



All revisions made to this document are listed here in sequential order

SRS Revision History					
Version No	Author	Create/ Edit Date	Reviewer	Review Date	Description
V1.0	Robin Chaudhary	23.01.2016			Base version
V1.1	Robin Chaudhary	07.02.2016	Sandeep Garg	07.02.2016	First Revision
V1.2	Robin Chaudhary	09.02.2016	Sandeep Garg	09.02.2016	Second Revision

	Name	Designation	Date	Signature
eGCA PMU** (NISG)	Shipra Dhingra	DGM Consultant		
System Integrator (HP)	Sandeep Kumar Garg	Project Manager		
Verifier (DGCA)	Rakesh Singh	Asst. Director (DTL)		
Approver (DGCA)	Bharat Bhushan	Director (DTL)		

** HP & DGCA are the Functional SRS stakeholders who have agreed to the functionality of Service. PMU has IT expertise. PMU has helped clean up the document, made sure that the comments given by DGCA are incorporated and the document adheres to the agreed template.

This SRS document is acceptable, subject to the following conditions:

1. Limitations of any kind which are contrary to the system functional requirements are not acceptable.
2. We reserve our right to make additions or suitable modifications including elaboration to the requirements as captured by HP under this document, as may emerge during the subsequent testing phase of the application. This document may therefore be open to changes and additional requirements till the system clears the UAT successfully.
3. The acceptance of this document is only to the extent of the functional requirements which have been captured by HP, and does not cover the technical aspects of hardware/software being used by HP for implementation of these requirements or any other contractual requirements which may be the part of the contract.
4. The document does not cover the common features applicable across the eGCA system as may have been decided by the competent authorities. Some of such common features may be required to be customized for specific requirements of this service.
5. This document does not capture MIS reports. MIS reports can be added as per recommendations from directorate till UAT.
6. This does not cover High Level Design and Low Level Design including database design, modelling, GUI design and Interface elements.



Table of Contents

Important Notice	2
TL 4/1 Document Objective.....	5
TL 4/1.1 About Directorate of Training and Licensing (DTL)	5
TL 4/2 Functional Overview.....	6
TL 4/2.1 Functional Packages	6
TL 4/2.2 Actors / Roles	6
TL 4/3 Business Process Flows and Description	7
TL 4/3.1 Process flow synopsis.....	7
TL 4/3.2 To-be process flow	8
TL 4/3.3 Process Flow Description	8
TL 4/3.4 Business Rules / Validations.....	9
TL 4/3.5 Interdependencies on Internal /External Stakeholders	15
TL 4/3.6 Output to Internal/External Stakeholders.....	16
TL 4/3.7 Data Elements	17
TL 4/4 Appendix.....	20
TL 4/4.1 To be Process Flow	20
TL 4/4.2 Sample of endorsement / extension of license/ratings.....	21
TL 4/4.3 Abbreviations/Acronyms	22
TL 4/4.4 Review History.....	22



TL 4/1 Document Objective

The objective of this document is to provide functional and business requirements and the inter dependencies between various stakeholders to enable the design and development of eGCA solution.

This document, at a broad level, will provide the services addressed within the directorate, the concerned actors and roles in the service, a synopsis of the process, process flow, and the data elements required to be captured for developing the eGCA solution in compliance with the existing rules and procedures.

TL 4/1.1 About Directorate of Training and Licensing (DTL)

The Directorate of Training and Licensing handles all matters pertaining to the licensing of Pilots and renewals thereof, including FATA licenses. This document details out the following service under the purview of DTL:

1) Extension and endorsement of licenses and rating

TL 4/2 Functional Overview

TL 4/2.1 Functional Packages

Following functional packages have been identified for going live in the first phase of eGCA

S. No	Package Name	Objective
TL1	Extension and endorsement of licenses and rating	This service provides endorsement / extension for licenses and ratings to all applicants meeting the eligibility criteria

TL 4/2.2 Actors / Roles

S. No.	System / Application Role	Pilots	Flying Training Institutes, Operators	DG	JDG	DDG	Director	DD	AD	Payment Gateway	Data Entry Operator
1.	Applicant	X	X								X*
2.	Fees Confirmation									X	
3.	Verifier		X (External Verifier)						X (DGCA Verifier)		
4.	Approver			X	X	X	X**	X**			
5.	Exempting Authority			X	X						
6.	Clarification			X	X	X	X	X			

*- Access to limited fields of application, only for uploading documents and data entry.

** - DD can approve endorsements of aircrafts with AUV not exceeding 5700 Kgs and Director can approve endorsements of aircrafts with AUV below 5700 Kgs as well as exceeding 5700 Kgs



TL 4/3 Business Process Flows and Description

TL 4/3.1 Process flow synopsis

Data elements captured – Applicant details and associated information related to educational qualification, medical, flying experience of last 5 years as well as last 6 months, examinations passed and marks obtained, skill tests and aircraft ratings.

Process Flow – Applicant -> Verifier -> Approver -> Exempting Authority (If required) -> Clarification (If required)
Exempting Authority approval may be required in case the flight clearance application does not meet notice period requirements yet clearance is sought by the applicant by providing additional information/clearance

Clarification may be required in certain exceptional cases where officers might want to take advice or decision from immediate higher authorities if they are unable to decide on the case.

Output – After approval by the Approver, digitally signed license / rating along with notification through SMS and e-mail to the applicant. If the application is rejected then a rejection notification should be sent along with the reason for rejection.

REFERENCE

RULE	Rule 6A, 6B, 41
CAR	<ol style="list-style-type: none"> 1. CAR Section 7 Series B Part- XVIII 2. CAR Section 7 Series B Part- XIX 3. CAR Section 7 Series G Part-I 4. CAR Section 7 Series O Part-I 5. CAR Section 8 Series H Part-I 6. CAR Section 8 Series F Part-II
AIC	
ADVISORY CIRCULAR	
MANUAL	DTL Procedures Manual

TL 4/3.2 To-be process flow

PROCESS	
Applicant	Register on the eGCA Portal and apply through the online form along with required documents and requisite fees
Fees Confirmation	The applicable fee has to be submitted online. In case of online payment / Payment gateway, the confirmation will be done automatically.
Verifier	Verify the correctness of the provided information or send shortfalls to the applicant
Approver	Re-verify the application as required, approve and issue endorsement / rating OR send shortfalls back to the applicant and verifier OR forward for exemption (optional).
Exemption	Approver recommends the application to exempting authority for grant of exemption (Optional Step)
Revert from exempting authority	Exempting authority grants or rejects the exemption based on the merits of the case
Issue License / Rating	Endorsement / Extension of License / Rating is issued with digital signature

TL 4/3.3 Process Flow Description

S. No.	Process Description	Responsibility
TL 4/3.3.1	Applicant logs into eGCA by accessing the DGCA Portal and entering his login credentials	Applicant
TL 4/3.3.2	Applicant selects the endorsement / rating of license/rating service and submits the required details in the form and attaches the mandatory documents. He pays the fees online.	Applicant
TL 4/3.3.3	In case of online payment, the fee is deducted from the applicant account / Credit Card / Debit Card and credited to the DGCA account.	System / Accounts Office
TL 4/3.3.4	An acknowledgment number and date/time stamp of the application is generated and displayed to the applicant. An SMS and email is sent to the registered mobile number and email ID respectively	System generated
TL 4/3.3.5	The application is opened by the Verifier from his inbox, who views and verifies the details in the application and provides his comments / recommendations based. Submits it to the Approver for further processing.	Verifier



TL 4/3.3.6	<p>Approver reviews the application details and if there are any shortfalls then he may reject/send back the application for additional details.</p> <p>If the application is found to be complying with all current requirements, then it is approved and the requested license / rating is generated along with all the details related to the license. This is then digitally signed by the approver</p>	Approver
TL 4/3.3.7	If applicant has requested for any exemptions, the request may be forwarded to the designated Exempting Authority as shown in section TL 4/3.2 . This step is optional.	Exempting Authority (Optional Step)
TL 4/3.3.8	If there is a clarification sought from lower levels, the request may be forwarded for clarification as shown in section TL 4/3.2 and the decision is taken. This step is optional.	Clarification (Optional Step)
TL 4/3.3.9	<p>An SMS and an email is generated notifying the applicant of the approval/rejection of the application.</p> <p>The License/Rating is made available to the applicant in his application inbox.</p>	System generated

TL 4/3.4 Business Rules / Validations

Sr. No.	Business Rule	Reference/ Validations
TL 4/3.4.1	<p>Dependencies on other entities:</p> <ul style="list-style-type: none"> • Medical • CEO • Applicant Log books • Air worthiness Directorate for valid C of A (Flying Training done in India) • WPC for verification of RTR License • FSD(If required for Syllabus or flying experience) • Verification from TRTO/FTO if flying done in abroad 	<p>Integration with Medical to be there.</p> <p>CEO integration needs data access through web service etc. for which technical discussions are required.</p> <p>Other DB are required for integration e.g. DAW, FSD</p>
TL 4/3.4.2	<p>The maximum age limit for a CPL, ATPL, is 65 years. e.g. - If a person has their Birth-date as 01/01/1951 and they are applying for renewal as of 18/09/2015 (age is 64) then the license renewal should be limited to 31/12/2015</p> <p>For PPL only valid medical is required and there is no maximum age criteria</p>	
TL 4/3.4.3	The time frame for submission and verification of documents to be a maximum of 15 working days from the date of application	



Sr. No.	Business Rule	Reference/ Validations
TL 4/3.4.4	Mode of payment is online by default.	
TL 4/3.4.5	In some cases the TRTO/FTO verifications are directly sent to DGCA. In such cases the Verifier will be required to login and upload the document for extension processing	
TL 4/3.4.6	On the date of submission, the medical should be valid. FRTOL and RTR should be valid as well	
TL 4/3.4.7	English Language Proficiency to be valid and endorsed as well.	
TL 4/3.4.8	The fees related to Endorsement / Extension Licensing and Ratings should be auto calculated by the system. Currently, as per Rule 48, <ul style="list-style-type: none"> • for issue or validation of a licence or rating for Student Pilot's Licence and Glider Pilot's Licence it is Rs. 1000 • for issue or validation of a licence or rating other than Student Pilot's Licence and Glider Pilot's Licence is Rs. 5,000/ 	
TL 4/3.4.9	If the file is pending with an individual (due leave / training / non availability), the system should generate an alert and provide pending status to signing authority or immediate higher authority and he shall transfer file to other officer/s. Auto-transfer to other equal or higher rank is not desirable – Any pending file information should ideally be informed to the signing authority	A fixed time delay is required to trigger the alert in order to complete the process within the standard of service time frame.
TL 4/3.4.10	For endorsement / extensions there should be detailed drop down box with all options which are required to be uploaded for the particular service	
TL 4/3.4.11	Once an application for endorsement has been submitted by an applicant it must collate all the previous details of the applicant right from the issuance of SPL and FRTOL. (Entire history must be known to the processing officer including any enforcement action if any.	
TL 4/3.4.12	In the application form the entry for P-1 U/S or Dual etc. must have a provision for vertical total with option to select periods.	
TL 4/3.4.13	Once an applicant selects aircraft type, the following verifications would be required: <ul style="list-style-type: none"> ➤ DAW for serviceability of aircraft ➤ License record of individual that he can fly the aircraft. ➤ Capacity in which flying the aircraft (PIC/Co-pilot) ➤ Medical fitness as on date. ➤ Validity of medicals/license/FRTOL, by night IR etc ➤ Details of flight with provision to check FDTL limits ➤ Provision to enter day/night entries ➤ PIC flying to be logged separately and not as co-pilot ➤ Simulated flying as P2 ➤ SE/ME entries cross verified ➤ Training flying instructions to be entered as dual only. Same for instructional flying 	



Sr. No.	Business Rule	Reference/ Validations
TL 4/3.4.14	<p>1) Aeroplane endorsement</p> <p>a. Below 5700 Kgs AUW (CAR Section 7 Series G Part-I, CAR Section 7 Series B Part-XVIII)</p> <ul style="list-style-type: none"> • The license and medical of the trainee pilot must be current and valid during the entire training and checks or Skill tests. • The trainee pilot should have passed all requisite written examinations including Technical Examination on type before commencement of the flying training and that must be valid during entire training and checks. (This may be conducted at the TRTO or by the DGCA) • General Flying Test (Day/Night) and IR Checks in respect of non-Jet Aeroplanes above 1500 Kg form(CA 40 / IR) as applicable shall be used which is available on the DGCA web site. • The final training checks / skill tests of the trainee pilot shall be carried out by an Examiner, other than those who had imparted the training. • Training and checks must be carried out with State Regulatory Authority approved Instructor(s) / Examiner(s) only. <p>Documents to be submitted by applicant</p> <ol style="list-style-type: none"> a) Ground Class certificate (not less than 20 Hrs.) b) Submit Results of test conducted after ground classes passing percentage should be minimum 70% c) Logbook copies will have to be uploaded d) CA 39 Form e) Proof of State Regulatory Authority approval of Organisation certificate f) Proof of State Regulatory Authority approval certificate for level 	



Sr. No.	Business Rule	Reference/ Validations
	<p>'D'Simulator (If training carried out on the simulator).</p> <p>g) Documents Proof of currency of the Instructorship / Examinership as Instructor(s) / Examiner(s).</p> <p>Documents to be uploaded by the DGCA after receipt in a sealed envelope</p> <ol style="list-style-type: none"> a) The sortie wise simulator training and tests records b) The sortie wise aircraft training and tests records, c) The briefing / debriefing & comments of Instructors / Examiners. d) Skill Check Form CA40 e) Instrument Rating Skill Check form <p>b. Above 5700 Kgs AUW (CAR Section 7 Series G Part-I, CAR Section 7 Series B Part-XIX& CAR Section 8 Series F Part-II)</p> <ul style="list-style-type: none"> • The license and medical of the trainee pilot must be current and valid during the entire training and checks or Skill tests • The trainee pilot should have passed all requisite written examinations including Technical Examination on type before commencement of the flying training and that must be valid during entire training and checks. • General Flying Test (Day/Night) and IR/PPC Checks in respect of Jet Aeroplanes above 1500 Kg (CA 40 / CA 41/ IR/PPC) forms (from CAR Section 8, Series F, Part II, Appendix 6 as applicable shall be used which is available on the DGCA web site. • The final training checks / skill tests of the trainee pilot shall be carried out by an Examiner, other than those who had imparted the training. • Training and checks must be carried out with State Regulatory Authority 	



Sr. No.	Business Rule	Reference/ Validations										
	<p style="text-align: center;">approved Instructor(s) and Examiner(s) only</p> <p style="text-align: center;">Documents to be submitted by applicant</p> <p style="text-align: center;">a) Proof of training as per Section 7, Series B, Part XIX</p> <p>Syllabus has been standardized for certain aircrafts as below :</p> <table border="1" data-bbox="407 600 1040 894"> <tbody> <tr> <td>Appendix 'A'</td> <td>Airbus A-320</td> </tr> <tr> <td>Appendix 'B'</td> <td>Boeing B 737- 800 NG</td> </tr> <tr> <td>Appendix 'C'</td> <td>CRJ – 100/200</td> </tr> <tr> <td>Appendix 'D'</td> <td>ATR 42/72</td> </tr> <tr> <td>Appendix 'E'</td> <td>Jet Aircrafts with AUW less than 5700 Kg</td> </tr> </tbody> </table> <p style="text-align: center;">b) Submit Results of test conducted after ground classes passing percentage should be minimum 70%</p> <p style="text-align: center;">c) Logbook copies will have to be uploaded</p> <p style="text-align: center;">d) CA 39 Form</p> <p style="text-align: center;">e) Proof of State Regulatory Authority approval of Organisation certificate</p> <p style="text-align: center;">f) Proof of State Regulatory Authority approval certificate for level 'D' Simulator (If training carried out on the simulator).</p> <p style="text-align: center;">g) Documents Proof of currency of the Instructorship / Examinership as Instructor(s) / Examiner(s).</p> <p style="text-align: center;">h) Other documentary evidence as required by CAR Section 8 Series F Part - II</p> <p>Documents to be uploaded by the DGCA after receipt from the applicant in a sealed envelope</p> <p style="text-align: center;">a) The sortie wise simulator training and tests records</p> <p style="text-align: center;">b) The sortie wise aircraft training and tests records,</p> <p style="text-align: center;">c) The briefing / debriefing & comments of Instructors / Examiners.</p> <p style="text-align: center;">d) Skill Check Form CA 40 / CA 41</p>	Appendix 'A'	Airbus A-320	Appendix 'B'	Boeing B 737- 800 NG	Appendix 'C'	CRJ – 100/200	Appendix 'D'	ATR 42/72	Appendix 'E'	Jet Aircrafts with AUW less than 5700 Kg	
Appendix 'A'	Airbus A-320											
Appendix 'B'	Boeing B 737- 800 NG											
Appendix 'C'	CRJ – 100/200											
Appendix 'D'	ATR 42/72											
Appendix 'E'	Jet Aircrafts with AUW less than 5700 Kg											



Sr. No.	Business Rule	Reference/ Validations
	<p>e) Instrument Rating Skill Check form / IR/PPC/ CA41</p>	
<p>TL 4/3.4.16</p>	<p>For Helicopters, the documents to be submitted are same as mentioned above. The training requirements will vary based on the category of Helicopter.</p> <p>Give option to select types of Helicopters as:</p> <ol style="list-style-type: none"> 1. Single Engine Piston 2. Multi Engine Piston 3. Single Engine Turbine 4. Multi Engine Turbine <p>Segregation as AUW<3180kgs, 3180kgs <=AUW<=5700kgs, AUW>5700Kgs</p> <p>Same documents as required for Aeroplanes</p>	
<p>TL 4/3.4.15</p>	<p>ENDORSEMENT ON INDIAN LICENCE ON THE BASIS OF LICENCE ISSUED BY AN ICAO CONTRACTING STATE:</p> <p>Pilots, when regularly flying on a foreign licence, can have their Indian licence, if valid, endorsed on the type presently flying provided they have Class I Medical and carry out IR/LR on the Simulator, of the aircraft type, under observation of FOI/ DGCA nominated Examiner provided such type of aircraft is registered in India.</p> <p>Attachments:</p> <p>In case of regular flying (in the last 90 days 3 take-off and 3 landings)</p> <p>Copy of Logbook(to be verified by last operator), CA 39(6 months, 1 year and 5 years), Skill test form for IR/LR, Copy of Foreign License, Verification of Foreign License</p> <p>In case of non- regular flying</p> <p>Copy of Logbook, CA 39(6 months, 1 year and 5 years), Skill test form for IR/LR, Recency Requirements as per CAR 8 Series F Part-I, Skill test forms, Copy of Foreign License, Verification of Foreign License</p>	
<p>TL 4/3.4.16</p>	<p>ENDORSEMENT OF VARIANTS OF AIRCRAFT</p> <p>As per CAR Section 7 Series O Part-I - Flying More Than One Type Of Aero plane (Fixed Wing Aircraft) – Scheduled, Non-scheduled and General Aviation Operations. For helicopter, refer to CAR Section 8, Series H, Part I para 14.The Applicant shall provide a differences training course certificate for the aircraft.</p> <p>The approved list of Aircraft Variants with the DGCA can be found in the Appendix to the CAR mentioned above.</p> <p>For data fields, state:</p> <p>Type rating on:</p> <p>Variants applied for(Multiple selection from Master list):</p> <p>Date of differences training:</p> <p>Date of flying test, if applicable</p>	



Sr. No.	Business Rule	Reference/ Validations
	Attachments: Differences training certificate and Flying Test Report, if applicable.	
TL 4/3.4.17	Sea Plane rating to be included in this service.	CAR Section 7, Series B , Part XVI

TL 4/3.5 Interdependencies on Internal /External Stakeholders

Service	Information Received From other Directorate(s) / External Stakeholder(s)		
	Information Received	External Stakeholder(s)	Internal Stakeholder
TL 4 – Extension and endorsement of licenses and rating	Exam Results Flying hours Medical C of A, C of R, Aircraft Logbook RTR (COP) Clearances	Pilot Logbook Ministry of Communication and IT MHA(IB), DRI, NCB, RAW (if required)	CEO Medical Division Air worthiness



TL 4/3.6 Output to Internal/External Stakeholders

Service	Information Sent To		
	Directorate(s) / External Stakeholder(s)		
	Title / Nature of Output	Distribution 1	Distribution 2
TL 4 – Extension and endorsement of licenses and rating	Endorsement on the license	Applicant	



TL 4/3.7 Data Elements

GOVERNMENT OF INDIA
 DIRECTORATE GENERAL OF CIVIL AVIATION
 TECHNICAL CENTRE, OPPOSITE SAFDARJUNG AIRPORT
 AURBINDO MARG, NEW DELHI

APPLICATION FOR EXTENSION OF **AIRCRAFT TYPE RATING**
 (SEE [INSTRUCTIONS](#) TO APPLICANTS BEFORE FILLING APPLICATION FORM)

1. NAME

2. MAILING ADDRESS

3. CATEGORY OF LICENCE(S) **CLASS OF LICENCE**

4. DETAILS OF LICENCE(S)

LICENCE NAME	LICENCE NUMBER	LICENCE VALIDITY

5. DETAILS OF TYPE RATING SOUGHT

AIRCRAFT TYPE **AIRCRAFT SERIAL**

AIRCRAFT ALL UP WEIGHT

6(A). WHETHER TYPE RATING SOUGHT IS CO-PILOT RATING OR PIC RATING IF PIC RATING IS SOUGHT, FILL DETAILS IN PART (B)

(B). DATE ON WHICH CO-PILOT RATING OBTAINED

(C). INDICATE WHETHER SUITABILITY CHECK PERFORMED, GIVE DATE

(D). TOTAL HOURS FLOWN AS CO-PILOT ON TYPE

(E). INDICATE WHETHER TEN MANDATORY ROUTE CHECKS COMPLETED ON TYPE

(F). NUMBER OF ROUTE CHECKS BY DAY

(G). NUMBER OF ROUTE CHECKS BY NIGHT

(H). STATE WHETHER LAST TWO CHECKS ARE BY DIFFERENT EXAMINERS

(I). TOTAL LINE ORIENTED FLYING TRAINING IN HOURS

7. STATE WHETHER CAR SECTION 7, SERIES G, PART I DATED 27.7.99 IS APPLICABLE



8. TOTAL DURATION OF GROUND CLASSES IF TRAINING HAS BEEN UNDERGONE AT AN DGCA APPROVED INSTITUTION OUTSIDE INDIA, IN HOURS. ALSO GIVE NAME AND ADDRESS OF INSTITUTION.

9. WRITTEN EXAMINATION DETAILS

(a). DATE OF PASSING DGCA WRITTEN EXAMINATION IN AIRCRAFT & ENGINES OR EQUIVALENT EXAMINATION .

(b). IF OTHER THAN DGCA EXAMINATION ,GIVE THE NAME OF THE AUTHORITY WHOSE EXAMINATION HAS BEEN PASSED.

(c). INDICATE NAMES OF SUBJECTS PASSED , ALSO INDICATE PERCENTAGE, IF PASSED FROM AN AUTHORITY, OTHER THAN DGCA.

9.(A). SIMULATOR TRAINING DETAILS

TYPE	PNF(HRS)	PF(HRS)	TOTAL(HRS)
FLIGHT TRAINING DEVICE (FTD)			
FIXED BASE SIMULATOR (FBS)			
FREE FLIGHT SIMULATOR (FFS)			
SIMULATOR CHECK RIDE			
CIRCUITS & LANDINGS			

(B). DATE ON WHICH TYPE RATING, INCLUDING SIMULATOR CHECK, IF APPLICABLE, COMPLETED

10. DETAILS OF FLYING TRAINING

(A). TOTAL FLYING TRAINING , BY DAY, IN HOURS

(B). TOTAL FLYING TRAINING , BYNIGHT, IN HOURS

(C). TOTAL NUMBER OF TRAINING SORTIES

(D). DATE ON WHICH FLYING TRAINING COMPLETED



11. SKILL TESTS BY DAY & NIGHT EACH

(A). DATE ON WHICH SKILL TESTS BOTH BY DAY NIGHT COMPLETED. (CA 40 A & CA 40 B CHECKS FOR CO-PILOT & PIC RATING RESPECTIVELY)

(B). DATE ON WHICH THREE PIC TAKE OFFS LANDINGS COMPLETED (FOR AIRCRAFT BELOW AUW 5700 KGS).

(C). DATE ON WHICH IR SKILL TEST DONE, IF APPLICABLE

12. SPONSORING AUTHORITY

DECLARATION

CERTIFIED THAT ALL ENTRIES MADE HEREIN ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF AND THAT NO MATERIAL INFORMATION HAS BEEN SURPRESSED OR WITHHELD BY ME. IN THE EVENT OF ANY INFORMATION BEING FOUND FALSE OR INCORRECT, I HOLD MYSELF LIABLE TO BE PROCEEDED AGAINST, AS APPLICABLE.

Following Fields are Non-Mandatory:

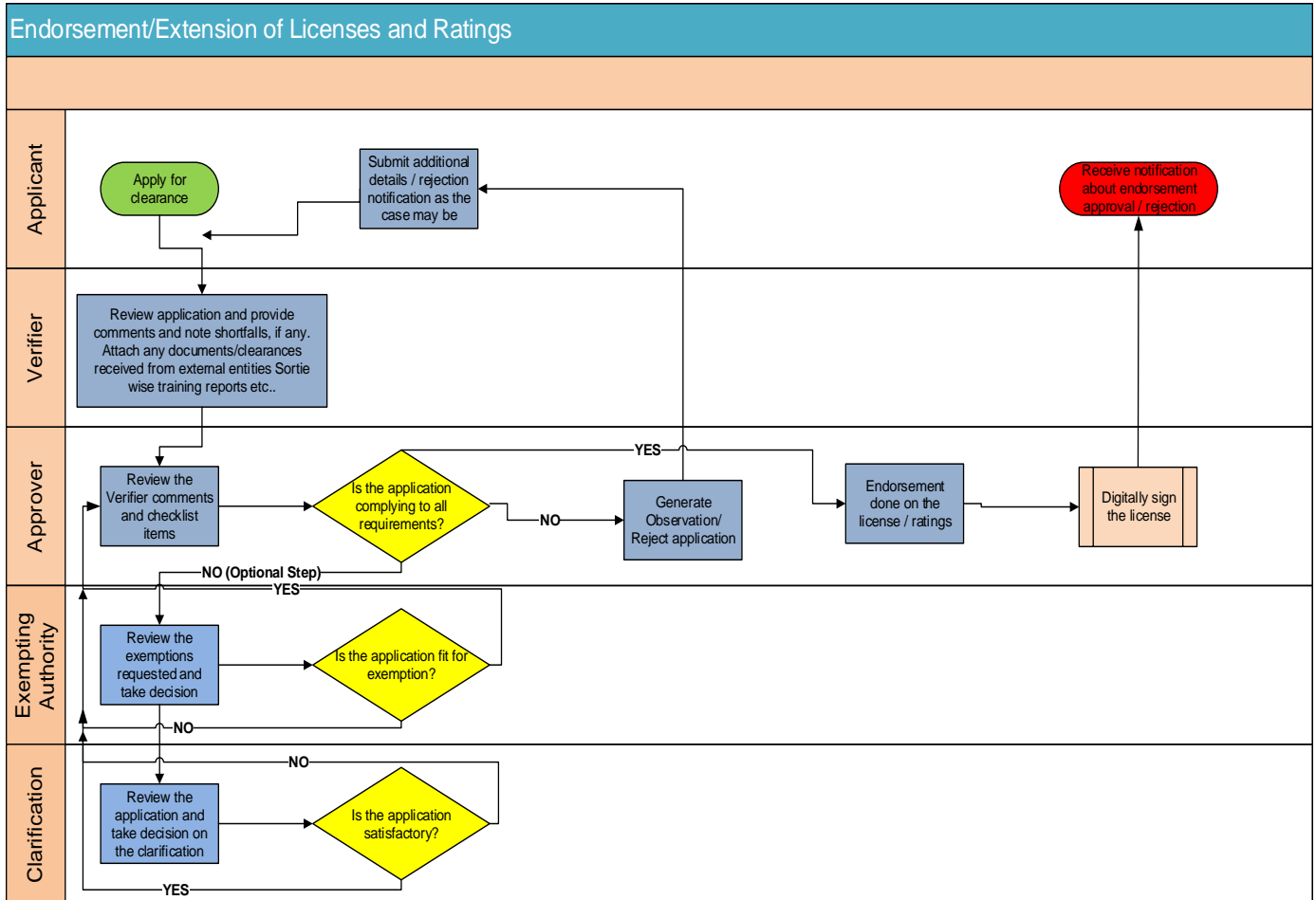
- Date on which co-pilot rating obtained
- Date on which Type-rating, including simulator check, if applicable, is completed

Rest of the fields are mandatory



TL 4/4 Appendix

TL 4/4.1 To be Process Flow



TL 4/4.2 Sample of endorsement / extension of license/ratings

नवीकरण:

धारक को हिदायत है की वह नवीकरण के लिये आवेदन -पत्र लाइसेंस की अवधि की समाप्ति की तिथि से कम से कम १५ दिन पहले महानिदेशक द्वारा नामित अधिकारी को भेज दे। आवेदक से निम्नलिखित आशय के साक्ष्य की प्राप्ति पर लाइसेंस का नवीकरण किया जाएगा :-
 क) नियम ४८ में उल्लिखित प्रभार ;
 ख) वायुयान नियमावली १९३७ की अनुसूची-२ अनुभाग -ब, के मद -३ में दी गई आकांक्षाओं का आवेदक द्वारा पूरी करने का समाधानप्रद साक्ष्य;
 एव
 ग) वायुयान नियमावली १९३७ के नियम-४२ के अनुपालन का साक्ष्य।

Renewal

Renewal: The holder is advised to submit his application for renewal, atleast 15 days before expiry of licence to the authority designated by the Director General. The licence may be renewed on receipt of-
 a) fee, as prescribed in Rule 48;
 b) satisfactory evidence of the applicant having complied the requirements as laid down in Schedule-II, Section-J, Para-3 of the Aircraft Rules, 1937; and
 c) compliance to Rule-42 of the Aircraft Rules, 1937.

टिप्पणी / Note:

इस लाइसेंस में किसी ऐसे व्यक्ति द्वारा ,जो इस प्रयोजन के लिये महानिदेशक द्वारा विशेष रूप से प्राधिकृत न हो , कोई इन्ट्राज ,पृष्ठांकन अथवा परिवर्तन नहीं किया जायेगा / No entry,endorsement or alteration in the licence shall be made by any person not specially authorised for this purpose by the Director General

लाइसेंस की संख्या :

Licence No.: 13782

विधिमाम्यता / VALIDITY(Contd...)

से From	तक To	निगम अधिकारी के हस्ताक्षर एवं प्राधिकरण की मोहर / Signature of Issuing Officer & Stamp of Issuing Authority
English Proficiency Level:	Date of Test:	Valid Till:

फाइल संख्या :
File Number:
1-642/2013/L2



ना.वि. -५२७
CA-527

- I. भारत //INDIA
- II. व्यवसायी विमानचालक लाइसेंस (विमान)
COMMERCIAL PILOT'S LICENCE (Aeroplanes)
- III. लाइसेंस की संख्या : 13782
Number of Licence:
- IV. धारक का पूरा नाम / NAME OF HOLDER IN FULL :
SHANTAM AGRAWAL
- IVa. जन्म की तिथि / Date of Birth: 05/01/1996
जन्म का स्थान / Place of Birth: JABALPU,MADHYA PRADESH
- V. धारक का पता / ADDRESS OF HOLDER:
501.OM COMPLEX,S.P.VERMA ROAD,PATNA-800001,BIHAR,INDIA.
- VI. धारक की राष्ट्रियता / NATIONALITY OF HOLDER: Indian
- VII. लाइसेंसधारी के हस्ताक्षर / SIGNATURE OF HOLDER:

लाइसेंस की संख्या :

Licence No.: 13782

XII. विमान रेटिंग :जिस विमान के लिये यह लाइसेंस वैध है।
AIRCRAFT RATING:Type of aircraft for which the licence is valid.

वर्ग / Category:Aeroplane Single Multi
श्रेणी / Class: Single / Multi-Engine,Land / Sea engine Land

समादेशक विमान चालक के रूप में As P.I.C	सह-विमान चालक के रूप में As Co-Pilot
TB-20	
DA-42	

TL 4/4.3 Abbreviations/Acronyms

Abbreviation / Acronym	Expanded Form
MEA	Ministry of External Affairs
MoCA	Ministry of Civil Aviation

TL 4/4.4 Review History

Date	Reviewed by	Section Number	Review Feedback	Action taken
External Stakeholder Feedback				
25.01.2016	Ajay Khanwani	TL 4/3.4	Endorsement is done by an officer of rank DD and above. To be verified.	Updated in SRS
25.01.2016	Ajay Khanwani	TL 4/3.4	If Training is carried out in accordance with Ops Manual then the relevant extract of PDF should also be attached	Added in Section TL 4/3.7
25.01.2016	Ajay Khanwani	TL 4/3.4	It was suggested by external stakeholder that the DD option may be scrapped and a complete online payment mode be followed for everyone	Payment through DD is now scrapped as per decision by DGCA. Only online payment through BharatKosh payment gateway to be accepted
25.01.2016	Ajay Khanwani	TL 4/3.4	The maximum age to be verified for PPL. There is no such license called PPL (Commercial), to verified	PPL (Commercial) has been removed
25.01.2016	S K Rohilla	TL 4/3.4	If payment will be done online, what will happen to the advance deposit that the airlines have already deposited?	DGCA to decide.
25.01.2016	Surender Kumar	TL 4/3.4	When a new endorsement is done will the original license have to be submitted	DGCA to decide. Software can have a checkbox which can be ticked in case the original has been submitted
25.01.2016	Ajay Khanwani	TL 4/3.4	Sub-process may be added for grant/renewal/extension of English Language Proficiency	May be added after discussion with DGCA
25.01.2016	Ajay Khanwani	TL 4/3.4	P-I under supervision to be shown as a separate column in the form	Data element will be captured as a separate column during development
25.01.2016	S K Rohilla	TL 4/3.4	What will be the process of FDTL dispensation?	DGCA to decide



25.01.2016	Ajay Khanwani	TL 4/3.4	How to log the P-I U/S and get them verified	Verification to be done by the FTO / Employers										
DGCA Feedback														
09.02.2016	Rakesh Singh	TL 4/2.2	DD can endorse aircrafts with AUW not exceeding 5700 Kgs and Director can endorse aircrafts with AUW below 5700 Kgs as well as exceeding 5700 Kgs	Added as a note in section TL 4/2.2										
09.02.2016	Rakesh Singh	TL 4/3.1	Aircrafts Rule 6A, 6B and 41 may be added in References section	Added in References section of TL 4/3.1										
09.02.2016	Rakesh Singh	TL 4/3.4.1	Clearances from MHA, DRI, NCB etc. may be removed from this service since as this is already done during initial issue of license	Point removed from TL 4/3.4.1										
09.02.2016	Rakesh Singh	TL 4/3.4.1	Dependencies related to mark sheet verification and board verification may be removed since this has already been done during issue of license	Point removed from the section										
09.02.2016	Rakesh Singh	TL 4/3.4.1	“Verification from TRTO/FTO if flying done abroad” may be added as a dependency	Added										
09.02.2016	Rakesh Singh	TL 4/3.4.2	PPL has no maximum age limit and only his medical should be valid	Section has been amended accordingly										
09.02.2016	Rakesh Singh	TL 4/3.4.6	Following point to be added in the section: “FRTOL and RTR should be valid as well”	Added in the section										
09.02.2016	Rakesh Singh	TL 4/3.4.14	Form CA 40 and CA 41 have been combined as per CAR Section 8, Series F, Part II, Appendix 6	Amended in section TL 4/3.4.15										
09.02.2016	Rakesh Singh	TL 4/3.4.14	Proof of training for aircrafts with AUW exceeding 5700 Kgs: Syllabus has been standardized for certain aircrafts as below :	Amended accordingly in section TL 4/3.4.15										
		<table border="1"> <tr> <td>Appendix ‘A’</td> <td>Airbus A-320</td> </tr> <tr> <td>Appendix ‘B’</td> <td>Boeing B 737-800 NG</td> </tr> <tr> <td>Appendix ‘C’</td> <td>CRJ – 100/200</td> </tr> <tr> <td>Appendix ‘D’</td> <td>ATR 42/72</td> </tr> <tr> <td>Appendix ‘E’</td> <td>Jet Aircrafts with AUW less than 5700 Kg</td> </tr> </table>		Appendix ‘A’	Airbus A-320	Appendix ‘B’	Boeing B 737-800 NG	Appendix ‘C’	CRJ – 100/200	Appendix ‘D’	ATR 42/72	Appendix ‘E’	Jet Aircrafts with AUW less than 5700 Kg	
Appendix ‘A’	Airbus A-320													
Appendix ‘B’	Boeing B 737-800 NG													
Appendix ‘C’	CRJ – 100/200													
Appendix ‘D’	ATR 42/72													
Appendix ‘E’	Jet Aircrafts with AUW less than 5700 Kg													