



**NPA No. 15 /2015**

**MAXIMUM FLYING DUTY HOURS AND MINIMUM REST TIME  
BETWEEN INSTRUCTIONAL DUTIES OF FLYING  
INSTRUCTORS AND STUDENTS- CAR ORA**

**Release Date: 10<sup>th</sup> August 2015**

The GCAA has recently conducted a review of CAR PART II Chapter 9 CAR-ORA following some requests from the operators during last NPA of CAR-ORA and meeting with industry.

The review has concluded that:

There is a need for a an amendment to ORA.ATO.130(d) to be introduced in order to regulate the maximum flying duty hours and minimum rest time between instructional duties of flying instructors and students. A new Appendix is introduced in this NPA to prescribe pertinent limitations.

The proposed initial entry into force date of the amendment is 1<sup>st</sup> October 2015. A transition period of 30 days will be allowed for the full implementation of the amendment.

This notice is published to announce to the public this amendment and to entitle all concerned parties to:

1. Review the attached proposed regulation; and
2. Submit their comments online through the GCAA website. The commenting period will expire on 1st September 2015.

Comments must be submitted through the GCAA Website – E-Publication – Notice of Proposed Amendment, using the Action of “Submit NPA Feedback Request.”

Comments and Responses may be viewed in the Comments Response Document CRD pertaining to this NPA on the GCAA website.

ORA.ATO.130 Training manual and operations manual

(d) The operations manual shall establish flight time limitation schemes for flight instructors and student pilots, including the maximum flying hours, maximum flying duty hours and minimum rest time between instructional duties, in accordance with Appendix 1 to ORA.ARO.130 (d).

**Appendix 1 to ORA.ATO.130(d) - Maximum Flying hours, Maximum Flying Duty hours and Minimum Rest Time between Instructional Duties of Flying Instructors and Students**

Definitions:

For the purpose of this Appendix, the following definitions shall apply:

'Break' means a period of time, shorter than a rest period, when the crewmember is free of all duties but still considered to be within duty period, being less than a rest period. A break counts as duty.

'Crew Member' means a flight crew member.

'Duty' means any task that a crew member is required to perform by the organisation, including flight duty, administrative work, training, positioning, and standby.

'Duty Period' means a period which starts when a crew member is required by an organisation to report for or to commence a duty and ends when that person is free from all duties.

'Flight Duty Period (FOP)' means a period which commences when a flight crew member is required to report for duty, which may include a flight or a series of flights, and finishes when the aircraft finally comes to rest and the engines are shut down, at the end of the last flight on which he/she acts as a crew member.

'Flight Time' means:

1. For aeroplanes and touring motor gliders, the total time from the moment the aircraft first moves from its parking place, for the purpose of taking off, until the moment it finally comes to rest on the designated parking position at the end of the flight and all engines or propellers are stopped.
2. For helicopters, save where contrary intention appears, the total time from when the rotor blades start turning until the helicopter finally comes to rest and the rotor blades have been stopped.

'Home Base' means the location nominated by the organisation to the crew member from where the crew member normally starts and ends a duty period or a series of duty periods and where, under normal circumstances, the organisation is not responsible for the

accommodation of the crew member concerned.

'Local Day' means a 24-hour period commencing at 00:00 local time.

'Local Night' means a period of 8 hours falling between 22:00 hours and 08:00 hours local time.

'A Single Day Free of Duty' means a time free of all duties consisting of a single day and two local nights and which may include a rest period as part of the day off.

'Night Duty' means a flight duty period encroaching on any portion of the period between 02:00 and 04:59 hours.

'Operating Crew Member' means a crew member carrying out his/her duties in an aircraft during a flight.

'Positioning' means the transferring of a crew member from place to place, at the behest of the operator, excluding travelling time.

'Rest Facility' means a bunk, seat, room, or other accommodation that provides a crew member with a sleep opportunity

'Split Duty' means a flying duty period which consists of two or more flights, separated by less than a minimum rest period.

'Traveling Time' means the time taken to travel from home to a designated reporting place and vice versa; time for local transfer from a place of rest to the commencement of duty and vice versa.

## 1. Flight Times and Duty Periods

(a) A flight training organisation shall ensure that the total duty period to which

a flight instructional crew member is assigned does not exceed:

- (1) 12 duty hours on any day; and
- (2) 60 duty hours in any 7 consecutive days; and
- (3) 190 duty hours in any 28 consecutive days, spread as evenly as practicable throughout this period; and
- (4) 2000 duty hours in any calendar year.

(b) A flight training organisation shall ensure that the total flight time to which

a flight instructional crew member is assigned does not exceed:

- (1) 7 flight hours on any day; and
- (2) 100 flight hours in any 28 consecutive days; and

- (3) 900 flight hours in any calendar year; and
- (4) 1000 flight hours in any consecutive 12 month period.

(c) The effectiveness of paragraph (a) (2) provisions shall be demonstrated by the organisation.

(d) Post-flight duty shall count as duty. The organisation shall specify in its OPS Manual the minimum time period for post-flight duties.

(e) Where the traveling time for a flight instructional crew member is greater than 1hour 30 minutes then the time in excess of this limit should be taken into consideration when calculating both the maximum FOP and cumulative duty allowable.

## 2. Student Pilots

Student Pilots undergoing a course of flight training at an organisation shall be subject to the Flight Time and Duty time limits as set out for flight instructional crew with the following additions:

- (a) Student pilots shall not fly more than three training details in any one FOP
- (b) Student pilots shall not exceed 6 hours of total flight time in any one FOP

## 3. Mixed Duties

(a) When a flight instructional crew member is required to report for duty in advance of the stipulated report time for a planned training flight, to carry out a task at the behest of the organisation, then the time spent on that task shall be part of the subsequent FOP.

(b) Fixed and Rotary Wing Flying.

When a flight instructional crew member is engaged in both fixed wing and rotary wing flying the more restrictive flight and duty time limitations shall apply.

(c) Mixed Ground Instruction and Flight Instruction.

When a flight instructional crew member is engaged in both ground instruction and flight instruction all of the time spent in delivering the ground instruction is to be counted in full towards the subsequent cumulative duty total. The FOP allowable is to be calculated from the report time of the first instructional flight detail.

(d) Mixed Simulator and Aircraft Flying.

When a flight instructional crew member flies in or operates a synthetic training device (FSTD/FNPT), either on a check or training flight or as a flight instructor, and then within the same duty period flies as a flight instructional crew member on a training flight, all of

the time spent in the synthetic training device is to be counted in full towards the subsequent FOP and cumulative duty total. The FOP allowable is calculated from the report time of the synthetic training device detail.

(e) Mixed Flight Instruction and Aerial Work Operations.

When a flight instructional crew member is engaged in both flight instruction and aerial work operations the more restrictive flight and duty time limitations shall apply.

#### 4. Split Duty

(a) A break on the ground within the FOP shall have a minimum duration of 3 consecutive hours. The break shall exclude the time for post-flight duties and pre-flight duties, which shall be counted for a minimum of 30 minutes;

(b) The planned FOP may be increased by up to 50% of the break;

(c) Suitable accommodation shall be provided for breaks of 6 hours or more;

(d) Split duty may only be used prior to a reduced rest period where:

(1) The break on the ground is longer than 4 hours; and

(2) The number of flights carried out immediately before and immediately after the reduced rest shall be limited to 4 and 1 respectively.

(e) Split duty shall not be used immediately after reduced rest.

#### 4. Minimum Rest

The minimum rest period which must be provided before undertaking a FOP or ground instruction starting at the home base shall be at least as long as the preceding duty period, or 12 hours, whichever is the greater.

(a) The minimum rest period which must be provided before undertaking a flight duty period starting away from home base shall be at least as long as the preceding duty period, or 10 hours, whichever is the greater. The minimum rest period away from home base shall include an 8-hour sleep opportunity taking account of travelling and physiological needs. Notwithstanding paragraph (a), the provisions of this subparagraph may also apply to home base if the operator provides suitable accommodation to the crew.

(b) Each flight instructional crew member must be scheduled for a minimum rest period of 1 day, to include 2 local nights in a 36 hour period, or a continuous period of not less than 48 hours in any consecutive period of 7 days.

#### 6. Flight Duty, Duty and Rest Period Records

(a) A flight training organisation shall ensure that crew member's records include:

- (1) Flight Times;
- (2) Start, duration and end of each duty period and/or flight duty period;
- (3) Rest periods and days free of all duty;

and are maintained to ensure compliance with this direction; copies of these records are to be made available to crew members upon request.

(b) Where a flight instructional crew member is employed by more than one flying training organisation and the records held by an organisation under paragraph 6(a) do not cover all of a crew member's flight duty, duty and rest periods, the crew member concerned shall maintain a personal record as set out in 6(a) and shall make such records available to the organisation.

(c) A flight instructional crew member shall present his/her records on request to any organisation which employs his/her services before he/she commences a flight duty period.

(d) Records shall be preserved for at least a period of 15 calendar months from the date of the last relevant entry.