

INSTRUCTIONS

1. General:

- (a) For details, refer to the CARs 1994, ANO's, ASC's (Lic), MATS and instructions issued from time to time.
- (b) Have the form typed or write neatly with ink.
- (c) Use abbreviations: N/A for Not Applicable, N/R for Not Required, N/K for Not Known.

2. **Medical Requirements:** An applicant to be the holder of Class-III Medical Assessment.

3. **No Objection Certificate:** Where applicable from respective Services HQs.

4. **Security Clearance:** An applicant shall be issued with a licence only if he / she has been cleared by the security agencies. (Not applicable to CAA and serving armed forces candidates including armed forces candidates on LPR)

5. **Theory Examination:** An applicant shall have passed theory examination appropriate to the type of licence / rating applied.

6. **Assessment Report:** An applicant shall attach the assessment report (CAAF-663A or B) for the rating/s applied for.

7. **Date of Birth:** Date of Birth shall be as given in the Matriculation Certificate or equivalent document.

8. **Name of the Applicant:** Name of the Applicant shall be as given in the National I.D card / Passport.

9. **Attestation of Documents:** An applicant shall submit Photostat copies of his documents duly attested by a Class 1 Gazetted Officer.

10. **Charges and Fees:** An applicant shall attach fee voucher as prescribed.

11. **Currency Requirement:** The currency requirement (last six months) of appropriate rating be provided as per the ATS Unit Logbook after due verification from The Airport Manager / Chief Operations Officer or Facility Operations Officer.

12. Documents required for Issue of Air Traffic Controller Licence.

- (a) CAAF-600-2 (Application Form)
- (b) CAAF-43 (Medical Assessment)
- (c) CAAF-663 A or B (Assessment Report)
- (d) Copy of Basic ATC Course Certificate (CATI)
- (e) Results of Examinations by CAA
- (f) Security Clearance
- (g) Copy of B.Sc. (with physics) or; F.Sc. (with physics) with CPL (Current or expired)
- (h) Copy of Matriculation Certificate or equivalent document
- (i) Copy of National Identity Card
- (j) Copy of passport (in case of foreign nationals)
- (k) No objection Certificate
- (l) 04 photographs 1" X 1" (head uncovered, both ears visible, blue background)
- (m) Copies of certificates of higher education, other Licences, foreign qualifications and courses may be attached.
- (n) Fee voucher

13. Documents required for Renewal / Re validation of Licence / Rating.

- (a) CAAF-600/2 (Application Form)
- (b) CAAF-43 (Medical Assessment)
- (c) CAAF-663 A or B (Assessment Report)
- (d) CAAF-664 (ATC Licence)
- (e) Results of Examinations by CAA
- (f) Fee voucher

14. Contact Information:

General Manager Licensing,
Personnel Licensing Office,
HQ CAA,
Jinnah International Airport,
Karachi – 75200
Pakistan.

E-mail: gmlicense@caapakistan.com.pk

Phone: 9248204 & 9248107