



NATIONAL TRANSPORTATION SAFETY BOARD

Office of Aviation Safety
Washington, D.C. 20594

March 17, 2016

Attachment 9 – FO Previous Employer

OPERATIONAL FACTORS

CEN16MA036



EMPLOYEE TERMINATION CHECKLIST

EMPLOYEE INFORMATION

Employee Name:
Renato Marchese

Date of Hire:
09/16/2014

Termination Date:
02/27/2015

VP/Supervisor:
George Semak

Position:
First Officer

Last Day Worked: 2-27-15

REASON FOR LEAVING

VOLUNTARY RESIGNATION

- Took another position
- To attend school
- Dissatisfaction with salary
- Dissatisfaction with type of work
- Dissatisfaction with supervisor
- Dissatisfaction with co-workers
- Dissatisfaction with working conditions
- Other (specify) _____

DISCHARGE (Please attach documentation)

- Absenteeism
- Unsuccessful completion of introductory period
- Violation of rules, policies etc.
- Unsatisfactory work performance
- Tardiness
- Insubordination
- Disregard for co-workers/customer/clients
- Other (specify) _____

LAI D OFF

- Lack of Work Business Closure
- Job/Position Elimination

COMPANY ITEMS TO BE RETURNED & INFORMATION TO BE DISCUSSED WITH EMPLOYEE

- Laptop/Docking Station
- Garage/Elevator Access Card (No. _____)
- Other Books
- Final Expense Report Submitted
- Prepare COBRA letter and explain 60 days to elect coverage and 45 days to send in premium N/A
- Explain non-compete agreement and retrieve any confidential information
- Cancel Voicemail account effective employees' last day
- Request to have computer access/network access removed effective employees' last day
- Terminate status in ADP system and prepare final paycheck
- Cellular Phone/Blackberry
- Office Key(s) Badge was returned.
- American Express Company Credit Card
- Phone Card
- Accrued PTO time in ADP = _____ hrs Will this be paid to employee? ___ Yes ___ No
- Mail final paycheck to employees' home
- Verified current address in ADP

COMMENTS

SIGNATURES

VP/Supervisor

Signature _____ Date _____

Human Resources

Signature [Redacted] Date 2-27-15



February 25, 2015

Renato Marchese

██████████
Boynton Beach, FL 32703

RE: INFORMATION RELATIVE TO EMPLOYMENT SEPARATION

Dear Renato:

This is to provide last payroll payment information as a result of your employment separation effective February 27, 2015.

Last Payroll: Your last payroll check through February 25, 2015, will be direct deposited to your bank institution on March 6th, 2015. We will mail you a copy of this pay stub.

Should you require additional information or assistance, please do not hesitate to contact Vanessa Machado or via email at Vanessa.Machado@aersale.com.

Sincerely,
SKI KING, INC.

Vanessa Russi-Machado
Director of Human Resources

Naresh Maharaj

From: Gmail <[REDACTED]>
Sent: Wednesday, February 25, 2015 11:36 AM
To: Naresh Maharaj
Subject: Fwd: Class participation

Sent from my iPhone

Begin forwarded message:

From: Angel Marciano <[REDACTED]>
Date: December 19, 2014 at 20:56:51 GMT-5
To: Renato Marchese <[REDACTED]>, Renato Marchese
<[REDACTED]>
Cc: [REDACTED], [REDACTED], [REDACTED], [REDACTED], [REDACTED], [REDACTED], [REDACTED], [REDACTED], [REDACTED]
[REDACTED] <[REDACTED]>
Subject: Class participation

Good evening Renato,

I received a report from Captain Maharaj about the recent classes that were scheduled as refresher courses to the pilot group.

Please, explain the reasons of your delays for the classes on December 12 and 19. These classes are very important to guarantee the proper training of our pilots, and everyone is required to participate.

I expect your report no later than 4:00pm, Saturday December 20, 2014.

Thanks,

Angel Marciano
Chief Pilot-Airline
AerSale
[REDACTED]

February 24, 20015

Dear Vennesa,

This letter is being written to document the lack of acceptable progression with Renato Marchese.

Renato Marchese was hired in September-2014 as a First Officer on the B737. While attending the First Officer Initial New Hire as a student, it was the observation of the Check Airmen that he was weak in multiple area. Specifically:

Ground School:

- Started to fall behind in week #2 of the Training Curriculum.
- Struggled with Memory Items.
- Struggled with Weight & Balance problems.

System Integration Training (SIT), the items below are required to be memorized for attending SIT:

- Did not know Flows.
- Did not know Call Outs.
- Did not know Profiles.
- Did not know Memory Items.
- Struggled with the correct use of Normal and Non-Normal Checklist.
- Continued to struggle with Weight and Balance problems.

Simulator:

- Simulator training periods consist of 7 - 4 hour session. 7x4 hours = 28 hours. The 28 hours are normally split between the two students. This results in each student receiving 14 hours of Pilot Flying and 14 hours of Pilot Monitoring Training.
- In the case of FO Renato, he had the first 5 Simulator sessions to himself. 5x4 hours = 20 hours of Pilot Flying Training, plus 2 Simulator periods that were shared with the other students. This equates to FO Marchese receiving at total of 24 hours of simulator training, the other students received 14 hours of training.
- Did not know Memory Items, Call Outs, Profiles or Flows.
- Continued to Struggles with Weight & Balance problems.

Review Classes conducted in December:

- December 12th, FO Marchese was 30 minutes late. No communication was received by the Instructor indicating that he would be late.
- December 19th, FO Marchese was 2 hours late. No communication or explanation was given to justify his absence.
- FO Marchese was absent for 95% of the Weight and Balance Review Class.

Flight Crewmember Operating Experience (OE):

Because of his lack of acceptable progression, FO Marchese was given the opportunity to fly with the aircraft in the jump seat as an Observer. A total of 7 days and over 16 hours of time in the observation seat was given.

The feedback from the Check Airman conducting FO Marchese's OE indicates:

- He remains well below the acceptable progression levels.
- He is having difficulty transitioning from the sterile environment of the simulator, to real world Line Flying.
- Multiple items that are required to be known by memory, FO Marchese still does not know these and requires opening Aircraft Manuals to aid him - This not acceptable, all attention is required to focus on flying the aircraft.
- FO Marchese has not affectively capitalized on using the time he sat in the jump seat as an Observer to learn what is expected of a First Officer.
- It has been over 4 months since FO Marchese completed his B737 Proficiency Check. He has not utilized this time to review the Sky King Manuals to improve his proficiency.

The Check Airmen have been patient with FO Marchese and have gone well beyond what is expected of them as instructors in trying to help him improve his levels of proficiency.

First Officer Marchese's performance and progression remains significantly below acceptable standards.

Respectfully,



Naresh Maharaj

Chief Pilot – Sky King Airlines

Naresh Maharaj

From: Naresh Maharaj
Sent: Friday, December 19, 2014 7:20 PM
To: Angel Marcano; [REDACTED]
Cc: George Semak
Subject: FW: Review Class

Dear Chief Pilot Marcano,

I am writing this email to share the events that occurred in the Review Class held on December 12th, 17th and 19th:

- On December 12th, F/O Marchese arrived over 30 minutes late. No communication was received indicating that he not going to be ontime.
- The second part of the Review Class held on December 17th. I ended the class earlier to afford F/O Marchese the opportunity to tend to his ill child with the understanding that class will continue on Fri, December 19th.
- On December 19th, Class started at 10:00. F/O Marchese arrived at 12:00 (Two hours late). A text was received at 11:33, He claimed he was at the wrong location. No other communication was received to indicate he was not going to be in class on time. F/O Marchese gave no explanation as to why he was two hours late.
- F/O Marchese was absent for 95% of the Weight & Balance portion of the Review Class.

Respectfully,

Naresh Maharaj

From: Naresh Maharaj
Sent: Wednesday, December 10, 2014 4:46 PM
To: [REDACTED]
Subject: FW: Review Class

From: Naresh Maharaj
Sent: Wednesday, December 10, 2014 4:41 PM
To: Renato Marchese; Widey De Armas
Subject: Review Class

Hello Gentlemen,

We will be having a Review Class this Friday, December 12th. Class will start at 10:00 until 16:30 . Location: Aersale Coral Gables office.

Subjects to be covered will include:

- Limitations
- Memory Items
- Profiles
- Callouts
- Use of Normal Checklist
- Use of QRH
- SWAT/TEST
- Weight and Balance

This class is to be treat this as if you are reporting for a flight. Uniform is not required but bring your flight bag with all required items. Attendance is mandatory.

Respectfully,
Naresh Maharaj
Check Airman - Airline

Aersale, Inc.

Mobile: +1 [REDACTED]
[REDACTED]
[REDACTED]