**SUBPART FCL. SPECIFIC REQUIREMENT’s RELATING to**

 **FLIGHT CREW LICENSING**

  **Section** **I**. **General**

 **ARA. FCL. 120**. **Record - keeping**

In addition to the record’s required in ARA. GEN. 220 ( a ), the GDCA of RA shall include in its system of record - keeping results of theoretical knowledge examinations and the assessments of pilot’s skills.

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 **Section** **II. Licences, Ratings and Certificates**

 **ARA. FCL. 200 Procedure for Issue, Revalidation or Renewal**

 **of a Licence, Rating or Certificate**

***a )*** *Issue of Licences and Rating’s*. The GDCA of RA shall issue a pilot licence and associated ratings, using the form as established in Appendix I to this Part ;

***b )*** *Issue of Instructor and Examiner Certificates.* The GDCA shall issue an instructor or examiner certificate as :

1 ) an endorsement of the relevant privileges in the pilot licence as established in Appendix I to this Part ; *or*

2 ) a separate document, in a form and manner specified by the GDCA.

***c )*** *Endorsement of Licence by Examiners*. Before specifically authorizing certain examiners to revalidate or renew ratings or certificates, the GDCA shall develop appropriate procedures.

 **ARA. FCL. 205 Monitoring of Examiners**

***a )*** The GDCA shall develop an oversight programme to monitor the conduct and performance of Examiners taking into account :

1 ) the number of Examiners it has certified ; *and*

2 ) the number of Examiners certified by other Competent Authorities exercising their privileges within the territory where the competent Authority exercises oversight ;

***b )*** The GDCA shall maintain a list of Examiners it has certified. The list shall state the privileges of the Examiners and be published and kept updated by the GDCA of RA ;

***c )*** The GDCA shall develop procedures to designate Examiners for the conduct of Skill Tests.

**ARA. FCL. 210 Information for Examiners**

 ***a )*** The GDCA shall provide the national administrative procedures, requirements for protection of personal data, liability, accident insurance and fees applicable in its territory, which shall be used by Examiners when conducting Skill Tests, Proficiency Checks or assessments of competence of an applicant for which the competent authority is not the same that issued the Examiner’s certificate ;

***b )*** The GDCA may provide Examiners it has Certified and Examiners Certified by other Competent Authorities exercising their privileges in their territory with safety criteria to be observed when Skill Tests and Proficiency Checks are conducted in an aircraft.

 **ARA. FCL. 215 Validity period**

***a )*** When issuing or renewing a rating or certificate, the competent Authority or, in the case of renewal, an Examiner specifically authorized by the competent Authority, shall extend the validity period until the end of the relevant month ;

***b )*** When revalidating a rating, an Instructor or an Examiner certificate, the competent Authority, or an examiner specifically authorized by the competent Authority, shall extend the validity period of the rating or certificate until the end of the relevant month ;

***c )*** The competent Authority, or an Examiner specifically authorized for that purpose by the competent Authority, shall enter the expiry date on the licence or the certificate ;

***d )*** The competent Authority may develop procedures to allow privileges to be exercised by the licence or certificate holder for a *maximum period of* ***8***  *weeks* after successful completion of the applicable examination(s), pending the endorsement on the licence or certificate.

 **ARA. FCL. 220 Procedure for the re - issue of a pilot licence**

***a )*** The GDCA shall re-issue a licence whenever necessary for administrative reasons and :

1 ) after initial issue of a rating ; *or*

2 ) when paragraph XII of the licence established in *Appendix I* to this Part is completed and no further spaces remain.

***b )*** Only valid ratings and certificates shall be transferred to the new Licence document.

 **ARA. FCL. 250 Limitation, Suspension or Revocation of Licences, Ratings and**

 **Certificates**

***a )*** The GDCA shall limit, suspend or revoke as applicable a pilot licence and associated ratings or certificates in accordance with ARA. GEN. 355 in, but not limited to, the following circumstances :

1 ) obtaining the pilot licence, rating or certificate by falsification of submitted documentary evidence ;

2 ) falsification of the logbook and licence or certificate records ;

3 ) the licence holder no longer complies with the applicable requirements of Part - FCL ;

4 ) exercising the privileges of a licence, rating or certificate when adversely affected by alcohol or drugs ;

5 ) non-compliance with the applicable operational requirements ;

6 ) evidence of malpractice or fraudulent use of the certificate ; *or*

7 ) unacceptable performance in any phase of the flight examiner’s duties or responsibilities.

***b )*** The competent Authority may also limit, suspend or revoke a licence, rating or certificate upon the written request of the licence or certificate holder ;

***c )*** All Skill Tests, Proficiency Checks or assessments of competence conducted during suspension or after the revocation of an examiner’s certificate will be invalid.

 **Section**  **III. Theoretical Knowledge Examination’s**

 **ARA. FCL. 300 Examination procedures**

***a )*** The GDCA shall put in place the necessary arrangements and procedures to allow applicants to undergo theoretical knowledge examinations in accordance with the applicable requirements of Part - FCL ;

***b )*** In the case of the ATPL, MPL, Commercial Pilot Licence *( CPL ),* and Instrument Ratings, those procedures shall comply with all of the following :

1 ) Examinations shall be done in written or computer - based form ;

2 ) Questions for an examination shall be selected by the GDCA, according to a common method which allows coverage of the entire syllabus in each subject, from the

 European Central Question Bank *( ECQB ).*

 The ECQB is a database of multiple choice questions held by the EASA ;

3 ) The examination in communications may be provided separately from those in other subjects.

 An applicant who has previously passed one or both of the examinations in Visual Flight Rules *( VFR )* and Instrument Flight Rules *( IFR )* communications shall not be re - examined in the relevant sections ;

***c )*** The GDCA shall inform applicants of the languages available for examinations ;

***d )*** The GDCA shall establish appropriate procedures to ensure the integrity of the examinations ;

***e )*** If the GDCA finds that the applicant is not complying with the examination procedures during the examination, this shall be assessed with a view to failing the applicant, either in the examination of a single subject or in the examination as a whole ;

***f )*** The GDCA shall ban applicants who are proven to be cheating from taking any further examination *for a period of at least* ***12*** *months* from the date of the examination in which they were found cheating.

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