

PART III

FLIGHT TRAINING SPECIFICATION

*Applicability*

25. This Part prescribes the requirements for an Approved Training Organization for the training of flight crew.

Applicability  
of Part III

*Training Specifications for Pilot Training*

26. Where the Director General is satisfied that an applicant for an Approved Training Organization with flight training specification meets the requirements of these Regulation, he may recommend the Authority issue an Approved Training Organization Certificate with the following training specifications:

Training  
specifications  
for pilot  
training

- (a) Level 1 Flight Training Specifications; or
- (b) Level 2 Flight Training Specifications.

***General Personnel Requirements for an Aviation Training Organisation with Flight Training Specifications***

27. (1) An applicant under regulation 5 for an Approved Training Organization Certificate with Level 1 Flight Training Specifications or Level 2 Flight Training Specifications shall appoint and maintain a sufficient number of authorized instructors who are qualified in accordance with these Regulations to perform the duties to which they are assigned.

Required  
staff for an  
Aviation  
Training  
Organization  
with flight  
Training  
Specifications

(2) An applicant under regulation 5 for an Approved Training Organization Certificate with Level 1 Flight Training Specifications shall meet the applicable personnel requirements of these Regulations.

(3) An Approved Training Organization with Level I Flight Training Specifications, shall appoint, a sufficient number of examiners to provide the required checks and tests within seven days of training completion by a student of any curriculum leading to an airman licence, rating or both.

(4) An Approved Training Organization shall—

- (a) have and maintain, a sufficient number of management personnel who are qualified and competent to perform required duties; and
- (b) ensure that its management representatives and its personnel who are designated to conduct training, are able to understand, read, write, and fluently speak the English language.

(5) The persons listed in this regulation may serve in more than one position in an Approved Training Organization, provided such person is qualified for those positions.

*Flight Crew Training Curricula*

Curriculum  
for flight crew  
training

28. (1) The Director General may recommend that the Authority approve the following courses of instruction for an Approved Training Organization with Level 1 Flight Training Specifications:

- (a) licencing and rating courses—
  - (i) private pilot course;
  - (ii) instrument rating course;
  - (iii) commercial pilot licencing course;
  - (iv) airline transport pilot licencing course;
  - (v) flight instructor rating course;
  - (vi) flight instructor instrument rating course;
  - (vii) ground instructor authorization course;
  - (viii) additional aircraft category or class rating course;
  - (ix) aircraft type rating course; and
  - (x) flight engineer course;
- (b) special preparation courses—
  - (i) pilot refresher course;
  - (ii) flight authorized instructor refresher course;
  - (iii) ground authorized instructor refresher course;
  - (iv) flight engineer refresher course;
  - (v) agricultural aircraft operations course;
  - (vi) rotorcraft external-load operations course;
  - (vii) special operations course; and

(viii) test pilot course; and

(c) pilot ground school course.

(2) The minimum curriculum for the licensing and rating courses at subregulation (1)(a) is prescribed in the applicable Implementing Standard to this regulation under Schedule 3.

Schedule 3

(3) The minimum curriculum for the special preparation courses under subregulation (1)(b) is prescribed in the applicable Implementing Standard to this regulation under Schedule 3.

(4) The minimum curriculum for the pilot ground training course at subregulation (1)(c) is prescribed in the applicable Implementing Standard to this regulation under Schedule 3.

(5) An Approved Training Organization with a Level 2 Flight Training Specifications may, where it has the applicable simulation media required to conduct a course under subregulation (1)(a), conduct such course.

(6) The Director General may recommend that the Authority approve a course under subregulation (1)(a), and a simulator medium in respect of such course.

### *Aircraft Requirements*

29. (1) An applicant for an Approved Training Organization Certificate with Level 1 Flight Training Specifications and an Approved Training Organization with Level 1 Flight Training Specifications, shall ensure each aircraft used for flight instruction and solo flights—

Aircraft requirements

(a) has a valid Airworthiness Certificate;

(b) is maintained and inspected in accordance with the requirements of the Act and Regulations made thereunder; and

(c) is equipped as required in the training specifications for the approved course for which it is used.

(2) Except as provided in subregulation (3), an applicant for an Approved Training Organization Certificate with Level 1 Flight Training Specifications and an Approved Training Organization with Level 1 Flight Training Specifications, shall ensure that each aircraft used for flight instruction has at least a two pilot stations with engine power and flight controls that are easily reached and that operate in a conventional manner from both pilot stations.

(3) An Approved Training Organization may, with the approval of the Authority, use an aircraft with controls such as nose-wheel steering, switches, fuel selectors, and engine air flow controls that are not easily reached and operated in a conventional manner by both pilots for flight instruction, where the Approved Training Organization determines that the flight instruction can be conducted in a safe manner considering the location of controls and their non-conventional operation, or both.

(4) An Approved Training Organization shall ensure that each aircraft used in a course involving Instrument Flight Rules operations is equipped and maintained for Instrument Flight Rules operations.

*Flight Simulator and Flight Training Devices*

Requirements for flight simulator and flight training devices in an Aviation Training Organization with Level 1 Flight Training Specifications or Level 2 Flight Training Specifications

30. (1) An applicant for or the holder of an Approved Training Organization Certificate with Level 1 Flight Training Specifications and Level 2 Flight Training Specifications shall show that each flight simulator and flight training device used for training, testing, and checking is approved or accepted by the Authority for—

- (a) each manoeuvre and procedure for the make, model, and series of aircraft, set of aircraft, or aircraft type simulated, as applicable; and
- (b) each curriculum or training course in which the flight simulator or flight training device is used, where that curriculum or course is used to satisfy any requirement of these Regulations.

(2) An applicant for, and holder of, an Approved Training Organization with Level 1 Training Specifications shall show that each flight simulator and flight training device used by him—

- (a) represents the aircraft for which the course is approved;
- (b) is used only for training given by an authorized instructor; and
- (c) is not used for more than twenty five per cent of the total flight training hour requirements.

(3) An Approved Training Organization with Level 1 Flight Training Specifications or Level 2 Flight Training Specifications, shall ensure that prior to use, the approval of the flight simulator or flight training device required under this regulation includes—

- (a) the set of aircraft or type aircraft;
- (b) where applicable, the particular variation within type for which the training, testing, or checking is being conducted; and
- (c) the particular manoeuvre, procedure or crew member function to be performed.

(4) An Approved Training Organization with Level 1 Flight Training Specifications or Level 2 Flight Training Specifications, shall ensure that each flight simulator or flight training device which it uses is—

- (a) maintained to ensure the reliability of the performance, functions and all other characteristics required for its initial acceptance or approval;
- (b) modified to conform with any modification to the aircraft being simulated if the modification results in changes to performance, function, or other characteristics required for approval;
- (c) given a functional preflight check each day before being used; and
- (d) provided with a discrepancy log in which the authorized instructor or examiner, at the end of each training session, enters each discrepancy.

(5) Unless otherwise authorized by the Authority, an Approved Training Organization with Level 1 Flight Training Specifications shall ensure that each component of a flight simulator or flight training device which it uses is operative where the component is essential to, or involved in, the training, testing or checking of airmen.

***Instructor Requirements for Approved Training Organization  
with Level 2 Flight Training Specifications***

31. An Approved Training Organization with Level 2 Flight Training Specifications shall not employ a person as an authorized instructor in a flight training course that is subject to approval by the Authority unless such person—

- (a) is eighteen years of age;
- (b) is able to read, write, speak, and understand the English language;
- (c) holds a Flight Instructor Rating, where he conducts training in an aircraft in flight;
- (d) satisfies the requirements of paragraph (e), where he conducts training in a flight simulator; and
- (e) meets at least one of the following requirements—
  - (i) the aeronautical experience requirements for a Commercial Pilot Licence, excluding the required hours of instruction in preparation for the skill test for the Commercial Pilot Licence;

Training Specifications instructor requirements for an Approved Training Organization with Level 2 Flight

- (ii) the aeronautical experience requirements for Airline Transport Pilot Licence, where instructing in a flight simulator or flight training device that represents an aeroplane requiring a type rating or where conducting training in a curriculum leading to the issuance of an Airline Transport Pilot Licence; or
- (iii) is employed as a Simulator Flight Instructor qualified to conduct training on flight training equipment;
- (f) an Approved Training Organization with Level 2 Flight Training Specifications shall appoint one or more authorized instructor in writing for each approved course prior to such authorized instructor instructing that course; and
- (g) prior to initial appointment under paragraph (f), a flight and simulator instructor shall meet the requirements of the applicable Implementing Standard to this regulation under Schedule 3.

Schedule 3

***Privileges of Instructors and Examiners of an Approved Training Organization with Level 2 Flight Training Specifications***

Privileges and limitations of an authorized instructor or examiner for an Approved Training Organisation with Level 2 Flight Training Specifications

32. (1) An authorized instructor appointed by an Approved Training Organization with Level 2 Flight Training Specifications may conduct—

- (a) instruction for each curriculum for which he is qualified; and
- (b) testing and checking for which he is qualified.

(2) An examiner of an Approved Training Organization with Level 2 Flight Training Specifications may conduct instruction, testing and checking required by these Regulations.

(3) An authorized instructor or examiner appointed by an Approved Training Organization may give endorsements in accordance with the Civil Aviation [(No. 1) General Application and Personnel Licencing] Regulations, 2004, where he is authorized by the Authority to instruct or examine on a curriculum that requires such endorsements.

(4) An Approved Training Organization shall not allow an authorized instructor to—

- (a) conduct more than eight hours of instruction in any twenty-four consecutive hour period, or more than six days or forty hours in any seven day period excluding time spent on briefings and debriefings;
- (b) provide flight training equipment instruction unless that authorized instructor meets the applicable requirements of regulation 33; or
- (c) provide flight instruction in an aircraft unless that authorized instructor—

- (i) meets the applicable requirements of regulation 33;
- (ii) holds a Flight Instructor rating;
- (iii) holds pilot licences and ratings applicable to the category, class, and type aircraft in which he is instructing;
- (iv) where instructing or examining in an aircraft in flight while occupying a required crew member seat, holds at least a current Class 2 Medical Certificate; and
- (v) meets the recency of experience requirements of the Civil Aviation [(No. 2) Operations] Regulations, 2004.

***Instructor Training and Testing for an Approved Training Organization with Level 2 Flight Training Specifications***

33. (1) An Approved Training Organization shall ensure that except as provided in subregulation (3), prior to the initial appointment of an authorized instructor in its organization and every twelve months beginning the first day of the month following initial appointment of an authorized instructor, such—

Authorized instructor training and testing requirements for an Approved Training Organization with Level 2 Flight Training Specifications

- (a) authorized instructor satisfactorily completes an approved course of ground instruction in at least—
  - (i) the fundamental principles of the learning process;
  - (ii) elements of effective teaching, instruction methods, and techniques;
  - (iii) authorized instructor duties, privileges, responsibilities and limitations of his instructor rating;
  - (iv) training policies and procedures; and
  - (v) cockpit resource management and crew co-ordination; and
  - (vi) evaluation;
- (b) authorized Flight Instructor or authorized Simulator Flight Instructor satisfactorily demonstrates to a designated examiner knowledge of and proficiency in, instructing in a representative segment of each curriculum for which that authorized Flight Instructor or authorized Simulator Flight Instructor is designated to instruct under these Regulations;

- (c) authorized instructor who instructs in a flight simulator or flight training device satisfactorily completes an approved course of training in the operation of the flight simulator and an approved course of ground instruction, applicable to the training courses the authorized instructor is designated to instruct, which shall include—
  - (i) proper operation of flight simulator and flight training device controls and systems;
  - (ii) proper operation of environmental and fault panels;
  - (iii) limitations of simulation; and
  - (iv) minimum equipment requirements for each curriculum;
- (d) authorized flight instructor who provides training in an aircraft satisfactorily completes an approved course of ground instruction and flight training in an aircraft, flight simulator or flight training device, which shall include—
  - (i) performance and analysis of flight training procedures and manoeuvres applicable to the training courses that the authorized instructor is designated to instruct;
  - (ii) technical subjects covering aircraft subsystems and operating rules applicable to the training courses that the authorized instructor is designated to instruct;
  - (iii) emergency operations;
  - (iv) emergency situations likely to develop during training; and
  - (v) appropriate safety measures; and
- (e) authorized instructor who instructs in flight training equipment passes a knowledge test and annual proficiency check—
  - (i) in the flight training equipment in which the authorized instructor will be instructing; and
  - (ii) on the subject matter and manoeuvres of a representative segment of each curriculum for which the authorized instructor will be instructing.

(2) In addition to the requirements of subregulation (1), an Approved Training Organization shall ensure that an authorized instructor, appointed by it, who instructs in a flight simulator that the Authority has approved for all training and testing for an Airline Transport Pilot Licence, an aircraft type rating test, or both, has met the applicable requirements of the Implementing Standards to this regulation under Schedule 3.

Schedule 3

(3) The Director General in making a recommendation to the Authority in respect of the renewal of a Flight Instructor rating of an authorized instructor appointed by an Approved Training Organization, shall take into consideration the completion of a curriculum required by subregulations (1), or (2) taken in the month before or after the month in which it is due, as taken in the month in which it was due for the purpose of computing when the next training is due.

(4) The Director General in making a recommendation to the Authority in respect of the renewal of a Flight Instructor rating of an authorized instructor appointed by an Approved Training Organization, may give credit in respect of subregulation (1) or (2), to a Flight Instructor who has satisfactorily completed an authorized instructor training course for an air operator, where the Authority finds such a course is equivalent to the requirements of subregulation (1) or (2).

***Examiner Requirements for an Approved Training Organization  
with Level 2 Flight Training Specifications***

34. (1) Except as provided by subregulation (4), an Approved Training Organization with Level 2 Flight Training Specifications shall ensure that an examiner who it appoints:

Examiner  
requirements  
for an  
Approved  
Training  
Organization  
with Level 2  
Flight  
Training  
Specifications

- (a) is approved by the Authority;
- (b) is in compliance with regulations 31, 32 and 33;
- (c) prior to his designation has satisfactorily completed a curriculum within a twelve month period that includes the following—
  - (i) examiner duties, functions and responsibilities;
  - (ii) methods, procedures, and techniques for conducting required tests and checks;
  - (iii) evaluation of pilot performance; and
  - (iv) management of unsatisfactory tests and subsequent corrective action; and
- (d) where conducting an evaluation in flight training equipment, satisfactorily passes a knowledge test and annual proficiency check in a flight simulator or aircraft on which the examiner will be conducting a skill test.

(2) In making a recommendation in respect of the re-training requirement of an examiner, the Director General shall take into consideration the fact that such examiner completed the curriculum required by subregulation (1)(c), in the month before or the month after the month in which it was due.

(3) The Director General may in making a recommendation to the Authority in respect of the re-training requirements for an examiner, give credit for the requirements of subregulation (1)(c) to an examiner who has satisfactorily completed an examiner training course for an air operator where the Authority finds such a course equivalent to the requirements of subregulation (1)(c).

***Personnel Requirements for an Aviation Training Organisation  
with a Level I Flight Training Specifications***

Personnel requirements for an Aviation Training Organization with Level 1 Flight Training Specifications

35. (1) In addition to the requirements for personnel of an Approved Training Organization with Flight Training Specifications set out in regulation 27, an applicant for, and the holder of an Approved Training Organization Certificate with Level 1 Flight Training Specifications shall have—

- (a) adequate flight and ground authorized instructors, with the relevant ratings and approvals;
- (b) commercial pilots with a lighter-than-air rating, where applicable; and
- (c) a Chief Flight Instructor, who is qualified and competent to perform the duties assigned in each approved training course.

(2) An authorized instructor for ground or flight training shall hold a flight instructor rating, ground instructor authorization or Commercial Pilot Licence with a lighter-than-air rating, as appropriate, with ratings for the approved training course and any aircraft used in that course.

Chief Flight Instructor qualifications for an Approved Training Organization with Level 1 Flight training specifications

Schedule 3

36. (1) An Approved Training Organization with Level 1 Flight Training Specifications shall appoint a Flight Instructor in his organization as the Chief Flight Instructor to perform supervisory functions over all other instructors for a particular set course.

(2) A Chief Flight Instructor under subregulation (1), shall meet one or more of the requirements of the Implementing Standards of this regulation under Schedule 3.

(3) A Chief Flight Instructor appointed in accordance with these Regulations and assigned to conduct a training course shall—

- (a) complete at least once every twelve months, a ground training course or flight training in accordance with an approved syllabus; or
- (b) complete an approved flight instructor refresher course.

***Assistant Chief Flight Instructor Qualifications***

37. (1) An Approved Training Organization with Level 1 Flight Training Specifications shall appoint an instructor in his organization as an assistant Chief Flight Instructor.

Assistant  
Chief Flight  
Instructor  
qualifications  
for Approved  
Training  
Organization  
with Level 1  
Flight  
Training  
Specifications

(2) An assistant Chief Flight Instructor under subregulation (1) shall meet one or more of the requirements of the Implementing Standards to this regulation under Schedule 3.

Schedule 3

(3) An assistant Chief Flight Instructor appointed in accordance with these Regulations and assigned to conduct a training course shall—

- (a) complete at least once every twelve months, a ground training course or flight training in accordance with an approved syllabus; or
- (b) complete an approved flight instructor refresher course.

***Check Instructor Qualifications***

38. (1) An Approved Training Organization shall designate an instructor in his organization as an Check Instructor, to conduct student stage checks, end of course tests and instructor proficiency checks under these Regulations.

Check  
Instructor  
qualifications  
for Aviation  
Training  
Organization  
with Level 1  
Flight  
Training  
Specifications

(2) A Check Instructor under subregulation (1), shall meet the requirements of the Implementing Standards to this regulation under Schedule 3.

39. (1) No person other than a Flight Instructor or Commercial Pilot with a lighter-than-air rating, where applicable, who has the ratings and the minimum qualifications specified for the approved training course may give a student flight training under an approved course of training.

(2) An Approved Training Organization shall not authorize a student pilot to start a solo flight unless such flight has been approved by an authorized instructor who is present at the Approved Training Organization.

(3) A Flight Instructor or commercial pilot with a lighter-than-air rating who is assigned to conduct a flight training course shall—

- (a) prior to receiving authorization to train students in a flight training course, accomplish—
  - (i) a review of and a briefing on the objectives and standards of such training course; and
  - (ii) an initial proficiency check in each make and model of aircraft used in that training course in which he provides training.

- (b) every twelve months after the month in which the person last complied with paragraph (a), accomplish a proficiency check in one of the aircraft in which students train.

(4) The tasks set out in subregulation (1), shall be administered by the Chief Flight Instructor, assistant Chief Flight Instructor or Check Instructor of the Approved Training Organization.

40. (1) Except as provided in subregulation (2), each authorized instructor who is assigned to a ground training course, shall hold a Ground Instructor Authorization or a Flight Instructor rating or a Commercial Pilot Licence with a lighter-than-air rating with the appropriate rating for that course of training.

Instructor  
ground  
training for  
Aviation  
Training  
Organization  
with Level 1  
Flight  
Training  
Specifications

(2) A person who does not meet the requirements of subregulation (1) may be assigned ground training duties in a ground training course, if—

- (a) the chief instructor who is assigned to that ground training course finds the person qualified to give that training; and
- (b) the authorized instructor serves under the supervision of the Chief Flight Instructor or the assistant Chief Flight Instructor who is present at the facility when the training is given.

(3) An authorized instructor shall not be used in a ground training course until that authorized instructor has been briefed in regard to the objectives and standards of that course by the Chief Flight Instructor, assistant Chief Flight Instructor, or Check Instructor.

41. An Approved Training Organization with Level 1 Flight Training Specifications shall, during training ensure that the Chief Flight Instructor or an assistant Chief Flight Instructor is—

Chief Flight  
instructor  
responsibility  
for Approved  
Training  
Organization  
with Level 1  
Flight  
Training  
Specifications

- (a) available at such Approved Training Organization; or
- (b) contactable by telephone, radio or other electronic means.

42. (1) An Approved Training Organization with Level 2 Flight Training Specifications may allow flight simulator authorized instructors and examiners to meet recency of experience requirements through the use of a flight simulator or flight training device where that flight simulator or flight training device is used in a course approved in accordance with these regulations.

Privileges of  
a certified  
Approved  
Training  
Organization  
with Level 2  
Flight  
Training  
Specifications

(2) An Approved Training Organization with Level 1 Flight Training Specifications may credit towards the curriculum requirements of a course, previous training and pilot experience and knowledge, provided the student meets the requirements prescribed in the Implementing Standards to this regulation under Schedule 3.

Schedule 3

***Limitations of an Approved Training Organization Certificate***

43. (1) An Approved Training Organization with Level 1 Flight Training Specifications or Level 2 Flight Training Specifications shall—

Limitations  
of an  
Approved  
Training  
Organization

- (a) ensure that the freeze, slow motion or repositioning feature in a flight simulator or flight training device is not used during testing or checking; and
- (b) ensure that a repositioning feature in a flight simulator or flight training device is used during line operational simulation for evaluation and line-oriented flight training only to advance along a flight route to the point where the descent and approach phase of the flight begins.

(2) When practical testing, flight checking, or line operational simulation is being conducted, an Approved Training Organization with Level 2 Flight Training Specifications shall ensure that one of the following occupies each supporting crew member position—

- (a) a crew member qualified as co-pilot in the aircraft category and class; and
- (b) a student.

(3) Notwithstanding subregulation 2(a), a flight instructor who is giving instruction may not occupy a crew member position where practical resting, flight checking or line operational simulation is being conducted.

(4) Notwithstanding subregulation 2(b), a student may be used in a crew member position with any other student not on the same specific course where practical resting, flight checking or line operational simulation is being conducted.

***Items to be Carried by Student Pilot on Training and Solo Flight***

44. A student pilot shall carry the following items on each aircraft he uses for flight training and solo flights—

Limitations  
on student  
pilot enrolled  
in actual  
flight  
curricula

- (a) a pre-takeoff and pre-landing checklist; and
- (b) the aircraft operating handbook or aircraft flight manual for the aircraft where one is furnished by the manufacturer.

***Enrollment Documents***

45. (1) An Approved Training Organization with Level 1 and Level 2 Flight Training Specifications, shall furnish each student upon enrollment, a copy of—

Enrollment  
Document  
For Aviation  
Training  
Organisation  
with Level 1  
and Level 2  
Flight  
Training  
Specifications

- (a) a certificate of enrolment containing—

- (i) the name of the course in which the student is enrolled; and
  - (ii) the date of enrollment.
- (b) the training syllabus of the student;
- (c) the safety procedures and practices of the Approved Training Organization for student pilots, which describe—
- (i) the use of the facilities and the operation of the aircraft of the Approved Training Organization;
  - (ii) the weather minimum required by the Approved Training Organization for dual and solo flights ;
  - (iv) the procedures for starting and taxiing aircraft on the ramp;
  - (v) fire precautions and procedures;
  - (vi) re-dispatch procedures after un-programmed landings, on and off airports;
  - (vii) aircraft discrepancies and write-offs;
  - (viii) securing of aircraft when not in use;
  - (ix) fuel reserves necessary for local and cross-country flights;
  - (x) avoidance of other aircraft in flight and on the ground;
  - (xi) minimum altitude limitations and simulated emergency landing instructions; and
  - (xii) a description of and instructions regarding the use of assigned practice areas.

(2) An applicant for an Approved Training Organization with Level 1 or Level 2 Flight Training Specifications shall maintain a monthly listing of persons enrolled in each training course offered by the Approved Training Organization.

(3) An applicant for an Approved Training Organization with Level 1 or Level 2 Flight Training Specifications shall ensure that each training course for which it seeks approval meets the minimum curriculum requirements.