



**VALIDATION OF FOREIGN LICENCES AND
VALIDATION EXAMINATION**

AIR NAVIGATION ORDER

VERSION : 3.0
DATE OF IMPLEMENTATION : 20-05-2011
OFFICE OF PRIME INTEREST : Personnel Licensing Office

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TYPE OF DOCUMENT	AIR NAVIGATION ORDER (ANO).		
STATUS OF DOCUMENT	CONTROLLED		

A. AUTHORITY:

A1. This Air Navigation Order (ANO) is issued by the Director General Pakistan Civil Aviation Authority in pursuance of powers vested in him under Rules 4(3), 35, 43, 354, 357, 360 and all other enabling provisions of Civil Aviation Rules, 1994 (CARs, 94).

B. PURPOSE:

B1. The purpose of this ANO is to provide guidelines for validation of a foreign licence / certificate holder, permitting to exercise the privileges of his licence / certificate for a specific purpose and for a limited duration in Pakistan, where issue of a Pakistani Licence is neither appropriate nor necessary.

C. SCOPE:

C1. This ANO relates to the procedure for rendering a foreign licence valid.

C2. This ANO relates to the issue and renewal of a validation certificate to holder of a foreign licence / certificate issued by a Contracting State of ICAO.

C3. This ANO relates to a foreign licence / certificate holder who intends to operate a foreign registered aircraft under operational control of a Pakistani operator / owner.

C4. This ANO relates to a foreign licence holder who intends to exercise his privileges on a Pakistan registered aircraft.

C5. Unless contrary intentions appear, this ANO shall also be read in conjunction with the ANO-001-XXLC (General Licensing Procedures), ANO-002-XXLC (CAA Technical Examinations) and other instructions issued by the CAA from time to time.

D. DESCRIPTION:

D1. DEFINITIONS:

The following terms shall have the meanings assigned to them here under. Any other term used in this ANO but not defined here shall have the same meanings as given in Civil Aviation Ordinance, 1960, Pakistan Civil Aviation Authority Ordinance, 1982 and Civil Aviation Rules, 1994.

D1.1 LICENSING AUTHORITY:

The Authority designated by a Contracting State as responsible for the Licensing of personnel, which in case of Pakistan is the Director General CAA under CARs, 1994, who may delegate his powers and functions to any sub-ordinate officer of CAA.

Note: The Licensing Authority is deemed to have been given the following responsibilities by the Contracting State:

D1.1.1 Assessment of an applicant's qualifications to hold a licence or rating;

D1.1.2 Issue and endorsement of licence and ratings;

D1.1.3 Designation and authorization of approved persons;

D1.1.4 Approval of training courses;

D1.1.5 Approval of the use of flight simulation training devices and authorization for their use in gaining experience or in demonstrating the skill required for the issue of a licence or rating; and

D1.1.6 Validation of licenses issued by other ICAO Contracting State.

D1.2 **TRANSFER AGREEMENT:**

A bilateral agreement between the State of Operator and the State of Registry of Aircraft / State of Issue of Licence; where some, all or none of functions have been transferred from the State of Registry of Aircraft / State of Issue of Licence to the State of Operator.

D1.3 **VALIDATION CERTIFICATE:**

A certificate issued to a foreign licence holder, through the prescribed method, authorizing him to exercise his privileges on a Pakistani registered aircraft.

D2. CIRCUMSTANCES REQUIRING VALIDATION:

D2.1 A validation of a foreign licence may be required under following circumstances:

D2.1.1 Exercise privileges on a Pakistan registered aircraft.

D2.1.2 Operation of an aircraft based abroad with Pakistani registration.

D2.1.3 Private Operation of an aircraft during a short visit.

D2.1.4 Ferry a Pakistan registered aircraft to and from a foreign country.

D2.1.5 Conduct training of Pakistani aircrew by a foreign licence holder.

D2.1.6 A foreigner receiving training on a Pakistan registered aircraft.

D2.1.7 Conduct a flight test on a Pakistan registered aircraft by a foreign licence holder.

D2.1.8 Exercise privileges of his license with a Pakistan operator / owner within or outside Pakistan.

D2.1.9 For any other purpose, not specified above, as deemed appropriate by the Pakistan Civil Aviation Authority CAA.

D3. TYPES OF VALIDATION:

D3.1 Pakistan Civil Aviation Authority only issues validation certificate.

D3.2 **VALIDATION CERTIFICATE:**

A validation certificate is issued to a foreign licence holder authorizing him to operate a Pakistan registered aircraft. The licence-holder shall carry the validation certificate, along with his valid foreign licence, while operating a flight.

D4. CONDITIONS AND SCOPE OF VALIDATION:

D4.1 A validation certificate shall be issued in specific circumstances, for a specific purpose and for a specific duration.

D4.2 The validation certificate shall contain the authorization details including name, licence number, issuing state, type of aircraft, period of validity and any other restriction / limitation imposed.

D5. REQUIREMENTS FOR A VALIDATION:

D5.1 A foreign licence shall be rendered valid or a validation certificate issued subject to meeting the under mentioned requirements:

D5.1.1 A request by the operator / owner to the Pakistan CAA justifying the need for such a validation.

D5.1.2 Possession of a valid foreign licence with appropriate rating.

D5.1.3 Passing of the Pakistan CAA validation examination (Val -1).

D5.1.4 Each foreign licence-holder is security cleared by Government of Pakistan.

D5.1.5 Each foreign licence-holder is permitted by Government of Pakistan for working with the concerned AOC holder.

D5.1.6 Any other requirement spelt out in the 'Transfer Agreement' between the State of Operator/Owner and the State of Licence issue / State of aircraft registry.

D6. VALIDATION EXAMINATION:

D6.1 The validation examination (Val-1) shall comprise two parts as under:

D6.1.1 A written examination on the Civil Aviation Rules (CARs, 94), AIP, Jeppessen.

D6.1.2 An oral test of ATC phraseology in English.

D6.2 Detailed syllabus for validation examination is attached at the appendix "A".

D6.3 With prior approval of the DG CAA, validation examination may be conducted at the State of Registry of aircraft or at any other location, at the operator /owner expense. The examination/ licensing team shall consist of two members.

D7. CONDUCT OF VALIDATION EXAMINATION:

D7.1 The operator / owner shall apply to the Licensing Office of CAA for conducting the validation examination at least two days in advance providing details of the foreign licence held along with the requisite fee voucher/authorization.

D7.2 The candidates will report to the Licensing Office along with their original licences for identification/verification.

D7.3 The validation examination result shall be dispatched to the operator /owner.

D8. ISSUE OF VALIDATION CERTIFICATE:

D8.1 The operator /owner shall submit under mentioned documents to the PCAA for the issue of validation certificate:

D8.1.1 A letter from the operator for issuance of a validation certificate.

D8.1.2 Clear photocopy of valid foreign licence and ratings.

D8.1.3 Validation examination result.

D8.1.4 Attach security clearance documents in respect of each foreign licence holder.

D8.1.5 Attach documents related to permission for working in Pakistan issued by Government of Pakistan.

D8.1.6 Recent international experience certificate from the operator / owner.

D8.1.7 Fee voucher/authorization.

D9. EXEMPTIONS:

D9.1 Experienced licence holders, from English speaking states, with recent international experience may be exempted from ATC phraseology oral test in English.

D9.2 Instructors, from English speaking states, with recent International experience, imparting type conversion training to Pakistani licence holders, on a temporary basis, may be exempted from validation examination, on a case to case basis.

D10. SECURITY CLEARANCE:

D10.1 The operator / owner shall ensure that the foreign licence-holder is security cleared by the concerned agencies/departments as per the Government regulations.

D10.2 The operator / owner shall ensure that the foreign licence-holder meets the Government requirements prescribed for foreigners working in Pakistan.

D11. VALIDITY:

D11.1 A validation certificate shall be issued for a period of 90 days.

D11.2 The validity of the authorization shall not extend beyond the period of the validity of licence. The authorization ceases to be valid if the licence upon which it was issued is revoked or suspended.

D11.3 When an authorization is issued for use in commercial air transport operations, the licensing authority shall confirm the validity of the other Contracting State's licence before issuing the authorization.

D12. RENEWAL OF VALIDATION CERTIFICATE:

D12.1 Validation certificate may be renewed in special circumstances subject to payment of CAA fee.

D13. FEE SCHEDULE:

D13.1 The fee schedule for Licensing actions and examination shall be given in Air Navigation Order ANO-021-XXLC-2.0.

D14. LIMITATIONS:

D14.1 The foreign licence holders operating with Pakistani AOC holders in Pakistan shall only be scheduled to fly on ATS routes.

E. EVIDENCES (ACRONYMS / RECORDS / REFERENCES):

E1. ACRONYMS:

ANO	AIR NAVIGATION ORDER
ATC	AIR TRAFFIC CONTROLLER
ATS	AIR TRAFFIC SERVICES
PCAA	PAKISTAN CIVIL AVIATION AUTHORITY
CARs	CIVIL AVIATION RULES
VAL	VALIDATION



E2. RECORDS:
E2.1 CAAF-501-XXLC-2.0

E3. REFERENCES:
E3.1 ANO 90.0005 (Issue II)
E3.2 ASC 3 (Validation examination)
E3.3 Civil Aviation Rules, 1994

IMPLEMENTATION:

This Air Navigation Order shall be implemented with effect from 20th May, 2011 and supersedes ANO 90.0005 (Issue II) and Licensing Circular (ASC-3/2003).

(RIAZ UL HAQ)
Air Vice Marshal
Director General,
Pakistan Civil Aviation Authority

Dated: May, 2011

(CAPT. S. AFTAB HUSAIN)

General Manager Licensing

Dated: May, 2011

File No. HQCAA/1710/03Lic

VALIDATION EXAMINATION (VAL-1)

1. The licenses / certificates of the foreign crew, including flight engineers/navigationers, operating foreign registered aircraft with Pakistani AOC holders shall be rendered valid subject to passing the validation examination (VAL-1) and verification of the documents from the issuing authority.
2. The licenses / certificates of the foreign crew, including flight engineers/navigationers, operating Pakistan registered aircraft shall be issued with a "Validation Certificate" subject to passing the validation examination (VAL-1), verification of the documents from the issuing authority and any other requirement considered necessary by CAA.
3. The Val-1 examination shall comprise the following tests:
 - 3.1. Written examination of Civil Aviation Rules (CARs, 94), Flight Rules & Procedures, AIP-Pakistan, Jeppesen.
 - 3.2. Practical test (oral) on ATC Radio phraseology in English (if pilot obtaining validation is not a native of English speaking country)
4. The written examination of Civil Aviation Rules shall consist of a maximum of 50 multiple-choice questions with 70% pass marks. Allocated time shall be 01:30 Hours.
5. The practical skill test (oral) on ATC phraseology in English shall comprise a maximum of 15 simulated air traffic situations and conducted by a qualified Air Traffic Controller / Designated Examiner. The applicant shall be required to display an acceptable level of radio communication in English to pass the test. Allocated time for test shall be 00:30 minutes.
6. The validation exam shall be conducted at the Licensing Office Karachi. Application for validation examination shall be submitted along with the requisite fee voucher / authorization, at least two days in advance.
7. With prior approval of the DG CAA, validation examination may be conducted at the State of Registry of aircraft or at any other location, at the Operator/Owner expense. The examination / licensing team would consist of two members.
8. Operators are advised to accept the foreign crew for their operation, which has an acceptable standard of English language.

SYLLABUS FOR WRITTEN EXAMINATION OF CIVIL AVIATION RULES

9. The syllabus for Civil Aviation Rules shall comprise the following rules:

PART VIII - AERODROMES, FACILITIES AND SERVICES

Section 1: Aerodromes and Facilities: Rules No. 60 to 65.

Section 2: Air Traffic Services: Rules No. 66 to 67.

Section 3: Safeguarding at Aerodromes: Rules No. 68 to 71.

Section 4: Power to prevent an aircraft flying & to move an aircraft: Rules No. 72 to 73.

Section 5: Meteorological Services: Rules No. 74 to 75.

Section 6: Search and Rescue Service: Rules No. 76 to 79.

Section 7: Fire Fighting and rescue services: Rules No. 80 to 83.

Section 8: Aeronautical Mobile Radio Service: Rule No. 84.

Section 9: Ground Operations with Aircraft: Rules No. 85 to 90.

Section 10: Conduct of Persons at an Aerodrome: Rules No. 91 to 110.

PART IX-CONDUCT OF PERSONS ON BOARD AN AIRCRAFT

Rules No. 111 to 118.

PART X - RULES OF TUE AIR

Section 1: General Rules: Rules No. 119 to 150.

Section 2: Application of Visual Flight Rules: Rules No. 151 to 162.

Section 4: Flight Plan and Communication Requirements: Rules No. 163 to 174.

PART XII - COMMERCIAL FLIGHT OPERATIONS

Section 1: Applicability: Rule No. 215.

Section 2: Flight Preparation: Rules No. 216 to 218.

Section 3: Responsibilities of a Pilot-in Command: Rules No. 219 to 231.

Section 4: General Requirements: Rules No. 232 to 240.

PART XIII - AIRCRAFT REQUIREMENTS

Section I: Aircraft Loading and Performance Operating Limitation: Rules No. 241 to 242.

Section 2: Aircraft Instruments and Equipment: Rules No.243 to 253.

SYLLABUS FOR ATC PHRASEOLOGY ORAL TEST IN ENGLISH

1. General radio phraseology
2. Radio phraseology for aerodrome control
3. Radio phraseology for approach control
4. Radio phraseology for area control
5. General radar phraseology

Note: *Guidance material: Manual of Radiotelephony (ICAO Document 9432-AN/925)*

CONDUCT OF ORAL ATC PHRASEOLOGY TEST

6. Actual air traffic situations will be simulated and radio calls will be given. The applicant will be required to respond back. A few sample simulated situations are given below:
 - 6.1. Start up clearance.
 - 6.2. Taxi instructions.
 - 6.3. ATC clearance.
 - 6.4. A change in departure route and height.
 - 6.5. Essential traffic information.
 - 6.6. A change of route directions from ATC.
 - 6.7. Arrival clearance.
 - 6.8. Radar control calls.
 - 6.9. Missed approach directions from ATC.
 - 6.10. Taxi in and parking instructions.