



BASIC FLYING TRAINING

AIR NAVIGATION ORDER

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A. **AUTHORITY:**

A.1. This Air Navigation Order (ANO) is issued by the Director General, Civil Aviation Authority in pursuance of Rules 4, 35 to 44, 58, 340, 342, 347, 348, 354, 355, 357, 359, 360 and all other enabling provisions of the Civil Aviation Rules, 1994 (CARs, 94).

B. **PURPOSE:**

B.1. The purpose of this ANO is to provide regulatory framework for the issuance, renewal and validation of Flight Instructor ratings including (TRI, SFI, DCPs, DEs, FEI) as well as to establish requirements for Flying Training Organizations, its personnel and the flying courses to be conducted at the FTOs.

C. **SCOPE:**

C.1.1 This ANO relates to the conduct of the Flying Training and Ground Training conducted for the issuance of Personnel Licenses, Certificates, Ratings or Categories;

C.1.2 This ANO relates to the management and approval of Flying Training Organizations (FTO) conducting training for the issuance of Personnel Licenses, Certificates, Ratings and Categories;

C.1.3 This ANO relates to the Integrated and Modular courses conducted, for the issuance of Pilot Licenses and Instrument Rating, by the FTOs;

C.1.4 This ANO relates to the training and endorsements of Flight Instructor (FI) Rating on Commercial Pilot and Airline Transport Pilot Licenses;

C.1.5 This ANO relates to the training and endorsement of Type Rating Instructor (TRI) and Synthetic Flight Instructor (SFI) Ratings on the Airline Transport Pilot Licenses;

C.1.6 This ANO relates to the training and endorsements of Flight Engineer Instructor (FEI) and Flight Engineer Synthetic Instructor (FESI) on the Flight Engineer Licenses;

C.1.7 This ANO relates to the Designated Check Pilots (DCPs) and Designated Examiners (DEs) for aircraft below 5700 KG;

C.1.8 All persons desiring to pilot an aircraft or establishing an approved FTO/GTO shall comply with the instructions contained in this ANO, ANO-001-XXLC-2.0, ANO-002-XXLC-2.0, ANO-007-XXLC-1.0, ANO on the specific Licence, Certificate and Instrument Rating, Personnel Licensing Manual and other instructions issued by the CAA from time to time.

D. **DESCRIPTION:**

D.1. **DEFINITIONS:**

D.1.1 **AIRCRAFT::**

Any machine that can derive support in the atmosphere from the reactions of the air other than the reactions of the air against the earth's surface.

D.1.2 **APPROVED BY THE AUTHORITY:**

Means documented by the Authority as suitable for the purpose intended.

D.1.3 **AEROPLANE:**

A power-driven heavier-than air aircraft, deriving its lift in flight chiefly from aerodynamic reactions on surfaces, which remain fixed under given conditions of flight.

D.1.4 **AIRCRAFT – CATEGORY:**

Classification of aircraft according to specified basic characteristics, e.g., aeroplane helicopter, glider, free balloon.

D.1.5 **APPROVED TRAINING PROGRAM:**

A training program approved by the CAA.

D.1.6 **APPROVED FLIGHT SIMULATOR:**

A Synthetic Flight Trainer approved by the CAA.

D.1.7 **AVIATION TRAINING ORGANIZATION:**

Aviation Training Organization is a training centre approved by the CAA; and whose training is acceptable to the CAA for the purposes of issue, renewal and revalidation of a Licence, Certificate, Rating or an Endorsement.

D.1.8 **CAA INSPECTOR:**

A CAA official employed for regulatory work or a person authorized by the Director General to perform a regulatory function.

D.1.9 **CENTRE-LINE THRUST AEROPLANE:**

An aeroplane that has the following characteristics: the aeroplane has two or more engines; and the failure of one or more of the engines does not produce asymmetric handling qualities in the aeroplane

D.1.10 **CIVIL AIRCRAFT:**

Any aircraft on the civil register of a State, other than those, which that State treats as being in the service of the State, either permanently or temporarily.

D.1.11 **COMMERCIAL AIR TRANSPORT OPERATION:**

An aircraft operation involving the transport of passengers, cargo or mail for remuneration or hire.

D.1.12 **CHECK PILOT:**

see Designated Check Pilot and Designated Examiner.

D.1.13 **COMPETENT AUTHORITY:**

The Director General, Civil Aviation Authority (DG CAA) or a person authorized by the Director General.

D.1.14 **CO-PILOT (P-2):**

A licensed pilot serving in any piloting capacity other than as pilot-in-command but excluding a pilot who is on board the aircraft for the sole purpose of receiving flight instruction.

D.1.15 **FLYING TRAINING ORGANIZATION:**

An Aviation Training Centre, approved by the CAA; and whose, flying training is acceptable to the CAA for the purposes of issue, renewal and revalidation of a Licence, Certificate, Rating or an Endorsement.

D.1.16 **GROUND TRAINING ORGANIZATION:**

An organization, approved by the CAA; and whose ground training is acceptable to the CAA for the purposes of issue, renewal and revalidation of a Licence, Certificate, Rating or an Endorsement.

D.1.17 **LICENSING AUTHORITY:**

The Authority, established by the Director General Civil aviation Authority, responsible for licensing of personnel in accordance with ICAO Annex 1.

D.1.18 **PILOT-IN-COMMAND (P-1):**

The pilot responsible for the operation and the safety of the aircraft during flight time.

D.1.19 **RATING OR CATEGORY:**

An authorization entered on or associated with a Licence or certificate and forming part thereof, stating special conditions, privileges or limitations pertaining to such Licence.

D.1.20 **SYNTHETIC FLIGHT TRAINER:**

Any one of the following three type of an approved apparatus in which flight conditions are simulated on the ground:

D.1.21 **A FLIGHT SIMULATOR:**

D.1.21 .1. which provides an accurate representation of the flight deck of a particular aircraft type to the extent that the mechanical, electrical electronic, etc., aircraft systems control functions, the normal environment of flight crew members, and the performance and flight characteristics of that type of aircraft are realistically simulated;

D.1.21 .2. **A FLIGHT PROCEDURES TRAINER:**

D.1.21.2.1. which provides a realistic flight deck environment, and which simulates instrument responses, simple control functions of mechanical, electrical, electronic, etc. aircraft systems, and the performance and flight characteristics of aircraft of a particular class;

D.1.21 .3. **A BASIC INSTRUMENT FLIGHT TRAINER:**

D.1.21.3.1. which is equipped with appropriate instruments, and which simulates the flight deck environment of an aircraft in flight in instrument flight conditions;

D.1.22 **SYNTHETIC FLIGHT INSTRUCTOR (SFI):**

Synthetic flight instructor who may conduct pilot type training on synthetic flight trainer for Aircraft of weight category of 5700 KG and above.

D.1.23 **TYPE RATING INSTRUCTOR (TRI):**

Means type rating instructor who may conduct pilot type training on aircraft of weight category of 5700 KGS and above.

Note: All words and terms used for various persons, aircraft and authorities in this ANO, shall be interpreted and construed as defined. In all other cases, they shall be construed as defined and used by the International Civil Aviation Organization.

D.2. **FLYING TRAINING ORGANIZATION (FTO):**

D.2.1.1.1. Flying Training Organizations (FTO), as described in this ANO, are aviation-training centers for training of Pilots for issuance of Licenses, Certificates, Ratings and Categories for aircraft of weight category below 5700 KGS.

D.2.1.2. An FTO may be authorized by the Authority to conduct Flight Instructor Course (FIC) provided it meets the prescribed requirements for conducting such a course.

D.2.1.2.1. The aircraft type training for aircraft of weight category of 5700 KGS and above shall be conducted by the approved 'Training & Checking Department' of an operator in accordance with the approved Training Manual.

D.3. **FTO REQUIREMENTS:**

D.3.1.1.1. An FTO is an organization staffed, equipped and operated in a suitable environment offering flying training, and/or synthetic flight instruction and if applicable theoretical knowledge instruction for specific training programs.

D.3.2 An FTO wishing to offer approved training to meet CAA Licensing requirements shall obtain the approval of the CAA; and shall have:

D.3.2.1.A well equipped library having aviation books, literature, CARs, Air Navigation Orders, Air Safety Circulars, relevant Airworthiness Notices, Aircraft Manuals, AIP, Navigation Charts, relevant course study material and necessary route maps;

D.3.2.1.1. Recruited a suitable pilot and an engineer to function as Chief Flight Instructor and a Quality Control Manager of the FTO. It shall also recruit Chief Ground Instructor and have an adequate number of flight instructors, ground instructors and engineering personnel;

D.3.2.2. An FTO shall provide following particulars of the aircraft to be used:

D.3.2.2.1. Detail of instruments and equipment installed on the aircraft for both VFR and IFR flights;

D.3.2.2.2. Certificate of registration and certificate of airworthiness of the aircraft;

D.3.2.3. An FTO shall also provide the following documents:

D.3.2.3.1. Approval of maintenance organization and Quality Control Manager by the CAA Airworthiness Directorate;

D.3.2.3.2. Names, Licence / approval and endorsements of the engineers and flight instructors;

D.3.2.3.3. Details of facilities, equipment, procedures and necessary manpower;

D.3.2.3.4. Operations and Training Manuals.

D.4. **MANAGEMENT AND STAFFING:**

D.4.1 The management structure shall ensure supervision of all grades of staff by persons having the experience and qualities necessary to ensure the maintenance of high standards. Details of the management structure, indicating individual duties and responsibilities, shall be included in the FTO's Operations Manual.

D.4.1.1.1. The FTO shall satisfy the Authority that an adequate number of qualified and competent staff is employed. Two persons on the staff shall be employed full time in the following positions:

D.4.1 .2. Chief Flying Instructor (CFI)

D.4.1 .3. Chief Ground Instructor (CGI)

D.4.1.3.1. For the first time approval of the supervisory staff, there shall be an open book AP-1 examination on Annex 1, CARs, and Licensing ANOs.

D.5. **FTO – SUPERVISORY STAFF REQUIREMENTS:**

D.5.1 **CHIEF FLYING INSTRUCTOR (CFI):**

The CFI shall be responsible for the supervision of the flying training. In order to standardize the flying training activities in the flying training organizations engaged in abinitio flying training for grant of pilots' licences, the minimum requirements for approval of Chief Flight Instructor (CFI) shall be as under:

D.5.1 .1. ATPL

D.5.1 .2. Total Flying: 2000 Hrs.

D.5.1 .3. Instructional: 1000 Hrs.

D.5.1 .4. The Flight Instructor seeking approval as CFI should be free from prejudices and capable of recording fair assessment of the trainee pilots. The Flight Instructor seeking the approval as CFI and meeting the experience requirements shall undergo an oral and flight test for approval.

D.5.1.4.1. When a CFI changes from one institute to another, he can be approved in the same capacity for the new organization without undergoing the tests if the scope of training activities of the new organization is not higher than that of the organization for which the CFI was approved. An approved CFI of an FTO may be removed from CFI position by the FTO management only with prior approval of CAA.

D.5.2 CFI approval may be suspended or cancelled by the Authority if he is found lacking in any of the requirements or if found unfit in any manner or in case of serious safety violations.

D.5.3 The privileges of a CFI shall be as under:

D.5.3 .1. To conduct student pilot's licence (SPL) examination;

D.5.3 .2. To impart flying training to trainee pilots and to carry out their periodical progress checks;

D.5.3 .3. To authorize flights of the aircraft operated by the organization;

- D.5.3 .4. To act as overall in charge of the flying training activities of the organization;
- D.5.3 .5. To authenticate the entries in the pilot's logbook;
- D.5.3 .6. To conduct standardization checks of Flight Instructors of the FTO;
- D.5.3 .7. To carry out skill test for renewal of Licence and instrument rating.

D.6. **CHIEF GROUND INSTRUCTOR (CGI):**

D.6.1 The CGI shall have a practical background in aviation and have undergone a course of training in instructional techniques or have had extensive previous experience in giving theoretical knowledge instruction.

D.6.1.1.1. The privileges of a CGI include conduct of all theoretical knowledge instruction, standardization of all theoretical ground instruction and the supervision of all ground instructors.

D.7. **FLIGHT INSTRUCTORS (FI):**

D.7.1 .1. The Flight Instructor at an FTO shall have a flying record free of any accident attributable to his proficiency in handling any type of aircraft during the preceding three years.

D.7.2 The Flight Instructor shall possess the following valid Licenses/Ratings:

D.7.2 .1. CPL/ATPL;

D.7.2 .2. FI Rating;

D.7.2 .3. FRT0;

D.7.2 .4. Aircraft type rating;

D.7.2 .5. Instrument Rating

D.7.2.5.1. The number of part time instructors in relation to the scope of training offered shall be acceptable subject to approval by the CAA.

D.7.2.5.2. The ratio of all regular students to flight instructors shall not exceed 5:1. Class numbers in ground subjects involving a high degree of supervision or practical work shall not exceed 12 students.

D.7.3 The maximum flying hours flown in a stipulated period, and maximum duty hours and minimum rest time between instructional duties of instructors, shall be in accordance with the prescribed duty time limitations as provided for in CAA Regulations.

D.8. **THEORETICAL KNOWLEDGE INSTRUCTORS:**

D.8.1.1.1. Theoretical knowledge instructors, in pilot Licence and ratings examination subjects, shall have appropriate experience in aviation and shall, before appointment, give proof of their competency by giving a test lecture to the CGI based on material they have developed for the subjects they are to teach.

D.9. **TRAINING RECORDS:**

D.9.1.1.1. An FTO shall maintain and retain the following records for a period of at least 5 years using appropriate administrative staff:

- D.9.1 .2. Details of ground, flying and simulated flight training given to individual students;
- D.9.1 .3. Detailed and regular progress reports from instructors including assessments, regular progress flight tests and ground examinations; and
- D.9.1 .4. Personal information, e.g. expiry dates of medical certificates, ratings, etc.
- D.9.2 The format of the student training records shall be as prescribed in CAA Regulations.
- D.9.3 The FTO shall submit training records and reports as required by the CAA.

D.10. **TRAINING PROGRAMME:**

D.10.1 A training program shall be developed for each type of course offered. This programme shall include a breakdown of flying and theoretical knowledge instruction in a week-by-week or a phase presentation and a list of standard exercises and a syllabus summary. In particular, synthetic flight training and theoretical knowledge instruction shall be phased in such a manner as to ensure that students shall be able to apply to flying exercises the knowledge gained on the ground. Arrangements shall be made so that problems encountered in instruction can be resolved during subsequent training. The content and sequence of the training programme should be acceptable to the Authority.

D.11. **TRAINING AIRCRAFT:**

D.11.1 .1. An adequate fleet of training aircraft appropriate to the courses of training offered shall be available. Each aircraft shall be fitted with duplicated primary flight controls for use by the instructor and the student. Swing-over flight controls shall not be acceptable. The fleet shall include, as appropriate to the courses of training, aircraft suitable for demonstrating stalling and spin avoidance. At least one aircraft shall be equipped to simulate instrument meteorological conditions and equipped for the instrument flight training (NDB/VOR and ILS).

D.11.2 Only aircraft approved by the CAA for training purposes shall be used.

D.12. **TRAINING AERODROMES:**

D.12.1 .1. The base aerodrome and any alternative aerodrome, at which flying training is to being conducted, shall have at least the following facilities:

D.12.1 .2. At least one runway or take-off area that allows training aeroplanes to make a normal take-off and landing at the maximum take-off and maximum landing mass authorized under following conditions:

D.12.1.2.1. Under calm wind (not more than four knots) conditions and temperatures equal to the mean high temperature for the hottest month of the year in the operating area;

D.12.1.2.2. Clearing all obstacles in the take-off flight path by at least 50 feet;

D.12.1.2.3. With the power plant operation and the landing gear and flap operation (if applicable) as recommended by the manufacturer; and

D.12.1.2.4. With a smooth transition from lift-off to the best rate of climb speed without exceptional piloting skills or techniques;

D.12.1 .3. A wind direction indicator that is visible at ground level from the ends of each runway;

D.12.1 .4. An air traffic control service except where, with the approval of the Authority, the training requirements may be satisfied safely by another means of air/ground communications.

D.13. **PHYSICAL ACCOMMODATION:**

D.13.1 The following physical accommodation shall be available:

D.13.1 .1. An operations room with facilities to control flying operations.

D.13.1 .2. A flight planning room with the following facilities:

D.13.1.2.1. Appropriate current maps and charts;

D.13.1.2.2. Current AIS information;

D.13.1.2.3. Current meteorological information;

D.13.1.2.4. Communications to ATC and the operations room;

D.13.1.2.5. Maps showing standard cross-country routes and maps showing current prohibited, danger and restricted areas;

D.13.1.2.6. Any other flight safety related material.

D.13.1 .3. Adequate briefing rooms/cubicles of sufficient size and number;

D.13.1 .4. Suitable offices for the supervisory staff and room(s) to allow flying instructors to write reports on students, complete records etc;

D.13.1 .5. Furnished crew-room(s) for instructors and students;

D.13.1 .6. Administration and allied facilities rooms.

D.14. **THEORETICAL KNOWLEDGE INSTRUCTION FACILITIES:**

D.14.1 The following facilities for theoretical knowledge instruction shall be available:

D.14.1 .1. Adequate classroom accommodation, well lighted and ventilated, for the current student population;

D.14.1 .2. Suitable demonstration equipment to support the theoretical knowledge instruction;

D.14.1 .3. A Radiotelephony training and testing facility;

D.14.1 .4. A reference library containing publications giving coverage of the syllabus

D.15. **REQUIREMENTS FOR ENTRY TO TRAINING:**

D.15.1 .1. A student accepted for training shall possess the appropriate medical certificate for the licence required and shall meet the entrance requirements set by the FTO as approved by the Authority.

D.16. **TRAINING MANUAL AND OPERATIONS MANUAL:**

D.16.1 .1. A FTO shall prepare and maintain a Training Manual and Operations Manual containing information and instructions to enable staff to perform their duties; and to give guidance to students on how to comply with course requirements.

D.16.1 .2. An FTO shall make available to staff and, where appropriate, to students the information contained in the Training Manual, the Operations Manual and the FTO's approval documentation.

D.16.2 The amendment procedure shall be stated and amendments properly controlled.

D.16.3 The Training Manuals shall state the standards, objectives and training goals for each phase of training that the students are required to comply with and shall include the following:

D.16.3 .1. Part 1 - The Training Plan;

D.16.3 .2. Part 2 - Briefing and Air Exercises;

D.16.3 .3. Part 3 - Synthetic Flight Training (where applicable);

D.16.3 .4. Part 4 - Theoretical Knowledge Instruction

D.17. **FLIGHT CHECKS:**

D.17.1 .1. Chief Flight Instructors (CFI) are required to regularly carry out flying checks of the trainee pilots to ensure that the flying training organization is imparting a standardized flying training. CFI should carry out regular flying checks of flight instructors to ensure that standardized flying training is being imparted to the trainee pilots.

D.18. **AIRWORTHINESS – EXPOSITION MANUAL:**

D.18.1.1.1. The Exposition Manual shall provide the standard safety oversight procedures in respect of maintenance/airworthiness of the aircraft operated by the FTO. The Manual shall contain the procedures and checklists to ensure that the activities related to maintenance of aircraft, availability of technical literature, manpower and necessary equipment and tooling are adhered to.

D.18.1 .2. Complete details of the maintenance facilities for the type of aircraft being maintained shall be available on the basis of which the approval for maintenance has been granted.

D.18.1 .3. Details of the internal quality audit carried out by the Quality Control Manager to ensure continued capability of the FTO to maintain the aircraft shall be available.

D.19. **AIR EXPERIENCE:**

D.19.1 .1. An air experience of up to a maximum of three hours may be given to a prospective student by an FTO without the student holding a student pilot licence.

D.20. **PILOT INTEGRATED COURSE:**

D.20.1 .1. An integrated pilot licence course, comprising Private Pilot, Commercial Pilot and Instrument Rating shall be in continuation.

D.20.1 .2. Private Pilot Licence course shall be of 08 months duration; and shall comprise a minimum hours of 40 in accordance with the prescribed syllabus.

D.20.1 .3. The Commercial Pilot Licence course shall be in 10 months; and shall comprise a minimum hours of 110 in accordance with the prescribed syllabus.

D.20.1 .4. The Instrument Rating approved course shall be of additional 06 months duration; and shall comprise a minimum hours of 40 in accordance with the prescribed syllabus.

D.21. **PILOT MODULAR COURSE:**

D.21.1 The Modular Courses for Private Pilot, Commercial Pilot and Instrument Rating are undertaken independently.

D.21.2 The Private Pilot Licence course shall comprise a minimum hours of 50 in accordance with the prescribed syllabus with 10 hours flown in the last 03 months.

D.21.3 The Commercial Pilot Licence course shall comprise a minimum hours of 150 in accordance with the prescribed syllabus; with 25 hours flown in the last 06 months.

D.21.4 The Instrument Rating Course shall comprise a minimum hours of 50 in accordance with the prescribed syllabus; with 10 hours flown in the last 03 months.

D.22. **FTO APPROVAL PROCESS:**

D.22.1 An FTO shall establish procedures acceptable to the Authority to ensure compliance with relevant CAA Regulations. After consideration of the application, the FTO will be inspected to ensure that it meets the prescribed requirements. Subject to satisfactory inspection, approval of the FTO will be granted for a period of one year. Renewal of the approval may be granted every year subject to a 'Satisfactory' Audit.

D.22.2 All training courses shall be approved by the CAA.

D.22.3 The CAA will monitor course standards and will sample training flights with students. During such audits, access shall be given by the FTO/GTO to training records, authorization sheets, technical logs, lectures, study notes and briefings; and to any other relevant material.

D.22.4 An FTO may make training arrangements with other training organizations or make use of alternative base aerodromes as part of its overall training subject to the approval of the CAA.

D.22.5 It will be the responsibility of the FTO to ensure that during the period of validity of the approval, capability of the organization is not degraded in any way. Authority may carry out random spot checks or safety audit of the organization at any time.

D.22.6 Approval may be varied, suspended or revoked by the CAA if any of the approval requirements or standards ceases to be maintained to the minimum approved level.

D.22.7 The approval request documents of an FTO, containing evidence of the requirements as stipulated in these paragraphs, shall be submitted to the CAA for evaluation and approval.

D.22.8 An approved FTO may be issued an AOC in lieu of an Approval.

D.23. **CONDUCT OF COURSES:**

D.23.1 Unless otherwise specified, an FTO shall invariably seek prior approval from the CAA before initiating a formal course of training for a new batch.

D.23.2 The case for initial Approval of a course, from CAA, shall include, but not necessarily limited to, at least the following details:

D.23.2 .1. Title of the Course

- D.23.2 .2. Objectives of the Course
- D.23.2 .3. Frequency of the Course
- D.23.2 .4. Planned intake of the Course
- D.23.2 .5. Location where Course is to be conducted
- D.23.2 .6. Duration of the Course
- D.23.2 .7. Eligibility criterion of the students
- D.23.2 .8. Phase/Subject wise course contents
- D.23.2 .9. Planned periods/hours for each phase/subject
- D.23.2 .10. Duration of each period/break
- D.23.2 .11. External/ICAO/Internal Documents to be used
- D.23.2 .12. Study Material/Course ware to be provided to students
- D.23.2 .13. Number of Instructors to be used
- D.23.2 .14. Instructors Qualification criterion
- D.23.2 .15. Aircraft, if applicable, to be used with Instruments/Aids details
- D.23.2 .16. Audio/Visual training aids to be used
- D.23.2 .17. Simulation Devices to be used, if applicable
- D.23.2 .18. Logistics support details, where applicable
- D.23.2 .19. Details of On the Job or field experience, if applicable
- D.23.2 .20. Details of study tour/visits, if applicable
- D.23.2 .21. System of progress/training reports
- D.23.2 .22. Type and frequency of Examinations/Skill Tests to be conducted
- D.23.2 .23. Number/type of questions in Examinations
- D.23.2 .24. Pass criterion to be used for academic/Skill test, as applicable
- D.23.2 .25. Assessment Forms/Contents of Personal Folders
- D.23.2 .26. Specimen Course completion Certificate to be issued
- D.23.2 .27. Any other relevant information.
- D.24. **GENERAL – INSTRUCTORS:**

D.24.1 A person shall not carry out the flight instruction required for the issue of any pilot licence or rating unless that person has:

D.24.1 .1. A CPL/ATPL containing a flight instructor rating;

D.24.1 .2. Or the CAA issues a specific authorization

D.25. **INSTRUCTOR RATING (5700 KGS AND BELOW AIRCRAFT):**

D.25.1 There shall be a Flight Instructor Rating - FI for aircraft 5700 KGS and below.

D.25.2 **FLIGHT INSTRUCTOR (FI) PRIVILEGES:** The privileges of a flight instructor (FI) will be as follows:

D.25.2 .1. Instructions for the issue of a PPL;

D.25.2 .2. Instructions for the issue of a CPL;

D.25.2 .3. Instructions for the issue of an Instrument Rating;

D.25.2 .4. Instructions for the issue of a Flight Instructor rating; and

D.25.2 .5. Instructions for the endorsement of a Type Rating.

D.25.3 Privileges of an FI shall progressively increase with experience, subject to clearance by CFI with a logbook endorsement, as under:

D.25.3 .1. Up to 200 instructional hours: Authorized to impart training to PPL holders;

D.25.3 .2. With 300 instructional hours: Authorized to send Solo;

D.25.3 .3. With 400 instructional hours: Authorized to send first Solo;

D.25.3 .4. With 500 instructional hours: Authorized to send night Solo;

D.25.3 .5. With 700 instructional hours: Authorized to conduct Flight Instructor Training subject to approval by CAA;

D.26. **FLIGHT INSTRUCTOR COURSE (FIC):**

D.26.1 An FTO may be authorized to conduct the Flight Instructor Course (FIC) if it provides acceptable evidence to the CAA of its capability to conduct such a course. The applicant FTO shall submit the detailed plan to the CAA for evaluation and approval.

D.26.2 Flight Instructors authorized to conduct an FIC shall require specific approval from the Civil Aviation Authority.

D.26.3 **ELIGIBILITY FOR FIC**

D.26.3 .1. An applicant for an FIC shall meet the following requirements:

D.26.3.1.1. CPL with IR or ATPL;

D.26.3.1.2. Passed FI-I examination.

D.26.4 **CONDUCT OF FI COURSE (FIC)**

D.26.4 .1. **THEORETICAL KNOWLEDGE REQUIREMENTS**

D.26.4.1.1. The applicant shall have met the knowledge requirements for the issue of a commercial pilots Licence; and in addition the applicant shall have demonstrated a level of knowledge appropriate to privileges granted to the holder of a FI Rating in the following areas:

- D.26.4.1.1.1. Techniques of applied instruction;
- D.26.4.1.1.2. Assessment of student performance in those subjects in which ground instruction is given;
- D.26.4.1.1.3. The learning process;
- D.26.4.1.1.4. Elements of effective teaching;
- D.26.4.1.1.5. Students evaluation and testing, training philosophies;
- D.26.4.1.1.6. Training programme development;
- D.26.4.1.1.7. Lesson planning;
- D.26.4.1.1.8. Classroom instructional techniques;
- D.26.4.1.1.9. Use of training aids;
- D.26.4.1.1.10. Analysis and correction of student error;
- D.26.4.1.1.11. Human performance and limitations relevant to flight instructions and
- D.26.4.1.1.12. Hazards involved in simulating system failures and malfunctions in the aircraft

D.26.4 .2. **FLYING TRAINING REQUIREMENTS**

D.26.4.2.1. The FI flying training course is intended to train the applicant to give instruction on single-engine aircraft.

D.26.4.2.2. The flight instruction shall comprise at least 30 hours of flight training of which 25 hours shall be dual flight instruction. The remaining five hours may be mutual flying (that is, two applicants flying together to practice flight demonstrations). Of the 25 hours, five hours may be conducted in a flight simulator or FNPT (Flight Navigation Procedure Trainer) approved for the purpose by the Authority. The skill test is additional to the course training time.

D.26.4.2.3. The FI shall have acquired the ability to instruct the students on the use of NDB, VOR and ILS (CAT 1).

D.26.4.2.4. An applicant for an FI Rating shall demonstrate to an examiner notified by the Authority for this purpose the ability to instruct a student pilot to the level required for the issue of a CPL/IR, including pre-flight, post-flight and theoretical knowledge instruction.

D.26.5 **FI SKILL REQUIREMENTS**

D.26.5 .1. The applicant for a FI Rating shall have demonstrated the ability to instruct in the areas of flight and ground instruction in the category of aircraft for which flight instructor privileges are sought.

D.26.5 .2. The skill test for an FI Rating comprises oral theoretical examinations on the ground, pre-flight and post flight briefings and in-flight FI demonstrations during skill test in an aircraft.

D.26.5 .3. An applicant for the skill test shall have received instruction on the same type or class of aeroplane used for the test. The aircraft used for the test shall meet the requirements set out in the requirements for an FTO.

D.26.5 .4. Before taking the skill test an applicant shall have completed the required training. The FTO shall produce the applicant's training records when required by the examiner.

D.26.5 .5. The oral theoretical knowledge examination part of the skill test is sub-divided into two parts:

D.26.5.5.1. The applicant is required to give a lecture under test conditions to other 'student(s)', one of whom will be the examiner. The amount of time for preparation of the test lecture shall be agreed beforehand with the examiner. Appropriate literature may be used by the applicant. The test lecture should not exceed 45 minutes.

D.26.5.5.2. The applicant is tested orally by an examiner for knowledge of 'teaching and learning' content given in the FI courses.

D.26.5 .6. The flying skill test shall comprise exercises, to demonstrate the ability to be an FI (i.e. instructor demonstration exercises), chosen by the examiner from the flight syllabus of the FI training courses. The applicant will be required to demonstrate FI abilities, including briefing, flight instruction and de-briefing.

D.26.5 .7. During the skill test, the applicant shall occupy the seat normally occupied by the FI. The examiner or another FI shall function as the 'student'. The applicant shall be required to explain the relevant exercises and to demonstrate their conduct to the 'student', where appropriate. Thereafter, the 'student' shall execute the same maneuver including typical mistakes of inexperienced students. The applicant is expected to correct mistakes orally and/or, if necessary, by intervening.

D.26.5 .8. The examiner may terminate the test at any stage if it is considered that the applicant's demonstration of flying or instructional skills require a re-test.

D.26.5 .9. The examiner shall normally be the pilot-in-command, except in circumstances agreed by the examiner when another FI is designated as pilot-in-command for the flight. Overall responsibility for the flight shall rest with the examiner.

D.27. **FLIGHT INSTRUCTOR STANDARDIZATION COURSE (FISC):**

D.27.1 Qualified Flight Instructors from Armed Forces holding CPL or a higher Licence or those having Flight Instructor Rating endorsed on Licence from a contracting state, acceptable to the Authority; and having verifiable instructional hours on the logbook, may be considered for an FI Rating subject to an FISC.

D.27.2 FISC shall comprise under mentioned requirements:

D.27.2 .1. A minimum of 05 hours of flight instruction out of which 75% of training must involve Instrument training. Exercises to include Departure, Arrival and use of NDB, VOR and ILS;

D.27.2 .2. Passed FI-1 paper;

D.27.2 .3. Satisfactory Flight Check by CAA Inspector/DE;

D.28. **ADDITIONAL FI ENDORSEMENTS:**

D.28.1 Holder of an FI rating having Group –1 endorsement of an aircraft below 5700 KGS may give instructions on:

D.28.1 .1. Single-engine type if he has flown at least 10 hours as PIC and has passed a flight check with a CAA Inspector or a Designated examiner with a Logbook endorsement.

D.28.1 .2. Multi-engine type of aircraft if he has flown:

D.28.1.2.1. At least 50 hours on a Multi-engine type as PIC of which not more than 25 hours shall be as PIC Under Supervision;

D.28.1.2.2. At least 10 hours as PIC on the type of aircraft on which he intends to instruct;

D.28.1.2.3. 'Satisfactory' Check by a CAA Inspector or a Designated Examiner with a Logbook endorsement.

D.28.2 **FI – CURRENCY**

D.28.2 .1. An FI rating shall be deemed to be current provided the FI has carried out a minimum of 06 hours of instructional flying in the last 12 months.

D.28.2 .2. The currency may be regained by undergoing a standardization check with the CFI.

D.28.3 **DOCUMENTS REQUIRED FOR FI ENDORSEMENT**

D.28.3 .1. CPL/ATPL;

D.28.3 .2. Medical Fitness Certificate CAAF-42;

D.28.3 .3. Application form CAAF-600;

D.28.3 .4. Course completion Certificate;

D.28.3 .5. FI-1 Examination result;

D.28.3 .6. Flight Test/skill test report;

D.28.3 .7. Flying logbook duly verified by the Chief Flying Instructor;

D.28.3 .8. Fee Voucher / Authorization.

D.29. **PILOT INSTRUCTOR RATINGS (AIRCRAFT ABOVE 5700 KGS):**

D.29.1 Two Pilot Instructor Ratings are recognized for aircraft of above 5700 KGS:

D.29.1 .1. Type Rating Instructor – TRI.

D.29.1 .2. Synthetic Flight Instructor – SFI.

D.30. **TYPE RATING INSTRUCTOR (TRI):**

D.30.1 **TRI RATING – PRIVILEGES**

D.30.1.1. The privileges of the holder of a TRI Rating are to instruct Licence holders for the issue of a MPA Type Rating; and the instruction required for multi-crew co-operation.

D.30.2 **TRI RATING - REQUIREMENTS**

D.30.2.1. **TRI RATING – GROUND TRAINING**

D.30.2.1.1. The applicant shall have met the knowledge requirements for the issue of an Airline Transport pilot Licence and in addition the applicant shall have demonstrated a level of knowledge appropriate to privileges granted to the holder of a Type Rating instructor rating in the following areas:

D.30.2.1.1.1. Techniques of applied instruction;

D.30.2.1.1.2. Assessment of student performance in those subjects in which ground instruction is given;

D.30.2.1.1.3. The learning process;

D.30.2.1.1.4. Elements of effective teaching;

D.30.2.1.1.5. Students evaluation and testing, training philosophies;

D.30.2.1.1.6. Training program development;

D.30.2.1.1.7. Lesson planning;

D.30.2.1.1.8. Classroom instructional techniques;

D.30.2.1.1.9. Use of training aids;

D.30.2.1.1.10. Analysis and correction of student error;

D.30.2.1.1.11. Human performance and limitations relevant to flight instructions and

D.30.2.1.1.12. Hazards involved in simulating system failures and malfunctions in the aircraft

D.30.2.2. **TRI RATING – ISSUE REQUIREMENTS**

D.30.2.2.1. An applicant for the initial issue of a TRI rating shall have:

D.30.2.2.1.1. A valid ATPL;

D.30.2.2.1.2. Successfully completed an approved TRI Ground Course at an approved FTO or training and checking department;

D.30.2.2.1.3. Completed at least 1500 hours flight time as a pilot of multi-pilot aircraft with at least 100 hours on the type as pilot-in-command;

D.30.2.2.1.4. Completed within the 12 months preceding the application at least 30 route sectors, to include take-offs and landings as pilot-in-command;

D.30.2.2.1.5. Completed type-training of at least 06 take-offs and landings with at least one take-off and landing at night.

D.30.2.2.1.6. Passed FI-1 Examination.

D.30.2.2.1.7. 'Satisfactory' Check by a CAA Inspector or Designated Examiner (DE).

D.30.2 .3. **TRI RATING – CURRENCY**

D.30.2.3.1. Currency requirements are having completed at least 100 hours of flight instruction on aeroplanes as TRI during the period of one year; and

D.30.2.3.2. Attended a TRI refresher seminar, as approved by the CAA, within the last 12 months;

D.30.2.3.3. Passed a proficiency check within the last 6 months.

D.30.2 .4. **TRI RATING - REGAINING CURRENCY**

D.30.2.4.1. For regaining currency of a TRI rating the applicant shall:

D.30.2.4.1.1. Undergo one simulator session of at least 02 hours; or

D.30.2.4.1.2. One air exercise of at least 1 hour comprising a minimum of 2 take offs and landings; and

D.30.2.4.1.3. Attend a TRI refresher seminar, as approved by the CAA, within the last 12 months;

D.30.2.4.1.4. Pass a proficiency check within the last 6 months.

D.30.2 .5. **TRI RATING - PERIOD OF VALIDITY**

D.30.2.5.1. TRI Ratings shall remain Valid subject to valid Licence and currency.

D.30.2.5.2. An applicant who fails to achieve a pass in all sections of a proficiency check shall not exercise the privileges of that rating until the proficiency check has successfully been completed.

D.30.2.5.3. Two failures in the proficiency checks shall result in the cancellation of the TRI Rating on particular type of aircraft.

D.30.2 .6. **ADDITIONAL TRI RATING**

D.30.2.6.1. Before the privileges are extended to further Multi Pilot Aircraft types, the holder shall have:

D.30.2.6.2. Completed, within the 12 months preceding the application, at least 15 route sectors, to include take-offs and landings as pilot-in-command on the applicable aircraft type.

D.30.2.6.3. Completed type-training of at least 06 take-offs and landings with at least one take-off and landing at night.

D.30.2.6.4. 'Satisfactory' Check by a CAA Inspector or Designated Examiner.

D.31. **SYNTHETIC FLIGHT INSTRUCTOR (SFI):**

D.31.1 **SFI RATING - PRIVILEGES**

D.31.1 .1. The privileges of the holder of a Synthetic Flight Instructor Rating are to conduct synthetic flight instruction for MPA Type Ratings; and the instruction required for multi-crew co-operation.

D.31.2 SFI RATING – ISSUE REQUIREMENTS

- D.31.2 .1. An applicant for the initial issue of a SFI Rating shall:
- D.31.2.1.1. Hold or have held an ATPL with TRI Rating of the applicable type;
- D.31.2.1.2. Hold at least Medical Class 2 fitness;
- D.31.2.1.3. Have had completed the complete simulator content of the applicable type rating course;
- D.31.2.1.4. Have completed 03 simulator sessions of 02 hours each;
- D.31.2.1.5. Have completed 03 sessions of 02 hours each on the simulator Instructor panel;
- D.31.2.1.6. Have completed within a period of 6 months, preceding the application, one training session of 02 hours followed by a proficiency check on a flight simulator of the applicable type; and
- D.31.2.1.7. Have completed within a period of 12 months, preceding the application, at least three route sectors as pilot or an observer on the flight deck of the applicable type;
- D.31.2.1.8. `Satisfactory' Check by a CAA Inspector or Designated Examiner.

D.31.3 SFI RATING – CURRENCY

- D.31.3 .1. Currency requirements are having completed at least 25 hours of synthetic flight instruction as SFI during the period of one year; and
- D.31.3 .2. Attended a SFI refresher seminar, as approved by the CAA, within the last 12 months;
- D.31.3 .3. Passed, as a proficiency check, the skill test on a flight simulator of the applicable type within the last 6 months;

D.31.4 SFI RATING - REGAINING CURRENCY

- D.31.4 .1. For regaining currency of a SFI rating the applicant shall:
- D.31.4.1.1. Undergo one simulator session of at least 02 hours; and
- D.31.4.1.2. Have completed a proficiency check on a flight simulator of the appropriate type.
- D.31.4.1.3. Have completed within a period of 12 months, preceding the application, at least three route sectors as a pilot or an observer on the flight deck of the applicable type.

D.31.5 SFI RATING - PERIOD OF VALIDITY

- D.31.5 .1. SFI Ratings shall remain valid subject to currency.
- D.31.5 .2. An applicant who fails to achieve a pass in all sections of a proficiency check shall not exercise the privileges of that rating until the proficiency check has successfully been completed.
- D.31.5 .3. Two failures in the proficiency checks shall result in the cancellation of the SFI Rating on a particular type of Synthetic Flight Trainer of that aircraft.

D.31.6 **DOCUMENTS REQUIRED FOR TRI & SFI ENDORSEMENT**

- D.31.6 .1. ATPL
- D.31.6 .2. Medical Fitness Certificate CAAF-42;
- D.31.6 .3. Application form CAAF-600;
- D.31.6 .4. Certificate of ground Course;
- D.31.6 .5. FI-1 Examination result;
- D.31.6 .6. Flight Test/skill test report as applicable;
- D.31.6 .7. Experience certificate from the employer;
- D.31.6 .8. Refresher certificate from the employer;
- D.31.6 .9. Fee Voucher / Authorization.

D.32. **FLIGHT ENGINEER INSTRUCTOR RATINGS:**

D.32.1 Two Flight Engineer instructor Ratings are recognized:

- D.32.1 .1. Flight Engineer Instructor – FEI.
- D.32.1 .2. Flight Engineer Synthetic Instructor – FESI.

D.32.2 **FLIGHT ENGINEER INSTRUCTOR (FEI)**

D.32.2 .1. **FEI RATING – PRIVILEGES**

D.32.2.1.1. The privileges of the holder of a FEI Rating are to instruct Licence holders for the issue of a FE Licence, Type Rating and the instruction required for multi-crew co-operation.

D.32.2 .2. **FEI RATING – REQUIREMENTS**

D.32.2.2.1. **FEI RATING - GROUND TRAINING**

D.32.2.2.1.1. The applicant shall have met the knowledge requirements for the issue of a Flight Engineer Licence and in addition the applicant shall have demonstrated a level of knowledge appropriate to privileges granted to the holder of a Flight Engineer Instructor rating in the following areas:

- D.32.2.2.1.1.1. Techniques of applied instruction;
- D.32.2.2.1.1.2. Assessment of student performance in those subjects in which ground instruction is given;
- D.32.2.2.1.1.3. The learning process;
- D.32.2.2.1.1.4. Elements of effective teaching;
- D.32.2.2.1.1.5. Students evaluation and testing, training philosophies;
- D.32.2.2.1.1.6. Training program development;

- D.32.2.2.1.1.7. Lesson planning;
- D.32.2.2.1.1.8. Classroom instructional techniques;
- D.32.2.2.1.1.9. Use of training aids; Analysis and correction of student error;
- D.32.2.2.1.1.10. Human performance and limitations relevant to flight instructions and
- D.32.2.2.1.1.11. Hazards involved in simulating system failures and malfunctions in the aircraft.

D.32.2 .3. **FEI RATING – ISSUE REQUIREMENTS**

- D.32.2.3.1. An applicant for the initial issue of a FEI rating shall have:
- D.32.2.3.1.1. A valid FEL;
 - D.32.2.3.1.2. Successfully completed an approved FEI Ground Course at an approved FTO or training and checking department;
 - D.32.2.3.1.3. Completed at least 1000 hours flight time as a Flight Engineer of multi-pilot aircraft;
 - D.32.2.3.1.4. Completed within the 12 months preceding the application at least 30 route sectors;
 - D.32.2.3.1.5. Completed type rating course of at least 4 hours of flight instruction related to the duties of a FEI on the applicable type of aircraft.
 - D.32.2.3.1.6. Passed Flight Instructor's examination;
 - D.32.2.3.1.7. `Satisfactory' Check by a CAA Inspector or Designated Examiner (DE).

D.32.2 .4. **FEI RATING – CURRENCY**

- D.32.2.4.1. Currency requirements are having completed at least 50 hours of flight instruction on aircraft as FEI during the period of one year; and
- D.32.2.4.2. Attended a FEI refresher seminar, as approved by the CAA, within the last 12 months;
 - D.32.2.4.3. Passed a proficiency check within the last 06 months.

D.32.2 .5. **FEI RATING – REGAINING CURRENCY**

- D.32.2.5.1. For regaining currency of a FEI rating, the applicant shall:
- D.32.2.5.1.1. Undergo one simulator session of at least 2 hours; or
 - D.32.2.5.1.2. One air exercise of at least 2 hour; and
 - D.32.2.5.1.3. Attend a FEI refresher seminar, as approved by the CAA, within the last 12 months;
 - D.32.2.5.1.4. Pass proficiency check within the last 6 months.

D.32.2 .6. **FEI RATING - PERIOD OF VALIDITY**

D.32.2.6.1. FEI Ratings shall remain valid subject to valid licence and currency.

D.32.2.6.2. An applicant who fails to achieve a pass in all sections of a proficiency check shall not exercise the privileges of that rating until the proficiency check has successfully been completed.

D.32.2.6.3. Two failures in the proficiency checks shall result in the cancellation of the FEI Rating on particular type of aircraft.

D.32.2 .7. **ADDITIONAL FEI RATINGS**

D.32.2.7.1. Before the privileges are extended to further Aircraft types, the holder shall have:

D.32.2.7.1.1. Completed, within the 12 months preceding the application, at least 15 route sectors, on the applicable aircraft type of which not more than 7 sectors may be completed in a flight simulator;

D.32.2.7.1.2. Completed type training of at least 4 hours of flight instruction related to the duties of a FEI on the applicable type of aircraft.

D.32.2.7.1.3. `Satisfactory' Check by a CAA Inspector or Designated Examiner.

D.32.3 **FLIGHT ENGINEER SYNTHETIC INSTRUCTOR (FESI)**

D.32.3 .1. **FESI RATING - PRIVELEGES**

D.32.3.1.1. The privileges of the holder of a FESI Rating are to conduct synthetic flight instruction for issue of Flight Engineer Licence, Type Ratings; and the instruction required for multi-crew co-operation.

D.32.3 .2. **FESI RATING – ISSUE REQUIREMENTS**

D.32.3.2.1. An applicant for the initial issue of a SFI Rating shall:

D.32.3.2.1.1. Holds or have held a FEI Rating on the type;

D.32.3.2.1.2. Hold at least Medical Class 2 fitness;

D.32.3.2.1.3. Have had completed the complete simulator content of the applicable type rating course;

D.32.3.2.1.4. Have completed 03 simulator sessions of 02 hours each;

D.32.3.2.1.5. Have completed 03 sessions of 02 hours each on the simulator Instructor panel;

D.32.3.2.1.6. Have completed within a period of 12 months, preceding the application, one training session of 02 hours followed by a proficiency check on a flight simulator of the applicable type; and

D.32.3.2.1.7. Have completed within a period of 12 months, preceding the application, at least three route sectors as Flight Engineer or an observer on the flight deck of the applicable type;

D.32.3.2.1.8. Passed a `Satisfactory' Check by a CAA Inspector or Designated Examiner.

D.32.3 .3. **FESI RATING - CURRENCY**

D.32.3.3.1. Currency requirements are having completed at least 25 hours of synthetic flight instruction as FESI during the period of one year; and

D.32.3.3.2. Attended a FESI refresher seminar, as approved by the CAA, within the last 12 months;

D.32.3.3.3. Passed a proficiency check on a flight simulator of the applicable type within the last 6 months.

D.32.3 .4. **FESI RATING - REGAINING CURRENCY**

D.32.3.4.1. For regaining currency of a FESI rating the applicant shall:

D.32.3.4.1.1. Undergo one simulator session of at least 02 hour; and

D.32.3.4.1.2. Have completed a proficiency check on a flight simulator of the appropriate type.

D.32.3.4.1.3. Have completed within a period of 12 months, preceding the application, at least three route sectors as a FE or an observer on the flight deck of the applicable type.

D.32.3 .5. **FESI RATING - PERIOD OF VALIDITY**

D.32.3.5.1. FESI Ratings shall remain valid subject to currency.

D.32.3.5.2. An applicant who fails to achieve a pass in all sections of a proficiency check shall not exercise the privileges of FESI rating until the proficiency check has successfully been completed.

D.32.3.5.3. Two failures in the proficiency checks shall result in the cancellation of the FESI Rating on particular type of Synthetic Flight Training device.

D.32.3 .6. **DOCUMENTS REQUIRED FOR FEI & FESI ENDORSEMENT**

D.32.3.6.1. Flight Engineer Licence;

D.32.3.6.2. Medical Fitness Certificate CAAF-42;

D.32.3.6.3. Application form CAAF-600.

D.32.3.6.4. Certificate of Ground Course;

D.32.3.6.5. Flight Instructor examination result;

D.32.3.6.6. Flight Test/skill test report as applicable;

D.32.3.6.7. Experience certificate from the employer;

D.32.3.6.8. Refresher certificate from the employer;

D.32.3.6.9. Fee Voucher / Authorization.

D.33. **MULTIPLE ROLES:**

D.33.1 Provided that they meet the qualification and experience requirements set out for each role undertaken, Pilot instructors are not confined to a single role as Flight Instructor (FIs), Type Rating Instructor (TRI) or Synthetic Flight Instructor (SFI).

D.33.2 Provided that they meet the qualification and experience requirements set out for each role undertaken, Flight Engineer instructors are not confined to a single role as Flight Engineer Instructor (FEIs) or Flight Engineer Synthetic Instructor (FESI).

D.34. **MEDICAL GROUNDING/TEMPORARY UNFIT:**

D.34.1 A Pilot/Flight Engineer, medically grounded, or temporary unfit under medication with instructions 'not to fly', shall not undergo any ground training for issuance, renewal or revalidation of a Licence, Certificate, Rating or a Category, including use of Synthetic training devices, unless he/she has at least a Class 2 Medical fitness standard.

D.35. **DESIGNATED CHECK PILOTS (DCP):**

D.35.1 The Designated Check Pilots of commercial operators authorized by the CAA to conduct proficiency checks under Annex - 6 may be accepted as DCP for the conduct of licensing checks such as Flight Check, Type Endorsement Check or an Instrument Rating check.

D.35.2 A proficiency check conducted under Annex - 6 may be accepted as a Licensing check in lieu of a Flight Check, Type Endorsement Check or an Instrument Rating check.

D.36. **DESIGNATED CHECK PILOTS (DCP) – ABOVE 5700 KGS AIRCRAFT:**

D.36.1 The requirements for DCP of aircraft of weight category of above 5700 KGS are spelt out in the CAA DCP Manual.

D.37. **DESIGNATED CHECK PILOTS (DCP) – 5700 KGS AND BELOW AIRCRAFT:**

D.37.1 The requirements for DCP on aircraft of weight category of 5700 KGS and below are as under:

D.37.1 .1. No pilot shall exercise the privileges of a DCP unless duly approved by the CAA;

D.37.1 .2. The seniority, position in the company and remuneration received by the pilot shall not be the consideration for approval as a DCP;

D.37.1 .3. The pilot seeking approval as DCP should be free from prejudices and strong likes and dislikes and capable of recording fair assessments and shall be known for his impartiality. He should be capable of instilling high standard of discipline among the aircrew and shall have balanced attitude towards them. This should be certified by the organization seeking the approval;

D.37.2 Organization seeking the approval of a DCP shall ensure that:

D.37.2 .1. The pilot seeking approval as DCP has been regularly flying the type of aircraft on which the approval is sought;

D.37.2 .2. He/she shall have obtained pilot-in-command rating on the type in the first attempt;

D.37.2 .3. Shall have a flying record, free of any notifiable accident attributable to the pilot's proficiency in handling any type of aircraft during the preceding 5 years;

D.37.2 .4. Shall have a flying record free of any incident attributable to the pilot's proficiency in handling the aircraft during the preceding 3 years;

D.37.2 .5. Shall not have failed in any of flight check/tests on simulator/aircraft during the preceding two years; and

D.37.2 .6. Shall hold current Airline Transport Pilot's Licence with the aircraft type rating;

Note: The accident/incident free period indicated above shall be counted from the day a flight crewmember starts exercising privileges of his/her Licence without any limitation.

D.37.3 The FTO/Organization before recommending the names of the pilots for such approval shall subject the pilots to a process of selection and suitability. The operators shall submit complete training records in original while seeking approval.

D.37.4 The pilot seeking the approval, as DCP shall undergo an Oral and a Flight check by the CAA. The pilot who fails in this check shall not be recommended for such approval for a minimum period of one year.

D.38. **GENERAL REQUIREMENTS – DCP - 5700 KGS AND BELOW AIRCRAFT:**

D.38.1 A pilot may be approved as DCP for operations with fixed wing aircraft or on rotary wing aircraft and not on both the types at the same time.

D.38.2 A pilot may be approved as DCP on a particular type of aircraft or on a group of aircraft having similar performance, handling characteristics and cockpit layout. In the latter case, the total flying experience on the applicable group of aircraft will be considered against the flying experience requirements on type.

D.38.3 In case adequate number of pilots meeting the requirements are not available, the Authority may relax the requirements taking into consideration the past performance, flying record and the experience of the pilot proposed for approval by the operator. The Authority may also authorize, for a specified period, pilots of equivalent status from contracting State to exercise the privileges of a DCP.

D.38.4 For the first time approval of the supervisory staff, there shall be an open book Approved Person Exam (AP-1) on Annex 1, CARs and Licensing ANOs.

D.38.5 For DCP (Helicopter) exercising privileges in offshore operations, the DCP should have been cleared by the CAA for such operations and should be meeting the currency requirements in this regard.

D.38.6 A DCP who has imparted training to a pilot shall not carry out his tests/checks. A different DCP shall be nominated for the purpose. However, in case no other DCP on type is available, the skill test may be carried out by the same DCP subject to CAA Inspector or a nominated Examiner on board as an observer.

D.38.7 A DCP/DE shall not conduct the check of a close family member.

D.38.8 Approval granted to a pilot as DCP may be suspended or cancelled by the CAA if the pilot is found lacking in any of the requirements or if found unfit in any manner or in case of serious safety violation

D.38.9 **DCP - EXPERIENCE REQUIREMENTS:**

D.38.9 .1. The experience requirements for a DCP shall be as under:

- D.38.9.1.1. Total flying experience - 2000 hrs;
- D.38.9.1.2. Total PIC experience on the type - 300 hrs;
- D.38.9.1.3. Flying experience on the type during preceding one year: 100 hrs;
- D.38.9.1.4. Total instrument flying experience - 100 hrs;
- D.38.10 **DCP – TRAINING REQUIREMENTS:**
- D.38.10 .1. **CLASS ROOM TRAINING:** Classroom training of at least 15 hours should be given by DCPs or trained Ground Instructors. The training should cover at least the following aspects:
- D.38.10.1.1. Instructional techniques;
- D.38.10.1.2. Assessment of progress of trainee pilots;
- D.38.10.1.3. Detection of errors of trainees and timely corrective action;
- D.38.10.1.4. Precautions to be observed during training and checks;
- D.38.10.1.5. Briefing and de-briefing of trainee pilots;
- D.38.10.1.6. Do's and Don'ts for examiners;
- D.38.10.1.7. Method of conducting Flight and IR checks;
- D.38.10.1.8. Filling of training and skill test reports;
- D.38.10.1.9. Training and conduct of off-shore operations and special precautions for such operations (for Helicopters);
- D.38.10.1.10. Technical knowledge of aircraft & its equipment and systems.
- D.38.10 .2. **AIRCRAFT TRAINING:** Aircraft training by day and night of at least three hours (total) from left hand and right hand seats (6 Take-off and 6 Landings) by a DCP covering at least the following aspects:
- D.38.10.2.1. Handling of normal, abnormal and emergency conditions from the instructor's seat;
- D.38.10.2.2. Familiarization of Pilot-not-flying duties from captain's seat;
- D.38.10.2.3. Simulated single engine landing of multi-engine aircraft, It should be carried out observing all safety precautions in accordance with the manufacturers recommendations and other regulatory requirements;
- D.38.10.2.4. Method of conducting training and checks.
- D.38.10.2.5. The trainee examiner should demonstrate proficiency of conducting skill test on aircraft.
- D.38.10.2.6. Updating the knowledge on GPWS, ACAS, Transponder, GPS and any other Special Equipment fitted on the type of aircraft. Correct and timely response to the alerts and warnings from ACAS and GPWS.
- D.38.10.2.7. Any other aspect considered necessary by the Instructor.

D.38.11 **DCP - CURRENCY REQUIREMENTS:**

D.38.11 .1. A DCP shall exercise his privileges when:

D.38.11.1.1. He/She has a minimum of 10 hrs of flying experience as a pilot-in-command on the type during the preceding 180 days; and

D.38.11.1.2. He/She has exercised the privileges of DCP on the type or on the group of similar aeroplanes during the preceding one year except when a pilot is newly approved on the type or group/class of similar aeroplanes.

D.38.11 .2. In case currency requirements are not met, he/she can exercise his/her privileges after undergoing a familiarization flight on the type provided he was regularly flying the group of similar aircraft.

D.38.12 **DCP – PRIVILEGES:**

D.38.12 .1. The privileges of a DCP shall be as under:

D.38.12.1.1. Flight checks (Local and Route Check).

D.38.12.1.2. Skill test for P-1/P-2 Rating on type.

D.38.12.1.3. Skill test for renewal of Instrument Rating.

D.38.12 .2. Privileges of a DCP may include those of a training pilot if so specified.

D.38.13 **DCP – SCOPE OF AUTHORIZATION:**

D.38.13 .1. The approval of a DCP shall remain valid subject to a valid Licence and currency requirements; and not beyond the scope specified in the approval.

D.38.14 **DCP - PERIOD OF VALIDITY:**

D.38.14 .1. The approval of a DCP shall remain valid subject to a valid Licence and currency requirements; and not beyond the period specified in the approval.

D.38.15 **EXEMPTIONS – DCP TRAINING REQUIREMENTS:**

D.38.15 .1. Pilots having previous experience as DCP or holding Instructor Rating are not required to undergo the classroom training specified above. They should, however, undergo the helicopter flying training and checks, as specified above, on the type of helicopter in case of DCP (Helicopter – 6 Take Off and 6 Landings from Left Seat).

D.39. **DESIGNATED EXAMINER (DE) – 5700 KGS AND BELOW AIRCRAFT:**

D.39.1 A DCP, or a person with equivalent qualification, may be designated as a Designated Examiner (DE) to conduct a skill test where normally a CAA Inspector is required. Unlike the DCP, a Designated Examiner is detailed on a case-to-case basis and is not a permanent position. The privileges of a Designated Examiner (DE) shall be as under:

D.39.1 .1. Flight checks (Local and Route Check);

D.39.1 .2. Skill Test for issue / renewal of Instrument Rating;

D.39.1 .3. Skill Test for P-1/P-2 Type Rating; and

D.39.1 .4. Skill test for issue / renewal of Licence.

D.40. **TRAINING REQUIREMENTS:**

D.40.1 The training requirements specified in this Air Navigation Order are the minimum requirement. The instructor may give additional training, if required, depending on the performance and flying background of the pilot to ensure that the pilot acquires the required proficiency to discharge his/her privileges.

D.41. **COURSE COMPLETION CERTIFICATE:**

D.41.1 An FTO/GTO shall issue upon completion of training a Certificate to each student who completes its approved course of training.

D.41.2 The Certificate shall include:

D.41.2 .1. The name of the organization;

D.41.2 .2. The Certificate number;

D.41.2 .3. The name of the graduate to whom it was issued;

D.41.2 .4. The approved curriculum title;

D.41.2 .5. The date of graduation;

D.41.2 .6. A statement that the student has satisfactorily completed each required stage of the approved course of training including the tests for those stages;

D.41.2 .7. An authentication by an official of the school; and

D.41.2 .8. A statement showing the cross-country flight training that the student received in the course of training, if applicable.

D.41.2 .9. Any other relevant detail.

E. **EVIDENCES (ACRONYMS / RECORDS / REFERENCES):**

E.1. **ACRONYMS:**

E.1.1	ANO	AIR NAVIGATION ORDER
E.1.2	AOC	AIR OPERATOR CERTIFICATE
E.1.3	ATO	APPROVED TRAINING ORGANIZATION
E.1.4	CAAF	CAA FORMs
E.1.5	FTO	FLYING TRAINING ORGANIZATION
E.1.6	ICAO	INTERNATIONAL CIVIL AVIATION ORGANIZATION
E.1.7	ILS	INSTRUMENT LANDING SYSTEM
E.1.8	KGS	KILOGRAMS
E.1.9	NDB	NON-DIRECTIONAL BEACON
E.1.10	VOR	VERY HIGH FREQUENCY OMNI-DIRECTIONAL RANGE

E.2. **RECORDS:**

E.2.1 Nil

E.3. **REFERENCES:**

- E.3.1 Civil Aviation Rules 1994
E.3.2 ANO 90.0003 (Issue I)
E.3.3 ICAO Annex I

IMPLEMENTATION:

This Air Navigation Order shall be implemented with effect from 20th May, 2011 and supersedes ANO 90.0003 (Issue I).

(KHALID CHOUDHRY)

Air Marshal (Retd.)
Director General,
Pakistan Civil Aviation Authority

Dated: May, 2011

(Capt. S. Aftab Hussain)

General Manager Licensing

Dated: May, 2011

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