIV TNG FILE, VIA, MFD; 2 MFT RECORDS; 3 DFD, VIA MFT

OP-374 17 JUN 66

ALL REDACTIONS IN THIS DOCUMENT  
ARE MADE PURSUANT TO EXEMPTION  
(b)(6)

**COMMENTS:**

INSTRUCTOR CHECK AIRMAN

APPROVED FOR  
RELEASE DATE:  
09-Dec-2013

**PROFICIENCY TRAINING**  
(REF. CHAP IX, OPERATORS MANUAL)

ALL REDACTIONS IN THIS DOCUMENT ARE MADE PURSUANT TO EXEMPTION (b)(6)

NAME		CREW POSITION		BASE	FLT. TIME	DATE
DRIVER CN		TFO		VTN	2:29	30 Oct 1962
AIRCRAFT TYPE	AIRCRAFT NUMBER	LOCATION	HOOD/INST	NIGHT	BLOCK TIME	GRADING LEGEND:
PC6C	N392R	UADN	00:00	0:00	2:40	<input checked="" type="checkbox"/> Completed to Standard <input type="checkbox"/> Incomplete
				I	S	
1. DOCUMENTATION						
2. FLIGHT PLANNING						
3. INSPECTIONS (INTERIOR)						
(EXTERIOR)						
4. KNOWLEDGE OF A/C AND EQUIPMENT						
5. ENGINE STARTING						
6. TAXYING						
- USE OF BRAKES						
- ENGINE RUN-UP						
- USE OF CHECK LIST						
10. CREW BRIEFING AND TAKE-OFF DATA						
11. TAKE-OFFS (NORMAL - )						
(CROSSWIND - )						
(STOL - )						
(REJECTED - )						
(ENGINE FAILURE - )						
12. AREA DEPARTURE AND ATC PROCEDURES						
13. CLIMBS AND CLIMBING TURNS						
14. STEEP TURNS (450 BANK)						
15. STALLS/APPROACH TO STALLS						
16. MANEUVERING AT MINIMUM SPEED						
- RAPID DESCENT AND PULL-UP						
- ENGINE FAILURE/FIRE-FEATHERING						
- PROPELLER UNFEATHERING						
20. SIMULATED EMERGENCIES:						
FIRES- HEATER, CARGO, CABIN						
SMOKE REMOVAL						
ELECTRICAL FAILURES-FIRES						
EMERGENCY DESCENT(S)						
HYDRAULIC SYSTEM FAILURE						
FUEL DUMPING						
BRAKE FIRE						
EMERGENCY EVACUATION						
BRAKE FAILURE						
USE OF AIRBRAKES						
21. CHECK OF INSTRUMENTS						
22. RECOVERY FROM UNUSUAL ATTITUDES						
23. INSTRUMENT AIRWORK						
24. RADIO TUNING AND ORIENTATION						
25. INTERCEPTION AND TRACKING						
26. HOLDING						
27. INSTRUMENT APPROACH (ADF - )						
(VOR - )						
(ILS - )						
(GCA - )						
28. MISSED APPROACH						
29. AREA ARRIVAL AND ATC PROCEDURES						
30. GO AROUND (BALKED LANDINGS)						
31. LANDINGS (CIRCLING MINIMUMS - )						
(NORMAL - )						
(CROSSWIND - )						
(ZERO FLAP - )						
(ACCURACY/SPOT - )						
(STOL - )						
(NIGHT - )						
(ENGINE(S) OUT - )						
32. LOW AND HIGH RECONNAISSANCE						
ADDITIONAL PROCEDURES AND MANEUVERS						
33.						
34.						
35.						
GENERAL COMPETENCY						
36. CREW COORDINATION						
37. GENERAL AIRMANSHIP						
38. JUDGEMENT						
39. SMOOTHNESS AND COORDINATION						
40. ADHERENCE TO SOP						
A. Time trainee manipulated flight controls for purpose of training						
B. Training time, this trainee, logged to company as non-revenue time						
COMMENTS: <i>Little Training Accomplished because of mission.</i>						
INSTRUCTOR CHECK AIRMAN						

DISTRIBUTION: 1 INDIV TNG FILE, VIA, MFT; 2 MFT RECORDS; 3 DFD, VIA MFT

OP-374 17 JUN 66



C06117040

APPROVED FOR  
RELEASE DATE:  
09-Dec-2013

## PROFICIENCY TRAINING

(REF. CHAP IX, OPERATORS MANUAL)

ALL REDACTIONS IN ☐ (b)(6)  
DOCUMENT ARE MADE PURSUANT  
TO EXEMPTION (b)(6)

NAME		CREW POSITION		BASE	FLT. TIME	DATE
DRIVER, C		TF/O		VTE	3:34	29 OCT 1962
AIRCRAFT TYPE	AIRCRAFT NUMBER	LOCATION	HOOD/INST	NIGHT	BLOCK TIME	GRADING LEGEND:
PC6C	N392R	UDN	:	00:10	3:47	<input checked="" type="checkbox"/> Completed to Standard <input type="checkbox"/> Incomplete
		I	S			
1. DOCUMENTATION			✓	21. CHECK OF INSTRUMENTS		
2. FLIGHT PLANNING			✓	22. RECOVERY FROM UNUSUAL ATTITUDES		
3. INSPECTIONS (INTERIOR)			✓	23. INSTRUMENT AIRWORK		
(EXTERIOR)			✓	24. RADIO TUNING AND ORIENTATION		
4. KNOWLEDGE OF A/C AND EQUIPMENT			✓	25. INTERCEPTION AND TRACKING		
5. ENGINE STARTING			✓	26. HOLDING		
6. TAXIING			✓	27. INSTRUMENT APPROACH (ADF- 1 ) <del>0000</del> L 39		
7. USE OF BRAKES			✓	(VOR- )		
ENGINE RUN-UP			✓	(ILS- )		
USE OF CHECK LIST			✓	(GCA- )		
10. CREW BRIEFING AND TAKE-OFF DATA			✓	28. MISSED APPROACH		
11. TAKE-OFFS (NORMAL- )			✓	29. AREA ARRIVAL AND ATC PROCEDURES		
(CROSSWIND- )			✓	30. GO AROUND (BALKED LANDINGS)		
(STOL- )			✓	31. LANDINGS (CIRCLING MINIMUMS- )		
(REJECTED- )			✓	(NORMAL- )		
(ENGINE FAILURE- )			✓	(CROSSWIND- )		
12. AREA DEPARTURE AND ATC PROCEDURES			✓	(ZERO FLAP- ) N/A		
13. CLIMBS AND CLIMBING TURNS			✓	(ACCURACY/SPOT- )		
14. STEEP TURNS (450 BANK)			✓	(STOL- )		
15. STALLS/APPROACH TO STALLS			✓	(NIGHT- )		
16. MANEUVERING AT MINIMUM SPEED			✓	(ENGINE(S) OUT- )		
17. RAPID DESCENT AND PULL-UP			✓			
ENGINE FAILURE/FIRE-FEATHERING		ORAL	✓	32. LOW AND HIGH RECONNAISSANCE		
PROPELLER UNFEATHERING		ORAL	✓	ADDITIONAL PROCEDURES AND MANEUVERS		
20. SIMULATED EMERGENCIES:				33.		
FIRES-HEATER, CARGO, CABIN			✓	34.		
SMOKE REMOVAL			✓	35.		
ELECTRICAL FAILURES-FIRES			✓	GENERAL COMPETENCY		
EMERGENCY DESCENT(S)			✓	36. CREW COORDINATION		
HYDRAULIC SYSTEM FAILURE			✓	37. GENERAL AIRMANSHIP		
FUEL DUMPING		N/A		38. JUDGEMENT		
BRAKE FIRE			✓	39. SMOOTHNESS AND COORDINATION		
EMERGENCY EVACUATION			✓	40. ADHERENCE TO SOP		
BRAKE FAILURE			✓			
USE OF AIRBRAKES		N/A		A. Time trainee manipulated flight controls for purpose of training 2+1/2 B. Training time, this trainee, logged in company as non-revenue time 2+1/2		
COMMENTS: DRIVER IS READY FOR UP COUNTRY TRAINING.						
INSTRUCTOR CHECK AIRMANSHIP						

DISTRIBUTION: 1 INDIV TNG FILE, VIA, MFD; 2 MFT RECORDS; 3 DFD, VIA MFT

OP-374 17 JUN 66

APPROVED FOR  
RELEASE DATE:  
09-Dec-2013

# PROFICIENCY TRAINING (REF. CHAP IX, OPERATORS MANUAL)

ALL REDACTIONS IN THIS  
DOCUMENT ARE MADE PURSUANT  
TO EXEMPTION (b)(6)

(b)(6)

NAME		CREW POSITION		BASE	FLT. TIME	DATE
DRIVER, C		T F/O		VTE	2:49	27 OCT 1962
AIRCRAFT TYPE	AIRCRAFT NUMBER	LOCATION	HOOD/INST	NIGHT	BLOCK TIME	GRADING LEGEND:
PCC	N196X	UDN	:	2:18	2:58	<input checked="" type="checkbox"/> Completed to Standard <input type="checkbox"/> Incomplete
		I	S			
1. DOCUMENTATION			✓	21. CHECK OF INSTRUMENTS		
2. FLIGHT PLANNING				22. RECOVERY FROM UNUSUAL ATTITUDES		
3. INSPECTIONS (INTERIOR)			✓	23. INSTRUMENT AIRWORK		
(EXTERIOR)			✓	24. RADIO TUNING AND ORIENTATION		
4. KNOWLEDGE OF A/C AND EQUIPMENT			✓	25. INTERCEPTION AND TRACKING		
5. ENGINE STARTING			✓	26. HOLDING		
6. TAXYING			✓	27. INSTRUMENT APPROACH (ADF- )		
7. USE OF BRAKES			✓	(VOR- )		
ENGINE RUN-UP			✓	(ILS- )		
USE OF CHECK LIST			✓	(GCA- )		
10. CREW BRIEFING AND TAKE-OFF DATA			✓	28. MISSED APPROACH		
11. TAKE-OFFS (NORMAL- ) A			✓	29. AREA ARRIVAL AND ATC PROCEDURES		
(CROSSWIND- ) B			✓	30. GO AROUND (BALKED LANDINGS)		
(STOL- ) C			✓	31. LANDINGS (CIRCLING MINIMUMS- )		
(REJECTED- ) D			✓	(NORMAL- )		
(ENGINE FAILURE- ) E			✓	(CROSSWIND- )		
12. AREA DEPARTURE AND ATC PROCEDURES				(ZERO FLAP- )		
13. CLIMBS AND CLIMBING TURNS				(ACCURACY/SPOT- )		
14. STEEP TURNS (450 BANK)			✓	(STOL- )		
15. STALLS/APPROACH TO STALLS			✓	(NIGHT- )		
16. MANEUVERING AT MINIMUM SPEED			✓	(ENGINE(S) OUT- )		
17. RAPID DESCENT AND PULL-UP						
ENGINE FAILURE/FIRE-FEATHERING						
PROPELLER UNFEATHERING ORAL			✓	32. LOW AND HIGH RECONNAISSANCE		
20. SIMULATED EMERGENCIES:				ADDITIONAL PROCEDURES AND MANEUVERS		
FIRES-HEATER, CARGO, CABIN			✓	33.		
SMOKE REMOVAL			✓	34.		
ELECTRICAL FAILURES-FIRES			✓	35.		
EMERGENCY DESCENT(S)			✓	GENERAL COMPETENCY		
HYDRAULIC SYSTEM FAILURE BRAKES			✓	36. CREW COODINATION		
FUEL DUMPING				37. GENERAL AIRMANSHP		
BRAKE FIRE			✓	38. JUDGEMENT		
EMERGENCY EVACUATION			✓	39. SMOOTHNESS AND COORDINATION		
BRAKE FAILURE			✓	40. ADHERENCE TO SOP		
USE OF AIRBRAKES						
				A. Time trainee manipulated flight controls for purpose of training 0+40		
				B. Training time, this trainee, logged to company as non-revenue time 0+40		

COMMENTS: ① A/C KNOWLEDGE IMPROVING SPENDS A LOT OF TIME WITH MAINT PEOPLE IN THE HANGAR. ② DOES NOT KNOW POINT CHECKS ③ DIRECTIONAL CONTROL IMPROVING ④ DOES NOT KNOW ENGINE FAILURE PROCEDURES, BUT MADE OUT WITH CHECK LIST.

INSTRUCTOR CHECK AIRMAN

DRIVER USES CHECK LIST ALWAYS.

DISTRIBUTION: 1 INDV TNG FILE, VIA, 2 MFT RECORDS; 3 DFD, VIA MFT

OP-374 17 JUN 66

C06117042

APPROVED FOR  
RELEASE DATE:  
09-Dec-2013

**PROFICIENCY TRAINING**  
(REF. CHAP IX, OPERATORS MANUAL)

ALL REDACTIONS IN THIS  
DOCUMENT ARE MADE PURSUANT  
TO EXEMPTION (b) (6)

NAME <b>DRIVER, C.</b>		CREW POSITION <b>TF/O</b>		BASE <b>VTE</b>	FLT. TIME <b>2:47</b>	DATE <b>23 OCT. 1967</b>
AIRCRAFT TYPE <b>PC6C</b>	AIRCRAFT NUMBER <b>N392R</b>	LOCATION <b>UON</b>	HOOD/INST <b>:</b>	NIGHT <b>:</b>	BLOCK TIME <b>2:53</b>	GRADING LEGEND: <input checked="" type="checkbox"/> Completed to Standard <input type="checkbox"/> Incomplete
1. DOCUMENTATION						
2. FLIGHT PLANNING						
3. INSPECTIONS (INTERIOR)						
(EXTERIOR)						
4. KNOWLEDGE OF A/C AND EQUIPMENT						
5. ENGINE STARTING						
6. TAXYING						
7. USE OF BRAKES						
ENGINE RUN-UP						
USE OF CHECK LIST						
10. CREW BRIEFING AND TAKE-OFF DATA						
11. TAKE-OFFS (NORMAL - )						
(CROSSWIND - )						
(STOL - )						
(REJECTED - )						
(ENGINE FAILURE - )						
12. AREA DEPARTURE AND ATC PROCEDURES						
13. CLIMBS AND CLIMBING TURNS						
14. STEEP TURNS (450 BANK)						
15. STALLS/APPROACH TO STALLS						
16. MANEUVERING AT MINIMUM SPEED						
17. RAPID DESCENT AND PULL-UP						
ENGINE FAILURE/FIRE-FEATHERING	<b>ORAL</b>					
PROPELLER UNFEATHERING	<b>ORAL</b>					
20. SIMULATED EMERGENCIES:						
FIRES - HEATER, CARGO, CABIN						
SMOKE REMOVAL						
ELECTRICAL FAILURES-FIRES						
EMERGENCY DESCENT(S)						
HYDRAULIC SYSTEM FAILURE						
FUEL DUMPING						
BRAKE FIRE						
EMERGENCY EVACUATION						
BRAKE FAILURE						
USE OF AIRBRAKES						
21. CHECK OF INSTRUMENTS						
22. RECOVERY FROM UNUSUAL ATTITUDES						
23. INSTRUMENT AIRWORK						
24. RADIO TUNING AND ORIENTATION						
25. INTERCEPTION AND TRACKING						
26. HOLDING						
27. INSTRUMENT APPROACH (ADF - )						
(VOR - )						
(ILS - )						
(GCA - )						
28. MISSED APPROACH						
29. AREA ARRIVAL AND ATC PROCEDURES						
30. GO AROUND (BALKED LANDINGS)						
31. LANDINGS (CIRCLING MINIMUMS - )						
(NORMAL - )						
(CROSSWIND - )						
(ZERO FLAP - )						
(ACCURACY/SPOT - )						
(STOL - )						
(NIGHT - )						
(ENGINE(S) OUT - )						
32. LOW AND HIGH RECONNAISSANCE						
ADDITIONAL PROCEDURES AND MANEUVERS						
33.						
34.						
35.						
GENERAL COMPETENCY						
36. CREW COORDINATION						
37. GENERAL AIRMANSHIP						
38. JUDGEMENT						
39. SMOOTHNESS AND COORDINATION						
40. ADHERENCE TO SOP						
A. Time trainee manipulated flight controls for purpose of training						1720
B. Training time, this trainee, logged to company as non-revenue time						2453

COMMENTS: ① MADE HIS FIRST ENGINE START THIS FLIGHT UNSURE OF  
CORRECT PROCEDURES.  
② NEEDS MORE PATTERN WORK  
③ STEADY IMPROVEMENT.  
④ FLIES WITH A MORE POSITIVE FEEL

INSTRUCTOR CHECK AIRMAN

DISTRIBUTION: 1 INDIV TNG FILE, VIA, MFT RECORDS; 3 DFD, VIA MFT

OP-374 17 JUN 66

APPROVED FOR  
RELEASE DATE:  
09-Dec-2013

# PROFICIENCY TRAINING (REF. CHAP IX, OPERATORS MANUAL)

ALL REDACTIONS IN THIS  
DOCUMENT ARE MADE PURSUANT  
TO EXEMPTION (b)(6)

(b)(6)

NAME		CREW POSITION		BASE	FLT. TIME	DATE
DRIVER, C		TF/O		VTE	4:54	21 OCT 1967
AIRCRAFT TYPE	AIRCRAFT NUMBER	LOCATION	HOOD/INST	NIGHT	BLOCK TIME	GRADING LEGEND:
PCGC	N392R	40N	:	0424	5:09	<input checked="" type="checkbox"/> Completed to Standard <input type="checkbox"/> Incomplete
		I	S			
1. DOCUMENTATION			✓	21. CHECK OF INSTRUMENTS		
2. FLIGHT PLANNING		NA		22. RECOVERY FROM UNUSUAL ATTITUDES		
3. INSPECTIONS (INTERIOR)		✓		23. INSTRUMENT AIRWORK		
(EXTERIOR)		✓		24. RADIO TUNING AND ORIENTATION		
4. KNOWLEDGE OF A/C AND EQUIPMENT		✓		25. INTERCEPTION AND TRACKING		
5. ENGINE STARTING		✓		26. HOLDING		
6. TAXYING		✓		27. INSTRUMENT APPROACH (ADF— )		
USE OF BRAKES		✓		(VOR— )		
ENGINE RUN-UP		✓		(ILS— )		
USE OF CHECK LIST		✓		(GCA— )		
10. CREW BRIEFING AND TAKE-OFF DATA		✓		28. MISSED APPROACH		
11. TAKE-OFFS (NORMAL— )		✓		29. AREA ARRIVAL AND ATC PROCEDURES		
(CROSSWIND— )		✓		30. GO AROUND (BALKED LANDINGS)		
(STOL— )		✓		31. LANDINGS (CIRCLING MINIMUMS— )		
(REJECTED— )		✓		(NORMAL— )		
(ENGINE FAILURE— )		NA		(CROSSWIND— )		
12. AREA DEPARTURE AND ATC PROCEDURES		✓		(ZERO FLAP— )		
13. CLIMBS AND CLIMBING TURNS		✓		(ACCURACY/SPOT— )		
14. STEEP TURNS (450 BANK)		✓		(STOL— )		
15. STALLS/APPROACH TO STALLS		✓		(NIGHT— )		
16. MANEUVERING AT MINIMUM SPEED		✓		(ENGINE(S) OUT— )		
17. RAPID DESCENT AND PULL-UP		NA		32. LOW AND HIGH RECONNAISSANCE		
ENGINE FAILURE/FIRE-FEATHERING		NA		ADDITIONAL PROCEDURES AND MANEUVERS		
PROPELLER UNFEATHERING		NA		33.		
20. SIMULATED EMERGENCIES:				34.		
FIRES-HEATER, CARGO, CABIN		✓		35.		
SMOKE REMOVAL		✓		GENERAL COMPETENCY		
ELECTRICAL FAILURES-FIRES		✓		36. CREW COORDINATION		
EMERGENCY DESCENT(S)		NA		37. GENERAL AIRMANSHIP		
HYDRAULIC SYSTEM FAILURE		NA		38. JUDGEMENT		
FUEL DUMPING		NA		39. SMOOTHNESS AND COORDINATION		
BRAKE FIRE		✓		40. ADHERENCE TO SOP		
EMERGENCY EVACUATION		✓		A. Time trainee manipulated flight controls for purpose of training		
BRAKE FAILURE		NA		B. Training time, this trainee, logged in company as non-revenue time		
USE OF AIRBRAKES		NA				
COMMENTS: ① DRIVER IS VERY ENTHUSIASTIC AND DID QUITE WELL FOR HIS FIRST TIME IN THE AIRCRAFT. ② UNFAMILIAR WITH START PROCEDURES & STOL OPERATION						
INSTRUCTOR CHECK AIRMAN						

DISTRIBUTION: 1 INDIV TNG FILE, VIA MFT; 2 MFT RECORDS; 3 DFD, VIA MFT

OP-374 17 JUN 66

APPROVED FOR  
RELEASE DATE:  
09-Dec-2013

ALL REDACTIONS IN THIS DOCUMENT ARE MADE PURSUANT TO EXEMPTION  
(b)(6)

(b)(6)

SYNTHETIC INSTRUMENT TRAINING CERTIFICATION

TO : CP-VTE

DATE : 26 Feb. 1973

FROM : SITI-VTE

I hereby certify that Driver, C. N. received 4:00 hours  
Synthetic Instrument Training on 26 Feb. 1973.

COMMENTS OR RECOMMENDATIONS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

cc: SCP TPE  
File

Syn Inst. Trng. Instr.

APPROVED FOR  
RELEASE DATE:  
09-Dec-2013

ALL REDACTIONS IN THIS DOCUMENT ARE MADE  
PURSUANT TO EXEMPTION (b)(6)

COMPANY CONFIDENTIAL (b)(6)

# REQUEST FOR PERSONNEL ACTION

NAME: See Attachment (IN ENGLISH) (IN CHINESE)  
PT. RPA No. PA&IR-UTH-RPA-74/22  
EMPLOYEE No. See Attachment PND REF. No. PND-WA-  
EFFECTIVE DATE REQUESTED 1 July 1974  
(FOR SEPARATION, EFFECTIVE DATE IS LAST WORKING DAY "COB")  
ACTUAL EFFECTIVE DATE JUL 01 1974  
(TO BE FILLED BY PERSONNEL DIVISION)

PROPOSED  
ACTION

VP-IR  
NEW APPOINTMENT  
26 JUN 74

CHANGE IN POSITION/SALARY ☐ SEPARATION ☐ (OTHER) ☒ Transfer  
(Administratively)

	PRESENT STATUS	PROPOSED STATUS
TITLE & ACCOUNTING CODE NO.	See Attachment 099	Same
SALARY - GRADE, STEP & PAY STANDARD	See Attachment	Same
EMPLOYMENT STATUS - PERMANENT, TEMPORARY OR FIXED TERM	Permanent	Same
DEPARTMENT/DIVISION/OFFICE	Personnel Unassigned	Same
LOCATION	UTH	BKK
CLASSIFICATION - STAFF EMPLOYEE OR WORKER	Staff Employee	Same
POSITION NUMBER	See Attachment	Same
REMARKS		

\* AS STIPULATED UNDER JOB CLASSIFICATIONS IN PERSONNEL MANUAL.

BASIS FOR RECOMMENDATION: (1) FOR SEPARATION, INDICATE WHETHER OR NOT REPLACEMENT IS REQUIRED.  
(2) FOR PROMOTIONS AND SALARY INCREASES, COMPLETE THE FOLLOWING: (REQUEST ASSISTANCE FROM PND FOR DATA IF NECESSARY).

DATE OF EMPLOYMENT:	ORIGINAL TITLE:	ORIGINAL GRADE & STEP:
RECORD OF LAST 6 SALARY INCREASES:	PERCENTAGE INCREASE: (1) (2) (3) (4) (5) (6)	
DATE:		
DATE OF CHANGE TO PRESENT TITLE:	PERCENTAGE INCREASE OF THIS INCREASE:	

This RPA is initiated for transfer of LWOP, Furlough personnel records UTH/BKK for Administrative purpose. In addition, missing personnel are also included on this RPA.

(USE REVERSE SIDE IF ADDITIONAL SPACE IS REQUIRED)

REQUESTED BY: (DEPARTMENT HEAD) (DIVISION DIRECTOR OR OFFICER) DATE

CONCURRED BY: STATION/AREA MANAGER DATE  
BASE MANAGER/REGION DATE  
\*\*HEAD OF DEPARTMENT/DIVISION OR OFFICE DATE  
OFFICER DATE  
APPROVED BY: OFFICER DATE  
PRESIDENT DATE  
DIRECTOR OF PERSONNEL DATE  
MPA&IR-UTH DATE JUN 21 1974  
(\*\*CONCURRENCE IS REQUIRED FOR INTER DEPARTMENTAL OR DIVISIONAL TRANSFERS ONLY.)

DISTRIBUTION BY PERSONNEL DIVISION AFTER FINAL APPROVAL: CC: VPIR-BKK  
COPY 1: FOR PERSONNEL DIVISION. COPY 4: TO Asst. Sy. SARW WAS FOR INFORMATION.  
COPY 2: FOR PAYROLL ACTION.  
COPY 3: TO MPA&IR-UTH (ORIGINATOR OF RPA) VIA VP-NTD FOR NOTIFICATION OF APPROVAL.

(FOR PERSONNEL DIVISION USE ONLY)

POSITION AUTHORIZED:	SICK LEAVE RECORD SINCE:
POSITION NO.: P/S:	TOTAL NUMBER OF DAYS TAKEN:
EMPLOYMENT STATUS: SLOT NO.:	FREQUENCY: CHECKED BY:
PROPOSED SALARY: <input type="checkbox"/> IN ORDER <input type="checkbox"/> SUBJECT TO DP'S CONCURRENCE	ROUTING ORDER: R/S E/S W/A P/V CPL CAEA CEC ADP DP P/F
REMARKS:	INITIALS: DATE:

C06117140

ALL REDACTIONS IN THIS  
DOCUMENT ARE MADE  
PURSUANT TO EXEMPTION  
(b)(6)

**AIR ASIA COMPANY LIMITED**

815 CONNECTICUT AVENUE, N. W.  
WASHINGTON, D. C. 20006

TELEPHONE 298-7840

(b)(6)

CABLE ADDRESS  
"AIRASIA"

亞洲航空股份有限公司

February 16, 1966  
**REC'D WAS FEB 24 1966**  
Ref.: WD-66-0852

Mr. Clarence N. Driver

Los Angeles, California

Dear Mr. Driver:

This letter constitutes an offer of employment in the position of  
First Officer at a monthly salary of \$750.00

This offer is subject to the following terms and conditions:

1. Your possessing the necessary qualifications in our opinion for the above position being offered.
2. Completion to the satisfaction of the Company of such personal history checks as it may deem necessary or desirable.
3. Your satisfactorily passing a physical examination and meeting the physical requirements as set forth by the Company for the position offered to you.
4. Reporting for Duty:
  - (a) You will report for duty at Air Asia Company Limited  
46 Chung Shan Road North, Second Section, Taipei, Taiwan  
on or before 9 April 1966 or at such other place  
as you may subsequently be notified.
  - (b) Since you will travel by air and will have to adhere to the prescribed passenger baggage weight limitations, the Company will pay for the transportation by surface shipment of up to 2,500 pounds (7½ cubic tons or 300 cubic feet, depending upon the basis of computation) of your personal effects from your bona fide home or place of employment to your station of assignment. Any duty or customs' fees collectable on the shipment to or importation into a foreign country of your personal effects must be borne by you.

Salary:

Your salary will commence the day you start travel enroute to the place stated in paragraph 4(a) above, provided no undue or voluntary delays result enroute. Salary will be paid by U.S. Dollar check once a month.

APPROVED FOR  
RELEASE DATE:  
09-Dec-2013

C06117140

- 2 -

6. Term of Employment:

Subject to your satisfactory completion of the probationary period, as set forth in the Company's Personnel Manual, your employment will be for an indefinite period. If you fail to meet at any time any of the conditions set forth in paragraphs 1, 2 and 3 above, or if your services become excess to the needs of the Company, and your services are therefor terminated by the Company, you will be given two weeks advance notice, or pay in lieu of such notice, with return passage to Los Angeles, California.

If your services are terminated by the Company for any other reason you will be given return passage to Los Angeles, California. If, however, you resign prior to completion of at least three years of service, the Company will not be responsible for return passage for you or your dependents to Los Angeles, California or for the repatriation of your personal property.

7. Location:

Your initial assignment will be at Taipei, Taiwan ; however, our operations in conjunction with those of our associated companies normally extend throughout the Far East and sometimes to other locations and you will be subject to assignment to work with an associated company and to assignment to any point of operations required by the Company.

8. Transportation for Dependents:

Transportation for your dependents will be provided by the Company upon certification by your Supervisor that you have successfully completed a probationary period of such duration as the Company deems necessary to evaluate your performance and suitability. However, if you wish to bring your dependents with you, you may do so at your own expense. You will, however, be reimbursed by the Company for dependent travel only after certification by your Supervisor, as provided above, that you have successfully completed your probationary period. In either case only travel by Company authorized route will be provided or reimbursed and reimbursement will be only at authorized Company discount fares.

9. Company Personnel Manual:

The terms, conditions, and benefits relating to employment with the Company are set forth in its Personnel Manual. Except and unless expressly provided to the contrary herein, the provisions of the Personnel Manual control, and where not expressly contrary to the Personnel Manual the matters set forth herein which are covered in the Personnel Manual are subject to the provisions of the Personnel Manual relating hereto. The following generalize some of the benefits of employment with the Company:

- (a) Annual Leave: Two weeks annual leave with pay for each full year of service. Annual leave may be accrued up to a maximum of four weeks. Payment for unused annual leave will be made upon separation from employment for the convenience of the Company (without prejudice), or upon separation for any reason provided such separation takes place after completion of a full year of service.

APPROVED FOR  
RELEASE DATE:  
09-Dec-2013



C06117140

- 3 -

- (b) Sick Leave: Two weeks sick leave per year. Unused sick leave is carried forward to the following year and is cumulative up to a maximum of sixty (60) days; however, no payment is made for unused sick leave.
- (c) Home Leave: After completion of three years service with the Company you will be entitled to ninety (90) days home leave with pay and transportation for you and your dependents to your bona fide home. Payment for accrued unused home leave will be made upon separation from employment in the event of termination of employment by the Company on a non-prejudice basis or upon termination for any reason after completion of two years continuous employment.

10. Personal Conduct:

We expect that personal conduct of our employees will reflect no discredit upon themselves, upon their fellow employees, or upon the Company. Excessive or even considerable use of intoxicants will not be permitted.

An employee's dependents for purposes of Company afforded travel referred to herein are his wife and children under eighteen years of age.

This letter constitutes the only authorized offer of employment to you from or on behalf of the Company. We have attempted to cover the general terms of your employment and some of the benefits which will result from your employment. As provided above, it is understood that the Personnel Manual (as it presently exists and as amended from time to time) is the final authority on details. It is an employee's privilege and responsibility to familiarize himself with the Company's Personnel Manual and the benefits provided therein.

If this offer of employment is acceptable to you, will you please indicate your acceptance by signing the enclosed copy hereof, as provided below, and returning that copy to us at the above letterhead address. This offer of employment shall remain in effect only for a period of thirty (30) days from the above date unless extended by written notice from me.

Very truly yours,

[Redacted Signature Block]

GAD.ed

I have read, understand, agree with, and accept the above offer of employment this 18 day of FEB, 196

Clarence N. Druce

APPROVED FOR  
RELEASE DATE:  
09-Dec-2013