



BASIC FLYING TRAINING

AIR NAVIGATION ORDER

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A. AUTHORITY:

A1.1 This Air Navigation Order (ANO) is issued by the Director General, Civil Aviation Authority in pursuance of Rules 4, 5, 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:

B1. This ANO provides regulatory framework for the training of issuance of basic flying training and Flight Instructor ratings as well as to establish requirements for Flying Training Organizations, its personnel and the flying courses conducted at the FTOs.

C. SCOPE:

C1.1 This ANO relates to:

C1.1.1 the conduct of the Flying Training and Ground Training conducted for the issuance of Personnel Licenses, Certificates, Ratings.

C1.1.2 the management and approval of Flying Training Organizations (FTO) conducting training for the issuance of Personnel Licenses, Certificates, Ratings;

C1.1.3 the Integrated and Modular courses conducted, for the issuance of Pilot Licenses and Instrument Rating, by the FTOs;

C1.1.4 the training and endorsements of Flight Instructor (FI) Rating on Commercial Pilot and Airline Transport Pilot Licenses;

C1.1.5 the training and endorsement of Type Rating Instructor (TRI) and Synthetic Flight Instructor (SFI) Ratings on the Airline Transport Pilot Licenses;

C1.1.6 the training and endorsements of Flight Engineer Instructor (FEI) and Flight Engineer Synthetic Instructor (FESI) on the Flight Engineer Licenses;

C1.1.7 Designated Examiners (DEs) for aircraft below 5700 KG;

D. DESCRIPTION:

D1. DEFINITIONS:

D1.1 **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.

D1.2 **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.

D1.3 **AIRCRAFT – CATEGORY:** Classification of aircraft according to specified basic characteristics, e.g. aeroplane, helicopter, glider, free balloon.

D1.4 **APPROVED BY THE AUTHORITY:** Means documented by the Authority as suitable for the purpose intended.

D1.5 **APPROVED FLIGHT SIMULATOR:** A Synthetic Flight Trainer approved by the PCAA.

D1.6 **APPROVED TRAINING:** Training conducted under special curricula and supervision approved by the PCAA.

- D1.7 **APPROVED TRAINING ORGANIZATION:** An Organization approved by and operating under the supervision of a PCAA in accordance with the requirements of Annex 1 to perform approved training.
- D1.8 **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.
- D1.9 **COMMERCIAL AIR TRANSPORT OPERATION:** An aircraft operation involving the transport of passengers, cargo or mail for remuneration or hire.
- D1.10 **COMPETENT AUTHORITY:** The Director General, Civil Aviation Authority (DG CAA) or a person authorized by the Director General.
- D1.11 **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.
- D1.12 **FLYING TRAINING ORGANIZATION:** An Aviation Training Centre, approved by the PCAA; and whose, flying training is acceptable to the PCAA for the purposes of issue, renewal and revalidation of a Licence, Certificate, Rating or an Endorsement.
- D1.13 **FLIGHT SIMULATION TRAINING DEVICE (FSTD):** Any one the following three types of apparatus in which flight conditions are simulated on the ground:
- D1.13 .1 **FLIGHT SIMULATOR,** which provides an accurate representation of the flight deck of a particular aircraft type or an accurate representation of remotely piloted aircraft system (RPAS) to the extent that mechanical, electrical, electronic, etc. aircraft system control functions, the normal environment of flight crew members, and the performance and the flight characteristics of that type of aircraft are realistically simulated.
- D1.13 .2 **FLIGHT PROCEDURES TRAINER,** which provides a realistic flight deck environment or realistic RPAS 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.
- D1.13 .3 **BASIC INSTRUMENT FLIGHT TRAINER,** which is equipped with appropriate instruments, and which simulates the flight deck environment of an aircraft in flight or RPAS environment in instrument flight conditions.
- D1.14 **GROUND TRAINING ORGANIZATION:** An organization, approved by the PCAA; and whose ground training is acceptable to the PCAA for the purposes of issue, renewal and revalidation of a Licence, Certificate, Rating or an Endorsement.
- D1.15 **LICENSING AUTHORITY:** The Authority, established by the Director General Civil aviation Authority, responsible for licensing of personnel in accordance with ICAO Annex-1.
- D1.16 **PCAA INSPECTOR:** A PCAA official employed for regulatory work or a person authorized by the Director General to perform a regulatory function.
- D1.17 **PILOT-IN-COMMAND (P-1):** The pilot designated by the operator, or in the case of general aviation, the owner, as being in command and charged with safe conduct of flight.
- D1.18 **RATING:** An authorization entered on or associated with a Licence and forming part thereof, stating special conditions, privileges or limitations pertaining to such Licence.

- D1.19 **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.
- D1.20 **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.
- D2. **FLYING TRAINING ORGANIZATION (FTO):**
- D2.1 Flying Training Organizations (FTO) are aviation training organization for training of Pilots for issuance of Licenses, Certificates, Ratings and Categories for aircraft of weight category below 5700 KGS.
- D2.2 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.
- D2.3 The aircraft type training for aircraft above weight category of 5700 KGS shall be conducted by the approved 'Training & Checking Department' of an operator in accordance with the respective Approved Training Manual.
- D3. **FTO REQUIREMENTS:**
- D3.1 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.
- D3.2 An FTO wishing to offer approved training to meet PCAA Licensing requirements shall obtain the approval of the PCAA and is to have:
- D3.2 .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;
- D3.2 .2 Qualified pilot and an engineer to function as Chief Flight Instructor and Quality Control Manager.
- D3.2 .3 Chief Ground Instructor and
- D3.2 .4 Adequate number of flight instructors, ground instructors and engineering personnel;
- D3.3 An FTO shall provide following particulars of the aircraft to be used:
- D3.3 .1 Detail of instruments and equipment installed on the aircraft for both VFR and IFR flights;
- D3.3 .2 Certificate of registration and certificate of airworthiness of the aircraft;
- D3.4 An FTO shall also provide the following documents:
- D3.4 .1 Approval of Maintenance Organization and Quality Control Manager by the PCAA Airworthiness Directorate;
- D3.4 .2 Names, License/ approval and endorsements of the engineers and flight instructors;
- D3.4 .3 Details of facilities, equipment, procedures and necessary manpower;
- D3.4 .4 Training Manuals
- D4. **MANAGEMENT AND STAFFING:**
- D4.1 The training organization shall nominate a person responsible for ensuring that it complies with the requirements for the approval granted to the organization. The

accountable executive/ management shall employ the necessary personnel to plan, perform and supervise the training to be conducted.

- D4.2 The competence of instructional personnel shall be in accordance with procedures and to a level acceptable to the PEL Directorate. FTO shall ensure that all instructional personnel receive initial and continuation training appropriate to their assigned tasks and responsibilities. The training program shall include training in knowledge and skills related to human performance as well.
- D4.3 Two persons on the staff shall be employed full time in the following positions:
- D4.3 .1 Chief Flying Instructor (CFI)
- D4.3 .2 Chief Ground Instructor (CGI)
- D4.4 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. Special emphasis shall be given to assess the character, qualifications, IT if applicable and Knowledge about the job. PEL Directorate may conduct an interview in this regard.

D5. **FTO – SUPERVISORY STAFF REQUIREMENTS:**

D5.1 **CHIEF FLYING INSTRUCTOR (CFI):**

- D5.1 .1 The CFI is responsible for the supervision of the flying training. FTO engaged in ab-initio flying training for grant of pilots' licences, the minimum requirements for approval of Chief Flight Instructor (CFI) shall be as under:
- D5.1.1.1 ATPL
- D5.1.1.2 Total Flying: 2000 Hrs.
- D5.1.1.3 Instructional: 1000 Hrs
- D5.1 .2 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 with licensing authority followed by a flight check before approval is granted.
- D5.1 .3 When a CFI changes from one FTO to another, he can be approved in the same capacity for the new organization, provided the scope of new organization does not exceed the previous organization for which CFI was approved earlier. An approved CFI of an FTO is not to be removed from his position by the FTO management without the prior approval of CAA.
- D5.1 .4 CFI approval may be suspended or cancelled by the Authority if he fails to comply with regulatory requirements or found involved in safety violations.
- D5.1 .5 CFI shall be responsible:
- D5.1.5.1 To conduct SPL examination;
- D5.1.5.2 To ensure standardized flying training to trainee pilots and to carry out their periodical progress checks;
- D5.1.5.3 To authorize training flights by the organization;
- D5.1.5.4 To act as overall in charge of the flying training activities;
- D5.1.5.5 To authenticate the entries in the pilot's logbook;
- D5.1.5.6 To conduct standardization checks of Flight Instructors of the FTO;
- D5.1.5.7 To conduct skill test for issue/ renewal/ revalidation of Licence and rating as and when authorized by CAA.
- D5.1.5.8 To notify CAA changes in the training organization approved scope/ mandate for approval.

- D5.1 .6 CAA inspector is to assess the CFI's capacity and capability in line with the position requirements and a report is to be filled for his annual renewal.
- D5.1 .7 CFI by virtue of their appointment as an approved person also act as DE as and when assigned the related tasks by CAA.
- D5.1 .8 If the scope of training activities of the organizations is enhanced, CFI is to be reassessed by CAA accordingly.
- D5.2 **CHIEF GROUND INSTRUCTOR (CGI):**
- D5.2 .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.
- D5.2 .2 The approval of CGI may be granted after successful assessment of his knowledge based and previous experience by the licensing authority.
- D5.2 .3 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.
- D5.3 **FLIGHT INSTRUCTORS (FI):**
- D5.3 .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.
- D5.3 .2 The Flight Instructor shall possess the following valid Licenses/Ratings:
- D5.3.2.1 CPL or ATPL;
- D5.3.2.2 FI Rating;
- D5.3.2.3 Aircraft type rating;
- D5.3.2.4 Instrument Rating
- D5.3 .3 The number of part time instructors in relation to the scope of training offered shall be acceptable subject to approval by the CAA.
- D5.3 .4 The ratio of all regular students to flight instructors shall not exceed 5:1.
- D5.3 .5 Class numbers in ground subjects involving a high degree of supervision or practical work shall not exceed 12 students.
- D5.3 .6 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.
- D5.3 .7 Annual standardization flight check shall be conducted by CFI / PCAA to monitor the quality of training assessment being done by individual FI. The record will be kept by CFI in individual training file, which would be check by PCAA on Annual audit.
- D5.4 **THEORETICAL KNOWLEDGE INSTRUCTORS:**
- D5.4 .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.
- D6. **TRAINING RECORDS:**
- D6.1 An FTO shall maintain and retain the following records for a period of at least 5 years using appropriate administrative staff:
- D6.1 .1 Details of ground, flying and simulated flight training given to individual students;

- D6.1 .2 Detailed and regular progress reports from instructors including assessments, regular progress flight tests and ground examinations; and
- D6.1 .3 Personal information, e.g. expiry dates of medical certificates, ratings, etc.
- D6.2 The format of the student training records shall be as prescribed in PCAA Regulations.
- D6.3 The FTO shall submit training records and reports as required by the PCAA.

D7. TRAINING PROGRAMME:

- D7.1 A training program shall be developed for each type of course offered with clear time lines. 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 PCAA. The training program should be revised as soon as there is a change in the training approvals or two years (02) whichever is early.

D8. TRAINING AIRCRAFT AND DEVICES:

- D8.1 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 stalls 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)
- D8.2 Aviation Training Devices can be utilized by an FTO with prior approval of CAA for which credit is being sought for the issuance of the license and rating
- D8.3 FTO is to ensure:
- D8.3 .1 Routine maintenance program to ensure that the training devices continue to function properly and when applicable, continue to replicate any component system or equipment for which training credit are being sought.
- D8.3 .2 Record keeping process for each training device is established and maintained, which accurately records the device's use and lists any discrepancies with respect to its functionality or intended performance characteristics that may impact training.
- D8.4 Aircraft and devices approved by the PCAA for training purposes shall be used.

D9. TRAINING AERODROMES:

- D9.1 The base aerodrome and any alternative aerodrome, at which flying training is to being conducted, shall have at least the following facilities:
- D9.2 At least one runway or take-off area that allows training aero planes to make a normal take-off and landing at the maximum take-off and maximum landing mass authorized under following conditions:
- D9.2 .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;
- D9.2 .2 Clearing all obstacles in the take-off flight path by at least 50 feet;
- D9.2 .3 With the power plant operation and the landing gear and flap operation (if applicable) as recommended by the manufacturer; and

- D9.2 .4 With a smooth transition from lift-off to the best rate of climb speed without exceptional piloting skills or techniques;
- D9.2 .5 A wind direction indicator that is visible at ground level from the ends of each runway;
- D9.2 .6 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.

D10. FACILITIES AND EQUIPMENT:

- D10.1 Training organization should have facilities appropriate to the approved scope of the intended operations that should provide an environment conducive to learning. These facilities should include:
- D10.1 .1 General areas which consist of sufficient:
- D10.1.1.1 Office space for ATO managerial, administrative and training staff;
- D10.1.1.2 Study and examination rooms and reference/library facilities; and
- D10.1.1.3 Storage areas, including secure areas for training and personnel records;
- D10.1 .2 Classroom suitably equipped to effectively deliver the theoretical training program in accordance with the approved training and procedures manual; and
- D10.1 .3 Practical training area to demonstrate the proficiency on approved equipment/ training devices/ operational equipment and aeroplanes that ensure the attainment of end-state competencies. These facilities should include, whenever applicable:
- D10.1.3.1 Operations, planning and briefing rooms with appropriate current maps, charts, current AIS and meteorological information;
- D10.1.3.2 Simulation and procedure trainers, aero plane and associated areas;
- D10.1.3.3 Suitable parking areas for aircraft used in training;
- D10.1.3.4 Workshop and aircraft hangar facilities; and
- D10.1.3.5 Parts, tools and material storage areas

D11. REQUIREMENTS FOR ENTRY TO TRAINING:

- D11.1 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 PCAA.

D12. TRAINING AND PROCEDURE MANUAL:

- D12.1 The training organization shall prepare training and procedures manual for the use and guidance of personnel concerned that will be approved by the Licensing Directorate. This manual can be issued in separate parts and shall contain at least the following information:
- D12.1 .1 A general description of the scope of training authorized under the organization's terms of approval;
- D12.1 .2 The content of the training program offered including the courseware and equipment to be used;
- D12.1 .3 A description of the organization's quality assurance system which ensures the training and instructional practices comply with all relevant requirements;
- D12.1 .4 A description of the organization's facilities;

- D12.1 .5 The name, duties and qualification of the person designated as responsible for compliance with the requirements of the approval;
- D12.1 .6 A description of the duties and qualification of the personnel designated as responsible for planning, performing and supervising the training;
- D12.1 .7 A description of the procedures used to establish and maintain the competence of instructional personnel as required.
- D12.1 .8 A description of the method used for the completion and retention of the training records; and
- D12.1 .9 A description, when applicable, of additional training needed to comply with an ATO's procedures and requirements;
- D12.2 The training organization shall ensure that the training and procedures manual is reviewed/ amended as necessary preferably in two years to keep the information contained therein up to date
- D12.3 Copies of all amendments to the training and procedures manual is furnished promptly to all organizations or persons to whom the manual has been issued. The amendment procedure shall be stated and amendments properly controlled.
- D12.4 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:
- D12.4 .1 Part 1 - The Training Plan;
- D12.4 .2 Part 2 - Briefing and Air Exercises;
- D12.4 .3 Part 3 - Synthetic Flight Training (where applicable);
- D12.4 .4 Part 4 - Theoretical Knowledge Instruction
- D13. **PROGRESS CHECKS:**
- D13.1 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. CFI is to keep a record to be shown to PCAA during audits. CAA inspectors shall monitored the record keeping to assess the reliability and consistency of the instructors pilot and the CFI.
- D14. **GROUND SCHOOLING/ AIR EXPERIENCE:**
- D14.1 The ground school period of 04 months is recommended before undertaking the flying. Approved FTO is to commence the studies and provide completion certificate in respect of the integrated course participants before commencement of flying.
- D14.2 An air experience of up to a maximum of three hours to accrue maximum benefit may be given during the ground study period by an FTO prior to processing the SPL.
- D15. **PILOT INTEGRATED COURSE (APPROVED COURSE):**
- D15.1 An integrated pilot licence course, comprising Private Pilot, Commercial Pilot and Instrument Rating shall be in continuation.

- D15.2 Private Pilot Licence course shall be of 08 months duration; and shall comprise a minimum hours of 40 in accordance with the prescribed syllabus excluding ground schooling period.
- D15.3 As a guide the flight instruction syllabi in the under mentioned areas should include:
- D15.3 .1 Recognize and manage threats and errors.
- D15.3 .2 Pre-flight operations, including mass and balance determination, aeroplane inspection and servicing;
- D15.3 .3 Aerodrome and traffic pattern operations, collision avoidance precautions and procedures;
- D15.3 .4 Control of the aeroplane by external visual reference;
- D15.3 .5 Flight at critically slow airspeeds; recognition of, and recovery from, incipient and full stalls;
- D15.3 .6 Normal and cross-wind take-off and landings;
- D15.3 .7 Maximum performance (short field and obstacle clearance) take-off; short-field landings;
- D15.3 .8 Flight by reference solely to instruments, including the completion of a level 180 degree turn;
- D15.3 .9 Cross-country flying using visual reference, dead-reckoning and, where available, radio navigation aids;
- D15.3 .10 Emergency operation, including simulated aeroplane equipment malfunctions
- D15.4 The Commercial Pilot Licence course shall be in 10 months; and shall comprise a minimum hours of 110 in accordance with the prescribed syllabus excluding PPL experience.
- D15.5 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 including checks.
- D15.6 The check shall be monitored/ conducted by PCAA inspectors unless specific authorization is given to The CFI/ DE.
- D16. **PILOT MODULAR COURSE:**
- D16.1 The Modular Courses for Private Pilot, Commercial Pilot and Instrument Rating are undertaken independently. ATO is responsible to provide the details of student pilots undertaking the modular course.
- D16.2 The Private Pilot Licence course shall comprise a minimum of 50 hours in accordance with the prescribed syllabus with 10 hours flown in the last 03 months including checks.
- D16.3 The Commercial Pilot Licence course shall comprise a minimum of 150 hours in accordance with the prescribed syllabus; with 25 hours flown in the last 06 months including checks.
- D16.4 The Instrument Rating Course shall comprise a minimum of 50 hours in accordance with the prescribed syllabus; with 10 hours flown in the last 03 months including checks.
- D17. **FTO APPROVAL PROCESS:**
- D17.1 An FTO shall establish procedures acceptable to the Authority to ensure compliance with relevant PCAA 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 by PEL Directorate.

- D17.2 All training courses shall be in accordance with the approved Procedures and Training Manual.
- D17.3 The PCAA 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.
- D17.4 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 PCAA.
- D17.5 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. PCAA may carry out random spot checks or safety audit of the organization at any time.
- D17.6 Approval may be varied, suspended or revoked by the PCAA if any of the approval requirements or standards ceases to be maintained to the minimum approved level.
- D17.7 The approval request documents of an FTO, containing evidence of the requirements as stipulated in these paragraphs, shall be submitted to the PCAA for evaluation and approval.
- D18. **CONDUCT OF COURSES:**
- D18.1 The case for initial Approval of a course, from PCAA, shall include, but not necessarily limited to, at least the following details:
- D18.1 .1 Title of the Course
- D18.1 .2 Objectives of the Course
- D18.1 .3 Frequency of the Course
- D18.1 .4 Planned intake of the Course
- D18.1 .5 Location where Course is to be conducted
- D18.1 .6 Duration of the Course
- D18.1 .7 Eligibility criteria of the students
- D18.1 .8 Phase/Subject wise course contents
- D18.1 .9 Planned periods/hours for each phase/subject
- D18.1 .10 Duration of each period/break
- D18.1 .11 External/ICAO/Internal Documents to be used
- D18.1 .12 Study Material/Course ware to be provided to students
- D18.1 .13 Number of Instructors to be used
- D18.1 .14 Instructors Qualification criteria
- D18.1 .15 Aircraft, if applicable, to be used with Instruments/Aids details
- D18.1 .16 Audio/Visual training aids to be used
- D18.1 .17 Simulation Devices to be used, if applicable
- D18.1 .18 Logistics support details, where applicable
- D18.1 .19 Details of On the Job or field experience, if applicable
- D18.1 .20 Details of study tour/visits, if applicable
- D18.1 .21 System of progress/training reports
- D18.1 .22 Type and frequency of Examinations/Skill Tests to be conducted

- D18.1 .23 Number/type of questions in Examinations
- D18.1 .24 Pass criterion to be used for academic/Skill test, as applicable
- D18.1 .25 Assessment Forms/Contents of Personal Folders
- D18.1 .26 Specimen Course completion Certificate to be issued
- D18.1 .27 Any other relevant information.
- D19. **GENERAL – INSTRUCTORS:**
- D19.1 A person shall not carry out the flight instruction required for the issue of any pilot licence or rating unless that person has:
- D19.1 .1 A CPL/ATPL with a Flight Instructor Rating endorsement;
- D19.1 .2 Or the PCAA issues a specific authorization
- D20. **INSTRUCTOR RATING (BELOW 5700 KGS AIRCRAFT):**
- D20.1 There shall be a Flight Instructor Rating- FI for aircraft below 5700 KGS.
- D20.2 **FLIGHT INSTRUCTOR (FI) PRIVILEGES:** The privileges of a flight instructor (FI) will be as follows:
- D20.2 .1 To supervise solo flight by student pilots;
- D20.2 .2 Instructions for the issue of a PPL;
- D20.2 .3 Instructions for the issue of a CPL;
- D20.2 .4 Instructions for the issue of an Instrument Rating;
- D20.2 .5 Instructions for the issue of a Flight Instructor rating; and
- D20.2 .6 Instructions for the endorsement of a Type Rating.
- D20.3 Privileges of an FI shall progressively increase with experience, subject to clearance by CFI with a logbook endorsement, as under:
- D20.3 .1 Up to 200 instructional hours: Authorized to impart training to PPL holders;
- D20.3 .2 With 300 instructional hours: Authorized to send Solo;
- D20.3 .3 With 400 instructional hours: Authorized to send first Solo;
- D20.3 .4 With 500 instructional hours: Authorized to send night Solo;
- D20.3 .5 With 700 instructional hours: Authorized to conduct Flight Instructor Training subject to approval by PCAA;
- D21. **FLIGHT INSTRUCTOR COURSE (FIC):**
- D21.1 An FTO may be authorized to conduct the Flight Instructor Course (FIC) if it provides acceptable evidence to the PCAA of its capability to conduct such a course. The applicant FTO shall submit the detailed plan to the PCAA for evaluation and approval.
- D21.2 Flight Instructors authorized to conduct an FIC shall require specific approval from the Civil Aviation Authority.
- D21.3 **ELIGIBILITY FOR FIC**
- D21.3 .1 An applicant for an FIC shall meet the following requirements:
- D21.3 .2 CPL with IR or ATPL;
- D21.3 .3 Passed FI-I examination.
- D21.4 **CONDUCT OF FIC**

- D21.4 .1 The course will be conducted by the approved instructors exclusively
- D21.4 .2 The training will be conducted as per the approved training plan
- D21.4 .3 The participants final details shall be shared with PCAA on the formal commencement date of FIC.
- D21.4 .4 The duration of the course should not exceed 06 months unless extension in duration is obtained

D21.5 **THEORETICAL KNOWLEDGE REQUIREMENTS**

- D21.5 .1 The applicant shall have met the knowledge requirements for the issue of a commercial Pilot 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:
- D21.5.1.1 Techniques of applied instruction;
- D21.5.1.2 Assessment of student performance in those subjects in which ground instruction is given;
- D21.5.1.3 The learning process:
- D21.5.1.3.1 Elements of effective teaching;
- D21.5.1.3.2 Students evaluation and testing, training philosophies;
- D21.5.1.3.3 Training programme development;
- D21.5.1.3.4 Lesson planning;
- D21.5.1.3.5 Classroom instructional techniques;
- D21.5.1.3.6 Use of training aids;
- D21.5.1.3.7 Analysis and correction of student error;
- D21.5.1.3.8 Human performance and limitations relevant to flight instructions and
- D21.5.1.3.9 Hazards involved in simulating system failures and malfunctions in the aircraft

D21.6 **FLYING TRAINING REQUIREMENTS**

- D21.6 .1 The FI flying training course is intended to train the applicant to give instruction on single-engine aircraft.
- D21.6 .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.
- D21.6 .3 The FI shall have acquired the ability to instruct the students on the use of NDB, VOR and ILS (CAT 1).
- D21.6 .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.

D21.7 **FI SKILL REQUIREMENTS:**

- D21.7 .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.
- D21.7 .2 The skill test for an FI Rating comprises oral theoretical examinations on the ground, pre-flight, post flight briefings, and in-flight FI demonstrations during skill test in an aircraft.

- D21.7 .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.
- D21.7 .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.
- D21.7 .5 The oral theoretical knowledge examination part of the skill test is sub-divided into two parts:
- D21.7.5.1 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 before hand with the examiner. The applicant may use appropriate literature. The test lecture should not exceed 45 minutes.
- D21.7.5.2 The applicant is tested orally by an examiner for knowledge of 'teaching and learning' content given in the FI courses.
- D21.7 .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.
- D21.7.6.1 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.
- D21.7.6.2 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.
- D21.7.6.3 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.
- D22. **FLIGHT INSTRUCTOR CONVERSION COURSE (FICC):**
- D22.1 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 a FI Rating subject to a FICC.
- D22.2 FICC shall comprise under mentioned requirements:
- D22.2 .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;
- D22.2 .2 Passed FI paper;
- D22.2 .3 Satisfactory Flight Check by PCAA Inspector/ DE;
- D23. **ADDITIONAL FI ENDORSEMENTS:**
- D23.1 Holder of an FI rating having Group –1 endorsement of an aircraft below 5700 KGS may give instructions on:
- D23.1 .1 Single-engine type if he has flown at least 10 hours as PIC and has passed a flight check with a PCAA Inspector or a designated examiner with a Logbook endorsement
- D23.1 .2 Multi-engine type of aircraft if he has flown:
- D23.1.2.1 At least 50 hours on a Multi-engine type as PIC of which not more than 25 hours shall be as PIC Under Supervision;

- D23.1.2.2 At least 10 hours as PIC on the type of aircraft on which he intends to instruct;
- D23.1.2.3 `Satisfactory' Check by a PCAA Inspector or a Designated Examiner with a Logbook endorsement.

D24. **FI – CURRENCY**

- D24.1 An FI rating shall be deemed current provided the FI has carried out a minimum of 06 hours of instructional flying in the last 12 months.
- D24.2 The currency may be regained by undergoing a standardization check with the CFI.
- D24.3 If the currency has lapsed for more than 36 months, a minimum of 05 hours of flight instruction out of which 75% of training must involve Instrument training is to be applied to regain currency. To regain the currency exercises is to include Departure, Arrival, use of NDB, VOR and ILS approach.

D25. **DOCUMENTS REQUIRED FOR FI ENDORSEMENT**

- D25.1 CPL-IR/ ATPL;
- D25.2 Medical Certificate CAAF-005-LCAM;
- D25.3 Application form CAAF-013-LCXX;
- D25.4 Course completion Certificate;
- D25.5 FI Examination result;
- D25.6 Flight Test/skill test report;
- D25.7 Flying logbook duly verified by the Chief Flying Instructor;
- D25.8 Fee Voucher / Authorization

D26. **PILOT INSTRUCTOR RATINGS (AIRCRAFT ABOVE 5700 KGS):**

- D26.1 Pilot Instructor Ratings are recognized for aircraft of above 5700 KGS:
- D26.1 .1 Synthetic Flight Instructor – SFI
- D26.1 .2 Type Rating Instructor – TRI

D27. **SYNTHETIC FLIGHT INSTRUCTOR (SFI):**

D27.1 **SFI RATING - PRIVILEGES**

- D27.1 .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.

D27.2 **SFI RATING – ISSUE REQUIREMENTS**

- D27.2 .1 An applicant for the initial issue of a SFI Rating shall:
- D27.2.1.1 Hold or have held an ATPL with Rating of applicable type, with minimum 500 hours jet on multi pilot aircraft and minimum 200 hours for Turbo Prop as PIC;
- D27.2.1.2 Hold at least Medical Class 1 / Class 2 fitness;
- D27.2.1.3 Have had completed the complete simulator content of the applicable type.
- D27.2.1.4 Have completed 03 sessions of 02 hours each on the simulator Instructor panel;
- D27.2.1.5 Have completed within a period of 6 months, preceding the application, one training session of at least 02 hours on the seat/ panel; and

- D27.2 .2 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;
- D27.2 .3 'Satisfactory' proficiency and Instructor Operation Station (IOS) panel Check by a PCAA Inspector or Designated Examiner
- D27.2 .4 **ISSUANCE OF SFI RATING CARD:**
- D27.2.4.1 After successful completion, CAA shall issue SFI with credential card. The card validity will be one year from the date of issue and shall be revalidated subject to meeting the currency requirement.
- D27.3 **SFI RATING – CURRENCY:**
- D27.3 .1 Currency requirements are having completed at least 25 hours of synthetic flight instruction as SFI during the period of one year; and
- D27.3 .2 Attended a SFI refresher seminar, as approved by the CAA, within the last 12 months;
- D27.3 .3 Passed, as a proficiency check, the skill test on a flight simulator of the applicable type within the last 6 months;
- D27.4 **SFI RATING - REGAINING CURRENCY:**
- For regaining currency of a SFI rating the applicant shall:
- D27.4 .1 Undergo one simulator session of at least 02 hours; and
- D27.4 .2 Have completed a proficiency check on a flight simulator of the appropriate type
- D27.4 .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
- D27.5 **SFI RATING - PERIOD OF VALIDITY:**
- D27.5 .1 SFI Ratings shall remain valid subject to currency.
- D27.5 .2 Pilot holding SFI rating 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
- D27.5 .3 SFI with two failures in the SFI proficiency checks shall result in the cancellation of the SFI Rating on a particular type of Synthetic Flight Trainer of that aircraft.
- D28. **TYPE RATING INSTRUCTOR (TRI):**
- D28.1 **TRI RATING – PRIVILEGES**
- D28.1 .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.
- D28.2 **TRI RATING - REQUIREMENTS**
- D28.2 .1 **TRI RATING – GROUND TRAINING**
- D28.2 .2 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:
- D28.2.2.1 Techniques of applied instruction;
- D28.2.2.2 Assessment of student performance in those subjects in which ground instruction is given;
- D28.2.2.3 The learning process;
- D28.2.2.4 Elements of effective teaching;
- D28.2.2.5 Students evaluation and testing, training philosophies;

- D28.2.2.6 Training program development;
- D28.2.2.7 Lesson planning;
- D28.2.2.8 Classroom instructional techniques;
- D28.2.2.9 Use of training aids;
- D28.2.2.10 Analysis and correction of student error;
- D28.2.2.11 Human performance and limitations relevant to flight instructions and
- D28.2.2.12 Hazards involved in simulating system failures and malfunctions in the aircraft

D28.2 .3 **TRI RATING – ISSUE REQUIREMENTS**

D28.2 .4 An applicant for the initial issue of a TRI rating shall have:

- D28.2.4.1 A valid ATPL;
- D28.2.4.2 Successfully completed an approved TRI Ground Course at an approved FTO or training and checking department;
- D28.2.4.3 Should have at least 1500 hours flight time as a pilot of multi-pilot aircraft with at least 200 hours as PIC on the type
- D28.2.4.4 Completed within the 12 months preceding the application at least 30 route sectors, to include take-offs and landings as pilot-in-command;
- D28.2.4.5 Completed type training of at least 06 take-offs and landings from right seat with at least one take-off and landing at night.
- D28.2.4.6 Passed FI Examination
- D28.2.4.7 `Satisfactory` Check by a CAA Inspector or Designated Examiner (DE).

D28.2 .5 **ISSUANCE OF TRI RATING CARD:**

D28.2.5.1 After successful completion, CAA shall issue TRI with credential card. The card validity will be one year from the date of issue and shall be revalidated subject to meeting the currency requirement as given below.

D28.2 .6 **TRI RATING – CURRENCY**

- D28.2.6.1 Currency requirements are having completed at least 50 hours of flight instruction on aero planes as TRI during the period of one year; and
- D28.2.6.2 Attended a TRI refresher seminar, as approved by the CAA, within the last 12 months;
- D28.2.6.3 Passed a proficiency check within the last 6 months

D28.2 .7 **TRI RATING - REGAINING CURRENCY**

For regaining currency of a TRI rating the applicant shall:

- D28.2.7.1 Undergo one simulator session of at least 02 hours; or
- D28.2.7.2 One air exercise of at least 1 hour comprising a minimum of 2 take offs and landings; and
- D28.2.7.3 Attend a TRI refresher seminar, as approved by the CAA, within the last 12 months;
- D28.2.7.4 Pass a proficiency check within the last 6 months.

D28.2 .8 **TRI RATING - PERIOD OF VALIDITY**

- D28.2.8.1 TRI Ratings shall remain Valid subject to valid Licence and currency.
- D28.2.8.2 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

D28.2.8.3 Two failures in the proficiency checks shall result in the cancellation of the TRI Rating on particular type of aircraft.

D28.2 .9 **ADDITIONAL TRI RATING**

D28.2.9.1 Before the privileges are extended to further Multi Pilot Aircraft types, the holder shall have:

D28.2.9.2 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.

D28.2.9.3 Completed type training of at least 06 take-offs and landings from right seat with at least one take-off and landing at night.

D28.2.9.4 'Satisfactory' Check by a CAA Inspector or Designated Examiner.

D28.3 **DOCUMENTS REQUIRED FOR TRI & SFI ENDORSEMENT:**

D28.3 .1 ATPL

D28.3 .2 Medical Certificate PCAAF-005-LCAM;

D28.3 .3 Application form PCAAF-013-LCXX;

D28.3 .4 Certificate of ground Course;

D28.3 .5 FI Examination result;

D28.3 .6 Flight Test/skill test report as applicable;

D28.3 .7 Experience certificate from the employer;

D28.3 .8 Refresher certificate from the employer;

D28.3 .9 Fee Voucher / Authorization

D29. **FLIGHT ENGINEER INSTRUCTOR RATINGS:**

D29.1 **Two Flight Engineer instructor Ratings are recognized:**

D29.1 .1 Flight Engineer Instructor – FEI.

D29.1 .2 Flight Engineer Synthetic Instructor – FESI.

D29.2 **FLIGHT ENGINEER INSTRUCTOR (FEI)**

D29.2 .1 **FEI RATING – PRIVILEGES**

D29.2 .2 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.

D29.3 **FEI RATING – REQUIREMENTS**

D29.3 .1 **FEI RATING - GROUND TRAINING**

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:

D29.3.1.1 Techniques of applied instruction;

D29.3.1.2 Assessment of student performance in those subjects in which ground instruction is given;

D29.3.1.3 The learning process;

D29.3.1.4 Elements of effective teaching;

D29.3.1.5 Students evaluation and testing, training philosophies;

D29.3.1.6 Training program development;

- D29.3.1.7 Lesson planning;
- D29.3.1.8 Classroom instructional techniques;
- D29.3.1.9 Use of training aids; Analysis and correction of student error;
- D29.3.1.10 Human performance and limitations relevant to flight instructions and
- D29.3.1.11 Hazards involved in simulating system failures and malfunctions in the aircraft.
- D29.3 .2 **FEI RATING – ISSUE REQUIREMENTS**
- An applicant for the initial issue of a FEI rating shall have:
- D29.3.2.1 A valid FEL;
- D29.3.2.2 Successfully completed an approved FEI Ground Course at an approved FTO or training and checking department;
- D29.3.2.3 Completed at least 1000 hours flight time as a Flight Engineer of multi-pilot aircraft;
- D29.3.2.4 Completed within the 12 months preceding the application at least 30 route sectors;
- D29.3.2.5 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.
- D29.3.2.6 Passed Flight Instructor’s examination;
- D29.3.2.7 ‘Satisfactory’ Check by a CAA Inspector or Designated Examiner (DE).
- D29.3 .3 **FEI RATING – CURRENCY**
- D29.3.3.1 Currency requirements are having completed at least 50 hours of flight instruction on aircraft as FEI during the period of one year; and
- D29.3.3.2 Attended a FEI refresher seminar, as approved by the PCAA, within the last 12 months;
- D29.3.3.3 Passed a proficiency check within the last 06 months
- D29.3 .4 **FEI RATING – REGAINING CURRENCY**
- D29.3.4.1 For regaining currency of a FEI rating, the applicant shall:
- D29.3.4.2 Undergo one simulator session of at least 2 hours; or
- D29.3.4.3 One air exercise of at least 2 hour; and
- D29.3.4.4 Attend a FEI refresher seminar, as approved by the PCAA, within the last 12 months;
- D29.3.4.5 Pass proficiency check within the last 6 months.
- D29.3 .5 **FEI RATING - PERIOD OF VALIDITY**
- D29.3.5.1 FEI Ratings shall remain valid subject to valid licence and currency.
- D29.3.5.2 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.
- D29.3.5.3 Two failures in the proficiency checks shall result in the cancellation of the FEI Rating on particular type of aircraft.
- D29.3 .6 **ADDITIONAL FEI RATINGS**
- Before the privileges are extended to further Aircraft types, the holder shall have:
- D29.3.6.1 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;
- D29.3.6.2 Completed type training of at least 4 hours of flight instruction related to the duties of a FEI on the applicable type of aircraft.
- D29.3.6.3 ‘Satisfactory’ Check by a PCAA Inspector or Designated Examiner.

D29.4 **FLIGHT ENGINEER SYNTHETIC INSTRUCTOR (FESI)**

D29.4 .1 **FESI RATING - PRIVELEGES**

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.

D29.4 .2 **FESI RATING – ISSUE REQUIREMENTS**

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

D29.4.2.1 Holds or have held a FEI Rating on the type;

D29.4.2.2 Hold at least Medical Class 2 fitness;

D29.4.2.3 Have had completed the complete simulator content of the applicable type rating course;

D29.4.2.4 Have completed 03 simulator sessions of 02 hours each;

D29.4.2.5 Have completed 03 sessions of 02 hours each on the simulator Instructor panel;

D29.4.2.6 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

D29.4.2.7 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;

D29.4.2.8 Passed a 'Satisfactory' Check by a CAA Inspector or Designated Examiner.

D29.4 .3 **FESI RATING - CURRENCY**

D29.4.3.1 Currency requirements are having completed at least 25 hours of synthetic flight instruction as FESI during the period of one year; and

D29.4.3.2 Attended a FESI refresher seminar, as approved by the CAA, within the last 12 months;

D29.4.3.3 Passed a proficiency check on a flight simulator of the applicable type within the last 6 months.

D29.4 .4 **FESI RATING - REGAINING CURRENCY**

For regaining currency of a FESI, rating the applicant shall:

D29.4.4.1 Undergo one simulator session of at least 02 hour; and

D29.4.4.2 Have completed a proficiency check on a flight simulator of the appropriate type.

D29.4.4.3 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.

D29.4 .5 **FESI RATING - PERIOD OF VALIDITY**

D29.4.5.1 FESI Ratings shall remain valid subject to currency.

D29.4.5.2 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.

D29.4.5.3 Two failures in the proficiency checks shall result in the cancellation of the FESI Rating on particular type of Synthetic Flight Training device.

D29.4 .6 **DOCUMENTS REQUIRED FOR FEI & FESI ENDORSEMENT**

D29.4.6.1 Flight Engineer Licence;

D29.4.6.2 Medical Certificate PCAAf-005-LCAM;

D29.4.6.3 Application form PCAAf-013-LCXX.

D29.4.6.4 Certificate of Ground Course;

D29.4.6.5 Flight Instructor examination result;

D29.4.6.6 Flight Test/skill test report as applicable;

- D29.4.6.7 Experience certificate from the employer;
 D29.4.6.8 Refresher certificate from the employer;
 D29.4.6.9 Fee Voucher/ Authorization.

D30. **MULTIPLE ROLES:**

- D30.1 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).
 D30.2 Provided 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).

D31. **MEDICAL GROUNDING/ TEMPORARY UNFIT:**

- D31.1 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.

D32. **TRAINING REQUIREMENTS:**

- D32.1 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.

D33. **COURSE COMPLETION CERTIFICATE:**

- D33.1 An FTO/GTO shall issue upon completion of training a Certificate to each student who completes its approved course of training.
 D33.2 The Certificate shall include:
 D33.2 .1 The name of the organization;
 D33.2 .2 The Certificate number;
 D33.2 .3 The name of the graduate to whom it was issued;
 D33.2 .4 The approved curriculum title;
 D33.2 .5 The date of graduation;
 D33.2 .6 A statement that the student has satisfactorily completed each required stage of the approved course of training including the tests for those stages;
 D33.2 .7 An authentication by an official of the school; and
 D33.2 .8 A statement showing the cross- country flight training that the student received in the course of training, if applicable.
 D33.2 .9 Any other relevant detail.

D34. **DESIGNATED EXAMINER (DE)**

- D34.1 CAA may designate an Examiner (DE) to conduct skill test where normally a CAA Inspector is required to examine the practical/ theoretical skill/ knowledge respectively. CAA takes special care in designating a Designated Examiner owing to sensitivity of the job. DE is detailed on a case-to-case basis and is not a permanent position. The credential of DE is to be clearly judged and a panel should assess his qualification and proficiency in the field of his expertise. Regularly CAA will continue to monitor his performance for reliability and consistency in the line of his assignment.

- D34.2 The privileges of a Designated Examiner (DE) shall be as under:
- D34.3 Skill test for issue/ renewal of Licence.
- D34.4 Flight checks and Route Checks;
- D34.5 Skill Test for issue / renewal of Instrument Rating;
- D34.6 Skill Test for P-1/P-2 Type Rating; and
- D34.7 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.

E. EVIDENCES (ACRONYMS / RECORDS / REFERENCES):

E1. ACRONYMS:

ANO	AIR NAVIGATION ORDER
AOC	AIR OPERATOR CERTIFICATE
ATO	APPROVED TRAINING ORGANIZATION
CAAF	PCAA FORMs
FTO	FLYING TRAINING ORGANIZATION
ICAO	INTERNATIONAL CIVIL AVIATION ORGANIZATION
ILS	INSTRUMENT LANDING SYSTEM
KGS	KILOGRAMS
NDB	NON-DIRECTIONAL BEACON
VOR	VERY HIGH FREQUENCY OMNI-DIRECTIONAL RANGE

E2. RECORDS:

E2.1 Nil

E3. REFERENCES:

- E3.1 Civil Aviation Rules (**CARs 1994**)
- E3.2 Personnel Licensing (**ICAO Annex# 1**)

IMPLEMENTATION:

This Air Navigation Order (ANO-003-LCXX) version 3.0 supersedes; Basic Flying Training (ANO- 003-LCXX-2.0) dated 20th May 2011 and shall be implemented with effect from **01st October, 2021**.

(KHAQAN MURTAZA)

Flight Lieutenant (Retd).
Director General,
Pakistan Civil Aviation Authority

Dated: October, 2021

(CAPT. MUHAMMAD ZIA KHAN)

Air Cdre. (Retd.)
Director Personnel Licensing

Dated: October, 2021

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