



Information Notice on
**PCAA TECHNICAL EXAMINATIONS
FOR THEORETICAL KNOWLEDGE
(PERSONNEL LICENCES – PPL, CPL, ATPL, MPL)**

This publication contains important information that is specific to the Pakistan Civil Aviation Authority (PCAA) transition to Electronic Examinations (e-Exams) that shall be provided by CAA International (CAAI) on behalf of Pakistan CAA. At all times Pakistan CAA is the Competent Authority designated by Pakistan as ICAO Contracting State responsible for all Personnel Licencing Examinations for National Flight Crew Licensing purposes for Pakistan.

1. INTRODUCTION

- 1.1 CAAI has been contracted by PCAA as the FCL e-Exams service provider who will deliver the systems and delivery of e-Exams.
- 1.2 The e-Exams system covers booking, content, management, payment, delivery and results notification. It will be accessible to Approved Training Organisations (ATOs) and candidates to book and pay for exams, as well as providing results online, via a protected and secure portal.
- 1.3 This publication provides information on the out-sourcing of the delivery of e-Exams to CAAI for the following Flight Crew Licensing examinations (only) including for Aeroplanes and Helicopters:
 - a) Private Pilot Licence (PPL)
 - b) Commercial Pilot Licence (CPL)
 - c) Multi-crew Pilot Licence (MPL)
 - d) Airline Transport Pilot (ATPL)
- 1.4 This publication should be read in conjunction with the related e-Exams Air Navigation Order ANO-033-LCXX published on the PCAA website. This ANO describe in detail instructions and conditions for the aforementioned FCL e-Exams, including Syllabi, references to Learning Objectives, examinations procedures, conduct and exam rules.

2. E-EXAMS (CAAI)

- 2.1. Following the contract between PCAA and CAAI as the e-Exams service provider, the eExams systems configurations and content development commenced in January 2022.
- 2.2. Configuration is in accordance with the requirements specified by PCAA, in respect of international standards and modern and best practices.

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- 2.3. Candidates eligible (having met the pre-entry requirements) to sit a PCAA e-Exam shall be able to do so commencing April 2022.
 - 2.4. A detailed timetable and instructions to candidates will be published on the PCAA website during March 2022.
 - 2.5. Key benefits to the e-Exams programme are described as follows:
 - ❖ A modernised examinations application process for PCAA based on Pakistan requirements, taking account of UK and European best practices and in accordance with ICAO Annex 1 Standards and Recommended Practices.
 - ❖ Improved examination security, enhancing aviation safety.
 - ❖ Enhanced customer / user experience.
 - 2.6. e-Exams will feature as a regulatory service accessed via the PCAA Website and by requesting this service, examination candidates will be able to register for access to the e-Exams platform referred to as 'TASMAN'.
 - 2.7. PCAA will check eligibility to sit exams and approve registrations to allow candidates and ATO's to book and manage exam bookings via their secure portal.
 - 2.8. ATO's will be provided secure access to TASMAN to perform functions on behalf of candidates who have a membership status with that ATO. Memberships are described in more detail below.

3. E-EXAMS 'SERVICE' CUSTOMER REGISTRATION

- 3.1 Candidates wishing to sit PCAA e-Exams will be required to register for a secure e-Exams portal account. Candidates will be able to register from 30th March 2022. Please follow the link via the PCAA website at:

[PCAA | Pakistan Civil Aviation Authority \(caapakistan.com.pk\)](http://caapakistan.com.pk)

- 3.2 To register for e-Exams candidates are required to provide personal details including permanent address; full name; date of birth; telephone number, email address as well as creating a secure password and providing details of the Photographic Identification (ID) document that they will be bringing to the examination. Candidates will also be required to select their Approved Training Organization (ATO) unless they are exempt from approved training (see 3.5).
- 3.3 Successful completion of the registration will result in a system generated notification being emailed to the candidate advising that they have registered but will not be able to make exam bookings until verified as eligible to sit by PCAA and the selected ATO.
- 3.4 PCAA will endeavour to process candidate registrations within 5 clear working days for standard cases. However, the process may be extended for more complex cases and where eligibility to sit exams needs to be investigated. PCAA reserves the right to restrict or deny access to the e-Exams platform at its sole discretion at any time.
- 3.5 During registration the candidate will be asked to:
 - **Specify ATO / Eligibility to sit eExams**
The candidate is required to specify the ATO he/she is training with by selecting from the drop-down list presented in the e-Exams system, the nominated administrator at ATO will then be asked to accept the candidate. This process establishes a 'membership' between the candidate and the ATO, enabling the nominated

administrator at ATO to undertake many of the booking actions for the candidate as well as provide sight of the candidate's bookings and results to that ATO. ATO's administrators must sign off and authorise candidates to sit examinations, confirming that the candidate has received the required approved training applicable to the licence, and the ATO will receive a system notification when a member candidate makes a booking. An ATO administrator may request PCAA to cancel bookings made by a candidate if the candidate has not received the required training. This will result in a loss of the examination fee(s). (see term and conditions)

For a candidate who is exempt from the requirement of completing approved training with an ATO, the candidate should contact the PCAA PEL Directorate for further instructions.

- **ID Requirements**

Specify which personal identity document they will present at the e-Exam venue; this is recorded for checking by the examination invigilator each time a candidate undertakes an examination. The candidate must present this specific identity document (must be current and the original) at the examination venue for each examination, failure to do so will result in the candidate being unable to sit the examination.

Acceptable ID Documents:

- Computerized National Identity Card (CNIC) issued by NADRA
- NICOP (National Identity Card for Overseas Pakistani)
- Passport (for foreign nationals)

3.6 Once the candidate provides the required identity information and specifies the ATO, the ATO membership request will be initiated and the PCAA Examinations Administrator will complete the final validation stage for the e-Exams service access to be enabled. Candidates (and ATO's where applicable) will then be able to access the service.

4. VENUE INFORMATION AND INVIGILATION

4.1 PCAA e-Exams delivered by CAAi will initially be held at:

Karachi Technologies & Testing Services KTTS,
Bungalow # D-75, Block-5 Clifton.
Khayaban Sadi, Rojhan Street,
Karachi, Karachi City, Sindh 75600, Pakistan

[Karachi Technologies & Testing Services \(karachitestng.com\)](http://karachitestng.com)

4.2 Exams will be invigilated by CAAi appointed staff, in accordance with CAAi and PCAA standards and procedures.

4.3 A detailed e-Exams timetable and instructions to candidates will be published on the PCAA website during March 2022.

4.4 Once an e-Exam session is open in e-Exams (Tasman)for bookings, candidates and ATO authorised administrators will be able to access information about opening times and seating availability via the TASMAN e-Exams system. Venue location information and contact details will be available on the e-Exams site.

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- 5. BOOKINGS AND PAYMENT FOR EXAMINATIONS**
Please refer to Section D5, ANO-033-LCXX for further details.
- 6. TRANSFER AND CANCELLATION FEES AND POLICY**
Please refer to Section D5, ANO-033-LCXX for further details.
- 7. GENERAL EXAMINATIONS CONSIDERATIONS AND PASS MARK**
Please refer to Section D3, ANO-033-LCXX for further details.
- 8. EXAMINATIONS CONDUCT**
Please refer to Section D7, ANO-033-LCXX for further details.
- 9. EXAMINATIONS SYLLABI**
Please refer to ANO-033-LCXX, Appendices A to C for further details.
- 10. EXAM FORMAT AND QUESTION STYLES**
All exams will be delivered online via the e-Exams 'Quadrant' System.
Video guidance on navigating the system is available via this link
[tasman-media.aspegexams.com/CAAi/ASP404 -
_CAAi_Quadrant_Candidate_User_Guide.mp4](https://tasman-media.aspegexams.com/CAAi/ASP404_-_CAAi_Quadrant_Candidate_User_Guide.mp4).
Candidates will also have an instruction card on their desk to refer to during the exam.
Questions are presented in 4 possible formats (described in the video guidance).
❖ Multiple choice
❖ Cloze
❖ List (Multi Select)
❖ Type in the Answer
- 11. RESULTS AND KNOWLEDGE DEFICIENCY REPORTING**
Please refer to Section D8 ANO-033-LCXX for further details.
- 12. RE-TRAINING AND EXAMINATION RESITS**
Please refer to Section D9, ANO-033-LCXX for further details.
- 13. TECHNICAL REVIEW REQUEST**
Please refer to Section D10, ANO-033-LCXX for further details.
- 14. MISCONDUCT / PENALTIES FOR USING UNFAIR MEANS**
Please refer to Section D11, ANO-033-LCXX for further details.
- 15. QUERIES**
- 15.1** Any queries or further guidance required as a result of this communication should be addressed to:

Personnel Licencing Directorate

Headquarters CAA, Inspectorate Building,

Jinnah Int'l Airport,

Karachi, Pakistan.

Tel: +92 21 99072780

Email: AdID.Examination@caapakistan.com.pk