

ADVISORY CIRCULAR

No. : AC - 28 – 033
(**Amendment -1**)
Date : **22 March 2017**

A. SUBJECT:

Flight Crew Licensing and Training Section Implementation Procedures.

B. PURPOSE:

This Advisory Circular (AC) details the Flight Crew Licensing and Training Section Implementation Procedures.

C. STATUS:

This is **Amendment 1** to AC - 28 – 033 issued on 02 June 2013. This amendment is **dated 22 March 2017**. It will remain current until withdrawn or superseded.

D. CONTENTS:

- 1.0 General.
- 2.0 Flight Crew Licensing Implementation Procedures.
- 3.0 Flight Crew Aviation Training Organization (ATO) Implementation Procedures.
- 4.0 English Language Proficiency Assessment Centers (ELPACs) Implementation Procedures.
- 5.0 Flight Synthetic Training Devices (FSTD) Implementation Procedures.
- 6.0 Exemptions.(**under the CEO order 1-2013**).
- 7.0 Appeals. .(**under the CEO order 1-2013**).

E. REFERENCES:

The following documents were used as reference material:

- JCAR FCL 1.
- JCAR FCL 2.
- JCAR FSTD A.



- AC - 28 - 012. Ground Instructors and Examiners Authorizations(replaced by AC- 28-04-006Theoretical Knowledge Instructor's Authorization).
- AC - 28 - 013. Cabin Crew Safety Training(cancelled).
- AC - 28 - 014. Flight Dispatcher Training(replaced by AC- 28- 04-007)
- AC - 28 - 015. Dangerous Goods Training (cancelled).
- AC - 28 - 016 - Theoretical Knowledge Examinations Rules and Procedures(replaced by AC- 28 -04-008Theoretical Knowledge Examinations Rules and Procedures).
- AC - 28 - 017. Foreign ICAO Flight Crew Licenses Conversion(replaced by AC-28-04-003 ICAO contracting states Flight Crew License Conversion&AC-28 -04-002 ICAO contracting states Flight Crew License Validation).
- AC - 28 - 018. CARC Flight Crew License Issue for Jordan Armed Forces(replaced by AC-28 - 04 – 004CARC Flight Crew License Issuance/ re - issuance for Jordan Armed Forces).
- AC - 28 - 020. Foreign Aviation Training Organization Approval (ATO) Approval for License and Rating Issue(replaced by AC - 28 - 04-005Foreign Aviation Training Organization Approval (ATO), approval for License and Rating Issuance).

**- FLIGHT CREW AVIATION TRAINING ORGANIZATION
IMPLEMENTATION PROCEDURES**

1.0 General.

This Advisory Circular provides the Flight Crew and Flight Crew Aviation Training Organization with means to facilitate the JCAR FCL, JCAR FSTD A and flight crew aviation training organization advisory circulars implementations by utilizing hyperlink.

2.0 Flight Crew Licensing (FCL) Implementation Procedures.

2.1 Licenses.

2.1.1 Licenses Issuance .

- (a) **Licenses issuance Requirements.** Refer to:



- (1) **Student Pilot License (SPL).** JCAR FCL 1 Flight Crew License (A) - Subpart- B Student Pilot (Airplane).
 - (2) **Private Pilot License (PPL).** JCAR FCL 1 Flight Crew License (A) Subpart- C Private Pilot License (Airplane) - PPL (A).
 - (3) **Commercial Pilot License (CPL).** JCAR FCL 1 Flight Crew License (A) - Subpart- D Commercial Pilot License (Airplane) - CPL (A).
 - (4) **Multi Pilot License (MPL).** JCAR FCL 1 Flight Crew License (A) - Subpart - K Multi-Crew Pilot License (Airplane) - MPL (A).
 - (5) **Airline Transport Pilot License (ATPL).** JCAR FCL 1 Flight Crew License (A) - Subpart- G Airline Transport Pilot License (Airplane) - ATPL (A).
 - (6) **Flight Engineer License (FE).** JCAR FCL 4 Flight Engineer (A).
 - (7) **Flight Dispatcher License.** AC - 28 - 014 - Flight Dispatcher Training ([replaced by AC- 28- 04-007](#))
- (b) **Licenses Issuance Procedures.** Refer to CARC Form - 28 -:
- (1) 4001 - Student Pilot License (SPL) Issuance Application Form.
 - (2) 4002 - Private Pilot License (PPL) Issuance Application Form.
 - (3) 4003 - Commercial Pilot License (CPL) - Modular Course Issuance Application Form.
 - (4) 4004 - Commercial Pilot License (CPL) - Integrated Course Issuance Application Form.
 - (5) 4005 - Commercial Pilot License (CPL/IR) - Integrated Course Issuance Application Form.
 - (6) 4006 - Commercial Pilot License (CPL/IR) - ATP Integrated Course Issuance Application Form.
 - (7) 4007 - Multi Pilot License (MPL) Issuance Application Form.



- (8) 4008 - Air Transport Pilot License (ATPL) Issuance Application Form (Pilot In Command).
- (9) 4009 - Air Transport Pilot License (ATPL) Issuance Application Form (Co pilot only).
- (10) 4010 - Flight Engineer License (FE) Issuance Application Form.
- (11) 4011 - Flight Dispatcher License Issuance Application Form.

2.1.2 Licenses Re-issue Procedures. Refer to CARC Form - 28 -:

- (a) 4012 - Flight Crew License (FCL) Re-issuance Application Form.
- (b) 4013 - Flight Dispatcher License Re-issuance Application Form

2.1.3 Licenses Replacement Procedures. Refer to CARC Form - 28 -:

- (a) 4014 - Flight Crew License (FCL) Replacement Application Form.
- (b) 4015 - Flight Dispatcher License Replacement Application Form.

2.1.4 License Validation.

(a) Licenses Validation Requirements. Refer to:

- (1) JCAR FCL 1 Flight Crew License (A) - Subpart - A General Requirements - FCL 1.015 Acceptance of License, Ratings, Authorization, Approvals or Certificates.
- (2) AC - 28 - 014. Flight Dispatcher Training(replaced by AC- 28- 04-002).

(b) Licenses Validation Issuance Procedures. Refer to CARC Form - 28 -:

- (1) 4017 - Foreign Commercial Pilot License (CPL) Validation Issuance Application Form.
- (2) 4018 - Foreign Commercial Pilot License (CPL/IR) Single Pilot Airplane Validation Issuance Application Form.
- (3) 4019 - Foreign Multi Pilot License (MPL) & Commercial Pilot License (CPL/IR) with ATPL Theoretical Knowledge Validation Issuance Application Form.



- (4) 4020 - Foreign Air Transport Pilot License (ATPL) Validation Issuance Application Form.
 - (5) 4021 - Foreign Flight Engineer License (FE) Validation Issuance Application Form.
 - (6) 4022 - Foreign Flight Dispatcher License Validation Issuance Application Form.
- (c) **License Validation Re-issuance Procedures.** Refer to CARC Form - 28 - :
- (1) 4024 - Foreign Commercial Pilot License (CPL) Validation Re-issuance Application Form.
 - (2) 4025 - Foreign Commercial Pilot License (CPL/IR) Single Pilot Airplane Validation Re-issuance Application Form.
 - (3) 4026 - Foreign Multi Pilot License (MPL) & Commercial Pilot License (CPL/IR) with ATPL Theoretical Knowledge Validation Re-issuance Application Form.
 - (4) 4027 - Foreign Air Transport Pilot License (ATPL) Validation Re-issuance Application Form.
 - (5) 4028 - Foreign Flight Engineer License (FE) Validation Re-issuance Application Form.
 - (6) 4029 - Foreign Flight Dispatcher License Validation Re-issuance Application Form.

2.1.5 Flight Crew License Conversion.

- (a) **Licenses Conversion Requirements.** Refer to:
- (1) JCAR FCL 1 Flight Crew License (A) - Subpart - A General Requirements - FCL 1.015 Acceptance of License, Ratings, Authorization, Approvals or Certificates.
 - (2) AC - 28 - 017 - Foreign ICAO Flight Crew Licenses Conversion.

(replaced by AC-28-04-003 ICAO contracting states Flight Crew License Conversion).



(b) Licenses Conversion Procedures. Refer to CARC Form - 28 -:

- (1) 4030 - Foreign Private Pilot License (PPL) Conversion Application Form.
- (2) 4031 - Foreign Commercial Pilot License (CPL) Conversion Application Form.
- (3) 4032 - Foreign Multi Pilot License (MPL) Conversion Application Form.
- (4) 4033 - Foreign Air Transport Pilot License (ATPL) Conversion Application Form (PIC-MPA).
- (5) 4034 - Foreign Air Transport Pilot License (ATPL) Conversion Application Form (Co pilot - MPA).
- (6) 4035 - Foreign Air Transport Pilot License (ATPL) Conversion Application Form (Single Pilot Airplane).
- (7) 4036 - Foreign Flight Engineer License (FE) Conversion Application Form

2.1.6 Flight Crew License Issue for Jordan Armed Forces.

(a) Licenses Issuance Requirements. Refer to:

- (1) JCAR FCL 1 Flight Crew License (A) - Subpart - A General Requirements - FCL 1.020 Credit for Military Service.
- (2) AC - 28 - 018 - CARC Flight Crew License Issue for Jordan Armed Forces.

[\(replaced by AC-28 - 04 – 004CARC Flight Crew License Issuance/ re -issuance for Jordan Armed Forces\).](#)

(b) Licenses Issuance Procedures. Refer to CARC Form - 28 -:

- (1) 4040 - Private Pilot License (A) Issuance for Jordan Armed Forces Application Form.
- (2) 4041 - Private Pilot License (A) with Instrument Rating Issuance for Jordan Armed Forces Application Form.



- (3) 4042 - Commercial Pilot License (A) Issuance For Jordan Armed Forces Application Form.
- (4) 4043 - Commercial Pilot License (A) with Instrument Rating Issuance For Jordan Armed Forces Application Form.
- (5) 4044 - Type Rating (A) MPA Issuance for Jordan Armed Forces Application Form.
- (6) 4045 - Air Transport Pilot License (A) Issuance for Jordan Armed Forces Application Form (Co-pilot).
- (7) 4046 - Air Transport Pilot License (A) Issuance for Jordan Armed Forces Application Form (Pilot In Command).
- (8) 4047 - Private Pilot License (H) - SPA Issuance For Jordan Armed Forces Application Form.
- (9) 4048 - Commercial Pilot License (H) - SPA Issuance For Jordan Armed Forces Application Form.
- (10) 4049 - Commercial Pilot License (H) with Instrument Rating (IR) – SPA Issuance for Jordan Armed Forces Application Form.
- (11) 4050 - Airline Transport Pilot License (H) - MPA Issuance for Jordan Armed Forces Application Form (Pilot In Command).

2.2 Ratings.

2.2.1 Ratings Requirements. Refer to:

- (a) **Instrument Rating (IR) Requirements.** JCAR FCL 1 Flight Crew License (A) -SUBPART- E Instrument Rating (Airplane) - IR (A).
- (b) **Class & Type Ratings Requirements.** JCAR FCL 1 Flight Crew License (A) -SUBPART- F Class and Type Rating (Airplane).
- (c) **Flight Instructor Ratings Requirements.** JCAR FCL 1 Flight Crew License (A) - SUBPART - H Instructor Ratings (Airplane).

2.2.2 Ratings Procedures.

- (a) **Ratings Issuance Procedures.** Refer to CARC Form - 28 -:

- (1) 4060 - Instrument Rating (IR) Issuance Application Form.



- (2) 4061 - Type Rating & Class Rating Single Pilot Airplane & Single Engine Issuance Application Form.
 - (3) 4062 - Type Rating & Class Rating Single Pilot Airplane & Multi Engine Issuance Application Form.
 - (4) 4063 - Type Rating & Class Rating Single Pilot Airplane & High Performance Issuance Application Form.
 - (5) 4064 - Type Rating Multi Pilot Airplane Issuance Application Form.
 - (6) 4066 - Class Rating Instructor (CRI) Issuance Application Form.
 - (7) 4067 - Flight Instructor Rating (FI) Issuance Application Form.
 - (8) 4068 - Instrument Rating Instructor (IRI) Issuance Application Form.
 - (9) 4069 - Multi Crew Cooperation Instructor (MCCI) Issuance Application Form.
 - (10) 4070 - Synthetic Training Instructor (STI) Issuance Application Form.
 - (11) 4071 - Synthetic Flight Instructor (SFI) Issuance Application Form.
 - (12) 4072 - Synthetic Flight Instructor (SFI) Privileges Extended Application Form.
 - (13) 4073 - Type Rating Instructor (TRI) Issuance Application Form
 - (14) 4074 - Type Rating Instructor (TRI) Privileges Extended Application Form
- (b) **Ratings Validation Procedures.** Refer to CARC Form - 28 -:
- (1) 4075 - Instrument Rating (IR) Revalidation Application Form.
 - (2) 4076 - Class Rating Single Pilot Airplane Single & Engine Revalidation Application Form.
 - (3) 4077 - Class Rating Single Pilot Airplane & Multi Engine Revalidation Application Form.



- (4) 4078 - Type Rating Single Pilot Airplane Revalidation Application Form.
 - (5) 4079 - Type Rating Multi Pilot Airplane Revalidation Application Form.
 - (6) 4080 - Flight Engineer Type Rating Revalidation Application Form.
 - (7) 4081 - Class Rating Instructor (CRI) Revalidation Application Form.
 - (8) 4082 - Flight Instructor Rating (FI) Revalidation Application Form.
 - (9) 4083 - Instrument Rating Instructor (IRI) Revalidation Application Form.
 - (10) 4084 - Multi Crew Cooperation Instructor (MCCI) Revalidation Application Form.
 - (11) 4085 - Synthetic Training Instructor (STI) Revalidation Application Form.
 - (12) 4086 - Synthetic Flight Instructor (SFI) Revalidation Application Form.
 - (13) 4087 - Type Rating Instructor (TRI) Revalidation Application Form.
- (c) **Ratings Renewal Procedures.** Refer to CARC Form - 28 -:
- (1) 4090 - Instrument Rating (IR) Renewal Application Form.
 - (2) 4091 - Class Rating Single Engine - Single Pilot Airplane Renewal Application Form.
 - (3) 4092 - Class Rating Multi Engine - Single Pilot Airplane Renewal Application Form.
 - (4) 4093 - Type Rating Single Pilot Airplane Renewal Application Form.
 - (5) 4094 - Type Rating Multi Pilot Airplane Renewal Application Form.
 - (6) 4095 - Flight Engineer Type Rating Renewal Application Form.



- (7) 4096 - Class Rating Instructor Rating (CRI) Renewal Application Form.
- (8) 4097 - Flight Instructor Rating (FI) Renewal Application Form.
- (9) 4098 - Instrument Rating Instructor (IRI) Renewal Application Form.
- (10) 4099 - Multi Crew Cooperation Instructor (MCCI) Renewal Application Form.
- (11) 4100 - Synthetic Training Instructor (STI) Renewal Application Form.
- (12) 4101 - Synthetic Flight Instructor Authorization (SFI) Renewal Application Form.
- (13) 4102 - Type Rating Instructor (TRI) Renewal Application Form.

2.3 Theoretical Knowledge Examination.

2.3.1 Theoretical Knowledge Examination Requirements. Refer to:

- (a) JCAR FCL 1 Flight Crew License (A) - Subpart - J Theoretical Knowledge Requirements.
- (b) AC - 28 - 016 - Theoretical Knowledge Examinations Rules and Procedures.

(replaced by AC- 28 -04-008 Theoretical Knowledge Examinations Rules and Procedures).

2.3.2 Theoretical Knowledge Examination Procedures. Refer to CARC Form - 28 -:

- (a) 4110 - Private Pilot License (PPL) Theoretical knowledge Examination Application Form.
- (b) 4111 - Commercial Pilot License (CPL) Modular Theoretical knowledge Examination Application Form.
- (c) 4112 - Commercial Pilot License (CPL) Integrated Theoretical knowledge Examination Application Form.
- (d) 4113 - Commercial Pilot License (CPL/IR) Integrated Theoretical knowledge Examination Application Form.



- (e) 4114 - Commercial Pilot License (CPL/IR) ATP Integrated Theoretical knowledge Examination Application Form.
- (f) 4115 - Instrument Rating (IR) Modular Theoretical knowledge Examination Application Form.
- (g) 4116 - Air Transport Pilot License (ATPL) Modular Theoretical knowledge Issue Application Form.
- (h) 4117 - Air Transport Pilot License (ATPL) Theoretical knowledge Renewal Application Form.
- (i) 4118 - Flight Dispatcher Theoretical knowledge Examination Application Form.

2.4 Skill Test Reports Procedures. Refer to CARC Form - 28 -:

- (a) 4120 - Private Pilot License Pilot (PPL) Skill Test Report.
- (b) 4121 - Commercial Pilot License (CPL) Skill Test Report.
- (c) 4122 - Air Transport Pilot License (ATPL) / Multi Pilot License (MPL) / Type Rating / Training Multi Pilot Airplane Skill Test & Proficiency Check Report.
- (d) 4123 - Instrument Rating (IR) Skill Test Report.
- (e) 4124 - Type Rating / Class Rating / Training Single and Multi Engine Single Pilot Airplane Skill Test & Proficiency Check Report.
- (f) 4125 - Instructor Rating Skill Test Report.

3 Flight Crew Aviation Training Organizations (ATOs) Implementation Procedures.

3.1 Flying Training Organizations (FTOs & TRTOs).

3.1.1 FTOs/TRTOs Approval Requirements.

- (a) For FTOs approval requirements refer to Appendix 1a to JCAR FCL 1.055 Flying Training Organization for pilot license and ratings.



- (b) For TRTOs approval requirements refer to Appendix 2 to JCAR FCL 1.055 Type Rating Training Organization for the issue of type ratings only to pilot license holders

3.1.2 FTOs/TRTOs Initial Approval, Approval Revalidation & Approval Variation Procedures. Refer to CARC Form - 28-:

- (a) 4130 - Flying Training Organizations Approval Issue, Variation & Revalidation Guide.
- (b) 4131 - Type Rating Training Organizations Approval Issue, Variation and Revalidation Guide.
- (c) 4132 – FTOs/TRTOs Financial Evaluation Guide
- (d) 4133 - FTOs & TRTOs Approval Issuance Application Form
- (e) 4134 - FTOs & TRTOs Initial Approval Process Form
- (f) 4135 - FTOs & TRTOs Approval Variation Application Form
- (g) 4136 - FTOs & TRTOs Approval Variation Process Form.
- (h) 4137 - FTOs & TRTOs Approval Revalidation Application Form.
- (i) 4138 - FTOs & TRTOs Approval Revalidation Process Form.

3.1.3 FTOs/TRTOs Management Approval Procedures. Refer to CARC Form -28-:

- (a) 4140 - FTOs/TRTOs Head of Training Approval Application Form.
- (b) 4141 - FTOs/TRTOs Chief of Flying Instructors Approval Application Form.
- (c) 4142 - FTOs/TRTOs Chief of Ground Instructors Approval Application Form.
- (d) 4143 - FTOs/TRTOs Safety Management System Manager Approval Application Form.
- (e) 4144 - FTOs/TRTOs Quality Manager Acceptance Application Form.

3.1.4 FTOs/TRTOs Documents Approval Procedures.

- (a) 4145 - FTOs/TRTOs Operations Manual Structure Evaluation Checklist



- (b) 4146 - FTOs/TRTOs Training Manual Structure Evaluation Checklist
- (c) 4147 - FTOs/TRTOs Safety Management System Manual Compliance List
- (d) 4148 - FTOs/TRTOs Quality Manual Structure Evaluation Checklist

3.1.5 FTOs/TRTOs Training and Checking Arrangements Procedures.

- (a) 4150 - Flight Instructors Privileges Guide.
- (b) 4151 - Flight Examiners Privileges Guide.
- (c) 4152 - Guidance and Training of Type Rating Examiners (TRES)
- (d) 4153 - Standardization Arrangements for Examiners.
- (e) 4154 - Examiner Authorization Acceptance Test Evaluation Checklist.
- (f) 4155 - Flight Examiner Authorization (FE) Issuance/Renewal Application Form.
- (g) 4156 - Instrument Rating Examiner Authorization (IRE) Issuance/Renewal Application Form.
- (h) 4157 - Flight Instructor Examiner Authorization (FIE) Issuance/Renewal Application Form.
- (i) 4158 - Class Rating Examiner Authorization (CRE) Issue/Renewal application Form.
- (j) 4159 - Synthetic Flight Examiner Authorization (SFE) Issuance/Renewal Application Form.
- (k) 4160 - Type Rating Examiner Authorization (TRE) Issue/Renewal Application Form.
- (l) 4161 - TRTOs Senior Examiner Authorization Issuance Application Form.
- (m) 4162 - Meteorology Instructor Authorization Issuance/Renewal Application Form.
- (n) 4163 - Navigation Instructor Authorization Issuance/Renewal Application Form.



- (o) 4164 - Aerodynamic Instructor Authorization Issuance/Renewal Application Form.
- (p) 4165 - Performance Instructor Authorization Issuance/Renewal Application Form.

3.1.6 FTOs/TRTOs Inspection Checklists Procedures.

- (a) 4180 - FTOs Organization and Infrastructure Inspection Checklist
- (b) 4181 - FTOs Theoretical Training Inspection Checklist.
- (c) 4182 - FTOs Flight Training Inspection Checklist.
- (d) 4183 - TRTOs Organization and Infrastructure Inspection Checklist
- (e) 4184 - TRTOs Theoretical Training Inspection Checklist.
- (f) 4185 - TRTOs Flight Training Inspection Checklist.
- (g) 4186 - Quality System Inspection Checklist.
- (h) 4187 - Safety Management System Level I - First Year Implementation Assessment Checklist.
- (i) 4188 - Safety Management System Level II - Second Year Implementation Assessment Checklist.
- (j) 4189 - Safety Management System Level III - Third Year Implementation Assessment Checklist.
- (k) 4190 - Safety Management System Inspection Checklist.

3.1.7 FTOs/TRTOs Training Courses Structure. Refer to CARC Form - 28-:

- (a) 4195 -. CPL (A) Integrated Course Structure.
- (b) 4196 - CPL (A) /IR Integrated Course Structure.
- (c) 4197 - ATP (A) Integrated Course Structure.
- (d) 4198 - Flight Instructor Rating (Airplane) (FI (A)) Course.
- (e) 4199 - Instrument Rating Instructor Rating (Airplane) (IRI (A)) Course.



- (f) 4200 - Flight Instructor (FI) / Instrument Rating Instructor (IRI) Refresher Seminar.
- (g) 4201 - Multi Crew Co-operation Course Instructor (MCCI (A)) Authorization Course.
- (h) 4202 - Type Rating Instructor Rating For Multi-Pilot (Airplane) (TRI (MPA)) Course.
- (i) 4203 - Multi-Crew Co-Operation Course (Airplane).
- (j) 4204 - Guidelines for Approval of an Airplane Type Rating Course.
- (k) 4205 - Theoretical Knowledge Instruction Requirements For Skill Test/Proficiency Checking For Class/Type Ratings.
- (l) 4206 - Guidelines for Approval of Airplane Zero Flight Time Type Rating Training Courses.

3.1.8 Foreign FTOs/TRTOs Approval.

- (a) **Foreign FTOs/TRTOs Approval Requirements.** For foreign FTOs/TRTOs approval requirements refer to AC - 28 - 020. Foreign Aviation Training Organization Approval (ATO) Approval for License and Rating Issue.
(replaced by AC - 28 - 04-005 Foreign Aviation Training Organization Approval (ATO), approval for License and Rating Issuance).
- (b) **Foreign FTOs/TRTOs Approval Procedures.** Refer to CARC Form - 28-:
 - (1) 4208 - Foreign FTO Approval for Licenses and Ratings Issuance Application Form.
 - (2) 4209 - Foreign TRTO Approval For Ratings Issuance Application Form.

3.2 Theoretical Training Organizations (TTOs) Implementation Procedures.

3.2.1 Theoretical Training Organizations Approval Requirements. For approval requirements refer to:

- (a) AC - 28 - 013 - Cabin Crew Safety Training.(cancelled).



3.2.4 TTOs Documents Evaluation Procedures. Refer to CARC Form - 28-:

- (a) 4222 - TTOs Training Manual Structure Evaluation Checklist.

3.2.5 TTOs Training and Checking Arrangements Procedures. Refer to CARC Form - 28-:

- (a) 4225 - Dangerous Goods Instructor Authorization Issuance/Renewal Application Form (cancelled).
- (b) 4226 - Flight Dispatcher Instructor Authorization Issuance/Renewal Application Form.
- (c) 4227 - Flight Crew CRM instructor authorization Issuance/Renewal Application Form (cancelled).
- (d) 4228 - Cabin Crew CRM instructor authorization Issuance/Renewal Application Form(cancelled).
- (e) 4229 - Cabin Safety Instructor Authorization Issuance/Renewal Application Form(cancelled).
- (f) 4230 - First Aid Instructor Authorization Issuance/Renewal Application(cancelled).
- (g) 4231 - Ground Handling and Cargo Operations Instructor Authorization Issuance/Renewal Application form(cancelled).
- (h) 4232 - Quality System Instructor Authorization Issuance/Renewal Application Form
- (i) 4233 - Safety Management System Instructor Authorization Issuance - Renewal Application Form
- (j) 4234 - Cabin Safety Examiner Authorization Issuance / Renewal Application Form(cancelled).

3.2.6 TTOs Inspection Checklists Procedures. Refer to CARC Form - 28-:

- (a) 4240 - TTOs Organization and Infrastructure Inspection Checklist.
- (b) 4241 - TTOs Theoretical Training Inspection Checklist.
- (c) 4242 - TTOs Quality System Inspection Checklist.



4.0 English Language Proficiency Assessment Centers (ELPACs) Implementation Procedures

4.1 English Language Proficiency Assessment Centers Initial Approval and Approval Revalidation Requirements. Refer to:

- (a) Appendix 1 to JCAR-FCL 1 .010 Requirements for proficiency in English languages for radiotelephony communications
- (b) AMC No. 2 to JCAR-FCL 1.010 Language Proficiency Assessment
- (c) ICAO Doc. 9835 - Manual on the Implementation of ICAO Language Proficiency Requirements

4.2 English Language Proficiency Assessment Centers Initial Approval and Approval Revalidation Procedures. Refer to CARC Form - 28-:

- (a) 4250 - ELPACs Initial Approval and Approval Revalidation Guide
- (b) 4251 - ELPACs Initial Approval Application Form
- (c) 4252 - ELPACs Initial Approval Process Form
- (d) 4253 - ELPAC Approval Validation Application Form
- (e) 4254 - ELPAC Approval Validation Process Form

4.3 ELPACs Management Approval Procedures. Refer to CARC Form - 28-:

- (a) 4255 - ELPACs Chief of Assessors Approval Application Form.
- (b) 4256 - Test Design and Development Personnel Acceptance Application Form
- (c) 4257 - ELPACs Quality Manager Acceptance Application Form

4.4 ELPACs Documents Approval Procedures. Refer to CARC Form - 28-:

- (a) 4258 - ELPAC Operations Manual Structure Evaluation Checklist



4.5 Checking Arrangements Procedures. Refer to CARC Form - 28-:

- (a) 4259 - English Language Proficiency Assessor Authorization Issuance/Renewal Application Form
- (b) 4260 - English Language Proficiency Test Structure & Report Form

4.6 ELPACs Inspection Checklists Procedures. Refer to CARC Form - 28-:

- (a) 4261 - ELPACs Inspection Checklist.

5.0 Flight Synthetic Training Devices (FSTDs) Airplane Implementation Procedures.**5.1 Flight Synthetic Training Devices (A) Initial Qualification, Revalidation, Variation and Reallocation Requirements.**

- (a) For FSTDs (A) Initial Qualification, Revalidation, Variation and Reallocation Requirements refer to JCAR FSTD A.

5.2 Flight Synthetic Training Devices (A) Procedures. Refer to CARC Form -28 -:

- (a) 4270 - FSTDs Initial Qualification Application Form.
- (b) 4271 - FSTDs Qualification Validation /Variation/Relocation Application Form

5.3 FSTD (A) Qualification Checklists Procedures. Refer to CARC Checklist -28-:

- (a) 4275 - Basic Instrument Training Device (BITD) Qualification Checklist
- (b) 4276 - Flight Training Devices (FTD) Qualification Checklist
- (c) 4277 - Flight and Navigation Procedures Trainer (FNPT) Qualification Checklist
- (d) 4278 - Full Flight Simulator (FFS) Qualification Checklist

6.0 Flight Crew Licensing and Training Exemption.**6.1 Flight Crew Licensing and Training Exemption Requirements.**

- (a) For Flight Crew Licensing and Training Exemption refer to the [CEO order 1-2013](#).



6.2 Flight Crew Licensing and Training Exemption Procedures.

(a) Refer to the CEO order 1-2013.

7.0 Flight Crew Licensing and Training Appeals.

7.1 Flight Crew Licensing and Training Appeals Procedures.

(a) Refer to the CEO order 1-2013.



**Capt. Haitham Misto
Chief Commissioner / CEO**

