

CIVIL AVIATION AUTHORITY PAKISTAN

**AIR NAVIGATION ORDER
NO: 90.0001
ISSUE: ONE**

**GENERAL LICENSING PROCEDURES
(PERSONNEL LICENSING)**

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1. AUTHORITY

- 1.1. This Air Navigation Order (ANO) is issued by the Director General, Civil Aviation Authority in pursuance of the powers vested in him under Rules 4 and Rule 360 of the Civil Aviation Rules, 1994 (CARs'94).

2. SCOPE

- 2.1. This ANO relates to the rules concerning Personnel Licensing policy and Licensing Procedures for licensing issued under Parts V, VII and XIX of CARs'94 and ICAO Annex 1.
- 2.2. All Flight Crew, wishing to be licenced or Certificated or who are already licenced or Certificated shall comply with the instructions contained in this ANO and all relevant ANOs, Air Safety Circulars (Lic) and Personnel Licensing Manual (PLM).
- 2.3. All Flight Operations Officers wishing to be licensed or Certificated or who are already licenced or Certificated shall comply with the instructions contained in this ANO and all relevant ANOs, Air safety Circulars (Lic) and PLM.
- 2.4. All Aircraft Maintenance Engineer's wishing to be licensed (LWTR) or Certificated or who are already licenced or Certificated shall also comply with the instructions contained in this ANO, relevant ANOs, Air Safety Circulars (Lic), Air worthiness Notices and PLM.
- 2.5. All Air Traffic Controllers wishing to be licensed or Certificated or who are already licenced or Certificated shall comply with the instructions contained in this ANO, and relevant ANOs, Air Safety Circulars (Lic), Manual of Air Traffic Services and PLM.
- 2.6. All persons wishing to be Certificated or who are already Certificated from abroad for recreational activities on Ultra light Vehicles, Sport Aircraft, Hang Gliders, Experimental Aircraft and Powered Parachutes shall comply with the instructions contained in this ANO and the relevant ANOs
- 2.7. All persons holding Competency Certificate - Cabin or intend to hold Competency Certificate (Cabin Attendant) shall comply with the instructions contained in this ANO and relevant ANO.

3. EFFECTIVE DATE

- 3.1. This ANO shall come into force with immediate effect.

4. **LICENSING POLICY**

- 4.1. Conform to the Chicago Convention.
- 4.2. Conform to the Annex 1.
- 4.3. Adhere to Annex 1 Standards and Recommended Practices.
- 4.4. Closely adhere to the ICAO guidance material.
- 4.5. Closely adhere to the relevant ICAO safety related practices.
- 4.6. Validation Certificates will be issued based on foreign Licences in exceptional circumstances based on the national need, on a case to case basis subject to meeting additional requirements; and with limitations as considered necessary.
- 4.7. Restricted Licences will be issued upto CPL on the basis of a Foreign Licence in exceptional circumstances. The Restriction, as a minimum, will contain a clause that the holder can exercise the privileges of his/her Licence when accompanied by an Instructor.
- 4.8. Foreign flying hours will be accepted when duly verified by the Civil Aviation Authority of the concerned State. Military experience will be accepted when duly verified by the service or concerned department. The Licences/Certificates will be issued subject to the applicant having met the required examination, skill and medical checks requirements as outlined in the Air Navigation Orders, Air Safety Circulars (Lic) and Personnel Licensing Manual.
- 4.9. Licenses of crew of foreign registered wet leased aircraft operating with Pakistani AOC holders will be rendered valid subject to terms agreed in 'Transfer Agreement' between the State of Registry and State of Operator.

5. **LICENSING PROCESS.**

- 5.1. The general Licensing process shall be as under:
 - 5.1.1. Prescribed eligibility criteria is met.
 - 5.1.2. Aviation Training Centre is approved in accordance with prescribed criteria.
 - 5.1.3. Training program and syllabus are approved.
 - 5.1.4. Instructors, supervisors meet prescribed criteria.
 - 5.1.5. Training device meets the prescribed criteria.
 - 5.1.6. Check Person meets the prescribed criteria.
 - 5.1.7. Applicant has the prescribed medical class.
 - 5.1.8. Prescribed ground training program completed.
 - 5.1.9. Prescribed flying training, if applicable, completed.
 - 5.1.10. Prescribed On Job training, if applicable, completed.

- 5.1.11. Prescribed experience, if applicable, completed.
- 5.1.12. Passed CAA Examinations.
- 5.1.13. Passed CAA Skill tests.
- 5.1.14. Passed CAA oral test, if applicable or considered necessary by Licensing Authority.
- 5.1.15. Paid all CAA dues.

6. **INTERNAL DOCUMENTS**

- 6.1. Civil Aviation Rules
- 6.2. Civil Aviation Regulations.
- 6.3. Air Navigation Orders.
- 6.4. Air Safety Circulars (LIC).
- 6.5. Airworthiness Notices.
- 6.6. Manual of Air Traffic Services.
- 6.7. Personal Licensing Manual (PLM)
- 6.8. Aeronautical Information Publication (AIP)
- 6.9. QMS-QM-01 (ISO 9001)
- 6.10. Operators Documents
- 6.11. Any other Instructions issued by the Licensing Authority.

7. **EXTERNAL DOCUMENTS**

- 7.1. ICAO Annex 1 and related Documents.
- 7.2. ICAO Annex 2.
- 7.3. ICAO Annex 10.
- 7.4. ICAO Annex 18.

8. **DIFFERENCES WITH ICAO**

- 8.1 As filed with ICAO.

9. **DEFINITIONS.**

- 9.1. Unless otherwise specified in the relevant ANO, when the following terms are used in this ANO, they have the following meanings:
 - 9.1.1. **"Authority"** means the Civil Aviation Authority established under section 3 of Civil Aviation Authority Ordinance 1982.
 - 9.1.2. **"Accredited Medical Conclusion"** means the conclusion reached by one or more medical experts acceptable to the Licensing Authority for the purposes of the case concerned, in consultation with operations or other experts as necessary.

- 9.1.3. **"Aeroplane"** means 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;
- 9.1.4. **"Aerial Work Aircraft"** means an aircraft engaged in aerial work operations.
- 9.1.5. **"Aeronautical Experience"** means experience gained during flight time as a member of an operating crew of an aircraft and experience gained during simulated flight as a member of the operating crew of an approved Synthetic Flight Trainer.
- 9.1.6. **"Aerial Work "** means flight operation in which an aircraft is used for specialized services such as agriculture, construction, photography, surveying, observation, patrol, search and rescue, and aerial advertisement etc.
- 9.1.7. **"Aircraft - Category"** Classification of aircraft according to specified basic characteristics, e.g., aeroplane, helicopter, glider, free balloon etc.
- 9.1.8. **"Aircraft - Certificated for Single-Pilot Operation"** A type of aircraft which the State of Registry has determined, during the certification process, that can be operated safely with a minimum crew of one pilot.
- 9.1.9. **"Aircraft - Similar type of"** All aircraft of the same basic design including modifications thereto except those modifications, which result in a change in handling or flight characteristics.
- 9.1.10. **"Airworthiness Notices "** means Notices issued by the Competent Authority, under CARs'94.
- 9.1.11. **"Air Navigation Order"** means order issued by the Director General, Civil Aviation Authority under CARs'94.
- 9.1.12. **Air Safety Circulars** mean Circulars issued by the Director General Civil Aviation Authority or authorized person under Rule 4 of CARs 94.
- 9.1.13. **"Agricultural Operations"** means the broadcasting of chemicals, seeds, fertilizers and other substances an aircraft for agricultural purposes, including purposes of pest and disease control.
- 9.1.14. **"Approved by the Authority"** means approved by the Director General, Civil Aviation Authority or his/her delegated representative.
- 9.1.15. **"Approved Person"** means a person approved in writing by an authorized person as a Designated Examiner / Instructor.
- 9.1.16. **"Approved Training program"** means a training program established by an Operator under Rule 193 of CARs 94 and approved by the Competent Authority.

- 9.1.17. **"Approved Flight Simulator"** means an approved Synthetic Flight Trainer.
- 9.1.18. **"Asymmetric Flight"** means flight of a multi-engine aeroplane, other than a Centre-line thrust aeroplane, with one or more of its engines inoperative.
- 9.1.19. **"Authorised Person"** Authorised Person is an approved person.
- 9.1.20. **"Authorized Medical Examiner"** means an approved Doctor, qualified in Aviation Medicine, who may conduct medical examinations for issue and renewal of Medical Assessments of any class for grant of a licence or Certificate specified in this ANO.
- 9.1.21. **"Aviation Training Centre"** Aviation Training Centre is a training centre approved by the Licensing Authority; and whose training is acceptable to the Licensing Authority for the purposes of issue, renewal and revalidation of a Licence, Certificate, Rating or an Endorsement.
- 9.1.22. **"CAA Flight Inspector"** means a person employed by the Authority as a Flight Inspector.
- 9.1.23. **"Category of Aircraft"** see Aircraft – category
- 9.1.24. **"Certificate"** means a Certificate issued to a person under the CARs 94 or under Air Navigation Orders.
- 9.1.25. **"Charter Operations"** means flight operations in which an aircraft is used for the carriage of passengers or cargo for hire or reward; and any reference to **"charter"** has a corresponding meaning:
- 9.1.25.1. to and from any place but not in accordance with fixed schedules to and from fixed terminals; or
- 9.1.25.2. in accordance with fixed schedules to and from fixed terminals in circumstances in which the accommodation in the aircraft is not available for use by members of the public;
- 9.1.26. **"Check Pilot"** means Designated Check Pilot,
- 9.1.27. **"Competent Authority"** means the Director General, Civil Aviation Authority (DG CAA) or an authorized person.
- 9.1.28. **"Co-Pilot (P-2)"** means 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.
- 9.1.29. **"Cross Country"** means flight for the purpose of either visual or radio navigation. This may constitute either a single leg to a destination other than the point of departure, or a number of sectors terminating at either the point of departure or another destination.

- 9.1.30. **"Designated Check Pilot (DCP) "** means a Pilot, who may conduct tests and checks on behalf of the Licensing Authority. His/her privileges may include those of a Designated Training Pilot or Instructor.
- 9.1.31. **"Designated Check Flight Engineer (DCFE)"** means a Flight Engineer, who may conduct tests and checks on behalf of the Licensing Authority. His/her privileges may include those of a Designated Training Flight Engineer or Instructor.
- 9.1.32. **"Designated Check Air Traffic Controller (DCATCO)"** means an approved Air Traffic Controller, who may conduct tests and checks on behalf of the Licensing Authority. His/her privileges may include those of an OJT Instructor.
- 9.1.33. **"Designated Check Cabin Attendant (DCCCA)"** means an approved Cabin Attendant, who may conduct tests and checks on behalf of the Licensing Authority. His/her privileges may include those of an Instructor.
- 9.1.34. **"Designated Examiner (DE)"** means an approved person.
- 9.1.35. **"Designated Training Pilot (DTP)"** means a pilot approved by the Licensing Authority to conduct training, including endorsement training, for particular categories and types of aircraft.
- 9.1.36. **"Designated Training Flight Engineer"** means a Flight Engineer approved by the Licensing Authority to conduct training including endorsement training, for particular categories and types of aircraft.
- 9.1.37. **"Dual Controls"** means an arrangement of ground, flight and engine controls such that either pilot can operate the aircraft in a normal or conventional manner during ground and flight operations. Notwithstanding the foregoing, nose wheel steering is excepted where an aircraft is designed to have nosed wheel steering operated only from the left seat.
- 9.1.38. **"Dual Flight Instruction Time (P-3)"** means flight time during which a pilot is receiving flight instruction from a properly authorized or rated flight Instructor pilot on board a dual control aircraft.
- 9.1.39. **"Dual Instrument Flight Instruction Time (P-3)"** means time during which a pilot is piloting an aircraft solely by reference to instruments under instruction from a properly authorized or Rated Flight Instructor Pilot.
- 9.1.40. **"Experimental Aircraft"** mean an uncertified flying machine.
- 9.1.41. **"Evaluation Flight"** means flight conducted to evaluate the performance and proficiency level of a person as appropriate to the licence or rating applied for.
- 9.1.42. **"Examination"** means written test of theoretical knowledge.

- 9.1.43. **"Flight Check"** means a test of theoretical and practical Knowledge and Skill.
- 9.1.44. **"Flight Plan"** means specified information provided to air traffic services units, relative to an intended flight or portion of a flight of an aircraft.
- 9.1.45. **"Flight Test"** means flight check.
- 9.1.46. **"Flight Time"** means the total time from the moment an aircraft first moves under its own power for the purpose of taking off until the moment at which it comes to rest at the end of a flight.
- 9.1.47. **"FRTO" means Flight Radiotelephony Operator's Licence** either issued separately or has been endorsed on the Student Pilot Licence. In case of Private and higher category of Pilot's Licences; the privileges of this licence has been included in the main licence privileges.
- 9.1.48. **"Licensing Authority"** means the Authority established by the Director General, Civil Aviation Authority responsible for Licensing of personnel under the CARs 94. Licensing Authority is deemed to be responsible for:
- 9.1.48.1. assessment of an applicant's qualifications to hold a licence or rating;
 - 9.1.48.2. issue and endorsement of licences and ratings;
 - 9.1.48.3. designation and authorization of approved persons;
 - 9.1.48.4. approval of training courses;
 - 9.1.48.5. approval of the use of synthetic flight trainers and authorization for their use in gaining the experience or in demonstrating the skill required for the issue of a licence or rating;
 - 9.1.48.6. constitution and Approval of Medical Board,
 - 9.1.48.7. assessment and Approval of accredited medical conclusion, and
 - 9.1.48.8. Validation of licences issued by other Contracting States.
- 9.1.49. **"Lighter than Air Aircraft"** means an aircraft supported chiefly by its buoyancy in the air.
- 9.1.50. **"Glider Flight Time"** means 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.
- 9.1.51. **"Hang Glider"** means heavier-than-air vehicle "that is supported in flight by the dynamic reaction of the air against its lifting surfaces and whose free flight does not depend

principally on an engine. The device has a capacity for not more than two occupants.

- 9.1.52. **"Holder"** means the holder of a licence or certificate issued under CARs'94.
- 9.1.53. **"Instrument Rated Training Centre"** means a Trainer Centre that provides instrument training under a flying school licence and Air Operator Certificate issued under the Civil Aviation Rules' 94.
- 9.1.54. **"Instrument time"** means instrument flight time and instrument ground time.
- 9.1.55. **"Instrument Flight Time"** means time during which a person is piloting an aircraft solely by reference to instruments and without external reference points.
- 9.1.56. **"Instrument Ground Time"** means time during which a pilot is practicing on the ground simulated instrument flight in an approved Synthetic Flight Trainer.
- 9.1.57. **"Medical Assessment"** means the evidence issued by Licensing Authority that the holder meets specific requirements of medical fitness. It is issued following an evaluation by the Licensing Authority of the reports submitted by the authorized medical examiner(s) who conducted the examination of the applicant for the licence.
- 9.1.58. **"Miles"** means nautical miles.
- 9.1.59. **"Multi-pilot Operation Aircraft"** means an aircraft manufactured by the manufacturer for multi-pilot operation or certificated by the Competent Authority for multi-pilot operation in accordance of nature and type of operation or Regular Public Transport Operation.
- 9.1.60. **"Night"** means 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 under CARs'94.
- 9.1.61. **"Operational Flight Plan"** means specified information provided to a pilot in command relative to an intended flight or series of flights or portion of a flight from one destination to another destination.
- 9.1.62. **"Personal Licence"** means a licence issued to a person under CARs 94.
- 9.1.63. **"Personnel Licence Manual (PLM)"** A manual that provides information on requirements and issuance of personnel licences and certificates.
- 9.1.64. **"Personnel Licensing Office (PLO)"** means the office which implements the Personnel licensing policy of the CAA; and handles all matters dealing with Personnel Licensing.

- 9.1.65. **"Powered Parachute"** means a parachute that allows a person to take-off, restart-in-flight and lands the parachute under power. The Device:
- 9.1.65.1. has a capacity for not more than two occupants;
 - 9.1.65.2. has a gross weight not exceeding 470 pounds;
 - 9.1.65.3. Unless otherwise approved by the Competent Authority, has a stall speed not exceeding 25 KCAS.
- 9.1.66. **"Rated Flight Instructor"** means the holder of an Assistant Flight Instructor Rating or a Flight Instructor Rating endorsed on a current and valid pilot licence authorizing the holder to give practical flight instruction.
- 9.1.67. **"Rating"** means an authorization entered on or associated with a licence or certificate and forming part thereof, stating special conditions, privileges or limitations pertaining to such licence or certificate.
- 9.1.68. **"Recognized Flight Time"** means flight time that is:
- 9.1.68.1. in the case of flight time in an aeroplane – flown by the holder of an aeroplane pilot licence or a Student Pilot Licence as pilot-in-command or in dual flying; and
 - 9.1.68.2. in the case of flight time in a helicopter – flown by the holder of a helicopter pilot licence or a Student Pilot Licence as pilot-in-command or in dual flying; and
 - 9.1.68.3. in the case of flight time in a glider, power assisted glider or self-launching glider-flown by the holder of a Glider Pilot Licence or a Student Pilot Licence as pilot-in-command or in dual flying; and
 - 9.1.68.4. in case of flight time in a recreational vehicle – as specifically approved by the Authority, and
 - 9.1.68.5. Balloon time.
- 9.1.69. **"Registered Aeroplane"** means an aeroplane registered in Pakistan.
- 9.1.70. **"Registered Helicopter"** means a helicopter registered in Pakistan.
- 9.1.71. **"Solo Flight Time "** means flight time during which a student pilot is the sole occupant of an aircraft.
- 9.1.72. **"Synthetic Flight Trainer"** means any one of the following three type of an approved apparatus in which flight conditions are simulated on the ground:
- 9.1.73. **"A Flight Simulator"** which provides an accurate representation of the flight deck of a particular aircraft type 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;

- 9.1.74. **"A Flight Procedures Trainer**, which provides a realistic flight deck 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;
- 9.1.75. **"A basic Instrument Flight Trainer"** which is equipped with appropriate instruments, and which simulates the flight deck environment of an aircraft in flight in instrument flight conditions.
- 9.1.76. **"Sports Aeroplane"** means an amateur built vehicle that:
 - 9.1.76.1. has a capacity for not more than two occupants;
 - 9.1.76.2. has a gross weight not exceeding 1200 pounds;
 - 9.1.76.3. Unless otherwise approved by the Competent Authority, has a stall speed not exceeding 52 KCAS.
- 9.1.77. **"MNPS"** means Minimum Navigation Performance Specifications.
- 9.1.78. **"ETOPS"** means Extended Twin Engine Operation.
- 9.1.79. **"Ultra Light Vehicle"** means an aeronautical vehicle that:
 - 9.1.79.1. Weighs not more than 500 pounds empty weight, excluding fuel, floats and safety devices which are intended for deployment in a potentially catastrophic situation;
 - 9.1.79.2. Has a fuel capacity not exceeding 15 US gallons;
 - 9.1.79.3. Is not capable of more than 85 KCAS at full power in level flight; and,
 - 9.1.79.4. Unless otherwise approved by the Competent Authority, has a power-off stall speed not exceeding 45 KCAS.

10. **LICENCES, CERTIFICATES AND RATINGS**

10.1. The provisions in this ANO apply to the following:

10.1.1. **LICENCES FOR PILOTS**

- 10.1.1.1. Flight Radio Telephony Operator Licence (FROL).
- 10.1.1.2. Student Pilot License (SPL)
- 10.1.1.3. Private Pilot Licence – Aeroplane (PPL-A)
- 10.1.1.4. Private Pilot Licence – Helicopter (PPL-H)
- 10.1.1.5. Commercial Pilot Licence – Aeroplane (CPL-A)

- 10.1.1.6. Commercial Pilot Licence – Helicopter (CPL-H)
- 10.1.1.7. Airline Transport Pilot Licence – Aeroplane (ATPL-A)
- 10.1.1.8. Airline Transport Pilot License – Helicopter (ATPL-H)
- 10.1.1.9. Glider Pilot Licence (GPL)
- 10.1.1.10. Balloon Pilot Licence. (BPL)
- 10.1.2. **LICENCES FOR FLIGHT CREW OTHER THAN PILOTS**
 - 10.1.2.1. Student Flight Engineer Licence (SFEL)
 - 10.1.2.2. Flight Engineer Licence (FEL)
- 10.1.3. **LICENCES FOR PERSONNEL OTHER THAN FLIGHT CREW MEMBERS**
 - 10.1.3.1. Aircraft Maintenance Engineer Licence (Without Aircraft Type Rating (LWTR)
 - 10.1.3.2. Air Traffic Controller Licence (ATCL)
 - 10.1.3.3. Flight Operation Officer Licence (FOO)
- 10.1.4. **RATINGS - PILOTS**
 - 10.1.4.1. Aircraft Type Rating
 - 10.1.4.2. Assistant Flight Instructor Rating (AFI)
 - 10.1.4.3. Flight Instructor Rating Two (FI - Two)
 - 10.1.4.4. Flight Instructor Rating One (FI - One)
 - 10.1.4.5. Instrument Rating (IR)
 - 10.1.4.6. Agricultural Rating (AGR)
 - 10.1.4.7. Glider Instructor Rating (GIR)
 - 10.1.4.8. Tow Rating (TR)
- 10.1.5. **RATINGS - FLIGHT ENGINEERS**
 - 10.1.5.1. Aircraft Type rating
- 10.1.6. **RATINGS - FLIGHT OPERATIONS OFFICERS**
 - 10.1.6.1. Domestic
 - 10.1.6.2. International
 - 10.1.6.3. MNPS
 - 10.1.6.4. ETOPS
- 10.1.7. **RATINGS - AIR TRAFFIC CONTROLLERS**
 - 10.1.7.1. Aerodrome Control Rating (TWR).

- 10.1.7.2. Approach Control Rating (APP).
- 10.1.7.3. Approach Radar Control Rating (APP – RDR).
- 10.1.7.4. Approach Precision Radar Control Rating (APP-P-RDR).
- 10.1.7.5. Area Radar Control Rating (AREA-RDR).
- 10.1.7.6. Area Control Rating (AREA).

10.1.8. **CATEGORIES – AME-LWTR**

- 10.1.8.1. Category `A` : Airframe (Maintenance)
- 10.1.8.2. Category `C` : Engine (Maintenance)
- 10.1.8.3. Category `X` : Electrical, Instruments, Auto-pilot and compass
- 10.1.8.4. Category `R` : (Communication/Navigation & Radar) .
- 10.1.8.5. `Aerospace` (A & C)
- 10.1.8.6. `Avionics` (X & R)

10.1.9. **CERTIFICATE /CARD**

- 10.1.9.1. Competency Certificate - Cabin (CCC)
- 10.1.9.2. Recreational Competency Certificates (RCC)
- 10.1.9.3. Technician Registration Card (TRC)

10.1.10. **RATINGS ON RCC**

- 10.1.10.1. Ultra Light Vehicle (ULV)
- 10.1.10.2. Sports Aeroplane (SPORT)
- 10.1.10.3. Power Parachute (PP)
- 10.1.10.4. Hang Glider (HG)
- 10.1.10.5. Experimental Aircraft (EXP)
(Below 500Kg)

11. **FLIGHT RADIO TELEPHONY OPERATOR LICENCE (FRTO)**

- 11.1. A Flight Radio Telephony Operator Licence or Flight Radio Telephony Operator Rating (FRTO) shall be endorsed on a Student Pilot Licence and for higher category of Licence. FRTO privileges have been incorporated in the privileges of the Licence, where the knowledge and skill of an applicant has been established as satisfactory in the radiotelephony procedures and phraseology pertinent to the operation of the radiotelephone on board an aircraft.

12. **PROOF OF DATE OF BIRTH/NATIONALITY.**

- 12.1. When making an application for grant of a Licence or a Certificate, an applicant shall produce such evidence of date of birth and nationality

as required by the Licensing Authority. These requirements are specified in the Personnel Licensing Manual (PLM).

13. **TYPES AND CATEGORIES OF AIRCRAFT FOR WHICH A LICENCE IS VALID.**
 - 13.1. A Personal Licence or Certificate shall be valid only for the type(s) and categories of aircraft, for which the holder of the licence has produced satisfactory evidence of his/her ability to fly.
 - 13.2. For other than Student Pilot Licence (SPL), the category of aircraft for which a licence or certificate is valid shall be included in the title of the licence.
 - 13.3. For other than SPL, the type(s) of aircraft for which a licence or certificate is valid shall be specified by endorsement on the licence.
 - 13.4. Type(s) within a particular category of aircraft may only be endorsed on a licence or Certificate of that category.
 - 13.5. The holder of a personnel licence endorsed with a particular type(s) of aircraft may apply to have any other class & category of aircraft licence or Certificate.
14. **AIRCRAFT TYPE RATING.**
 - 14.1. Each type of aircraft shall be endorsed in Group I (P-1) or Group II (P-2) of a Pilot Licence.
 - 14.2. Where the Licensing Authority considers appropriate, it may endorse a group of aircraft of similar characteristic on the pilot licence.
15. **AIRCRAFT TYPE ENDORSEMENTS - GENERAL**
 - 15.1. The holder of a group 1 endorsement is not authorized to act as a pilot-in-command of an aircraft to which the endorsement is applicable on any flight unless he/she is familiar with the:
 - 15.1.1. Systems of the aircraft,
 - 15.1.2. normal and emergency flight maneuvers,
 - 15.1.3. flight planning procedures,
 - 15.1.4. weight and balance requirements,
 - 15.1.5. interpretation and practical application of take-off,
 - 15.1.6. landing performance charts, of the aircraft to be flown, and
 - 15.1.7. Has sufficient recent experience or training on the aircraft type, or a comparable aircraft type, to safely complete the proposed flight.
 - 15.2. The owner and/or operator of the aircraft shall ensure that the pilot complies with the requirements set out in paragraph 15.1 before commencing any flight.
 - 15.3. **LIMITATIONS**

- 15.3.1. Unless otherwise approved by the Licensing Authority, pilots or a Flight engineer engaged in Regular Public Transport Operations and Charter operations shall be assigned to pilot on one aircraft type only.

16. **EXAMINATIONS AND TESTS**

- 16.1. All written examinations, flight/skill or oral tests for demonstration of knowledge and/or skill shall be conducted at such times and places and in a manner determined by the Licensing Authority.

17. **CONDUCT OF EXAMINATION**

- 17.1. The Licensing Authority may direct an applicant for any additional examinations and tests (written or oral), in addition to the examination and tests prescribed in the relevant ANOs and Air safety Circulars; if the Authority is not satisfied with the result of an applicant.
- 17.2. An applicant shall abide by all the rules; instructions contained in CARs, ANOs, Air Safety Circulars, PLM, application forms and Instructions issued by the Licensing Authority from time to time.
- 17.3. An applicant shall not make either orally or in writing a Statement that is false or misleading, during an application, for an examination or grant of Licence, Certificate and Rating.
- 17.4. A person, who contravenes or fails to comply with any provision of the rules or instructions therein or displays an unsatisfactory conduct in the examination center, including infringement of examination instructions; is guilty of an offence.
- 17.5. Such person shall be liable for disqualification from examination papers including papers already cleared. The Competent Authority may also debar him from examination/test for six months or less as deemed appropriate. For a similar second offence, he/she may be disqualified permanently for any CAA Licence and Certificate examinations or tests.

18. **EXEMPTIONS**

- 18.1. The Licensing may grant credits from theory examination, ground training, flying and experience to qualified and experienced personnel from Armed Forces or from Contracting States based on documentary evidence and verification.
- 18.2. The granting of credits or reductions in respect of any requirement shall be on a case to case basis. The Licensing may refuse to grant any credit if it deems appropriate.

19. **RECOGNITION OF FOREIGN LICENCES / CERTIFICATE / RATINGS**

- 19.1. Licence issued by non-Contracting State shall not be recognized.
- 19.2. The Licensing Authority may issue an unrestricted Licence on the basis of the foreign Licence, in exceptional circumstances, in the national interest, where issuance of a Pakistani Licence or Certificate is neither required nor considered necessary. Restricted Licence, one

category lower, upto a maximum of CPL may be issued with Restriction to fly with a Pakistani Rated Instructor.

20. **VALIDATION OF A FOREIGN LICENCES**

20.1. A foreign licence holder, who does not have a continued requirement to hold a Pakistan licence and is required to fly or maintain a Pakistan Registered aircraft, may be issued with a Validation Certificate in the prescribed manner.

20.2. **RENDERING FROEIGN LICENCE VALID**

20.2.1. A foreign licence may be rendered Valid, in the prescribed manner, where the holder is to operate/maintain foreign registered aircraft with a Pakistani AOC holder.

21. **POSSESSION AND PRODUCTION OF LICENCES/CERTIFICATES**

21.1. The operating crew of an aircraft, Flight Operation Officers, Air Traffic Controllers, Aircraft Maintenance Engineers and holders of Competency Certificates are required to be in possession of the Licence or Certificate while on duty, except where the licence is with the Licensing office for a licensing action. In such cases, where Licence or Certificate is with the Licensing office, the Licence or Certificate holder is to carry a photocopy of the document duly certified by an approved person.

21.2. A Licence or Certificate holder while on duty is required to produce his/her licence or Certificate, for inspection to a CAA Inspector, Licensing Official or to an Authorized Person, on demand.

22. **APPROVAL PROCESS - GENERAL**

22.1. A Licence, Certificate or a Rating shall be issued subject to the applicant having met the following conditions:

22.1.1. Aviation Training Centre was approved.

22.1.2. Ground Training Syllabus was approved.

22.1.3. Flying Training Syllabus was approved.

22.1.4. On Job Training Syllabus was approved.

22.1.5. Training Device was approved.

22.1.6. Training Supervisor/Instructor was approved.

22.2. At least one monitoring Audit of the Aviation Training Centre shall be conducted annually by Licensing Office to keep the approval status valid.

22.3. The approvals shall be granted on prescribed Forms (CAAF-618) and the Licensing office shall maintain a record of the approval process and Approval Certificates.

23. **APPROVED PERSONS**

- 23.1. Under mentioned persons shall be accorded approval before they can exercise the privileges on behalf of the Licensing Authority:
 - 23.1.1. Head of an Aviation Training Centre.
 - 23.1.2. Chief Flying Instructor (CFI).
 - 23.1.3. Chief Ground Instructor (CGI).
 - 23.1.4. Designated Check Pilot. (DCP)
 - 23.1.5. Designated Check Flight engineer (DCFE)
 - 23.1.6. Designated Check Air Traffic Controller (DCATCO)
 - 23.1.7. Designated Check Cabin Attendant (DCCA)
 - 23.1.8. Designated Examiner (DE)
 - 23.1.9. Designated/approved person

24. **APPROVED TRAINING PROGRAM/TRG. DEVICE**

- 24.1. Under mentioned training Program, Document or Device shall be accorded approval by Licensing Authority before being utilized for the conduct of training :
 - 24.1.1. Training Manual
 - 24.1.2. Training Program.
 - 24.1.3. Training Syllabus
 - 24.1.4. Flight Simulator
 - 24.1.5. Flight Procedures Trainer
 - 24.1.6. Basic Instrument Flight Trainer
 - 24.1.7. ATC Aerodrome Simulator
 - 24.1.8. ATC Procedures Simulator
 - 24.1.9. ATC Radar Simulator

25. **APPROVED AVIATION TRAINING CENTRES**

- 25.1. Under mentioned training Centres shall be accorded approval by Licensing Authority before commencing the training:
 - 25.1.1. Ground Training Centre.(All Categories)
 - 25.1.2. Flying Training Centre
 - 25.1.3. ATCO Training Centre
 - 25.1.4. ATCO OJT Training Centre
 - 25.1.5. Cabin Attendant Training Centre
 - 25.1.6. AME-LWTR OJT Centre.
 - 25.1.7. FOO OJT Training Centre

26. **MEDICAL REQUIREMENTS**

26.1. The medical requirements for the issuance of different licences and certificates are given in the following paragraphs.

27. **CLASSES OF MEDICAL ASSESSMENT**

27.1. Three classes of Medical Assessment are as follows:

27.1.1. Class 1 Medical Assessment

27.1.2. Class 2 Medical Assessment

27.1.3. Class 3 Medical Assessment

27.2. Class 1 Medical Assessment shall be applicable to:

27.2.1. Airline Transport Pilot's Licence (Aeroplane and Helicopter)

27.2.2. Commercial Pilot Licence (Aeroplane and Helicopter)

27.2.3. Flight Engineer's Licence

27.3. Class 2 Medical Assessment

27.3.1. Private Pilot's Licence (Aeroplane and Helicopter)

27.3.2. Glider Pilot 's Licence

27.3.3. Free Balloon Pilot's Licence.

27.3.4. Competency Certificate (Cabin Attendant)

27.4. Class 3 Medical Assessment

27.4.1. Air Traffic Controllers Licence

27.4.2. Recreational Competency Certificate

27.5. The medical fitness for the TRC and AME-LWTR shall be as prescribed in the relevant Air Navigation Order for the AME-LWTR.

28. **APPLICATIONS**

28.1. **Issue:** An applicant for the initial issue of a licence, Certificate or rating shall submit a duly completed application form to the Licencing Office. The application shall be accompanied with the required evidence that the applicant has met all the requirements.

28.2. **Renewal:** Before the date of expiry of a validity period, an applicant shall submit a duly completed application form to the Licencing Office. The application form shall be accompanied with required evidence that the applicant has met all the renewal requirements.

Note: A renewal application is to be submitted to be received by the Licencing Office by the 15th of the month of expiry.

29. **EXERCISING PRIVILEGES OF A LOWER PILOT LICENCE**

29.1. A pilot may exercises the privileges of the lower licence if his/her higher licence stands expired provided he/she has a valid medical

fitness certificate of an appropriate class and recent experience. He/she may exercise this authority for the remaining period of validity of his/her lower licence. For example, if an ATPL of a pilot is lapsed, he/she may exercise the privileges of his/her CPL and PPL for a period of 6 and 18 months respectively. Similarly, a holder of a lapsed Private Pilot Licence or above may exercise the privileges of a Student Pilot Licence provided his/her medical assessment is valid.

30. **REVALIDATION OF LAPSED LICENCE OR RATING**

30.1. Where the validity of a licence or Certificate has not been renewed by the date of expiry, the validity shall stand lapsed. To restore the validity of the lapsed licence or Certificate, holder shall meet the revalidation requirements as specified in the Air Navigation Orders.

31. **VARIATION, SUSPENSION AND CANCELLATION**

31.1. Any person who makes a false or misleading statement in his/her logbook or any other documents submitted to the Licencing Authority is guilty of an offence. He/she is liable to be penalized under CARs'.

31.2. Licences, Certificates, Ratings and Endorsements may be varied, suspended or cancelled in accordance with CARs, Air Navigation Orders and Air Safety Circulars (Lic).

32. **SPECIFICATION OF THE LICENCES/CERTIFICATES**

- 32.1. A Personal Licence shall, as a minimum, carry the following details;
- I. Name of the 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 Authority;
 - IV. Name of holder in full (in roman alphabet);
 - IV a) Date of birth;
 - b) Place 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. Rating, e.g. category, class, type of aircraft, airframe, aerodrome control, etc.;

XIII. Remarks, i.e. special endorsements relating to limitations and endorsements for privileges;

XIV. Any other details desired by the Licensing Authority.

32.2. **COLOURS OF THE PERSONNEL LICENCES**

32.2.1.	Private Pilot – Aeroplane	Light Brown
32.2.2.	Commercial Pilot – Aeroplane	Light Blue
32.2.3.	Airline Transport Pilot – Aeroplane	Dark Green
32.2.4.	Private Pilot – Helicopter	Light Grey
32.2.5.	Commercial Pilot – Helicopter	Dark Grey.
32.2.6.	Airline Transport Pilot – Helicopter	Two dark Gray Stripes on White Background
32.2.7.	Glider Pilot	Pink
32.2.8.	Free Balloon Pilot	Violet.
32.2.9.	Air Traffic Controller	yellow
32.2.10.	Flight Engineer	Brown
32.2.11.	Flight Operation Officer	Light Green
32.2.12.	Aircraft Maintenance Engineer	Maroon
32.2.13.	Recreational Competency Certificate	Blue
32.2.14.	Competency Certificate Cabin	Dark Blue

32.3. **VALIDITY OF THE LICENCE/CERTIFICATE**

32.3.1. The Licence/Certificate shall remain valid for the period as specified in the relevant Air Navigation Orders, unless revoked, varied, suspended or cancelled by the Competent Authority.

33. **CANCELLATION OF ANO NO. 91.0006 (ISSUE TWO).**

33.1. With enforcement of this ANO, ANO-91.0006 (Issue-TWO) stands cancelled.

Date 19th April, 2002

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(ALIUDDIN)
Air Marshal (Retd)
Director General
Civil Aviation Authority