



INFORMATION BULLETIN 2017-11

Issue 01

Date of Issue: 04th May 2017

SUBJECT:

IMPLEMENTATION OF NEW LICENCE FORMAT FOR PILOTS

1. ACCEPTANCE & APPLICABILITY
2. EFFECTIVE DATES
3. INSTRUCTIONS

ACCEPTANCE AND APPLICABILITY

In pursuance of the United Arab Emirates (UAE) Civil Aviation Law and the General Civil Aviation Authority (GCAA) Rules and Regulations; the GCAA's Licensing Department shall be issuing a new flight crew licence in compliance with the Standards and Recommended Practices as enacted by ICAO and the UAE Civil Aviation Regulations (CARs) Flight Crew Licensing (FCL). Furthermore, the new flight crew licence shall be issued in a comprehensive document containing all the required information pertaining to the privilege (s) that the licence holder is authorised to exercise including: qualifications, ratings and their validity.

Taking into consideration the number of existing licences to be converted to the new system; the GCAA will continue to consider valid the old card type licences for a period of two years until **14th May 2019**. During this period any amendment to the existing licence will require an issuance of the new format licence.

Old Card type licence



New Booklet type licence



Figure 1



EFFECTIVE DATES

The new Booklet type licence will be effective and applicable starting from **15 May 2017**
Last day to use the old Card type licence is **14 May 2019**

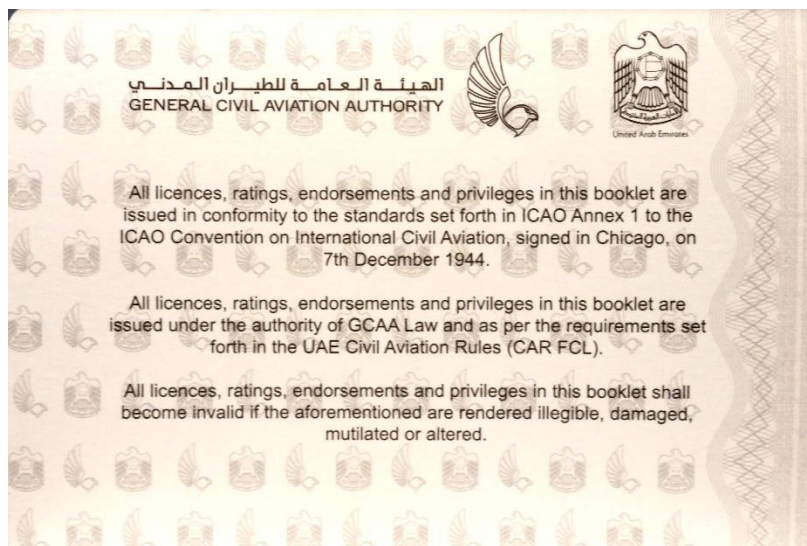
OVERVIEW

With the implementation of the new Flight Crew Licensing regulations (CAR-FCL), there was a need to revise the format of the existing licence to a new format to reflect licence holder's qualifications, ratings along with their respective validity date. In addition the new licence will reflect all class/type ratings in one document.

DESCRIPTION OF THE LICENCE BOOKLET

The new licence will be in the form of a booklet as shown on Figure 1. The booklet will have 20 pages for affixing labels/stickers. The stickers will be of 3 different formats that cover all the information required in a flight crew licence as per ICAO Annex 1 Personnel Licensing Standards and GCAA CAR-FCL.

The booklet front inner cover page displays a permanent print stating the compliance and conformity with ICAO Annex 1 to the ICAO Convention on International Civil Aviation and; that the licences are issued under the authority of UAE Civil Aviation Law and Regulations. **This page shall not be used for any labels or printing**



Front Inner cover
New Licence booklet
Figure 2



Next is page No. 1 labeled as 'Basic information' (Figure 3) which will contain the Basic information label / sticker of the licence holder. Any amendment in the information on this page will require the re-issue of the licence booklet by the GCAA



Page 1– Basic Information

Figure 3

Page No. 2 till page No. 15 (Figure 4) labeled as 'Licences and ratings information'. Those pages will have all the required information regarding the Licence/s, Class Rating/s, Type Rating/s, Instructor / Examiner ratings and ELP. Any amendments to those pages can be done on the existing booklet and does not require the issue of the new booklet



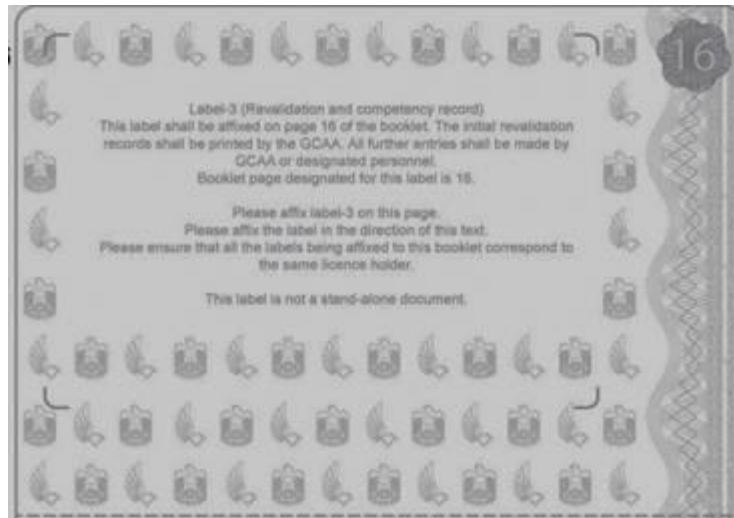
Page 2 – 15

Licence & Rating information

Figure 4



Page No. 16 (Figure 5) is labeled as 'Revalidation information'. This page will have the required information regarding the revalidation of Class Rating/s, Type Rating/s and Instructor / Examiner ratings.



Page 16
Revalidation information

Figure 5

The remaining pages of the booklet from page 17-19 (figure 6) will be pages with the tables for revalidation information. Those pages will be filled in only by the GCAA or any authorised personnel such as TRE/FE/SFE. Any amendment/addition to this page can be done on the existing booklet and does not require the issue of the new booklet. Any entry will be handwritten in the same format of the GCAA skill test form part E.

RATING/ ENDORSEMENT	DATE OF TEST	VALID UNTIL	EXAMINER NO.	EXAMINER SIGNATURE
MEP LAND	24.12.16	31.12.18	xxx	
A330/12/MPA	18.12.16	31.12.19	xxx	

Revalidation information
Figure 6



Instructions on how to use the License is printed on the last leaf of the booklet (Figure 7)

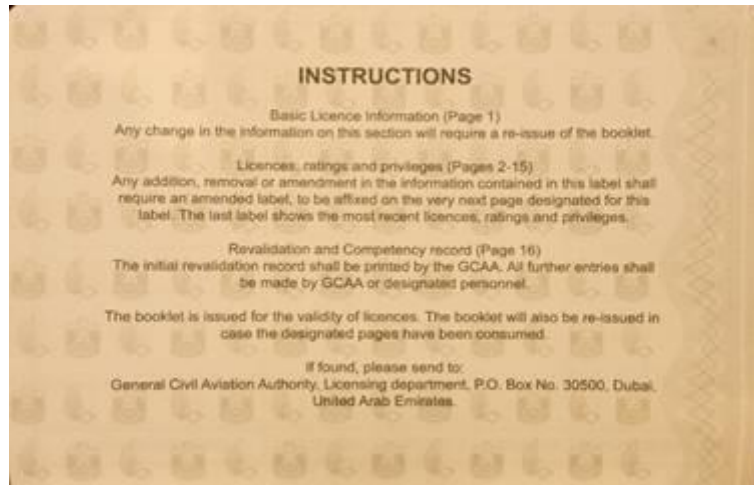


Figure 7

Implementations Instruction:

1. The new booklet licence will be implemented effective on 15th May 2017 at 0600 UTC .
2. Any E-licensing applications made at or after 0600 UTC on 15th May 2017 shall be issued with the new booklet licence.
3. Any E-licensing applications submitted before 14 May 2017 2359 UTC will be issued with the old card licence.
4. The GCAA will send automated notifications through the E-licensing system to remind the operators and licence holders with regard to the revalidation of ratings and also for conversion to a booklet licence.
5. The New booklet licence may be issued in following circumstances:
 - a. Initial issue of licence
 - b. Conversion of old card licence to booklet licence
 - c. Any amendments required to be endorsed to the existing old card type licence
6. The GCAA is the only authorised body to issue the new booklet licence and its associated labels
7. All entries made on the “revalidation information” page of the new booklet licence (figure 6) by authorized person shall be uploaded on the GCAA E-licensing system as soon as possible, but no later than 7 working days from the test date. The revalidation information can be uploaded to the elicensing system through “Revalidation utility”.
7. The revalidation data can only be endorsed by TRE/SFE/FE only for ratings already held by the licence holder as indicated on page 16 to 19 (figure 5 & 6)



8. To exercise the privileges of a rating, that particular rating must appear on the licences and ratings page and also on the revalidation page (Figure 4 and 6).
9. The operator shall be responsible for collecting the old card type licence while handing over the new booklet licence to their pilots. The collected card licences shall be sent to GCAA.
10. The licensing system has a service for re-issue of a loss and damaged licence.

Assistances & Enquires:

In case of any clarification or assistance required related to the implementation of the new booklet type Licence, individual pilots may contact their employer airlines/operator.

For any GCAA enquiries related to the new licence format: Email address: NEWFCL@gcaa.gov.ae (Sunday to Thursday from 0700 to 1530 UAE time)
Hotline: +971508127814 (in case of urgent matter)