

**CIVIL AVIATION AUTHORITY, BANGLADESH
AIR NAVIGATION ORDERS
(Flight Operations Requirements)**

PART – B - GENERAL OPERATIONS PROCEDURES

SUB- ANO (OPS) B-2	Requirement for Minimum Qualification for Nominated Post Holders / Management Personnel (Operations) of Commercial Air Operators:
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1. General

- 1.1 In exercise of the powers conferred by Rule 4 and to fulfill the requirements of rule 295 (2) of CAR 1984 and Para 4.1.2 (b) of ANO (AT) A-2, the Chairman is pleased to issue this order relating to the requirement for minimum qualification of nominated post holder/management personnel (operations) of Commercial Air Operators.
- 1.2 No person may serve in any key position where the CAAB has reasons to believe, given the background of such person, that he or she is likely to present as threat to the safe and proper operations of the air operator.
- 1.3 No person may serve in any key position without having adequate knowledge about CAAB rules & regulatory requirements.

2. Scope

This ANO is applicable to the air operators involved in commercial Air transport operations.

3. Key positions:

3.1 Director Flight Operations:

No person may serve as a Director Flight Operations unless his experience, qualifications and background are acceptable to CAAB. The person is required to:

- (i) Have knowledge regarding the responsibility for the conduct and standard of flight operations;
- (ii) Have Knowledge about the contents of the air operator's Operations Manual (OM), the AOC and Operations Specifications associated with the Air Operator Certificate (AOC) for the proper functioning of his/her duties;
- (iii) Hold or has held Bangladesh Air Transport Pilot Licence (ATPL)

Or

For small (5700 KG or less) fixed wing and/or helicopter air operators, hold or has held Commercial Pilot Licence (CPL) ; and,

- (iv) Be a pilot having at least three years and 1500 hours of flying experience as Pilot-in-Command of Commercial aeroplane.

Or

Be a pilot having at least three years experience as Director Flight Operations or a position with comparable responsibility of a Commercial Air Operator.

3.2 Chief of Flight Safety:

No person shall serve as Chief of Flight Safety unless his/her experience, qualifications and background are acceptable to CAAB and the person is required to:

- (i) Have sound knowledge of the air operator's AOC, associated Operation Specifications, company operations manual, safety management system and flight data management.
- (ii) Have received specialized training in safety related courses which, in the opinion of the CAAB, is sufficient for him to perform the duties and responsibilities of chief of safety. For this nominated post, CAAB will consider the scope and size the complexity of the air operators operations.

- (iii) Hold or has held an ATPL
- (iv) Have knowledge of the SMS programme of the airline

3.3 Chief of Training

No person shall serve as Chief of Training unless his/her experience, qualifications and background are acceptable to CAAB and the person is required to:

- (i) Have 1000 hours in command of aircraft of the same type or similar to those proposed to be operated.
- (ii) Have 250 hours as a check pilot on the same type of aircraft or an aircraft similar to those proposed to be operated.
- (iii) Hold Bangladesh ATPL and rating(s) appropriate to the proposed operations
- (v) Have the service record that the candidate's performance within the past 3 years leaves no doubt as to his character, integrity or judgment in relation to flight operations and maintenance of regulatory requirements.

3.4 Chief of Technical (Operations)

No person shall serve as Chief of Technical unless his/her experience, qualifications and background are acceptable to CAAB and the person is required to:

- (i) Hold or has held a Bangladeshi ATPL and has 1000 hours in command of aircraft of the same type or similar to those proposed to be operated.
- (ii) Have Knowledge on operational planning.
- (iii) Have Knowledge on operations engineering.
- (iv) Have Knowledge on aircraft performance criteria.
- (v) Have Knowledge on Take off analysis chart.
- (vi) Have Knowledge on weight and balance of the proposed fleet in the company.
- (vii) Have Knowledge on preparation of MEL.

3.5 Fleet Chief

No person shall serve as Fleet Chief unless his/her experience, qualifications and background are acceptable to CAAB and the person is required to:

- (i) Hold current Bangladesh Airline Transport Pilot Licence with appropriate ratings of the aircraft of which he/she will serve as Fleet Chief.

- (ii) Have accumulated not less than 1000 hours as pilot-in-command on types of aircraft of which he/she will serve as Fleet Chief within the preceding three years, has acted as pilot-in-command for at least two years and accumulated not less than 500 hours as pilot-in-command on similar types of aircraft with an air operator and;
- (iii) Know the contents of the air Operator's Manual (OM) and operations specifications associated with the AOC necessary to perform his/her duties.

3.6 In-charge Cabin Safety

No person shall serve as In-charge Cabin Safety unless his/her experience, qualifications and background are acceptable to CAAB and the person is required to:

- (i) Be a current cabin crew for the highest type of aircraft operated by the company with an experience of two years as a cabin crew;
- or**
- Have at least Five years experience as an instructor for cabin crew in an airline;

3.7 In-charge Ground Operations / Handling

In-charge Ground Operations/Handling will be nominated by the airline & the CAAB will accept the person as nominated post holder provided he has the basic knowledge of the following:

- (i) Passenger handling
- (ii) Baggage handling
- (iii) Cargo/Mail handling
- (iv) Aircraft handling & Loading
- (v) Load control
- (vi) Airside management & Safety
- (vii) Aircraft movement control
- (viii) Ground handling agreements
- (ix) Airport handling ground support equipment specifications

3.8 In-charge Airline Security

In-charge Aviation Security Unit (Av Sec) shall be required to have the following qualifications;

- (i) Training on IATA or ICAO approved AVSEC Management and AVSEC Quality Control Management course.
- (ii) Training on security screening of Passenger, Baggage's and Cargo .
- (iii) Minimum of three (03) years experience in AVSEC matters.

3.9 In-Charge Dangerous goods

An in-charge Dangerous goods shall be required to have following minimum qualifications:

- (i) Successful completion of comprehensive (05 day duration) IATA/ICAO approved basic course in Dangerous Goods; and
- (ii) A minimum of 02 years experience in cargo operations including dangerous goods handling and acceptance.

ANO (OPS) B-2, Requirement for Minimum Qualification for Nominated Post Holders / Management Personnel (Operations) of Commercial Air Operators will come into effect upon approval of Chairman, CAAB.



Chairman
Civil Aviation Authority, Bangladesh