

বাংলাদেশ গেজেট



অতিরিক্ত সংখ্যা

কর্তৃপক্ষ কর্তৃক প্রকাশিত

০৩ সেপ্টেম্বর, ২০২৩

[বেসরকারি ব্যক্তি এবং কর্পোরেশন কর্তৃক অর্থের বিনিময়ে জারীকৃত প্রজ্ঞাপন]

Civil Aviation Authority of Bangladesh

Gazette

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No, CAAB 30.31.0000.111.37.001.21 – In exercise of the power conferred by Section 47, read with Section 14 of the Civil Aviation Act, 2017 (Act No. 18 of 2017), hereinafter referred as the “Act”, the Chairman of the Civil Aviation Authority of Bangladesh is pleased to issue the following Air Navigation Order (ANO).

2. It shall come into force immediately.

Air Vice Marshal M Mafidur Rahman

BBP, BSP, BUP, ndu, afwc, psc

Chairman

Civil Aviation Authority of Bangladesh

CHAPTER- 1

DEFINITIONS AND PROVISIONS CONCERNING LICENCES

A. Short Title, Commencement and abbreviation

This Air Navigation Order (ANO) may be called the ANO on Personnel Licensing, issued in accordance with the Annex 1 (Fourteenth Edition, July 2022, up to amendment 178) to the Chicago Convention and referred herein as the “ANO 1” Issue-2. This ANO shall be effective immediately upon published in this Official Gazette.

ABBREVIATION

AELP	-	Aviation English Language Proficiency
AFIS	-	Aerodrome Flight Information Service
AIP	-	Aeronautical Information Publication
AMOC	-	Alternate Means of Compliance
ANO	-	Air Navigation Order
ATO	-	Approved Training Organization
ATPL	-	Airline Transport Pilot Licence
AVSEC	-	Aviation Security
C2†	-	Command and control
C2 Link††	-	Command and control link
CAAB	-	Civil Aviation Authority of Bangladesh
CAD	-	Civil Aviation Directive
CAT	-	Commercial Air Transport
CFI	-	Chief Flight Instructor
CFTI	-	Company Flight Training Instructor
CPD	-	Civil Aviation Procedure Document
CPL	-	Commercial Pilot Licence
CRM	-	Crew Resource Management
DCP	-	Designated Check Pilot
DGR	-	Dangerous Goods Regulations
EI	-	Effective Implementation
FFS	-	Full Flight Simulator
FIR	-	Flight Instructor Rating
FOI	-	Flight Operations Inspector
FPP	-	Flight Plan & performance
FSTD	-	Flight Simulation Training Device

GA	-	General Aviation
GF	-	General Flying
HIV	-	Human Immunodeficiency Virus
Hrs	-	Hours
HP	-	Human Performance
ICAO	-	International Civil Aviation Authority of Bangladesh
ID	-	Identification
IF	-	Instrument Flight
IFR	-	Instrument Flight Rules
IR	-	Instrument Rating
IRT	-	Instrument Rating Test
MET	-	Meteorology
NAV	-	Navigation
NID	-	National Identity Card
NOC	-	No Objection Certificate
N/R	-	Not Required
OM	-	Operations Manual
OPS	-	Operations
PEL	-	Personnel Licensing
PIC	-	Pilot-in-Command
POI	-	Principal Operations Inspector
PPC	-	Pilot Proficiency Check
PPL	-	Private Pilot Licence
RPA	-	Remotely Piloted Aircraft
RPAS	-	Remotely Piloted Aircraft System
RPS	-	Remote Pilot Station
SAT	-	Satisfactory
SEEP	-	Safety Equipment & Emergency Procedure
SFE	-	Synthetic Flight Examiner
SFI	-	Synthetic Flight Instructor
SIC	-	Second-in-Command
SOP	-	Standard Operating Procedure
SRM	-	Single-Pilot Resource Management
SOLI	-	State of Licence Issue
SSC	-	Significant Safety Concern
TEM	-	Threat and Error Management
TRE	-	Type Rating Examiner

TRI	-	Type Rating Instructor
UNSAT	-	Unsatisfactory
USOAP	-	Universal Safety Oversight Audit Program
U/T	-	Under Training
VMC	-	Visual Meteorological Conditions

INENTIONALLY KEPT BLANK

1.1 Definitions

When the following terms are used in the Standards and Recommended Practices for Personnel Licensing, they have the following meanings:

“Air Navigation Order” or “ANO” means any order issued under Civil Aviation Authority Act, 2017 (Article 32) for regulating aeronautical and non- aeronautical activities.

Authority means the Civil Aviation Authority established under section 3 of the Civil Aviation Authority Act, 2017 (Act No. III of 2017).

Accredited medical conclusion. The conclusion reached by one or more medical experts acceptable to the Licensing Authority for the purposes of the case concerned, in consultation with flight operations or other experts as necessary.

Adapted competency model. A group of competencies with their associated description and performance criteria adapted from an ICAO competency framework that an organization uses to develop competency-based training and assessment for a given role.

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.

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.

Aircraft avionics. A term designating any electronic device — including its electrical part — for use in an aircraft, including radio, automatic flight control and instrument systems.

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

Aircraft certificated for single-pilot operation. A type of aircraft which the State of Registry has determined, during the certification process, can be operated safely with a minimum crew of one pilot.

Aircraft required to be operated with a co-pilot. A type of aircraft that is required to be operated with a co-pilot, as specified in the flight manual or by the air operator certificate.

Aircraft - type of. All aircraft of the same basic design including all modifications thereto except those modifications which result in a change in handling or flight characteristics.

Airmanship. The consistent use of good judgement and well-developed knowledge, skills and attitudes to accomplish flight objectives.

Airship. A power-driven lighter-than-air aircraft.

Appropriate airworthiness requirements. The comprehensive and detailed airworthiness codes established, adopted or accepted by a Contracting State for the class of aircraft, engine or propeller under consideration.

Approved training. Training conducted under special curricula and supervision approved by a Contracting State.

Approved training organization. An organization approved by and operating under the supervision of a Contracting State in accordance with the requirements of Annex 1 to perform approved training.

ATS surveillance service. A term used to indicate a service provided directly by means of an ATS surveillance system.

ATS surveillance system. A generic term meaning variously, ADS-B, PSR, SSR or any comparable ground-based system that enables the identification of aircraft.

Note.— A comparable ground-based system is one that has been demonstrated, by comparative assessment or other methodology, to have a level of safety and performance equal to or better than monopulse SSR.

Balloon. A non-power-driven lighter-than-air aircraft.

Note.— For the purposes of this ANO, this definition applies to free balloons.

Chairman. Means the Chairman of the Civil Aviation Authority of Bangladesh.

Certify as airworthy (to). To certify that an aircraft or parts thereof comply with current airworthiness requirements after maintenance has been performed on the aircraft or parts thereof.

Command and control (C2) link. The data link between the remotely piloted aircraft and the remote pilot station for the purposes of managing the flight (applicable until 25 November 2026).

C2 Link. The data link between the remotely piloted aircraft and the remote pilot station for the purposes of managing the flight (applicable as of 26 November 2026).

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

Competency. A Dimension of human performance that is used to reliably predict successful performance on the job. A competency is manifested and observed through behaviours that mobilize the relevant knowledge, skills and attitudes to carry out activities or tasks under specified conditions.

Competency-based training and assessment. Training and assessment that are characterized by a performance orientation, emphasis on standards of performance and their measurement, and the development of training to the specified performance standards.

Competency standard. A level of performance that is defined as acceptable when assessing whether or not competency has been achieved.

Conditions. Anything that may qualify a specific environment in which performance will be demonstrated.

Co-pilot. 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.

Credit. Recognition of alternative means or prior qualifications.

Cross-country. A flight between a point of departure and a point of arrival following a pre-planned route using standard navigation procedures.

Detect and avoid. The capability to see, sense or detect conflicting traffic or other hazards and take the appropriate action.

Dual instruction time. Flight time during which a person is receiving flight instruction from a properly authorized pilot on board the aircraft, or from a properly authorized remote pilot using the remote pilot station during a remotely piloted aircraft flight.

Error. An action or inaction by an operational person that leads to deviations from organizational or the operational person's intentions or expectations.

Note. See Chapter 1 of Annex 19-Safety Management for a definition of operational personnel.

Error management. The process of detecting errors and responding to them with countermeasures that reduce or eliminate the consequences of errors and mitigate the probability of further errors or undesired states.

Note.— See Chapter 6 of Part II, Section I of the Procedures for Air Navigation Services — Training (PANS-TRG, Doc 9868) and Circular 314 — Threat and Error Management (TEM) in Air Traffic Control for a description of undesired states.

Flight crew member. A licensed crew member charged with duties essential to the operation of an aircraft during a flight duty period.

Flight plan. Specified information provided to air traffic services units, relative to an intended flight or portion of a flight of an aircraft.

Flight procedures trainer. See Flight simulation training device.

Flight simulation training device (FSTD). Any one of the following three types of apparatus in which flight conditions are simulated on the ground:

A 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 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;

A 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;

A basic instrument flight trainer, which is equipped with appropriate instruments, and which simulates the flight deck environment of an aircraft in flight or the RPAS environment in instrument flight conditions.

Flight simulator. See Flight simulation training device.

Flight time - aeroplanes. The total time from the moment an aeroplane first moves for the purpose of taking off until the moment it finally comes to rest at the end of the flight.

Note.— Flight time as here defined is synonymous with the term “block to block” time or “chock to chock” time in general usage which is measured from the time an aeroplane first moves for the purpose of taking off until it finally stops at the end of the flight.

Flight time — helicopters. The total time from the moment a helicopter’s rotor blades start turning until the moment the helicopter finally comes to rest at the end of the flight, and the rotor blades are stopped.

Flight time — remotely piloted aircraft systems. The total time from the moment a command and control (C2) link is established between the remote pilot station (RPS) and the remotely piloted aircraft (RPA) for the purpose of taking off or from the moment the remote pilot receives control following a handover until the moment the remote pilot completes a handover or the C2 link between the RPS and the RPA is terminated at the end of the flight. (applicable until 25 November 2026).

Flight time — remotely piloted aircraft systems. The total time from the moment a Link is established between the remote pilot station (RPS) and the remotely piloted aircraft (RPA) for the purpose of taking off or from the moment the remote pilot receives control following a handover until the moment the remote pilot completes a handover or the C2 Link between the RPS and the RPA is terminated at the end of the flight. (applicable as of 26 November 2026).

Glider. A non-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.

Glider flight time. The total time occupied in flight, whether being towed or not, from the moment the glider first moves for the purpose of taking off until the moment it comes to rest at the end of the flight.

Handover. The act of passing piloting control from one remote pilot station to another.

Helicopter. A heavier-than-air aircraft supported in flight chiefly by the reactions of the air on one or more power-driven rotors on substantially vertical axes.

Human performance. Human capabilities and limitations which have an impact on the safety and efficiency of aeronautical operations.

ICAO competency framework. A competency framework, developed by ICAO, is a selected group of competencies for a given aviation discipline. Each competency has an associated description and observable behaviours.

Instructions. Means instructions issued under this ANO.

Instrument flight time. Time during which a pilot is piloting an aircraft, or a remote pilot is piloting a remotely piloted aircraft, solely by reference to instruments and without external reference points.

Instrument ground time. Time during which a pilot is practising, on the ground, simulated instrument flight in a flight simulation training device approved by the Licensing Authority.

Instrument time. Instrument flight time or instrument ground time.

Licensing Authority. Civil Aviation Authority of Bangladesh (CAAB) is responsible for the licensing of personnel.

Note.— In the provisions of this ANO, CAAB has been given the following responsibilities by the Government:

- a) assessment of an applicant's qualifications to hold a licence or rating;
- b) issue and endorsement of licences and ratings;
- c) designation and authorization of approved persons;
- d) approval of training courses;
- e) approval of the use of flight simulation training devices and authorization for their use in gaining the experience or in demonstrating the skill required for the issue of a licence or rating; and
- f) validation of licences issued by other Contracting States.

Likely. In the context of the medical provisions in Chapter 6, likely means with a probability of occurring that is unacceptable to the medical assessor.

Maintenance. The performance of tasks required to ensure the continuing airworthiness of an aircraft, including any one or combination of overhaul, inspection, replacement, defect rectification, and the embodiment of a modification or repair.

Medical Assessment. The evidence issued by licensing authority that the licence holder meets specific requirements of medical fitness.

Medical assessor. A physician, appointed by the Licensing Authority, qualified and experienced in the practice of aviation medicine and competent in evaluating and assessing medical conditions of flight safety significance.

Note 1. - Medical assessors evaluate medical reports submitted to the Licensing Authority by medical examiners.

Note 2. - Medical assessor should maintain the currency of his professional knowledge.

Medical examiner. A physician with training in aviation medicine and practical knowledge and experience of the aviation environment, who is designated by the Licensing Authority to conduct medical examinations of fitness of applicants for licences or ratings for which medical requirements are prescribed.

Monitoring. A cognitive process to compare an actual to an expected state.

Note.— Monitoring is embedded in the competencies for a given role within an aviation discipline, which serve as countermeasures in the threat and error management model. It requires knowledge, skills and attitudes to create a mental model and to take appropriate action when deviations are recognized.

Night. The hours between the end of evening civil twilight and the beginning of morning civil twilight or such other period between sunset and sunrise, as may be prescribed by the appropriate authority.

Note.— Civil twilight ends in the evening when the centre of the sun's disc is 6 degrees below the horizon and begins in the morning when the centre of the sun's disc is 6 degrees below the horizon.

Observable behaviour (OB). A single role-related behaviour that can be observed and may or may not be measurable.

Order. Order issued under this ANO.

Performance criteria. Statements used to assess whether the required levels of performance have been achieved for a competency. A performance criterion consists of an observable behaviour, condition(s) and a competency standard.

Pilot (to). To manipulate the flight controls of an aircraft during flight time.

Pilot flying (PF). The pilot whose primary task is to control and manage the flight path. The secondary tasks of the PF are to perform non-flight path related actions (radio communications, aircraft systems, other operational activities, etc.) and to monitor other crewmembers.

Pilot-in-command. The pilot designated by the operator, or in the case of general aviation, the owner, as being in command & charged with the safe conduct of a flight.

Pilot-in-command under supervision. Co-pilot performing, under the supervision of the pilot-in-command, the duties and functions of a pilot-in-command, in accordance with a method of supervision acceptable to the Licensing Authority.

Pilot monitoring (PM). The pilot whose primary task is to monitor the flight path and its management by the PF. The secondary tasks of the PM are to perform non-flight path related actions (radio communications, aircraft systems, other operational activities, etc.) and to monitor other crewmembers.

Powered-lift. A heavier-than-air aircraft capable of vertical take-off, vertical landing, and low-speed flight, which depends principally on engine-driven lift devices or

engine thrust for the lift during these flight regimes and on non-rotating aerofoil(s) for lift during horizontal flight.

Problematic use of substances. The use of one or more psychoactive substances by aviation personnel in a way that:

- a) Constitutes a direct hazard to the user or endangers the lives, health or welfare of others; and/or
- b) Causes or worsens an occupational, social, mental or physical problem or disorder.

Psychoactive substances. Alcohol, opioids, cannabinoids, sedatives and hypnotics, cocaine, other psychostimulants, hallucinogens, and volatile solvents, whereas coffee and tobacco are excluded.

Quality system. Documented organizational procedures and policies; internal audit of those policies and procedures; management review and recommendation for quality improvement.

Rated air traffic controller. An air traffic controller holding a licence and valid ratings appropriate to the privileges to be exercised.

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

Remote co-pilot. A licensed remote pilot serving in any piloting capacity other than as remote pilot-in-command but excluding a remote pilot who is in the remote pilot station for the sole purpose of receiving flight instruction.

Remote flight crew member. A licensed flight crew member charged with duties essential to the operation of a remotely piloted aircraft system during a flight duty period.

Remote pilot. A person charged by the operator with duties essential to the operation of a remotely piloted aircraft and who manipulates the flight controls, as appropriate, during flight time.

Remote pilot-in-command. The remote pilot designated by the operator as being in command and charged with the safe conduct of a flight.

Remote pilot station (RPS). The component of the remotely piloted aircraft system containing the equipment used to pilot the remotely piloted aircraft.

Remotely piloted aircraft (RPA). An unmanned aircraft which is piloted from a remote pilot station.

Remotely piloted aircraft system (RPAS). A remotely piloted aircraft, its associated remote pilot station(s), the required command and control links and any other components as specified in the type design. (applicable until 25 November 2026).

Remotely piloted aircraft system (RPAS). A remotely piloted aircraft, its associated remote pilot station(s), the required Links and any other components as specified in the type design. (applicable as of 26 November 2026).

Rendering (a licence) valid. The action taken by a Contracting State, as an alternative to issuing its own licence, in accepting a licence issued by any other Contracting State as the equivalent of its own licence.

Rotorcraft. A power-driven heavier-than-air aircraft supported in flight by the reactions of the air on one or more rotors.

Sign a maintenance release (to). To certify that maintenance work has been completed satisfactorily in accordance with appropriate airworthiness requirements, by issuing the maintenance release referred to in Annex 6 (in the case of a release not issued by an approved maintenance organization) or Annex 8 (in the case of a release issued by an approved maintenance organization).

Significant. In the context of the medical provisions in Chapter 6, significant means to a degree or of a nature that is likely to jeopardize flight safety.

Solo flight time. Flight time during which a student pilot is the sole occupant of an aircraft.

Solo flight time — remotely piloted aircraft systems. Flight time during which a student remote pilot is controlling the remotely piloted aircraft system, acting solo.

State safety programme (SSP). An integrated set of regulations and activities aimed at improving safety.

Threat. Events or errors that occur beyond the influence of an operational person, increase operational complexity & must be managed to maintain the margin of safety.

Note.— See Chapter 1 of Annex 19 — Safety Management for a definition of operational personnel.

Threat management. The process of detecting threats and responding to them with countermeasures that reduce or eliminate the consequences of threats and mitigate the probability of errors or undesired states.

Note.— See Chapter 6 of Part II, Section I of the Procedures for Air Navigation Services — Training (PANS-TRG, Doc 9868) and Circular 314 — Threat and Error Management (TEM) in Air Traffic Control for a description of undesired states.

1.2 **General provisions concerning licences**

Note 1.— Reserved

The following personnel shall be licensed in accordance with the applicable provision of this ANO;

- a. Flight crew
 - private pilot - aeroplane, helicopter;
 - commercial pilot - aeroplane, helicopter;
 - airline transport pilot - aeroplane, helicopter.
- b. Other personnel
 - aircraft maintenance (engineer);
 - air traffic controller;
 - flight operations officer/flight dispatcher;
- c. The licences issued for flight crew and flight operations officer/flight dispatcher shall have non-expiry status. The requirements for conversion of existing expiry type licence, issued before, to non-expiry type licence for flight crew are established in **Annexure -1**.
- d. Military qualification and experience shall be recognized for issuance of each of the following flight crew licences, meeting the requirements established in **Annexure -3**:
 - private pilot - aeroplane and helicopter;
 - commercial pilot - aeroplane and helicopter;
 - airline transport pilot - aeroplane and helicopter.
- e. Conversion of foreign licence, issued by a contracting state, shall be recognized for issuance of each of the following flight crew licences, meeting the requirements established in **Annexure-4**.
 - private pilot - aeroplane and helicopter;
 - commercial pilot - aeroplane and helicopter;
 - airline transport pilot - aeroplane and helicopter.
- f. A licence shall be replaced if it is reported to be lost or destroyed, meeting the requirements established in **Annexure-5**.

1.2.1 **Authority to act as a flight crew member flight crew member**

1.2.1.1 A person shall not act as a flight crew member of an aircraft unless a valid licence is held showing compliance with the specifications of this ANO and appropriate to the duties to be performed by that person.

1.2.1.2 The flight crew member licence shall be issued, or rendered valid by CAAB.

1.2.1.3 Reserve.

1.2.1.4 Reserve.

1.2.2 **Method of rendering a licence valid**

1.2.2.1 CAAB may issue authorization as an alternative to the issuance of its own licence, by rendering a foreign licence valid issued by another Contracting State, for use on Bangladesh registered aircraft. The requirements and method of such rendering a licence valid are established in **Annexure - 6 & 7** for flight crew and synthetic instructors respectively. The authorization to be carried with the former licence accepting it as the equivalent of the latter. When the authorization is limited to specific privileges, the authorization shall specify the privileges of the licence which are to be accepted as its equivalent. The validity of the authorization shall not extend beyond the period of validity of the licence. The authorization ceases to be valid if the licence upon which it was issued is revoked or suspended.

Note.- This provision is not intended to preclude the State that issued the licence from extending, by a suitable notification, the period of validity of the licence without necessarily requiring either the physical return of the licence or the appearance of the licence holder before the Authorities of that State.

1.2.2.2 When an authorization under 1.2.2.1 is issued for use in commercial air transport operations, the validity of the other Contracting State's licence shall be confirmed before issuing such authorization.

1.2.2.3 Reserve.

1.2.2.4 Reserve.

1.2.3 **Privileges of the holder of a licence**

The holder of a licence shall not exercise the privileges other than those granted by that licence.

1.2.4 **Medical fitness**

Note 1.— Guidance material is published in the Manual of Civil Aviation Medicine (Doc 8984) & Civil Aviation Procedure Document (CPD 1-10).

Note 2.-To satisfy the licensing requirements of medical fitness for the issue of various types of licences, the applicant must meet certain appropriate medical requirements which are specified as three classes of Medical Assessment. Details are given in 6.2, 6.3, 6.4 and 6.5. To provide the necessary evidence to satisfy the requirements of 1.2.4.1, CAAB issues the licence holder with a separate certificate with appropriate Medical Assessment, Class 1, Class 2 or Class 3.

1.2.4.1 An applicant for a licence shall, when applicable, hold a Medical Assessment issued in accordance with the provisions of Chapter 6.

1.2.4.2 As a part of the State Safety Programme, basic safety management principles to be applied in connection to the medical assessment process of licence holders that as a minimum include:

- a) routine analysis of in-flight incapacitation events and medical findings during medical assessments to identify areas of increased medical risk; and
- b) continuous re-evaluation of the medical assessment process to concentrate on identified areas of increased medical risk.

Note.— Reserve.

1.2.4.3 Appropriate aviation-related health promotion for licence holders will be implemented subject to a Medical Assessment to reduce future medical risks to flight safety.

Note 1.— Provision 1.2.4.2 indicates topics for health promotion activities.

Note 2.— Guidance on the subject of health promotion activities is contained in the Manual of Civil Aviation Medicine (Doc 8984) and CPD 1-10.

Note 3.— Reserved

1.2.4.4 The period of validity of a Medical Assessment shall begin on the day the medical examination is performed. The duration of the period of validity shall be in accordance with the provisions of 1.2.5.2.

1.2.4.4.1 The period of validity of a Medical Assessment may be extended, at the discretion of CAAB up to 45 days.

Note.— It is advisable to let the calendar day on which the Medical Assessment expires remain constant year after year by allowing the expiry date of the current Medical Assessment to be the beginning of the new validity period under the proviso that the medical examination takes place during the period of validity of the current Medical Assessment but no more than 45 days before it expires.

1.2.4.5 Except as provided in 1.2.5.2.6, flight crew members or **air traffic controllers** shall not exercise the privileges of their licence unless they hold a current Medical Assessment appropriate to the licence.

1.2.4.6 Medical examiners, qualified and licensed in the practice of medicine shall be designated, to conduct medical examinations of fitness of applicants for the issue or renewal of the licences or ratings specified in Chapters 2 and of the appropriate licences **specified in Chapter 4.**

1.2.4.6.1 Medical examiners shall have received training in aviation medicine and shall receive refresher training at regular intervals. Before designation, medical examiners shall demonstrate adequate competency in aviation medicine.

- 1.2.4.6.2 Medical examiners shall have practical knowledge and experience of the conditions in which the holders of licences and ratings carry out their duties.

Note.— Examples of practical knowledge and experience are flight experience, simulator experience, on-site observation or any other hands-on experience deemed by the Licensing Authority to meet this requirement.

- 1.2.4.6.3 Reserve

- 1.2.4.7 Applicants for licences or ratings for which medical fitness is prescribed shall sign and furnish to the medical examiner a declaration stating whether they have previously undergone such an examination and, if so, the date, place and result of the last examination. They shall indicate to the examiner whether a Medical Assessment has previously been refused, revoked or suspended and, if so, the reason for such refusal, revocation or suspension.

- 1.2.4.7.1 Any false declaration to a medical examiner made by an applicant for a licence or rating shall be reported to the Licensing Division for such action as may be considered appropriate.

- 1.2.4.8 Having completed the medical examination of the applicant in accordance with Chapter 6, the medical examiner shall coordinate the results of the examination and submit a signed report, or equivalent, to the Licensing Division, in accordance with its requirements, detailing the results of the examination and evaluating the findings with regard to medical fitness.

- 1.2.4.8.1 If the medical report is submitted to the Licensing Division in electronic format, adequate identification of the examiner shall be established.

- 1.2.4.8.2 If the medical examination is carried out by two or more medical examiners, authority shall appoint one of them to be responsible for coordinating the results of the examination, evaluating the findings with regard to medical fitness, and signing the report.

- 1.2.4.9 Medical assessor shall evaluate reports submitted to him by medical examiners and shall forward it to licensing division.

- 1.2.4.9.1 The medical examiner shall be required to submit sufficient information to the Medical Assessor to enable to undertake Medical Assessment audits.

Note.— The auditing is to ensure that medical examiners meet applicable standards for good medical practice and aeromedical risk assessment. Guidance on aeromedical risk assessment is contained in the Manual of Civil Aviation Medicine (Doc 8984).

- 1.2.4.10 If the medical Standards prescribed in Chapter 6 for a particular licence are not met, the appropriate Medical Assessment shall not be issued or renewed unless the following conditions are fulfilled:

- a) accredited medical conclusion indicates that in special circumstances the applicant's failure to meet any requirement, whether numerical or otherwise, is such that exercise of the privileges of the licence applied for is not likely to jeopardize flight safety;

- b) relevant ability, skill and experience of the applicant and operational conditions have been given due consideration; and
- c) the licence is endorsed with any special limitation or limitations when the safe performance of the licence holder's duties is dependent on compliance with such limitation or limitations.

1.2.4.11 Medical confidentiality shall be respected at all times.

1.2.4.11.1 All medical reports and records shall be securely held with accessibility restricted to authorized personnel.

1.2.4.11.2 When justified by operational considerations, the medical assessor shall determine to what extent pertinent medical information is presented to licencing division.

1.2.5 **Validity of licences**

1.2.5.1 CAAB, having issued a licence, no certificate holder may use any person, nor may any person exercise the privileges granted by that licence, or by related ratings, unless the holder maintains competency and meets the requirements for recent experience. The requirements to maintain competency and recent experience for flight crew are established in **Annexure-8**.

1.2.5.1.1 Reserve.

1.2.5.1.2 The flight crew members shall carry their appropriate licences on board every aircraft engaged in international air operations that other Contracting States are enabled to be satisfied as to the validity of the licence. The requirements for carriage of documents are established in **Annexure-8**.

Note 1.- The maintenance of competency of flight crew members, engaged in commercial air transport operations, is satisfactorily established by demonstration of skill during proficiency flight checks completed in accordance with ANO 6.

Note 2.- Maintenance of competency may be satisfactorily recorded in the operator's records, pilot proficiency check card or in the flight crew member's personal log book or licence.

Note 3.- Flight crew members may, demonstrate their continuing competency in FSTDs approved by CAAB.

Note 4.- The Manual of Criteria for the Qualification of Flight Simulation Training Devices are given in ICAO Doc 9625.

Note 5.- Reserve.

1.2.5.2 Except as provided in 1.2.5.2.1, 1.2.5.2.2, 1.2.5.2.3, 1.2.5.2.4, 1.2.5.2.5 and 1.2.5.2.6, a Medical Assessment issued in accordance with 1.2.4.7 and 1.2.4.8 shall be valid from the date of the medical examination for a period not greater than:

- 60 months for the private pilot licence - aeroplane, helicopter;
- 12 months for the commercial pilot licence - aeroplane, helicopter;
- 12 months for the airline transport pilot licence - aeroplane, helicopter;
- 48 months for the air traffic controller licence.

Note 1.- The periods of validity listed above may be extended by up to 45 days in accordance with 1.2.4.4.1.

Note 2.- When calculated in accordance with 1.2.5.2 and its sub-paragraphs, the period of validity will, for the last month counted, include the day that has the same calendar number as the date of the medical examination or, if that month has no day with that number, the last day of that month.

- 1.2.5.2.1 The period of validity of a Medical Assessment may be reduced when clinically indicated.
- 1.2.5.2.2 When the holders of airline transport pilot licences - aeroplane, helicopter and commercial pilot licences - aeroplane, helicopter, who are engaged in single-crew commercial air transport operations carrying passengers, have passed their 40th birthday, the period of validity specified in 1.2.5.2 shall be reduced to six months.
- 1.2.5.2.3 When the holders of airline transport pilot licences — aeroplane, helicopter, and commercial pilot licences — aeroplane, helicopter, who are engaged in commercial air transport operations, have passed their 60th birthday, the period of validity specified in 1.2.5.2 shall be reduced to six months.
- 1.2.5.2.4 When the holders of private pilot licences — aeroplane, helicopter and air traffic controller licences have passed their 40th birthday, the period of validity specified in 1.2.5.2 shall be reduced to 24 months.
- 1.2.5.2.5 Reserve.
- 1.2.5.2.6 *Circumstances in which a medical examination may be deferred.* The scheduled re-examination of a licence holder operating in an area distant from designated medical examination facilities may be deferred at the discretion of the authority, provided that such deferment shall only be made as an exception and shall not exceed:
 - a) a single period of six months in the case of a flight crew member of an aircraft engaged in non-commercial operations;
 - b) two consecutive periods each of three months in the case of a flight crew member of an aircraft engaged in commercial operations provided that in each case a favourable medical report is obtained after examination by a designated medical examiner of the area concerned, or, in cases where such a designated medical examiner is not available, by a physician legally qualified to practise medicine in that area. A report of the medical examination shall be sent to CAAB;

- c) in the case of a private pilot, a single period not exceeding 24 months where the medical examination is carried out by an examiner designated under Licencing Authority of the Contracting State in which the applicant is temporarily located. A report of the medical examination shall be sent to CAAB; and
- d) Reserve.

1.2.6 Decrease in medical fitness

1.2.6.1 Holders of licences shall not exercise the privileges of their licences and related ratings at any time when they are aware of any decrease in their medical fitness which might render them unable to safely and properly exercise these privileges.

1.2.6.1.1 Reserve.

1.2.6.1.2 Licence holders shall not exercise the privileges of their licences and related ratings during any period in which their medical fitness has, from any cause, decreased to an extent that would have prevented the issue or renewal of their Medical Assessment.

1.2.6.1.3 A flight crew with OML (operational multi-pilot limitation) shall be authorized to exercise the privileges relevant to the licence and rating to operate an aircraft meeting the conditions and limitations established in Annexure-9.

1.2.7 Use of psychoactive substances

1.2.7.1 Holders of licences shall not exercise the privileges of their licences and related ratings while under the influence of any psychoactive substance which might render them unable to safely and properly exercise these privileges.

1.2.7.2 Holders of licences shall not engage in any problematic use of substances.

1.2.7.3 Reserve.

1.2.8 Approved training and approved training organization

Note.— The qualifications required for the issue of personnel licences can be more readily and speedily acquired by applicants who undergo closely supervised, systematic and continuous courses of training, conforming to a planned syllabus or curriculum. Provision has accordingly been made for some reduction in the experience requirements for the issue of certain licences and ratings specified in this ANO, in respect of an applicant who has satisfactorily completed a course of approved training.

1.2.8.1 Approved training shall provide a level of competency at least equal to that provided by the minimum experience requirements for personnel not receiving such approved training.

- 1.2.8.2 The approval of a training organization by the authority shall be dependent upon the applicant demonstrating compliance with the requirements of Appendix 2 to this ANO, and the relevant provisions contained in Annex-19. The requirements for approval of a training organization, to conduct aircraft type rating training in FSTD for flight crew, located within and outside Bangladesh, are established in Annexure-10 and 11 respectively.

Note 1.— Reserve).

Note 2.— Reserve.

- 1.2.8.3 Approved training for flight crew, aircraft maintenance engineer and air traffic controllers shall be conducted within an approved training organization.

Note.— The approved training considered in 1.2.8.3 relates primarily to approved training for the issuance of a licence or rating. It is not intended to include approved training for the maintenance of competence or for an operational qualification after the initial issuance of a licence or rating, as may be required for aircraft maintenance engineer such as the approved maintenance training organization under ANO Part 147 or air traffic controllers or for flight crew such as the approved training under ANO 6 — Operation of Aircraft, Part I — International Commercial Air Transport — Aeroplanes, 9.3

- 1.2.8.4 Competency-based approved training for aircraft maintenance personnel shall be conducted within an approved training organization.

Note.1— Reserve.

Note 2.— Reserve.

- 1.2.8.5 Reserve.

- 1.2.8.6 Competency-based approved training for flight operations officer/flight dispatcher personnel shall be conducted within an approved training organization.

Note.— Reserve.

1.2.9 Language proficiency

- 1.2.9.1 Aeroplane and helicopter pilots and air traffic controllers shall demonstrate the ability to speak and understand the language used for radiotelephony communications to the level specified in the language proficiency requirements in Appendix 1.

- 1.2.9.2 Reserve.

- 1.2.9.3 Reserve.

- 1.2.9.4 Reserve.

- 1.2.9.5 The language proficiency of aeroplane and helicopter pilots; and air traffic controllers who demonstrate proficiency below the Expert Level (Level 6) shall be formally evaluated at intervals in accordance with an individual's demonstrated proficiency level.
- 1.2.9.6 The language proficiency of aeroplane and helicopter pilots required to use the radiotelephone aboard an aircraft and air traffic controllers who demonstrate proficiency below the Expert Level (Level 6) shall be formally evaluated at intervals in accordance with an individual's demonstrated proficiency level, as follows:
- a) those demonstrating language proficiency at the Operational Level (Level 4) should be evaluated at least once every three years; and
 - b) those demonstrating language proficiency at the Extended Level (Level 5) should be evaluated at least once every six years.

Note 1.— Formal evaluation is not required for applicants who demonstrate expert language proficiency, e.g. native and very proficient non-native speakers with a dialect or accent intelligible to the international aeronautical community.

Note 2.— The provisions of 1.2.9 refer to Annex 10, Volume II, Chapter 5, whereby the language used for radiotelephony communications may be the language normally used by the station on the ground or English. In practice, therefore, there will be situations whereby flight crew members will only need to speak the language normally used by the station on the ground.

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CHAPTER- 2

LICENCES AND RATINGS FOR PILOTS AND REMOTE PILOTS

A. LICENCES AND RATINGS FOR PILOTS

2.1 General rules concerning pilot licences and ratings

2.1.1 General licensing specifications

2.1.1.1 A person shall not act either as pilot-in-command or as co-pilot of an aircraft in any of the following categories unless that person is the holder of a pilot licence issued by Chairman, CAAB in accordance with the provisions of this chapter:

- aeroplane
- helicopter.

2.1.1.2 The category of aircraft shall be endorsed as a category rating on the licence. The category of aircraft shall be included in the title of the licence itself, or endorsed as a category rating on the licence.

2.1.1.2.1 When the holder of a pilot licence seeks a licence for an additional category of aircraft, the Chairman may:

- a) issue the licence holder with an additional pilot licence for that category of aircraft;
- b) endorse the original licence with the new category rating, subject to the conditions of 2.1.2.

Note.— The requirements for category ratings are given in terms of licensing specifications for pilots and at levels appropriate to the privileges to be granted to the licence holder.

2.1.1.3 An applicant shall, before being issued with any pilot licence or rating, meet such requirements in respect of age, knowledge, experience, flight instruction, skill and medical fitness, as are specified in this ANO for that licence or rating.

2.1.1.3.1 An applicant for any pilot licence or rating shall demonstrate knowledge and skill as determined in this ANO specified for that licence or rating.

2.1.1.3.2 The application for any pilot licence or rating shall be made within two months from the date of completion of skill test.

2.1.1.4 Reserve.

2.1.2 Category ratings

2.1.2.1 Category ratings shall be for categories of aircraft listed in 2.1.1.1.

- 2.1.2.2 Category ratings shall not be endorsed on a licence when the category is included in the title of the licence itself.
- 2.1.2.3 Any additional category rating endorsed on a pilot licence shall indicate the level of licensing privileges at which the category rating is granted.
- 2.1.2.4 The holder of a pilot licence seeking additional category ratings shall meet the requirements of this ANO appropriate to the privileges for which the category rating is sought.

2.1.3 **Class and type ratings**

2.1.3.1 Class ratings are established for aeroplanes certificated for single-pilot operation and shall comprise:

- a) single engine, land;
- b) single-engine, sea;
- c) multi-engine, land;
- d) multi-engine, sea.

Note :— Reserve.

2.1.3.1.1 *Recommendation. - Reserve.*

2.1.3.2 Type ratings shall be established for:

- a) aircraft certificated for operation with a minimum crew of at least two pilots;
- b) helicopters certificated for single-pilot operation; and
- c) any aircraft whenever considered necessary by CAAB.

Note 1.— Where a common type rating is established, it will be only for aircraft with similar characteristics in terms of operating procedures, systems and handling.

Note 2.—Reserve

2.1.3.2.1 Requirements for flying more than one type of aircraft or variant are established in **Annexure- 13**.

2.1.3.3 When an applicant demonstrates skill and knowledge for the initial issue of a pilot licence, the category and the ratings appropriate to the class or type of aircraft used in the demonstration shall be entered on the licence.

2.1.4 **Circumstances in which class and type ratings are required**

2.1.4.1 The holder of a pilot licence shall not act either as pilot-in-command or as co-pilot of an aeroplane or a helicopter unless the holder has received authorization as follows:

- a) the appropriate class rating specified in 2.1.3.1; or
- b) a type rating when required in accordance with the provisions of 2.1.3.2.;

2.1.4.1.1 When a type rating is issued limiting the privileges to act as co-pilot, or limiting the privileges to act as pilot-in-command only during the cruise phase of the flight, such limitation shall be endorsed on the rating.

2.1.4.2 For the purpose of training, testing, or specific special purpose non-revenue, non-passenger carrying flights, special authorization may be provided in writing to the licence holder by CAAB in place of issuing the class or type rating in accordance with 2.1.4.1. This authorization shall be limited in validity to the time needed to complete the specific flight.

2.1.5 Requirements for the issue of class and type ratings

2.1.5.1 Class rating

The applicant shall have demonstrated a degree of skill appropriate to the licence in an aircraft of the class for which the rating is sought.

2.1.5.2 Type rating as required by 2.1.3.2 a)

The applicant shall have:

- a) gained, under appropriate supervision, experience in the applicable type of aircraft and/or flight simulator in the following:
 - normal flight procedures and manoeuvres during all phases of flight;
 - abnormal and emergency procedures and manoeuvres in the event of failures and malfunctions of equipment, such as engine, systems and airframe;
 - where applicable, instrument procedures, including instrument approach, missed approach & landing procedures under normal, abnormal & emergency conditions, including simulated engine failure;
 - for the issue of an aeroplane category type rating, upset prevention and recovery training; and

Note 1.- Procedures for UPRT are contained in the Procedures for Air Navigation Services — Training (PANS-TRG, Doc 9868).

Note 2.- Guidance on upset prevention and recovery training is contained in the Manual on Aeroplane UPRT (Doc 10011).

Note 3.- The Manual of Criteria for the Qualification of Flight Simulation Training Devices (Doc 9625) provides guidance on the approval of FSTDs for upset prevention and recovery training.

Note 4.- The aeroplane upset prevention and recovery training may be integrated in the type rating programme or be conducted immediately after, as an additional module.

- procedures for crew incapacitation and crew coordination including allocation of pilot tasks; crew cooperation and use of checklists;

Note.- Qualifications required for pilots giving flight training are given in 2.1.8.1

- b) demonstrated the skill and knowledge required for the safe operation of the applicable type of aircraft, relevant to the duties of a pilot-in-command or a co-pilot as applicable; and
- c) demonstrated, at the airline transport pilot licence level, an extent of knowledge specified in 2.6.1.2.

2.1.5.2.1 The requirements to undergo 'Zero Flight Time Training' (ZFTT) in flight simulation training device in lieu of 'Base Training' in aeroplane for type rating are established in **Annexure- 14**.

2.1.5.2.2 PIC and co-pilot engaged in Commercial Air Transport Operation in aeroplane, shall meet the requirements of training & flying experience as established in **Annexure- 15**.

Note.- Reserve.

2.1.5.3 Type rating as required by 2.1.3.2 b) and c)

The applicant shall have demonstrated the skill and knowledge required for the safe operation of the applicable type of aircraft, relevant to the licensing requirements and piloting functions of the applicant.

2.1.6 **Use of a FSTD for acquisition of experience and demonstration of skill**

The use of a FSTD for acquiring the experience or performing any manoeuvres required during the demonstration of skill for the issue of a licence or rating shall be approved by CAAB, which shall ensure that the FSTD used is appropriate to the task. The requirements for approval to conduct aircraft type rating training in FSTD for flight crew, located within and outside Bangladesh, are established in **Annexure-10 and 11** respectively.

2.1.7 **Circumstances in which an instrument rating is required**

The holder of a pilot licence shall not act either as pilot-in-command or as co-pilot of an aircraft under IFR unless such holder has received proper authorization from CAAB. Proper authorization shall comprise an instrument rating appropriate to the aircraft category.

2.1.7.1 The instrument rating is included in the airline transport pilot licence-aeroplane. The provisions of 2.1.7 do not preclude the issue of a licence having the instrument rating as an integral part thereof.

2.1.8 **Circumstances in which authorization to conduct instruction is required**

2.1.8.1 The holder of a pilot licence shall not carry out flight instruction required for the issue of a pilot licence or rating, unless such holder has received proper authorization from CAAB. Proper authorization shall comprise:

- a) a flight instructor rating on the holder's licence; or
- b) the authority to act as an agent of an approved organization to carry out flight instruction; or
- c) a specific authorization granted to Company Flight Training Instructor (CFTI) to carry out flight instruction in Commercial Air Transport Operations-aeroplane and helicopter, required for the issue of a pilot licence or rating. Requirements for training and flying experience of Company Flight Training Instructor (CFTI) authorization for aeroplane and helicopter are established in Annexure -16 and Annexure -17 respectively.

2.1.8.2 A Company Synthetic Flight Instructor (SFI) shall not carry out instruction on a FSTD required for the issue of a pilot licence or rating unless such SFI holds or has held an appropriate licence or has appropriate flight training and flight experience and has received proper authorization from CAAB. Requirements for training and flying experience of Company Synthetic Flight Instructor (SFI) engaged in Commercial Air Transport Operations-aeroplane and helicopter, are established in Annexure -16 and Annexure -17 respectively.

2.1.9 **Crediting of flight time**

2.1.9.1 A student pilot or the holder of a pilot licence shall be entitled to be credited in full with all solo, dual instruction and pilot-in-command flight time towards the total flight time required for the initial issue of a pilot licence or the issue of a higher grade of pilot licence.

2.1.9.2 The holder of a pilot licence, when acting as co-pilot at a pilot station of an aircraft certificated for operation by a single pilot but required by CAAB to be operated with a co-pilot, shall be entitled to be credited with not more than 50 per cent of the co-pilot flight time towards the total flight time required for a higher grade of pilot licence. CAAB may authorize that flight time be credited in full towards the total flight time required if the aircraft is equipped to be operated by a co-pilot and the aircraft is operated in a multi-crew operation.

2.1.9.3 The holder of a pilot licence, when acting as co-pilot at a pilot station of an aircraft certificated to be operated with a co-pilot, shall be entitled to be credited in full with this flight time towards the total flight time required for a higher grade of pilot licence.

2.1.9.4 The holder of a pilot licence, when acting as pilot-in-command under supervision, shall be entitled to be credited in full with this flight time towards the total flight time required for a higher grade of pilot licence.

2.1.9.5 The crediting of helicopter flight time to aeroplane flight time, applicable for military pilots of Bangladesh, for issuance of Commercial Pilot licence and Airline Transport Pilot Licence in aeroplane category under Chapter 1, 1.2 (d) are established in Annexure-18;

2.1.9.6 Logbooks, Flight time logging procedure and crediting of flight time:

- a. Every crew member shall maintain a personal logbook in which all flight times shall be logged.
- b. All entries in logbooks shall be made in ink.
- c. Unless otherwise specified, logbooks shall be preserved.
- d. Every flight crewmember shall certify the accuracy of the entries in his logbook with respect of flight time. The pilot-in-command, during checks, dual instruction and flight under supervision, shall certify entries with respect to flight time. At the end of each quarter in a year, that is, at the end of March, June, September and December; logbooks shall be certified for correctness of entries therein, as:
 - i. in the case of commercial pilots and other flight crew members by the competent authorities of the operator concerned;
 - ii. in the case of members of the flying schools, by the Chief Flying Instructor; and
 - iii. in the case of all other persons, by such officers of the Civil Aviation Authority as may be designated by the Chairman.
- e. A pilot who acts as Examiner or Check Pilot may log the flight time as pilot-in-command during which he so acts, provided he is entitled and authorised to fly as a pilot-in-command of that type of aircraft by virtue of his ratings and privileges.

2.1.10 **Limitation of privileges of pilots who have attained their 60th birthday and curtailment of privileges of pilots who have attained their 65th birthday.**

The holders of pilot licences shall not act as pilot of an aircraft engaged in international commercial air transport operations if the licence holders have attained their 60th birthday or, in the case of operations with more than one pilot, their 65th birthday.

Note.— See 1.2.5.2.3 on the validity period of Medical Assessments for pilots over the age of 60 who are engaged in commercial air transport operations.

2.2 Student pilot licence (SPL)

2.2.1 General requirements for the issue of the licence appropriate to the aeroplane and helicopter categories.

2.2.2 Age

The applicant for a Student Pilot Licence shall be not less than 16 years of age.

2.2.3 Medical fitness

The applicant for SPL shall hold a current Class 2 Medical Assessment.

2.2.4 English Language Proficiency

The applicant for Student Pilot Licence shall have the ability in speaking and understanding in the English language

2.2.5 Knowledge and Academic Qualification

The Student Pilot shall have passed Secondary School Certificate (SSC) examination or equivalent and received a level of knowledge appropriate to the privileges granted to the holder of a SPL & appropriate to the category of aircraft intended to be included in the licence, in at least the following subjects and areas:

- a. Airspace rules and procedures for the aerodrome where the student will perform solo flight;
- b. Flight characteristics and operation limitations for make and model of the aircraft to be flown; and
- c. Knowledge Training for PPL subjects.

2.2.6 Skill Training

The Student Pilot shall receive a level of Skill Training appropriate to the privileges granted to the holder of a SPL and appropriate to the category of aircraft intended to be included in the licence, in at least the following areas:

- a. Flight Training for PPL;
- b. Pre-solo flight instruction;

Prior to conducting a solo flight, a student pilot shall have:

- i. Received and logged flight training for the manoeuvres and procedures applicable to the aircraft category including flight training in those manoeuvres and procedures at night, if the solo flight is to be conducted at night;
- ii. Demonstrated satisfactory proficiency and safety, as judged by an authorized instructor, on the manoeuvres and procedures for the appropriate category, and class if applicable, of aircraft.

c. Student Pilot maneuvers and Procedures for Pre-Solo Flight Training - Aeroplane Category;

A student pilot who is receiving training for solo flight in an aeroplane shall receive and log flight training for the following manoeuvres and procedures:

- i. Proper flight preparation procedures, including preflight planning and preparation, power plant operation and aircraft systems.
- ii. Taxiing, or surface operations, including run-ups.
- iii. Takeoffs and landings, including normal and crosswind.
- iv. Straight and level flight and turns in both directions.
- v. Climbs and climbing turns.
- vi. Aerodrome traffic patterns including entry and departure procedures.
- vii. Collision avoidance, wind shear avoidance and wake turbulence avoidance.
- viii. Descents, with and without turns, using high and low drag configurations.
- ix. Flight at various airspeeds from cruise to slow flight.
- x. Stall entries from various flight attitudes and power combinations with recovery initiated at the first indication of a stall and recovery from a full stall.
- xi. Emergency procedures and equipment malfunctions.
- xii. Ground reference manoeuvres.
- xiii. Approaches to a landing area with simulated engine malfunctions.
- xiv. Slips to a landing (SE only).
- xv. Go-around.

d. Student Pilot Maneuvers and Procedures for Pre-Solo Flight Training— Helicopter Category

A student pilot who is receiving training for solo flight in a helicopter shall receive and log flight training for the following manoeuvres and procedures:

- i. Proper flight preparation procedures, including pre-flight planning and preparation, power plant operation and aircraft systems.
- ii. Taxiing, or surface operations, including run-ups.
- iii. Take offs and landings, including normal and crosswind.
- iv. Straight and level flight and turns in both directions.
- v. Climbs and climbing turns.
- vi. Aerodrome traffic patterns including entry and departure procedures.
- vii. Collision avoidance, wind shear avoidance and wake turbulence avoidance.
- viii. Descents, with and without turns, using high and low drag configurations.
- ix. Flight at various airspeeds.
- x. Emergency procedures and equipment malfunctions.

- xi. Ground reference man oeuvres.
- xii. Approaches to the landing area.
- xiii. Hovering and hovering turns.
- xiv. Go-around.
- xv. Simulated emergency procedures, including auto rotational descents with a power recovery and power recovery to hover.
- xvi. Rapid decelerations.
- xvii. Simulated one-engine-inoperative approaches and landings for multi-engine helicopters.

2.2.7 Solo flight requirements:

A student pilot for Solo flight shall:

- a. be not less than 16 years of age;
- b. have the ability in speaking and understanding in the English language to be able to adequately carry out all responsibilities of the pilot-in-command of an aircraft;
- c. have attended minimum of 100 hours ground training;
- d. have passed technical examination on aircraft type/class;
- e. have passed a pre-solo check conducted by a licenced flight instructor;
- f. fly under the supervision of, or with the authority of, a licenced flight instructor that the flight does not constitute a hazard to air navigation.

2.2.8 Privileges of the holder of the licence and the conditions to be observed in exercising such privileges:

- a. Subject to compliance with the requirements specified in 1.2.6, 1.2.7.1, and 2.1, the privileges of the holder of a student pilot licence shall be to act, but not for remuneration, as pilot-in-command of aircraft within the appropriate aircraft category engaged in training flights only;
- b. shall entitle the holder to fly as pilot-in-command of an aircraft for the purpose of becoming qualified for the grant or renewal of a pilot's licence provided that:
 - i. the holder does not fly unless under the supervision of, or with the authority of, a person holding a pilot's licence granted, being a licence which includes a flying instructor's rating entitling him to give instructions in flying the type of aircraft to be flown;
- c. shall fly under visual flight rules;
- d. shall be valid only for flights within Bangladesh;
- e. shall be valid only for flights carried out in accordance with instructions given by a person holding a pilot licence granted, which includes a flying instructor rating entitling the holder to give instruction in flying the type of aircraft to be flown
- f. Ground and flight training for PPL.

2.2.9 Authorization to issue Student Pilot Licence

ATOs are authorized to issue and renew Student Pilot Licence (SPL) and inform CAAB accordingly.

2.2.10 Validity of the Licence

The period of validity of the licence shall be valid for 5 years from the date of issuance.

2.2.11 Requirements for renewal

The applicant for renewal of Student Pilot Licence shall hold a current Class 2 Medical Assessment.

2.3 **Private pilot licence (PPL)**

2.3.1 General requirements for the issue of the licence appropriate to the aeroplane and helicopter categories.

2.3.1.1 Age

The applicant shall be not less than 17 years of age.

2.3.1.2 Knowledge and Academic Qualification

The applicant shall have passed Secondary School Certificate (SSC) examination or equivalent and demonstrated a level of knowledge appropriate to the privileges granted to the holder of a private pilot licence and appropriate to the category of aircraft intended to be included in the licence, in the following subjects:

Air law

- a) rules and regulations relevant to the holder of a private pilot licence; rules of the air; altimeter setting procedures; appropriate air traffic services practices and procedures;

Aircraft general knowledge for aeroplanes and helicopters

- b) principles of operation and functioning of engines, systems and instruments;
- c) operating limitations of the relevant category of aircraft and engines; relevant operational information from the flight manual or other appropriate document;
- d) for helicopters, transmission (power trains) where applicable;
- e) Reserve.

Flight performance, planning and loading

- f) effects of loading and mass distribution on flight characteristics; mass and balance calculations;
- g) use and practical application of take-off, landing and other performance data;
- h) pre-flight and en-route flight planning appropriate to private operations under VFR; preparation and filing of air traffic services flight plans; appropriate air traffic services procedures; position reporting procedures; altimeter setting procedures; operations in areas of high-density traffic;

Human performance

- i) human performance including principles of TEM;

Note.— reserve.

Meteorology

- j) application of elementary aeronautical meteorology; use of, and procedures for obtaining, meteorological information; altimetry; hazardous weather conditions;

Navigation

- k) practical aspects of air navigation and dead-reckoning techniques; use of aeronautical charts;

Operational procedures

- l) application of TEM to operational performance;

Note.— Reserve.

- m) altimeter setting procedures;
- n) use of aeronautical documentation such as AIP, NOTAM, aeronautical codes and abbreviations;
- o) appropriate precautionary and emergency procedures, including action to be taken to avoid hazardous weather, wake turbulence and other operating hazards;
- p) in the case of helicopters, settling with power; ground resonance; retreating blade stall; dynamic rollover and other operating hazards; safety procedures, associated with flight in VMC;

Principles of flight

- q) principles of flight;

Radiotelephony

- r) communication procedures and phraseology as applied to VFR operations; action to be taken in case of communication failure.
- s) have passed technical examination on aircraft type/class.

2.3.1.3 Skill

The applicant shall have demonstrated the ability to perform as pilot-in-command of an aircraft within the appropriate category of aircraft, the procedures and manoeuvres described in 2.3.3.2 or 2.3.4.2 with a degree of competency appropriate to the privileges granted to the holder of a private pilot licence, and to:

- a) recognize and manage threats and errors;

Note.— Reserve.

- b) operate the aircraft within its limitations;
- c) complete all manoeuvres with smoothness and accuracy;
- d) exercise good judgement and airmanship;

- e) apply aeronautical knowledge; and
- f) maintain control of the aircraft at all times in a manner such that the successful outcome of a procedure or manoeuvre is assured.

2.3.1.4 Medical fitness

The applicant shall hold a current Class 2 Medical Assessment.

Note.— See 2.7.1.3 on the medical fitness requirements for private pilot licence holders seeking an instrument rating.

2.3.2 **Privileges of the holder of the licence and the conditions to be observed in exercising such privileges**

2.3.2.1 Subject to compliance with the requirements specified in 1.2.5, 1.2.6, 1.2.7.1, 1.2.9 and 2.1, the privileges of the holder of a private pilot licence shall be to act, but not for remuneration, as pilot-in-command or co-pilot of aircraft within the appropriate aircraft category engaged in non-revenue flights.

2.3.2.2 Before exercising the privileges at night, the licence holder shall have received dual instruction in aircraft within the appropriate category of aircraft in night flying, including take-off, landing and navigation.

2.3.3 **Specific requirements for the issue of the aeroplane category rating.**

2.3.3.1 Experience

2.3.3.1.1 The applicant shall have completed not less than 40 hours of flight time, or 35 hours if completed during a course of approved training, as a pilot of aeroplanes appropriate to the class rating sought. The experience as a pilot under instruction in an approved FSTD is acceptable as part of the total flight time of 40 hours or 35 hours, as the case may be. Credit for such experience is limited to a maximum of 5 hours.

2.3.3.1.1.1 When the applicant has flight time as a pilot of aircraft in other categories, such experience is not acceptable for reduction of flight time requirements of 2.3.3.1.1.

2.3.3.1.2 The applicant shall have completed in aeroplanes not less than 10 hours of solo flight time appropriate to the class rating sought, under the supervision of an authorized flight instructor, including 5 hours of solo cross-country flight time with at least one cross-country flight totalling not less than 270 km (150 NM) in the course of which full-stop landings at two different aerodromes shall be made.

2.3.3.2 Flight instruction

The applicant shall have received dual instruction in aeroplanes appropriate to the class rating sought, from an authorized flight instructor. The instructor shall

ensure that the applicant has operational experience in at least the following areas to the level of performance required for the private pilot:

a) recognize and manage threats and errors;

Note.— Reserve.

b) pre-flight operations, including mass and balance determination, aeroplane inspection and servicing;

c) aerodrome and traffic pattern operations, collision avoidance precautions and procedures;

d) control of the aeroplane by external visual reference;

e) flight at critically slow airspeeds; recognition of, and recovery from, incipient and full stalls;

f) flight at critically high airspeeds; recognition of, and recovery from, spiral dives;

g) normal and crosswind take-offs and landings;

h) maximum performance (short field and obstacle clearance) take-offs; short-field landings;

i) flight by reference solely to instruments, including the completion of a level 180° turn;

j) cross-country flying using visual reference, dead reckoning and, where available, radio navigation aids;

k) emergency operations, including simulated aeroplane equipment malfunctions;

l) operations to, from and transiting controlled aerodromes, compliance with air traffic services procedures; and

m) communication procedures and phraseology.

Note.— The instrument experience specified in 2.3.3.2 i) and the night flying dual instruction in 2.3.2.2 do not entitle the holder of a private pilot licence to pilot aeroplanes under IFR.

2.3.4 **Specific requirements for the issue of the helicopter category rating.**

2.3.4.1 Experience

2.3.4.1.1 The applicant shall have completed not less than 40 hours of flight time, or 35 hours if completed during a course of approved training, as a pilot of helicopters. The experience as a pilot under instruction in an approved FSTD is acceptable as part of the total flight time of 40 hours or 35 hours, as the case may be. Credit for such experience is limited to a maximum of 5 hours.

2.3.4.1.1.1 When the applicant has flight time as a pilot of aircraft in other categories, such experience is not acceptable for reduction of flight time requirements of 2.3.4.1.1.

2.3.4.1.2 The applicant shall have completed in helicopters not less than 10 hours of solo flight time under the supervision of an authorized flight instructor, including 5 hours of solo cross-country flight time with at least one cross-country flight totalling not less than 180 km (100 NM) in the course of which landings at two different points shall be made.

2.3.4.2 Flight instruction

2.3.4.2.1 The applicant shall have received not less than 20 hours of dual instruction time in helicopters from an authorized flight instructor. The instructor shall ensure that the applicant has operational experience in at least the following areas to the level of performance required for the private pilot:

a) recognize and manage threats and errors;

Note.— Reserve.

b) pre-flight operations, including mass and balance determination, helicopter inspection and servicing;

c) aerodrome and traffic pattern operations, collision avoidance precautions and procedures;

d) control of the helicopter by external visual reference;

e) recovery at the incipient stage from settling with power; recovery techniques from low-rotor rpm within the normal range of engine rpm;

f) ground manoeuvring and run-ups; hovering; take-offs and landings — normal, out of wind and sloping ground;

g) take-offs & landings with minimum necessary power; max performance take-off and landing techniques; restricted site operations; quick stops;

h) cross-country flying using visual reference, dead reckoning and, where available, radio navigation aids, including a flight of at least one hour;

i) emergency operations, including simulated helicopter equipment malfunctions; autorotative approach;

j) operations to, from and transiting controlled aerodromes, compliance with air traffic services procedures; and

k) communication procedures and phraseology.

2.3.4.2.1.1 Reserve

2.3.5 Reserve.

2.3.6 Reserve.

2.4 **Commercial pilot licence (CPL)**

2.4.1 General requirements for the issue of the licence appropriate to the aeroplane and helicopter categories.

2.4.1.1 Age

The applicant shall be not less than 18 years of age.

2.4.1.2 Knowledge and Academic Qualification

The applicant shall have passed Higher Secondary Certificate (HSC) examination or equivalent and demonstrated a level of knowledge appropriate to the privileges granted to the holder of a commercial pilot licence and appropriate to the category of aircraft intended to be included in the licence, in the following subjects:

Air law

- a) rules and regulations relevant to the holder of a commercial pilot licence; rules of the air; appropriate air traffic services practices and procedures;

Aircraft general knowledge for aeroplanes and helicopters

- b) principles of operation and functioning of engines, systems and instruments;
- c) operating limitations of the relevant category of aircraft and engines; relevant operational information from the flight manual or other appropriate document;
- d) use and serviceability checks of equipment and systems of appropriate aircraft;
- e) maintenance procedures for airframes, systems and engines of appropriate aircraft;
- f) for helicopters, transmission (power trains) where applicable;
- g) Reserve;

Flight performance, planning and loading

- h) effects of loading and mass distribution on aircraft handling, flight characteristics and performance; mass and balance calculations;
- i) use and practical application of take-off, landing and other performance data;
- j) pre-flight and en-route flight planning appropriate to commercial operations under VFR; preparation and filing of air traffic services flight plans; appropriate air traffic services procedures; altimeter setting procedures;
- k) in the case of helicopters, effects of external loading on handling;

Human performance

- l) human performance including principles of TEM;

Note.— Reserve.

Meteorology

- m) interpretation and application of aeronautical meteorological reports, charts and forecasts; use of, and procedures for obtaining, meteorological information, pre-flight and in-flight; altimetry;
- n) aeronautical meteorology; climatology of relevant areas in respect of the elements having an effect upon aviation; the movement of pressure systems, the structure of fronts, and the origin and characteristics of significant weather phenomena which affect take-off, en-route and landing conditions;
- o) causes, recognition and effects of icing; frontal zone penetration procedures; hazardous weather avoidance;

Navigation

- p) air navigation, including the use of aeronautical charts, instruments and navigation aids; an understanding of the principles and characteristics of appropriate navigation systems; operation of airborne equipment;
- q) Reserve.

Operational procedures

- r) application of TEM to operational performance;

Note.— Reserve.

- s) use of aeronautical documentation such as AIP, NOTAM, aeronautical codes and abbreviations;
- t) altimeter setting procedures;
- u) appropriate precautionary and emergency procedures;
- v) operational procedures for carriage of freight; potential hazards associated with dangerous goods;
- w) requirements and practices for safety briefing to passengers, including precautions to be observed when embarking and disembarking from aircraft;
- x) in the case of helicopters, settling with power; ground resonance; retreating blade stall; dynamic rollover and other operating hazards; safety procedures, associated with flight in VMC;

Principles of flight

- y) principles of flight;

Radiotelephony

- z) communication procedures and phraseology as applied to VFR operations; action to be taken in case of communication failure.
- aa) have passed technical examination on aircraft type/class.

2.4.1.3 Skill

The applicant shall have demonstrated the ability to perform as pilot-in-command of an aircraft within the appropriate category of aircraft, the procedures and manoeuvres described in 2.4.3.2.1 or 2.4.4.2 with a degree of competency appropriate to the privileges granted to the holder of a commercial pilot licence, and to:

- a) recognize and manage threats and errors;
Note.— Reserve.
- b) operate the aircraft within its limitations;
- c) complete all manoeuvres with smoothness and accuracy;
- d) exercise good judgement and airmanship;
- e) apply aeronautical knowledge; and
- f) maintain control of the aircraft at all times in a manner such that the successful outcome of a procedure or manoeuvre is assured.

2.4.1.4 Medical fitness

The applicant shall hold a current Class 1 Medical Assessment.

2.4.2 **Privileges of the holder of the licence and the conditions to be observed in exercising such privileges**

2.4.2.1 Subject to compliance with the requirements specified in 1.2.5, 1.2.6, 1.2.7.1, 1.2.9 and 2.1, the privileges of the holder of a commercial pilot licence shall be:

- a) to exercise all the privileges of the holder of a private pilot licence in an aircraft within the appropriate aircraft category;
- b) to act as pilot-in-command of an aircraft within the appropriate aircraft category engaged in operations other than commercial air transport operations;

- c) to act as pilot-in-command, in commercial air transport operations, of an aircraft within the appropriate aircraft category and certificated for single-pilot operation;
- d) to act as co-pilot of an aircraft within the appropriate aircraft category required to be operated with a co-pilot; and
- e) for the airship category, to pilot an airship under IFR.

2.4.2.2 Before exercising the privileges at night, the licence holder shall have received dual instruction in aircraft within the appropriate category of aircraft in night flying, including take-off, landing and navigation.

Note.— Certain privileges of the licence are curtailed by 2.1.10 for licence holders when they attain their 60th and 65th birthdays.

2.4.3 **Specific requirements for the issue of the aeroplane category rating**

2.4.3.1 Experience

2.4.3.1.1 The applicant shall have completed not less than 200 hours of flight time, or 150 hours if completed during a course of approved training, as a pilot of aeroplanes. The experience as a pilot under instruction in an approved FSTD is acceptable as part of the total flight time of 200 hours or 150 hours, as the case may be. Credit for such experience is limited to a maximum of 20 hours.

2.4.3.1.1.1 The applicant shall have completed in aeroplanes not less than:

- a) 100 hours as pilot-in-command or, in the case of a course of approved training, 70 hours as pilot-in-command;
- b) 20 hours of cross-country flight time as pilot-in-command including a cross-country flight totalling not less than 540 km (300 NM) in the course of which full-stop landings at two different aerodromes shall be made;
- c) 10 hours of instrument instruction time of which not more than 5 hours may be instrument ground time; and
- d) if the privileges of the licence are to be exercised at night, 5 hours of night flight time including 5 take-offs and 5 landings as pilot-in-command.

2.4.3.1.2 When the applicant has flight time as a pilot of aircraft in helicopter, such experience is acceptable as per Chapter 2, A, 2.1.9.5 and Annexure 17 and shall be complied with to which the flight time requirements of 2.4.3.1.1 can be reduced accordingly.

2.4.3.2 Flight instruction

2.4.3.2.1 The applicant shall have received dual instruction in aeroplanes appropriate to the class and/or type rating, sought from an authorized flight instructor. The instructor shall ensure that the applicant has operational experience in at least

the following areas to the level of performance required for the commercial pilot:

- a) recognize and manage threats and errors;
Note.— Reserve.
- b) pre-flight operations, including mass and balance determination, aeroplane inspection and servicing;
- c) aerodrome and traffic pattern operations, collision avoidance precautions and procedures;
- d) control of the aeroplane by external visual reference;
- e) flight at critically slow airspeeds; spin avoidance; recognition of, and recovery from, incipient and full stalls;
- f) flight with asymmetrical power for multi-engine class or type ratings;
- g) flight at critically high airspeeds; recognition of, and recovery from, spiral dives;
- h) normal and crosswind take-offs and landings;
- i) maximum performance (short field and obstacle clearance) take-offs; short-field landings;
- j) basic flight manoeuvres and recovery from unusual attitudes by reference solely to basic flight instruments;
- k) cross-country flying using visual reference, dead reckoning and radio navigation aids; diversion procedures;
- l) abnormal and emergency procedures and manoeuvres including simulated aeroplane equipment malfunctions;
- m) operations to, from and transiting controlled aerodromes, compliance with air traffic services procedures; and
- n) communication procedures and phraseology.

Note.— The instrument experience specified in 2.4.3.1.1.1 c) and 2.4.3.2.1 j) and the night flying experience and dual instruction specified in 2.4.3.1.1.1 d) and 2.4.2.2 do not entitle the holder of a commercial pilot licence to pilot aeroplanes under IFR.

2.4.3.2.2 Reserve

2.4.4 **Specific requirements for the issue of the helicopter category rating**

2.4.4.1 Experience

2.4.4.1.1 The applicant shall have completed not less than 150 hours of flight time, or 100 hours if completed during a course of approved training, as a pilot of helicopters. The experience as a pilot under instruction in an approved FSTD is acceptable as part of the total flight time of 150 hours or 100 hours, as the case may be. Credit for such experience is limited to a maximum of 10 hours.

2.4.4.1.1.1 The applicant shall have completed in helicopters not less than:

- a) 35 hours as pilot-in-command;
- b) 10 hours of cross-country flight time as pilot-in-command including a cross-country flight in the course of which landings at two different points shall be made;
- c) 10 hours of instrument instruction time of which not more than 5 hours may be instrument ground time; and
- d) if the privileges of the licence are to be exercised at night, 5 hours of night flight time including 5 take-offs and 5 landing patterns as pilot-in-command.

2.4.4.1.2 When the applicant has flight time as a pilot of aircraft in other categories, such experience is not acceptable for reduction of flight time requirements of 2.4.4.1.1.

2.4.4.2 Flight instruction

The applicant shall have received dual instruction in helicopters from an authorized flight instructor. The instructor shall ensure that the applicant has operational experience in at least the following areas to the level of performance required for the commercial pilot:

- a) recognize and manage threats and errors;
Note.— Reserve.
- b) pre-flight operations, including mass and balance determination, helicopter inspection and servicing;
- c) aerodrome and traffic pattern operations, collision avoidance precautions and procedures;
- d) control of the helicopter by external visual reference;
- e) recovery at the incipient stage from settling with power; recovery techniques from low-rotor rpm within the normal range of engine rpm;
- f) ground manoeuvring and run-ups; hovering; take-offs and landings — normal, out of wind and sloping ground; steep approaches;
- g) take-offs and landings with minimum necessary power; maximum performance take-off and landing techniques; restricted site operations; quick stops;

- h) hovering out of ground effect; operations with external load, if applicable; flight at high altitude;
- i) basic flight manoeuvres and recovery from unusual attitudes by reference solely to basic flight instruments;
- j) cross-country flying using visual reference, dead reckoning and radio navigation aids; diversion procedures;
- k) abnormal and emergency procedures, including simulated helicopter equipment malfunctions, autorotative approach and landing;
- l) operations to, from and transiting controlled aerodromes, compliance with air traffic services procedures; and
- m) communication procedures and phraseology.

Note.— The instrument experience specified in 2.4.4.1.1.1 c) and 2.4.4.2 i) and the night flying experience and dual instruction specified in 2.4.4.1.1.1 d) and 2.4.2.2 do not entitle the holder of a commercial pilot licence to pilot helicopters under IFR.

- 2.4.5 Reserve.
- 2.4.6 Reserve.
- 2.5 Reserve.

2.6 **Airline transport pilot licence (ATPL)**

2.6.1 General requirements for the issue of the licence appropriate to the aeroplane and helicopter categories

2.6.1.1 Age

The applicant shall be not less than 21 years of age and.

2.6.1.2 Knowledge and Academic Qualification

2.6.1.2.1 The applicant shall have passed Higher Secondary Certificate (HSC) examination or equivalent and demonstrated a level of knowledge appropriate to the privileges granted to the holder of an airline transport pilot licence and appropriate to the category of aircraft intended to be included in the licence, in the following subjects:

Air law

a) rules and regulations relevant to the holder of an airline transport pilot licence; rules of the air; appropriate air traffic services practices and procedures;

Aircraft general knowledge for aeroplanes and helicopters

b) general characteristics and limitations of electrical, hydraulic, pressurization and other aircraft systems; flight control systems, including autopilot and stability augmentation;

c) principles of operation, handling procedures and operating limitations of aircraft engines; effects of atmospheric conditions on engine performance; relevant operational information from the flight manual or other appropriate document;

d) operating procedures and limitations of the relevant category of aircraft; effects of atmospheric conditions on aircraft performance in accordance with the relevant operational information from the flight manual;

e) use and serviceability checks of equipment and systems of appropriate aircraft;

f) flight instruments; compasses, turning and acceleration errors; gyroscopic instruments, operational limits and precession effects; practices and procedures in the event of malfunctions of various flight instruments and electronic display units;

g) maintenance procedures for airframes, systems and engines of appropriate aircraft;

h) for helicopters, transmission (power trains) where applicable;

Flight performance, planning and loading

- i) effects of loading and mass distribution on aircraft handling, flight characteristics and performance; mass and balance calculations;
- j) use and practical application of take-off, landing and other performance data, including procedures for cruise control;
- k) pre-flight and en-route operational flight planning; preparation and filing of air traffic services flight plans; appropriate air traffic services procedures; altimeter setting procedures;
- l) in the case of helicopters, effects of external loading on handling;

Human performance

- m) human performance including principles of TEM;

Note.— Reserve.

Meteorology

- n) interpretation and application of aeronautical meteorological reports, charts and forecasts; codes and abbreviations; use of, and procedures for obtaining, meteorological information, pre-flight and in-flight; altimetry;
- o) aeronautical meteorology; climatology of relevant areas in respect of the elements having an effect upon aviation; the movement of pressure systems; the structure of fronts, and the origin and characteristics of significant weather phenomena which affect take-off, en-route and landing conditions;
- p) causes, recognition and effects of icing; frontal zone penetration procedures; hazardous weather avoidance;
- q) in the case of aeroplanes, practical high altitude meteorology, including interpretation and use of weather reports, charts and forecasts; jetstreams;

Navigation

- r) air navigation, including the use of aeronautical charts, radio navigation aids and area navigation systems; specific navigation requirements for long-range flights;
- s) use, limitation and serviceability of avionics and instruments necessary for the control and navigation of aircraft;
- t) use, accuracy and reliability of navigation systems used in departure, en-route, approach and landing phases of flight; identification of radio navigation aids;
- u) principles and characteristics of self-contained and external-referenced navigation systems; operation of airborne equipment;

Operational procedures

v) application of TEM to operational performance;

Note.— Reserve.

w) interpretation and use of aeronautical documentation such as AIP, NOTAM, aeronautical codes and abbreviations;

x) precautionary and emergency procedures; safety practices;

y) operational procedures for carriage of freight and dangerous goods;

z) requirements and practices for safety briefing to passengers, including precautions to be observed when embarking and disembarking from aircraft;

aa) in the case of helicopters, settling with power; ground resonance; retreating blade stall; dynamic rollover and other operating hazards; safety procedures, associated with flight in VMC;

Principles of flight

bb) principles of flight;

Radiotelephony

cc) communication procedures and phraseology; action to be taken in case of communication failure.

dd) have passed technical examination on aircraft type/class.

2.6.1.2.2 In addition to the above subjects, the applicant for an airline transport pilot licence applicable to the aeroplane category shall have met the knowledge requirements for the instrument rating at 2.7.1.1.

2.6.1.3 Skill

2.6.1.3.1 The applicant shall have demonstrated the ability to perform, as pilot-in-command of an aircraft within the appropriate category required to be operated with a co-pilot, the following procedures and manoeuvres:

a) pre-flight procedures, including the preparation of the operational flight plan and filing of the air traffic services flight plan;

b) normal flight procedures and manoeuvres during all phases of flight;

c) abnormal and emergency procedures and manoeuvres related to failures and malfunctions of equipment, such as engine, systems and airframe;

- d) procedures for crew incapacitation and crew coordination, including allocation of pilot tasks, crew cooperation and use of checklists; and
- e) in the case of aeroplanes, procedures and manoeuvres for instrument flight described in 2.7.4.1 a) to d), including simulated engine failure.

2.6.1.3.1.1 In the case of an aeroplane, the applicant shall have demonstrated the ability to perform the procedures and manoeuvres described in 2.6.1.3.1 as pilot-in-command of a multi-engined aeroplane.

2.6.1.3.1.2 The applicant shall have demonstrated the ability to perform the procedures and manoeuvres described in 2.6.1.3 with a degree of competency appropriate to the privileges granted to the holder of an airline transport pilot licence, and to:

- a) recognize and manage threats and errors;

Note.— Reserve.

- b) smoothly and accurately, manually control the aircraft within its limitations at all times, such that the successful outcome of a procedure or manoeuvre is assured;
- c) operate the aircraft in the mode of automation appropriate to the phase of flight and to maintain awareness of the active mode of automation;
- d) perform, in an accurate manner, normal, abnormal and emergency procedures in all phases of flight;
- e) exercise good judgement and airmanship, to include structured decision making and the maintenance of situational awareness; and
- f) communicate effectively with other flight crew members and demonstrate the ability to effectively perform procedures for crew incapacitation, crew coordination, including allocation of pilot tasks, crew cooperation, adherence to SOPs and use of checklists.

2.6.1.4 Medical fitness

The applicant shall hold a current Class 1 Medical Assessment.

2.6.2 **Privileges of the holder of the licence and the conditions to be observed in exercising such privileges**

2.6.2.1 Subject to compliance with the requirements specified in 1.2.5, 1.2.6, 1.2.7.1, 1.2.9 and 2.1, the privileges of the holder of an airline transport pilot licence shall be:

- a) to exercise all the privileges of the holder of a private and commercial pilot licence in an aircraft within the appropriate aircraft category and, in the case of a licence for the aeroplane, of the instrument rating; and

- b) to act as pilot-in-command, in commercial air transport operations, of an aircraft within the appropriate category and certificated for operation with more than one pilot.

2.6.2.2 Reserve.

2.6.3 Specific requirements for the issue of the aeroplane category rating

2.6.3.1 Experience

2.6.3.1.1 The applicant shall have completed not less than 1 500 hours of flight time as a pilot of aeroplanes. The experience as a pilot under instruction in an approved FSTD is acceptable as part of the total flight time of 1500 hours. Credit for such experience is limited to a maximum of 100 hours, of which not more than 25 hours shall be acquired in a flight procedure trainer or a basic instrument flight trainer.

2.6.3.1.1.1 The applicant shall have completed in aeroplanes not less than:

- a) 500 hours as pilot-in-command under supervision or 250 hours, either as pilot-in-command, or made up by not less than 70 hours as pilot-in-command and the necessary additional flight time as pilot-in-command under supervision. Conditions for crediting Pilot-in-Command under supervision, PI (U/S), flight hours from right hand seat are established in **Annexure-19**;
- b) 200 hours of cross-country flight time, of which not less than 100 hours shall be as pilot-in-command or as pilot-in-command under supervision;
- c) 75 hours of instrument time, of which not more than 30 hours may be instrument ground time; and
- d) 100 hours of night flight as pilot-in-command or as co-pilot.

2.6.3.1.2 When the applicant has flight time as a pilot of aircraft in other categories, such experience is acceptable as per Chapter 2, A, 2.1.9.5 and Annexure 17 and shall be complied with to which the flight time requirements can be reduced accordingly.

Note.— The extent to which flight time experience may be reduced by CAAB is dependent on the applicant having demonstrated the final competency standard of an approved competency - based type rating training programme in the aeroplane category.

2.6.3.2 Flight instruction

The applicant shall have received the dual flight instruction required at 2.4.3.2 for the issue of the commercial pilot licence and at 2.7.4 for the issue of the instrument rating.

2.6.4 **Specific requirements for the issue of the helicopter category rating**

2.6.4.1 Experience

2.6.4.1.1 The applicant shall have completed not less than 1 000 hours of flight time as a pilot of helicopters. The experience as a pilot under instruction in an approved FSTD is acceptable as part of the total flight time of 1 000 hours. Credit for such experience is limited to a maximum of 100 hours, of which not more than 25 hours shall be acquired in a flight procedure trainer or a basic instrument flight trainer.

2.6.4.1.1.1 The applicant shall have completed in helicopters not less than:

- a) 250 hours, either as pilot-in-command, or made up of not less than 70 hours as pilot-in-command and the necessary additional flight time as pilot-in-command under supervision. Conditions for crediting Pilot-in-Command under supervision, PI (U/S), flight hours from left hand seat are established in **Annexure-19**;
- b) 200 hours of cross-country flight time, of which not less than 100 hours shall be as pilot-in-command or as pilot-in-command under supervision;
- c) 30 hours of instrument time, of which not more than 10 hours may be instrument ground time; and
- d) 50 hours of night flight as pilot-in-command or as co-pilot.

2.6.4.1.2 When the applicant has flight time as a pilot of aircraft in other categories, such experience is not acceptable for reduction of flight time requirements of 2.6.4.1.1.

Note.— Reserve.

2.6.4.2 Flight instruction

The applicant shall have received the flight instruction required for the issue of the commercial pilot licence (2.4.4.2).

Note.— The instrument time specified in 2.6.4.1.1.1 c) and the night flying time specified in 2.6.4.1.1.1 d) do not entitle the holder of the airline transport pilot licence — helicopter to pilot helicopters under IFR.

2.6.5 Reserve.

2.7 **Instrument rating (IR)**

2.7.1 **Requirements for the issue of the rating for aeroplane and helicopter categories**

2.7.1.1 Knowledge

The applicant shall have demonstrated a level of knowledge appropriate to the privileges granted to the holder of an instrument rating, in the following subjects:

Air law

- a) rules and regulations relevant to flight under IFR; related air traffic services practices and procedures;

Aircraft general knowledge for the aircraft category being sought

- b) use, limitation and serviceability of avionics, electronic devices and instruments necessary for the control and navigation of aircraft under IFR and in instrument meteorological conditions; use and limitations of automation;
- c) compasses, turning and acceleration errors; gyroscopic instruments, operational limits and precession effects; practices and procedures in the event of malfunctions of various flight instruments;

Flight performance and planning for the aircraft category being sought

- d) pre-flight preparations and checks appropriate to flight under IFR;
- e) operational flight planning; preparation and filing of air traffic services flight plans under IFR; altimeter setting procedures;

Human performance for the aircraft category being sought

- f) human performance relevant to instrument flight in aircraft including principles of threat and error management (TEM);

Note.— Reserve.

Meteorology for the aircraft category being sought

- g) application of aeronautical meteorology; interpretation and use of reports, charts and forecasts; codes and abbreviations; use of, and procedures for obtaining, meteorological information; altimetry;
- h) causes, recognition and effects of icing; frontal zone penetration procedures; hazardous weather avoidance;
- i) in the case of helicopters effects of rotor icing;

Navigation for the aircraft category being sought

- j) practical air navigation using navigation systems;

- k) use, accuracy and reliability of navigation systems used in departure, en-route, approach and landing phases of flight; identification of navigation sources;

Operational procedures for the aircraft category being sought

- l) application of TEM to operational performance;
- m) interpretation and use of aeronautical documentation such as AIP, NOTAM, aeronautical codes and abbreviations, and instrument procedure charts for departure, en-route, descent and approach;
- n) precautionary and emergency procedures; safety practices associated with flight under IFR; obstacle clearance criteria;

Note.— Information for pilots and flight operations personnel on flight procedure parameters and operational procedures is contained in the Procedures for Air Navigation Services (PANS-OPS, Doc 8168), Volume I — Flight Procedures. Procedures used in certain States may differ from PANS-OPS, and knowledge of these differences is important for safety reasons.

Radiotelephony

- o) communication procedures and phraseology as applied to aircraft operations under IFR; action to be taken in case of communication failure.

2.7.1.2 Skill

- 2.7.1.2.1 The applicant shall have demonstrated in an aircraft of the category for which the instrument rating is being sought the ability to perform the procedures and manoeuvres described in 2.7.4.1 with a degree of competency appropriate to the privileges granted to the holder of an instrument rating, and to:

- a) recognize and manage threats and errors;

Note.— Reserve.

- b) operate the aircraft for the category being sought, within its limitations;
- c) complete all manoeuvres with smoothness and accuracy;
- d) exercise good judgement and airmanship;
- e) apply aeronautical knowledge; and
- f) maintain control of the aircraft at all times in a manner such that the successful outcome of a procedure or manoeuvre is assured.

- 2.7.1.2.1.1 The applicant shall have demonstrated the ability to operate multi-engined aircraft within the appropriate category by reference solely to instruments with one engine inoperative, or simulated inoperative, if the privileges of the instrument rating are to be exercised on such aircraft.

Note.— See 2.1.6 on the use of FSTDs for demonstrations of skill.

2.7.1.3 Medical fitness

2.7.1.3.1 Applicants who hold a private pilot licence shall have established their hearing acuity on the basis of compliance with the hearing requirements for the issue of a Class 1 Medical Assessment.

2.7.1.3.2 The holder of a private pilot licence shall require to meet the physical and mental, and visual requirements for the issue of a Class 1 Medical Assessment.

2.7.2 **Privileges of the holder of the rating and the conditions to be observed in exercising such privileges**

2.7.2.1 Subject to compliance with the requirements specified in 1.2.5, 1.2.6 and 2.1, the privileges of the holder of an instrument rating with a specific aircraft category shall be to pilot that category of aircraft under IFR.

2.7.2.2 Before exercising the privileges on multi-engined aircraft, the holder of the rating shall have complied with the requirements of 2.7.1.2.1.1.

Note.— Pilots may exercise joint category privileges of the instrument rating on more than one category of aircraft if they have completed the requirements in each category.

2.7.3 **Experience**

2.7.3.1 The applicant shall hold a pilot licence for the aircraft category being sought.

2.7.3.2 The applicant shall have completed not less than:

a) 50 hours of cross-country flight time as pilot-in-command of aircraft in categories acceptable to CAAB, of which not less than 10 hours shall be in the aircraft category being sought; and

b) 40 hours of instrument time in aircraft of which not more than 20 hours, or 30 hours where a flight simulator is used, may be instrument ground time. The ground time shall be under the supervision of an authorized instructor.

2.7.4 **Flight instruction**

2.7.4.1 The applicant shall have gained not less than 10 hours of the instrument flight time required in 2.7.3.2 b) while receiving dual instrument flight instruction in the aircraft category being sought, from an authorized flight instructor. The instructor shall ensure that the applicant has operational experience in at least the following areas to the level of performance required for the holder of an instrument rating:

a) pre-flight procedures, including the use of the flight manual or equivalent document, and appropriate air traffic services documents in the preparation of an IFR flight plan;

b) pre-flight inspection, use of checklists, taxiing and pre-take-off checks;

- c) procedures and manoeuvres for IFR operation under normal, abnormal and emergency conditions covering at least:
- transition to instrument flight on take-off;
 - standard instrument departures and arrivals;
 - en-route IFR procedures;
 - holding procedures;
 - instrument approaches to specified minima;
 - missed approach procedures;
 - landings from instrument approaches;
- d) in-flight manoeuvres and particular flight characteristics.

2.7.4.2 If the privileges of the instrument rating are to be exercised on multi-engined aircraft, the applicant shall have received dual instrument flight instruction in a multi-engined aircraft within the appropriate category from an authorized flight instructor. The instructor shall ensure that the applicant has operational experience in the operation of the aircraft within the appropriate category by reference solely to instruments with one engine inoperative or simulated inoperative.

2.7.5 Procedure and requirements for issuance of Instrument rating, maintenance of recent experience and method to re-establish Instrument Rating in case of loss of recent experience to exercise the privileges of Instrument Rating is established in **Annexure-20**.

2.8 **Flight instructor rating (FIR) appropriate to aeroplanes and helicopters**

2.8.1 Requirements for the issue of the rating

2.8.1.1 Knowledge

The applicant shall have met the knowledge requirements for the issue of a commercial pilot licence as appropriate to the category of aircraft included in the licence. In addition, the applicant shall have demonstrated a level of knowledge appropriate to the privileges granted to the holder of a flight instructor rating, in the following areas:

- a) techniques of applied instruction;
- b) assessment of student performance in those subjects in which ground instruction is given;
- c) the learning process;
- d) elements of effective teaching;

- e) student evaluation and testing, training philosophies;
- f) training programme development;
- g) lesson planning;
- h) classroom instructional techniques;
- i) use of training aids, including FSTDs as appropriate;
- j) analysis and correction of student errors;
- k) human performance relevant to flight instruction including principles of threat and error management (TEM);

Note.— Reserve.

- l) hazards involved in simulating system failures and malfunctions in the aircraft.

2.8.1.2 Skill

The applicant shall have demonstrated, in the category and class of aircraft for which flight instructor privileges are sought, the ability to instruct in those areas in which flight instruction is to be given, including pre-flight, post-flight and ground instruction as appropriate.

2.8.1.3 Experience

The applicant shall have met the experience requirements for the issue of a commercial pilot licence as specified in 2.4.3.1 and 2.4.4.1 for each aircraft category, as appropriate.

2.8.1.4 Flight instruction

The applicant shall, under the supervision of a flight instructor accepted by CAAB for that purpose:

- a) have received instruction in flight instructional techniques including demonstration, student practices, recognition and correction of common student errors; and
- b) have practiced instructional techniques in those flight maneuvers and procedures in which it is intended to provide flight instruction.

2.8.2 **Privileges of the holder of the rating and the conditions to be observed in exercising such privileges**

2.8.2.1 Subject to compliance with the requirements specified in 1.2.5 and 2.1, the privileges of the holder of a flight instructor rating shall be:

- a) to supervise solo flights by student pilots; and

b) to carry out flight instruction for the issue of a private pilot licence, a commercial pilot licence, an instrument rating, and a flight instructor rating provided that the flight instructor:

- 1) holds at least the licence and rating for which instruction is being given, in the appropriate aircraft category;
- 2) holds the licence and rating necessary to act as the pilot-in-command of the aircraft on which the instruction is given; and
- 3) has the flight instructor privileges granted entered on the licence.

2.8.2.2 Reserve.

2.8.3 Requirements and procedure for issuance and renewal of flight instructor rating (FIR) is established in [Annexure-21](#).

2.8.4 Requirements and procedure for issuance and renewal of flight instructor rating (FIR) of pilots above 65 years of age to instruct within Bangladesh is established in [Annexure-22](#).

2.9 Reserve.

2.10 **Free balloon pilot licence**

Note.— The provisions of the free balloon pilot licence apply to free balloons using hot air or gas.

2.10.1 Requirements for the issue of the licence

2.10.1.1 Age

The applicant shall be not less than 16 years of age and

2.10.1.2 Knowledge and Academic Qualification

2.10.1.2.1 The applicant shall have passed Secondary School Certificate (SSC) examination or equivalent and demonstrated a level of knowledge appropriate to the privileges granted to the holder of a free balloon pilot licence, in the following subjects:

Air law

- a) rules and regulations relevant to the holder of a free balloon pilot licence; rules of the air; appropriate air traffic services practices and procedures;

Aircraft general knowledge

- b) principles of operation of free balloon systems and instruments;
- c) operating limitations of free balloons; relevant operational information from the flight manual or other appropriate document;
- d) physical properties and practical application of gases used in free balloons;

Flight performance, planning and loading

- e) effects of loading on flight characteristics; mass calculations;
- f) use and practical application of launching, landing and other performance data, including the effect of temperature;
- g) pre-flight and en-route flight planning appropriate to operations under VFR; appropriate air traffic services procedures; altimeter setting procedures; operations in areas of high-density traffic;

Human performance

- h) human performance relevant to the free balloon pilot including principles of threat and error management (TEM);

Note.— Reserve.

Meteorology

- i) application of elementary aeronautical meteorology; use of, and procedures for obtaining, meteorological information; altimetry;

Navigation

- j) practical aspects of air navigation and dead-reckoning techniques; use of aeronautical charts;

Operational procedures

- k) use of aeronautical documentation such as AIP, NOTAM, aeronautical codes and abbreviations;
- l) appropriate precautionary and emergency procedures, including action to be taken to avoid hazardous weather, wake turbulence and other operating hazards;

Principles of flight

- m) principles of flight relating to free balloons.

2.10.1.2.2 The applicant shall demonstrate a level of knowledge appropriate to the privileges to be granted to the holder of a free balloon pilot licence, in communication procedures and phraseology as appropriate to VFR operations and on action to be taken in case of communication failure.

2.10.1.3 Experience

2.10.1.3.1 The applicant shall have completed not less than 16 hours of flight time as a pilot of free balloons including at least eight launches and ascents of which one must be solo.

2.10.1.3.2 The applicant shall have gained, under appropriate supervision, operational experience in free balloons in at least the following areas:

- a) pre-flight operations, including balloon assembly, rigging, inflation, mooring and inspection;
- b) techniques and procedures for the launching and ascent, including appropriate limitations, emergency procedures and signals used;
- c) collision avoidance precautions;
- d) control of the free balloon by external visual reference;
- e) recognition of, and recovery from, rapid descents;
- f) cross-country flying using visual reference and dead reckoning;
- g) approaches and landings, including ground handling;
- h) emergency procedures.

2.10.1.3.3 If the privileges of the licence are to be exercised at night, the applicant shall have gained, under appropriate supervision, operational experience in free balloons in night flying.

2.10.1.3.4 If passengers are to be carried for remuneration or hire, the licence holder shall complete not less than 35 hours of flight time including 20 hours as a pilot of a free balloon.

2.10.1.4 Skill

The applicant shall have demonstrated the ability to perform as pilot-in-command of a free balloon, the procedures and manoeuvres described in 2.10.1.3.2 with a degree of competency appropriate to the privileges granted to the holder of a free balloon pilot licence, and to:

a) recognize and manage threats and errors;

Note.— Reserve.

b) operate the free balloon within its limitations;

c) complete all manoeuvres with smoothness and accuracy;

d) exercise good judgement and airmanship;

e) apply aeronautical knowledge; and

f) maintain control of the free balloon at all times in a manner such that the successful outcome of a procedure or manoeuvre is assured.

2.10.1.5 Medical fitness

The applicant shall hold a current Class 2 Medical Assessment.

2.10.2 **Privileges of the holder of the licence and the conditions to be observed in exercising such privileges**

2.10.2.1 Subject to compliance with the requirements specified in 1.2.5, 1.2.6, 1.2.7.1, 2.1 and 2.10.1.3.4, the privileges of the holder of a free balloon pilot licence shall be to act as pilot-in-command of any free balloon provided that the licence holder has operational experience in hot air or gas balloons as appropriate.

2.10.2.2 Before exercising the privileges at night, the licence holder shall have complied with the requirements specified in 2.10.1.3.3.

B. LICENCES AND RATINGS FOR REMOTE PILOTS

Reserve

CHAPTER- 3

LICENCES FOR FLIGHT CREW MEMBERS OTHER THAN LICENCES FOR PILOTS

Reserve

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CHAPTER- 4

LICENCES AND RATINGS FOR PERSONNEL OTHER THAN FLIGHT CREW MEMBERS

4.1 **General rules concerning licences and ratings for personnel other than flight crew members**

4.1.1 An applicant shall, before being issued with any licence or rating for personnel other than flight crew members, meet such requirements in respect of age, knowledge, experience and where appropriate, medical fitness and skill, as are specified for that licence or rating.

4.1.2 An applicant, for any licence or rating for personnel other than flight crew members, shall demonstrate, in a manner determined by CAAB such requirements in respect of knowledge and skill as are specified for that licence or rating.

4.2 **Aircraft maintenance engineer (AME)**

4.2.1 Requirements for the issue of the AME licence:

4.2.1.1 Requirements for the issue of the licence of Age, Knowledge, Experience, Training and Skill shall be the requirements mentioned in CAAB ANO Part 66.

4.2.2 Privileges of the holder of the licence and the conditions to be observed in exercising such privileges:

Privileges of the holder of the licence and the conditions to be observed in exercising such privileges shall be the Privileges of the holder of the licence and the conditions to be observed in exercising such privileges mentioned in ANO Part-66.

4.3 **Student air traffic controller**

4.3.1 Air Traffic Management (ATM) division of CAAB shall take the appropriate measures to ensure that student air traffic controllers do not constitute a hazard to air navigation.

4.3.2 Medical fitness

A student air traffic controller shall not receive instruction in an operational environment unless that student air traffic controller holds a current Class 3 Medical Assessment.

4.4 **Air traffic controller licence**

4.4.1 Requirements for the issue of the licence

Before issuing an air traffic controller licence require the applicant to meet the requirements of 4.4.1 and the requirements of at least one of the ratings set out in 4.5. Unlicensed State employees may operate as air traffic controllers on condition that they meet the same requirements.

4.4.1.1 Age

The applicant shall be not less than 21 years of age.

4.4.1.2 Knowledge

The applicant shall have demonstrated a level of knowledge appropriate to the holder of an air traffic controller licence, in the following subjects:

Air law

a) rules and regulations relevant to the air traffic controller;

Air traffic control equipment

b) principles, use and limitations of equipment used in air traffic control;

General knowledge

a) principles of flight; principles of operation and functioning of aircraft and RPAS, engines and systems; aircraft performance relevant to air traffic control operations;

Human performance

b) human performance including principles of TEM;

Note.— Guidance material to design training programmes on human performance, including TEM, can be found in the Human Factors Training Manual (Doc 9683).

Meteorology

- c) aeronautical meteorology; use and appreciation of meteorological documentation and information; origin and characteristics of weather phenomena affecting flight operations and safety; altimetry;

Navigation

- d) principles of air navigation; principle, limitation and accuracy of navigation systems and visual aids; and

Operational procedures

- e) air traffic control, communication, radiotelephony and phraseology procedures (routine, non-routine and emergency); use of the relevant aeronautical documentation; safety practices associated with flight.

4.4.1.3 Experience

- 4.4.1.3.1 The applicant shall have completed an approved training course and demonstrated the required competence, having accomplished not less than three months of satisfactory service engaged in the actual control of air traffic under the supervision of an air traffic control (ATC) on-the-job training instructor (OJTI). The experience requirements specified for air traffic controller ratings in 4.5 may be credited as part of the experience specified in this paragraph.

- 4.4.1.3.2 An air traffic controller acting as an air traffic control on-the-job training instructor shall hold an appropriate rating and be qualified as an air traffic control on-the-job training instructor.

Note.— The Procedures for Air Navigation Services — Training (Doc 9868) contains guidance on the qualification of air traffic control on-the-job training instructors and on competency-based training and assessment for air traffic controllers. The Manual on Air Traffic Controller Competency-based Training and Assessment and the Manual on Air Traffic Control On-the-Job Training Instructor Competency-based Training and Assessment (Doc 10056, Volumes I and II) provide additional guidance to support stakeholders in the successful implementation of competency-based training and assessment for air traffic controllers.

4.4.1.4 Medical fitness

The applicant shall hold a current Class 3 Medical Assessment.

4.5 **Air traffic controller ratings**

4.5.1 Categories of air traffic controller ratings

Air traffic controller ratings shall comprise the following categories:

- a) aerodrome control rating;
- b) approach control procedural rating;
- c) approach control surveillance rating;
- d) approach precision radar control rating;
- e) area control procedural rating; and
- f) area control surveillance rating.

Note.— The World Meteorological Organization has specified requirements for personnel making meteorological observations which apply to air traffic controllers providing such a service.

4.5.2 Requirements for air traffic controller ratings

4.5.2.1 Knowledge

The applicant shall have demonstrated a level of knowledge appropriate to the privileges granted, in the following subjects in so far as they affect the area of responsibility:

- a) *aerodrome control rating:*
 - 1) aerodrome layout; physical characteristics and visual aids;
 - 2) airspace structure;
 - 3) applicable rules, procedures and source of information;
 - 4) air navigation facilities;
 - 5) air traffic control equipment and its use;
 - 6) terrain and prominent landmarks;
 - 7) characteristics of air traffic;
 - 8) weather phenomena; and
 - 9) emergency and search and rescue plans;

- b) *approach control procedural and area control procedural ratings:*
- 1) airspace structure;
 - 2) applicable rules, procedures and source of information;
 - 3) air navigation facilities;
 - 4) air traffic control equipment and its use;
 - 5) terrain and prominent landmarks;
 - 6) characteristics of air traffic and traffic flow;
 - 7) weather phenomena; and
 - 8) emergency and search and rescue plans; and
- c) approach control surveillance, approach precision radar control and area control surveillance ratings: The applicant shall meet the requirements specified in b) in so far as they affect the area of responsibility, and shall have demonstrated a level of knowledge appropriate to the privileges granted, in at least the following additional subjects:
- 1) principles, use and limitations of applicable ATS surveillance systems and associated equipment; and
 - 2) procedures for the provision of ATS surveillance service, as appropriate, including procedures to ensure appropriate terrain clearance.

4.5.2.2 Experience

4.5.2.2.1 The applicant shall have:

- a) satisfactorily completed an approved training course;
- b) demonstrated the required competence while providing, under the supervision of an air traffic control (ATC) on-the-job training instructor (OJTI), one or more of the following:
 - 1) aerodrome control rating: an aerodrome control service, for a period of not less than 90 hours or one month, whichever is greater, at the unit for which the rating is sought;
 - 2) approach control procedural, approach control surveillance, area control procedural or area control surveillance rating: the control service for which the rating is sought, for a period of not less than 180 hours or three months, whichever is greater, at the unit for which the rating is sought; and

- 3) approach precision radar control rating: not less than 200 precision approaches of which not more than 100 shall have been carried out on a radar simulator approved for that purpose by CAAB. Not less than 50 of those precision approaches shall have been carried out at the unit and on the equipment for which the rating is sought; and
- 4.5.2.2.2 The application for a rating shall be made within six months from the completion of experience specified in 4.5.2.2.1.b.
- 4.5.2.2.3 When the applicant already holds an air traffic controller rating in another category, or the same rating for another unit, CAAB shall determine whether the experience requirement of 4.5.2.2 can be reduced, and if so, to what extent.
- 4.5.2.3 Skill
- The applicant shall have demonstrated, at a level appropriate to the privileges being granted, the skill, judgement and performance required to provide a safe, orderly and expeditious control service, including the recognition and management of threats and errors.
- Note.— Guidance material on the application of TEM is found in the Procedures for Air Navigation Services — Training (Doc 9868, PANS-TRG), Part II, Section-1 in Chapter 6, and in the Human Factors Training Manual (Doc 9683).*
- 4.5.2.4 Concurrent issuance of two air traffic controller ratings
- When two air traffic controller ratings are sought concurrently, CAAB shall determine the applicable requirements on the basis of the requirements for each rating. These requirements shall not be less than those of the more demanding rating.
- 4.5.3 Privileges of the holder of the air traffic controller rating(s) and the conditions to be observed in exercising such privileges
- 4.5.3.1 Subject to compliance with the requirements specified in 1.2.5, 1.2.6, 1.2.7.1 and 1.2.9, the privileges of the holder of an air traffic controller licence endorsed with one or more of the undermentioned ratings shall be:
- a) aerodrome control rating: to provide or to supervise the provision of aerodrome control service for the aerodrome for which the licence holder is rated;
 - b) approach control procedural rating: to provide or to supervise the provision of approach control service for the aerodrome or aerodromes for which the licence holder is rated, within the airspace or portion thereof, under the jurisdiction of the unit providing approach control service;
 - c) approach control surveillance rating: to provide and/or supervise the provision of approach control service with the use of applicable ATS surveillance systems for the aerodrome or aerodromes for which the licence holder is rated, within the airspace or portion thereof, under the jurisdiction of the unit providing approach control service;
- 1) subject to compliance with the provisions of 4.5.2.2.1 c), the privileges shall include the provision of surveillance radar approaches;

- d) approach precision radar control rating: to provide and/or supervise the provision of precision approach radar service at the aerodrome for which the licence holder is rated;
 - e) area control procedural rating: to provide and/or supervise the provision of area control service within the control area or portion thereof, for which the licence holder is rated; and
 - f) area control surveillance rating: to provide and/or supervise the provision of area control service with the use of an ATS surveillance system, within the control area or portion thereof, for which the licence holder is rated.
- 4.5.3.2 Before exercising the privileges indicated in 4.5.3.1, the licence holder shall be familiar with all pertinent and current information.
- 4.5.3.3 The holder of an air traffic controller licence shall not carry out instruction in an operational environment unless such holder has received proper authorization from CAAB.
- 4.5.3.4 Validity of ratings

A rating shall become invalid when an air traffic controller has ceased to exercise the privileges of the rating for a period determined by the CAAB. That period shall not exceed six months. A rating shall remain invalid until the controller's ability to exercise the privileges of the rating has been re-established.

4.6 **Flight operations officer/flight dispatcher licence (FOOL)**

4.6.1 Requirements for the issue of the licence

4.6.1.1 Age

The applicant shall be not less than 21 years of age.

4.6.1.2 Knowledge and Academic Qualification

The applicant shall have passed Higher Secondary Certificate (HSC) examination or equivalent and demonstrated a level of knowledge appropriate to the privileges granted to the holder of a flight operations officer licence, in the following subjects:

Air law

- a) rules and regulations relevant for operational control and to the holder of a flight operations officer licence; appropriate air traffic services practices and procedures;

Aircraft general knowledge

- b) principles of operation of aeroplane engines, systems and instruments;
- c) operating limitations of aeroplanes and engines;
- d) minimum equipment list and configuration deviation list;

Flight performance calculation, planning procedures and loading

- e) effects of loading and mass distribution on aircraft performance and flight characteristics; mass and balance calculations;
- f) operational flight planning; fuel consumption and endurance calculations; alternate aerodrome selection procedures; en-route cruise control; extended range operation;
- g) take off performance including field length, climb and obstacle criteria and limitation;
- h) cruise performance including minimum altitudes, decompression/engine out/gear down scenario planning;
- i) landing performance including approach climb and field length criteria and limitations;
- j) preparation and filing of air traffic services flight plans;
- k) basic principles of computer-assisted planning system;

Human performance

- l) human performance relevant to operational control duties, including principles of TEM;

Note.— Reserve.

Meteorology

- m) aeronautical meteorology; the movement of pressure systems; the structure of fronts, and the origin and characteristics of significant weather phenomena which affect take-off, en-route and landing conditions;
- n) interpretation and application of aeronautical meteorological reports, charts and forecasts; codes and abbreviations; use of, and procedures for obtaining, meteorological information;

Navigation

- o) principles of air navigation with particular reference to instrument flight;

Operational procedures

- p) operational procedures for the carriage of freight and dangerous goods;
- q) procedures relating to aircraft accidents and incidents; emergency flight procedures;
- r) use of aeronautical documentation and standard operating procedures;
- s) procedures relating to unlawful interference and sabotage of aircraft;

Principles of flight

- t) principles of flight relating to the appropriate category of aircraft; and

Radio communication

- u) procedures for communicating with aircraft and relevant ground stations.

4.6.1.3 Experience

4.6.1.3.1 The applicant shall have gained the following experience:

- a) a total of two years of service in any one or in any combination of the capacities specified in 1) to 3) inclusive, provided that in any combination of experience the period serviced in any capacity shall be at least one year:
 - 1) a flight crew member in air transportation; or

- 2) a meteorologist in an organization providing operational control to aircraft in air transportation; or
- 3) an air traffic controller; or a technical supervisor of flight operations officers or air transportation flight operations systems;
or
- b) at least one year as an assistant in the dispatching of air transport;
or
- c) have satisfactorily completed a course of approved training.

4.6.1.3.2 The applicant shall have served under the supervision of a flight operations officer for at least 90 working days within the six months immediately preceding the application.

4.6.1.4 Skill

The applicant shall have demonstrated the ability to:

- a) identify and to retrieve aeronautical data and other information relevant for the analysis of operational situations and risks;
- b) identify and evaluate the risk factors and the possible consequences for flight operations;
- c) identify and evaluate actions considering risk, the effect on flight safety and regularity of the operation;
- d) determine an appropriate course of action based on the responsibilities and policies described in the operation manuals;
- e) apply appropriate standard and non-standard procedures from the operations manual for the initiation, planning, continuation, diversion or termination of flights in the interest of safety of the aircraft and regularity and efficiency of the operation;
- f) make an accurate and operationally acceptable weather analysis provide an operationally valid briefing on weather conditions of a specific air route; forecast weather trends pertinent to air transportation with particular reference to destination and alternates;
- g) identify and apply operational limitations and minimums in relation to the weather, aircraft status and appropriate navigation procedures;
- h) determine the optimum flight path for a given segment, and create accurate manual and/or computer generated flight plans;
- i) provide operating supervision and all other assistance to a flight in actual or simulated adverse weather conditions, as appropriate to the duties of the holder of a flight operations officer licence; and
- j) recognize and manage threats and errors.

Note.— Reserve.

- 4.6.2 Privileges of the holder of the licence and the conditions to be observed in exercising such privileges

Subject to compliance with the requirements specified in 1.2.5, the privileges of the holder of a flight operations officer licence shall be to serve in that capacity with responsibility for each area for which the applicant meets the requirements specified in ANO-6.

- 4.7 Reserve.

- 4.8 Reserve.

CHAPTER- 5

SPECIFICATIONS FOR PERSONNEL LICENCES

5.1 General

5.1.1 A personnel licence issued by CAAB in accordance with the relevant provisions of this ANO and Civil Aviation Rules shall conform to the following specifications in this chapter:

- a) licences issued on first quality paper or other suitable material, including plastic cards;
- b) Reserve.

5.1.2 Flight Crew members engaged in Commercial Air Transport (CAT) Operations or General Aviation (GA) shall carry the documents as prescribed in Annexure-8 during flight duty time.

Note.— Operator records or a flight crew member's personal log book, in which maintenance of competency and recent experience may be satisfactorily recorded, are not required to be carried on international flights.

5.2 Specifications for licences issued on first quality paper or other suitable material, including plastic cards

5.2.1 Details

The following details shall appear on the licence issued on first quality paper or other suitable material, including a plastic card:

- I) Name of State (in bold type);
- II) Title of licence (in very bold type);
- III) Serial number of the licence, in Arabic numerals, given by the licensing division issuing the licence;
- IV) Name of holder in full (in Roman alphabet);
 - IVa) Date of birth;
 - V) Address of holder;
 - VI) Nationality of holder;
 - VII) Signature of holder;
 - VIII) Authority and, where necessary, conditions under which the licence is issued;

- IX) Certification concerning validity and authorization for holder to exercise privileges appropriate to licence;
- X) Signature of officer issuing the licence and the date of such issue;
- XI) Seal or stamp of authority issuing the licence;
- XII) Ratings, e.g. category, class, type of aircraft, airframe, aerodrome control, etc.;
- XIII) Remarks, i.e. special endorsements relating to limitations and endorsements for privileges, including an endorsement of language proficiency, and other information required in pursuance to Article 39 of the Chicago Convention; and
- XIV) Any other details desired by CAAB.

5.2.2 Material

First quality paper or other suitable material, including plastic cards, shall be used and the items mentioned in 5.2.1 shown clearly thereon.

5.2.3 Language

Licences, Ratings and Authorizations shall be issued in English and the limit of validity of the Rating, Authorization, any restriction or limitation shall be established.

5.2.4 Arrangement of items

Item headings on the licence shall be uniformly numbered in roman numerals as indicated in 5.2.1, so that on any licence the number will, under any arrangement, refer to the same item heading.

Note.— Item headings may be arranged in such order as may best suit.

5.3 Specifications for electronic personnel licences

Reserve.

CHAPTER- 6

MEDICAL PROVISIONS FOR LICENSING

Note 1.- Procedures established in this chapter cannot, on their own, be sufficiently detailed to cover all possible individual situations. Of necessity, many decisions relating to the evaluation of medical fitness must be left to the judgement of the individual medical examiner. The evaluation must, therefore, be based on a medical examination conducted throughout in accordance with the highest standards of medical practice.

Note 2.- Predisposing factors for disease, such as obesity & smoking, may be important for determining whether further evaluation or investigation is necessary in an individual case.

Note 3.- In cases where the applicant does not fully meet the medical requirements and in complicated and unusual cases, the evaluation may have to be deferred and the case submitted to the medical assessor for final evaluation. In such cases due regard must be given to the privileges granted by the licence applied for or held by the applicant for the Medical Assessment, and the conditions under which the licence holder is going to exercise those privileges in carrying out assigned duties.

Note 4.- See the administrative clause in 1.2.4.10 dealing with accredited medical conclusion.

Note 5.- Guidance material to assist Licensing Division and medical examiners is published separately in the Manual of Civil Aviation Medicine (Doc 8984). This guidance material also contains a discussion of the terms “likely” and “significant” as used in the context of the medical provisions in Chapter 6.

Note 6.- Basic safety management principles, when applied to the medical assessment process, can help ensure that aeromedical resources are utilized effectively.

6.1 Medical Assessments — General

6.1.1 Classes of Medical Assessment

Three classes of Medical Assessment shall be established as follows:

a) Class 1 Medical Assessment;

applies to applicants for, and holders of:

- commercial pilot licences - aeroplane and helicopter
- airline transport pilot licences – aeroplane and helicopter
- Reserve.

b) Class 2 Medical Assessment;

applies to applicants for, and holders of:

- private pilot licences — aeroplane and helicopter

- c) Class 3 Medical Assessment;
applies to applicants for, and holders of:
- air traffic controller licences
 - Reserved.

6.1.2 The applicant for a Medical Assessment shall provide the medical examiner with a personally certified statement of medical facts concerning personal, familial and hereditary history. The applicant shall be made aware of the necessity for giving a statement that is as complete and accurate as the applicant's knowledge permits, and any false statement shall be dealt with in accordance with 1.2.4.7.1.

6.1.3 The medical examiner shall report to Medical Assessor of any individual case where, in the examiner's judgement, an applicant's failure to meet any requirement, whether numerical or otherwise, is such that exercise of the privileges of the licence being applied for, or held, is not likely to jeopardize flight safety (1.2.4.10).

6.1.4 The level of medical fitness to be met for the renewal of a Medical Assessment shall be the same as that for the initial assessment except where otherwise specifically stated.

Note.— The intervals between routine medical examinations for the purpose of renewing Medical Assessments are specified in 1.2.5.2.

6.2 **Requirements for Medical Assessments**

6.2.1 General

An applicant for a Medical Assessment issued in accordance with 1.2.4.1 shall undergo a medical examination based on the following requirements:

- a) physical and mental;
- b) visual and colour perception; and
- c) hearing.

6.2.2 Physical and mental requirements

An applicant for any class of Medical Assessment shall be required to be free from:

- a) any abnormality, congenital or acquired; or
- b) any active, latent, acute or chronic disability; or
- c) any wound, injury or sequelae from operation; or
- d) any effect or side-effect of any prescribed or non-prescribed therapeutic, diagnostic or preventive medication taken; such as would entail a degree of functional incapacity which is likely to interfere with the safe operation of an aircraft or with the safe performance of duties.

Note.— Use of herbal medication and alternative treatment modalities requires particular attention to possible side-effects.

- 6.2.3 Visual acuity test requirements
- 6.2.3.1 The methods to be followed for the measurement of visual acuity shall be in compliance with ICAO DOC 8984.
- 6.2.3.2 The following should be adopted for tests of visual acuity:
- a) Visual acuity tests should be conducted in an environment with a level of illumination that corresponds to ordinary office illumination (30-60 cd/m²).
 - b) Visual acuity should be measured by means of a series of Landolt rings or similar optotypes, placed at a distance from the applicant appropriate to the method of testing adopted.
- 6.2.4 Colour perception requirements
- 6.2.4.1 The methods to be followed for the measurement of colour perception shall be in compliance to ICAO DOC 8984.
- 6.2.4.2 The applicant shall be required to demonstrate the ability to perceive readily those colours the perception of which is necessary for the safe performance of duties.
- 6.2.4.3 The applicant shall be tested for the ability to correctly identify a series of pseudoisochromatic plates in daylight or in artificial light of the same colour temperature such as that provided by CIE standard illuminants C or D65 as specified by the International Commission on Illumination (CIE).
- 6.2.4.4 An applicant obtaining a satisfactory result as prescribed by CAAB shall be assessed as fit. An applicant failing to obtain a satisfactory result in such a test shall be assessed as unfit unless able to readily distinguish the colours used in air navigation and correctly identify aviation coloured lights. Applicants who fail to meet these criteria shall be assessed as unfit except for Class 2 assessment with the following restriction: valid daytime only.
- Note.— Reserve.*
- 6.2.4.4.1 Reserve.
- 6.2.5 Hearing test requirements
- 6.2.5.1 The methods to be followed for the measurement of hearing shall be in compliance to ICAO DOC 8984.
- 6.2.5.2 Applicants shall be required to demonstrate a hearing performance sufficient for the safe exercise of their licence and rating privileges.
- 6.2.5.3 Applicants for Class 1 Medical Assessments shall be tested by pure-tone audiometry at first issue of the Assessment, not less than once every five years up to the age of 40 years, and thereafter not less than once every two years.
- 6.2.5.3.1 Alternatively, other methods providing equivalent results may be used.

6.2.5.4 Applicants for Class 3 Medical Assessments shall be tested by pure-tone audiometry at first issue of the Assessment, not less than once every four years up to the age of 40 years, and thereafter not less than once every two years.

6.2.5.4.1 Alternatively, other methods providing equivalent results may be used.

6.2.5.5 Reserve.

6.2.5.6 At medical examinations, other than those mentioned in 6.2.5.3, 6.2.5.4 and 6.2.5.5, where audiometry is not performed, applicants shall be tested in a quiet room by whispered and spoken voice tests.

Note 1.— Reserve.

Note 2.— Reserve.

Note 3.— Reserve..

Note 4.— Reserve.)

Note 5.— See 2.7.1.3.1 on requirements for the issue of instrument rating to applicants who hold a private pilot licence.

6.3 **Class 1 Medical Assessment**

6.3.1 Assessment issue and renewal

6.3.1.1 An applicant for a commercial pilot licence - aeroplane or helicopter, or an airline transport pilot licence – aeroplane or helicopter shall undergo an initial medical examination for the issue of a Class 1 Medical Assessment.

6.3.1.2 Except where otherwise stated in this section, holders of commercial pilot licences – aeroplane or helicopter, or airline transport pilot licences – aeroplane or helicopter shall have their Class 1 Medical Assessments renewed at intervals not exceeding those specified in 1.2.5.2.

6.3.1.3 When CAAB is satisfied that the requirements of this section and the general provisions of 6.1 and 6.2 have been met, a Class 1 Medical Assessment shall be issued to the applicant.

6.3.2 Physical and mental requirements

6.3.2.1 The applicant shall not suffer from any disease or disability which could render that applicant likely to become suddenly unable either to operate an aircraft safely or to perform assigned duties safely.

6.3.2.2 The applicant shall have no established medical history or clinical diagnosis of:

a) an organic mental disorder;

- b) a mental or behavioural disorder due to use of psychoactive substances; this includes dependence syndrome induced by alcohol or other psychoactive substances;
- c) schizophrenia or a schizotypal or delusional disorder;
- d) a mood (affective) disorder;
- e) a neurotic, stress-related or somatoform disorder;
- f) a behavioural syndrome associated with physiological disturbances or physical factors;
- g) a disorder of adult personality or behaviour, particularly if manifested by repeated overt acts;
- h) mental retardation;
- i) a disorder of psychological development;
- j) a behavioural or emotional disorder, with onset in childhood or adolescence; or
- k) a mental disorder not otherwise specified;

such as might render the applicant unable to safely exercise the privileges of the licence applied for or held.

6.3.2.2.1 Reserve.

6.3.2.3 The applicant shall have no established medical history or clinical diagnosis of any of the following:

- a) a progressive or non-progressive disease of the nervous system, the effects of which are likely to interfere with the safe exercise of the applicant's licence and rating privileges;
- b) epilepsy; or
- c) any disturbance of consciousness without satisfactory medical explanation of cause.

6.3.2.4 The applicant shall not have suffered any head injury, the effects of which are likely to interfere with the safe exercise of the applicant's licence and rating privileges.

6.3.2.5 The applicant shall not possess any abnormality of the heart, congenital or acquired, which is likely to interfere with the safe exercise of the applicant's licence and rating privileges.

6.3.2.5.1 An applicant who has undergone coronary bypass grafting or angioplasty (with or without stenting) or other cardiac intervention or who has a history of myocardial infarction or who suffers from any other potentially incapacitating cardiac condition shall be assessed as unfit unless the applicant's cardiac condition has been investigated and evaluated in accordance with best medical

practice and is assessed not likely to interfere with the safe exercise of the applicant's licence or rating privileges.

- 6.3.2.5.2 An applicant with an abnormal cardiac rhythm shall be assessed as unfit unless the cardiac arrhythmia has been investigated and evaluated in accordance with best medical practice and is assessed not likely to interfere with the safe exercise of the applicant's licence or rating privileges.

Note.—Reserve.

- 6.3.2.6 Electrocardiography shall form part of the heart examination for the first issue of a Medical Assessment.

- 6.3.2.6.1 Electrocardiography shall be included in re-examinations of applicants over the age of 50 no less frequently than annually.

- 6.3.2.6.2 Reserve.

- 6.3.2.7 The systolic and diastolic blood pressures shall be within normal limits.

- 6.3.2.7.1 The use of drugs for control of high blood pressure shall be disqualifying except for those drugs, the use of which is compatible with the safe exercise of the applicant's licence and rating privileges.

Note.—Reserve.

- 6.3.2.8 There shall be no significant functional nor structural abnormality of the circulatory system.

- 6.3.2.9 There shall be no acute disability of the lungs nor any active disease of the structures of the lungs, mediastinum or pleurae likely to result in incapacitating symptoms during normal or emergency operations.

- 6.3.2.9.1 Reserve.

- 6.3.2.10 Applicants with chronic obstructive pulmonary disease shall be assessed as unfit unless the applicant's condition has been investigated and evaluated in accordance with best medical practice and is assessed not likely to interfere with the safe exercise of the applicant's licence or rating privileges.

- 6.3.2.11 Applicants with asthma causing significant symptoms or likely to cause incapacitating symptoms during normal or emergency operations shall be assessed as unfit.

- 6.3.2.11.1 The use of drugs for control of asthma shall be disqualifying except for those drugs, the use of which is compatible with the safe exercise of the applicant's licence and rating privileges.

Note.—Reserve.

- 6.3.2.12 Applicants with active pulmonary tuberculosis shall be assessed as unfit.

6.3.2.12.1 Applicants with quiescent or healed lesions which are known to be tuberculous, or are presumably tuberculous in origin, may be assessed as fit.

Note 1.— Reserve.

Note.—Reserve..

6.3.2.13 Applicants with significant impairment of function of the gastrointestinal tract or its adnexa shall be assessed as unfit.

6.3.2.13.1 Applicants shall be completely free from those hernias that might give rise to incapacitating symptoms.

6.3.2.14 Applicants with sequelae of disease of, or surgical intervention on, any part of the digestive tract or its adnexa, likely to cause incapacitation in flight, in particular any obstruction due to stricture or compression, shall be assessed as unfit.

6.3.2.14.1 Reserve.

6.3.2.15 Applicants with metabolic, nutritional or endocrine disorders that are likely to interfere with the safe exercise of their licence and rating privileges shall be assessed as unfit.

6.3.2.16 Applicants with insulin-treated diabetes mellitus shall be assessed as unfit.

Note.—Reserve.

6.3.2.16.1 Applicants with non-insulin-treated diabetes mellitus shall be assessed as unfit unless the condition is shown to be satisfactorily controlled by diet alone or by diet combined with oral anti-diabetic medication, the use of which is compatible with the safe exercise of the applicant's licence and rating privileges.

Note.—Reserve.

6.3.2.17 Applicants with diseases of the blood and/or the lymphatic system shall be assessed as unfit unless adequately investigated and their condition found unlikely to interfere with the safe exercise of their licence and rating privileges.

Note.— Sickle cell trait or other haemoglobinopathic traits are usually compatible with a fit assessment.

6.3.2.18 Applicants with renal or genito-urinary disease shall be assessed as unfit, unless adequately investigated and their condition found unlikely to interfere with the safe exercise of their licence and rating privileges.

6.3.2.18.1 Urine examination shall form part of the medical examination and abnormalities shall be adequately investigated.

Note.—Reserve.

6.3.2.19 Applicants with sequelae of disease of or surgical procedures on the kidneys or the genito-urinary tract, in particular obstructions due to stricture or

compression, shall be assessed as unfit unless the applicant's condition has been investigated and evaluated in accordance with best medical practice and is assessed not likely to interfere with the safe exercise of the applicant's licence or rating privileges.

6.3.2.19.1 Applicants who have undergone nephrectomy shall be assessed as unfit unless the condition is well compensated.

6.3.2.20 Applicants who are seropositive for HIV shall be assessed as unfit unless the applicant's condition has been investigated and evaluated in accordance with best medical practice and is assessed as not likely to interfere with the safe exercise of the applicant's licence or rating privileges.

Note 1.— Note.—Reserve.

Note 2.— Note.—Reserve.

6.3.2.21 Applicants who are pregnant shall be assessed as unfit unless obstetrical evaluation and continued medical supervision indicate a low-risk uncomplicated pregnancy.

6.3.2.21.1 Reserve.

6.3.2.22 Following confinement or termination of pregnancy, the applicant shall not be permitted to exercise the privileges of her licence until she has undergone re-evaluation in accordance with best medical practice and it has been determined that she is able to safely exercise the privileges of her licence and ratings.

6.3.2.23 The applicant shall not possess any abnormality of the bones, joints, muscles, tendons or related structures which is likely to interfere with the safe exercise of the applicant's licence and rating privileges.

Note.—Reserve..

6.3.2.24 The applicant shall not possess any abnormality or disease of the ear or related structures which is likely to interfere with the safe exercise of the applicant's licence and rating privileges.

6.3.2.25 There shall be:

- a) no disturbance of vestibular function;
- b) no significant dysfunction of the Eustachian tubes; and
- c) no unhealed perforation of the tympanic membranes.

6.3.2.25.1 A single dry perforation of the tympanic membrane need not render the applicant unfit.

Note.—Reserve.

6.3.2.26 There shall be:

- a) no nasal obstruction; and

- b) no malformation nor any disease of the buccal cavity or upper respiratory tract which is likely to interfere with the safe exercise of the applicant's licence and rating privileges.

6.3.2.27 Applicants with stuttering or other speech defects sufficiently severe to cause impairment of speech communication shall be assessed as unfit.

6.3.3 Visual requirements

The medical examination shall be based on the following requirements.

6.3.3.1 The function of the eyes and their adnexa shall be normal. There shall be no active pathological condition, acute or chronic, nor any sequelae of surgery or trauma of the eyes or their adnexa likely to reduce proper visual function to an extent that would interfere with the safe exercise of the applicant's licence and rating privileges.

6.3.3.2 Distant visual acuity with or without correction shall be 6/9 or better in each eye separately, and binocular visual acuity shall be 6/6 or better. No limits apply to uncorrected visual acuity. Where this standard of visual acuity can be obtained only with correcting lenses, the applicant may be assessed as fit provided that:

- a) such correcting lenses are worn during the exercise of the privileges of the licence or rating applied for or held; and
- b) in addition, a pair of suitable correcting spectacles is kept readily available during the exercise of the privileges of the applicant's licence.

Note 1.— 6.3.3.2 b) is the subject of Standards in ANO 6-1.

Note 2.— An applicant accepted as meeting these provisions is deemed to continue to do so unless there is reason to suspect otherwise, in which case an ophthalmic report is required at the discretion of medical examiner. Both uncorrected and corrected visual acuity are normally measured and recorded at each re-examination. Conditions which indicate a need to obtain an ophthalmic report include: a substantial decrease in the uncorrected visual acuity, any decrease in best corrected visual acuity, and the occurrence of eye disease, eye injury or eye surgery.

6.3.3.2.1 Applicants may use contact lenses to meet this requirement provided that:

- a) the lenses are monofocal and non-tinted;
- b) the lenses are well tolerated; and
- c) a pair of suitable correcting spectacles is kept readily available during the exercise of the licence privileges.

Note.— Applicants who use contact lenses may not need to have their uncorrected visual acuity measured at each re-examination provided the history of their contact lens prescription is known.

- 6.3.3.2.2 Applicants with a large refractive error shall use contact lenses or high-index spectacle lenses.

Note.— If spectacles are used, high-index lenses are needed to minimize peripheral field distortion.

- 6.3.3.2.3 Applicants whose uncorrected distant visual acuity in either eye is worse than 6/60 shall be required to provide a full ophthalmic report prior to initial Medical Assessment and every five years thereafter.

Note 1.— The purpose of the required ophthalmic examination is (1) to ascertain normal visual performance, and (2) to identify any significant pathology.

Note 2.— Guidance on the assessment of monocular applicants under the provisions of 1.2.4.10 is contained in the Manual of Civil Aviation Medicine (Doc 8984).

- 6.3.3.3 Applicants who have undergone surgery affecting the refractive status of the eye shall be assessed as unfit unless they are free from those sequelae which are likely to interfere with the safe exercise of their licence and rating privileges.

- 6.3.3.4 The applicant shall have the ability to read, while wearing the correcting lenses, if any, required by 6.3.3.2, the N5 chart or its equivalent at a distance selected by that applicant in the range of 30 to 50 cm and the ability to read the N14 chart or its equivalent at a distance of 100 cm. If this requirement is met only by the use of near correction, the applicant may be assessed as fit provided that this near correction is added to the spectacle correction already prescribed in accordance with 6.3.3.2; if no such correction is prescribed, a pair of spectacles for near use shall be kept readily available during the exercise of the privileges of the licence. When near correction is required, the applicant shall demonstrate that one pair of spectacles is sufficient to meet both distant and near visual requirements.

Note 1.— N5 and N14 refer to the size of typeface used. For further details, see the Manual of Civil Aviation Medicine (Doc 8984).

Note 2.— An applicant who needs near correction to meet this requirement will require “look-over”, bifocal or perhaps multifocal lenses in order to read the instruments and a chart or manual held in the hand, and also to make use of distant vision, through the windscreen, without removing the lenses. Single-vision near correction (full lenses of one power only, appropriate for reading) significantly reduces distant visual acuity and is therefore not acceptable.

Note 3.— Whenever there is a requirement to obtain or renew correcting lenses, an applicant is expected to advise the refractionist of reading distances for the visual flight deck tasks relevant to the types of aircraft in which the applicant is likely to function.

- 6.3.3.4.1 When near correction is required in accordance with this paragraph, a second pair of near-correction spectacles shall be kept available for immediate use.

- 6.3.3.5 The applicant shall be required to have normal fields of vision.
- 6.3.3.6 The applicant shall be required to have normal binocular function.
- 6.3.3.6.1 Reduced stereopsis, abnormal convergence not interfering with near vision, and ocular misalignment where the fusional reserves are sufficient to prevent asthenopia and diplopia need not be disqualifying.
- 6.3.4 Hearing requirements
- 6.3.4.1 The applicant, when tested on a pure-tone audiometer, shall not have a hearing loss, in either ear separately, of more than 35 dB at any of the frequencies 500, 1 000 or 2 000 Hz, or more than 50 dB at 3 000 Hz.
- 6.3.4.1.1 An applicant with a hearing loss greater than the above may be declared fit provided that the applicant has normal hearing performance against a background noise that reproduces or simulates the masking properties of flight deck noise upon speech and beacon signals.

Note 1.— It is important that the background noise be representative of the noise in the cockpit of the type of aircraft for which the applicant's licence and ratings are valid.

Note 2.— In the speech material for discrimination testing, both aviation-relevant phrases and phonetically balanced words are normally used.

- 6.3.4.1.2 Alternatively, a practical hearing test conducted in flight in the cockpit of an aircraft of the type for which the applicant's licence and ratings are valid may be used.

6.4 Class 2 Medical Assessment

6.4.1 Assessment issue and renewal

- 6.4.1.1 An applicant for a private pilot licence — aeroplane and helicopter shall undergo an initial medical examination for the issue of a Class 2 Medical Assessment.
- 6.4.1.2 Except where otherwise stated in this section, holders of private pilot licences — aeroplane and helicopter shall have their Class 2 Medical Assessments renewed at intervals not exceeding those specified in 1.2.5.2.
- 6.4.1.3 When CAAB is satisfied that the requirements of this section and the general provisions of 6.1 and 6.2 have been met, a Class 2 Medical Assessment shall be issued to the applicant.

6.4.2 Physical and mental requirements

- The medical examination shall be based on the following requirements.
- 6.4.2.1 The applicant shall not suffer from any disease or disability which could render that applicant likely to become suddenly unable either to operate an aircraft safely or to perform assigned duties safely.

- 6.4.2.2 The applicant shall have no established medical history or clinical diagnosis of:
- a) an organic mental disorder;
 - b) a mental or behavioural disorder due to psychoactive substance use; this includes dependence syndrome induced by alcohol or other psychoactive substances;
 - c) schizophrenia or a schizotypal or delusional disorder;
 - d) a mood (affective) disorder;
 - e) a neurotic, stress-related or somatoform disorder;
 - f) a behavioural syndrome associated with physiological disturbances or physical factors;
 - g) a disorder of adult personality or behaviour, particularly if manifested by repeated overt acts;
 - h) mental retardation;
 - i) a disorder of psychological development;
 - j) a behavioural or emotional disorder, with onset in childhood or adolescence;
or
 - k) a mental disorder not otherwise specified;
- such as might render the applicant unable to safely exercise the privileges of the licence applied for or held.
- 6.4.2.2.1 Reserve.
- 6.4.2.3 The applicant shall have no established medical history or clinical diagnosis of any of the following:
- a) a progressive or non-progressive disease of the nervous system, the effects of which are likely to interfere with the safe exercise of the applicant's licence and rating privileges;
 - b) epilepsy;
 - c) any disturbance of consciousness without satisfactory medical explanation of cause.
- 6.4.2.4 The applicant shall not have suffered any head injury, the effects of which are likely to interfere with the safe exercise of the applicant's licence and rating privileges.
- 6.4.2.5 The applicant shall not possess any abnormality of the heart, congenital or acquired, which is likely to interfere with the safe exercise of the applicant's licence and rating privileges.

6.4.2.5.1 An applicant who has undergone coronary bypass grafting or angioplasty (with or without stenting) or other cardiac intervention or who has a history of myocardial infarction or who suffers from any other potentially incapacitating cardiac condition shall be assessed as unfit unless the applicant's cardiac condition has been investigated and evaluated in accordance with best medical practice and is assessed not likely to interfere with the safe exercise of the applicant's licence or rating privileges.

6.4.2.5.2 An applicant with an abnormal cardiac rhythm shall be assessed as unfit unless the cardiac arrhythmia has been investigated and evaluated in accordance with best medical practice and is assessed not likely to interfere with the safe exercise of the applicant's licence or rating privileges.

Note.— Guidance on cardiovascular evaluation is contained in the Manual of Civil Aviation Medicine (Doc 8984).

6.4.2.6 Electrocardiography shall form part of the heart examination for the first issue of a Medical Assessment after the age of 40.

6.4.2.6.1 Electrocardiography shall be included in re-examinations of applicants after the age of 50 no less than every two years.

6.4.2.6.2 Reserve.

6.4.2.7 The systolic and diastolic blood pressures shall be within normal limits.

6.4.2.7.1 The use of drugs for control of high blood pressure shall be disqualifying except for those drugs, the use of which is compatible with the safe exercise of the applicant's licence and rating privileges.

Note.— Guidance on the subject is contained in the Manual of Civil Aviation Medicine (Doc 8984).

6.4.2.8 There shall be no significant functional nor structural abnormality of the circulatory system.

6.4.2.9 There shall be no disability of the lungs nor any active disease of the structures of the lungs, mediastinum or pleura likely to result in incapacitating symptoms during normal or emergency operations.

6.4.2.9.1 Reserve.

6.4.2.10 Applicants with chronic obstructive pulmonary disease shall be assessed as unfit unless the applicant's condition has been investigated and evaluated in accordance with best medical practice and is assessed not likely to interfere with the safe exercise of the applicant's licence or rating privileges.

6.4.2.11 Applicants with asthma causing significant symptoms or likely to cause incapacitating symptoms during normal or emergency operations shall be assessed as unfit.

- 6.4.2.11.1 The use of drugs for control of asthma shall be disqualifying except for those drugs, the use of which is compatible with the safe exercise of the applicant's licence and rating privileges.

Note.— Guidance on hazards of medication and drugs is contained in the Manual of Civil Aviation Medicine (Doc 8984).

- 6.4.2.12 Applicants with active pulmonary tuberculosis shall be assessed as unfit.

- 6.4.2.12.1 Applicants with quiescent or healed lesions, known to be tuberculous or presumably tuberculous in origin, may be assessed as fit.

Note 1.— Guidance on assessment of respiratory diseases is contained in the Manual of Civil Aviation Medicine (Doc 8984).

Note 2.— Guidance on hazards of medication and drugs is contained in the Manual of Civil Aviation Medicine (Doc 8984).

- 6.4.2.13 Applicants shall be completely free from those hernias that might give rise to incapacitating symptoms.

- 6.4.2.13.1 Applicants with significant impairment of the function of the gastrointestinal tract or its adnexa shall be assessed as unfit.

- 6.4.2.14 Applicants with sequelae of disease of or surgical intervention on any part of the digestive tract or its adnexa, likely to cause incapacitation in flight, in particular any obstruction due to stricture or compression, shall be assessed as unfit.

- 6.4.2.14.1 Reserve.

- 6.4.2.15 Applicants with metabolic, nutritional or endocrine disorders that are likely to interfere with the safe exercise of their licence and rating privileges shall be assessed as unfit.

- 6.4.2.16 Applicants with insulin-treated diabetes mellitus shall be assessed as unfit.

Note.— Guidance on assessment of Type 2 insulin-treated diabetic applicants under the provisions of 1.2.4.10 is contained in the Manual of Civil Aviation Medicine (Doc 8984).

- 6.4.2.16.1 Applicants with non-insulin-treated diabetes mellitus shall be assessed as unfit unless the condition is shown to be satisfactorily controlled by diet alone or by diet combined with oral anti-diabetic medication, the use of which is compatible with the safe exercise of the applicant's licence and rating privileges.

Note.— Guidance on assessment of diabetic applicants is contained in the Manual of Civil Aviation Medicine (Doc 8984).

- 6.4.2.17 Applicants with diseases of the blood and/or the lymphatic system shall be assessed as unfit unless adequately investigated and their condition found unlikely to interfere with the safe exercise of their licence and rating privileges.

Note.— Sickle cell trait and other haemoglobinopathic traits are usually compatible with fit assessment.

6.4.2.18 Applicants with renal or genitourinary disease shall be assessed as unfit unless adequately investigated and their condition found unlikely to interfere with the safe exercise of their licence and rating privileges.

6.4.2.18.1 Urine examination shall form part of the medical examination and abnormalities shall be adequately investigated.

Note.— Guidance on urine examination and evaluation of abnormalities is contained in the Manual of Civil Aviation Medicine (Doc 8984).

6.4.2.19 Applicants with sequelae of disease of, or surgical procedures on, the kidneys or the genitourinary tract, in particular obstructions due to stricture or compression, shall be assessed as unfit unless the applicant's condition has been investigated and evaluated in accordance with best medical practice and is assessed not likely to interfere with the safe exercise of the applicant's licence or rating privileges.

6.4.2.19.1 Applicants who have undergone nephrectomy shall be assessed as unfit unless the condition is well compensated.

6.4.2.20 Applicants who are seropositive for HIV shall be assessed as unfit unless the applicant's condition has been investigated and evaluated in accordance with best medical practice and is assessed as not likely to interfere with the safe exercise of the applicant's licence or rating privileges.

Note 1.— Early diagnosis and active management of HIV disease with antiretroviral therapy reduces morbidity and improves prognosis and thus increases the likelihood of a fit assessment.

Note 2.— Guidance on the assessment of applicants who are seropositive for HIV is contained in the Manual of Civil Aviation Medicine (Doc 8984).

6.4.2.21 Applicants who are pregnant shall be assessed as unfit unless obstetrical evaluation and continued medical supervision indicate a low-risk uncomplicated pregnancy.

6.4.2.21.1 Reserve.

6.4.2.22 Following confinement or termination of pregnancy, the applicant shall not be permitted to exercise the privileges of her licence until she has undergone re-evaluation in accordance with best medical practice and it has been determined that she is able to safely exercise the privileges of her licence and ratings.

6.4.2.23 The applicant shall not possess any abnormality of the bones, joints, muscles, tendons or related structures which is likely to interfere with the safe exercise of the applicant's licence and rating privileges.

Note.— Any sequelae after lesions affecting the bones, joints, muscles or tendons, and certain anatomical defects will normally require functional assessment to determine fitness.

6.4.2.24 The applicant shall not possess any abnormality or disease of the ear or related structures which is likely to interfere with the safe exercise of the applicant's licence and rating privileges.

6.4.2.25 There shall be:

- a) no disturbance of the vestibular function;
- b) no significant dysfunction of the Eustachian tubes; and
- c) no unhealed perforation of the tympanic membranes.

6.4.2.25.1 A single dry perforation of the tympanic membrane need not render the applicant unfit.

Note.—Guidance on testing of the vestibular function is contained in the Manual of Civil Aviation Medicine (Doc 8984).

6.4.2.26 There shall be:

- a) no nasal obstruction; and
- b) no malformation nor any disease of the buccal cavity or upper respiratory tract which is likely to interfere with the safe exercise of the applicant's licence and rating privileges.

6.4.2.27 Applicants with stuttering and other speech defects sufficiently severe to cause impairment of speech communication shall be assessed as unfit.

6.4.3 Visual requirements

The medical examination shall be based on the following requirements.

6.4.3.1 The function of the eyes and their adnexa shall be normal. There shall be no active pathological condition, acute or chronic, nor any sequelae of surgery or trauma of the eyes or their adnexa likely to reduce proper visual function to an extent that would interfere with the safe exercise of the applicant's licence and rating privileges.

6.4.3.2 Distant visual acuity with or without correction shall be 6/12 or better in each eye separately, and binocular visual acuity shall be 6/9 or better. No limits apply to uncorrected visual acuity. Where this standard of visual acuity can be obtained only with correcting lenses, the applicant may be assessed as fit provided that:

- a) such correcting lenses are worn during the exercise of the privileges of the licence or rating applied for or held; and
- b) in addition, a pair of suitable correcting spectacles is kept readily available during the exercise of the privileges of the applicant's licence.

Note.— An applicant accepted as meeting these provisions is deemed to continue to do so unless there is reason to suspect otherwise, in which case an ophthalmic report is required at the discretion of the medical examiner. Both uncorrected and corrected visual acuity are normally measured and recorded at each re-examination. Conditions which indicate a need to obtain an ophthalmic report include: a substantial decrease in the uncorrected visual

acuity, any decrease in best corrected visual acuity, and the occurrence of eye disease, eye injury or eye surgery.

6.4.3.2.1 Applicants may use contact lenses to meet this requirement provided that:

- a) the lenses are monofocal and non-tinted;
- b) the lenses are well tolerated; and
- c) a pair of suitable correcting spectacles is kept readily available during the exercise of the licence privileges.

Note.— Applicants who use contact lenses may not need to have their uncorrected visual acuity measured at each re-examination provided the history of their contact lens prescription is known.

6.4.3.2.2 Applicants with a large refractive error shall use contact lenses or high-index spectacle lenses.

Note.— If spectacles are used, high-index lenses are needed to minimize peripheral field distortion.

6.4.3.2.3 Reserve.

6.4.3.3 Applicants who have undergone surgery affecting the refractive status of the eye shall be assessed as unfit unless they are free from those sequelae which are likely to interfere with the safe exercise of their licence and rating privileges.

6.4.3.4 The applicant shall have the ability to read, while wearing the correcting lenses, if any, required by 6.4.3.2, the N5 chart or its equivalent at a distance selected by that applicant in the range of 30 to 50 cm. If this requirement is met only by the use of near correction, the applicant may be assessed as fit provided that this near correction is added to the spectacle correction already prescribed in accordance with 6.4.3.2; if no such correction is prescribed, a pair of spectacles for near use shall be kept readily available during the exercise of the privileges of the licence. When near correction is required, the applicant shall demonstrate that one pair of spectacles is sufficient to meet both distant and near visual requirements.

Note 1.— N5 refers to the size of typeface used. For further details, see the Manual of Civil Aviation Medicine (Doc 8984).

Note 2.— An applicant who needs near correction to meet the requirement will require “look-over”, bifocal or perhaps multifocal lenses in order to read the instruments and a chart or manual held in the hand, and also to make use of distant vision, through the windscreen, without removing the lenses. Single-vision near correction (full lenses of one power only, appropriate for reading) significantly reduces distant visual acuity and is therefore not acceptable.

Note 3.— Whenever there is a requirement to obtain or renew correcting lenses, an applicant is expected to advise the refractionist of the reading distances for the visual flight deck tasks relevant to the types of aircraft in which the applicant is likely to function.

6.4.3.4.1 When near correction is required in accordance with this paragraph, a second pair of near-correction spectacles shall be kept available for immediate use.

6.4.3.5 The applicant shall be required to have normal fields of vision.

6.4.3.6 The applicant shall be required to have normal binocular function.

6.4.3.6.1 Reduced stereopsis, abnormal convergence not interfering with near vision, and ocular misalignment where the fusional reserves are sufficient to prevent asthenopia and diplopia need not be disqualifying.

6.4.4 Hearing requirements

Note.— See 2.7.1.3.1 on requirements for the issue of instrument rating to applicants who hold a private pilot licence.

6.4.4.1 Applicants who are unable to hear an average conversational voice in a quiet room, using both ears, at a distance of 2 m from the examiner and with the back turned to the examiner, shall be assessed as unfit.

6.4.4.2 When tested by pure-tone audiometry, an applicant with a hearing loss, in either ear separately, of more than 35 dB at any of the frequencies 500, 1 000 or 2 000 Hz, or more than 50 dB at 3 000 Hz, shall be assessed as unfit.

6.4.4.3 Reserve.

6.5 **Class 3 Medical Assessment**

6.5.1 Assessment issue and renewal

6.5.1.1 An applicant for an air traffic controller licence shall undergo an initial medical examination for the issue of a Class 3 Medical Assessment.

6.5.1.2 except where otherwise stated in this section, holders of air traffic controller licences shall have their Class 3 Medical Assessments renewed at intervals not exceeding those specified in 1.2.5.2.

6.5.1.3 Subject to fulfilment of the requirements of this paragraph and the general procedures of paragraph 6.1 and 6.2, a Class 3 Medical Assessment may be issued to the applicant.

6.5.2 Physical and mental requirements

6.5.2.1 The applicant shall not suffer from any disease or disability which could render that applicant likely to become suddenly unable to perform duties safely.

6.5.2.2 The applicant shall have no established medical history or clinical diagnosis of:

a) an organic mental disorder;

- b) a mental or behavioural disorder due to psychoactive substance use; this includes dependence syndrome induced by alcohol or other psychoactive substances;
- c) schizophrenia or a schizotypal or delusional disorder;
- d) a mood (affective) disorder;
- e) a neurotic, stress-related or somatoform disorder;
- f) a behavioural syndrome associated with physiological disturbances or physical factors;
- g) a disorder of adult personality or behaviour, particularly if manifested by repeated overt acts;
- h) mental retardation;
- i) a disorder of psychological development;
- j) a behavioural or emotional disorder, with onset in childhood or adolescence;
or
- k) a mental disorder not otherwise specified;

such as might render the applicant unable to safely exercise the privileges of the licence applied for or held

6.5.2.2.1 Reserve.

6.5.2.3 The applicant shall have no established medical history or clinical diagnosis of any of the following:

- a) a progressive or non-progressive disease of the nervous system, the effects of which are likely to interfere with the safe exercise of the applicant's licence and rating privileges;
- b) epilepsy; or
- c) any disturbance of consciousness without satisfactory medical explanation of cause.

6.5.2.4 The applicant shall not have suffered any head injury, the effects of which are likely to interfere with the safe exercise of the applicant's licence and rating privileges.

6.5.2.5 The applicant shall not possess any abnormality of the heart, congenital or acquired, which is likely to interfere with the safe exercise of the applicant's licence and rating privileges.

6.5.2.5.1 An applicant who has undergone coronary bypass grafting or angioplasty (with or without stenting) or other cardiac intervention or who has a history of myocardial infarction or who suffers from any other potentially incapacitating cardiac condition shall be assessed as unfit unless the applicant's cardiac condition has been investigated and evaluated in accordance with best medical practice and is assessed not likely to interfere with the safe exercise of the applicant's licence and rating privileges.

6.5.2.5.2 An applicant with an abnormal cardiac rhythm shall be assessed as unfit unless the cardiac arrhythmia has been investigated and evaluated in accordance with best medical practice and is assessed not likely to interfere with the safe exercise of the applicant's licence and rating privileges.

Note.— Guidance on cardiovascular evaluation is contained in the Manual of Civil Aviation Medicine (Doc 8984).

6.5.2.6 Electrocardiography shall form part of the heart examination for the first issue of a Medical Assessment.

6.5.2.6.1 Electrocardiography shall be included in re-examinations of applicants after the age of 50 no less frequently than every two years.

Note 1.— The purpose of routine electrocardiography is case finding. It does not provide sufficient evidence to justify disqualification without further thorough cardiovascular investigation.

Note 2.— Guidance on resting and exercise electrocardiography is contained in the Manual of Civil Aviation Medicine (Doc 8984).

6.5.2.7 The systolic and diastolic blood pressures shall be within normal limits.

6.5.2.7.1 The use of drugs for control of high blood pressure is disqualifying except for those drugs, the use of which is compatible with the safe exercise of the applicant's licence privileges.

Note.— Guidance on this subject is contained in the Manual of Civil Aviation Medicine (Doc 8984).

6.5.2.8 There shall be no significant functional nor structural abnormality of the circulatory system.

6.5.2.9 There shall be no disability of the lungs nor any active disease of the structures of the lungs, mediastinum or pleurae likely to result in incapacitating symptoms.

Note.— Chest radiography is usually not necessary but may be indicated in cases where asymptomatic pulmonary disease can be expected.

6.5.2.10 Applicants with chronic obstructive pulmonary disease shall be assessed as unfit unless the applicant's condition has been investigated and evaluated in accordance with best medical practice and is assessed not likely to interfere with the safe exercise of the applicant's licence or rating privileges.

6.5.2.11 Applicants with asthma causing significant symptoms or likely to cause incapacitating symptoms shall be assessed as unfit.

6.5.2.11.1 The use of drugs for control of asthma shall be disqualifying except for those drugs, the use of which is compatible with the safe exercise of the applicant's licence and rating privileges.

Note.— Guidance on hazards of medications is contained in the Manual of Civil Aviation Medicine (Doc 8984).

6.5.2.12 Applicants with active pulmonary tuberculosis shall be assessed as unfit.

6.5.2.12.1 Applicants with quiescent or healed lesions, known to be tuberculous or presumably tuberculous in origin, may be assessed as fit.

Note 1.— Guidance on assessment of respiratory diseases is contained in the Manual of Civil Aviation Medicine (Doc 8984).

Note 2.— Guidance on hazards of medication and drugs is contained in the Manual of Civil Aviation Medicine (Doc 8984).

6.5.2.13 Applicants with significant impairment of the function of the gastrointestinal tract or its adnexae shall be assessed as unfit.

6.5.2.14 Applicants with sequelae of disease of or surgical intervention on any part of the digestive tract or its adnexa, likely to cause incapacitation, in particular any obstructions due to stricture or compression, shall be assessed as unfit.

6.5.2.14.1 Reserve.

6.5.2.15 Applicants with metabolic, nutritional or endocrine disorders that are likely to interfere with the safe exercise of their licence and rating privileges shall be assessed as unfit.

6.5.2.16 Applicants with insulin-treated diabetes mellitus shall be assessed as unfit.

Note.— Guidance on assessment of Type 2 insulin-treated diabetic applicants under the provisions of 1.2.4.10 is contained in the Manual of Civil Aviation Medicine (Doc 8984).

6.5.2.16.1 Applicants with non-insulin-treated diabetes shall be assessed as unfit unless the condition is shown to be satisfactorily controlled by diet alone or by diet combined with oral anti-diabetic medication, the use of which is compatible with the safe exercise of the applicant's licence and rating privileges.

Note.— Guidance on assessment of diabetic applicants is contained in the Manual of Civil Aviation Medicine (Doc 8984).

6.5.2.17 Applicants with diseases of the blood and/or the lymphatic system shall be assessed as unfit, unless adequately investigated and their condition found unlikely to interfere with the safe exercise of their licence and rating privileges.

6.5.2.18 Applicants with renal or genito-urinary disease shall be assessed as unfit unless adequately investigated and their condition found unlikely to interfere with the safe exercise of their licence and rating privileges.

6.5.2.18.1 Urine examination shall form part of the medical examination and abnormalities shall be adequately investigated.

Note.— Guidance on urine examination and evaluation of abnormalities is contained in the Manual of Civil Aviation Medicine (Doc 8984).

6.5.2.19 Applicants with sequelae of disease of, or surgical procedures on the kidneys or the genito-urinary tract, in particular obstructions due to stricture or compression, shall be assessed as unfit unless the applicant's condition has been investigated and evaluated in accordance with best medical practice and is assessed not likely to interfere with the safe exercise of the applicant's licence or rating privileges.

6.5.2.19.1 Applicants who have undergone nephrectomy shall be assessed as unfit unless the condition is well compensated.

6.5.2.20 Applicants who are seropositive for HIV shall be assessed as unfit unless the applicant's condition has been investigated and evaluated in accordance with best medical practice and is assessed as not likely to interfere with the safe exercise of the applicant's licence or rating privileges.

Note 1.— Early diagnosis and active management of HIV disease with antiretroviral therapy reduces morbidity and improves prognosis and thus increases the likelihood of a fit assessment.

Note 2.— Guidance on the assessment of applicants who are seropositive for HIV is contained in the Manual of Civil Aviation Medicine (Doc 8984).

6.5.2.21 Applicants who are pregnant shall be assessed as unfit unless obstetrical evaluation and continued medical supervision indicate a low-risk uncomplicated pregnancy.

6.5.2.21.1 Reserve.

6.5.2.21.2 Reserve.

6.5.2.22 Following confinement or termination of pregnancy the applicant shall not be permitted to exercise the privileges of her licence until she has undergone re-evaluation in accordance with best medical practice and it has been determined that she is able to safely exercise the privileges of her licence and ratings.

6.5.2.23 The applicant shall not possess any abnormality of the bones, joints, muscles, tendons or related structures which is likely to interfere with the safe exercise of the applicant's licence and rating privileges.

Note.— Any sequelae after lesions affecting the bones, joints, muscles or tendons, and certain anatomical defects will normally require functional assessment to determine fitness.

- 6.5.2.24 The applicant shall not possess any abnormality or disease of the ear or related structures which is likely to interfere with the safe exercise of the applicant's licence and rating privileges.
- 6.5.2.25 There shall be no malformation nor any disease of the nose, buccal cavity or upper respiratory tract which is likely to interfere with the safe exercise of the applicant's licence and rating privileges.
- 6.5.2.26 Applicants with stuttering or other speech defects sufficiently severe to cause impairment of speech communication shall be assessed as unfit.

6.5.3 Visual requirements

The medical examination shall be based on the following requirements.

- 6.5.3.1 The function of the eyes and their adnexa shall be normal. There shall be no active pathological condition, acute or chronic, nor any sequelae of surgery or trauma of the eyes or their adnexa likely to reduce proper visual function to an extent that would interfere with the safe exercise of the applicant's licence and rating privileges.
- 6.5.3.2 Distant visual acuity with or without correction shall be 6/9 or better in each eye separately, and binocular visual acuity shall be 6/6 or better. No limits apply to uncorrected visual acuity. Where this standard of visual acuity can be obtained only with correcting lenses, the applicant may be assessed as fit provided that:
- such correcting lenses are worn during the exercise of the privileges of the licence or rating applied for or held; and
 - in addition, a pair of suitable correcting spectacles is kept readily available during the exercise of the privileges of the applicant's licence.

Note.— An applicant accepted as meeting these provisions is deemed to continue to do so unless there is reason to suspect otherwise, in which case an ophthalmic report is required at the discretion of medical examiner. Both uncorrected and corrected visual acuity are normally measured and recorded at each re-examination. Conditions which indicate a need to obtain an ophthalmic report include: a substantial decrease in the uncorrected visual acuity, any decrease in best corrected visual acuity, and the occurrence of eye disease, eye injury or eye surgery.

- 6.5.3.2.1 Applicants may use contact lenses to meet this requirement provided that:
- the lenses are monofocal and non-tinted;
 - the lenses are well tolerated; and
 - a pair of suitable correcting spectacles is kept readily available during the exercise of the licence privileges.

Note.— Applicants who use contact lenses may not need to have their uncorrected visual acuity measured at each re-examination provided the history of their contact lens prescription is known.

- 6.5.3.2.2 Applicants with a large refractive error shall use contact lenses or high-index spectacle lenses.

Note.— If spectacles are used, high-index lenses are needed to minimize peripheral field distortion.

- 6.5.3.2.3 Applicants whose uncorrected distant visual acuity in either eye is worse than 6/60 shall be required to provide a full ophthalmic report prior to initial Medical Assessment and every five years thereafter.

Note 1.— The purpose of the required ophthalmic examination is (1) to ascertain normal vision performance, and (2) to identify any significant pathology.

Note 2.— Guidance on the assessment of monocular applicants under the provisions of 1.2.4.10 is contained in the Manual of Civil Aviation Medicine (Doc 8984).

- 6.5.3.3 Applicants who have undergone surgery affecting the refractive status of the eye shall be assessed as unfit unless they are free from those sequelae which are likely to interfere with the safe exercise of their licence and rating privileges.

- 6.5.3.4 The applicant shall have the ability to read, while wearing the correcting lenses, if any, required by 6.5.3.2, the N5 chart or its equivalent at a distance selected by that applicant in the range of 30 to 50 cm and the ability to read the N14 chart or its equivalent at a distance of 100 cm. If this requirement is met only by the use of near correction, the applicant may be assessed as fit provided that this near correction is added to the spectacle correction already prescribed in accordance with 6.5.3.2; if no such correction is prescribed, a pair of spectacles for near use shall be kept readily available during the exercise of the privileges of the licence. When near correction is required, the applicant shall demonstrate that one pair of spectacles is sufficient to meet both distant and near visual requirements.

Note 1.— N5 and N14 refer to the size of typeface used. For further details, see the Manual of Civil Aviation Medicine (Doc 8984).

Note 2.— An applicant who needs near correction to meet the requirement will require “look-over”, bifocal or perhaps multi-focal lenses in order to read radar screens, visual displays and written or printed material and also to make use of distant vision, through the windows, without removing the lenses. Single-vision near correction (full lenses of one power only, appropriate for reading) may be acceptable for certain air traffic control. However, it should be realized that single-vision near correction significantly reduces distant visual acuity.

Note 3.— Whenever there is a requirement to obtain or renew correcting lenses, an applicant is expected to advise the refractionist of reading distances for the air traffic control duties the applicant is likely to perform.

- 6.5.3.4.1 When near correction is required in accordance with this paragraph, a second pair of near-correction spectacles shall be kept available for immediate use.

- 6.5.3.5 The applicant shall be required to have normal fields of vision.

- 6.5.3.6 The applicant shall be required to have normal binocular function.
- 6.5.3.6.1 Reduced stereopsis, abnormal convergence not interfering with near vision, and ocular misalignment where the fusional reserves are sufficient to prevent asthenopia and diplopia need not be disqualifying.
- 6.5.4 Hearing requirements
- 6.5.4.1 The applicant, when tested on a pure-tone audiometer shall not have a hearing loss, in either ear separately, of more than 35 dB at any of the frequencies 500, 1000 or 2000 Hz, or more than 50 dB at 3000 Hz.
- 6.5.4.1.1 An applicant with a hearing loss greater than the above may be declared fit provided that the applicant has normal hearing performance against a background noise that reproduces or simulates that experienced in a typical air traffic control working environment.

Note 1.— The frequency composition of the background noise is defined only to the extent that the frequency range 600 to 4800 Hz (speech frequency range) is adequately represented.

Note 2.— In the speech material for discrimination testing, both aviation-relevant phrases and phonetically balanced words are normally used.

- 6.5.4.1.1 Alternatively, a practical hearing test conducted in an air traffic control environment representative of the one for which the applicant's licence and ratings are valid may be used.

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APPENDIX- 1

REQUIREMENTS FOR PROFICIENCY IN LANGUAGES USED FOR RADIOTELEPHONY COMMUNICATIONS

(Chapter 1, 1.2.9, refers)

1. General

Note.— The language proficiency requirements include the holistic descriptors at Section 2 and the Operational Level (Level 4) of the Language Proficiency Rating Scale in Attachment A. The language proficiency requirements are applicable to the use of both phraseologies and plain language.

To meet the language proficiency requirements contained in Chapter 1, Section 1.2.9, an applicant for a licence or a licence holder shall demonstrate, in a manner acceptable to CAAB, compliance with the holistic descriptors at Section 2 and with the Operational Level (Level 4) of the Language Proficiency Rating Scale in Attachment A.

2. Holistic descriptors

Proficient speakers shall:

- a) communicate effectively in voice-only (telephone/radiotelephone) and in face-to-face situations;
- b) communicate on common, concrete and work-related topics with accuracy and clarity;
- c) use appropriate communicative strategies to exchange messages and to recognize and resolve misunderstandings (e.g. to check, confirm or clarify information) in a general or work-related context;
- d) handle successfully and with relative ease the linguistic challenges presented by a complication or unexpected turn of events that occurs within the context of a routine work situation or communicative task with which they are otherwise familiar; and
- e) use a dialect or accent which is intelligible to the aeronautical community

APPENDIX- 2

APPROVED TRAINING ORGANIZATION

(Chapter 1, 1.2.8.2 refers)

Note.— Annex-19 includes safety management provisions for an approved training organization that is exposed to safety risks related to aircraft operations during the provision of its services. Further guidance is contained in the Safety Management Manual (SMM) (ICAO Doc 9859).

1. Issue of approval

- 1.1 The issuance of an approval for a training organization and the continued validity of the approval shall depend upon the training organization being in compliance with the requirements of this ANO.
- 1.2 The approval document shall contain at least the following:
 - a) organization's name and location;
 - b) date of issue and period of validity (where appropriate);
 - c) terms of approval.

2. Training and procedures manual

- 2.1 The training organization shall provide training and procedures manual for the use and guidance of personnel concerned. This manual may be issued in separate parts and shall contain at least the following information:
 - a) a general description of the scope of training authorized under the organization's terms of approval;
 - b) the content of the training programmes offered including the courseware and equipment to be used;
 - c) a description of the organization's quality assurance system in accordance with 4;
 - d) a description of the organization's facilities;
 - e) the name, duties and qualification of the person designated as responsible for compliance with the requirements of the approval in 6.1;
 - f) a description of the duties and qualification of the personnel designated as responsible for planning, performing and supervising the training in 6.2;
 - g) a description of the procedures used to establish and maintain the competence of instructional personnel as required by 6.3;
 - h) a description of the method used for the completion and retention of the training records required by 7;
 - i) a description, when applicable, of additional training needed to comply with an operator's procedures and requirements; and

- j) when CAAB has authorized an approved training organization to conduct the testing required for the issuance of a licence or rating in accordance with 9, a description of the selection, role and duties of the authorized personnel, as well as the applicable requirements established by CAAB.
- 2.2 The training organization shall ensure that the training and procedures manual is amended as necessary to keep the information contained therein up to date.
- 2.3 Copies of all amendments to the training and procedures manual shall be furnished promptly to all organizations or persons to whom the manual has been issued.

3. Training programmes

- 3.1 CAAB may approve a training programme for a private pilot licence, commercial pilot licence, an instrument rating or an aircraft maintenance engineer licence that allows an alternative means of compliance with the experience requirements established by ANO 1, provided that the approved training organization demonstrates to the satisfaction of CAAB that the training provides a level of competency at least equivalent to that provided by the minimum experience requirements for personnel not receiving such approved training.

Note 1.— Procedures supporting the development of competency-based training and assessment for aeroplane pilots and aircraft maintenance personnel, including ICAO competency frameworks, are contained in the Procedures for Air Navigation Services — Training (Doc 9868, PANS-TRG).

Note 2.— The Manual on Training of Aircraft Maintenance Personnel (Doc 10098) contains guidance material on the design and development of an aircraft maintenance personnel training programme.

- 3.2 Reserve.

4. Quality assurance system

The training organization shall establish a quality assurance system, acceptable to the CAAB for granting the approval, which ensures that training and instructional practices comply with all relevant requirements.

5. Facilities

- 5.1 The facilities and working environment shall be appropriate for the task to be performed and be acceptable to CAAB.
- 5.2 The training organization shall have, or have access to, the necessary information, equipment, training devices & material to conduct courses for which it is approved.
- 5.3 Synthetic training devices shall be qualified according to requirements established by the State and their use shall be approved by the CAAB to ensure that they are appropriate to the task.

Note.— The Manual of Criteria for the Qualification of Flight Simulation Training Devices (Doc 9625) provides guidance on the approval of FSTDs.

6. Personnel

- 6.1 The training organization shall nominate a person responsible for ensuring that it is in compliance with the requirements for an approved organization.
- 6.2 The organization shall employ the necessary personnel to plan, perform and supervise the training to be conducted.
- 6.3 The competence of instructional personnel shall be in accordance with procedures and to a level acceptable to CAAB.
- 6.4 The training organization shall ensure that all instructional personnel receive initial and continuation training appropriate to their assigned tasks and responsibilities. The training programme established by the training organization shall include training in knowledge and skills related to human performance.

Note.— Guidance material to design training programmes to develop knowledge and skills in human performance can be found in the Human Factors Training Manual (Doc 9683).

7. Records

- 7.1 The training organization shall retain detailed student records to show that all requirements of the training course have been met as agreed by CAAB.
- 7.2 The training organization shall maintain a system for recording the qualifications and training of instructional and examining staff, where appropriate.
- 7.3 The records required by 7.1 shall be kept for a minimum period of two years after completion of the training. The records required by 7.2 shall be retained for a minimum period of two years after the instructor or examiner ceases to perform a function for the training organization.

8. Oversight

CAAB shall maintain an effective oversight programme of the approved training organization to ensure continuing compliance with the approval requirements.

9. Evaluation and checking

When CAAB has authorized an approved training organization to conduct the testing required for the issuance of a licence or rating, the testing shall be conducted by personnel authorized by CAAB or designated by the training organization in accordance with criteria approved by CAAB.

APPENDIX- 3

REQUIREMENTS FOR THE ISSUE OF THE MULTI-CREW PILOT LICENCE - AEROPLANE

Reserve

APPENDIX- 4

COMMON FORM OF THE ELECTRONIC PERSONNEL LICENCING

Reserve

ATTACHMENT “A”
LANGUAGE PROFICIENCY RATING SCALE

1.1 Expert, extended and operational levels

LEVEL	PRONUNCIATION	STRUCTURE	VOCABULARY	FLUENCY	COMPREHENSION	INTERACTIONS
Expert 6	Pronunciation, stress, rhythm, and intonation, though possibly influenced by the first language or regional variation, almost never interfere with ease of understanding.	Both basic and complex grammatical structures and sentence patterns are consistently well controlled.	Vocabulary range and accuracy are sufficient to communicate effectively on a wide variety of familiar and unfamiliar topics. Vocabulary is idiomatic, nuanced, and sensitive to register.	Able to speak at length with a natural, effortless flow. Varies speech flow for stylistic effect, e.g. to emphasize a point. Uses appropriate discourse markers and connectors spontaneously.	Comprehension is consistently accurate in nearly all contexts and includes comprehension of linguistic and cultural subtleties.	Interacts with ease in nearly all situations. Is sensitive to verbal and non-verbal cues and responds to them appropriately.

<p>Extended</p> <p>5</p>	<p>Pronunciation, stress, rhythm, and intonation, though influenced by the first language or regional variation, rarely interfere with ease of understanding.</p>	<p>Basic grammatical structures and sentence patterns are consistently well controlled. Complex structures are attempted but with errors which sometimes interfere with meaning.</p>	<p>Vocabulary range and accuracy are sufficient to communicate effectively on common, concrete, and work-related topics. Paraphrases consistently and successfully. Vocabulary is sometimes idiomatic.</p>	<p>Able to speak at length with relative ease on familiar topics but may not vary speech flow as a stylistic device. Can make use of appropriate discourse markers or connectors.</p>	<p>Comprehension is accurate on common, concrete, and work-related topics and mostly accurate when the speaker is confronted with a linguistic or situational complication or an unexpected turn of events. Is able to comprehend a range of speech varieties (dialect and/or accent) or registers.</p>	<p>Responses are immediate, appropriate, and informative. Manages the speaker/listener relationship effectively.</p>
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<p>Operational</p> <p>4</p>	<p>Pronunciation, stress, rhythm, and intonation are influenced by the first language or regional variation but only sometimes interfere with ease of understanding.</p>	<p>Basic grammatical structures and sentence patterns are used creatively and are usually well controlled. Errors may occur, particularly in unusual or unexpected circumstances, but rarely interfere with meaning.</p>	<p>Vocabulary range and accuracy are usually sufficient to communicate effectively on common, concrete, and work-related topics. Can often paraphrase successfully when lacking vocabulary in unusual or unexpected circumstances.</p>	<p>Produces stretches of language at an appropriate tempo. There may be occasional loss of fluency on transition from rehearsed or formulaic speech to spontaneous interaction, but this does not prevent effective communication. Can make limited use of discourse markers or connectors. Fillers are not distracting.</p>	<p>Comprehension is mostly accurate on common, concrete, and work-related topics when the accent or variety used is sufficiently intelligible for an international community of users. When the speaker is confronted with a linguistic or situational complication or an unexpected turn of events, comprehension may be slower or require clarification strategies.</p>	<p>Responses are usually immediate, appropriate, and informative. Initiates and maintains exchanges even when dealing with an unexpected turn of events. Deals adequately with apparent misunderstandings by checking, confirming, or clarifying.</p>

1.2 Pre-operational, elementary and pre-elementary levels

LEVEL	PRONUNCIATION	STRUCTURE	VOCABULARY	FLUENCY	COMPREHENSION	INTERACTIONS
	Assumes a dialect and/or accent intelligible to the aeronautical community.	Relevant grammatical structures and sentence patterns are determined by language functions appropriate to the task.				
Pre-operational 3	Pronunciation, stress, rhythm, and intonation are influenced by the first language or regional variation and frequently interfere with ease of understanding.	Basic grammatical structures and sentence patterns associated with predictable situations are not always well controlled. Errors frequently interfere with meaning.	Vocabulary range and accuracy are often sufficient to communicate on common, concrete, or work-related topics, but range is limited and the word choice often inappropriate. Is often unable to paraphrase successfully when lacking vocabulary.	Produces stretches of language, but phrasing and pausing are often inappropriate. Hesitations or slowness in language processing may prevent effective communication. Fillers are sometimes distracting.	Comprehension is often accurate on common, concrete, and work-related topics when the accent or variety used is sufficiently intelligible for an international community of users. May fail to understand a linguistic or situational complication or an unexpected turn of events.	Responses are sometimes immediate, appropriate, and informative. Can initiate and maintain exchanges with reasonable ease on familiar topics and in predictable situations. Generally inadequate when dealing with an unexpected turn of events.

Elementary 2	Pronunciation, stress, rhythm, and intonation are heavily influenced by the first language or regional variation and usually interfere with ease of understanding.	Shows only limited control of a few simple memorized grammatical structures and sentence patterns.	Limited vocabulary range consisting only of isolated words and memorized phrases.	Can produce very short, isolated, memorized utterances with frequent pausing and a distracting use of fillers to search for expressions and to articulate less familiar words.	Comprehension is limited to isolated, memorized phrases when they are carefully and slowly articulated.	Response time is slow and often inappropriate. Interaction is limited to simple routine exchanges.
Pre-elementary 1	Performs at a level below the Elementary level.	Performs at a level below the Elementary level.	Performs at a level below the Elementary level.	Performs at a level below the Elementary level.	Performs at a level below the Elementary level.	Performs at a level below the Elementary level.

Note.— The Operational Level (Level 4) is the minimum required proficiency level for radiotelephony communication. Levels 1 through 3 describe Pre-elementary, Elementary, and Preoperational levels of language proficiency, respectively, all of which describe a level of proficiency below the language proficiency requirement. Levels 5 and 6 describe Extended and Expert levels, at levels of proficiency more advanced than the minimum required Standard. As a whole, the scale will serve as benchmarks for training and testing, and in assisting candidates to attain the Operational Level (Level 4).

ATTACHMENT B

ENDORSEMENT FOR AUTOMATICALLY VALIDATED LICENCES

Reserve

ANNEXURE-1

**REQUIREMENTS FOR CONVERSION OF EXPIRY TYPE LICENCE TO
NON-EXPIRY TYPE LICENCE FOR FLIGHT CREW**

(Chapter 1, 1.2 (c), refers)

1. Introduction:

1.1 The licenses (PPL/CPL/ATPL) issued under the provisions of Chapter-1, section-1.2 (a) shall have non-expiry status following Chapter-1, section-1.2 (c) and such licences shall not be issued if the applicant has attained his/her 65th birthday or beyond;

2. Requirements for converting expiry type licence to non-expiry type licence

The requirements for converting existing expiry type licence to non-expiry type licence are as follows:

2.1 The application is made before expiry of the licence: The “expiry type” licence shall be converted to “non-expiry type” along with the aircraft class and type(s) rating already endorsed on the existing licence subject to valid medical and AELP.

2.1.1 The applicant shall submit the copy of last PPC and the relevant pages of the flying log book or equivalent document

2.2 The application is made after expiry of the licence: The applicant shall follow the curriculum as per the Table 1-1 and shall have valid medical and AELP. The existing aircraft class and type(s) rating will also be endorsed on the non-expiry type licence.

2.1.1 The applicant shall submit the copy of last PPC and the relevant pages of the flying log book or equivalent document

2.3 The reference application form for issuance of non-expiry type licence against expiry type licence is given in the PEL/LIC-111 (a).

Table 1-1

S/N	Licence Expired	Curriculum Required for Issuance of Non-Expiry Type Licence from Expiry Type Licence
a.	Less than 5 years.	1. Knowledge test on Air Law conducted by CAAB.
b.	More than 05 years.	1. Knowledge Test on following subjects conducted by CAAB: i. Air law; ii. Operational Procedures; iii. Flight Performance, Planning & loading; iv. Navigation;

CAAB Form: PEL/LIC -111 (a)

**APPLICATION FOR ISSUANCE OF NON-EXPIRY LICENCE FROM EXPIRY
TYPE OF FLIGHT CREW**

S/N	ITEM	ANO-1	OPERATOR		CAAB USE
			Response	Page No.	Verified
1.	Application for:	2.3/2.4/2.6 & 5.1.1.2 (II)	<input type="checkbox"/> Aeroplane <input type="checkbox"/> Helicopter <input type="checkbox"/> PPL <input type="checkbox"/> CPL <input type="checkbox"/> ATPL		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
2.	Application date (dd/mm/yy)				<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
3.	Name of the applicant	5.1.1.2 (IV)			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
4.	Present Licence Number				<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
5.	Status of present Licence (dd/mm/yyyy)		<input type="checkbox"/> Valid Till: <input type="checkbox"/> Expired on:		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
6.	a. Fee for licence renewal: b. Challan (attached)		a. Fee: b. <input type="checkbox"/> YES <input type="checkbox"/> NO		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
7.	Date of Birth (dd/mm/yy)	5.1.1.2 (V)			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
8.	Age, as of application date (yy/mm/dd)	2.1.10			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
9.	Place of Birth	5.1.1.2 (VII)			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
10.	NID / Passport (attached)	5.1.1.2 (VII)	<input type="checkbox"/> NID <input type="checkbox"/> Passport		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
11.	Permanent Address (as given in NID / Passport)	5.1.1.2 (VI)			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
12.	Mailing Address	5.1.1.2 (VI)			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
13.	Email: Tel No.				<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
14.	Medical Certificate (attached) Valid till (dd/mm/yyyy):	1.2.4.1 and 2.1.10	<input type="checkbox"/> Class-I <input type="checkbox"/> Class-II Valid Till:		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
15.	Knowledge Test Result (if applicable) attached	Annexure-1, 2.2, Table 2-1	<input type="checkbox"/> YES <input type="checkbox"/> Not Applicable		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
16.	AELP Result and valid till (dd/mm/yyyy)	1.2.9	a. Level : b. Valid till :		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
17.	Last flown: a. Date (dd/mm/yy) b. Log Book (relevant pages):	Annexure-1, 2.2.1 or 2.2.1	a. Date: b. <input type="checkbox"/> YES <input type="checkbox"/> NO		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
18.	Last PPC date (dd/mm/yy) and aircraft type(s)	Annexure-1, 2.2.1 or 2.2.1	Date : Aircraft:		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
19.	Last IRT date (dd/mm/yy) for CPL (if applicable)	2.7.1.2	Date : Aircraft:		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
20.	Others (mention)				<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted

N.B: √ (tick) the appropriate box. 2. Attach certificates/result/report/evidence. 3. N/A- Not applicable. 4. Add paper, if required.

Name & Signature of the Applicant with date

(for CAAB use)

- Recommended for issue of Non-Expiry Licence Aeroplane Helicopter ATPL CPL PPL
 NOT recommended for issue of Non-Expiry Licence (reason):

PEL Inspector's Name,
Signature & Seal

ANNEXURE-2

**REQUIREMENTS FOR CONVERSION OF EXPIRY TYPE LICENCE TO
NON-EXPIRY TYPE LICENCE FOR FLIGHT OPERATIONS OFFICER**

(Chapter 1, 1.2 (c), refers)

Reserve

ANNEXURE-3

**REQUIREMENTS FOR ISSUANCE OF FLIGHT CREW LICENCE BASED ON
MILITARY QUALIFICATIONS AND EXPERIENCE**

(Chapter 1, 1.2 (d), refers)

1. INTRODUCTION

- 1.1 The requirements and procedures are established for issuance of pilot licence for aeroplane and helicopter based on military qualifications and experience applicable to Bangladeshi Military pilots;
- 1.2 The applicants for licences shall meet specified requirements of this ANO, in respect of age, academic qualification, experience, skill and medical fitness relevant to the licence sought;
- 1.3 Credit on the knowledge requirements against Chapter-2, A, 2.3.1.2, 2.4.1.2 and 2.6.1.2 may be granted except as mentioned in 2.3, 3.3, 4.3.1, 5.3, 6.3 and 7.3.1 below.
- 1.4 Flying hours certificate and other related documents accrued from military organization, relevant to the licence sought, may be recognized, subject to the submission of such certificate and, or documents from respective Military organization. If there is inadequate information about any qualifications or experience, clarification shall be obtained from the applicant or verification sought from the concerned military authority.

2. REQUIREMENTS FOR ISSUANCE OF PPL (Aeroplane)

2.1 Age

The applicant shall be not less than 17 years of age.

2.2 Academic Qualification

The applicant shall have passed Secondary School Certificate (SSC) examination or equivalent.

2.3 Knowledge

The applicant shall have demonstrated a level of knowledge appropriate to the privileges granted to the holder of a private pilot licence and appropriate to the category of aeroplane intended to be included in the licence, in the following subject:

- a. Aviation Law;
- b. Technical examination on aeroplane type/class.

2.4 Skill

The applicant shall have demonstrated the ability to perform as pilot-in-command of an aeroplane within the appropriate category of aeroplane, the procedures and manoeuvres described in Chapter-2, A, 2.3.1.3 with a degree of competency appropriate to the privileges granted to the holder of a private pilot licence.

2.5 Medical fitness

The applicant shall hold a current Medical Assessment Class 2

2.6 Experience

In addition to the requirements of Chapter-2, A, 2.3.3, the applicants shall have a minimum of 50 hours flying experience in aeroplane.

2.7 The applicant shall demonstrate the ability to speak and understand the language used for radiotelephony communications to the level specified in the language proficiency requirements of Chapter-1, 1.2.9.1.

3. **REQUIREMENTS FOR ISSUANCE OF CPL (Aeroplane)**

3.1 Age

The applicant shall be not less than 18 years of age.

3.2 Academic Qualification

The applicant shall have passed Higher Secondary Certificate (HSC) examination or equivalent.

3.3 Knowledge

The applicant shall have demonstrated a level of knowledge appropriate to the privileges granted to the holder of a commercial pilot licence and appropriate to the category of aeroplane intended to be included in the licence, in the following subjects:

- a. Aviation Law;
- b. Flight Performance, Planning and Loading;
- c. Operational Procedures;
- d. Human performance;
- e. Technical examination on aeroplane type/class.

3.4 Skill

The applicant shall have demonstrated the ability to perform as pilot-in-command of an aeroplane within the appropriate category of aeroplane, the procedures and manoeuvres described in Chapter-2, A, 2.4.1.3 with a degree of competency appropriate to the privileges granted to the holder of a commercial pilot licence.

3.5 Medical fitness

The applicant shall hold a current Medical Assessment Class 1.

3.6 Experience

In addition to the requirements of Chapter-2, A, 2.4.3, the applicants shall have a minimum of 200 hours flying experience.

3.7 The applicant shall demonstrate the ability to speak and understand the language used for radiotelephony communications to the level specified in the language proficiency requirements of Chapter-1, 1.2.9.1.

4. REQUIREMENTS FOR ISSUANCE OF ATPL (Aeroplane)

The issue ATPL, based on military qualification, shall be applicable only for those pilots who have flown any military aircraft within previous 05 years from the date of application.

4.1 Age

The applicant shall be not less than 21 years of age.

4.2 Academic Qualification

The applicant shall have passed Higher Secondary Certificate (HSC) examination or equivalent.

4.3 Knowledge

4.3.1 The applicant shall have demonstrated a level of knowledge appropriate to the privileges granted to the holder of airline transport pilot licence and appropriate to the category of aeroplane intended to be included in the licence, in the following subjects:

- a. Aviation Law;
- b. Flight Performance, Planning and Loading;
- c. Operational Procedures;
- d. Human Performance;
- e. Technical examination on aeroplane type/class.

4.3.2 If the applicant has demonstrated a satisfactory level of knowledge appropriate to the privileges under 4.3.1 shall be qualifying for issuance of commercial pilot licence (aeroplane) to 3.3.

4.4 Skill

The applicant shall have demonstrated the ability to perform as pilot-in-command of an aeroplane within the appropriate category required to be operated with a co-pilot, the procedures and manoeuvres described in Chapter-2, A, 2.6.1.3 with a degree of competency appropriate to the privileges granted to the holder of airline transport pilot licence.

4.5 Medical fitness

The applicant shall hold a current Medical Assessment Class 1.

4.6 Experience

4.6.1 In addition to the requirements of Chapter-2, A, 2.6.3, the applicants shall have a minimum of 750 hours flying experience as PIC (P1).

4.6.2 Before flying independently as PIC (P1) in commercial air transport operation, the applicant shall fulfil the following requirements:

4.6.2.1 Applicant having more than 750 hours PIC (P1) in multi-engine aeroplane, shall complete minimum 200 hours P1(U/S) flying; or

4.6.2.2 Applicant having less than 750 hours PIC (P1) in multi-engine aeroplane, shall complete minimum 350 hours P1 (U/S) flying.

4.7 The applicant shall demonstrate the ability to speak and understand the language used for radiotelephony communications to the level specified in the language proficiency requirements of Chapter-1, 1.2.9.1.

5. REQUIREMENTS FOR ISSUANCE OF PPL (Helicopter)

5.1 Age

The applicant shall be not less than 17 years of age.

5.2 Academic Qualification

The applicant shall have passed Secondary School Certificate (SSC) examination or equivalent.

5.3 Knowledge

The applicant shall have demonstrated a level of knowledge appropriate to the privileges granted to the holder of a private pilot licence and appropriate to the category of helicopter intended to be included in the licence, in the following subject:

- a. Aviation Law.
- b. Technical examination on helicopter type/class.

5.4 Skill

The applicant shall have demonstrated the ability to perform as pilot-in-command of a helicopter within the appropriate category of helicopter, the procedures and manoeuvres described in Chapter-2, A, 2.3.1.3 with a degree of competency appropriate to the privileges granted to the holder of a private pilot licence.

5.5 Medical fitness

The applicant shall hold a current Medical Assessment Class 2.

5.6 Experience

In addition to the requirements of Chapter-2, A, 2.3.4, the applicants shall have a minimum of 50 hours flying experience in helicopter.

5.7 The applicant shall demonstrate the ability to speak and understand the language used for radiotelephony communications to the level specified in the language proficiency requirements of Chapter-1, 1.2.9.1.

6. REQUIREMENTS FOR ISSUANCE OF CPL (Helicopter)

6.1 Age

The applicant shall be not less than 18 years of age.

6.2 Academic Qualification

The applicant shall have passed Higher Secondary Certificate (HSC) examination or equivalent.

6.3 Knowledge

The applicant shall have demonstrated a level of knowledge appropriate to the privileges granted to the holder of a commercial pilot licence and appropriate to the category of helicopter intended to be included in the licence, in the following subjects:

- a. Aviation Law;
- b. Flight Performance, Planning and Loading;
- c. Operational Procedures;
- d. Human performance;
- e. Technical examination on helicopter type/class.

6.4 Skill

The applicant shall have demonstrated the ability to perform as pilot-in-command of a helicopter within the appropriate category of helicopter, the procedures and manoeuvres described in Chapter-2, A, 2.4.1.3 with a degree of competency appropriate to the privileges granted to the holder of a commercial pilot licence.

6.5 Medical fitness

The applicant shall hold a current Medical Assessment Class 1.

6.6 Experience

In addition to the requirements of Chapter-2, A, 2.4.4, the applicants shall have a minimum of 200 hours flying experience in helicopter.

- 6.7 The applicant shall demonstrate the ability to speak and understand the language used for radiotelephony communications to the level specified in the language proficiency requirements of Chapter-1, 1.2.9.1.

7. REQUIREMENTS FOR ISSUANCE OF ATPL (Helicopter)

The issue ATPL, based on military qualification, shall be applicable only for those pilots who have flown any military aircraft within previous 05 years from the date of application.

7.1 Age

The applicant shall be not less than 21 years of age.

7.2 Academic Qualification

The applicant shall have passed Higher Secondary Certificate (HSC) examination or equivalent.

7.3 Knowledge

- 7.3.1 The applicant shall have demonstrated a level of knowledge appropriate to the privileges granted to the holder of airline transport pilot licence and appropriate to the category of helicopter intended to be included in the licence, in the following subjects:

- a. Aviation Law;
- b. Flight Performance, Planning and Loading;
- c. Operational Procedures;
- d. Human Performance;
- e. have passed technical examination on helicopter type/class.

- 7.3.2 If the applicant has demonstrated a satisfactory level of knowledge appropriate to the privileges under 7.3.1 shall be qualifying for issuance of commercial pilot licence (helicopter) to 6.3.
- 7.4 Skill
- The applicant shall have demonstrated the ability to perform as pilot-in-command of a helicopter within the appropriate category required to be operated with a co-pilot, the procedures and manoeuvres described in Chapter-2, A, 2.6.1.3 with a degree of competency appropriate to the privileges granted to the holder of airline transport pilot licence.
- 7.5 Medical fitness
- The applicant shall hold a current Medical Assessment Class 1.
- 7.6 Experience
- 7.6.1 In addition to the requirements of Chapter-2, A, 2.6.4, the applicants shall have a minimum of 750 hours flying experience as PIC (P1) in helicopter.
- 7.6.2 Before flying independently as PIC (P1) in commercial air transport operation, the applicant shall fulfil the following requirements:
- 7.6.2.1 Applicant having more than 1000 hours PIC (P1) in multi-engine helicopter, shall complete minimum 50 hours P1(U/S) flying; or
- 7.6.2.2 Applicant having less than 1000 hours PIC (P1) in multi-engine helicopter shall complete minimum 100 hours P1(U/S) flying.
- 7.7 The applicant shall demonstrate the ability to speak and understand the language used for radiotelephony communications to the level specified in the language proficiency requirements of Chapter-1, 1.2.9.1.

ANNEXURE-4

**REQUIREMENTS FOR CONVERSION OF FOREIGN LICENSE
FOR FLIGHT CREW**

(Chapter 1, 1.2 (e), and Chapter 2, A, 2.3, 2.4 and 2.6, refers)

1. INTRODUCTION

A Licence (PPL/CPL/ATPL)” issued by an ICAO contracting state (Foreign Licence), in accordance with ICAO Annex-1, can be converted to CAAB Licence. Conversion of a foreign licence shall be done on an individual basis by checking each foreign licence to determine if a converted licence can be issued.

1.2 Holder of foreign licence (PPL/CPL/ATPL) may apply for conversion of his licence along with its associated ratings as per applicable regulations of CAAB to operate Bangladesh registered aircraft.

1.2.1. Conversion of a foreign licence is applicable for Bangladesh nationals except as mentioned in 1.2.2.

1.2.2 Conversion of foreign licence held by foreign national may be considered case by case at the discretion of the Chairman.

2. INITIAL APPLICATION PACKAGE TO OBTAIN NOC FOR CONVERSION OF FOREIGN LICENCE

2.1 The applicant shall initially submit the documents listed in 2.2 along with the filled-in application Form No. PEL/LIC-114 (a) for evaluation, authentication and issuance of a No Objection Certificate (NOC) to the applicant for completing the necessary training, test, and other requirements as applicable for conversion and issuance of CAAB license.

2.2 List of documents to be submitted to obtain NOC.

- b. Filled in application form appropriate to the licence type;
- c. Copy of National ID / Passport;
- d. Copy of the Foreign Licence;
- e. Other Ratings (if applicable);
- f. Copy of last foreign Medical Assessment;
- g. Copy of relevant pages of the flying log book.
- h. For Foreign Nationals: NOC/Work Permit and Security Clearance from the appropriate government authority.

3. LICENCE AUTHENTICATION

3.1 The foreign licence shall be authenticated from the State of Licence Issue by CAAB (Form No. PEL/LIC-115).

4. ISSUANCE OF NOC FOR CONVERSION OF FOREIGN LICENCE

4.1 After evaluation of the documents and receiving authentication of the licence, the applicant will be issued with a No Objection Certificate (Form No.114(b)) to fulfil the requirements of 5. An authorization, if required, may be issued to undergo training and perform PPC/Skill Test.

5. REQUIREMENTS FOR ISSUANCE OF BANGLADESH LICENCE AGAINST FOREIGN LICENCE

5.1 A flight crew holding a pilot licence issued by another Contracting State shall, before being issued with any Bangladesh pilot licence or rating, meet the following requirements:

5.1.1 AGE

5.1.1.1 The minimum age of the applicant shall be:

- a. not be less than 21 years for conversion of ATPL;
- b. not be less than 18 years for conversion of CPL;
- c. not be less than 17 years for conversion of PPL.

5.1.2 KNOWLEDGE

5.1.2.1 The applicant shall pass a knowledge test on the following subjects for issue of ATPL/CPL/PPL as appropriate to the category of licence.

- a. Air law;
- b. Composite examination on technical subjects (Flight Performance, Planning & loading, Navigation, Human Performance & Meteorology);
- c. Type Technical examination on the appropriate class/type of aircraft.

5.1.2.2 The applicant shall pass all ATPL subjects for conversion of CPL in case of multiengine rating. In this case, the requirements of knowledge test under 5.1.2.1 (a) & (b) are not applicable.

5.1.3 SKILL TEST

5.1.3.1 The applicant shall appear in the PPC/Skill Test and IRT in accordance with Chapter-2, A, 2.3.1.3 for PPL, 2.4.1.3 for CPL, 2.6.1.3 for ATPL and 2.7.1.3 for Instrument Rating, as applicable.

5.1.4 EXPERIENCE

5.1.4.1 The applicant shall have minimum flying experience appropriate to the category of licence as shown in Table 4.1 (ref: Chapter-2, A).

Table 4.1

Reference ANO-1	Total Flying hours (hrs) in respective type i.e. aeroplane/helicopter.	Pilot in Command (PIC) / Solo hours (hrs)	Cross Country hours (hrs)	Instrument hours (hrs)	Night hours (hrs)
ATPL(A) Chapter-2, A, 2.6.3.1	Total: 1500 hrs. (Credit allowed: FSTD: 100 hrs. but not more than 25 hrs. in flight procedure trainer or a basic instrument flight trainer)	a. 500 hrs P1(U/S) or b. 250 hrs P1 or c. Not less than 70 hrs. PIC and rest to made up to 250 Hrs P1(U/S).	200 hrs. of which not less than 100 hrs. shall be as PIC or as P1(U/S).	75 hrs. (not more than 30 Hrs simulator)	100 hrs. as PIC or Co-pilot
ATPL(H) Chapter-2, A, 2.6.4.1	Total: 1000 hrs. (Credit allowed: FSTD: 100 hrs. but not more than 25 hrs. in flight procedure trainer or a basic instrument flight trainer)	a. 250 hrs PIC or b. Not less than 70 hrs PIC and rest to made up to 250 hrs PIC (U/S)	200 hrs. of which not less than 100 hrs. shall be as PIC or as P1(U/S).	30 hrs (not more than 10 hrs simulator)	50 hrs as PIC or Co-pilot
CPL(A) Chapter-2, A, 2.4.3.1	a. 200 hrs. as a pilot of aeroplanes or b. 150 hrs. if completed during a course of approved training, as a pilot of aeroplanes. or c. Credit allowed for both (a) or (b): FSTD-20 hrs).	a. 100 hrs. as P1, or b. 70 hrs as PIC in the case of a course of approved training.	a. Hrs: 20 as P1 b. Distance: 300 NM with full stop landings at two different aerodromes as P1.	10 hrs. (Max 5 hrs. may be credited from simulator to make up 10 hrs.)	5 hrs. including 5 take offs & 5 landings as P1/Solo.
CPL(H) Chapter-2, A, 2.4.4.1	a. 150 hrs. or b. 100 hrs if completed during a course of approved training, as a pilot of helicopter. Credit allowed for both (a) or (b): FSTD - 10 hrs.)	35 hrs as P1.	10 hrs as P1 including landings at two different points as P1.	10 hrs. (Max 5 hrs. may be credited from simulator to make up 10 hrs.)	5 hrs. including 5 take offs & 5 landings as P1/Solo.
PPL (A) and PPL(H) Chapter-2, A, 2.3.3.1 & 2.3.4.1	a. 40 hrs as a pilot of aeroplanes OR b. 35 hrs if completed during a course of approved training, as a pilot of aeroplanes. Credit allowed for both (a) or (b): FSTD- 05 hrs).	10 hrs. as Solo under supervision of authorized instructor	a. 05 hrs as Solo. b. at least one flight totalling 150 nm in case of aeroplane and 100 nm in case of helicopter with two landings at two aerodromes.	Not required	Not required

5.1.5 MEDICAL FITNESS

5.1.5.1 The applicant shall have Bangladesh Medical Assessment Certificate as appropriate below;

- a. Medical Assessment Class-1 for ATPL/CPL;
- b. Medical Assessment Class-2 for PPL.

5.1.6 LANGUAGE PROFICIENCY

5.1.6.1 The applicant shall demonstrate minimum proficiency Level-4 in AELP test.

6. APPLICATION PACKAGE FOR ISSUANCE OF BANGLADESH LICENCE

6.1 The applicant shall submit following filled-in Forms appropriate to the licence sought:

- a. PPL:
 - i. PEL/LIC-103 (a), PEL/LIC-103 and (b) PEL/LIC-103 (c);
- b. CPL:
 - i. Aeroplane : PEL/LIC-104 (a), PEL/LIC-104 (b) and PEL/LIC-104 (d);
 - ii. Helicopter : PEL/LIC-104 (a), PEL/LIC-104 (c) and PEL/LIC-104 (e);
- c. ATPL:
 - i. Aeroplane : PEL/LIC-105 (a), PEL/LIC-105 (b) and PEL/LIC-105 (d);
 - ii. Helicopter : PEL/LIC-105 (a), PEL/LIC-105 (c) and PEL/LIC-105 (e);
- c. Type Rating:
 - i. PEL/LIC-106 (b);
- d. Instrument Rating:
 - i. PEL/LIC-107 (a).
- e. The application package shall be submitted along with the following Assessment/Test/ Training Result/Report completed in Bangladesh:
 - i. Medical Assessment;
 - ii. AELP Test result;
 - iii. Knowledge Test result (as per 5.1.2);
 - iv. Aircraft Type Technical result;
 - v. Flight Training report (if required);
 - vi. PPC/Skill Test report;
 - vii. IRT (if applicable).

7. DOCUMENT EVALUATION & DEMONSTRATION

7.1 The documents submitted with the application for issuance of Bangladesh licence by converting the foreign license will be evaluated and checked for demonstration through Flight Training & PPC/Skill Test report.

8. ISSUANCE OF BANGLADESH LICENCE

8.1 The foreign licence will be converted and issued with appropriate CAAB licence fulfilling all the requirements.

CAAB Form: PEL/LIC-114 (a)

APPLICATION FOR CONVERSION OF FOREIGN LICENCE (PPL/CPL/ATPL)

S/N	ITEM	REFERENCE ANO-1	OPERATOR / INDIVIDUAL		CAAB USE
			Response	Page No.	Verified
1.	Application for:	2.3/2.4/2.6 & 5.1.1.2 (II)	<input type="checkbox"/> Aeroplane <input type="checkbox"/> Helicopter <input type="checkbox"/> PPL <input type="checkbox"/> CPL <input type="checkbox"/> ATPL		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
2.	Application date (dd/mm/yy)				<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
3.	Name of the applicant	5.1.1.2 (IV)			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
4.	Present Licence Number				<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
5.	Status of present Licence (dd/mm/yyyy)		<input type="checkbox"/> Valid Till : <input type="checkbox"/> Expired on :		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
6.	License Issuing Authority				<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
7.	Date of Birth (dd/mm/yy)	5.1.1.2 (V)			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
8.	Age, as of application date (yy/mm/dd)	2.1.10			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
9.	Place of Birth	5.1.1.2 (VII)			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
10.	NID / Passport (attached)	5.1.1.2 (VII)	<input type="checkbox"/> NID <input type="checkbox"/> Passport		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
11.	Permanent Address (as given in NID / Passport)	5.1.1.2 (VI)			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
12.	Mailing Address	5.1.1.2 (VI)			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
13.	Email: Tel No.				<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
14.	Medical Certificate (attached) Valid till (dd/mm/yyyy):	1.2.4.1 and 2.1.10	<input type="checkbox"/> Class-I <input type="checkbox"/> Class-II Valid Till:		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
15.	Aircraft Type endorsed				<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
16.	Last flown: a. Date (dd/mm/yy) b. Log Book (relevant pages):	Annexure-4, 2.2. g	a. Date: b. <input type="checkbox"/> YES <input type="checkbox"/> NO		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
17.	Last PPC date (dd/mm/yy) and aircraft type(s)	Annexure-4, 2.2. d	Date : Aircraft:		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
18.	Last IRT date (dd/mm/yy) for CPL (if applicable)	2.7.1.2	Date : Aircraft:		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
19.	Others (mention)				<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted

N.B: √ (tick) the appropriate box. 2. Attach certificates/result/report/evidence. 3. N/A- Not applicable. 4. Add paper, if required.

Name & Signature of the Applicant with date

(for CAAB use)

Recommended for issue of Non-Expiry Licence Aeroplane Helicopter ATPL CPL PPL

NOT recommended for issue of Licence (reason):

PEL Inspector Name,
Signature & Seal

LICENCE AUTHENTICATION FORM

In accordance with the provision of ICAO Annex-1 for the purpose of Validation/ Conversion, the particulars of the applicant are given below:

Issuing Authority Details	
State of Issue	
Issuing Authority	
Name of the Authorized Person	
Title of the Authorized Person	

We hereby certify the authenticity of the following licence. We also confirm that there are no outstanding actions on this licence:

Licence Details			
Name of the licence			
Licence type and number	ATPL#		
Date of the issue of Licence		Date of Licence Expiry:	Non-Expiry
Type Rating endorsed as PIC (PI)	1		
	2.		
Type Rating endorsed as Co-pilot (P2)	1.		
	2.		
	3.		
Date of the last Proficiency Check			
Date of instrument Rating Check			
Medical	Class-1 Date of Issue:	Valid Till	
TRI/TRE Authorization			
ICAO Language Proficiency Rating	ELP Level-	Date of Expiry	Date of Test

Signature of the authorized Person		Date	
Telephone No	+88-02-8901406	Stamp	
Fax No	+88-02-890 1418		
E-mail	pel@dfscaab.gov.bd mfsr@caab.gov.bddf sr@caab.gov.bd adfs@caab.gov.bd		

For any comments (e.g. violation, accident & incident history), the space below may be used:

CAAB Form: PEL/LIC-114 (b)

No. 30.31.0000.114.xxxxxxxxxxxxxx

Dated:

Managing Director/Mr. XXXX
XXX Airlines Ltd
YYYYY
ZZZZZ
Dhaka

(Attn: Director Flight Operations)

Sub: **No Objection Certificate**

Reference is made to the letter no. 99-99-9999

The Civil Aviation Authority of Bangladesh, hereby issues a 'No Objection Certificate' to complete the necessary training and test for further processing for issuance of Bangladesh PPL/CPL/ATPL against the Foreign Licence PPL/CPL/ATPL no XXXXX.

Details of the applicant

Name : XXXXXX
National Identification No : 9999999
Passport No. : 9999999999
Foreign Licence No. : 999999
Foreign licence issuing authority: CAA, XXXX

(NAME)

(Appointment)

Flight Standard & Regulations Division

CAAB, HQ, Dhaka.

Tel : +88-02-8901914, Exn-3592

[Email :](#)

CAAB Form: PEL/LIC-103 (a)

APPLICATION FOR ISSUE OF PRIVATE PILOT LICENCE (PPL)

S/N	REFERENCE ANO-1	ITEM	OPERATOR		CAAB USE
			Response	Page No	
1	2.3 & 5.1.1.2 (II)	Application for	<input type="checkbox"/> Aeroplane <input type="checkbox"/> Helicopter		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
2	2.1.3.3	Aircraft Type Rating for:			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
3		Fee (PPL + Type Rating)	Amount: <input type="checkbox"/> Chalan Attached		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
4	5.1.1.2 (IV)	Name of the applicant			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
5	5.1.1.2 (V)	Date of Birth (dd/mm/yyyy)			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
6	2.3.1.1	Age, as of application date (yy/mm/dd):			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
7	5.1.1.2 (VII)	Place of Birth			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
8	5.1.1.2 (VII)	<input type="checkbox"/> NID or <input type="checkbox"/> Birth Certificate or <input type="checkbox"/> Passport (copy attached)	<input type="checkbox"/> YES <input type="checkbox"/> NO		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
9	5.1.1.2 (VI)	Permanent Address			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
10	5.1.1.2 (VI)	Mailing Address			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
11	2.3.1.4	Medical Certificate	<input type="checkbox"/> Class-I <input type="checkbox"/> Class-II		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
12	1.2.9	AELP Test Result	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
13	2.3.3.1.1 or 2.4.3.1.1	Approved Training Course completion certificate by ATO	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Applicable		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
14	2.3.1.2 or 1.2, d	Knowledge Test Result	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
15	2.3.3 or 2.3.4	Hrs Breakdown (PEL/LIC-103 (b))	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
16	2.3.3 / 2.3.4	Flying Log Book (relevant pages)	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
17	2.3.3.1.2 or 2.3.4.1.2	Cross Country Certificate	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
18	2.3.1.3	Oral & Flight Test Report a. Oral Test b. Flight Test c. Cross Country Test	Attached: a. <input type="checkbox"/> Yes <input type="checkbox"/> No b. <input type="checkbox"/> Yes <input type="checkbox"/> No c. <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
19		Request Letter	Submitted <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
20		Others (if any)			

N.B: √ (tick) the appropriate box. 2. Attach certificates/result/report/evidence. 3. N/A- Not applicable. 4. Add paper, if required.

Applicant's Name,
Signature & with date

..... (For CAAB Use)

Recommended for issue of PPL Aeroplane Helicopter
 NOT recommended for issue of PPL (reason):

PEL Inspector Name,
Signature & Seal

CAAB Form: PEL/LIC-103 (b)

FLYING EXPERIENCE REQUIRED FOR ISSUE OF PPL (Aeroplane)

Name of applicant:	
Licence No.	
Name of the Operator :	

S/ N	Item	REFERENCE ANO-1	CAAB Requirement	Applicant's Experience	CAAB USE
1	Total Flying Hrs a. (i) Approved Syllabus hrs or (ii) Non-approved hrs : b. Simulator (if applicable) c. Military Conversion hrs: Chapter 1, 1.2, d.	2.3.3.1.1	a. (i) 35 Hrs or (ii) 40 Hrs b. 05 hrs (Max) c. 50 Hrs	a. (i) (ii) b. c.	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
2	PIC/Solo Hrs	2.3.3.1.2 / 2.3.4.1.2	10 Hrs		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
3	Navigation Solo X-Country	2.3.3.1.2 / 2.3.4.1.2	5 hrs		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
4	Navigation X-Country (as applicable)	2.3.3.1.2 / 2.3.4.1.2	<input type="checkbox"/> Aeroplane 150 NM <input type="checkbox"/> Helicopter 100 NM (Landing at 02 different airfields/ points)		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted

N.B: 1. ✓ (tick) the appropriate box. 2. Attach certificates/result/report/evidence. 3. N/A- Not applicable. 4. Add paper, if required.

Applicant's Name,
Signature with date & Seal

..... (For CAAB Use)

Experience **Accepted** for issue of PPL (Aeroplane);

Experience **NOT Accepted** for issue of PPL (Aeroplane), reason:

PEL Inspector Name,
Signature & Seal

CAAB Form: PEL/LIC-104 (a)

APPLICATION FOR ISSUE OF COMMERCIAL PILOT LICENCE (CPL)

S/ N	REFERENCE ANO-1	ITEM	OPERATOR		CAAB USE
			Response	Page No	
1	2.4 & 5.1.1.2(II)	Application for	<input type="checkbox"/> Aeroplane <input type="checkbox"/> Helicopter		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
2	2.1.3.3/2.1.3.2	Aircraft Type Rating for:			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
3		Fee (CPL + Type Rating)	Amount: <input type="checkbox"/> Chalan Attached		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
4	5.1.1.2 (IV)	Name of the applicant			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
5	5.1.1.2 (V)	Date of Birth (dd/mm/yyyy)			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
6	2.4.1.1	Age, as of application date (yy/mm/dd):			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
7	5.1.1.2 (VII)	Place of Birth			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
8	5.1.1.2 (VII)	<input type="checkbox"/> NID or <input type="checkbox"/> Birth Certificate or <input type="checkbox"/> Passport (copy attached)	<input type="checkbox"/> YES <input type="checkbox"/> NO		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
9	5.1.1.2 (VI)	Permanent Address			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
10	5.1.1.2 (VI)	Mailing Address			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
	2.4.1.4	Medical Certificate (Class-I)	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
11	1.2.9	AELP Test Result	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
12	2.4.3.1.1 or 2.4.4.1.1	Approved Training Course completion certificate by ATO	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Applicable		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
13	2.4.1.2 / 1.2, d.	Knowledge Test Result	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
14	2.4.3 or 2.4.4	Hours Breakdown (PEL/LIC- 104 (b) / (c) & 106 (b, if applicable))	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
15	2.4.3 / 2.4.4	Flying Log Book (relevant pages)	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
16	2.4.3.1.1.1 (b)/ 2.4.4.1.1.1 (b)	Cross Country Certificate	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
17	2.4.1.3 & 2.1.6	Flight Test (as applicable) a. In Simulator i. ZFTT/Base Trg & Check ii. IRT & PPC b. In Aircraft i. Oral Test Report ii. Flight Test & IRT Report	(Attached) a. In Simulator i. <input type="checkbox"/> Yes <input type="checkbox"/> No ii. <input type="checkbox"/> Yes <input type="checkbox"/> No b. In Aircraft i. <input type="checkbox"/> Yes <input type="checkbox"/> No ii. <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
18		Request Letter	Submitted <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted

N.B: 1. (tick) the appropriate box. 2. Attach certificates/result/report/evidence. 3. N/A- Not applicable. 4. Add paper, if required.

Applicant's Name,
Signature with date

..... (For CAAB Use)

Recommended for issue of CPL Aeroplane Helicopter;
 NOT recommended for issue of CPL (reason):

PEL Inspector Name,
Signature & Seal

FLYING EXPERIENCE REQUIRED FOR ISSUE OF CPL (Aeroplane)

Name of the applicant:	
Licence no.	
Name of the Operator :	

S/ N	Item	REFERENCES ANO-1	CAAB Requirement	Applicant's Experience	CAAB USE
1	Total Flying Hrs a. Approved Syllabus hrs: b. Non-approved hrs : c. Military Conversion hrs: d. Sim Hr (if applicable)	2.4.3.1.1/1.2.(d)	a. 150 Hrs b. 200 Hrs c. 200 Hrs d. 20 Hrs Max	a. b. c. d.	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
2	PIC/Solo Hrs a. Approved Syllabus hrs: b. Non-approved hrs :	2.4.3.1.1.1 (a)	a. 70 Hrs b. 100 Hrs	a. b.	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
3	Navigation X-Country PIC	2.4.3.1.1.1 (b)	a. 20 Hrs b. 300 NM (Landing at 02 different airfields)	a. b.	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
4	Instrument hours (aircraft + Simulator): a. Instrument (aircraft) b. Simulator (if applicable)	2.4.3.1.1.1 (c)	10 Hrs a. 10 Hrs b. Max 5 hrs	a. b.	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
5	If privileges is to be exercised at night: a. Night Flight Hrs as PIC b. Night Experience as PIC	2.4.3.1.1.1 (d)	a. 5 Hrs b. 5 T/Offs & 5 landings	a. b.	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted

N.B: √ (tick) the appropriate box. 2. Attach certificates/result/report/evidence. 3. N/A- Not applicable. 4. Add paper, if required.

Applicant's Name,
Signature with date & Seal

..... (For CAAB Use)

- Experience **Accepted** for issue of CPL **Aeroplane** **Helicopter**
 Experience **NOT Accepted** for issue of CPL (reason):

PEL Inspector Name,
Signature & Seal

CAAB Form: PEL/LIC-105 (a)

APPLICATION FOR ISSUE OF AIRLINE TRANSPORT PILOT LICENCE (ATPL)

S/N	REFERENCE ANO-1	ITEM	OPERATOR		CAAB USE
			Response	Page No	
1	2.6 & 5.1.1.2 (II)	Application for ATPL:	<input type="checkbox"/> Aeroplane <input type="checkbox"/> Helicopter		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
2	2.1.3.2	Aircraft Type Rating for:			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
3		Fee (ATPL + Type Rating)	Amount: <input type="checkbox"/> Chalan Attached		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
4	5.1.1.2 (IV)	Name of the applicant			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
5	5.1.1.2 (V)	Date of Birth (dd/mm/yyyy)			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
6	2.6.1.1	Age, as of application date (yy/mm/dd)			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
7	5.1.1.2 (VII)	Place of Birth			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
8	5.1.1.2 (VII)	NID/Passport No.	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
9	5.1.1.2 (VI)	Permanent Address			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
10	5.1.1.2 (VI)	Mailing Address			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
11	2.6.1.4	Medical Certificate (Class-I)	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
12	1.2.9	AELP Test Result	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
13	2.6.1.2 & 2.7.1.1	Knowledge Test Result	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
14	2.6.3 / 2.6.4, 2.1.6	Hours Breakdown (PEL/LIC-105 (b) / (c) & 106 (b))	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
15	2.6.3 / 2.6.4	Flying Log Book (relevant pages)	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
16	2.6.1.3 & 2.1.6	Flight Test (as applicable) a. In Simulator i. ZFTT/Base Trg & Check ii. PPC Report b. In Aircraft i. Flight Test Report	(Attached) a. In Simulator i. <input type="checkbox"/> Yes <input type="checkbox"/> No ii. <input type="checkbox"/> Yes <input type="checkbox"/> No b. In Aircraft i. <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
17		Request letter	Submitted: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
18		Others (If any)			

N.B: 1. (tick) the appropriate box. 2. Attach certificates/result/report/evidence. 3. N/A- Not applicable. 4. Add paper, if required.

Applicant's Name,
Signature with date

..... (For CAAB Use)

Recommended for issue of ATPL Aeroplane Helicopter ;

NOT recommended for issue of ATPL (reason):

PEL Inspector Name,
Signature & Seal

CAAB Form: PEL/LIC-105 (b)

FLYING EXPERIENCE REQUIRED FOR ISSUE OF ATPL (Aeroplane)

Name of applicant:	
Licence No.	
Name of the Operator:	

S/N	Item	References ANO-1	CAAB Requirement	Applicant's Experience	CAAB Use
1	Flying Hrs Experience	2.6.3.1.1	Total: 1500 Hrs (Credit allowed: FSTD: 100 hrs but not more than 25 hrs in procedure trainer or a basic instrument flight trainer)	Total: i. FSTD: ii. Procedure/Flight trainer:	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
2(a)	PIC Hrs (Other than Military Experience)	2.6.3.1.1.1 (a)	a. 500 Hrs PIC (U/S) or b. 250 hrs PIC or c. Not less than 70 hrs PIC and rest to made up to 250 hrs PIC (U/S)	a. b. c. i. P1: ii. P1 (U/S):	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
2(b)	PIC Hrs (for Military Experienced direct issue, if applicable)	1.2. (d)	750 Hrs PIC (P1)		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
3	Navigation X-Country	2.6.3.1.1.1 (b)	200 Hrs {includes 100 Hrs as PIC / PIC (U/S)}		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
4	Instrument hours	2.6.3.1.1.1 (c)	75 Hrs (not more than 30 Hrs simulator)		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
5	Night Experience	2.6.3.1.1.1 (d)	100 Hrs as PIC or Co-pilot		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
6	Military Experienced applicants direct issue: Certificate of Last Flown Date	1.2. (d)	Must have flown any military aeroplane within previous 05 years from the date of application	Evidence Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
7	Other Military requirements	1.2.(d)			

N.B: 1. (tick) the appropriate box. 2. Attach certificates/result/report/evidence. 3. N/A- Not applicable. 4. Add paper, if required.

Applicant's Name,
Signature with date

----- (For CAAB use) -----

- Experience **Accepted** for issue of ATPL (Aeroplane);
 Experience **NOT Accepted** for issue of ATPL (Aeroplane), reason:

PEL Inspector Name,
Signature & Seal

CAAB Form: PEL/LIC-106 (b)

REQUIREMENTS FOR ENDORSEMENT OF AIRCRAFT TYPE RATING

Name of applicant:	
Licence No.	
Name of the Operator	

S/N	Item	OM/TPM Reference	OM/TPM Requirement	Applicant's Experience	CAAB USE
1	Type of Aircraft Requested		<input type="checkbox"/>		-
2	Experience on previous aircraft types		<input type="checkbox"/> <input type="checkbox"/>		-
3	Total Flying Hrs Required		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
4	a. PIC Hrs b. SIC Hrs	a. b.	a. b.	a. b.	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
5	Night Experience (if applicable)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
6	Ground Trg on Type Tech a. Type Tech b. Other Trg (as applicable)	a. b.	a. b.	a. b.	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
7	Result on aircraft Type Tech (Attached)		<input type="checkbox"/> Pass	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
8	Training (as applicable) a. In Simulator i. No. of Sim Trg Sessions (FTD) ii. No. of Sim Trg Sessions (FFS) iii. ZFTT/ Base Trg (as applicable) iv. No of LOFT Sessions b. In Aircraft i. Flight Training Hours ii. Base Training	a. i. ii. iii. iv. b. i. ii.	a. i. ii. iii. iv. b. i. ii.		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
	Other Requirements				

N.B: 1. √ (tick) the appropriate box. 2. Attach certificates/result/report/evidence. 3. N/A- Not applicable. 4. Add paper, if required.

Applicant's Name,
Signature with date
..... (For CAAB Use)

Experience **Accepted** for endorsement of Aircraft Type Rating;
 Experience **NOT Accepted** for endorsement of Aircraft Type Rating (reason):

PEL Inspector Name,
Signature & Seal

CAAB Form: PEL/ LIC-107 (a)

APPLICATION FOR ISSUE OF INSTRUMENT RATING (IR)

S/N	REFERENCE ANO-1	ITEM	OPERATOR		CAAB USE
			Response	Page No	
1	2.7 & 5.1.1.2 (II)	Application for issue of IR	<input type="checkbox"/> Aeroplane <input type="checkbox"/> Helicopter		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
2	2.7.4.2	Aircraft Type (s)			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
3	5.1.1.2 (IV)	Name of applicant			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
4	5.1.1.2 (II)	Licence No.			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
5	5.1.1.2 (V)	Date of Birth (dd/mm/yyyy)			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
6	5.1.1.2 (VI)	Mailing Address			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
7	2.7.1.3	Medical Certificate	<input type="checkbox"/> Class-I Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
8	1.2.9	AELP Result	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
9	2.7.1.1	Knowledge Test Result (For issue)	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
10	2.7.4 & 2.1.6	Flight Instruction	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
11	2.7.3 & 2.1.6	Hours Breakdown (PEL/LIC-107 (b))	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
12	2.7.1.2	Flying Log Book (relevant pages)	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
13 (a) or 13 (b)	2.7.1.2	In aircraft (if applicable) a. IR Test Report	<input type="checkbox"/> Not applicable Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
	2.7.1.2 & 2.1.6	In simulator (if applicable) b. PPC Report / IR Test Report	<input type="checkbox"/> Not applicable Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
14		Request Letter	Submitted: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
15		Others (mention)			

N.B: 1. ✓ (tick) the appropriate box. 2. Attach certificates/result/report/evidence as applicable. 3. Add separate paper, if required.

Applicant's Name,
Signature with date

----- (For CAAB use) -----

- Recommended** for Issue of Instrument Rating;
 NOT recommended for Issue of Instrument Rating (reason):

PEL Inspector Name,
Signature & Seal

ANNEXURE-5

REPLACEMENT OF LICENSE OR CERTIFICATE IF LOST OR DAMAGED

(Chapter 1, 1.2. f, refers)

1. Introduction

A license may be replaced in case of lost or damaged under the following terms and conditions.

2. Requirement for replacement of licence and/or certificate

2.1 An application shall be submitted in plain paper addressed to Chairman, CAAB, Attention to Member Flight Standard and Regulations for replacement of licence and/or certificate along with the following documents;

- a. Copy of the lost or damaged licence and/or certificate (if available);
- b. Copy of National Identity Card (NID) or valid passport;
- c. Evidence of current ratings, authorizations, examiner report forms, logbook pages or operator's record;
- d. Copy of current medical assessment (if applicable);
- e. Copy of AELP test result (if applicable);
- f. Copy of a General Diary (GD) Entry made at the applicable Police Station;
- g. Two stamp size colour photo.
- h. Copy of current medical assessment (if applicable).

3. Payment of fees

3.1 Fee shall be paid as of the amount for initial issue of the licence and/or certificate.

ANNEXURE-6

REQUIREMENTS & METHOD OF RENDERING A FOREIGN LICENCE VALID

(Chapter 1, 1.2.2.1, refers)

1. INTRODUCTION

- 1.1 CAAB may issue authorization as an alternative to the issuance of its own licence, by rendering a foreign licence valid issued by another Contracting State, for use in Bangladesh registered aircraft. Based on an individual basis, rendering a licence valid will be applicable for CPL & ATPL.
- 1.2 The application for validation of foreign licence of flight crew shall be considered only from Bangladesh operators when an adequate number of such qualified Bangladeshi flight crew is not available. The operator shall furnish due justification for employing the expatriate flight crew and the company training plan with a time frame to replace with Bangladeshi flight crew.

2. TYPES OF VALIDATION AND PRIVILEGES

- 2.1 The validation issued shall be of three (03) types, Type-1, Type-2 and Type-3.

2.1.1 Privileges of Validation Type-1

Validation of Type-1 may be granted to the pilots for any of the following purposes engaged in Commercial Air Transportation:

- a. Route Flying;
- b. Instructor (Route / Base / SIM);
- c. Examiner (Route / Base / SIM);
- d. Aircraft delivery/ferry flights;
- e. Test flights, subject to fulfilling the specific requirements of air operator.

2.1.2 Privileges of Validation Type-2

Validation of Type-2 may be granted to the pilots for any of the following purposes when engaged in Commercial Air Transportation or General Aviation:

- a. Aircraft delivery/ferry flights;
- b. Test flights;
- c. To train and/or check the pilots in aircraft under 5700 kg;
- d. Expatriate pilots of foreign airlines to undergo training and/or checking with Bangladesh air operators in established airways and to company designated airports;
- e. To train and/or check the pilots by the Instructor/Examiner of aircraft manufacturers;
- f. Any national/state requirement, as deemed appropriate by CAAB.

2.1.3 Privileges of Validation Type-3

Validation of Type-3 may be granted to the Bangladeshi national holding a foreign license with the applicable privileges of Validation Type-1 (a/b/c) and, or validation Type-2 (a/b/c). Work permit and Visa is not applicable for Validation Type-3.

3. **VALIDITY PERIOD:**

- 3.1 The validity for Type-1 validation may be granted for a period of maximum 3 (three) years. In case of expiry type licence, the validity shall not be beyond the validity of the licence issued by the contracting state.
- 3.2 The validity for Type-2 validation may be granted for a period of maximum 6 (six) months. In case of expiry type licence, the validity shall not be beyond the validity of the licence issued by the contracting state.
- 3.3 The validity for Type-3 validation may be granted for a period of maximum 3 (three) years. In case of expiry type licence, the validity shall not be beyond the validity of the licence issued by the contracting state.
- 3.4 Extension of Validation:
- a. **For Validation Type-1:** Upon application by the operator, CAAB may extend the validity period for 01 (one) year;
- b. **For Validation Type-2:** No extension is allowed except 2.1.2 (c, d & e). In the case of 4.1.2 (c, d & e), upon application by the operator, CAAB may extend the validity for a period of 3 (three) months;
- c. **For Validation Type-3:** Upon application by the operator or the flight crew, CAAB may extend the validity for a period of 01 (one) year.
- 3.5 Validation shall no longer be valid if the validity of the E-visa or work permit expires or is cancelled.
- 3.6 Validation shall no longer be valid if the flight crew discontinues the employment with the Bangladesh operator who sought his validation. The operator shall inform CAAB within 10 days for such discontinuation of the employment.
- 3.7 Validation shall no longer be valid if the foreign licence and ratings are not current and valid.

4. **REQUIREMENTS FOR VALIDATION OF A LICENSE:**

4.1 **General requirements:**

- a. A flight crew holding a valid pilot licence with a current rating issued by another Contracting State in accordance with ICAO Annex-1 may apply for validation of such licence for operating the proposed type of aircraft registered in Bangladesh;
- b. The applicant shall have completed Pilot Proficiency Check in preceding 06 months from the date of application for the relevant licence and rating privileges;
- c. Recent experience (before issuance of validation): At least three take-offs and landings within the preceding 90 days on the type of aircraft applied for or in a FSTD approved for the purpose;
- d. If there are any differences to ICAO Annex-1 being filed in the AIP by SOLI that limit the applicant to exercise the privileges of his/her licence and the related ratings;
- e. Candidates shall be only considered from a contracting state not having ICAO USOAP EI at least equal to or higher than the global average and the state shall not have Significant Safety Concern (SSC) either in PEL or OPS area;

- f. The applicant shall present the foreign licence, ratings and evidence of the experience by submitting the required records (e.g. logbook, certificates). The licence and experience requirements are set out in 5;
- g. The foreign flight crew having authorization to conduct CAT II/III or RNP (AR) operations, whose licence and ratings are validated under the provision of this Directive, may be subject to an assessment check in the simulator or aircraft by a CAAB nominated inspector;
- h. The applicant shall have minimum AELP Level-4 in English or endorsed as “English Proficient”;
- i. The applicant shall hold a current Medical Assessment Class-I issued by SOLI;
- j. The age of the applicant for validation Type-1, shall not be more than 62 (sixty two) years on the date of application except;
- k. The flight crew operating on the basis of validation of their foreign license, shall comply with all the applicable Bangladesh Govt regulations, ANO, Procedures and Directives issued from time to time, the operating and maintenance procedures, Flight & Duty Time Limitations, Weather Minima, Minimum Equipment List etc.

4.2 Additional Requirements:

Note: Application made under 2.1.2 (except 2.1.2, c) will be exempted from the requirements of 4.2.

The applicant shall:

- a. Undergo Class-1 Medical Assessment in Bangladesh;
- b. Complete the operator’s familiarization training;
- c. Pass written knowledge test on Air law conducted by CAAB;
- d. Appear for an Oral Test that he is fully conversant and competent with the Operating Procedures, Minimum Equipment List, aircraft cockpit layout, type of equipment installed, Flight & Duty Time Limitations. On the basis of the Oral Test, CAAB may prescribe flight/simulator check or any other tests, which the pilot shall have to undergo;
- e. Present the original documents (e.g, Licence, Ratings, Authorizations, Medical Assessment, log book etc.) for verification during the Oral Test;
- f. Training & Checks;
 - i. Complete a minimum four (04) sectors of Route Training and followed by a Route Check to a satisfactory standard. The Route Check shall be monitored by a FOI;
 - ii. In case of newly inducted aircraft fleet, the Instructors & Examiners may be monitored by a FOI for satisfactory performance without involving Route Training when the Air Operator does not have any approved Instructor or Examiner;
- g. Comply with all other requirements set by different competent authorities of Bangladesh i.e. work permit, etc.

5. LICENCE & EXPERIENCE REQUIREMENTS:

The following licence & experience is a minimum requirement but shall not be less than the requirement set by each air operator in their Operations Manual for Bangladeshi pilots.

5.1 Wide-body Commercial-Jet aeroplane:

5.1.1 PIC, the foreign flight crew shall have ATPL and:

- a. Minimum flying experience : 7000 Hrs
- b. Minimum PIC experience : 2000 Hrs
- c. Minimum PIC on Type experience : 1000 Hrs
or
Minimum On Type experience (PIC:500 + SIC:2000) : 2500 Hrs

5.1.2 Co-pilot, the foreign flight crew shall have ATPL and:

- a. Minimum flying experience : 3000 Hrs
- b. Minimum P2 experience : 1500 Hrs
- c. Minimum P2 on Type experience : 500 Hrs

5.2 Narrow-body Commercial-Jet aeroplane:

5.2.1 PIC, the foreign flight crew shall have ATPL and:

- a. Minimum flying experience : 4000 Hrs
- b. Minimum PIC experience : 2000 Hrs
- c. Minimum PIC on Type experience : 1000 Hrs
or
Minimum On Type experience (PIC:500 + SIC:2000) : 2500 Hrs

5.2.2 Co-pilot, the foreign flight crew shall have ATPL and:

- a. Minimum flying experience : 2500 Hrs
- b. Minimum P2 experience : 1000 Hrs
- c. Minimum P2 on Type experience : 500 Hrs

5.3 Operation of Turbo-prop aeroplane having AUW exceeding 5700 Kgs:

5.3.1 PIC, the foreign flight crew shall have ATPL and:

- a. Minimum flying experience : 3000 Hrs
- b. Minimum PIC flying experience : 1500 Hrs
- c. Minimum PIC on Type experience : 1000 Hrs
or
Minimum On Type experience (PIC:500 + SIC:1000) : 1500 Hrs

5.3.2 Co-pilot, the foreign flight crew shall have ATPL and:

- a. Minimum flying experience : 2000 Hrs
- b. Minimum P2 experience : 1500 Hrs
- c. Minimum P2 on Type experience : 500 Hrs

5.4 To train local pilots in aircraft under 5700 kg (ref: 2.1.2 (C))

5.4.1 The Pilot shall hold a valid CPL/ATPL with current Flight Instructor Rating (FIR) on the type/class of aircraft for which the privilege is sought and:

- a. Minimum total flying experience : 2500 Hrs
- b. Minimum PIC on Type/class experience : 1000 Hrs

6. DOCUMENTS TO BE SUBMITTED BY THE OPERATOR:

6.1 Application for issuance of No Objection Certificate (NOC) for Validation:

The Air Operator shall submit the following documents on behalf of the applicant:

- a. Filled in application form PEL/LIC-112 (a);
- b. Copy of valid License issued by the contracting state (SOLI);
- c. Copy of the ratings & authorization issued by SOLI;
- d. AELP Level issued by SOLI;
- e. Copy of Medical Assessment Class-1 issued by SOLI;
- f. Copy of recent PPC on the type of aircraft for which validation is sought;
- g. Experience certificate by the operator in compliance to Para 5;
- h. Copy of Logbook (relevant pages) or equivalent document acceptable to CAAB;
- i. Bio-data/resume of the applicant;
- j. Copy of Passport;
- k. Two copies of passport size recent colour photo with a white background;
- l. Fees for validation (As per CAAB regulation);
- m. Any other documents deemed necessary by CAAB.

6.2 Formal Application (After issuance of NOC):

The air operator, on behalf of the applicant shall:

- a. Submit filled in application form PEL/LIC-112 (d) within the validity of NOC;
- b. Make registration for written knowledge test on Air Law;
- c. Submit Result of Air Law knowledge test (pass grade only);
- d. Submit the operator's familiarization training completion report;
- e. Make appointment for Oral Test and verification of original documents by FOI;
- f. Submit E-Visa & Work Permit;
- g. Submit Bangladesh Medical Assessment, Class-1;
- h. Submit renewed licence, ratings, authorization and Medical Assessment issued by SOLI (as applicable);
- i. Submit evidence that the applicant is maintaining competency and meet recent experience requirements to keep his supporting licence valid, as applicable.

6.3 Skill Demonstration (After issuance of Validation Certificate)

- a. The applicant shall undergo Route Training of minimum 04 (four) sectors followed by Route Check to a satisfactory standard;
- b. The Route Check will be monitored by a FOI of CAAB;
- c. Submit Route Check report (pass grade) to CAAB;
- d. Submit filled in form PEL/LIC-112 (g) for Skill Demonstration Record.

Note: *The applicant shall not be released to route flying unless the Route Check Report has submitted to CAAB.*

7 ISSUANCE PHASES OF VALIDATION CERTIFICATE

7.1 Assessment of the application & documents by CAAB:

7.1.1 Assessment for Issuance of NOC (PEL/LIC-112 (b)):

- a. SOLI is a contracting state of ICAO;
- b. ICAO USOAP EI of the contracting state is at least equal to or higher than global average and the state shall not have Significant Safety Concern (SSC) either in PEL or OPS area.
- c. Any differences to ICAO Annex-1 being filed in the AIP of SOLI that limits the privileges of the licence or related ratings of the applicant;
- d. The Licence, Rating and Authorization of the applicant issued by SOLI are in compliance with ICAO Annex-1 and meets the standard of Bangladesh in respect to Age, Experience, Skills, Knowledge, Medical and Language Proficiency;
- e. Minimum AELP Level 4 issued by SOLI and valid;
- f. The foreign Medical Assessment, Class-1 issued by SOLI meets the standards of Bangladesh;
- g. Any endorsement on or attached to the licence following Article 39 (b) of Chicago Convention;
- h. The applicant meets the applicable experience requirements in compliance to 5;
- i. Fee for validation is deposited;
- j. The authenticity of the licence, rating and authorization of the applicant issue by SOLI in respect to Age, Experience, Skills, Knowledge, Medical and Language Proficiency are correct. The specimen of the licence authentication form is given in PEL/LIC-110;
- k. Issue letter of NOC (PEL/LIC-112 (c)), if assessment of documents under 6.1 and 7.1.1 are acceptable;
- l. NOC shall be valid for maximum 4 (four) months.

7.1.2 Document Evaluation and Knowledge Demonstration (after formal application (PEL/LIC-112 (e)):

- a. Verification of original documents;
- b. The licence, ratings, authorization and Medical Assessment Class-1 issued by SOLI are valid and current;
- c. The applicant is maintaining competency and meet recent experience requirements to keep his supporting Licence, Rating and Authorization valid;
- d. Air Law knowledge test result (pass grade only);
- e. Oral Test result (pass grade only);
- f. Bangladesh Medical Assessment Class-1;
- g. Operator's Familiarization Training record;
- h. E-Visa & Work Permit are valid;
- i. Appointment Letter issued by the Air Operator.

7.1.3 Issuance of Validation Certificate

7.1.3.1 Issue Validation Certificate (PEL/LIC-112 (f), if the documents are found satisfactory.

7.1.3.2 Route Training and Check (by Operator) :

- a. Record of minimum 04 (four) sectors of Route Training report;
- b. Satisfactory Route Check report;
- c. FOI monitoring report;
- d. Submit filled in form PEL/LIC-112 (h).

8 Extension of Validation (Application by the Operator)

8.1 The Air Operator on behalf of the applicant may apply for extension of validation and required to submit the following documents:

- a. Filled in application form (PEL/LIC-112 (h));
- b. Copy of License, Ratings & Authorization issued by SOLI;
- c. Copy of PPC report on the type of aircraft for which extension is sought;
- d. Evidence that the applicant is maintaining crew competency and meet recent experience requirements to keep his supporting licence valid;
- e. Minimum AELP Level 4 issued by SOLI and valid;
- f. Copy of Medical Assessment Class-1 issued by SOLI;
- g. Copy of Bangladesh Medical Assessment Class-I;
- h. Copy of E-Visa & Work Permit;
- i. Two copies of passport size recent colour photo with a white background;
- j. Fees for validation (as per CAAB regulation);
- k. Any other documents deemed necessary by CAAB.

- 8.2 Assessment of the application & documents by CAAB for extension of validation:
- a. Bangladesh Medical Assessment Class-I;
 - b. The Licence, Ratings, Authorization and Medical Assessment issued by SOLI are valid and current;
 - c. The applicant is maintaining competency and meet recent experience requirements to keep his supporting licence, rating and authorization valid;
 - d. The authenticity of the licence, rating and authorization of the applicant issue by SOLI in respect to Age, Experience, Skills, Knowledge, Medical and Language Proficiency are correct. The specimen of the licence authentication form is given in PEL/LIC-110;
 - e. Fee for validation is deposited;
 - f. E-Visa & Work Permit are valid;
 - g. Appointment Letter issued by the Air Operator;
- 8.3 Issue “Extension of Validation”, if the assessment under 8.2 are acceptable and satisfactory (PEL/LIC-112 (h)).

Note-1: The flight crew is required to keep in possession of the supporting licence along with the validation certificate issued by CAAB.

Note-2: The holder of the foreign licence, in addition to the requirements of Bangladesh, shall fulfil the standards set by SOLI to maintain competency and recent experience to keep his original licence valid & current.

CAAB Form: PEL/LIC-112 (a)

APPLICATION FOR ISSUANCE OF NOC FOR VALIDATION (PILOT)

(by operator)

S/N	Item	OPERATOR		CAAB Assessment
		Response	Page No	
1	Name of the applicant			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
2	Name of the Bangladesh Operator			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
3	Application for issue of validation	<input type="checkbox"/> Validation Type-1 <input type="checkbox"/> Validation Type-2 <input type="checkbox"/> Validation Type-3		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
4	Purpose of validation	<input type="checkbox"/> Route flying <input type="checkbox"/> Instructor (Route / Base / SIM) <input type="checkbox"/> Examiner (Route / Base / SIM) <input type="checkbox"/> Delivery or ferry flights <input type="checkbox"/> Test Flights <input type="checkbox"/> Instructor (less than 5700 kg) <input type="checkbox"/> Examiner (less than 5700 kg) <input type="checkbox"/> Others (specify)/ Route flying (U/T)		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
5	Duration of Validation Requested:			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
6	Justification and training plan for local pilots, attached	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
7	Fee (Chalan Attached)	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
8	Passport (relevant Pages) attached Valid till (dd/mm/yy)	<input type="checkbox"/> YES <input type="checkbox"/>	<input type="checkbox"/> NO	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
9	Date of Birth (dd/mm/yy)			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
10	Age, as of application date (yy/mm/dd)			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
11	Permanent Address			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
12	Mailing Address			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
13	Email & Tel no.	Email :	Tel No.	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
14	Bio-data/Resume (attached)	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
15	Validation for aircraft type			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
16	Flight crew position	<input type="checkbox"/> Captain	<input type="checkbox"/> Co-pilot	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted

17	License Details	<input type="checkbox"/> SOLI : <input type="checkbox"/> ATPL/CPL No. : <input type="checkbox"/> Valid Till : <input type="checkbox"/> Non-Expiry Type		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
18	Ratings & Authorizations issued by SOLI (attached)	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> Examiner (Route /Base / SIM) <input type="checkbox"/> Instructor (Route /Base / SIM) <input type="checkbox"/> Route Flying <input type="checkbox"/> Instructor (less than 5700 kg) <input type="checkbox"/> Examiner (less than 5700 kg) <input type="checkbox"/> Others (specify)/Route flying (U/T)		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
19	The foreign Licence, Ratings & Authorization are current & valid.	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
20	PPC done in preceding 06 months from the date of application	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
21	Authorization to conduct Cat II/ III or RNP (AR) OPS	<input type="checkbox"/> CAT II <input type="checkbox"/> CAT III <input type="checkbox"/> RNP (AR) <input type="checkbox"/> N/A		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
22	AELP Level issued by SOLI and valid till (dd/mm/yy)	Level : <input type="checkbox"/> 6 <input type="checkbox"/> 5 <input type="checkbox"/> 4 Date :		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
23	Medical Assessment (Class-I) issued by SOLI (attached). Valid till (dd/mm/yy)	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
24	Experience certificate in compliance to specific to Para 8 Attached.	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
25	Logbook (relevant pages) or equivalent document (attached)	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
26	Passport size recent colour photo (two copies) with a white background, attached;	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
27	Other Documents (specify)			

N.B: 1. Attach certificates/result/report/evidence as applicable. 2. Add separate paper, if required. 3. √ (tick) the appropriate box. 4. Not Applicable (N/A).

 Post Holder's Name,
 Signature & Seal with date

----- (for CAAB use) -----

Inspector's Name,
 Signature & Seal with date

CAAB Form: PEL/LIC-112 (b)

ASSESSMENT FOR ISSUANCE OF NOC FOR VALIDATION (PILOT)

(by CAAB)

S/N	ITEM	Assessment by Inspector		CAAB Comments
1	Name of the applicant			
2	Licence Number			
3	Name of the Bangladesh Operator			
4	Application for	<input type="checkbox"/> Validation Type-1 <input type="checkbox"/> Validation Type-2 <input type="checkbox"/> Validation Type-3		
5	Purpose of validation	<input type="checkbox"/> Route flying <input type="checkbox"/> Instructor (Route / Base / SIM) <input type="checkbox"/> Examiner (Route / Base / SIM) <input type="checkbox"/> Delivery or ferry flights <input type="checkbox"/> Test Flights <input type="checkbox"/> Instructor (less than 5700 kg) <input type="checkbox"/> Examiner (less than 5700 kg) <input type="checkbox"/> Others (specify)/Route flying (U/T)		
6	SOLI is a contracting state of ICAO	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
7	The Licence, Ratings and Authorization of the applicant are in compliance with ICAO Annex-1.	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
8	SOLI is having ICAO USOAP EI at least equal to or higher than global average.	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
9	Is SOLI in the status of SSC either in PEL or OPS area.	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
10	Any differences to ICAO Annex-1 being filed in the AIP of SOLI.	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
11	AELP issued by SOLI is Level 4 or above and valid.	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
12	The Licence, Authorization and Ratings of the applicant meets the standard of Bangladesh (ANO-1).	<input type="checkbox"/> YES	<input type="checkbox"/> NO	

13	The licence and rating issued by another Contracting State is current and valid.	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
14	Pilot Proficiency Check (PPC) done in preceding 06 months from the date of application.	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
15	Medical Assessment Class-1 issued by SOLI is current and valid.	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
16	Age of the applicant is less than 62 years on the date of application (except for validation Type-3).	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
17	Any endorsement on or attached to the licence following Article 39 (b) of Chicago Convention.	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
18	The applicant meets the applicable experience requirements in compliance to 5 of Annexure-6	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
19	Fee for validation is deposited.	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
20	Verify the authenticity of the licence, ratings and authorizations of the applicant with the SOLI.	<input type="checkbox"/> Accepted <input type="checkbox"/> Not accepted		
21	Assessment of documents in 6.1 and 7.1.1 of Annexure-6 are satisfactory	<input type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory		

N.B: 1. √ (tick) the appropriate box.

Recommended for issuance of NOC and valid till:

NOT recommended for issuance of NOC (reason):

Inspector's Name,
Signature & Seal with date

CAAB Form: PEL/LIC-110

LICENCE AUTHENTICATION FORM

In accordance with the provision of ICAO Annex-I for the purpose of Issue/Validation/ Conversion, the particulars of the applicant are given below:

Issuing Authority Details	
State of Issue	
Issuing Authority	
Name of the Authorized Person	
Title of the Authorized Person	

We hereby certify the authenticity of the following licence. We also confirm that there are no outstanding actions on this licence :

Licence Details			
Name of the licence			
Licence type and number	ATPL#		
Date of the issue of Licence		Date of Licence Expiry :	Non-Expiry
Type Rating endorsed as PIC (PI)	1.		
	2.		
	3.		
Type Rating endorsed as Co-pilot (P2)	1.		
	2.		
	3.		
Date of the last Proficiency Check			
Date of instrument Rating Check			
Medical Assessment	Class-1 Date of Issue:	Valid Till:	
TRI/TRE Authorization			
ICAO Language Proficiency Rating	ELP Level-	Date of Expiry	Date of Test

Signature of the authorized Person		Date	
Telephone No	+88-02-8901406	Stamp	
Fax No	+88-02-8901418		
E-mail	pel@dfscaab.gov.bd mfsr@caab.gov.bd dfsr@caab.gov.bd ads@caab.gov.bd		

For any comments (e.g. violation, accident & incident history), the space below may be used:

CAAB Form: PEL/LIC-112 (c)

CIVIL AVIATION AUTHORITY OF BANGLADESH
FLIGHT STANDARD & REGULATIONS DIVISION
HEADQUARTERS, KURMITOLA, DHAKA

No. 30.31.0000.114.xxxxxxxxxxxxxx

Dated:

Managing Director
XXX Airlines Ltd
YYYYY
ZZZZZ
Dhaka

(Attn: Director Flight Operations)

Sub: **No Objection Certificate for Validation of Foreign Licence (Pilot)**

Ref: Airline letter reference number dated :

Reference is made to the above mentioned letter.

Civil Aviation Authority of Bangladesh is pleased to issue “No Objection Certificate” (NOC) in connection to rendering the foreign licence valid for the undermentioned pilot.

Name of the pilot	Passport No	Nationality	Foreign Licence No.	Validation Type

Civil Aviation Authority of Bangladesh has “No Objection” for issuance of ‘Work permit’ from BIDA and to complete the subsequent process of validation subject to fulfilment of other Government requirements for this purpose.

The NOC shall remain valid for 120 days unless cancelled or revoked.

Best regards,

(NAME)
(Appointment)
Flight Standard & Regulations Division
CAAB, HQ, Dhaka.
Tel : +88-02-8901914, Exn-3592
[Email :](#)

CAAB Form: PEL/LIC-112 (d)

FORMAL APPLICATION FOR ISSUANCE OF VALIDATION

(by Operator, after issuance of NOC)

S/N	ITEM	OPERATOR		CAAB Assessment
		Response	Page No.	
1	Name of the applicant			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
2	Licence Number			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
3	Name of Bangladesh Operator			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
4	Application for	<input type="checkbox"/> Validation Type-1 <input type="checkbox"/> Validation Type-2 <input type="checkbox"/> Validation Type-3		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
5	Applied with the validity of NOC	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
6	Purpose of validation	<input type="checkbox"/> Route flying <input type="checkbox"/> Instructor (Route/Base/SIM) <input type="checkbox"/> Examiner (Route/Base/SIM) <input type="checkbox"/> Delivery or ferry flights <input type="checkbox"/> Test Flights <input type="checkbox"/> Instructor (less than 5700kg) <input type="checkbox"/> Examiner (less than 5700kg) <input type="checkbox"/> Others / Route Flying (U/T)		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
7	Result of Air Law knowledge test (Attach pass grade only);	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
8	Operator's Familiarization Training Record (Attached)	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
9	Oral Test Completed	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
10	E-Visa & Work Permit Attached: E-Visa valid till (dd/mm/yy): Work Permit valid till (dd/mm/yy):	<input type="checkbox"/> YES <input type="checkbox"/>	<input type="checkbox"/> NO	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
11	Bangladesh Medical Assessment Class-1 (attached): Valid till (dd/mm/yy):	<input type="checkbox"/> YES <input type="checkbox"/>	<input type="checkbox"/> NO	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
12	Renewed licence, ratings, authorization, Medical Assessment (attach, as applicable)	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
13	Evidence of competency & recent experience (attached, as applicable)	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
14	Appointment Letter issued by the Air Operator, attached:	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
15	Others (mention)			

N.B: 1. Attach certificates/result/report/evidence, as applicable. 2. Add separate paper (if required).
3. ✓ (tick) the appropriate box.

Post Holder Name,
Signature & Seal with date

----- (for CAAB use) -----

Inspector's Name,
Signature & Seal with date

CAAB Form: PEL/LIC-112 (e)

ASSESSMENT FOR ISSUANCE OF VALIDATION

(by CAAB)

S/N	ITEM	Assessment by Inspector		CAAB Comments
1	Name of the applicant			
2	Licence Number			
3	Name of the Bangladesh Operator			
4	Application for	<input type="checkbox"/> Validation Type-1 <input type="checkbox"/> Validation Type-2 <input type="checkbox"/> Validation Type-3		
5	Purpose of validation	<input type="checkbox"/> Route flying <input type="checkbox"/> Instructor (Route/Base/SIM) <input type="checkbox"/> Examiner (Route/Base/SIM) <input type="checkbox"/> Delivery or ferry flights <input type="checkbox"/> Test Flights <input type="checkbox"/> Instructor (less than 5700 kg) <input type="checkbox"/> Examiner (less than 5700 kg) <input type="checkbox"/> Others / Route Flying (U/T)		
6	Applied with the validity of NOC	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
7	Verification of original documents completed.	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
8	The Licence, Ratings, Authorization and Medical Assessment issued by SOLI are valid and current.	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
9	Meets competency and recent experience requirements to keep supporting licence, ratings and authorization valid.	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
10	Air Law knowledge test result (attached)	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
11	Oral Test result.	<input type="checkbox"/> PASS	<input type="checkbox"/> FAIL	
12	Bangladesh Medical Assessment Class-1 (attached)	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
13	Operator's Familiarization Training Record (Attached)	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
14	Validity of the passport, E-Visa & Work Permit.	<input type="checkbox"/> VALID	<input type="checkbox"/> NOT VALID	
15	Appointment Letter issued by the Air Operator.	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
16	Information in operators' application is correct and satisfactory.	<input type="checkbox"/> YES	<input type="checkbox"/> NO	

N.B: 1. √ (tick) the appropriate box.

Recommended for issue of validation and valid till:

NOT recommended for issue of validation (reason):

Inspector's Name,
Signature & Seal with date

CAAB Form: PEL/LIC-112 (f)

GOVERNMENT OF THE PEOPLE'S REPUBLIC
OF BANGLADESH

**CIVIL AVIATION AUTHORITY OF
BANGLADESH**

**CIVIL AVIATION AUTHORITY OF
BANGLADESH**



CERTIFICATE OF VALIDATION

CERTIFICATE OF VALIDATION

THIS ATPL # 0000000

Issued on dd/mm/yyyy

by CAA, AAAAAA

to Capt / FO BBBBBB

Is hereby rendered valid under the provision of ANO-1, Chapter 1, Section 1.2.2.1. The holder is authorized to exercise the privileges to act as a flight crew member in the Bangladesh registered Aircraft operated by subject to the conditions and Limitations specified on Page 2.

Issued on : dd/mm/yyyy

Valid till : dd/mm/yyyy

Signature of Issuing Officer _____

Date and Stamp dd/mm/yyyy

VALIDATION TYPE:

- Type-1
- Type-2
- Type-3

PRIVILEGES

- AC Type /Class:
- Captain
- Co-pilot
- Route Flying
- Instructor (Route / Base / SIM)
- Examiner (Route / Base / SIM)
- Delivery or ferry flights
- Test flights
- ILS CAT-II / III, RNP (AR)
- Instructor (aircraft less than 5700 kg)
- Examiner (aircraft less than 5700 kg)
- Others // Route Flying (U/T)

CONDITIONS AND LIMITATIONS

1. This Certificate of validation shall be carried along with the Foreign Pilot License No. ATPL#0000 issued by CAA AAAAA.
2. This certificate of validation shall remain valid subject to fulfilling the requirements of ANO-1, Chapter-1, section 1.2.5.1.

Note :

1. Symbol 'Tick' denoted authorized.
2. Symbol 'X' denotes not authorized

CAAB Form: PEL/LIC-112 (g)

ROUTE TRAINING & CHECK RECORD

(by operator, after issuance of Validation Certificate)

Note: Refer to Annexure-6, 4.2, (Note) and (f) (i) (ii) for the requirements of Training & Check

S/N	Item	Response By Operator		CAAB Assessment
1	Name of the applicant			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
	Licence Number			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
	CAAB Validation Certificate Reference			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
2	Name of the Bangladesh Operator			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
	Application for	<input type="checkbox"/> Validation Type-1 <input type="checkbox"/> Validation Type-2 <input type="checkbox"/> Validation Type-3		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
	Purpose of validation	<input type="checkbox"/> Route flying <input type="checkbox"/> Instructor (Route/Base/SIM) <input type="checkbox"/> Examiner (Route /Base/SIM) <input type="checkbox"/> Delivery or ferry flights <input type="checkbox"/> Test Flights <input type="checkbox"/> Instructor (less than 5700 kg) <input type="checkbox"/> Examiner (less than 5700 kg) <input type="checkbox"/> Others / Route Flying (U/T)		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
3	Evidence of Route Training (attached) minimum 04 (four) sectors	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
4	Route Check Report (attach Pass grade only)	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted

N.B: 1. Attach certificates/result/evidence, as applicable. 2. √ (tick) the appropriate box.

Post Holder's Name,
Signature & Seal with date

----- (for CAAB use) -----

Route Check monitoring report by FOI attached YES NO

Inspector's Name,
Signature & Seal with date

CAAB Form: PEL/LIC-112 (h)

APPLICATION FOR EXTENSION OF VALIDATION
(by operator)

S/N	Item	OPERATOR		CAAB Assessment
		Response	Page No.	
1	Name of the applicant			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
2	Licence Number			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
3	Name of the Bangladesh Operator			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
4	Application for Extension of Validation	<input type="checkbox"/> Validation Type-1 <input type="checkbox"/> Validation Type-2 <input type="checkbox"/> Validation Type-3		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
5	Purpose of Extension of validation	<input type="checkbox"/> Route flying <input type="checkbox"/> Instructor (Route / Base / SIM) <input type="checkbox"/> Examiner (Route / Base / SIM) <input type="checkbox"/> Delivery or ferry flights <input type="checkbox"/> Test Flights <input type="checkbox"/> Instructor (less than 5700 kg) <input type="checkbox"/> Examiner (less than 5700 kg) <input type="checkbox"/> Others / Route Flying (U/T)		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
6	Duration of Validation Requested:			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
7	Justification and training plan for local pilots, attached	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
8	Fee (Chalan Attached)	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
9	Passport with e-Visa (relevant Pages) & Work Permit attached	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
10	Date of Birth (dd/mm/yy)			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
11	Age, as of application date (yy/mm/dd)			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
12	Permanent Address			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
13	Mailing Address			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
16	Email & Tel no.	Email :	Tel No.	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
17	Validation for aircraft type			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted

18	Flight crew position	<input type="checkbox"/> Captain	<input type="checkbox"/> Co-pilot	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
19	License Details	<input type="checkbox"/> SOLI : <input type="checkbox"/> ATPL/CPL No. : <input type="checkbox"/> Valid Till : <input type="checkbox"/> Non-Expiry Type		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
20	Ratings & Authorizations on the licence issued by SOLI attached	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> Examiner (Route /Base / SIM) <input type="checkbox"/> Instructor (Route /Base / SIM) <input type="checkbox"/> Route Flying <input type="checkbox"/> Instructor (less than 5700 kg) <input type="checkbox"/> Examiner (less than 5700 kg) <input type="checkbox"/> Others / Route Flying (U/T)		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
21	The foreign licence & ratings are current and valid.	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
22	PPC done in preceding 06 months from the date of application	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
23	Authorization to conduct Cat II/III or RNP (AR) Ops	<input type="checkbox"/> CAT II <input type="checkbox"/> RNP (AR)	<input type="checkbox"/> CAT III <input type="checkbox"/> N/A	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
24	AELP Level issued by SOLI and valid till (dd/mm/yy)	Level : <input type="checkbox"/> 6 <input type="checkbox"/> 5 <input type="checkbox"/> 4 Date :		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
	Medical Assessment (Class-I) issued by SOLI attached & valid till (dd/mm/yy)	<input type="checkbox"/> YES Date:	<input type="checkbox"/> NO	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
26	Bangladesh Medical Assessment (Class-I) attached	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
27	Logbook (Last two pages) or equivalent document attached	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
28	Passport size recent photo (two copies) with a white background, attached;	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
29	Other Documents (specify)			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted

N.B: 1. Attach certificates/result/report/evidence as applicable. 2. Add separate paper, if required. 3. √ (tick) the appropriate box. 4. Not Applicable (N/A).

Post Holder's Name,
Signature & Seal with date

----- (for CAAB use) -----

- Recommended for extension of validation and valid till:
 NOT recommended for extension of validation (reason):

Inspector's Name,
Signature & Seal with date

ANNEXURE-7

REQUIREMENTS FOR VALIDATION OF FOREIGN TRI/TRE/SFI/SFE(S)

(Chapter 1, 1.2.2.1, refers)

1. INTRODUCTION

- 1.1 CAAB shall issue authorization as an alternative to the issuance of its own licence, by rendering a foreign licence/authorization valid issued by another Contracting State, for the TRI/TRE/SFI/SFE(s) to operate FSTDs, based on an individual basis, for training and checking of flight crew to operate Bangladesh registered aircraft.
- 1.2 An air Operators may engage TRI/TRE/SFI/SFE(s) holding a foreign licence/authorization issued by a contracting State and rendered valid by CAAB, to operate FSTDs for training and checking of their flight crew;

2. REQUIREMENTS FOR VALIDATION OF FOREIGN TRI/TRE/SFI/SFE(s)

- 2.1 An air operator shall apply for the validation of foreign TRI/TRE/SFI/SFE(s) to operate FSTDs for training and checking of their flight crew who will operate aircraft registered;
- 2.2 The licence/authorization of TRI/TRE/SFI/SFE(s), shall be issued by a contracting State and shall be valid & current to operate the FSTDs;
- 2.3 The applicant shall submit the copies of the foreign licence/authorization to CAAB for verification;
- 2.4 The air operator shall submit all documents of the TRI/TRE/SFI/SFE(s) to CAAB for validation.

3. APPLICATION PHASE

The Air Operator shall submit the following documents on behalf of the candidate:

- 3.1 Filled in application form (PEL/LIC-113 (a));
- 3.2 Copy of valid licence/authorization issued by the contracting state;
- 3.3 Photocopy of Passport;
- 3.4 Fees for validation (as per CAAB regulation);
- 3.5 Any other documents deemed necessary by CAAB.

4. DOCUMENT EVALUATION PHASE

Evaluation of the application & documents by CAAB:

- 1.1 The state issuing licence/authorization shall be a contracting state of ICAO;
- 1.2 The licence/authorization issued by the contracting state are valid and current;
- 1.3 The foreign medical certificate of TRI/TRE issued by the contracting state shall be current and valid;
- 1.4 The authenticity of the licence/authorization of the applicant, who are not listed with approved ATOs, shall be verified from the contracting state by CAAB. The specimen of the licence authentication form is given in PEL/LIC-113 (b).

5. **DEMONSTRATION PHASE**

- 5.1 The TRI/TRE/SFI/SFE(s) shall be subjected to a random assessment check(s) for sampling by CAAB inspector(s) in the simulator facility. The specimen of the assessment check form is given in PEL/LIC-113 (c).

6. **CERTIFICATION PHASE**

Issue Validation if the 'application', 'document evaluation' and 'demonstration' phases are satisfactory. The issuance of validation of foreign TRI/TRE/SFI/SFE(s) shall be approved by Chairman and the subsequent renewals by Member (FSR).

7. **PRIVILEGES OF THE TRI/SFI**

TRI/SFI Shall have the following privileges to conduct in an approved FSTD:

- 7.1 Simulator Training to the company pilots including Instrument Rating;
7.2 Line Oriented Flight Training (LOFT);
7.3 Zero Flight Time Training (ZFTT);
7.4 Low Visibility Operations (LVO) Training.
7.5 IOS (instructor operating station) training.
7.6 Any other training authorized by CAAB from time to time.

8. **PRIVILEGES OF THE TRE/SFE**

TRE/SFE Shall have the following privileges to conduct in an approved FSTD:

- 8.1 Privileges as mentioned in 7;
8.2 Pilot Proficiency Check (PPC);
8.3 Instrument Rating Test (IRT);
8.4 Skill tests for issue of ATPL(A);
8.5 Other required checks;
8.6 IOS (instructor operating station) panel check for CFTI/DCP(s).

- 9 The TRI/TRE/SFI/SFE(s) shall follow the standards set by contracting state to maintain competency and recent experience to keep his/her original licence/authorization valid & current.

10 **VALIDITY PERIOD**

- 10.1 The validation may be granted for a period of maximum 02 years but not beyond the validity of the licence/authorization issued by the Contracting State;
10.2 Upon request of the operator, on the expiry of the validation, CAAB may extend the validity for a period of maximum 02 years but not beyond the validity of the authorization issued by the Contracting State;
10.3 The validation shall not be effective if the foreign licence/authorization is not current and valid;

CAAB Form: PEL/LIC-113 (a)

APPLICATION FOR ISSUANCE OF VALIDATION (TRI/TRE/SFI/SFE(s))

(by operator)

S/N	Item	OPERATOR		CAAB USE
		Response	Page No	Verified
1	Name of the applicant			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
2	Application for issuance of validation for privileges in FSTDs	<input type="checkbox"/> TRI <input type="checkbox"/> TRE <input type="checkbox"/> SFI <input type="checkbox"/> SFE		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
3	Validation for FSTD Type(s)			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
4	Duration of Validation Requested:			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
5	Fee for issue (Chalan Attached)	<input type="checkbox"/> YES <input type="checkbox"/> NO		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
6	Name of the state issued Licence / Authorization			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
7 (a)	Licence / Authorization number			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
7 (b)	License / Authorization Details (attach)	<input type="checkbox"/> Licence <input type="checkbox"/> Authorization <input type="checkbox"/> Valid Till : <input type="checkbox"/> Non-Expiry Type		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
8 (a)	Name of the Foreign ATO			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
8 (b)	Is the Foreign ATO approved by CAAB?	<input type="checkbox"/> Yes <input type="checkbox"/> Applied for approval <input type="checkbox"/> No <input type="checkbox"/> N/A		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
9	Copy of Passport attached	<input type="checkbox"/> YES <input type="checkbox"/> NO		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
10	Date of Birth (dd/mm/yy)			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
11	Mailing Address			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
12	Email & Tel no.	Email : Tel No.		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
13	Medical Certificate (Class-I) for TRI/TRE attached & valid till: (dd/mm/yy)	<input type="checkbox"/> YES : Valid till: <input type="checkbox"/> NO		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted

14	Assessment check (if required) of the TRI/TRE/SFI/SFE(s) done by a CAAB inspector	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
15	Other Documents (specify)			

N.B: √ (tick) the appropriate box. 2. Attach certificates/result/report/evidence. 3. N/A- Not applicable. 4. Add paper, if required.

Applicant/Post Holder Name,
Signature & Seal with date

----- (for CAAB use) -----

Comments by the Inspector

- Recommended for issue of authorization: TRI TRE SFI SFE, valid till :
 Not Recommended for issue of authorization (reason).

Inspector's Name
Signature & Seal with date

CAAB Form: PEL/LIC-113 (b)

LICENCE AUTHENTICATION FORM

In accordance with the provision of ICAO Annex-I for the purpose of Authorization/ Conversion, the particulars of the applicant's are given below:

Issuing Authority Details	
State of Issue	
Issuing Authority	
Name of the Authorized Person	
Title of the Authorized Person	

We hereby certify the authenticity of the following licence. We also confirm that there are no outstanding actions on this licence :

Licence Details			
Name of the licence			
Licence type and number	ATPL#		
TRI/TRE/SFI/SFE Authorization			
Date of the issue of Licence & authorization		Date of Licence Expiry	Non-Expiry
Type Rating endorsed as PIC (PI)	1.		
Medical (if applicable)	Class-1	Valid Till	
	Date of Issue:		

Signature of the authorized Person		Date	
Telephone No	+88-02-8901406	Stamp	
Fax No	+88-02-8901418		
E-mail	pel@dfscaab.gov.bd mfsr@caab.gov.bd dfs@caab.gov.bd ads@caab.gov.bd		

For any comments (e.g. violation, accident & incident history), the space below may be used:

CAAB Form: PEL/LIC-113 (c)

SIMULATOR ASSESSMENT CHECK OF FOREIGN TRI/TRE/SFI/SFE(s)

Applicant's Name:	FSTD Type:
Applicant's Licence/Authorization No.	Name of the ATO:
Assessment for <input type="checkbox"/> TRI <input type="checkbox"/> TRE <input type="checkbox"/> SFI <input type="checkbox"/> SFE	Location of the ATO:
Date of assessment:	Inspector's Name:

Legends	S : Satisfactory	U : Unsatisfactory
----------------	------------------	--------------------

	ASSESSMENT ITEMS	S	U	Remarks
1.	BRIEFING			
2.	SIMULATOR SAFETY & EVACUATION PROCEDURE			
3.	SIMULATION SET-UP			
	a. Position: IP / Reposition / Touch screen /Slewing			
	b. Airport & Environment Setup			
	c. Configuration / Systems Reset / Wt & Balance setting			
	d. Ground Operations / Visual Hazard / Activation			
	e. WX Setup / Wind shear / Microburst			
	f. Freeze Resets			
4.	NON-NORMAL/EMERGENCY FLT SCENARIOS			
	a. Malfunction Index			
	b. Triggering Malfunctions			
	c. Clearing Malfunction: System resets/ Quick starts			
5.	GRAPHIC CONTROL			
6.	INSTRUCTIONAL TECHNIQUE			
	a. Student Briefing / Debrief			
	b. Lesson Planning / Sequencing			
	c. AIREX Demo/Student Accomplishment			
	d. Fault Analysis/Performance Evaluation			
	e. Instructional Ability/Suitability			

OVERALL ASSESSMENT

Satisfactory Unsatisfactory

Inspector's Name
Signature & Seal with date

CAAB Form: PEL/LIC-113 (d)

APPLICATION FOR EXTENSION OF VALIDATION (TRI/TRE/SFI/SFE)

(by operator)

S/N	Item	OPERATOR		CAAB USE
		Response	Page No	Verified
1	Name of the applicant			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
2	Application for renewal of validation for privileges in FSTDs	<input type="checkbox"/> TRI <input type="checkbox"/> TRE <input type="checkbox"/> SFI <input type="checkbox"/> SFE		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
3	Validation for FSTD Type(s)			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
4	Duration of Validation Requested:			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
5	Fee for renewal (Chalan Attached)	<input type="checkbox"/> YES <input type="checkbox"/> NO		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
6	Name of the state issued Licence / Authorization			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
7 (a)	Foreign Licence / Authorization number			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
7 (b)	Foreign License / Authorization Details (attached)	<input type="checkbox"/> Licence <input type="checkbox"/> Authorization <input type="checkbox"/> Valid Till : <input type="checkbox"/> Non-Expiry Type		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
7 (c)	CAAB Validation Details (attached)	<input type="checkbox"/> Licence <input type="checkbox"/> Authorization <input type="checkbox"/> Valid Till :		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
8 (a)	Name of the Foreign ATO			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
8 (b)	Is the Foreign ATO approved by CAAB?	<input type="checkbox"/> Yes <input type="checkbox"/> Applied for approval <input type="checkbox"/> No <input type="checkbox"/> N/A		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
9	Copy of Passport attached	<input type="checkbox"/> YES <input type="checkbox"/> NO		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
10	Date of Birth (dd/mm/yy)			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
11	Mailing Address			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted

12	Email & Tel no.	Email : Tel No.	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
13	Medical Certificate (Class-I) for TRI/TRE attached & valid till (dd/mm/yy)	<input type="checkbox"/> YES : Valid till: <input type="checkbox"/> NO	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
14	Other Documents (specify)		

N.B: √ (tick) the appropriate box. 2. Attach certificates/result/report/evidence. 3. N/A- Not applicable. 4. Add paper, if required.

Applicant/Post Holder Name,
Signature & Seal with date

----- (for CAAB use) -----

Comments by the Inspector

Recommended for renewal of authorization: TRI TRE SFI SFE, till date :

NOT recommended for renewal of authorization (reason):

Inspector's Name
Signature & Seal with date

ANNEXURE-8

COMPETENCY & RECENT EXPERIENCE REQUIREMENTS FOR FLIGHT CREW

(Chapter 1, 1.2.5.1 and 1.2.5.1.2, refers)

1. Introduction:

1.1 CAAB, having issued a licence, no certificate holder may use any flight crew, nor may any flight crew exercise the privileges granted by that licence, or by related ratings, unless the holder maintains competency and meets the requirements for recent experience;

2. Competency and Recent Experience Requirements Engaged in CAT Operations

2.1 Competency and Recent Experience Requirements

2.1.1 Air Operators engaged in CAT operations shall fulfil the requirements of competency and recent experience as prescribed in Table 2-1 for flight crewmembers to exercise their privileges of licence and related ratings. Operator records, in which maintenance of competency and recent experience shall be recorded. PPCs (Pilot Proficiency Check) which are to be recorded in the “Pilot Proficiency Check Card” and shall be carried along with the licence. The specimen of “Pilot Proficiency Check Card” is given in the PEL/LIC-111 (b).

Table 2-1

S/N	Competency and recent experience requirements to exercise the privileges of licence & related ratings	Time Interval
a.	Pilot Proficiency Check on each aircraft category, type or class	Twice within any period of one year in an approved FSTDs or in aircraft.
b.	Instrument Rating	as applicable
c.	3 take offs & Landings in aircraft or FSTD for each category and type.	Within preceding 90 days
d.	Route Check	12 months
e.	Aircraft Type Technical Refresher	12 months
f.	SEEP Refresher	12 months
g.	CRM / SRM Refresher	12 months
h.	DGR Refresher	24 months
i.	Aviation Security Refresher	24 months

Note:

- PPC shall be performed twice within any period of one year. Any two such checks (PPC) which are similar and which occur within a period of four consecutive months shall not alone satisfy this requirement.
- Flight Simulation Training Devices (FSTDs) approved by CAAB may be used for those parts of the checks and training for which they are specifically approved to demonstrate the continuing competency and recent experience of the flight crew members.

- c. A flight crew member completing a check or ground refresher training under 2.1.1, Table 2.1 (d, e, f, g, h & i) within preceding 60 days from the date of expiry, shall be entitled for full validity from the date of expiry including the last day of the month.

2.1.2 Flight crew shall carry following documents during CAT flight duty period

- a. Pilot Licence
- b. Medical Assessment Class-1
- c. Pilot Proficiency Check (PPC) Card.

2.2 Competency and Recent Experience Requirements for Absence from Flying up to 90 Days

- 2.2.1 No air operator may use a person, nor may any person serve as a PIC or a co-pilot to operate at the flight controls of a type or variant of a type of aeroplane during take-off and landing unless that person has operated the flight controls during at least three take-offs and landings within the preceding 90 days on the same type/class of aircraft or in a flight simulator approved for the purpose.

2.3 Competency and Recent Experience Requirements for Absence from Flying beyond 90 Days but up to 180 Days

- 2.3.1 No air operator may use a person, nor may any person serve as a PIC or a co-pilot who has not operated flight within the preceding 90 days but has operated within 180 days, unless that person has completed the following requirements to establish competency and recent experience on the type/class of aircraft to be flown:

2.3.1.1 Technical experience: Aircraft Type refresher training of minimum 30 hours followed by an examination.

2.3.1.2 Route Training/Check: 04 (Four) sectors of route training followed by a route check.

2.4 Competency and Recent Experience Requirements for Absence from Flying beyond 180 Days but up to 365 Days

- 2.4.1 No air operator may use a person, nor may any person serve as a PIC or a co-pilot who has not operated flight within the preceding 180 days but has operated within 365 days, unless that person has completed the following requirements to establish competency and recent experience on the type of aircraft to be flown:

2.4.1.1 Technical experience: Aircraft Type refresher training of minimum 30 hours followed by an examination.

2.4.1.2 Simulator / Aircraft Training:

- a. An air operator shall use FSTDs as per 2.4.1.2.1 for those parts of the checks and training for which they are specifically approved by CAAB to demonstrate the continuing competency and recent experience of the flight crew members.

- b. An air operator shall use aircraft for training as per 2.4.1.2.2 to demonstrate the continuing competency & recent experience of the flight crew member when FSTDs are not available.

2.4.1.2.1 Simulator Training: Minimum 2 FFS session of training followed by PPC session.

2.4.1.2.2 Aircraft Training: 2 hour Flying (including night) followed by PPC (minimum 0:45 hour).

2.4.1.3 Route Training/Check: 04 (Four) sectors of route training followed by a route check.

2.5 **Competency and Recent Experience Requirements for Absence from Flying beyond 365 Days but up to 02 Years**

2.5.1 No air operator may use a person, nor may any person serve as a PIC or a co-pilot who has not operated flight within the preceding 365 days but has operated within 02 years, unless that person has completed the following requirements to establish competency and recent experience on the type of aircraft to be flown:

2.5.1.1 Technical experience: Min 50% contents of aircraft type training course followed by an examination.

2.5.1.2 Simulator / Aircraft Training:

- a. An air operator shall use FSTDs as per 2.5.1.2.1 for those parts of the checks and training for which they are specifically approved by CAAB to demonstrate the continuing competency and recent experience of the flight crew members.

- b. An air operator shall use aircraft for training as per 2.5.1.2.2 to demonstrate the continuing competency & recent experience of the flight crew member when FSTDs are not available.

2.5.1.2.1 Simulator experience: Minimum 3 FFS session of training followed by PPC session.

2.5.1.2.2 Aircraft Training : 3 hour Flying (including night) followed by PPC (Min 0:45 hour).

2.5.1.2.3 Route Training/Check: Min 06 (six) sectors of route training followed by route check.

2.6 **Competency and Recent Experience Requirements for Absence from Flying beyond 02 years but up to 05 Years**

2.6.1 No air operator may use a person, nor may any person serve as a PIC or a co-pilot who has not operated flight within the preceding 02 years but has operated within 05 years, unless that person has completed the following requirements to establish competency and recent experience on the type of aircraft to be flown:

2.6.1.1 Technical experience: Full aircraft type technical training course followed by an examination.

2.6.1.2 Simulator / Aircraft Training:

- a. An air operator shall use FSTDs as per 2.6.1.2.1 for those parts of the checks and training for which they are specifically approved by CAAB to demonstrate the continuing competency and recent experience of the flight crew members.
- b. An air operator shall use aircraft for training as per 2.6.1.2.2 to demonstrate the continuing competency and recent experience of the flight crew members when Flight simulator Training Devices (FSTDs) is not available.

2.6.1.2.1 Simulator experience: Min 50% of the company prescribed training followed by PPC session.

2.6.1.2.1 Aircraft Training : 4 hour Flying (including night) followed by PPC (Min 0:45 hour).

2.6.1.3 Route Training/Check: 50% of the company prescribed number of route training followed by a route check.

2.7 Competency and Recent Experience Requirements for Absence from Flying beyond 05 Years

2.7.1 No air operator may use a person, nor may any person serve as a PIC or a co-pilot who has not operated flight within the preceding 05 years, unless that person has completed the full aircraft Type Rating training program on the type of aircraft to be flown.

3. Competency and Recent Experience Requirements engaged in GA Operations

3.1 Competency and Recent Experience requirements

Flight crew engaged in General Aviation shall fulfil the requirements of competency and recent experience as prescribed in Table 3-1 to exercise the privileges of licence and ratings. Operator records, in which maintenance of competency and recent experience shall be recorded. PPCs (Pilot Proficiency Check) which are to be recorded in the “Pilot Proficiency Check Card” and shall be carried along with the licence. The specimen of the “Pilot Proficiency Check Card” is given in the PEL/LIC-111 (b).

Table 3-1

S/N	Competency and recent experience requirements to exercise the privileges of licence & related ratings	Time Interval
a.	Pilot Proficiency Check on each aircraft category, type or Class.	Once within any period of one year in an approved FSTDs or in aircraft.
b.	Instrument Rating	as applicable
c.	Minimum 3 take-offs & landings on each category, class & type in aircraft or FSTD.	Within preceding 90 days
d.	Aircraft Type Technical Refresher training on each category, class & type	12 months

Note:

- a. FSTDs approved by CAAB shall be used for those parts of the checks and training for which they are specifically approved to demonstrate the continuing competency and recent experience of the flight crew members.
- b. A flight crew member completing a PPC or Aircraft Type Technical Refresher training within preceding 60 days from the date of expiry, shall be entitled for full validity from the date of expiry including the last day of the month.

3.2 Flight crew members shall carry the following documents during flight duty period (GA).

- a. Pilot Licence;
- b. Medical certificate;
- c. Pilot Proficiency Check Card (when engaged in international air operations).

3.3 Curriculum in case of absence from flying:

- 3.3.1 Flight crew members engaged in General Aviation shall follow the curriculum in case of absence from flying as mentioned in the Table 3-2 to maintain licence & ratings valid and shall be recorded in Operators' record.

Table 3-2

S/N	Absence from flying	Curriculum in case of absence from flying
a.	From 91 days to 180 days	Minimum 3 take off and 3 landings in the aircraft or in an approved FSTD under supervision of an instructor.
b.	From 181 days to 360 days	Minimum 1:00 hour of training including 3 take off and 3 landings in the aircraft or in an approved FSTD under supervision of an instructor.
c.	From 361 days to 5 years.	<ol style="list-style-type: none"> 4. Air Law Refresher course followed by an examination by ATO/Operator; 5. Aircraft Type Technical examination on the appropriate class or type; 6. Flight Training: 2 hrs in aircraft or 06 hours in approved FSTD under supervision of an instructor; 7. PPC : Minimum 0:45 Hrs in aircraft or in approved FSTD.
d.	More than 5 years.	<ol style="list-style-type: none"> 1. Knowledge Test on following subjects conducted by CAAB: <ol style="list-style-type: none"> i. Air law; ii. Operational Procedures; iii. Flight Performance, Planning & loading; iv. Navigation. 2. Aircraft Type Technical examination on the appropriate class or type. 3. Flight Training: 6 hours (2 hrs GF + 2 hrs NAV + 2 hrs IF) in aircraft or 10 hours in approved FSTD under supervision of an instructor; 4. PPC : Minimum 1:00 Hrs in aircraft or in approved FSTD.

<p style="text-align: center;">Company LOGO</p> <p style="text-align: center;">Pilot Proficiency Check Card</p>	<p style="text-align: center;">Date of Test</p>	<p style="text-align: center;">Valid Till</p>	<p style="text-align: center;">Name of the Examiner</p>	<p style="text-align: center;">Initial with seal</p>
<p>Name of the pilot:</p>				
<p>Licence Type: <input type="checkbox"/> ATPL <input type="checkbox"/> CPL <input type="checkbox"/> PPL</p>				
<p>Lic No.:</p>				
<p>Holder's Capacity : <input type="checkbox"/> Captain <input type="checkbox"/> Co-pilot</p>				
<p>Aircraft Class/Type:</p>				
<p>Photo:</p>				
<p>Holder's Signature</p>				
<p>Name, Seal and Signature of the issuing authority</p>				
<p style="text-align: center;">Page-1</p>	<p style="text-align: center;">Page-2</p>			

ANNEXURE-9

CONDITIONS AND LIMITATION TO EXERCISE PRIVILEGES WITH OML

(Chapter 1, 1.2.6.1.3, refers)

1. **INTRODUCTION**
- 1.1 A flight crew with OML (Operational multi-pilot limitation) shall be authorized to exercise the privileges relevant to the licence and rating to operate an aircraft meeting the following conditions and limitations
- 1.1.1 **General Conditions/Limitations (General Aviation & Commercial Air Transportation)**
 - a. Aircraft shall be fitted with dual controls;
 - b. Flight crew with OML shall not be eligible for issuance of new flight instructor rating in General Aviation operations except Synthetic Flight Instructor;
 - c. Flight crew with OML shall not be eligible for issuance of new CFTI authorization in Commercial Air Transportation operations except Synthetic Flight Instructor;
 - d. A flight crew with OML shall not fly with another flight crew with OML.
- 1.1.2 **Conditions and Limitations for Flight Instructor/Examiner/CFTI with OML:**
 - b. Shall hold medical assessment Class 1;
 - c. Shall have at least 500 hours instructional experience;
 - d. Shall not be allowed to conduct instruction/skill test in more than one category of aircraft;
 - e. Shall conduct instructional/skill test flight in VFR condition only, except when the student has done sufficient instrument and night flying in General Aviation.
 - f. Shall conduct instructional flight with a rated pilot on board the aircraft in Commercial Air Transportation operations.
- 1.1.3 **Conditions and Limitations for Student while flying with OML Instructor/Examiner in General Aviation:**
 - a. Shall undergo an integral course for PPL or CPL or CPL/IR;
 - b. Shall have completed solo cross-country flight;
 - c. Shall have completed Solo night flights, if flying is to be conducted at night;
 - d. Shall have satisfactorily completed recognition of stall and recovery drill;
 - e. Shall have satisfactorily completed inadvertent entry into spin and recovery drill

ANNEXURE-10

REQUIREMENTS FOR APPROVAL OF ‘APPROVED TRAINING ORGANIZATION’ & FSTD TO CONDUCT AIRCRAFT TYPE RATING TRAINING LOCATED WITHIN BANGLADESH

(Chapter 1, 1.2.8.2, Chapter 2, A, 2.1.6 and Appendix-2)

1. INTRODUCTION

- 1.1 This Annexure is applicable for approval of a training organization (ATO) and FSTD to conduct aircraft type rating training within Bangladesh;
- 1.2 An “approved training organization” is an organization approved by and operating under the supervision of CAAB in accordance with the requirements of ANO 1 to perform approved training. It includes, theoretical knowledge instruction and flight instruction, part or all of which may be conducted in flight simulation training devices (FSTDs).

2. APPROVAL REQUIREMENTS OF ATO AND FSTD IN BANGLADESH

- 2.1 Organization seeking approval for ATO, shall apply to CAAB;
- 2.2 On acceptance of the application, the ATO shall be inspected by the authority. The inspection shall include the following and not limited to.

2.3 ACCOUNTABLE MANAGER

- 2.3.1 An ATO shall nominate a person acceptable to CAAB, who shall have the authority over financial resources and funding to accomplish training to the approved standard. Such person shall be known as the designated accountable manager for the ATO.

2.4 FINANCIAL RESOURCES

- 2.4.1 Financial evaluation of the applicant shall be subjected to financial assessment. Holders of Air Operator Certificate (AOC) or Certificate of Approval (C of A) applying for ATO may be given a dispensation from such evaluation.

2.5 MANAGEMENT AND TRAINING PERSONNEL

- 2.5.1 The organization structure shall allow supervision of all personnel having the experience and qualities necessary to ensure required standards. Details of the organization structure/organogram, personnel qualification and responsibilities, policies on personnel training shall be included in the Training and Procedure Manual (TPM);
- 2.5.2 The ATO shall nominate a person as ‘Head of Training’ and acceptable to CAAB, who shall be responsible for ensuring the training standards and compliance;
- 2.5.3 Authorization of the instructors shall be granted as follows:
- 2.5.3.1 Instructors approved by the ATO may conduct Theoretical Knowledge Instruction;
- 2.5.3.2 For conducting training in FSTDs, instructors shall require to be approved or authorised as per Annexure-16 or 17, as applicable.

2.6 ESTABLISHMENT AND FACILITIES

- 2.6.1 ATOs shall be staffed, equipped and operated in a suitable environment and meet at least the following standards:
- 2.6.1.1 Accommodation for course approval shall be of a scale appropriate to the number of instructors and students. All accommodation must be sited within permanent structures and not shared with the general public;
- 2.6.1.2 Designated work stations shall be provided to Chief of Training and instructors;
- 2.6.1.3 All class/briefing rooms are to be suitably equipped and furnished with provision for cooling/heating, lighting, ventilation and are not to be combined with any accommodation used for the administrative staff;
- 2.6.1.4 Class/briefing rooms shall be of adequate size relative to the maximum student capacity, each equipped with a marker board and multi-media. Partitions for class/briefing rooms that do not extend from the floor to ceiling are not acceptable;
- 2.6.1.5 Training equipment shall be available for use in class/briefing rooms. The precise range of training equipment will depend upon the courses approved;
- 2.6.1.6 Operational publications and course materials shall be available in the appropriate places;
- 2.6.1.7 A separate machine room or rooms shall be provided where FSTDs are installed;
- 2.6.1.8 Emergency exits and evacuation routes, particularly in FSTD bays, shall be clearly marked and kept free from obstruction whenever training is taking place;
- 2.6.1.9 Lavatory and washroom facilities are to be provided as well as facilities for rest and refreshment.

2.7 TRAINING AND PROCEDURES MANUAL (TPM)

- 2.7.1 ATO shall have a Training and Procedure Manual (TPM) for the use and guidance of personnel concerned, containing information and instructions on training program to comply with the standards of the required training program. This manual may be issued in separate parts and shall contain at least the following information:
- 2.7.1.1 a general description of the scope of training authorized under the organization's terms of approval;
- 2.7.1.2 the content of the training programmes offered including the courseware and equipment to be used;
- 2.7.1.3 a description of the organization's quality assurance system in accordance with 2.10;
- 2.7.1.4 a description of the duties and qualification of the personnel designated as responsible for planning, performing and supervising the training;
- 2.7.1.5 a description of the method used for the completion and retention of the training records required by 2.11;
- 2.7.1.6 The Training and Procedure Manual (TPM) shall state the standards and training objectives for each phase of training that the trainees are required to comply with, including entry requirements for each course, as applicable;
- 2.7.1.7 Exercises;

2.7.1.8 Skill Test;

2.7.1.9 A description, when applicable, of additional training needed to comply with an operator's procedures and requirements.

2.8 APPROVAL OF FSTDs

2.8.1 Synthetic training devices, when substituting for an aircraft training, shall be inspected and approved as per ANO (OPS) A-7A.

2.9 EVALUATION AND CHECKING

2.9.1 ATOs shall establish a system to ensure that the training centre operations and training are run efficiently and effectively. When an approved training organization is authorized to conduct the testing required for the issuance of a licence or rating, the testing shall be conducted by personnel authorized by CAAB or designated by the training organization in accordance with criteria approved by CAAB.

2.10 QUALITY ASSURANCE SYSTEM

2.10.1 The training organization shall establish a quality assurance system, acceptable to the CAAB for granting the approval, which ensures that training and instructional practices comply with all relevant requirements. The Head of Quality shall be responsible for conducting audit assessment of the approved training organization in compliance of this ANO. The quality system shall determine the effectiveness of ATO policies, procedures, and training.

2.11 RECORDS

2.11.1 The Head of Training shall ensure that adequate procedures are established to maintain records of all training conducted and retained for a period of at least 5 years. The form and content of training records are to be specified in the training manual.

3. ISSUE OF APPROVAL

3.1 The issuance of an approval for a training organization along with the FSTD and the continued validity of the approval shall depend upon the training organization being in compliance with the requirements of this ANO. On satisfactory inspection, approval may be awarded to the organization as "Approved Training Organization (ATO)" to conduct training in FSTDs for aircraft type rating.

3.2 The approval document shall contain at least the following:

- a. organization's name and location;
- b. date of issue and period of validity (where appropriate);
- c. FSTD specifications
- d. terms of approval.

4. VALIDITY

4.1 The validity of the approval shall be for a period of maximum 2 years unless revoked or suspended.

5. **PRIVILEGES**

- 5.1 ATOs are authorized to conduct only training courses that are approved by the authority;
- 5.2 ATOs are authorized to conduct Theoretical Knowledge test for Aircraft Type/Class rating.
- 5.3 ATOs are authorized to conduct Aircraft Type/Class rating training in designated FSTDs.

6. **RENEWAL**

- 6.1 Approval may be renewed after satisfactory inspection by the authority that the ATO has maintained the standards for initial issuance of the approval.

7. **INSPECTION AND OVERSIGHT**

- 7.1 In addition to the initial and renewal inspection, CAAB shall maintain an effective oversight programme of the approved training organization to ensure continuing compliance with the approval requirements.

8. **REVOCAION, SUSPENSION OR VARIATION OF APPROVAL**

- 8.1 An approval, issued by the authority may be revoked, suspended or varied, at any time, if the requirements cease to be met in part or in whole, or if the standards on which approval was granted are not maintained. The organization will be notified of the non-conformances and, if necessary, a 'restricted approval' may be issued to permit the remedial action to be taken within a specified time. Should the organization fail to take remedial action within the specified time, revocation or suspension of the approval will be followed.

ANNEXURE-II

REQUIREMENTS FOR APPROVAL OF ‘APPROVED TRAINING ORGANIZATION’ & FSTD TO CONDUCT AIRCRAFT TYPE RATING TRAINING LOCATED OUTSIDE BANGLADESH

(Chapter 1, 1.2.8.2, Chapter 2, A, 2.1.6 and Appendix-2)

1. INTRODUCTION:

- 1.1 This Annexure is applicable for approval of a training organization (ATO) and FSTD to conduct aircraft type rating training outside Bangladesh;
- 1.2 An “approved training organization” is an organization approved by and operating under the supervision of CAAB in accordance with the requirements of ANO 1 to perform approved training. It includes, theoretical knowledge instruction and flight instruction, part or all of which may be conducted in flight simulation training devices (FSTDs).

2 APPROVAL REQUIREMENTS OF ATO AND FSTD OUTSIDE BANGLADESH

- 2.1 Operators, seeking approval for ATO and FSTDs outside Bangladesh, shall apply to CAAB;
- 2.2 On acceptance of the application, the ATO and FSTDs shall be inspected by the authority. The inspection shall include the following and not limited to:

2.3 ACCOUNTABLE MANAGER

- 2.3.1 An ATO shall have a designated accountable manager.

2.4 SUBMISSION OF DOCUMENTS AND CERTIFICATE OF APPROVALS

- 2.4.1 The operator shall,
- 2.4.1.1 submit the copy of signed agreement or equivalent document concluded between the operator and the ATO;
- 2.4.1.2 submit the copy of certificate confirming approval of the ATO along with the privileges to conduct training courses issued by the contracting state;
- 2.4.1.3 If training is conducted in FSTD, submit the copy of qualification, specification and evaluation certificate confirming approval of the FSTD issued by the contracting state.

2.5 MANAGEMENT AND TRAINING PERSONNEL

- 2.5.1 The organization structure shall allow supervision of related personnel having the experience and qualities necessary to ensure required standards;
- 2.5.2 The ATO shall have a designated person, who shall be responsible for ensuring the training standards and compliance;
- 2.5.2.1 The provision of 2.5.2 does not relieve the responsibilities of the air operator from ensuring the training standards and compliance;

- 2.5.3 If training is conducted by foreign instructors, authorization of the instructors shall be granted as follows:
- 2.5.3.1 Instructors approved by the ATO may conduct Theoretical Knowledge Instruction;
- 2.5.3.2 For conducting training in FSTDs, the foreign SFI/TRI/SFE/TREs and equivalents, shall require to be validated as per Annexure-7.

2.6 ESTABLISHMENT AND FACILITIES

- 2.6.1 The ATOs shall be staffed, equipped and operated in a suitable environment and meet at least the following standards;
- 2.6.1.1 All accommodation must be sited within permanent structures and not shared with the general public;
- 2.6.1.2 All class/briefing rooms are to be suitably equipped and furnished with provision for cooling/heating, lighting, ventilation and are not to be combined with any accommodation used for the administrative staff;
- 2.6.1.3 Class/briefing rooms shall be of adequate size relative to the maximum student capacity;
- 2.6.1.4 Training equipment shall be available for use in class/briefing rooms. The precise range of training equipment will depend upon the courses approved;
- 2.6.1.5 Operational publications and course materials shall be available in the appropriate places;
- 2.6.1.6 A separate machine room or rooms shall be provided where FSTDs are installed;
- 2.6.1.7 Emergency exits and evacuation routes, particularly in FSTD bays, shall be clearly marked and kept free from obstruction whenever training is taking place;

2.7 TRAINING AND PROCEDURES MANUAL (TPM)

- 2.7.1 The air operator shall provide the ATO with updated copy of Training Manual, SOP, Normal, Abnormal and Emergency Checklist related to the training to be conducted;
- 2.7.2 The Training manual shall include a breakdown of the training program and a syllabus summary.
- 2.7.3 The training manual shall state the standards and training objectives for each phase of training that the trainees are required to comply with, including entry requirements for each course, as applicable;
- 2.7.4 The Training Manual shall include the following, as a minimum:
- 2.7.4.1 Training Plan;
- 2.7.4.2 Training objectives;
- 2.7.4.3 Theoretical Knowledge Instruction;
- 2.7.4.4 Briefings;
- 2.7.4.5 Air Exercises;
- 2.7.4.6 Synthetic Flight Training;
- 2.7.4.7 Skill Test.

2.8 EVALUATION AND CHECKING

- 2.8.1 When an approved training organization is authorized to conduct the testing required for the issuance of a licence or rating, the testing shall be conducted by personnel authorized by CAAB.

2.9. QUALITY ASSURANCE SYSTEM

- 2.9.1 The Quality System is intended to ensure that the ATOs' operations and training are conducted efficiently, effectively and in accordance with ANO. The training organization shall have a quality assurance system which ensures that training and instructional practices comply with all relevant requirements and shall be responsible for conducting audit assessment of the approved training organization.

2.10 RECORDS

- 2.10.1 The ATO shall ensure that adequate procedures are established to maintain records of all training conducted and retained for a period of at least 3 years. The form and content of training records are to be specified in the training manual of the air operator;
- 2.10.2 ATO shall maintain personal folder (when applicable) of all flight crew members in a manner that they contain successive training and performance reports of the flight crews in order to keep a good track record of their professional performance.

2.11 FSTDs

- 2.11.1 FSTDs, when substituting for an aircraft training, shall be inspected and approved by the authority.

3 ISSUE OF APPROVAL

- 3.1 The issuance of an approval for a training organization along with the FSTD and the continued validity of the approval shall depend upon the training organization being in compliance with the requirements of this ANO. On satisfactory inspection, approval may be awarded to the organization as "Approved Training Organization (ATO)" to conduct training in FSTDs for aircraft type rating.
- 3.2 The approval document shall contain at least the following:
- organization's name and location;
 - date of issue and period of validity (where appropriate);
 - FSTD specifications;
 - terms of approval.

4 VALIDITY

- 4.1 The validity of the approval shall be for a period of maximum 2 years unless revoked or suspended.

5 PRIVILEGES OF THE ATO

- 5.1 ATOs are authorized to conduct only training courses that are approved by the authority;
- 5.2 ATOs are authorized to conduct Theoretical Knowledge test for Aircraft Type/Class rating;
- 5.3 ATOs are authorized to conduct Aircraft Type/Class rating training in designated FSTDs.

6 RENEWAL

- 6.1 Approval may be renewed after satisfactory inspection by the authority that the ATO and FSTDs have maintained the standards for initial issuance of the approval.

7 INSPECTION AND OVERSIGHT

- 7.1 In addition to the initial and renewal inspection, CAAB shall maintain an effective oversight programme of the approved training organization to ensure continuing compliance with the approval requirements.

8 REVOCATION, SUSPENSION OR VARIATION OF APPROVAL

An approval, issued by the authority may be revoked, suspended or varied, at any time, if the requirements cease to be met in part or in whole, or if the standards on which approval was granted are not maintained. The organization will be notified of the non-conformances and, if necessary, a 'restricted approval' may be issued to permit the remedial action to be taken within a specified time. Should the organization fail to take remedial action within the specified time, revocation or suspension of the approval will be followed.

ANNEXURE-12

GROUND INSTRUCTOR APPROVAL ON TECHNICAL SUBJECTS

(ANO-1, Appendix-2, 6.3, Refers)

1. Introduction

- 1.1 The “Ground Instructor Approval” prescribes the requirements for issuance of approval of ground instructor to conduct theoretical training on technical subjects for flight crew. The subjects involved are Air Law, Radiotelephony, Navigation, Principles of Flight, Flight Performance, Planning and Loading, Human Performance, Meteorology, Aircraft General Knowledge (Aeroplane and Helicopter), Operational Procedures, Aircraft Type Rating, Safety Equipment & Emergency Procedure (SEEP), Instrument Rating and any other subjects as required by CAAB.

2. Applicability

- 2.1 The ground Instructors shall require specific approval to conduct approved ground training of flight crew for issuance of licence, rating or authorization.

3. Eligibility requirements for ground instructor approval to conduct ground training on technical subjects other than Instrument Rating (IR), Aircraft Type Rating & SEEP

- 3.1 To be eligible for ground instructor approval to conduct ground training on technical subjects, a candidate shall:

3.1.1 have passed a written knowledge test, on the fundamentals of instructional techniques (IT) or completed an approved ToT (Training of Trainers) course accepted by CAAB or from any other Government recognised Institution;

3.1.2 have demonstrated a level of knowledge on the technical ground subject appropriate to CPL/ATPL/FOOL and recommended by an operator or CAAB approved instructor of such candidate after assessment of competency;

3.1.3 have satisfactorily completed classes of one hour duration each on the respective CPL/ATPL/FOOL technical ground subjects under supervision of a CAAB approved instructor as follows:

3.1.3.1 Level-I:

Observe 02 ground classes conducted by a CAAB approved instructor.

3.1.3.2 Level-II:

Conduct 02 ground classes under supervision of a CAAB approved instructor.

3.1.3.3 Level-III:

Conduct 02 ground classes independently and monitored by a CAAB approved instructor.

3.1.3.4 Recommendation by the supervisory instructor:

The supervising instructor shall make recommendation on satisfactory performance of the candidate for assessment by the CAAB inspector;

3.1.4 have satisfactorily conducted a demo class of one hour duration to be assessed and monitored by CAAB Inspector.

4. Eligibility requirements for ground instructor approval on instrument rating subject

4.1 To be eligible for ground instructor approval to conduct training on ground subjects for issuance of Instrument Rating (IR), a candidate shall:

4.1.1 fulfil the requirement of 3.1.1;

4.1.2 be proficient in instrument flight procedures on aircraft or FSTD, demonstrated a level of knowledge on the ground subject appropriate to Instrument Rating and recommended by an ATO/Air Operator or CAAB approved instructor of such candidate after assessment of competency;

4.1.3 have satisfactorily conducted classes of one hour duration each on instrument flight procedure under supervision of a 'B' or above category flight instructor as follows:

4.1.3.1 Level-I:

Observe 02 ground classes conducted by a 'B' or above category flight instructor.

4.1.3.2 Level-II:

Conduct 02 ground classes under supervision of a 'B' or above category flight instructor.

4.1.3.3 Level-III:

Conduct 02 ground classes independently and monitored by a 'B' or above category flight instructor.

4.1.3.4 Recommendation by the supervisory instructor:

The supervising instructor shall make recommendation on satisfactory performance of the candidate for assessment by the CAAB inspector.

4.1.4 Fulfil the requirement of 3.1.4.

5. Eligibility requirements for ground instructor approval for Aircraft Type Rating and SEEP

5.1 To be eligible for ground instructor approval to conduct training on ground subjects for Aircraft Type Rating & SEEP, a candidate shall:

5.1.1 fulfil the requirement as per para 3.1.1 above;

5.1.2 have undergone a ground course and have passed a knowledge test on Aircraft Type Rating & SEEP conducted by an ATO or Air Operator;

- 5.1.3 have completed full simulator training course on the specific type of aircraft as a crew member or as an observer. Or, if FSTD is not available, the applicant shall have completed observation flights of at least six sectors in the specific type of aircraft.
- 5.1.4 have satisfactorily completed classes of one hour duration each on the Aircraft Type Rating & SEEP under supervision of a CAAB approved instructor as per 3.1.3.1, 3.1.3.2, 3.1.3.3 & 3.1.3.4.
- 5.1.6 Fulfil the requirement as per para 3.1.4 above.

6. Privileges of Ground Instructor

- 6.1 the holder of a ground instructor approval shall have the following privileges to:
 - 6.1.1 conduct approved ground training of flight crew for issuance of licence, rating and authorization;
 - 6.1.2 As per 2.2.2, 3.2.2 of Annexure 16 and 3.2 of Annexure 17, CFTIs shall qualify to conduct the ground training for Aircraft Type Rating & SEEP.
 - 6.1.3 As per 4 of Annexure 21, Flight Instructors (FI) shall qualify to conduct the ground training for Aircraft Type Rating
 - 6.1.4 recommend for a knowledge test on the required subject for the issuance of licence, rating and authorization.

7. Validity of ground instructor approval

- 7.1 The validity of a ground instructor approval shall be for a period of maximum for 5 years.

8. Renewal of ground instructor approval

- 8.1 The ground instructor approval, before it expires, may be renewed fulfilling the following requirements:
 - 8.1.1 Have completed of a CAAB approved refresher training course on fundamentals of instructional technique within last 5 years period.
 - 8.1.2 Shall have conducted minimum two hours of ground training as a ground instructor during the preceding 12 calendar months.
 - 8.1.3 For Aircraft Type Technical Rating, the applicant shall have completed simulator training of minimum two sessions on the specific type of aircraft as a crew member or as an observer within last 5 years period. Or, if FSTD is not available, the applicant shall have completed observation flights of at least three sectors in the specific type of aircraft within last 5 years period.

9. Re-establishment of Ground Instructor Approval

- 9.1 The ground instructor approval, after expiry, may be re-established fulfilling the following requirements:
- 9.1.1 Have completed of a CAAB approved refresher training course on fundamentals of instructional technique within last 5 years period;
- 9.1.2 Shall have satisfactorily completed two classes on the respective subject(s) of one hour each under the supervision of a CAAB approved instructor;
- 9.1.3 Fulfil the requirement as per 8.1.3 (for Aircraft Type Rating and SEEP);
- 9.1.4 Fulfil the requirement as per para 3.1.4 above.

10. Grand Father Right

- 10.1 A person may be granted Grand Father Right to conduct class/instruction/test on any ground subjects as mentioned in 1.1 by fulfilling the following conditions:
- 10.1.1 No other approved instructor is available in Bangladesh to conduct the training on specific subject.
- 10.1.2 Approved instructor in other areas.
- 10.1.3 Have at least 7 years working experience on the subject matter.
- 10.1.4 Qualified in the fundamentals of Instructional Technique Course.
- 10.1.5 Privilege granted for specified time period.
11. Application forms, CAAB Form: PEL/LIC-164 (aa), CAAB Form: PEL/LIC-164 (ab), CAAB Form: PEL/LIC-164 (ac), CAAB Form: PEL/LIC-164 (b) & CAAB Form: PEL/LIC-164 (c) for issue, renewal and re-establishment of Ground Instructor Approval shall be used respectively.
12. For Ground Instructor Evaluation and Ground Instructor Approval Certificate, the CAAB Form: PEL/LIC-164 (d) & CAAB Form: PEL/LIC-164 (e) shall be used respectively.

CAAB Form: PEL/LIC-164 (aa)

APPLICATION FOR ISSUE OF GROUND INSTRUCTOR APPROVAL
(OTHER THAN SUBJECTS ON IR AND AIRCRAFT TYPE RATING & SEEP)

S/N	REFERENCE	ITEM	OPERATOR/CANDIDATE		CAAB USE
			Response	Page No	
1	ANO-1				
	Para 2.7	Name of the ground subject for authorization			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
	Para 5.1.1.2 (IV)	Name of the Candidate			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
	Para 5.1.1.2 (VI)	Mailing Address & Mobile No			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
2	ANNEXURE 12 to ANO-1				
	3.1.1	Passed Instructional Technique (IT) written Knowledge Test result conducted by CAAB/ Other Govt Institution	<input type="checkbox"/> Passed <input type="checkbox"/> N/A Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
	3.1.2 (as applicable)	Assessment with recommendation based on background/ knowledge/ experience	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
	3.1.3	Completion of Level I, II & III class report & Recommendation	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
	3.1.4	Assessment of demo class in CAAB	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
3	-	Request Letter	Submitted: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted

N.B: √ (tick) the appropriate box. 2. Attach certificates/result/report/evidence. 3. N/A- Not applicable. 4. Add paper, if required.

Applicant's Name,
Signature with date

----- (for CAAB use) -----

- Recommended** for Issue of Ground Instructor Approval
 Not Recommended for Issue of Ground Instructor Approval (reason)

PEL Inspector Name,
Signature & Seal

APPLICATION FOR ISSUE OF GROUND INSTRUCTOR APPROVAL
(INSTRUMENT RATING SUBJECT)

S/N	REFERENCE	ITEM	OPERATOR/CANDIDATE		CAAB USE
			Response	Page No	
1	ANO-1				
	2.7	Name of the ground subject for authorization			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
	5.1.1.2 (IV)	Name of the Candidate			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
	5.1.1.2 (VI)	Mailing Address & Mobile No			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
2	ANNEXURE 12 to ANO-1				
	4.1.1	Passed Instructional Technique (IT) written Knowledge Test result conducted by CAAB/ Other Govt Institution	<input type="checkbox"/> Passed <input type="checkbox"/> N/A Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
	4.1.2 (as applicable)	Assessment with recommendation based on background/ knowledge/ experience of instrument flight on aircraft or FSTD	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
	4.1.3	Completion of Level I, II & III class report & Recommendation	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
	4.1.4	Assessment of demo class in CAAB	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
3	-	Request Letter	Submitted: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted

N.B: √ (tick) the appropriate box. 2. Attach certificates/result/report/evidence. 3. N/A- Not applicable. 4. Add paper, if required.

Applicant's Name,
Signature with date

----- (for CAAB use) -----

- Recommended** for Issue of Ground Instructor Approval
 Not Recommended for Issue of Ground Instructor Authorization (reason)

PEL Inspector Name,
Signature & Seal

APPLICATION FOR ISSUE OF GROUND INSTRUCTOR APPROVAL
(AIRCRAFT TYPE TECHNICAL & SEEP)

S/N	REFERENCE	ITEM	OPERATOR/CANDIDATE		CAAB USE
			Response	Page No	
1	ANO-1				
	2.7	Name of the ground subject for authorization			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
	5.1.1.2 (IV)	Name of the Candidate			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
	5.1.1.2 (VI)	Mailing Address & Mobile No			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
2	ANNEXURE 12 to ANO 1				
	5.1.1	Passed Instructional Technique (IT) written Knowledge Test result conducted by CAAB/ Other Govt Institution	<input type="checkbox"/> Passed <input type="checkbox"/> N/A Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
	5.1.2	Evidence of CAAB conducted type technical subject (including SEEP)	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
	5.1.3	i. Completion of type specific SIM as active crew, or as an observer for other. Or, ii. Six sectors of flight observation on specific type if no FSTD available.	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
	5.1.6	Completion of Level I, II & III class report & Recommendation	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
	5.1.7	Assessment of demo class in CAAB	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
3	-	Request Letter	Submitted: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted

N.B: √ (tick) the appropriate box. 2. Attach certificates/result/report/evidence. 3. N/A- Not applicable. 4. Add paper, if required.

Applicant's Name,
Signature with date

----- (for CAAB use) -----

Recommended for Issue of Ground Instructor Approval

Not Recommended for Issue of Ground Instructor Authorization (reason)

PEL Inspector Name,
Signature & Seal

RENEWAL OF GROUND INSTRUCTOR APPROVAL

S/N	REFERENCE	ITEM	OPERATOR/CANDIDATE		CAAB USE
			Response	Page No	
1	ANO-1				
	Para 2.7	Name of the ground subject authorization for renewal			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
	Para 5.1.1.2 (IV)	Name of the Candidate			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
	Para 5.1.1.2 (VI)	Mailing Address & Mobile No			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
2	Annexure 12 to ANO 1				
	Para 8.1.1	Completion of CAAB approved Instructional Technique (IT) refresher course within last 5 year period	<input type="checkbox"/> Passed <input type="checkbox"/> N/A Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
	Para 8.1.2	Conduct of min 02 hours of ground training as a ground instructor during preceding 12 months	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
	Para 8.1.3 (For Aircraft Type Technical subject)	i. Observed/attended Simulator training of minimum two sessions on each type of aircraft within 5 years period. Or, ii. Observed at least 02 sectors of flight on each type of aircraft if no FSTD available.	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
3	-	Request Letter	Submitted: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted

N.B: √ (tick) the appropriate box. 2. Attach certificates/result/report/evidence. 3. N/A- Not applicable. 4. Add paper, if required.

Applicant's Name,
Signature with date

----- (for CAAB use) -----

Recommended/Not Recommended for Initial Issue of Instrument Rating (with reason if not recommended)

PEL Inspector Name,
Signature & Seal

CAAB Form: PEL/LIC-164 (c)

RE-ESTABLISHMENT OF GROUND INSTRUCTOR APPROVAL

S/N	REFERENCE	ITEM	OPERATOR/CANDIDATE		CAAB USE
			Response	Page No	
1.	ANO-1				
	Para 2.7	Name of the ground subject authorization for re-establishment			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
	Para 5.1.1.2 (IV)	Name of the Candidate			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
	Para 5.1.1.2 (VI)	Mailing Address & Mobile No			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
2.	Annexure 12 to ANO 1				
	Para 9.1.1	Completion of CAAB approved Instructional Technique (IT) refresher course within last 5 year	<input type="checkbox"/> Passed <input type="checkbox"/> N/A Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
	Para 9.1.2	Completion of 02 x classes on respective subject	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
	Para 9.1.3	Assessment of demo class in CAAB	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
	Para 9.1.4 (For Aircraft Type Technical subject)	i. Observed/attended Simulator training of minimum two sessions on each type of aircraft within 5 years period. Or, ii. Observed at least 02 sectors of flight on each type of aircraft if no FSTD available.	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
3.	-	Request Letter	Submitted: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted

N.B: √ (tick) the appropriate box. 2. Attach certificates/result/report/evidence. 3. N/A- Not applicable. 4. Add paper, if required.

Applicant's Name,
Signature with date

----- (for CAAB use) -----

Recommended/Not Recommended for Initial Issue of Instrument Rating (with reason if not recommended)

PEL Inspector Name,
Signature & Seal

Civil Aviation Authority of Bangladesh
Ground Instructor Evaluation Form

Name of the Instructor :
Type of Evaluation : Initial /Re-establishment
Subject/Area :
Date of Evaluation :

SI. No.	Items	Scale									
		1	2	3	4	5	6	7	8	9	10
1	Compliance and relevance with requirements, syllabus, topic, etc										
2	Subject knowledge and resourcefulness										
3	Organization of Thought										
4	Analytical Ability										
5	Self Confidence										
6	Language Clarity										
7	Postures and Gestures										
8	Art of Speaking and Communication Skills										
9	Use of Conventional Audio Visual Aids										
10	Use and management of CBT (Computer Based Training) or Power Point Presentations										
11	Time Management										
12	Question and Answer handling										

*Evaluation on items 9 and 10 are conditional and may not always be applicable.
Pass Marks is 70% on the average and 50% on individual items.*

Marks obtained _____ out of _____, i.e. _____%. The candidate has passed/failed (✓).

(Signature, Name, Designation and
of witness)
Approval No. of Evaluator)

(Signature & Seal

The evaluator or supervising instructor must be a CAAB approved in the relevant subject(s)/area. He/she shall evaluate on behalf of CAAB and sign the form. The Head of Training of a CAAB approved Operator or Training Organization shall countersign.



CIVIL AVIATION AUTHORITY OF BANGLADESH
FLIGHT STANDARD AND REGULATIONS DIVISION

GROUND INSTRUCTOR APPROVAL CERTIFICATE

Ref: CAAB.....

Date.....

Mr./Mrs/Ms.....

.....
Is hereby approved as an instructor for conducting technical course and conducting the examination/test on the technical subject(s). The holder is authorized to conduct the under mentioned technical subjects in accordance with the CAAB approved training syllabus:

SI No.	Name of Technical Subjects	Validity	Remarks/Restrictions
01			
02			
03			
04			

ANNEXURE-13

FLYING MORE THAN ONE TYPE OF AIRCRAFT OR VARIANT

(Chapter 2, A, 2.1.3.2.1, ANO 6, Chapter 9, 9.4.1, and Annex 6, Part III, section II, 7.4.1, refers)

1. INTRODUCTION

1.1 Flight Crew, engaged in commercial air transport operations, may exercise the privileges to fly different types of aircraft or several variants of the same type of aircraft with similar characteristics in terms of operating procedures, systems and handling fulfilling the following requirements.

2. COMMERCIAL AIR TRANSPORT OPERATIONS-AEROPLANE

2.2 Flight Operations Inspectors (FOIs), may fly maximum two types of aeroplanes or two variants of the same type of aeroplane with similar characteristics in terms of operating procedures, systems and handling.

2.3 Pilot-in-command, engaged in commercial air transport operations-aeroplane, may fly maximum two variants (*) of the same type of aeroplane under one “Common Aircraft Type Rating (**)” or maximum two types of aeroplanes with similar characteristics in terms of operating procedures, systems and handling in compliance with the following conditions.

2.3.1 Prerequisite Experience

Pilot-in-command,

- a. shall be current and qualified on the Base Aircraft (***) with 1500 hrs on type of aeroplane and a total of 10,000 flight hours.
- b. shall have previous instructional experience in airline operation.

2.3.2 Training, Checking and Currency Requirements

Pilot-in-command,

- a. shall complete and qualify in difference training and checking, in accordance with company operations manual.
- b. who are qualified on the common type rating, shall complete proficiency checks alternately in either variant of the same type of aeroplane under one “Common Aircraft Type Rating, provided the applicable differences are covered.
- c. shall operate at the flight controls of a type or variant of an aeroplane during take-offs and landing unless that flight crew member has operated the flight controls during at least three take-offs and landings within the preceding 90 days on the same type of aeroplane/variant of that aeroplane or in a flight simulator approved for the purpose.

2.3.3 Other Conditions

- a. The privileges of operation are restricted to flying maximum one variant of the same type of aeroplane under one “Common Aircraft Type Rating” or maximum one type of aeroplane on the same day.
- b. “Common type rating” procedure shall be incorporated in the Operations Manual of the air operator.
- c. No aircraft accident and incident attributable to the pilot in last 10 years.

Note:

- * Variant - means an aircraft or a group of aircraft within the same pilot type rating that has differences to the base aircraft requiring difference training or familiarization training.
- ** Common Type Rating - A number of aircraft, approved by the authority, to fly after completion of a (Difference or Familiarization) type rating course e.g. A330/A340, B777/B787, A-330/A350, ATR 42/72.
- *** Base Aircraft - Base aircraft means an aircraft or group of aircraft used as a reference to compare differences with another aircraft.

3. **COMMERCIAL AIR TRANSPORT OPERATIONS-HELICOPTER**

- 3.1 Pilot-in-command, engaged in commercial air transport operations-helicopter, may fly maximum three variants of the same type of helicopter or three types of helicopter with similar characteristics in terms of operating procedures, systems and handling in compliance with the following conditions.

3.1.1 Prerequisite Experience

Pilot-in-command shall,

- a. have a minimum of 1200 hours of total flying experience as PIC in helicopter;
- b. have a minimum of 150 hours of flying experience as PIC on each type of helicopter;
- c. be current and qualified on each type of helicopter for the operation.

- 3.2 Pilot-in-command, may fly maximum 02 types of helicopter in one day complying with the following conditions:

Pilot-in-command,

- a. shall fly only as a co-pilot in the second type of helicopter on the same day;
- b. in case of training flight, may act as a PIC in second type of helicopter as well, on the same day, provided that the PIC is an Instructor/Examiner. Prior permission for such flight needs to be obtained from CAAB;
- c. qualified on the variants of the same type of helicopter shall complete proficiency checks alternately in either variant of the same type of helicopter;
- d. “Common type rating” procedure shall be incorporated in the Operations Manual of the air operator;
- e. No aircraft accident and incident attributable to the pilot in last 5 years.

ANNEXURE-14

**REQUIREMENTS TO CONDUCT 'ZERO FLIGHT TIME TRAINING' (ZFTT)
IN LIEU OF 'BASE TRAINING'**

(Chapter 2, A, 2.1.5.2.1, refers)

1. INTRODUCTION

- 1.1 Air operators, intending to conduct 'Zero Flight Time Training' (ZFTT) for type rating in lieu of 'Base Training' in actual aeroplane may do so in approved FSTD.
- 1.2 ZFTT or Base Training is part of the pilot training, which takes place after skill test/PPC during aircraft and before commencing Route training. Base training/ZFTT is **about** manual flying, no autopilot, no autothrottle for gaining proficiency in take-off and landing on a particular type of aeroplane in VMC.
- 1.3 Air operators, intending to conduct ZFTT, shall be performed in approved FSTD, Level 'C' or 'D' and the flight crew to demonstrate their flight ability to the required level of proficiency to operate the real aeroplane.
- 1.4 Air operators, intending to conduct 'Base Training' for their flight crew in actual aeroplane may, continue to do so prior to conducting 'Route Training'. Base training shall be conducted without passengers and cargo.

2. APPLICABILITY

- 2.1 The policy on ZFTT shall be applicable for flight crew of all air operators operating aeroplanes;
- 2.2 ZFTT shall be conducted in approved Full Flight Simulator (FFS), Level 'C' or 'D';
- 2.3 Syllabus for ZFTT shall be incorporated in 'Aeroplane Type Rating' curriculum;
- 2.4 ZFTT shall be accomplished as per Para 3.1.1, 3.1.2, 3.1.3 (as applicable) and 3.2 & 3.3.

3 ZERO FLIGHT TIME TRAINING (ZFTT) REQUIREMENTS

- 3.1 The flight crew shall complete ZFTT, as applicable, to the flight hours experience level mentioned below:
 - 3.1.1 Flight hours experience level of 500:00 hrs and above in actual aeroplane:

The flight crew shall complete minimum one (01) session of two (02) hours with minimum six (06) 'Take-offs and Landings' or, until attainment of proficiency, of which at least two (02) 'Take-offs and Landings' by night;
 - 3.1.2 Flight hours experience level of 300:00 hrs and up to 499:00 hrs in actual aeroplane:

The flight crew shall complete minimum two (02) sessions of two (02) hours each with minimum twelve (12) 'Take-offs and Landings' or, until attainment of proficiency of which at least four (04) 'Take-offs and Landings' by night;

- 3.1.3 Flight hours experience level below 300:00 hrs in actual aeroplane:
The flight crew shall complete minimum two (02) sessions of two (02) hours each with minimum eighteen (18) 'Take-offs and Landings' or, until attainment of proficiency of which at least six (06) 'Take-offs and Landings' by night;
- 3.2 The flight crew under training, shall act as 'Pilot Flying' (PF) in the designated seat while the other seat shall be occupied by a competent person; and,
- 3.3 The ZFTT shall be conducted after the 'Pilot Proficiency Check' (PPC) and before commencing 'Route Training'.

4 ROUTE TRAINING AND CHECK AFTER PPC

- 4.1 'Route Training' to be commenced not later than 21 days following the completion of ZFTT, or,
- 4.2 In case the 'Route Training' is commenced between 22 to 28 days following the completion of the ZFTT, the flight crew shall complete at least two (02) sectors of 'Route Observation' prior to the commencement of 'Route Training', or,
- 4.3 In case the 'Route Training' is commenced between 29 to 42 days following the completion of the ZFTT, the flight crew shall complete at least four (04) sectors of 'Route Observation' prior to the commencement of 'Route Training', or,
- 4.4 In case the 'Route Training' is not commenced within 42 days following the completion of the ZFTT, the flight crew shall complete at least two (02) 'Take-offs and Landings' by day and two (02) 'Take-offs and Landings' by night in simulator or in actual aeroplane, prior to the commencement of 'Route Training'.
- 4.5 The pilot shall complete the IRC within 120 days from the date of commencement of 'Route Training', or,
- 4.6 In case the IRC is to be completed within 121-135 days from the date of commencement of 'Route Training', the flight crew shall complete at least additional two (02) Sectors of 'Route Training' prior to the IRC, or,
- 4.7 In case the IRC is required to be completed within 136-150 days from the date of commencement of 'Route Training', the flight crew shall complete at least additional four (04) sectors of 'Route Training' prior to the IRC, or,
- 4.8 In case the IRC is not accomplished within 150 days from the date of commencement of 'Route Training', the operator shall stop the training and notify CAAB for review and disposal.
- 4.9 The 'Initial Route Check' (IRC) or PPC in the FSTD shall be conducted/monitored by FOI.

ANNEXURE-15

**TRAINING & FLYING EXPERIENCE REQUIREMENTS OF PIC AND CO-PILOT
ENGAGED IN COMMERCIAL AIR TRANSPORT OPERATION-AEROPLANE**

(Chapter 2, A, 2.1.5.2.2, refers)

1. INTRODUCTION

Pilots engage in commercial air transport operation in aeroplane, shall fulfil the following requirement (as applicable), as a minimum, for new aeroplane type rating:

2. Requirements

- 2.1 An applicant for new aeroplane type rating, as Pilot-in Command or Co-Pilot, who has not flown at least 100 hrs during the preceding three years, shall complete the following in addition to the approved new aeroplane type rating flying syllabus after the Initial Route Check (IRC);
 - 2.1.1 The pilot, shall fly a minimum of 50 hrs or 12 sectors, whichever is higher, under supervision with Training Captains or Supervisory Captains prior to being permitted to fly independently as a member of the flight crew.
- 2.2 After the Initial Route Check (IRC), the Pilot-in-Command shall fly minimum 25 hrs under supervision with Training Captains or Supervisory Captains prior to fly independently unless the flight experience has been gained under 2.1.1.
- 2.3 The training & flying hours requirement for new aeroplane type rating are of minimum values. Operators may increase the minimum requirement of training & flying hours experience, as deemed necessary;
- 2.4 All Commercial Air Operators-Aeroplane, shall prepare type rating training syllabi for each type of aeroplane that they intend to operate and obtain approval from CAAB;
- 2.5 This ANO is applicable for commercial air transport operations for aeroplanes required to be operated with minimum crew of at least two pilots;
- 2.6 The IRC shall be monitored by a Flight Operations Inspector (FOI) unless such monitoring was completed during Pilot Proficiency Check in the FSTD;
- 2.7 CAAB may authorize Flight Operations Inspector to be on board an aeroplane or FSTD to monitor/conduct any training or check, when considered necessary

3. Aircraft gross weight of less than 100000 kg 'A':

Pilot-in-Command (PIC)	Co-Pilot
<p>a. ATPL;</p> <p>b. Minimum 1500 hrs of total flying including multi engine aeroplane experience to meet the requirements for issue of ATPL as prescribed in 2.6 of ANO-1;</p> <p>c. 750 hrs as Co-pilot on type or equivalent type; OR 500 hrs SIC on aircraft of a higher weight category;</p> <p>d. Satisfactory completion of flight training syllabus followed by satisfactory check; OR Full Command course on type simulator followed by satisfactory day & night aircraft training and checks;</p> <p>e. Minimum 14 sectors of route training and attaining proficiency level followed by satisfactory check;</p> <p>f. For first conversion into glass cockpit: A minimum 20 sectors of route training and attaining proficiency level followed by satisfactory check.</p>	<p>a. CPL with Instrument Rating;</p> <p>b. Satisfactory completion of flight training syllabus followed by satisfactory check; OR Full Co-Pilot course on type simulator followed by satisfactory day and night aircraft training and checks;</p> <p>c. Minimum 14 sectors of route training and attaining proficiency level followed by satisfactory check;</p> <p>d. For first conversion into glass cockpit: A minimum 20 sectors of route training and attaining proficiency level followed by satisfactory check.</p>

4. Aircraft gross weight of equal or more than 100000 kg 'B':

Pilot-in-Command (PIC)	Co-Pilot
<p>a. ATPL;</p> <p>b. Minimum 3500 hours of total flying including multi engine experience;</p> <p>c. 1500 hours co-pilot on type or equivalent type; OR 500 hours PIC on aircraft weight category 'A';</p> <p>d. Full Command course on type simulator followed by satisfactory day and night aircraft training and checks;</p> <p>e. Minimum 14 sectors of route training and attaining proficiency level followed by satisfactory check;</p> <p>f. For first conversion into glass cockpit: A minimum 20 sectors of route training and attaining proficiency level followed by satisfactory check.</p>	<p>a. CPL with Instrument Rating;</p> <p>b. Minimum 1500 hrs of total flying including multi engine aircraft experience. OR, 1000 hrs of total flying including multi engine aircraft experience with 500 hrs on aircraft weight category 'A'</p> <p>c. Full SIC course on type simulator followed by satisfactory day and night aircraft training and checks.</p> <p>d. Minimum 14 sectors of route Training and attaining proficiency level followed by satisfactory check.</p> <p>e. For first conversion into glass cockpit: A minimum 20 sectors of route training and attaining proficiency level followed by satisfactory check.</p>

ANNEXURE-16

REQUIREMENTS FOR COMPANY FLIGHT TRAINING INSTRUCTOR (CFTI)

AEROPLANE

(Chapter 2, 2.1.8.1 (c) and 2.1.8.2, refers)

1. INTRODUCTION

- 1.1 A specific authorization “Company Flight Training Instructor (CFTI)” shall be granted by CAAB to conduct flight instruction required for the issue of a pilot licence or rating engaged in Commercial Air Transportation (aeroplane).
- 1.2 The following 3 types of “Company Flight Training Instructor (CFTI)” are established.
 - a. CFTI (Route Training);
 - b. CFTI (Base Training);
 - c. Company Synthetic Flight Instructor (SFI).
- 1.3 The checks conducted by the CFTIs are restricted to company requirements and functions only. Checks related to licensing, ratings and Pilot Proficiency shall be conducted by the Designated Check Pilot (DCP) or Flight Operations Inspectors authorised by CAAB.
- 1.4 Air Operators are required to incorporate the training curriculum in Operations Manual specific to the aircraft type operation taking the provisions of this ANO, as a minimum.

2. CFTI (ROUTE TRAINING)

2.1 Qualifications and Experience Required for CFTI (Route Training) Authorization

The applicant shall,

- 2.1.1 have received theoretical instruction on the fundamentals of Instructional Techniques (IT) and passed the ground examination conducted by CAAB or hold/held Flight Instructor (FI) Rating. Based on military qualifications and experience, the certificate holders of Qualified Flight Instructor (QFI) or Qualified Helicopter Instructor (QHI) from the military organization are also accepted to have completed the theoretical course on Instructional Techniques;
- 2.1.2 (for aeroplane 7000 kg or less): hold ATPL or CPL and be current on the applicable type of aeroplane as Pilot-in-Command (PIC) for which the instructor authorization is sought;
- 2.1.3 (for aeroplane above 7000 kg): hold ATPL and be current on the applicable type of aeroplane as Pilot-in-Command (PIC) for which the instructor authorization is sought;
- 2.1.4 hold Medical Assessment, Class-1;
- 2.1.5 have no record of any violation, aircraft accident or serious incident, directly or indirectly attributable to him/her, in last 5 years;
- 2.1.6 have no record of any aircraft incident, directly or indirectly attributable to him/her, in last 2 years;
- 2.1.7 (experience for turbo prop aeroplane - all up weight 7000 kg or less): have a minimum flying experience of total of 1500 hours of which 250 hours as PIC on the applicable type of aeroplane. The experience as PIC on the applicable type of aeroplane may be reduced to 100 hours for pilots previously qualified and experienced as an instructor on equivalent or heavier aeroplane type(s); or,

- 2.1.8 (experience for turbo prop aeroplane - all up weight above 7000 kg): have a minimum flying experience of total of 2000 hours of which 500 hours as PIC on the applicable type of aeroplane. The experience as PIC on the applicable type of aeroplane may be reduced to 300 hours for pilots previously qualified and experienced as an instructor on equivalent or heavier aeroplane type(s); or,
- 2.1.9 (experience for jet aircraft): have a minimum flying experience of total of 3000 hours of which 1000 hrs as PIC on the applicable type of aircraft. The experience as PIC on the applicable type of aircraft may be reduced to 500 hrs for pilots previously qualified & experienced as an instructor on equivalent or heavier aircraft type(s);
- 2.1.10 be proficient in both seats;
- 2.1.11 demonstrate to a CFTI, a thorough knowledge of the Air Operator's Operations Manual, Operations Specifications, Standard Operating Procedures (SOPs), Aircraft Flight & Operating manuals, relevant legislation, record keeping and documentation required for safe operations on the applicable type of aircraft;
- 2.1.12 have successfully conducted a demonstration class / lecture of 1 hour at CAAB;
- 2.1.13 have completed the Route Training which includes the following minimum requirements:
- (for heavy aircraft - all up weight 136000 kg or more): A candidate shall fly a minimum of 04 sectors training under a CFTI in the airplane for which the instructor authorization is sought followed by a successful Route Check with another CFTI; or,
 - (for medium aircraft - all up weight less than 136000 kg but more than 7000 kg): A candidate shall fly a minimum of 06 sectors training under a CFTI in the airplane for which the instructor authorization is sought followed by a successful Route Check with another CFTI; or,
 - (for light aircraft - all up weight 7000 kg or less): A candidate shall fly a minimum of 10 sectors training under a CFTI in the airplane for which the instructor authorization is sought followed by a successful Route Check with another CFTI or to be monitored by a FOI (applicable for Para 2.4.3 & Para 2.4.4 also);

2.2 Privileges of CFTI (Route Training):

A CFTI (Route Training) shall have the following privileges to conduct:

- 2.2.1 Route Training & Company Route Check;
- 2.2.2 Ground Training on Safety Equipment & Emergency Procedure (SEEP) and Aircraft Type Technical on the applicable type of aircraft for Flight Crew;
- 2.2.3 Familiarization Flight Training to flight crew with the latest operational procedures;
- 2.2.4 Company Standardization Flights.

2.3 Validity Period for CFTI (Route Training):

- 2.3.1 The CFTI (Route Training) authorization shall be valid for 5 years (unless CFTI changes the operator) subject to fulfilment of the currency requirements prescribed in Para 2.4.

2.4 Currency Requirement for CFTI (Route Training):

- 2.4.1 Shall hold ATPL/CPL, Medical Assessment (Class-1) and be current on the applicable Type of the aircraft;
- 2.4.2 Shall conduct a minimum 12 (twelve) sectors Route Training / Company Route Check in every 12 months and forward the evidence to CAAB for information;

Or

Shall undergo a route check with a CFTI. On satisfactory performance, the report shall be sent to CAAB for record; or,

- 2.4.3 If the condition in 2.4.2 is not complied with and the currency expires but not exceeding 24 months, then the candidate shall fly two sectors with a CFTI followed by a route check (two sectors) with another CFTI. On satisfactory performance, the report shall be sent to CAAB for record; or,
- 2.4.4 If the condition in 2.4.3 is not complied with and the currency expires beyond 24 months but not exceeding 60 months then the candidate shall fly a total of four sectors with a CFTI followed by a route check (two sectors) with another CFTI. On satisfactory performance, the report shall be sent to CAAB for record; or,
- 2.4.5 If the currency expires beyond 60 months, then the candidate shall undergo Initial Training Program for the authorization;
- 2.4.6 Shall complete IT refresher course every 5 years and pass the ground examination conducted by the operator. The report shall be sent to CAAB for information. The syllabus for IT refresher training shall be prepared by the operator and included in the Operations Manual, Part-D.

3. CFTI (BASE TRAINING)

3.1 Qualifications and Experience Required for CFTI (Base Training) Authorization

The applicant shall:

- 3.1.1 be a current CFTI (Route Training) on the applicable type of aircraft;
- 3.1.2 (for aircraft all up weight 7000 kg or less): hold ATPL or CPL and be current on the applicable type of aircraft as Pilot-in-Command (PIC) for which the instructor authorization is sought;
- 3.1.3 (for aircraft all up weight above 7000 kg): hold a valid ATPL and current on the applicable type of aircraft as Pilot-in-Command (PIC) for which the instructor authorization is sought;
- 3.1.4 hold Medical Assessment, Class-1;
- 3.1.5 have no record of any violation, aircraft accident or serious incident, directly or indirectly attributable to him/her, in last 5 years;
- 3.1.6 have no record of any violation, aircraft incident, directly or indirectly attributable to him/her, in last 2 years;
- 3.1.7 (experience for turbo prop aircraft - all up weight 7000 kg or less): have a minimum flying experience of total of 2000 hours of which 300 hours as PIC on the applicable type of aircraft. The experience as PIC on the applicable type of aircraft may be reduced to 200 hours for pilots previously qualified and experienced as an instructor on equivalent or heavier aircraft type(s);

- 3.1.8 (experience for turbo prop aircraft - all up weight above 7000 kg): have a minimum flying experience of total of 2500 hours of which 1000 hours as PIC on the applicable type of aircraft. The experience as PIC on the applicable type of aircraft may be reduced to 750 hours for pilots previously qualified and experienced as an instructor on equivalent or heavier aircraft type(s);
- 3.1.9 (experience for jet aircraft): have a minimum flying experience of total of 4000 hours of which 2000 hours as PIC on the applicable type of aircraft. The experience as PIC on the applicable type of aircraft may be reduced to 1500 hours for pilots previously qualified and experienced as a CFTI (Base Training) on equivalent or heavier aircraft type(s);
- 3.1.10 be proficient in both seats;
- 3.1.11 demonstrate to a CFTI, a thorough knowledge of the Air Operator's Operations Manual, Operations Specifications, Standard Operating Procedures (SOPs), Aircraft Flight & Operating manuals, relevant legislation, record keeping and documentation required for safe operations of the applicable type of aircraft;
- 3.1.12 have completed the Base Training which includes the following minimum requirements to be conducted from Left Hand Seat (LHS) and Right Hand Seat (RHS) are as follows:
- 3.1.12.1 Training Program (**Aeroplane - having approved FSTDs**)

Training Program for CFTI (Base Training) shall be conducted in two Parts. The Part-I of training shall be conducted in simulator and Part-II shall be conducted in the applicable type of aeroplane.

a. **Part- I (Simulator Training)**

- i. Two simulator sessions of 2:00 hours each from LHS and RHS as follows:

Briefing Time	: 1:00 hours
LHS and RHS	: 2:00 hours each (total 04:00 Hrs)
De-brief	: 1:00 hours

- ii. Full Flight Simulator - Session # 1 (LHS): Touch & Go / Stop & Go including Normal/Non-normal & emergency procedure (2:00 Hrs).
- iii. Full Flight Simulator - Session # 2 (RHS): Touch & Go / Stop & Go including Normal/Non-normal & emergency procedure (2:00 Hrs).

b. **Part – II (Aeroplane Training)**

- i. Number of Flights : Minimum 2 (two) flights as following;
- | | |
|----------------------|------------------------------------|
| Pre-Flight Briefing | : 1:00 hour |
| LHS and RHS | : 0:30 hour each (total 01:00 hrs) |
| Post-Flight Briefing | : 1:00 hour |
- ii. Flight # 1 (LHS): Minimum 2 Take offs and Landings (1 by day & 1 by night);
- iii. Flight # 2 (RHS): Minimum 2 take offs and Landings. (1 by day & 1 by night).

3.1.12.2 Training Program (Aeroplane: - when FSTD is not available)

Training Program for CFTI (Base Training) shall be conducted in the applicable type of aeroplane when FSTDs are not approved or not available for training. Two flights of minimum 2:00 hours each from LHS and RHS as follows (total 04:00 hrs).

- a. FLIGHT# 1 (LHS): Minimum 4 Touch & Go / Stop & Go 2 by day & 2 by night) including simulated Normal/Non-normal & Emergency procedure (2:00 Hrs);
- b. FLIGHT# 2 (RHS): Minimum 4 Touch & Go / Stop & Go (2 by day & 2 by night) including simulated Normal/Non-normal & Emergency procedure (2:00 Hrs).

3.2 Privileges of CFTI (Base Training)

A CFTI (Base Training) shall have the following privileges:

- 3.2.1 to conduct Base Training and Base Check;
- 3.2.2 to exercise the privileges of CFTI (Route Training) as per Para 2.2.

3.3 Validity Period for CFTI (Base Training)

- 3.3.1 The CFTI (Base Training) authorization shall be valid for 5 years subject to fulfilment of the currency requirements prescribed in Para 3.4.

3.4 Currency Requirement for CFTI (Base Training)

- 3.4.1 Shall hold ATPL / CPL, Medical Assessment (Class-1) and be current on the applicable type of aircraft as CFTI (Route Training);
- 3.4.2 Shall conduct a minimum 2 (two) Base Training in every 12 months and forward the evidence to CAAB for record; or
- 3.4.3 If the condition in 3.4.2 is not complied with, the candidate shall undergo a Base Training with a CFTI (Base Training) from both seats of minimum 1:30 hrs (0:45 hrs from each seat). On satisfactory performance, the report shall be sent to CAAB for record; or,
- 3.4.4 If the condition in 3.4.3 is not complied with within 12 months of expiry, then the candidate shall undergo a Base Training with a CFTI (Base Training) from both seats of minimum 2:00 hrs (01:00 hrs from each seat). On satisfactory performance, the report shall be sent to CAAB for record; or,
- 3.4.5 If the condition in 3.4.4 is not complied with, then the candidate shall Undergo Initial Training Program for the authorization.
- 3.4.6 Shall complete IT refresher course every 5 years and pass the ground examination conducted by the operator. The report shall be sent to CAAB for information. The syllabus for IT refresher training shall be prepared by the operator and include in the Operations Manual, Part-D.

4. **COMPANY SYNTHETIC FLIGHT INSTRUCTOR (SFI)**

4.1 **Qualifications and Experience Required for Company Synthetic Flight Instructor (SFI) Authorization**

The applicant shall:

4.1.1 have received theoretical instruction on the fundamentals of Instructional Techniques (IT) and passed the ground examination conducted by CAAB or hold/held Flight Instructor (FI) Rating. Based on military qualifications and experience, the certificate holders of Qualified Flight Instructor (QFI) or Qualified Helicopter Instructor (QHI) from the military organization are also accepted to have completed the theoretical course on Instructional Techniques;

4.1.2 (for aircraft All Up Weight 7000 kg or less): hold or have held (expired) an ATPL/CPL;

4.1.3 (for aircraft All Up Weight above 7000 kg): hold or have held (expired) an ATPL;

4.1.4 have no record of any violation, aircraft accident or serious incident, directly or indirectly attributable to him/her, in last 5 years

4.1.5 have no record of any violation, aircraft incident, directly or indirectly attributable to him/her, in last 2 years;

4.1.6 hold or have held minimum qualification as CFTI (Route Training);

4.1.7 have passed the Technical Examination on the applicable type of aircraft;

4.1.8 demonstrate to a qualified examiner, a thorough knowledge of the Instructor Operating Station (IOS) panel, Air Operator's Operations Manual, Operations Specifications, SOPs, Aircraft Flight and Operating Manuals required for safe operations of the applicable type of aircraft;

4.1.9 complete the training on Instructor Operating Station (IOS) panel to operate Flight Simulation Training Device (FSTD) which shall include the following minimum requirements:

a) **Number of Sessions:** Min 6 (Six) Full Flight Simulator (FFS) sessions of 4 hours each;

b) **the candidate shall:**

- i. FFS Session # 1: observe the conduct of simulator session by SFI;
- ii. FFS Session # 2: observe the conduct of simulator session by SFI;
- iii. FFS Session # 3: conduct the simulator session under the supervision of the SFI;
- iv. FFS Session # 4: conduct the simulator session under the supervision of the SFI;
- v. FFS Session # 5: conduct the simulator session independently. The SFI shall monitor the performance of the candidate;
- vi. FFS Session # 6: shall be assessed for satisfactory performance by a qualified Examiner.

4.2 Privileges of Synthetic Flight Instructor (SFI)

A SFI shall have the following privileges to conduct:

- 4.2.1 Simulator Training to the company pilots including Instrument Rating;
- 4.2.2 Line Oriented Flight Training (LOFT);
- 4.2.3 Zero Flight Time Training (ZFTT) and Check;
- 4.2.4 Low Visibility Operations (LVO) Training.

4.3 Validity Period for Synthetic Flight Instructor (SFI)

- 4.3.1 The Synthetic Flight Instructor (SFI) authorization shall be valid for 5 years subject to fulfilment of the currency requirements as prescribed in Para 4.4

4.4 Currency Requirement for Synthetic Flight Instructor:

- 4.4.1 Shall conduct a minimum of 6 FFS sessions of 04 hours each in every 12 months and forward the evidence to CAAB for record;

Or

Shall undergo a check with a qualified Examiner on “Instructor Operating Station (IOS)” panel operation of minimum 2 hours. On satisfactory performance, the report shall be sent to CAAB for record or,

- 4.4.2 If the condition in 4.4.1 is not complied with and the currency expires beyond 12 months but not exceeding 24 months then the candidate shall undergo training on IOS panel operation of minimum 4 hours followed by a check with a qualified Examiner. On satisfactory performance, the report shall be sent to CAAB for record; or
- 4.4.3 If the condition in 4.4.2 is not complied with and the currency expires beyond 24 months but not exceeding 60 months then the candidate shall undergo training on IOS panel operation of minimum 8 hours followed by a check with a qualified Examiner. On satisfactory performance, the report shall be sent to CAAB for record; or
- 4.4.4 If the currency expires beyond 60 months, then the candidate shall undergo Initial Training Program for the authorization.
- 4.4.5 Shall complete IT refresher course every 5 years and pass the ground examination conducted by the operator. The report shall be sent to CAAB for information. The syllabus for IT refresher training shall be prepared by the operator and include in the Operations Manual, Part-D.

5. ISSUANCE OF COMPANY FLIGHT TRAINING INSTRUCTOR (CFTI) AND SYNTHETIC FLIGHT INSTRUCTOR (SFI) AUTHORIZATION

- a. The operator on completion of the training, shall submit the training records and documents to CAAB for issuance of the authorization.
- b. CAAB will issue “Company Flight Training Instructor (CFTI) and Synthetic Flight Instructor (SFI) authorization.

CAAB Form: PEL/LIC-114 (a)

APPLICATION FOR ISSUE OF CFTI (ROUTE TRAINING)-AEROPLANE

S/N	Annexure-16	ITEM	OPERATOR'S		CAAB USE
			Response	Page No	
1	1.2, a	Name of the applicant			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
2	2.1.2/ 2.1.3	Application for CFTI (Route Training) Aircraft Type:	<input type="checkbox"/> <input type="checkbox"/> Turbo-Prop <input type="checkbox"/> Jet		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
3	1.2 /1.3	Name of the Operator			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
4	2.1.1	Qualified / Passed in either: (attach evidence)	<input type="checkbox"/> CAAB IT exam <input type="checkbox"/> QFI <input type="checkbox"/> Hold or Held FIR		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
5	2.1.2	For Aircraft 7000 kg or less : Licence Type & Number (licence valid & current on the type of aircraft as PIC for which the Instructor authorization is sought, copy attached)	<input type="checkbox"/> Applicable <input type="checkbox"/> N/A <input type="checkbox"/> ATPL # <input type="checkbox"/> CPL #		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
6	2.1.3	For Aircraft above 7000 kg : Licence Type & Number (valid & current on the type of aircraft as PIC for which the Instructor authorization is sought (copy attached)	<input type="checkbox"/> Applicable <input type="checkbox"/> N/A <input type="checkbox"/> ATPL #		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
7	2.1.2/ 2.1.3	Competency and Recent experience Requirements as per Annexure-8, 2.1.1 (attach evidence)	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
8	2.1.4	Medical Assessment (Class-I)	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
9	2.1.5	Not responsible for any violation, aircraft accident or serious incident in last 05 years: (declaration by operator)	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
10	2.1.6	Not responsible for any aircraft incident in last 02 years: (declaration by operator)	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
11	2.1.7	Experience for Turbo Prop aircraft A UW 7000 kg or less): <input type="checkbox"/> Min 1500 hrs <input type="checkbox"/> Min 250 hrs as PIC on Type <input type="checkbox"/> Min 100 hrs reduced as PIC with justification attached	<input type="checkbox"/> Applicable <input type="checkbox"/> N/A <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
12	2.1.8	Experience for Turbo Prop aircraft A UW above 7000 kg <input type="checkbox"/> Min 2000 hrs <input type="checkbox"/> Min 500 hrs as PIC on Type <input type="checkbox"/> Min 300 hrs reduced as PIC with justification attached	<input type="checkbox"/> Applicable <input type="checkbox"/> N/A <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
13	2.1.9	Experience for Jet aircraft <input type="checkbox"/> Min 3000 hrs <input type="checkbox"/> Min 1000 hrs as PIC on Type <input type="checkbox"/> Min 500 hrs reduced as PIC with justification attached	<input type="checkbox"/> Applicable <input type="checkbox"/> N/A <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
14	2.1.10	The applicant is proficient in both seats (attach PPC report)	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted

15	2.1.11	Oral test report by CFTI conducted check	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
16	2.1.12	Assessment of demonstration class / lecture of 1 hour at CAAB	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
17	2.1.13	Completed Route Training which includes minimum following requirements		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
		a. For Heavy Aircraft (AUW 136000 kg or more): <input type="checkbox"/> Min 4 sectors <input type="checkbox"/> Route Check with another CFTI	<input type="checkbox"/> Applicable <input type="checkbox"/> N/A <input type="checkbox"/> Sectors <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
		b. For medium aircraft (AUW less than 136000 kg but more than 7000 kg): <input type="checkbox"/> Min 6 sectors <input type="checkbox"/> Route Check with another CFTI	<input type="checkbox"/> Applicable <input type="checkbox"/> N/A <input type="checkbox"/> Sectors <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
		c. For light aircraft (AUW 7000 kg or less): <input type="checkbox"/> Min 10 sectors <input type="checkbox"/> Route Check with another CFTI/FOI	<input type="checkbox"/> Applicable <input type="checkbox"/> N/A <input type="checkbox"/> Sectors <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
18	1.4	Annexure-16 has been incorporated in the Operations Manual	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
19	2.1.13 a/b/c	i. Flying Log Book (relevant pages)	i. Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
		ii. Training records and documents	ii. Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No	
20	2.4.6	IT refresher training syllabus included in the OM-D	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
21	2.4.6	Completed IT refresher course every 5 years and pass the ground examination conducted by the operator.	Report Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
22		Request letter	Submitted: <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
23		Others (If any)		

N.B: √ (tick) the appropriate box 2. Attach certificates/result/report/evidence. 3. N/A- Not applicable. 4. Add paper, if required.

Applicant's Name,
Signature with date

(for CAAB use)

- Recommended** for issue of **CFTI (Route)** on aircraft type: for 5 years from the date of approval.
 NOT recommended for issue of **CFTI (Route)**, reason:

PEL Inspector's Name,
Signature & Seal

CAAB Form: PEL/LIC-114 (b)

APPLICATION FOR ISSUE OF CFTI (BASE TRAINING)-AEROPLANE

S/N	Annexure -16	ITEM	OPERATOR'S		CAAB USE
			Response	Page No	
1	1.2, b	Name of the applicant			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
2	3.1.2/ 3.1.2	Application for CFTI (Base Training) Aircraft Type	<input type="checkbox"/> <input type="checkbox"/> Turbo-Prop <input type="checkbox"/> Jet		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
3	1.2/ 1.3	Name of the Operator			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
4	3.1.1	Current CFTI (Route Training) on the type of aircraft (copy attached):	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
5	3.1.2	For Aircraft 7000 kg or less : Licence Type & Number (licence valid & current on the type of aircraft as PIC for which the Instructor authorization is sought (copy attached)	<input type="checkbox"/> Applicable <input type="checkbox"/> N/A <input type="checkbox"/> ATPL # <input type="checkbox"/> CPL #		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
6	3.1.3	For Aircraft above 7000 kg : Licence Type & Number (valid & current on the type of aircraft as PIC for which the Instructor authorization is sought (copy attached)	<input type="checkbox"/> Applicable <input type="checkbox"/> N/A <input type="checkbox"/> ATPL #		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
7	3.1.2/ 3.1.3	Competency and Recent experience Requirements as per Annexure-8, 2.1.1 (attach evidence)	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
8	3.1.4	Medical Assessment (Class-I)	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
9	3.1.5	Not responsible for any violation, aircraft accident or serious incident in last 05 years: (declaration by operator)	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
10	3.1.6	Not responsible for any aircraft incident in last 02 years: (declaration by operator)	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
11	3.1.7	Experience for Turbo Prop aircraft AUW 7000 kg or less): <input type="checkbox"/> Min 2000 hrs <input type="checkbox"/> Min 300 hrs as PIC on Type <input type="checkbox"/> Min 200 hrs reduced as PIC with justification attached	<input type="checkbox"/> Applicable <input type="checkbox"/> N/A <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
12	3.1.8	Experience for Turbo Prop aircraft AUW above 7000 kg <input type="checkbox"/> Min 2500 hrs <input type="checkbox"/> Min 1000 hrs as PIC on Type <input type="checkbox"/> Min 750 hrs reduced as PIC with justification attached	<input type="checkbox"/> Applicable <input type="checkbox"/> N/A <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
13	3.1.9	Experience for Jet aircraft <input type="checkbox"/> Min 4000 hrs <input type="checkbox"/> Min 2000 hrs as PIC on Type <input type="checkbox"/> Min 1500 hrs reduced as PIC with justification attached	<input type="checkbox"/> Applicable <input type="checkbox"/> N/A <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
14	3.1.10	The applicant is proficient in both seats (attach PPC report)	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted

15	3.1.11	Oral test report by CFTI conducted check	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
16	3.1.12.1	Training Program (Aeroplane - having approved FSTDs)	<input type="checkbox"/> Applicable <input type="checkbox"/> N/A	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
		a. Part- I (Simulator Training)	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
		b. Part – II (Aeroplane Training)	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
17	3.1.12.2	Training Program (Aeroplane: - when FSTDs not available)	<input type="checkbox"/> Applicable <input type="checkbox"/> N/A Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
18	1.4	Annexure-16 has been incorporated in the Operations Manual (OM)	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
19	3.1.12	i. Flying Log Book (relevant pages) ii. Training records and documents	i. Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No ii. Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
20	3.4.6	IT refresher training syllabus included in the OM-D	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
21	3.4.6	Completed IT refresher course every 5 years and pass the ground examination conducted by the operator.	Report Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
22		Request letter	Submitted: <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
23		Others (If any)		

N.B: √ (tick) the appropriate box. 2. Attach certificates/result/report/evidence. 3. N/A- Not applicable. 4. Add paper, if required.

Applicant's Name,
Signature with date

(for CAAB use)

- Recommended** for issue of CFTI (Base) on aircraft type for 5 years from the date of approval.
 NOT recommended for issue of CFTI (Base), reason:

PEL Inspector's Name,
Signature & Seal

CAAB Form: PEL/LIC-114 (c)

**APPLICATION FOR ISSUE OF COMPANY SYNTHETIC FLIGHT
INSTRUCTOR (SFI) - AEROPLANE**

S/N	Annexure-16	ITEM	OPERATOR'S		CAAB USE
			Response	Page No	
1	1.2, c	Name of the applicant			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
2	4.1.2/ 4.1.3	Application for company SFI Aircraft Type/FSTD :			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
3	1.2/ 1.3	Name of the Operator			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
4	4.1.1	Qualified / Passed in either: (attach evidence)	<input type="checkbox"/> CAAB IT exam <input type="checkbox"/> QFI <input type="checkbox"/> Hold or Held FIR		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
5	4.1.2	Hold or held (expired) an ATPL/CPL for aircraft All Up Weight 7000 kg or less (copy attached)	<input type="checkbox"/> Applicable <input type="checkbox"/> N/A <input type="checkbox"/> ATPL # <input type="checkbox"/> CPL #		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
6	4.1.3	Hold or held (expired) an ATPL for aircraft All Up Weight above 7000 kg (copy attached)	<input type="checkbox"/> Applicable <input type="checkbox"/> N/A <input type="checkbox"/> ATPL #		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
7	4.1.4	Not responsible for any violation, aircraft accident or serious incident in last 05 years: (declaration by operator)	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
8	4.1.5	Not responsible for any aircraft incident in last 02 years: (declaration by operator)	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
9	4.1.6	Hold or held minimum qualification as CFTI (Route Training) : (attach evidence)	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
10	4.1.7	Shall have passed the Technical Examination on Type for which the SFI authorization has been sought: (attach evidence)	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
11	4.1.8	Oral test report by examiner conducted the check	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
12	4.1.9 (b) i, ii, iii, iv, v	The Simulator Training record : (minimum 5 FFS sessions)	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
13	4.1.9 (b) vi	Assessment by a qualified examiner	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
14	1.4	Annexure-8 has been incorporated in the Operations Manual (OM)	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
15	5. a.	Training records and documents	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
16	4.4.5	IT refresher training syllabus included in the OM-D	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted

বাংলাদেশ গেজেট, অতিরিক্ত, ০৩ সেপ্টেম্বর, ২০২৩

17	4.4.5	Completed IT refresher course every 5 years and pass the ground examination conducted by the operator.	Report Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
18		Request letter	Submitted: <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
19		Others (If any)		

N.B: √ (tick) the appropriate box 2. Attach certificates/result/report/evidence. 3. N/A- Not applicable. 4. Add paper, if required.

Applicant's Name,
Signature with date

(for CAAB use)

- Recommended** for issue of **SFI for aircraft type:** _____ for 5 years from the date of approval.
 NOT recommended for issue of **SFI** (reason): _____

PEL Inspector's Name,
Signature & Seal

ANNEXURE-17

REQUIREMENTS FOR COMPANY FLIGHT TRAINING INSTRUCTORS
(CFTI)-HELICOPTER

(Chapter 2, A, 2.1.8.1 (c) and 2.1.8.2, refers)

1. INTRODUCTION

- 1.1 A specific authorization “Company Flight Training Instructor (CFTI)” shall be granted by CAAB to conduct flight instruction required for the issue of a pilot licence or rating engaged in Commercial Air Transportation Operations (Helicopter).
- 1.2 The following 2 types of “Company Flight Training Instructor (CFTI)” are established.
 - a. CFTI;
 - b. Company Synthetic Flight Instructor (SFI).
- 1.3 The checks conducted by the CFTIs are restricted to company requirements and functions only. Checks/Test related to licensing, ratings and Pilot Proficiency shall be conducted by the Check Pilot designated by CAAB.
- 1.4 All air operators are required to incorporate these provisions, as a minimum requirement, in the Operations Manual (OM).

2. Qualifications and Experience Required for CFTI Authorization

The applicant shall:

- 2.1 have received theoretical instruction on the fundamentals of Instructional Techniques (IT) and passed the ground examination conducted by CAAB or hold/held Flight Instructor (FI) Rating. Based on military qualifications and experience, the certificate holders of Qualified Flight Instructor (QFI) or Qualified Helicopter Instructor (QHI) from the military organization are also accepted to have completed the theoretical course on Instructional Techniques;
- 2.2 hold a CPL/ATPL and current on the type of helicopter as Pilot in Command (PIC) for which the instructor authorization is sought;
- 2.3 hold Medical Assessment, Class-1;
- 2.4 have no record of any violation, aircraft accident or serious incident, directly or indirectly attributable to him/her in last 05 years;
- 2.5 have no record of any aircraft incident, directly or indirectly attributable to him/her, in last 02 years;
- 2.6 have a minimum flying experience of total of 1500 hours of which 100 hours as PIC on type. The on type experience as PIC may be reduced to 50 hours for pilots previously qualified and experienced as an instructor on equivalent or heavier helicopter type(s);
- 2.7 be proficient in both seats;
- 2.8 demonstrate to a CFTI, a thorough knowledge of the Air Operator's operations manual, Operations specifications, Standard Operating Procedures (SOPs), aircraft flight & operating manuals, relevant legislation, record keeping and document action required for safe operations on the applicable type of helicopter;

- 2.9 A demonstration class / lecture of 0:45 hour (0:30 hrs class and 0:15 hrs question & answer) is to be conducted by the applicant which shall be monitored and evaluated by a CAAB Inspector;
- 2.10 A resume of the candidate's background, qualifications and experience is required and shall include previous flight check or supervisory experience;
- 2.11 have completed the Operator's instructor training curriculum approved by CAAB. This training shall be of minimum 4 flights (total 3:00 hrs) under a CFTI in the helicopter for which the instructor authorization is sought followed by a successful check.
3. **Privileges of Company Flight Training Instructor:**
- A CFTI shall have the following privileges to conduct:
- 3.1 Flight Training & Company related Check;
- 3.2 Ground Training on Safety Equipment & Emergency Procedure (SEEP) and on helicopter type technical for Flight Crew.
- 3.3 Familiarization training to flight crew with the latest operational procedures,
- 3.4 Company Standardization Flights.
4. **Validity Period for Company Flight Training Instructor:**
- 4.1 The CFTI authorization shall be valid for 5 years (unless CFTI changes the operator) subject to fulfilment of the currency requirements prescribed in 5.
5. **Currency Requirement for CFTI:**
- 5.1 Shall hold ATPL/CPL, Medical Assessment, Class-1 and be current on the applicable type of the helicopter;
- 5.2 Shall conduct a minimum 6 training/check flights in every 12 months and forward the evidence to CAAB for record; Or
- Shall undergo a check with a CFTI for renewal. On satisfactory performance, the report shall be sent to CAAB for record; or,
- 5.3 If the condition in 5.2 is not complied with and the currency expires beyond 24 months, then the candidate shall fly one flight followed by a check with another CFTI. On satisfactory performance, the report shall be sent to CAAB for record; or
- 5.4 If the condition in 5.3 is not complied with and the currency expires beyond 24 months but not exceeding 60 months, then the candidate shall fly two flights followed by a check with another CFTI. On satisfactory performance, the report shall be sent to CAAB for record; or
- 5.5 If the currency expires beyond 60 months, then the candidate shall undergo initial training program for the authorization.
- 5.6 Shall complete IT refresher course every 5 years and pass the ground examination conducted by the operator. The report shall be sent to CAAB for information. The syllabus for IT refresher training shall be prepared by the operator and included in the Operations Manual, Part-D.

6. **Company Synthetic Flight Instructor (SFI):**

6.1 **Qualifications and Experience Required for Company Synthetic Flight Instructor (SFI) Authorization**

The applicant shall:

- 6.1.1 have received theoretical instruction in flight instructional techniques including demonstration, student practices, recognition, correction of common student errors and passed the ground examination arranged by CAAB or hold/held Flight Instructor (FI) Rating. Based on military qualifications and experience, the holders of Qualified Flight Instructor (QFI) and Qualified Helicopter Instructor (QHI) from the military organization are also accepted to have completed the theoretical course on flight instructional techniques
- 6.1.2 hold or have held (expired) an ATPL/CPL
- 6.1.3 have no record of any aircraft accident or serious incident, directly or indirectly attributable to him/her, in last 05 years;
- 6.1.4 have no record of any aircraft incident, directly or indirectly attributable to him/her, in last 02 years;
- 6.1.5 hold or have held minimum qualification as CFTI;
- 6.1.6 have passed the Technical Examination on type;
- 6.1.7 demonstrate to a qualified examiner, a thorough knowledge of the "Instructor Operating Station (IOS)" panel, Air Operator's operations manual, operation specifications, Standard Operating Procedures (SOPs), aircraft flight & operating manuals, relevant legislation, record keeping and documentation required for safe operations of the applicable type of aircraft;
- 6.1.8 complete the training on Instructor Operating Station (IOS) panel to operate Flight Simulation Training Device which shall include the following minimum requirements:
 - a. Number of Sessions: Min 6 (Six) Full Flight Simulator (FFS) sessions of 4 hours each;
 - b. Performance in Each Session and the candidate will:
 - i. FFS Session# 1: observe the conduct of simulator session by SFI;
 - ii. FFS Session# 2: observe the conduct of simulator session by SFI;
 - iii. FFS Session# 3: conduct the simulator session under the supervision of the SFI;
 - iv. FFS Session# 4: conduct the simulator session under the supervision of the SFI;
 - v. FFS Session# 5: conduct the simulator session independently. The SFI shall monitor the performance of the candidate;
 - vi. FFS Session# 6: shall be assessed for satisfactory performance by a qualified examiner.

6.2 Privileges of Synthetic Flight Instructor (SFI)

A SFI shall have the following privileges to conduct:

- 6.2.1 Simulator Training to the company pilots including Instrument Rating;
- 6.2.2 Low Visibility Operations (LVO) Training.

6.3 Validity Period for Synthetic Flight Instructor (SFI)

- 6.3.1 The Synthetic Flight Instructor (SFI) authorization shall be valid for 5 years subject to fulfilment of the currency requirements as prescribed in Para 6.4

6.4 Currency Requirement for Synthetic Flight Instructor:

- 6.4.1 Shall conduct a minimum of 3 sessions of 04 hours each in every 12 months and forward the evidence to CAAB for record.

Or

Shall undergo a check with a qualified Examiner on "Instructor Operating Station (IOS)" panel operation of minimum 4 hour. On satisfactory performance, the report shall be sent to CAAB for record; or

- 6.4.2 If the condition in 6.4.1 is not complied with and the currency expires beyond 12 months but not exceeding 24 months then the candidate shall undergo training on IOS panel operation of minimum 4 hour followed by a check with a qualified Examiner. On satisfactory performance, the report shall be sent to CAAB for record, or
- 6.4.3 If the condition in 6.4.2 is not complied with and the currency expires beyond 24 months but not exceeding 60 months then the candidate shall undergo training on IOS panel operation of minimum 8 hours followed by a check with a qualified Examiner. On satisfactory performance, the report shall be sent to CAAB for information, or
- 6.4.4 If the currency expires beyond 60 months, then the candidate shall undergo initial training program for the authorization.

7. Issuance of Company Flight Training Instructor (CFTI) and Synthetic Flight Instructor (SFI) Authorization:

- a. The operator, on completion of the training, shall submit the training records and documents to CAAB for issuance of the authorization.
- b. CAAB will issue "Company Flight Training Instructor (CFTI) and Synthetic Flight Instructor (SFI)" authorization.

CAAB Form: PEL/LIC-114 (d)

APPLICATION FOR ISSUE OF CFTI-HELICOPTER

S/N	Annexure-17	ITEM	OPERATOR		CAAB USE
			Response	Page No	
1		Name of the applicant			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
2	2.2	Application for CFTI Helicopter Type:	<input type="checkbox"/> SE Piston () <input type="checkbox"/> SE Turbine () <input type="checkbox"/> ME ()		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
3	1.2/1.3	Name of the Operator			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
4	2.1	Qualified / Passed in either: (attach evidence)	<input type="checkbox"/> CAAB IT exam <input type="checkbox"/> QFI <input type="checkbox"/> Hold or Held FIR		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
5	2.2	Licence Type & Number (licence valid & current on the type of aircraft as PIC for which the Instructor authorization is sought, copy attached)	a. Applicable <input type="checkbox"/> N/A <input type="checkbox"/> ATPL# <input type="checkbox"/> CPL		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
6	2.2	Competency and Recent experience Requirements as per Annexure-8, 2.1.1 (attach evidence)	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
7	2.3	Medical Assessment (Class-I)	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
8	2.4	Not responsible for any violation, aircraft accident or serious incident in last 05 years: (declaration by operator)	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
9	2.5	Not responsible for any aircraft incident in last 02 years: (declaration by operator)	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
10	2.6	Experience for Helicopter: <input type="checkbox"/> Min 1500 hrs grand total <input type="checkbox"/> Min 100hrs as PIC on Type <input type="checkbox"/> Min 50hrs reduced as PIC with justification attached	Applicable: <input type="checkbox"/> N/A <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
11	2.7	The applicant is proficient in both seats (attach PPC report)	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
12	2.8	Oral test report by CFTI conducted check	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
13	2.9	Report of demonstration class / lecture of 0:45 hour at CAAB	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
14	2.10	A resume of the candidate's background, qualifications and experience is required and shall include previous flight check or supervisory experience			
14	2.11	Completed Flight Training which includes minimum following requirements <input type="checkbox"/> Min 4 flights (total 3:00 hrs) <input type="checkbox"/> Check with another CFTI	Applicable: <input type="checkbox"/> N/A <input type="checkbox"/> flights <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
15	1.4	The provision of this Annexure-17 has been incorporated in the Operations Manual	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
16	2.11	i. Flying Log Book (relevant pages) ii. Training records and documents	i. Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No ii. Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		
17		Request letter	Submitted: <input type="checkbox"/> Yes <input type="checkbox"/> No		
18		Others (If any)			

N.B: √ (tick) the appropriate box 2. Attach certificates/result/report/evidence. 3. N/A- Not applicable. 4. Add paper, if required.

Post Holder Name,
Signature & Seal with date

----- (for CAAB use) -----

Recommended for issue of CFTI for aircraft type: _____ for 5 years from the date of approval

NOT recommended for issue of CFTI (reason): _____

Inspector's Name,
Signature & Seal with date

CAAB Form: PEL/LIC-114 (e)

**APPLICATION FOR ISSUE OF COMPANY SYNTHETIC FLIGHT
INSTRUCTOR (SFI) HELICOPTER**

S/N	Annexure-17	ITEM	OPERATOR		CAAB USE
			Response	Page No	
1		Name of the applicant			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
2	1.2, c	Application for company SFI Aircraft Type/FSTD			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
3	1.2	Name of the Operator			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
4	6.1.1	Qualified / Passed in either: (attach evidence)	<input type="checkbox"/> CAAB IT exam <input type="checkbox"/> QFI <input type="checkbox"/> Hold or Held FIR		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
5	6.1.2	Hold or held (expired) an ATPL/CPL for Helicopter (copy attached)	a. Applicable <input type="checkbox"/> N/A <input type="checkbox"/> ATPL# <input type="checkbox"/> CPL		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
6	6.1.3	Not responsible for any violation, aircraft accident or serious incident in last 05 years: (declaration by operator)	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
7	6.1.4	Not responsible for any aircraft incident in last 02 years: (declaration by operator)	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
8	6.1.5	Hold or held minimum qualification as CFTI : (attach evidence)	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
9	6.1.6	Shall have passed the Technical Examination on Type for which the SFI authorization has been sought: (attach evidence)	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
10	6.1.7	Oral test report by examiner conducted the check	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
11	6.1.8 (b) i, ii, iii, iv, v	The Simulator Training record : (minimum 5 FFS sessions)	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
12	6.1.8 (b) vi	Assessment by a qualified examiner	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
13	1.4	The provision of this Annexure-17 has been incorporated in the Operations Manual	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
14	7. a	Training records and documents	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
15		Request letter	Submitted: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
16		Others (If any)			

N.B: d (tick) the appropriate box 2. Attach certificates/result/report/evidence. 3. N/A- Not applicable. 4. Add paper, if required.

Applicant's Name,
Signature with date

(for CAAB use)

Recommended for issue of SFI for aircraft type: _____ for 5 years from the date of approval.
 NOT recommended for issue of SFI (reason): _____

PEL Inspector Name,
Signature & Seal

ANNEXURE-18

**CREDITING HELICOPTER FLIGHT TIME TO AEROPLANE FLIGHT TIME
FOR ISSUANCE OF CPL AND ATPL IN AEROPLANE CATEGORY**

(Chapter 2, A, 2.1.9.5, refers)

1. Introduction

- 1.1 The crediting of helicopter flight time to aeroplane flight time is applicable for military pilots of Bangladesh for issuance of Commercial Pilot licence and Airline Transport Pilot Licence in aeroplane category under the provision of Chapter 1, 1.2 (d);
- 1.2 The ratio of such crediting of helicopter flight time to aeroplane flight time shall be limited to a ratio 2:1 but not exceeding the limits of flight hours established below.

2. Limits of flight hours for crediting helicopter flight time to aeroplane flight time

2.1.1 Helicopter flight time to aeroplane flight time for issuance of CPL (aeroplane)

Maximum 50 hrs of helicopter time may be credited towards aeroplane time to make 200 hrs in aeroplane for the compliance with the requirement mentioned in Chapter 1, 1.2 (d);

2.1.2 Helicopter flight time to aeroplane flight time for issuance of ATPL (aeroplane)

Maximum 1150 hrs of helicopter time may be credited towards aeroplane time to make 1500 hrs in aeroplane for the compliance with the requirement mentioned in Chapter 1, 1.2 (d);

ANNEXURE-19

**CONDITIONS FOR CREDITING FLIGHT TIME AS PILOT-IN-COMMAND
UNDER SUPERVISION FROM A PILOT STATION OF AN AIRCRAFT**

(Chapter 2, A, 2.1.9, 2.6.3.1.1.1 (a) and 2.6.4.1.1.1 (a) refers:)

3. INTRODUCTION

- 1.1 The holder of a commercial pilot licence may gain experience from a pilot station of an aircraft certificated to be operated with a co-pilot, the necessary additional flight time, as pilot-in-command under supervision, P1 (U/S), to fulfil the requirement of 250 hours as pilot-in-command for issue of airline transport pilot licence.
- 1.2 Pilot-in-command under supervision means, co-pilot performing, under the supervision of the pilot-in-command, the duties and functions of a pilot-in-command, in accordance with a method of supervision acceptable to CAAB.
4. To gain flight time experience as pilot-in-command under supervision from a pilot station of an aircraft certificated to be operated with a co-pilot, the following conditions are to be complied with:
 - 2.1 The applicant seeking airline transport pilot licence (ATPL) shall:
 - a. be holder of a Commercial Pilot Licence (CPL);
 - b. have not less than 70 hours as pilot-in-command in the applicable category of aircraft;
 - c. have valid type rating on the aircraft certificated to be operated with a co-pilot;
 - d. fly from right hand seat, in case of aeroplane category certificated to be operated with a co-pilot;
 - e. fly from left hand seat, in case of helicopter category certificated to be operated with a co-pilot;
 - f. fly in a multi-crew environment;
 - g. have passed all ATPL ground subjects (as applicable);
 - h. have minimum 500 hours airline experience.
 - 2.2 Flight time experience gained as pilot-in-command under supervision from a pilot station of an aircraft, shall be limited to fulfil the requirement of 250 hours as pilot-in-command.
 - 2.3 To gain flight time experience as pilot-in-command under supervision from a pilot station of an aircraft, the applicant shall fly with a captain who meets the qualification of Instructor Pilot/Supervisory Captain or Senior Pilot having 500 hours command on that type of aircraft.
 - 2.4 Flight time experience gained as pilot-in-command under supervision shall be recorded in the "Personal Flying Logbook" and certified by the captain under who's supervision the flight was conducted.

ANNEXURE-20

ISSUANCE OF INSTRUMENT RATING, MAINTENANCE OF RECENT EXPERIENCE AND METHOD TO RE-ESTABLISH INSTRUMENT RATING

(Chapter 2, A, 2.7.5, refers)

1. Introduction:

- 1.1 The following requirements and procedures are established for issuance of Instrument Rating. This annexure also describes the recent experience requirement to exercise the privileges of Instrument Rating and the method to re-establish the Instrument Rating in case of loss of recent experience.

2. Issue of Instrument Rating (Aeroplane & Helicopter)

- 2.1 **Requisites for the Issue of Instrument Rating:** Requisites for the issuance of instrument rating for aeroplanes and helicopter are given below:

- a. **License:** PPL or CPL;
- b. **Medical Fitness:** Class-I;
- c. **Knowledge:** Passed the written knowledge test, conducted by CAAB, based on 40 hours ground instruction as per Chapter 2, A, 2.7.1.1.
- d. **Flying Experience and flight instruction:**
 - i. Not less than 50 hours of cross-country flight time as PIC of aircraft categories, of which not less than 10 hours shall be in the aircraft category being sought;
 - ii. Not less than 40 hours of instrument time in aircraft of which not more than 20 hours, or 30 hours where a flight simulator has been used, may be instrument ground time. The ground time shall be under the supervision of an authorized instructor;
 - iii. Not less than 10 hours of instrument flight time required in 2. 2.1. d. ii, while receiving dual instrument flight instruction in the aircraft category being sought, from an authorized instructor; and
 - iv. If the privileges of the instrument rating are to be exercised on multi-engined aircraft, the applicant shall have received dual instrument flight instruction in a multi-engined aircraft within the appropriate category from an authorized flight instructor. The instructor shall ensure that the applicant has operational experience in the operation of the aircraft within the appropriate category by reference solely to instruments with one engine inoperative or simulated inoperative.
- e. **Instrument Rating Test (IRT) :** Passed the flight test within the scope of Chapter 2, A, 2.7.1.2.1 for non-precision approach and precision approach.

Note: Skill Test for RNP Approach shall be applicable with effect from 1st July 2024.

- 2.2 **Application for Issuance:** The Application for issuance of Instrument Rating to be submitted by applicants as per the CAAB Form: PEL/LIC-107 (a).
- 2.2.1 The Instrument Rating is included in the airline transport pilot license- aeroplane. The provisions of Chapter 2. A. 2.1.7 do not preclude the issue of a ATPL-aeroplane having the instrument rating as an integral part thereof.
3. **Instrument Rating Recent Experience Requirement:**
- 3.1 No air operator shall use any person, nor shall any person serve, as a flight crew under IFR unless that person meets the following instrument experience requirements:
- a. *Use of an airplane or helicopter for maintaining instrument experience.* Within the 6 calendar months preceding the month of the flight, that person performed and logged at least the following tasks and repeated in-flight in an airplane or helicopter, as appropriate, in actual weather conditions, or under simulated instrument conditions using a view-limiting device:
- Six instrument approaches;
 - Holding procedures and tasks; and
 - Intercepting and tracking courses through the use of navigational electronic systems.
- b. *Use of an FSTD for maintaining instrument experience.* A person shall accomplish the requirements in 3.1.a in an approved FSTD under chapter 2. A. 2.1.6 or a combination of aircraft and FSTD, provided:
- The FSTD is approved for the category, class & type of aircraft for the instrument rating privileges to be maintained;
 - The person performs the tasks and repeats it in simulated instrument conditions;
 - A flight instructor or a check pilot qualified under Chapter 2, A. 2.1.8.2 observes the tasks & repetitions and signs the person's logbook or training record to verify the time and content of the session.
4. **Re-establishment of Instrument Rating:**
- 4.1 A person who has failed to meet the instrument experience requirements 3.1.a for more than six calendar months, must re-establish his/her instrument rating under the supervision of a flight instructor or a check pilot qualified under Chapter 2, 2.1.8. To re-establish instrument rating, a person must complete at least the following areas of operation required for the instrument rating practical test in an aircraft or approved FSTD that represents the category, class & type of aircraft for the instrument experience requirements to be re-established:
- Air traffic control clearances and procedures;
 - Flight by reference to instruments;
 - Navigation systems;
 - Instrument approach procedures;
 - Emergency operations; and
 - Post flight procedures.
- 4.2 The form for re-establishment of instrument rating to be submitted by the pilot/operator as per the CAAB Form: PEL/LIC-107(b).

APPLICATION FOR ISSUE OF INSTRUMENT RATING (IR)

S/N	REFERENCE ANO-1	ITEM	OPERATOR		CAAB USE
			Response	Page No	
1	2.7	Application for Issue of IR	<input type="checkbox"/> Aeroplane <input type="checkbox"/> Helicopter		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
2	2.7.4.2	Aircraft Class/Type			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
3	5.1.1.2 (IV)	Name of the Pilot			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
4	5.1.1.2 (II)	Licence No.			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
5	5.1.1.2 (V)	Date of Birth (dd/mm/yyyy)			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
6	5.1.1.2 (VI)	Mailing Address & Mobile No			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
7	2.7.1.3	Medical Certificate	<input type="checkbox"/> Class-I Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
8	2.7.1.1	Instrument written Knowledge Test result conducted by CAAB	<input type="checkbox"/> Passed <input type="checkbox"/> N/A Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
9	2.7.1.2	Flying Log Book (Relevant pages)	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
10	2.7.1.2.1	a. IR Test Report in aircraft (if applicable)	<input type="checkbox"/> Not applicable Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
		b. PPC Report mentioning IR Test in simulator (if applicable)	<input type="checkbox"/> Not applicable Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
11	2.7.4.1 & 2.7.1.2.1	Statement from the operator stating that the applicant has undergone Flight Instruction and attained the Skill	Submitted: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
12	-	Request Letter	Submitted: <input type="checkbox"/> Yes <input type="checkbox"/> No		

N.B: √ (tick) the appropriate box. 2. Attach certificates/result/report/evidence. 3. N/A- Not applicable. 4. Add paper, if required.

Applicant's Name,
Signature with date

----- (for CAAB use) ----- □

- Recommended** for Initial Issue of Instrument Rating
 Not Recommended for Initial Issue of Instrument Rating (reason)

PEL Inspector Name,
Signature & Seal

CAAB Form: PEL/LIC-107 (b)

RE-ESTABLISHMENT OF INSTRUMENT RATING (IR)

S/N	REFERENCE ANO-1	ITEM	OPERATOR		CAAB USE
			Response	Page No	
1	1 2.7	Re-establishment of IR	<input type="checkbox"/> Aeroplane <input type="checkbox"/> Helicopter		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
2	2.7.4.2	Aircraft Class/Type			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
3	5.1.1.2 (IV)	Name of the Pilot			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
4	5.1.1.2 (II)	Licence No.			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
5	5.1.1.2 (V)	Date of Birth (dd/mm/yyyy)			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
6	5.1.1.2 (VI)	Mailing Address & Mobile No			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
7	2.7.1.3	Medical Certificate	<input type="checkbox"/> Class-I Attached <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
8	2.7.1.2	Flying Log Book (relevant pages)	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
9	Annexure-20, 4.1	Flight Test Report in aircraft / PPC Report in simulator with records mentioning that the applicant has undergone/ experienced; a. ATC clearances and procedures b. Flight by references to instruments c. Navigation system d. Instrument App Procedures e. Emergency Operations f. Post flight procedures	Submitted: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
10	-	Forwarding Letter	Submitted: <input type="checkbox"/> Yes <input type="checkbox"/> No		

N.B: √ (tick) the appropriate box. 2. Attach certificates/result/report/evidence. 3. N/A- Not applicable. 4. Add paper, if required.

Applicant's Name,
Signature with date

----- (for CAAB use) -----

- Recommended** for Initial Issue of Instrument Rating
 Not Recommended for Initial Issue of Instrument Rating (reason)

PEL Inspector Name,
Signature & Seal

ANNEXURE-21

**REQUIREMENTS AND PROCEDURE FOR ISSUANCE, RENEWAL AND
RE-ISSUE OF FLIGHT INSTRUCTOR RATING (FIR)**

(Chapter 2, A, 2.8 and 2.1.8.a, refers)

1. Introduction:

1.1 The requirements and procedures are established for issuance of Flight Instructor Rating. This annexure also describes the requirements for renewal and re-issuance of Flight Instructor Rating.

1.2 Applicability:

The Chapter 2, A, 2.8 and 2.1.8.a, is applicable for Flight Instructor Rating of the following classes of aircraft:

- a. Aeroplane, single-engine
- b. Aeroplane, multi-engine
- c. Helicopter, single-engine
- d. Helicopter, multi-engine

2. Flight Instructors Rating (All Aircraft Category)

2.1 Requirements for Issuance:

a. General:

- i. Licenses and Ratings: CPL with valid IR or ATPL;
- ii. The applicant shall have undergone 40 hours of ground training on Instructional Technique as per Chapter 2, A, 2.8.1.1 and passed the Theoretical Knowledge Tests conducted by CAAB;

b. Flying Experience:

- i. The applicant shall have met the experience requirements of Chapter 2, A, 2.8.1.3;
- ii. The applicant shall have competency & recent experience requirement as per Annexure-8;

c. Flight Instruction: Following Chapter 2, A, 2.8.1.4, the applicant shall have received 30 hours of flight instructions, as per approved syllabus of the operator;

d. Night Privilege: The applicant shall have completed not less than 5 hours by night which shall include minimum of 5 take offs and landings at night carried out within preceding 6 months provided the 3 take offs and landings carried out within the last 90 days of the date of application;

e. Skill Test: The applicant shall have demonstrated, in the category and class of aircraft for which flight instructor privileges are sought, the ability to instruct in those areas in which flight instruction is to be given, including pre-flight, post-flight and ground instruction as appropriate.

2.2 Application for Initial Issue:

The Application Form for Initial issue of Flight Instructor Rating for all categories to be used are CAAB Form: PEL/LIC-108 (a) and CAAB Form: PEL/LIC-108 (b).

2.3 ‘Flight Instructor Rating’ based on military qualifications and experience:

Military pilots obtained ‘Qualified Flight Instructor (QFI) Rating’ or ‘Qualified Helicopter Instructor (QHI) Rating’ from military organization may be eligible to be credited for endorsement of ‘Flight Instructor Rating’ in their licence.

2.4 Validity:

The Flight Instructor Rating (FIR) shall remain validity for 3 (three) calendar years from the date of issue.

3. Flight Instructor Categories with experiences:

FIR Category	Minimum Hours/ Qualification (Grand Total Hours)	Minimum Instructional Hours on all types
A	FI Rating with 500	200
B	FI Rating with 350	150
C	FI Rating	Nil

4. Privileges of Flight Instructors:

A flight Instructor, after achieving his/her FI rating, shall have the following privileges as per their FI Categories as mentioned below:

FIR Category	Privileges	Condition/Remarks
A	i. All privileges of FI category ‘B’. ii. Conduct of solo check. iii. Conduct flight training for Flight Instructor Rating.	Satisfactory Evaluation flight by Inspector/Examiner
B	i. All privileges of FI category ‘C’. ii. Conduct flight training on Instrument & Night Flights.	Satisfactory Evaluation flight by Inspector/Examiner
C	i. Conduct flight training to post solo students for GF & VFR NAV. ii. Conduct Aircraft Type Technical Training Course	On recommendation from Head of Training / CFI

5. Renewal Requirement for Flight Instructor Rating:

- 5.1 A person who holds a flight instructor rating that has not expired may renew the rating by:
- a. Submitting a completed and signed application, CAAB Form PEL/LIC-108 (c), which includes assessment of passing a skill test for the current flight instructor rating; or
 - b. Submitting a completed and signed application, CAAB Form PEL/LIC-108 (c), which includes a record of conducting minimum 12 instructional flights within last 03 calendar years of which minimum 03 in last 06 months.

6. Re-instatement of Flight Instructor Rating:

The holder of an expired flight instructor rating who has not complied with the flight instructor renewal requirements of 5, may reinstate that flight instructor ratings by filling a completed and signed application, CAAB Form PEL/LIC-108 (d) and satisfactorily completing the following re-instatement requirements:

- 6.1 The applicant shall have competency & recent experience requirement as per Annexure-8.
- 6.2 To exercise the privileges of flight instructor rating at night rating, the applicant shall have completed minimum of 03 take offs and 03 landings at night carried out within preceding 90 days of application;
- 6.3 A certificate showing that, within the preceding 90 days, the person has successfully completed an approved flight instructor refresher course consisting of ground and flight training;
- 6.4 The applicant shall have passed 'flight instructor rating' skill test.

CA Form PEL/LIC-108 (a)

APPLICATION FOR ISSUE OF FLIGHT INSTRUCTORS' RATING (FIR)

S/N	REFERENCE ANO-1	ITEM	OPERATOR		CAAB USE
			Response	Page No	
1	2.8	Application for issue of FIR	<input type="checkbox"/> Aeroplane <input type="checkbox"/> Helicopter		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
2	2.8	Aircraft Type (s)			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
3	5.1.1.2 (IV)	Name of applicant			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
4	5.1.1.2 (II)	Licence No.			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
5	5.1.1.2 (V)	Date of Birth (dd/mm/yyyy)			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
6	5.1.1.2 (VI)	Mailing Address & Mobile number			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
7	2.4.1.4	Medical Certificate	<input type="checkbox"/> Class-I Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
8	2.8.1.1	i. 40 hours IT grd trg ii. Knowledge Test Result on IT conducted by CAAB	i. Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No ii. Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
9	2.8.1.3, 2.8.1.4	Flying Experience as per A Form PEL/LIC-108 (b)	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
10	2.8.1.3, 2.8.1.4	Hours Breakdown (Part II of Attachment 3)	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
11	2.8.1.3, 2.8.1.4	Flying Log Book (relevant pages)	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
12	2.8.1.2	a. FIR Test Report in aircraft (if applicable)	<input type="checkbox"/> Not applicable Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
		b. PPC Report / FIR skill Test Report in simulator (if applicable)	<input type="checkbox"/> Not applicable Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
14	2.8.1.4, 2.8.1.2, Annexure-21, 2.1 c	Statement of operator stating that the applicant has undergone 30 hours of Flight Instruction and attained the required skill	Submitted: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
15	-	Request Letter	Submitted: <input type="checkbox"/> Yes <input type="checkbox"/> No		

N.B: 1. √ (tick) the appropriate box. 2. Attach certificates/result/report/evidence as applicable. 3. Add separate paper, if required.

Applicant's Name,
Signature with date

----- (for CAAB use) -----

- Recommended** for Issue of Flight Instructor Rating;
 Not Recommended for Issue of Flight Instructor Rating (reason);

PEL Inspector Name,
Signature & Seal

CAAB Form: PEL/LIC-108 (b)

FLYING EXPERIENCE REQUIRED FOR ISSUE OF FLIGHT INSTRUCTORS RATING

Name of the applicant	
Licence No.	
Name of the Operator	

S/N	Reference	Type/Item	CAAB Requirement	Applicant's Experience	CAAB USE
	ANO-1				
1	2.8.1	Basic Requirement	Holding a pilot license for the category being sought	<input type="checkbox"/> CPL (A/H) <input type="checkbox"/> ATPL (A/H)	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
2	2.4.3.1.1.1	PIC Hrs	a. 70 Hrs including 20 hours Cross Country PIC b. 10 hrs on aircraft category being sought	a. b.	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
3	2.4.3.1.1.1. d	PIC Night	Minimum 5 hours in night including 5 take off and 5 landings		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
4	2.8.1.3	Minimum Experience	Valid CPL with IR or ATPL	<input type="checkbox"/> CPL (A/H) <input type="checkbox"/> ATPL (A/H)	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
5	Annexure-11 2.1. c	Log book pages for evidence of Flying currency	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No	-	<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
6	Annexure-21, 2.1. c	Fight Instructional Training	30 hours		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted

Applicant's Name,
Signature with date

----- (for CAAB use) -----

- Experience Accepted for issue of Flight Instructor Rating
 Experience Not Accepted for issue of Flight Instructor Rating (reason)

PEL Inspector Name,
Signature & Seal

APPLICATION FOR RENEWAL OF FLIGHT INSTRUCTORS' RATING

S/N	REFERENCE ANO-1	ITEM	OPERATOR		CAAB USE
			Response	Page No	
1	2.8	Application for renewal of FIR	<input type="checkbox"/> Aeroplane <input type="checkbox"/> Helicopter		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
2	2.8	Aircraft Type (s)			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
3	5.1.1.2 (IV)	Name of applicant			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
4	5.1.1.2 (II)	Licence No.			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
5	5.1.1.2 (V)	Date of Birth (dd/mm/yyyy)			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
6	5.1.1.2 (VI)	Mailing Address & Mobile number			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
7	2.4.1.4	Medical Certificate	<input type="checkbox"/> Class-I Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
8	Annexure-21, 5.1	a. Flight Test Report, or b. Record of conducting min 12 Instructional Flight within last 03 calendar years out of 03 in last 06 months	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
9	-	Request Letter	Submitted: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted

N.B: 1. √ (tick) the appropriate box. 2. Attach certificates/result/report/evidence. 3. N/A- Not applicable. 4. Add paper, if required.

Applicant's Name,
Signature with date

----- (for CAAB use) -----

Recommended for Renewal of Flight Instructor Rating

Not Recommended for Renewal of Flight Instructor Rating (reason)

PEL Inspector Name,
Signature & Seal

APPLICATION FOR RE-INSTATEMENT OF FLIGHT INSTRUCTOR RATING

S/N	REFERENCE ANO-1	ITEM	OPERATOR		CAAB USE
			Response	Page No	
1	2.8	Application for reinstatement of FIR	<input type="checkbox"/> Aeroplane <input type="checkbox"/> Helicopter		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
2	2.8	Aircraft Type (s)			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
3	5.1.1.2 (IV)	Name of applicant			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
4	5.1.1.2 (II)	Licence No.			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
5	5.1.1.2 (V)	Date of Birth (dd/mm/yyyy)			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
6	5.1.1.2 (VI)	Mailing Address & Mobile number			<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
7	2.4.1.4	Medical Certificate	<input type="checkbox"/> Class-I Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
8	Annexure-21, 2.1.b (ii)	Log book pages for evidence of Flying currency as per Annexure-21	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
9	Annexure-21, 6.2	Certificate for minimum 3 take offs and landings at night within preceding 90 days	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
10	Annexure-21, 6.3	Certificate of successfully completion of flight instructor ground and flight refresher course within preceding 90 days	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
11	Annexure-21, 6.4	Assessment form of Passing Flight Instructor Rating skill test	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted
12	-	Request Letter	Submitted: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted

N.B: 1.√(tick) the appropriate box 2. Attach certificates/result/report/evidence 3. N/A-Not applicable 4. Add paper, if required.

Applicant's Name,
Signature with date

------(for CAAB use) -----

- Recommended** for Renewal of Flight In Rating
 Not Recommended for Renewal of Flight Instructor Rating (reason)

PEL Inspector Name,
Signature & Seal

ANNEXURE-22

**REQUIREMENTS AND PROCEDURE FOR ISSUANCE AND RENEWAL OF
FLIGHT INSTRUCTOR RATING (FIR) OF PILOTS ABOVE 65 YEARS OF AGE
TO INSTRUCT WITHIN BANGLADESH**

(Chapter 2, A, 2.8.4)

1. The following procedure shall be followed for Pilot candidates who are above the age of 65 years, but not more than 70 years, having flying experience of 3000 hours or more (Civil or Military) and who possessed CPL/FIR and exercised their privileges in the past and/or obtained ATPL and was an Instructor/Check Pilot in airline environment, but now wishes to obtain a fresh Flight Instructor Rating (FIR) through one of the CAAB approved ATOs:
2. As a pre-requisite to the subject mentioned requirements, the concerned ATO shall develop suitable 'Ground' and 'Flying' Training Program having taken into consideration the criterion mentioned below:
 - a. The 'Ground' and 'Flying' training syllabi shall focus on the training needs of the students and the instructional aptitude of the candidate;
 - b. The 'Ground' training syllabus shall include the type technical, abnormal and emergency procedures as per the CAAB approved training program of the ATO which shall include a written Knowledge test;
 - c. The 'Flying' training syllabus for candidates with previous FIR shall include instructional procedures on the type/class of aircraft and shall consist of at least 3 (three) training flights, each with a duration of at least 1 (one) hour and one (1) Instructional Skill Test, with a duration of 1 (one) hour;
 - d. The 'Flying' training syllabus for candidates with previous instructional/checking experience only in airline environment shall include instructional procedures on the type/class of aircraft and shall consist of at least 5 (five) training flights, each with a duration of at least 1 (one) hour and one (1) Instructional Skill Test, with a duration of 1 (one) hour;
3. The candidate shall submit the following documents to ATO through a formal application, addressed to ATO:
 - a. Curriculum vitae (CV) giving details of professional history;
 - b. Evidence of FIR or Instructional/checking authority in airline environment;
 - c. Flying log book, with the last page duly signed/certified;
 - d. CPL and/or ATPL certified photocopy;
 - e. Medical Assessment Class-1;
 - f. Photocopy of National ID.

4. Upon receipt of an application of such candidate, the ATO shall ensure that:
 - a. The candidate successfully completes the necessary type technical course in 2. b and passes the knowledge test, conducted by a designated examiner of CAAB;
 - b. The candidate with CPL/FIR successfully completes flying training course in 2. c and passes the skill test, conducted by a designated examiner of CAAB;
 - c. The candidate with ATPL having experience as Instructor/Check Pilot in airline environment successfully completes flying training course in 2. d and passes the skill test, conducted by a designated examiner of CAAB;
5. Once the above-mentioned conditions are met, the concerned ATO is to submit an application to CAAB in respect of the candidate along with relevant documents for further action.
6. The candidate shall provide a 'Demo Class' of 1 (one) hour at CAAB.

OBSERVATIONS & COMMENTS ON DRAFT ANO-1

Notes to fill up the table below.

1. Please **cut the section number** of your **observation** from the draft ANO-1 and **paste** in the “**Section Number**” column.
2. Please **cut the text** of your **observation** from the draft ANO-1 and **paste** in the “**observation**” column.
3. Please **write the comments with exact wordings that you propose for the ANO-1** in the “**comments**” column.
4. You may wish to add **explanatory note** in the “**remarks:** column.

Name and Position	Organization	Section Number	Observations	Comments	Remarks, if any