



CIVIL AVIATION PUBLICATION

CAP 09

PERSONNEL LICENSING

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CAP 09

PERSONNEL LICENSING

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CHAPTER 1

GENERAL

1.1 INTRODUCTION

1.1.1 General

This document describes the requirements for the issuance of Bahraini licences and the medical requirements.

1.1.2 References

- (a) ICAO Annex 1 Personnel Licensing
- (b) Bahrain Civil Aviation Law, Articles 11(5) and 18
- (c) ANTR Part II
- (d) ANTR-FCL 1-4
- (e) ANTR 66
- (f) Designated Examiners (CAP 10)
- (g) ANTR Part I – Definitions
- (h) ICAO Doc. 7912-AN/857 for Flight Dispatchers

1.2 GENERAL RULES CONCERNING LICENCES

1.2.1 Applicability

This Section applies to all licences and licence holders/applicants should also read the Chapter appropriate to the licence held/sought. The following licences and ratings are issued by the Bahrain CAA Aeronautical Licensing Directorate;

- (a) Aeroplane
 - Student Pilot (refer to paragraph 3.1.8)
 - Private Pilot (PPL)
 - Multi-crew Pilot (MPL)
 - Commercial Pilot (CPL)
 - Airline Transport Pilot (ATPL)
 - Instrument rating



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- Instructor rating
- (b) Helicopter
 - Private Pilot (PPL)
 - Commercial Pilot (CPL)
 - Airline Transport Pilot (ATPL)
 - Instrument rating
 - Instructor rating
- (c) Powered-lift
 - Private Pilot (PPL)
 - Commercial Pilot (CPL)
 - Airline Transport Pilot ATPL)
 - Instrument rating
 - Instructor rating
- (d) Glider
- (e) Free Balloon
- (f) Airship
 - Private Pilot (PPL)
 - Commercial Pilot (CPL)
 - Instrument rating
 - Instructor rating
- (g) Flight Engineer
- (h) Flight Dispatcher
- (i) Aircraft Maintenance Licence

Note 1: The Aeronautical Licensing Directorate does not issue Navigator licences or Aeronautical Station Licences;

Note 2: Air Traffic Controller licences/ratings are not issued by the Aeronautical Licensing Directorate and all ATC enquiries should be made to the ANS Directorate.

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1.2.2 Legal Requirement

A person shall not act as a Pilot, Flight Engineer, Flight Dispatcher or Aircraft Maintenance Engineer without a valid and appropriate Bahraini CAA licence or a foreign licence rendered valid by the CAA. Licence holders cannot exercise the privileges of their licence if that licence has not been renewed prior to the expiry date or if their applicable Medical Certificate is no longer valid.

All submitted licences for conversion or validation must be checked to ensure that they are issued by an ICAO Member State and are in accordance with licence specification stipulated in ANTR Part II, paragraph 1.7.

1.2.3 Eligibility

- (a) A CPL, MPL or ATPL may only be issued to persons who are employed by an Operator registered in Bahrain and which operates Bahraini registered aircraft. A Student pilot licence and PPL can be issued without restriction; and
- (b) With the exception of Bahraini nationals, an Aircraft Maintenance Licence may only be issued to persons who are employed by an Operator/maintenance organisation registered in Bahrain and which operates or maintains Bahraini registered aircraft.
- (c) Employees of Bahrain Civil Aviation Affairs holding valid ICAO licences.

1.2.4 Carriage of Licence

The holder of a Bahraini CAA licence must carry that licence whenever exercising the privileges of that licence. The licence must be presented upon request from an authorised CAA Inspector or representative of a foreign authority. Should a flight crew member lose their licence whilst away from Bahrain, the licence holder may continue on the flight(s) provided they are in possession of an Authority to Fly issued by the CAA (or an approved operator)

1.2.5 Privileges of the Holder of a Licence

The granted privileges of an individual licence or rating must not be exceeded and are described in the applicable following ANTR.

- (a) ANTR FCL 1 - Pilot - Aeroplane
- (b) ANTR FCL 2 - Pilot - Helicopter
- (c) ANTR FCL 4 - Flight Engineer
- (d) ANTR 66 - Aircraft Maintenance Licence
- (e) ANTR Part II - Flight Dispatcher
 - Glider Pilot
 - Powered-lift Pilot



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- Free Balloon Pilot
- Airship Pilot

1.2.6 General Licensing Issuing Policy

An applicant is required to meet the applicable ANTR and the following conditions before a licence and/or rating can be issued:

(a) Application

An application for issue of a licence and rating or an additional rating is made on a form and in a manner prescribed by the CAA (see appropriate Chapter), along with applicable fees.

Note: The fees are contained in CAP 18 - Schedule of Charges.

(b) Age

The applicant has met the minimum age requirements as follows:

	Licence	Minimum Age
(1)	Student Pilot	16 years (before first solo)
(2)	Private Pilot	17 years
(3)	Multi-crew Pilot	18 years
(4)	Commercial Pilot	18 years
(5)	Airline Transport Pilot	21 years
(6)	Flight Engineer	18 years
(7)	Flight Dispatcher	21 years
(8)	Aircraft Maintenance	18 years
(9)	Glider Pilot	16 years
(10)	Free Balloon Pilot	16 years

Note: ANTR FCL 3.060 has stipulated restrictions on the privileges of a CPL/ATPL after the age of 60 years.

(c) Medical Assessment

The flight crew applicant (only) has successfully completed the required Medical Assessment by an Aviation Medical Examiner (AME) approved by the CAA. (Refer to Chapter 2 of this CAP and ANTR Part II and ANTR-FCL 3)

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(d) Knowledge and Skill

The applicant has successfully demonstrated required knowledge and skills for the appropriate licence and rating(s). These requirements are stated in either ANTR FCL 1 (Aeroplane) or ANTR FCL 2 (Helicopter), or the applicable ANTR Part II Chapter.

(e) Examination

The applicant has successfully passed the applicable examinations conducted by the CAA.

Note: Refer also to CAP 21 - Examinations

(f) Licence Issuing Authority Signature

The Undersecretary for Civil Aviation Affairs is the issuing authority for licences issued by Bahrain CAA and his digital signature appears on all computerised plastic card type licences as the authorised signature. The process for the issuance and release of licences is controlled by the Chief Aviation Permits and Licensing (or his Deputy).

(g) Scanned Signature

The CAA has approved the use of a scanned signature on the licence, which is based on the use of the specimen signature of the licence applicant. A specimen signature of each applicant is required to be submitted on all initial applications using form ALD/LIC/F124.

(h) Validity

(1) Licence

Unless otherwise directed by the Bahrain CAA, the validity period of the licence shall be 5 years from the date of issue.

(2) Ratings

An aircraft type rating, instrument rating and flight instructor rating will remain valid subject to currency/experience and proficiency requirements as described in the applicable ANTR.

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1.2.7 Lost/Stolen Licence

(a) Application

Application for the replacement of a lost or damaged licence should be made to the CAA Aviation Permits and Licensing Section explaining the circumstances. A replacement licence will be issued, which shall appear exactly the same as the original licence. Payment of the appropriate fee is required.

(b) Authority to Fly

As a necessity to enable flight crew members to legally return to Bahrain as a valid crew member having misplaced their licence (or if stolen or destroyed) while on duty, a procedure to ensure all training and licensing aspects are current and valid has been established.

Upon notification from the captain of a crew away from base, or station manager at a destination airport, that a member of the crew has lost their licence, an authority to act as a crew member returning to Bahrain may be actioned by the CAA after checking the licence holder's file and this authority will be faxed to the operator or licence holder.

(c) Authority to Fly – Scheduled Air Transport Operators Only

- (1) The appropriate Fleet Manager shall complete a Temporary Licence Authority on behalf of the CAA and send it to the captain or the crew member involved, with a copy to the CAA.
- (2) Should any aspect of licensing, training, medical or recency indicate that said crew member has not met all requirements to hold a valid Bahraini licence, no authorization to operate as a required crew member shall be granted.
- (3) The affected crew member must have in their personal possession a copy of the authorization before departure from the destination airport en route to Bahrain.
- (4) Upon arrival in Bahrain, the authorization is void and shall not be utilised as a valid licence to roster that crew member on further flight duties until such time as a replacement licence is obtained.
- (5) Application for replacement licence shall be made.

Note: The above mechanism requires advance approval from the CAA, and once approved, the procedures must be stated in the Operations Manual.

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1.2.8 Replacement of Licence

A replacement licence will be issued for the prescribed fee, for lost licences or any change such as the addition of a rating or change to the name of the licence holder (e.g. result of marriage or legal process). A replacement licence may be issued without charge should any existing detail be incorrect.

In cases of licence replacement as a result of licence re-validation/renewal/re-issue, the licence will be issued for a period of 5 years from the date of processing, provided supporting documentation is in order.

In cases of licence endorsement as a result of, e.g. addition of rating or category, the licence will be endorsed with the newly added rating/category, but the validity period shall remain unchanged.

1.2.9 Illegal Entries on Licence

Any person found to have made an illegal entry or intentionally defaced a licence may have action taken by the CAA. Action could involve a suspension, where the entry was to alter or add information to the benefit to the licence holder. A holder of a falsified licence is subject to criminal proceedings.

1.2.10 Renewal/Revalidation

A licence may be renewed/revalidated upon application using the appropriate form at least 15 days prior to the expiry date when the applicable requirements are met. With the exception of Bahraini nationals, renewal/revalidation is only available to persons who are employed by an Operator/organisation registered in Bahrain and which operates or maintains Bahraini registered aircraft as appropriate or employees of Bahrain Civil Aviation Affairs.

1.2.11 Lapsed/Expired Licence

- (a) A lapsed or expired licence may be re-issued, when the applicant meets the normal licence renewal requirements.
- (b) A licence, which has expired for less than two years, may be re-issued in accordance with normal procedures.
- (c) A licence, which has expired for more than two years, may be re-issued when the applicant meets the requirements for initial issue.

1.3 CONVERSION OF LICENCE

Licence conversion process is further explained by process map Form No. ALD/LIC/F178, see Appendix 1.

Contents of the licence submitted for verification against the required licence specifications stipulated in ANTR Part II, paragraph 1.7.

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1.3.1 Eligibility

Flight crew, Aircraft Maintenance and Flight Dispatcher licences, issued by ICAO Contracting States, may be recognised by the CAA and converted to a Bahraini licence provided that the following requirements are adhered to:

- (a) A licence is issued by a Contracting State to the Convention on International Civil Aviation, in accordance with Annex 1 to the Convention, and is valid at the time of application;

Note: The CAA may not recognise, or recognise with added requirements, any foreign licence which doesn't meet the requirements of ICAO Annex 1 or ANTR-FCL 1 or 2, as applicable.

- (b) The applicant, with the exception of a Bahraini national holding a Maintenance licence, is employed by a Bahrain registered operator or employed by Bahrain CAA; and
- (c) The applicant successfully passes an examination on Bahrain aviation law and regulations conducted by Bahrain CAA.

Note: Refer to CAP 21 for Examination conduct procedures.

- (d) The applicant is competent to read, speak and understand the English language to the appropriate language proficiency (if applicable); and
- (e) Appropriate medical assessment is valid at the time of application.
- (f) Only one such licence is used as a basis for recognition.

1.3.2 Level of Licence

The level of foreign licence and ratings shall be assessed for comparison. Some Contracting States issue a Senior Commercial Pilot Licence, which shall be considered equivalent to a Bahrain Commercial Pilot Licence.

1.3.3 Foreign Examination Credits

The applicant, who has passed foreign written examinations but was not issued with the applicable foreign licence, shall not be granted credit for any exemption for Bahrain licensing requirements. However, a frozen ATPL may be considered for granting credit on a case by case basis.

1.3.4 Military/Police Flight Crew Experience

- (a) Military Qualifications

Military or police qualifications, regardless of their nationality, shall not be eligible for Bahraini civil pilot licences.

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(b) Military Experience

Military or police flying experience may be credited in the same way as a civilian pilot for the grant or upgrade of a pilot licence. The flying log books may require specific scrutiny due to the use of different terminology. (refer to ANTR FCL 1.020; 2.020 or 4.020)

1.4 VALIDATION OF LICENCE ISSUED BY AN ICAO CONTRACTING STATE

Licence validation process is further explained by process map, Form No. ALD/LIC/F178, See Appendix 1.

A flight crew licence, aircraft maintenance licence and a Flight Dispatcher licence, granted by an ICAO Contracting State, may be validated at the discretion of the CAA to authorise that foreign licence holder to exercise some or all of their foreign licence privileges in respect to Bahraini registered aircraft. In addition;

- (a) for flight crew, the applicant for a validation shall hold a valid medical certificate;
- (b) the expiry date for a validation would be;
 - (1) up to one year and may be extended if justified; or
 - (2) the expiry date of the foreign licence; or
 - (3) for flight crew, the validity of the medical;

whichever comes first.

Note 1: Applicants should ensure that their licence and medical validity is adequate for the anticipated validation period before applying.

Note 2: Refer also to Chapter 3 (Flight Crew); Chapter 4 (AME) and Chapter 5 (Flight Dispatcher) for specific validation requirements.

1.5 VALIDITY OF LICENCES

- (a) Unless otherwise directed by the Bahrain CAA, the validity period of the licence is 5 years from the date of issue.
- (b) Privileges granted by a licence, or by related ratings, cannot be exercised unless the holder maintains competency and meets the requirements for recent experience.
- (c) Bahrain CAA licences are issued in a format to ensure that other Contracting States are satisfied as to the validity of the licence in respect of category, rating, proficiency and medical.

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1.6 LANGUAGE PROFICIENCY

1.6.1 General Requirements

Flight crew, who are required to use the radio telephone aboard an aircraft must demonstrate the ability to speak and understand the language used for radiotelephony communications as required by ANTR Part II and ANTR-FCL, as applicable.

All other applicants for a licence, or validation, must demonstrate in a manner acceptable to the Bahrain CAA, compliance with the holistic descriptors at paragraph 1.6.2 and with the ICAO Operational Level (Level 4) of the ICAO Language Proficiency Rating Scale.

1.6.2 Holistic Descriptors

Proficient speakers shall;

- (a) communicate effectively in voice-only (telephone/radiotelephone) and in face-to-face situations;
- (b) communicate on common, concrete and work-related topics with accuracy and clarity;
- (c) use appropriate communicative strategies to exchange messages and to recognize and resolve misunderstandings (e.g. to check, confirm, or clarify information) in a general or work-related context;
- (d) handle successfully and with relative ease the linguistic challenges presented by a complication or unexpected turn of events that occurs within the context of a routine work situation or communicative task with which they are otherwise familiar; and use a dialect or accent which is intelligible to the aeronautical community.

1.7 APPEALS

Any licence holder has the right of appeal on any administrative or enforcement action taken against a certificate or licence held by that individual. The appeal must be in writing and state the reason. The CAA will acknowledge the appeal and then review the case with the investigating officer and any decision will be notified to the licence holder.



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CHAPTER 2

MEDICAL

2.1 MEDICAL ASSESSMENT

The Medical Assessments shall be conducted in accordance with ANTR FCL 3 for Class 1 and 2 medical assessments.

Note: ANTR Part II, Chapter 2 and ANTR-FCL 3 should be consulted for specific issues as this CAP only summarises general issues.

2.2 MEDICAL CLASSES

The classes of Medical Assessment are as follows:

- (a) Class 1 Medical Assessment applies to applicants for, and holders of:
 - (1) Multi-crew Pilot licences
 - (2) Commercial pilot licences
 - (3) Airline transport pilot licences
- (b) Class 2 Medical Assessment applies to applicants for, and holders of:
 - (1) Private pilot licences
 - (2) Flight engineer licences
 - (3) Glider pilot licences
 - (4) Free balloon pilot licences
 - (5) Student pilot licences

2.3 MEDICAL FITNESS

2.3.1 General

An applicant for a flight crew licence must hold a Medical Assessment issued in accordance with the ANTR FCL 3 for Class 1 and 2 medical assessments.

Note: Additional guidance material used by the Bahrain CAA and Authorised Medical Examiners is published in the JAA Manual of Civil Aviation Medicine.



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The period of validity of a Medical Assessment shall begin on the day the medical examination is performed. The duration of the period of validity shall be in accordance with the provisions of ANTR FCL and ANTR Part II, as applicable.

The period of validity of a Medical Assessment may be extended, at the discretion of Bahrain CAA, up to 45 days.

Note: It is advisable to let the calendar day on which the Medical Assessment expires remain constant year after year by allowing the expiry date of the current Medical Assessment to be the beginning of the new validity period under the proviso that the medical examination takes place during the period of validity of the current Medical Assessment but no more than 45 days before it expires.

Bahrain CAA has Authorised Medical Examiners, qualified and licensed in the practice of medicine, to conduct medical examinations of fitness of applicants for the issue or renewal of the licences or ratings specified in this publication.

Note: Refer to Appendix 1 for a list of Authorised Medical Examiners

Applicants for licences or ratings for which medical fitness is prescribed sign and furnish to the medical examiner a declaration stating whether they have previously undergone such an examination and, if so, the date, place and result of the last examination. They must also indicate to the examiner whether a Medical Assessment has previously been refused, revoked and suspended and, if so, the reason for such refusal, revocation or suspension.

Any false declaration to a medical examiner made by an applicant for a licence or rating must be reported to Bahrain CAA for such action as may be considered appropriate.

2.3.2 Deferral of Medical Examination

The prescribed re-examination of a licence holder operating in an area distant from designated medical examination facilities may be deferred at the discretion of the Bahrain CAA.

2.3.3 Decrease in Medical Fitness

Holders of licenses cannot exercise the privileges of their licenses and related ratings at any time when they are aware of any deterioration in their medical fitness, which might render them unable to safely exercise these privileges.

A holder of a flight crew licence is required to notify the Bahrain CAA of any incapacitating injury or absence due to sickness in excess of 21 consecutive days and all female licence holders are to provide confirmation of pregnancy, as/when appropriate.

Note: Refer to ANTR FCL 3.040



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A holder of a flight crew licence, who suffers a personal injury or illness resulting in his/her incapacity to undertake the functions to which the licence relates for a continuous period of 21 days or more, shall be deemed to have his/her licence suspended upon the elapse of such period of injury or illness.

The suspension of a licence can only be lifted by the approved Bahrain CAA Medical Examiner after assessment of the licence holder's fitness to fly.

The Bahrain CAA may convene an Medical Evaluation Board to assist in the assessment.

2.4 USE OF PSYCHOACTIVE SUBSTANCES

Licence holders cannot exercise the privileges of their licences and related ratings while under the influence of any psychoactive substance which might render them unable to safely and properly exercise these privileges. Licence holders must not engage in any problematic use of substances.

The CAA may take administrative action against the licence of any holder found to engaged in the problematic use of psychoactive substances.

Note: Refer to ANTR Part III, Section 1.5 and CAP 19 – Prevention of Substance Abuse.



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CHAPTER 3

FLIGHT CREW LICENSING

3.1 INITIAL ISSUE

3.1.1 Requirements

For conversion of a foreign licence, the holder must;

- (a) complete, as a skill test, the type or class rating revalidation requirements of ANTR-FCL 1.245 relevant to the privileges of the licence held. A skill test or proficiency check previously conducted to JAR-FCL 1.245, or to a standard acceptable to the Authority, and valid at the time of application would meet this requirement.
- (b) demonstrate to the satisfaction of the CAA that a knowledge of the relevant parts of ANTR-OPS and ANTR-FCL (see AMC FCL 1.005 & 1.015) has been acquired;
- (c) demonstrate a knowledge of English in accordance with ANTR-FCL 1.200 although a language endorsement on a foreign licence may be recognised without demonstration.
- (d) hold a valid ANTR-FCL 3 Class 1 medical certificate;
- (e) meet any published additional requirements that the Authority deems necessary; and
- (f) as from 01 January, 2018, comply with the experience requirements set out in Appendix 1 to ANTR-FCL 1.015/3.015.

3.1.2 Application

An application for a licence must be made using form ALD/LIC/F068 for both pilots and Flight Engineers

3.1.3 Supporting Documents

The following documents must accompany the application:

- Covering letter from the operator/organisation
- Proof of Identity (copy of CPR/Passport)
- Two recent photographs (3cm high x 2cm wide)
- Foreign Licence/Certificate (original with one copy)
- Copy of Medical Certificate (original)
- Copy of previous licence
- Copy of official receipt showing payment of fees (if applicable)

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- Copy of most recent Proficiency Check/Certificate of Test
- Evidence of required training and experience
- Copy of flight time log book for the last 50 hours.

Note: It is the responsibility of both the applicant and the operator to ensure that the qualifications, recency of proficiency and required training and experience are adequate and valid for the issue of the licence.

3.1.4 Verification

For an initial issue of a licence based on a foreign licence, verification must be obtained from the issuing authority of the Foreign Licence/Certificate.

3.1.5 Aeronautical Experience

An applicant shall have completed the aeronautical experience requirements as stated in the applicable ANTR FCL, for the licence and rating applied for. The training and experience used to meet the requirements for a licence or rating, or the recent flight experience requirements of the applicable ANTR FCL, must be shown in a flight crew log book.

3.1.6 Proficiency/Competency Check

The applicant shall successfully pass a proficiency check, inclusive of instrument rating as applicable, appropriate to the standard of the licence either conducted by a Designated Examiner or TRTO acceptable to the CAA, or supervised by a CAA Aircraft Operations Inspector. A valid LPC conducted in accordance with JAR-FCL may be acceptable to the CAA.

Bahrain CAA licences are issued in a format to ensure that other Contracting States are satisfied as to the validity of the licence in respect of category, rating, proficiency and medical.

Note 1: Operators must ensure that records of competency are maintained for all flight crew members engaged in commercial air transport operations. Records must OPC/LPC, line checks and area competency flight checks completed in accordance with the applicable ANTR OPS 1/3, Subpart N.

Note 2: Maintenance of competency must be satisfactorily recorded in the operator's records, the licence holder's accompanying Certificate of Test.

Note 3: Flight crew members may demonstrate their continuing competency in approved flight simulators. Also refer to CAP 23 - Flight Synthetic Training Devices.

3.1.7 Radiotelephony

A Radiotelephony Operator Certificate/Licence, if separate to the flight crew licence, may be recognised if issued by a signatory of the International Telecommunications Union. From 5 March 2008, applicants for a licence and licence holders who are required to use the radio telephone shall demonstrate the ability to speak and understand the language used for

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radiotelephony communications in accordance with Appendix 1 to ANTR FCL 1.010; 2.010 or 4.010, as applicable.

3.1.8 Student Pilot Licences

The CAA has developed a procedure whereby a Medical Certificate, issued by an Authorised Medical Examiner, will serve as a Student Pilot Licence. When properly endorsed by a Bahraini authorised flight instructor, the medical certificate becomes the student pilot licence to enable the student to undertake solo flying. Prior to releasing a student for solo flight, and subsequently every 90 days thereafter, the instructor must sign and date the student pilot endorsement indicating the make and model aircraft the student is permitted to fly. The instructor must explain to the student that he/she is entitled to conduct solo flights within the Kingdom of Bahrain under the direct supervision of the instructor who has signed the endorsement. The student must also be in possession of the endorsed medical certificate and student pilot logbook, which contains the same endorsement. The instructor is directly responsible for the actions of the student during solo flight and therefore must take proper measures to ensure the student has been briefed on all aspects of the flight and the limits of his authorization to fly.

3.2 RATINGS

3.2.1 Requirement

The holder of a flight crew licence must hold appropriate rating(s) endorsed on the licence to exercise respective privileges (Refer to the applicable ANTR FCL).

3.2.2 Aircraft Type Rating

Recognition of a foreign licence for conversion to a Bahraini licence may extend only to type of licence and aircraft type ratings that currently appear on Bahrain Aircraft Register and for which a valid proficiency check is submitted. 3.

Note 1: Refer to ANTR OPS 1.968 or 3.968 and its Appendix 1 for pilot qualification to operate in either pilot's seat.

Note 2: Refer to ANTR OPS 1.980 or 3.980 and its Appendix 1 for operation on more than one type or variant.

3.2.3 Instrument Rating

The holder of a licence shall not be entitled to perform the functions to which an instrument rating, a flight instructor's rating or an examiner authorisation (Pilot or Flight Engineer) relates unless the holder maintains a valid competency/proficiency check (Certificate of Test/Certificate of Experience) in accordance with the applicable ANTR FCL.

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3.2.4 Flight Instructor Rating

The holder of a flight crew licence cannot exercise the privileges of a flight instructor rating contained in the licence on a flight unless the holder meets the requirements of the applicable ANTR FCL Subpart H.

3.2.5 Examiner

The holder of a flight crew licence cannot exercise the privileges of an Examiner on a flight unless the holder meets the requirements of the applicable ANTR FCL Subpart I and is approved by the CAA.

3.2.6 Acceptance of Temporary Airman Certificate

Some Regulatory Authorities (e.g. FAA) permit the issuance of a Temporary Airman Certificate by Flying Schools to permit a pilot to exercise the privileges of a licence. These certificates, being temporary and not issued by a Regulatory Authority, shall only be considered for the addition of a type rating. A Temporary Airman Certificate, issued by the US FAA for a rating on a licence, is effective for a period of not more than 120 days. A rating may be issued on a Bahraini licence to a qualified applicant pending receipt of the FAA licence with the rating added. Should that licence not be sighted within the expiry period the rating shall be removed.

3.2.7 Temporary Flight Crew Certificates

A Temporary Flight Crew Certificate (ALD/LIC/F079), effective for a period of no more than 60 days, may be issued to a Bahraini flight crew licence holder for training, testing or specific special purpose non-revenue, non-passenger carrying flights operations only, pending a review of his/her qualifications for the issuance of an aircraft type rating. This certificate is only issued for the addition of a rating when the applicant remains overseas after completing the required rating training and checking and is required to fly the (Bahraini registered) aircraft type. The Certificate expires at the expiration date, which is limited in validity to the time needed to complete the specific flight or upon addition of the rating on the licence. An application for a Temporary Flight Crew Certificate must be made on ALD/LIC/F068 with a covering letter from the operator and supporting documentation. A Temporary Flight Crew Certificate shall be carried by the holder when exercising the privileges of their licence.

Note: The issuance of this certificate should be arranged in advance.

3.3 RENEWAL/REVALIDATION OF LICENCE

A licence may be renewed/revalidated upon application at least 15 days prior to the expiry date when the applicable requirements are met. With the exception of Bahraini nationals, renewal/revalidation is only available to persons who are employed by an Operator registered in Bahrain and which operates Bahraini registered aircraft or by the Bahrain CAA.

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3.4 UPGRADE OF LICENCE

An upgrade of a Private Pilot Licence or Multi-crew Pilot Licence to Commercial Pilot Licence and Commercial Pilot Licence to Airline Transport Pilot Licence can be issued when an applicant meets the requirements, described in the applicable ANTR FCL for an appropriate upgrade of a licence. Verification of the foreign licence is required.

The upgraded licence will be issued with the same ratings, which appeared on the previous licence (except the instrument rating on an ATPL, which is part of the licence). The licence number remains the same.

3.5 OVER 65 EXTENSION

The CAA, on an individual case basis, may grant applications from the Operator for extensions to a flight crew licence beyond the maximum age limitation basis provided;

- (a) the flight crew member does not conduct international commercial operations.
- (b) pilots undergo a special medical evaluation;
- (c) the operator specifically requests the extension in writing and the applicant holds a management or instructional role, or will participate in an activity mutually beneficial to the operator and/or CAA.
- (d) renewals do not exceed a birthday specified by the CAA.
- (e) for all operations, pilots over 60 years of age shall fly with another licensed and appropriately rated pilot under the age of 60.

3.6 VALIDITY EXTENSION PROCEDURES

3.6.1 General

Flight crewmembers must be properly qualified before they are scheduled for flying duties. They must be properly trained and their proficiency check, instrument rating and medical must be valid. All required training, tests and checks are valid for either six or twelve calendar months including the remainder of the month in which the training or test was taken.

Extensions shall only be granted in exceptional circumstances that are outside the control of either the individual or the air operator. Any request for an extension must be made before the present validity period of the training or test expires. Extensions may be considered for;

- (a) Proficiency checks (OPC/LPC)
- (b) Line checks/area competency
- (c) Recency
- (d) Instrument rating

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- (e) Ground training
- (f) Recurrent training; or
- (g) Emergency procedure training

3.6.2 Application for Extension

When an aircraft operator wishes to request an extension, the application must be made to the CAA allowing sufficient time for the request to be processed. The request should be made by the operator postholder and may be made by fax or letter. It must reach the CAA before the present validity period expires and include the following;

- (a) Type of extension
- (b) Crew members name
- (c) Licence number
- (d) Original expiry date
- (e) Aircraft type
- (f) Reason for extension
- (g) Reschedule date, and
- (h) Requested duration of extension

The Aircraft Permits and Licensing Section will review the application, and if justified, an extension shall be recommended including the duration. When approved, the details of the extension will be communicated to the air operator and include name and licence number of crewmember, aircraft type (if applicable), type of extension and duration of the extension.

The operator shall provide one copy of the extension to the crewmember and place one on the individual's training file. The licence holder must carry a copy of the extension when exercising the privileges of the licence. The extension will not affect the expiry date for the next training or checking (i.e. base month), as appropriate.

3.7 CERTIFICATE OF TEST

3.7.1 General

The holder of a flight crew licence is authorised to exercise the privileges of the licence only with a current and appropriate Certificate of Test. The Certificate of Test Form ALD/LIC/F010 includes a section on rating issue or revalidation (see below). The Certificate of Test is intended for the initial issue, renewal and revalidation of;

- (a) Aircraft group rating

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- (b) Aircraft type rating
- (c) Instructor rating
- (d) Instrument rating

Note: The skill test for aircraft group rating, aircraft type rating and instrument rating are normally conducted during the required periodic OPC/LPC.

3.7.2 Initial Issue, Renewal and Revalidation

The Certificate of Test shall be completed by the approved Examiner who conducts the test. Alternatively, at the discretion of the Authority, revalidating entries may be made by the Authority. The Examiner, being a person authorised by Bahrain CAA to sign this form in respect of issue/revalidation of a rating, to certify that on the date specified, the holder of this certificate passed a test/check/evaluation test as PIC (annotated P1) or SIC (annotated P2) or Flight Engineer, (annotated FE) on the aircraft type or Simulator approved for this purpose by Bahrain Civil Aviation Affairs.

Instructor ratings and SE piston class ratings may also at the discretion of the Authority be revalidated in the Certificate of Test by the Examiner who forms a part of the revalidation process.

Ratings that are not validated may remain in the Certificate of Test form until a new form is utilised. Flight crew should retain any obsolete Certificate of Test forms.

CERTIFICATE OF TEST

RATING ISSUE OR REVALIDATION RECORD						
Ratings	P1	P2	FE	Date of Test/Check	Valid Until or Base Month	Examiner Sig. & Auth. No.
A320/IR	P1			01/01/2007	01/04/2008	
A330/340/IR		P2		10/08/2007	31/10/2007	
MPA/IR/1900B	P1			30/06/2007	31/07/2008	
A)FI)				31/01/2007	31/07/2010	
Land) MEP)	P1			14/06/2007	01/07/2008	

Note 1: The types/classes are available from the CAA or they can be obtained from the EASA website at www.easa.europa.eu.

Note 2: The check must be conducted within the revalidation period.

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Note 3: A multi-pilot instrument rating (IR) is not valid for single-pilot aeroplanes.

Note 4: Pilots holding both multi-pilot and single-pilot type/class ratings are required to have a current single-pilot IR to maintain instrument rating privileges on single-pilot aeroplanes and are not permitted to use their multi-pilot instrument rating for that purpose.

Note 5: The Certificate of Test must be carried with the licence whenever exercising the privileges of the licence.

3.7.3 Abbreviations used in C of T

Abbreviations used in Certificate of Test	
ATPL	Airline Transport Pilot Licence
CPL	Commercial Pilot Licence
PPL	Private Pilot Licence
IR	Instrument Rating
(A)	Aeroplane
(H)	Helicopter
SE	Single - engine
ME	Multi - engine
MPA	Multi - Pilot Aeroplane
SPA	Single - Pilot Aeroplane
R/T	Radio Telephony
MEP	Multi - engine Piston Aeroplanes
SEP	Single - engine Piston Aeroplanes
FI	Flight Instructor
CRI	Class Rating Instructor
TRI	Type Rating Instructor
IMC	Instrument Meteorological Conditions
IRI	Instrument Rating Instructor
P1	Pilot in command
P2	Second in command
FE	Flight Engineer

3.7.4 English Language Proficiency Test

The reverse side of the Certificate of Test is intended for the English Language Proficiency Test and the entries are made by the training organisation accepted by the CAA.

Note: Refer to Chapter 1, Para 1.6

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3.8 VALIDATION OF LICENCE

3.8.1 General

Subject to the provisions of ANTR FCL 1.015; 2.015 and 4.015 and paragraph 1.4 of this CAP, a flight crew licence granted by an ICAO Contracting State may be validated at the discretion of the CAA to authorise that foreign licence holder to act as a crewmember in a Bahraini registered aircraft for the following purposes;

- (a) Operational support
- (b) Training
- (c) Delivery flights
- (d) Ferry flights (under Permit to Fly)
- (e) Maintenance Flight tests

The maximum validity for validation is one year and consideration will only be given to licence holders employed/contracted by a Bahraini operator. A validation may be further extended under extenuating circumstances.

It is the responsibility of the operator and foreign licence holder to ensure the licence and recurrent training requirements remain valid. A validation will automatically be cancelled when either of these requirements are no longer met, or when a Bahraini licence is issued, or the holder fails the written examination for a Bahraini licence.

3.8.2 Requirements

For validation of a foreign licence, the holder must;

- (a) complete, as a skill test, the type or class rating revalidation requirements of ANTR-FCL 1.245 or FCL 2.240 or FCL 4.240 relevant to the privileges of the licence held. A skill test or proficiency check previously conducted to JAR-FCL 1.245 or FCL 2.240 or FCL 4.240, or to a standard acceptable to the Authority, and valid at the time of application would meet this requirement;
- (b) demonstrate to the satisfaction of the CAA that a knowledge of the relevant parts of the applicable ANTR parts has been acquired;

Note: For multi-crew operations, where the other pilot holds a Bahraini licence, the knowledge and Air Law examination may be waived by the CAA.

- (c) demonstrate a knowledge of English in accordance with ANTR-FCL 1.200 although a language endorsement on a foreign licence may be recognised without demonstration;
- (d) hold a valid ANTR-FCL 3 Class 1 or Class 2 (in case of Flight Engineer) medical certificate issued by the State that issued the foreign licence;

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- (e) meet any published additional requirements that the Authority deems necessary; and
- (f) The foreign licence has been verified and confirmed with the ICAO Member State that has issued the licence.

3.8.3 Application

The application should be made in writing by the operator/organisation and the following documents must accompany the application:

- Covering letter from the operator/organisation
- Proof of Identity (copy of CPR/Passport)
- Two recent non glossy photographs with white background (3cm high x 2cm wide)
- Foreign Licence/Certificate (original with one copy)
- Copy of foreign Medical Certificate (original)
- Copy of official receipt showing payment of fees (if applicable)
- Copy of most recent Proficiency Check
- Evidence of required training and experience

3.8.4 Process

The applicant shall pass an examination in Aviation Law, Flight Rules and Procedures, conducted by the CAA.

3.8.5 Letter of Validation

A Letter of Validation, once issued, must be carried when exercising the privileges of the licence. Such validation will only include the rating which is endorsed on the original licence and for which the privileges are to be exercised.



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CHAPTER 4

AIRCRAFT MAINTENANCE LICENSING

4.1 INITIAL ISSUE

4.1.1 Conversion

Aircraft Maintenance licences, issued by ICAO Contracting States, may be recognised by the CAA and converted to a Bahraini licence provided that the following requirements are adhered to:

- (a) A licence is issued by a Contracting State to the Convention on International Civil Aviation, in accordance with Annex 1 to the Convention, and is valid at the time of application;

Note: The CAA may not recognise, or recognise with added requirements, any foreign licence which doesn't meet the requirements of ICAO Annex 1 or ANTR-66.

- (b) The applicant, with the exception of a Bahraini national, is employed by a Bahrain registered operator/organisation or by the Bahrain CAA; and
- (c) The applicant successfully passes an examination on Bahrain aviation law and regulations conducted by Bahrain CAA.

Note : Refer to CAP 21 for Examination conduct procedures.

- (d) The applicant is competent to read, speak and understand the English language; and
- (e) Only one such licence is used as a basis for recognition.

4.1.2 Additional Considerations

- (a) Airframe and powerplant (A & P) certificate, issued by the Federal Aviation Administration of the USA, and other ICAO Contracting States utilising a similar system, may be considered provided the holder has at least five years of work experience in aircraft maintenance and applicable human factors training.
- (b) The CAA issues categories A, B1, B2 and C licences. The Licence Without Type Rating (LWTR) does not permit the holder to exercise maintenance certification privileges leading to issuing Certificate of Release to Service (CRS), unless the licence is appropriately endorsed with the aircraft type rating. Additionally, it is the responsibility of the organisation to ensure that the licence holder is issued with a company authorisation in accordance with the ANTR 145 regulation and relevant exposition of the maintenance organisation.
- (c) Aircraft Maintenance Engineers are recommended to utilise an AME's logbook to record satisfactory basic training and skills attainment as a pre-requisite for basic licence issue, both for applicants who have completed an ANTR 147 training course and applicants who have not had formal technical training. The use of a logbook is



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still voluntary, however, if submitted in support of an application it will enable the CAA to process the application more efficiently and reduce the handling time for the application. Logbook Assessors responsible for verifying the logbook details can be;

- (1) nominated by an ANTR 145 or ANTR 147 organisation by virtue of holding a supervisory or management position within the approved organisation. In this case the CAA would expect the nominated person or persons to be included in that organisation's exposition. This will allow the person or persons of that organisation to act as an Assessor for that organisation for the duration of that organisation's ANTR 145 or ANTR 147 approval or whilst they remain in the employ of that organisation; or
 - (2) for applicants working outside of ANTR 145 or ANTR 147 organisations, the assessor will be a senior engineer holding an aircraft maintenance licence, whose licence coverage encompasses that for which the application is being made; or
 - (3) the assessor will be a person with acceptable experience who holds or who has held a senior position in an approved aircraft maintenance organisation. In this case an application will need to be made to the CAA
- (c) On the Job Training assessors designated by ANTR 145 organisations are to be included in that organisation's exposition.

4.1.3 Application

An applicant must submit an application, using CAA Form ALD/LIC/F037, with the required supporting documentation.

Note: Further details on Aircraft Maintenance licences can be found in ANTR 66.

4.1.4 Supporting Documents

The following documents must accompany the application:

- Covering letter from the operator/organisation
- Proof of Identity (copy of CPR/Passport)
- Two recent photographs (3cm high x 2cm wide)
- Foreign Licence/Certificate (original with one certified true copy).
- Copy of official receipt showing payment of fees (if applicable)
- Copy of most recent privileges
- Certified true copies of Certificates of Recognition (For Type Endorsement)
- Evidence of required training and experience (log book)



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Note: It is the responsibility of both the applicant and the operator/organisation to ensure that the qualifications and required training and experience are adequate and valid for the issue of the licence.

4.1.5 Verification

For an initial issue of a licence based on a foreign licence, verification must be obtained from the issuing authority of the Foreign Licence/Certificate.

4.1.6 B1/B2 Licence Privileges and Limitations

Unless otherwise specified by Bahrain CAA, when a BCAA B1, B2 licence is issued based on a foreign licence, the privileges and limitations of the BCAA licence shall be that of the foreign licence.

4.1.7 Aircraft Type Endorsement

A licence holder for B1, B2 & C categories may not exercise privileges unless his/her licence is appropriately endorsed with the aircraft type rating.

An application for a Type Rating endorsement in respect of the type of aircraft, engine or system will be considered provided that:

- (a) The applicant holds a valid Aircraft Maintenance Licence;
- (b) The aircraft is of a type, or the engine or system is installed in a type that is registered in the Kingdom of Bahrain;
- (c) The applicant has successfully passed the theoretical examination and practical assessment of the type rating course, and is issued with certificates of recognition by an appropriately approved ANTR-147 training organisation, or to an equivalent standard accepted by BCAA;

Note: A practical type training course is not required for category C licence holders.

- (d) The type rating training course was completed within three years prior to the date of the application;
- (e) For the first type endorsement, the applicant should have completed an On the Job Training, duly assessed by a designated assessor as per paragraph 4.1.2 above.
- (f) Aircraft Maintenance Licence holders issued with a LWTR prior to 01 January 2019 will be entitled to type endorsements based on grandfather rights, provided that the licence holders are already holding an existing and current authorisation.

4.2 RENEWAL OF LICENCE

A licence may be renewed at least 30 days prior to the expiry date when the applicable requirements are met.



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A licence, which has expired for more than two years, may be re-issued when the applicant meets the requirements for initial issue.

With the exception of Bahraini nationals, renewal is only available to persons who are employed by an Operator/organisation registered in Bahrain and which operates or maintains Bahraini registered aircraft or employed by Bahrain CAA.

4.3 VALIDATION OF LICENCE

4.3.1 General

An Aircraft Maintenance Licence granted by an ICAO Contracting State may be validated at the discretion of the CAA to authorise that foreign licence holder to conduct maintenance on a Bahraini registered aircraft under the following circumstances;

- (a) Temporary employment with a Bahraini maintenance organisation; and
- (b) Maintenance conducted by the aircraft manufacturer.

The maximum validity for validation is normally one year. A validation may be further extended under extenuating circumstances. An organisation requiring a validation for longer than one year should apply for a Bahraini licence.

The expiry date for a validation would be;

- (a) up to one year and may be extended if justified; or
- (b) the expiry date of the foreign licence.

whichever comes first.

It is the responsibility of the organisation and foreign licence holder to ensure the licence and any training requirements remain valid. A validation will automatically be cancelled when either of these requirements are no longer met, or when a Bahraini licence is issued, or the holder fails the written examination for a Bahraini licence.

Note: Refer also to paragraph 1.4 of this CAP

4.3.2 Application

The application should be made in writing by the operator/organisation and the following documents must accompany the application:

- Covering letter from the operator/organisation
- Proof of Identity (copy of CPR/Passport)
- Two recent non glossy photographs with white background (3cm high x 2cm wide)
- Foreign Licence/Certificate (original with one copy)



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- Copy of official receipt showing payment of fees (if applicable)
- Evidence of required training and experience (logbook)

4.3.3 Process

(a) Examination

An examination is required on Bahraini ANTRs unless exempted by the CAA

Note : Refer to CAP 21 for Examination conduct procedures.

(b) Letter of Validation

A Letter of Validation once issued must be carried when exercising the privileges of the licence. Such validation will only include the rating which is endorsed on the original licence and for which the privileges are to be exercised.

4.4 LIMITATIONS ON A CONVERTED AME LICENCE

4.4.1 Limitation Codes

Limitation codes may be applied singly or in combination to basic categories and type ratings. They are issued on CAA form ALD/LIC/F137.

The limitation codes are listed below:

1. Excluding electrical power generation & distribution systems.
2. Excluding instrument systems, INS/IRS and Flight Directors systems.
3. Excluding autopilot systems on aeroplanes.
4. Excluding autopilot systems on helicopters.
5. Excluding automatic landing and auto throttle systems on aeroplanes.
6. Excluding radio communication/navigation and radar systems.
7. Excluding radio radar systems.
8. *Reserved.*
9. Excluding avionic LRUs.
10. Excluding airframe.
11. Excluding engine.
12. Excluding all pressurised aeroplanes.
13. *Reserved.*



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14. Excluding pressurised aeroplanes above 5700 Kg MTOM.
15. Excluding supercharged piston engines in aeroplanes.
16. Excluding navigational and electronic instrument systems, FDR, GPWS and vibration monitoring systems.
17. Excluding radio-coupled autopilot systems in aeroplanes.
18. Excluding radio-coupled autopilot systems in helicopters.
19. Excluding all tasks with the exception of Compass Compensation and adjustment only.
20. Excluding propeller-turbine engines.
21. Excluding all tasks with the exception of minor scheduled line maintenance up to and including Daily Inspections.
22. Excluding all tasks with the exception of Cabin Maintenance tasks.
23. Excluding all tasks with the exception of DC electrical components in mechanical systems.
24. Excluding all systems with the exception of LRUs within In-flight Entertainment Systems.
25. Excluding electrical power generation and distribution systems on aircraft above 5700 kg MTOW.
26. Excluding Avionic LRU replacement and BITE checks on aircraft above 5700 Kg MTOM.
27. Excluding Antenna and Antenna Feeder Systems relating to radio and radar systems.
28. Excluding maintenance tasks on Wooden Structures and Fabric Coverings.

4.4.2 Removing Limitations from a Basic Licence

To remove limitations from a basic B1 or B2 licence, the relevant conversion examinations must be passed and any appropriate experience requirements met. Please liaise with CAA for requirements.



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CHAPTER 5

FLIGHT DISPATCHER

5.1 INTRODUCTION

5.1.1 Regulatory Requirement

A person shall not act as a Flight Dispatcher without a valid and appropriate Bahraini licence or validation to a foreign licence. Licence holders cannot exercise the privileges of their licence if that licence has not been renewed prior to the expiry date.

Each training organisation and operator must obtain the CAA approval for Flight Dispatcher training and qualification programmes under CAP 26 – Flight Dispatcher.

5.1.2 References

The following references must be reviewed by an applicant for a Flight Dispatcher Licence;

- (a) ANTR-OPS 1/3, Subpart D;
- (b) ANTR Part II, Chapter 4; and
- (c) CAP 26 – Flight Dispatcher

5.2 LICENSING POLICY

5.2.1 Eligibility

A Flight Dispatch licence is issued only to persons who are employed by an operator which operates Bahraini registered aircraft or Bahrain CAA employees.

5.2.2 Conversion

Flight Dispatcher licences, issued by ICAO Contracting States, may be recognised by the CAA and converted to a Bahraini licence provided that the following requirements are adhered to:

- (a) A licence is issued by a Contracting State to the Convention on International Civil Aviation, in accordance with Annex 1 to the Convention, and is valid at the time of application;

Note: The CAA may not recognise, or recognise with added requirements, any foreign licence which doesn't meet the requirements of ICAO Annex 1 or ANTR-Part II, Chapter IV.

- (b) The applicant is employed by a Bahrain registered operator or Bahrain CAA; and

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- (c) The applicant successfully passes an examination on Bahrain aviation law and regulations conducted by Bahrain CAA.

Note : Refer to CAP 21 for Examination conduct procedures.

- (d) The applicant is competent to read, speak and understand the English language; and
- (e) Only one such licence is used as a basis for recognition.

5.2.3 Issue

A licence shall only be issued when the following conditions are met;

- (a) The applicant has successfully completed a course of approved training (initial) and passed the appropriate knowledge and practical tests conducted by the CAA or the CAA Designated Flight Dispatcher Examiner; or
- (b) Has successfully completed a course of approved training (abridged/refresher) and passed the appropriate competency check. This is applicable only to applicant who meets the following experience requirements:
 - (i) A total of two years' service in any one or combination of a capacity specified below, provided that in any combination of experience the period serviced in any capacity shall be at least one year.
 - (A) Two years experience as crew member in air transportation.
 - (B) Two years experience as a meteorologist in an organisation dispatching aircraft in air transportation.
 - (C) Two years experience as an air traffic controller; or a technical supervisor of flight operations officers or air transportation flight operations system; or
 - (D) At least one year as an assistant in the dispatching of air transport.
- (c) The applicant has served under the supervision of a flight operations officer for at least 90 working days within the 6 months immediately preceding application.
- (d) The applicant meets the minimum age requirements for the initial issue of the licence which is 21 years old.
- (e) The applicant must provide a letter of recommendation from the training organisation on completion of the flight dispatch training.
- (f) The applicant holds an acceptable valid foreign licence (refer to paragraph 1.3.1) and has passed the required written examination.
- (g) The initial application must be made using ALD/LIC/F055 accompanied by one passport size (minimum of 3.0 x 3.5 cm) colour photograph.



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5.3 INITIAL ISSUE

5.3.1 Application

An application for a licence must be made using application form ALD/LIC/F055

5.3.2 Supporting Documents

The following documents must accompany the application:

- Covering letter from the operator/organisation
- Proof of Identity (copy of CPR/Passport)
- Two recent photographs (3cm high x 2cm wide)
- Foreign Licence/Certificate (original with one copy) See paragraph 5.3.3 below.
- Copy of official receipt showing payment of fees (if applicable)
- Copy of most recent Competency Test
- Evidence of required training and experience

Note: It is the responsibility of both the applicant and the operator to ensure that the qualifications, competency and required training and experience are adequate and valid for the issue of the licence.

5.3.3 Verification

For an initial issue of a licence based on a foreign licence, verification must be obtained from the issuing authority of the Foreign Licence/Certificate.

5.4 RENEWAL

A licence may be renewed/revalidated upon application using form ALD/LIC/F055 at least 15 days prior to the expiry date when the applicable requirements are met. With the exception of Bahraini nationals, renewal/revalidation is only available to persons who are employed by an Operator registered in Bahrain and which operates Bahraini registered aircraft or employees of Bahrain CAA.

5.5 VALIDATION

5.5.1 General

To permit a foreign licence holder to exercise the privileges of their licence in Bahrain without holding a Bahraini licence a letter of validation will be issued by the CAA for the following purposes;

- (a) Training
- (b) Dispatch in accordance with an authorisation from the Bahraini organisation



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The maximum validity for validation is one year. A validation may be further extended under extenuating circumstances. Operators requiring a validation for longer than one year should apply for a Bahraini licence. It is the responsibility of the operator and foreign licence holder to ensure the licence and recurrent training requirements remain valid. A validation will automatically be cancelled when either of these requirements are no longer met, or when a Bahraini licence is issued, or the holder fails the written examination for a Bahraini licence.

The expiry date for a validation would be;

- (c) up to one year and may be extended if justified; or
- (d) the expiry date of the foreign licence.

whichever comes first.

Note: Refer also to paragraph 1.4 of this CAP

5.5.2 Application

The application should be made in writing by the operator/organisation and the following documents must accompany the application:

- Covering letter from the operator/organisation
- Proof of Identity (copy of CPR/Passport)
- Two recent non glossy photographs with white background (3cm high x 2cm wide)
- Foreign Licence/Certificate (original with one copy)
- Copy of official receipt showing payment of fees (if applicable)
- Evidence of required training and experience

5.5.3 Process

Unless exempted by the CAA, an applicant shall be required for the initial issue of a Bahraini Flight Dispatch's licence to pass the following examination and test;

- (a) Written knowledge ground examination, or
- (b) Oral and Practical examination based.

Note : Refer to CAP 21 for Examination conduct procedures.



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5.5.4 Letter of Validation

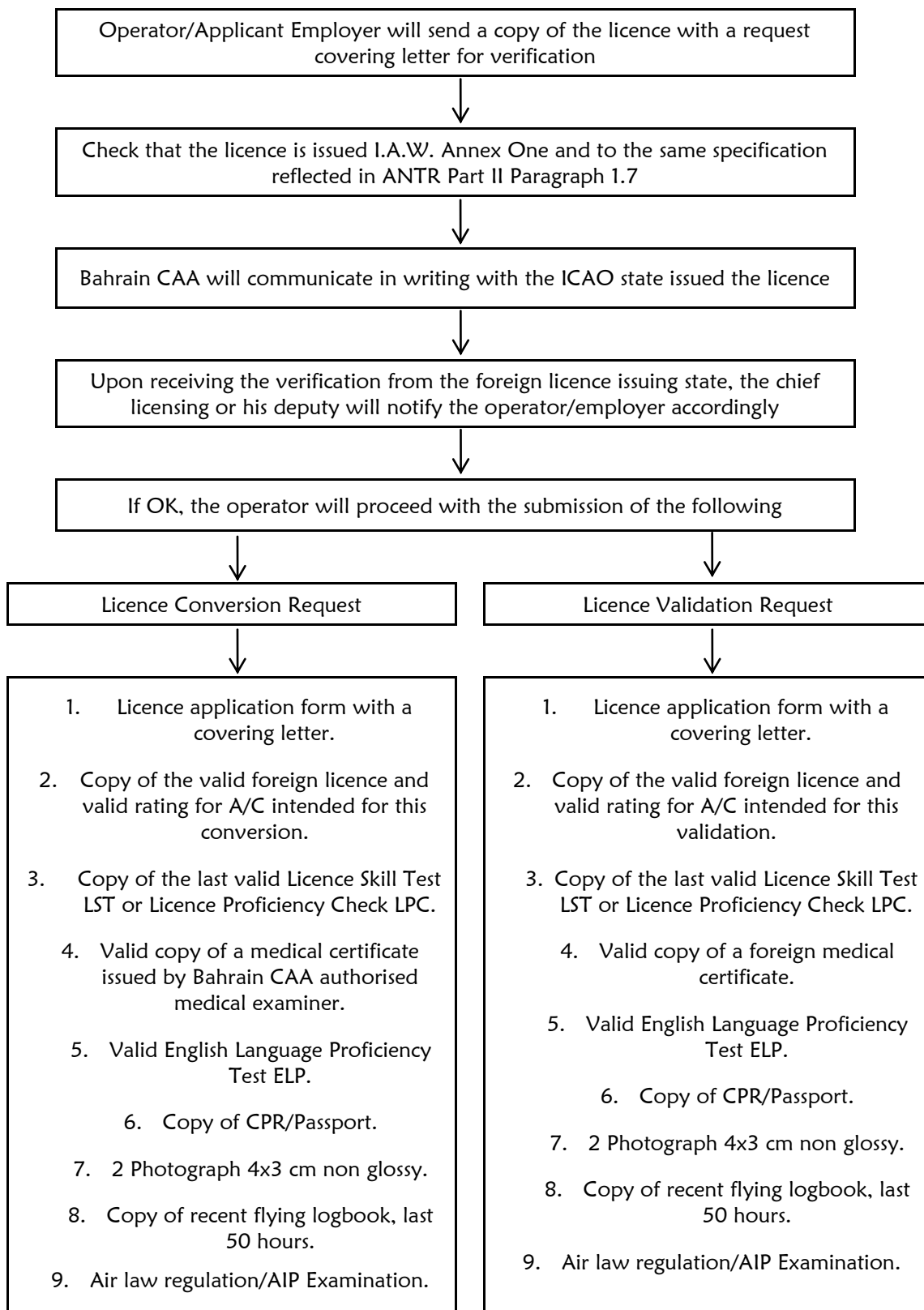
A Letter of Validation once issued must be carried when exercising the privileges of the licence. Such validation will only include the rating which is endorsed on the original licence and for which the privileges are to be exercised.

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APPENDIX 1

FORM NO. ALD/LIC/F178

Licence Conversion/ Validation Process Map





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