

**Regulations of the Department of Civil Aviation
on Certifying the Crew Member Instructor B.E.2553**

By virtue of 2.1.1 of Clause 2 and 3.4 of Clause 3 of the Regulation of the Department of Civil Aviation No. 86 on the Air Navigation of the Aircraft given on 23 December B.E. 2552, the holder of the Air Operator Certificate performing air operation must proceed to the requirements of the Department of Civil Aviation regarding the Flight Crew. The holder of the Air Operator Certificate must have the Crew Member Instructor to train the Flight Crews. Therefore, for the purpose of orderly certifying the Crew Member Instructor, the Department of Civil Aviation hereby issues the Rule of the Department of Civil Aviation on Certifying the Crew Member Instructor as follows:

Clause 1. This Rule shall be called “Rule of the Department of Civil Aviation on Certifying the Crew Member Instructor B.E.2553”.

Clause 2. This Rule shall be effective from the date of announcement.

Clause 3. The Rule of the Department of Civil Aviation on Certifying the Crew Member Instructor B.E.2551 given on 17 June B.E. 2551 shall be repealed.

Clause 4. This Rule shall apply to the holder of the Air Operator License who uses an aeroplane and/or helicopter in performing flight operation.

Clause 5. Under this Rule,

“Flight Crew” means the Personnel who operates in the position of the Pilot or Flight Engineer working for the holder of the Air Operation License.

“Crew Member Instructor” means the Instructor who trains the Personnel and performs as the Ground Instructor, Flight Simulation Training Device or Flight Trainer Instructor for Pilot, Flight Instructor for Pilot (Aircraft Type Rating), and Instructor for Flight Engineer, working for the holder of the Air Operation License.

“Flight Simulation Training Device or Flight Trainer” means Basic Instrument Flight Trainer, Flight Procedures Trainer and Flight Simulator.

“Competent Official” means the Director of the Flight Standards Bureau or the person assigned by the Director of the Flight Standards Bureau.

Clause 6. The Crew Member Instructor are categorized into 4 categories as follows:

(1) Ground Instructor is an instructor who instructs the Flight Crew in the position of the pilot about the aircraft structures, engines, controllers, systems and limitations of the aircraft, practices in normal, abnormal and emergency conditions, including the demonstration on the practices regarding the systems and equipment in case of emergency circumstances and equipment or other supporting devices related to safety in the flight operation as certified by the Department of Civil Aviation, e.g., Doors training, Mock up trainer and etc. However, the Ground Instructor may instruct only one or a few courses.

(2) Flight Instructor - Simulator is an instructor who instructs the pilot in command and copilot about the flight operation processes in normal, abnormal and emergency conditions with the flight simulation training device or flight trainer according to the instructing pattern.

(3) Flight Instructor - Aircraft Type Rating is the School Flight Instructor who instructs about the processes in normal, abnormal and emergency conditions and/or Initial Operating Experience: IOE for the pilot in command and the copilot with the aircraft according to the instructing pattern.

(4) Instructor for Flight Engineer is an instructor who instructs the Flight Engineer about the aircraft structures, engines, controllers, systems and limitations of the aircraft, including the practices in normal, abnormal and emergency conditions with the flight simulation training device or flight trainer and/or with the actual aircraft according to the instructing pattern. However, the Instructor for Flight Engineer may also perform as the Ground Instructor.

Clause 7. The person who is qualified to perform as the Crew Member Instructor in accordance with the categories in Clause 6. must obtain the Certificate from the Department of Civil Aviation.

Clause 8. The person wishes to apply for the Crew Member Instructor Certificate must be qualified and not be prohibited as follows:

(1) Qualifications of the Crew Member Instructor for aeroplane;

(a) Ground Instructor

1) completed the training in Ground Instructor course which has the contents covering of not less than stipulated in the basic knowledge topics under Item 2.(1) and the specific knowledge course under Item 2.(2)(a) of the Annex attached at the end of this Rule; and

2) passed the instructor test and the Competent Official evaluation.

(b) Flight Instructor - Simulator

1) holding or held the Commercial Pilot License (Aeroplane) or other equal licenses, with no less than 1,500 flight hours. The flight hours in relation to the instructing pattern must not be less than 500 hours and continuing the flight operation for not less than 6 months before the application; and

2) completed the training on the basic knowledge topics under 2.(1) of the Annex attached at the end of this Rule; and

3) completed the Flight Instructor - Simulator course according to the instructing pattern which has the contents covering of not less than stipulated in the topics of specific knowledge course under Item 2.(2)(b) of the Annex attached at the end of this Rule; and

4) in the last 12 months before the date of application, the applicant must

a) do the periodic practice review; and

b) be an observer in the actual flight for not less than 2 routes according to the instructing pattern, or in the flight simulation training device for 2 sessions. Each session must last for 2 hours or more. This includes pre-flight planning and debriefing; and

5) passed the instructor test and the Competent Official evaluation.

(c) Flight Instructor - Aircraft Type Rating

1) holding the Commercial Pilot License (Aeroplane) or other equal licenses, with no less than 1,500 flight hours. The flight hours in relation to the instructing pattern for the position of Pilot in Command (PIC) must not be less than 500 hours and continuing the flight operation for not less than 6 months before the application. In addition, the applicant must complete the training as required under Item 2.(1) of the Annex at the end of this Rule; and

2) completed the Flight Instructor - Aircraft Type Rating course according to the instructing pattern which has the contents covering of not less than stipulated in the topics of specific knowledge course under Item 2.(2)(c) of the Annex attached at the end of this Rule; and

3) in the last 12 months before the date of application, the applicant must do the periodic practise review for at least 30 sectors as the Pilot in Command according to the instructing pattern, and operate the flight upwards - downwards of not less than 30 times, using an actual aircraft or the flight simulation training device; and

4) passed the instructor test and the Competent Official evaluation.

(d) Instructor for Flight Engineer

1) holding Flight Engineer License with the rating and the flight hours according to the instructing pattern not less than 500 hours and continuing the flight operation for not less than 6 months before the application; and

2) completed the training as stipulated in the basic knowledge topics under Item 2.(1) and Instructor for Flight Engineer course according to the instructing pattern which has the contents covering of not less than stipulated in the topics of specific course knowledge under Item 2.(2)(d) of the Annex attached at the end of this Rule; and

3) in the last 12 months before the date of application, the applicant must

a) do the periodic practise review; and

b) be an observer in the actual flight for not less than 2 routes according to the instructing pattern; and

4) passed the instructor test and the Competent Official evaluation.

(2) Qualifications of the Crew Member Instructor for helicopter;

(a) Ground Instructor

1) completed the training in Ground Instructor course which has the contents covering of not less than stipulated in the basic knowledge topics under Item 2.(1) and the specific knowledge course under Item 2.(2)(a) of the Annex attached at the end of this Rule; and

2) passed the instructor test and the Competent Official evaluation.

(b) Flight Instructor - Simulator

1) For the multi - pilot helicopter, the applicant must be holding or held the Airline Transport Pilot License (Helicopter), with no less than 350 flight hours on the multi - pilot helicopter. The flight hours in relation to the instructing pattern must not be less than 100 hours and the applicant must continue the flight operation for not less than 6 months before the application and has the total flight hours on helicopter not less than 1,000 hours; or

2) For the single - pilot helicopter, the applicant must be holding or held the Commercial Pilot License(Helicopter). The flight hours in relation to the instructing pattern must not be less than 100 hours and the applicant must continue the flight operation for not less than 6 months before the application and has the total flight hours on helicopter not less than 500 hours; and

3) completed the training on the basic knowledge topics under 2.(1) of the Annex attached at the end of this Rule; and

4) completed the Flight Instructor - Simulator (Helicopter) course according to the instructing pattern which has the contents covering of not less than stipulated in the topics of specific knowledge course under Item 2.(2)(e) of the Annex attached at the end of this Rule; and

5) in the last 12 months before the date of application, the applicant must

a) do the periodic practise review; and

b) be an observer in the actual flight routes for not less than 1 hour with the helicopter according to the instructing pattern; and

6) passed the instructor test and the Competent Official evaluation.

(c) Flight Instructor - Aircraft Type Rating

1) The Flight Instructor instructing with the single - pilot helicopter must hold the Commercial Pilot License (Helicopter) or other equal licenses and having the rating according to the instructing pattern, with the total flight hours on helicopter of not less than 1,000 hours. The flight hours in relation to the instructing pattern for the position of Pilot in Command (PIC) must not be less than 100 hours and continuing the flight operation for not less than 6 months before the application. In addition, the applicant must complete the training as required under Item 2.(1) of the Annex at the end of this Rule; or

2) The Flight Instructor instructing with the multi - pilot helicopter must hold the Airline Transport Pilot License (Helicopter) or other equal licenses and having the rating according to the instructing pattern, with the total flight hours on helicopter of not less than 1,500 hours which were on the multi - pilot helicopter for no less than 350 flight hours. The flight hours in relation to the instructing pattern for the position of Pilot in Command (PIC) must not be less than 100 hours and continuing the flight operation for not less than 6 months before the application. In addition, the applicant must complete the training as required under Item 2.(1) of the Annex at the end of this Rule; and

3) completed the Flight Instructor - Aircraft Type Rating (Helicopter) course according to the instructing pattern which has the contents covering of not less than stipulated in the topics of specific knowledge course under Item 2.(2)(e) of the Annex attached at the end of this Rule; and

4) in the last 12 months before the date of application, the applicant must do the periodic practise review and perform the flight operation for at least 30 sectors as the Pilot in Command according to the instructing pattern, and

5) passed the instructor test and the Competent Official evaluation.

(3) The exemptions for Crew Member Instructor for aeroplane and/or helicopter are as follows:

(a) In case of the person has already been holding the Crew Member Instructor Certificate, such person shall be exempted from the qualifications in (1) or (2), as the case maybe, under the following conditions:

1) If such person holds the Crew Member Instructor Certificate which the aeroplane or the helicopter intended to instruct are in common type rating, but only differ in configuration, for examples, B757 and B767, or S-76 and S-76C+, and etc. In addition, if such person has previously met the

qualifications under (1) or (2), the person shall be exempted from completion of the training as required under Item 2.(1) and the topics of specific knowledge course under Item 2.(2) of the Annex attached at the end of this Rule, as the case maybe. However, if such person intended to instruct using helicopter as the Pilot in Command, the flight operation experience of at least 10 sectors is required; and

2) If such person holds the Crew Member Instructor Certificate which the aeroplane or the helicopter intended to instruct are different from the aeroplane or helicopter applying for Certificate, and such person has previously met the qualifications under (1) or (2), the person shall be exempted from completion of the crew member training course under Item 2.(1) but shall have to complete the training in the topics of specific knowledge course under Item 2.(2) of the Annex attached at the end of this Rule, as the case maybe; and

3) passed the instructor test and the Competent Official evaluation.

(b) In case of the applicant of the Crew Member Instructor Certificate would instruct by using the new aircraft which are not common type rating and imported in Thailand for the first time, the applicant must have already been holding other types of the Crew Member Instructor Certificate;

1) For the aeroplane, the applicant must have the flight hours according to the instructing pattern in the position of the Pilot in Command for not less than 100 hours, and continuing the flight operation for not less than 6 months before the application; or

2) For the helicopter, the applicant must have the flight hours according to the instructing pattern in the position of the Pilot in Command for not less than 30 sectors, and continuing the flight operation for not less than 6 months before the application.

(4) Prohibited properties

The person performing duties of the Crew Member Instructor must not have any prohibited properties as follows:

(a) having been imprisoned by final sentence of imprisonment for a criminal offence in relation to the air navigation laws, with the exception of sentences for offences committed negligently or minor offences;

(b) having been punished by discharge from a State agency or other State enterprise for breach of discipline;

(c) being suspended of the Pilot Personnel License or Flight Engineer License;

(d) being revoked of the Personnel License within the last 5 years;

(e) being misbehaved, or disordered to the extent of incapability of work, or being an incompetent person, mentally disabled person, or suffering from a fatal disease; or

(f) being dishonest, cheating or conducting seriously inappropriate behaviour in performing as a Personnel or a Crew Member Instructor.

Clause 9. The holder of the Air Operating Certificate wishing to nominate the person to be certified as the Crew Member Instructor, shall submit the application according to the format at the end of this Rule to the Flight Standards Bureau, the Department of Civil Aviation, with the following supporting documents:

- (1) the document showing qualifications according to Clause 8. and Medical Certificate;
- (2) certifying letter from the agency of affiliation that the applicant shall be performing as the Crew Member Instructor under the agency of affiliation;
- (3) copy of the Personnel License; and
- (4) two of 1- inch sized photographs with straight face, uncapped, being taken within the last 6 months.

Clause 10. The Competent Official shall issue the Crew Member Instructor Certificate to the applicant considering that the applicant has satisfied all requirements and is not under the prohibitions under Clause 8., and submitted the complete set of application and documents and passed the instructor test and evaluation of the Competent Official in the applying category.

Clause 11. The Crew Member Instructor Certificate shall be in the format as stipulated at the end of this Rule.

Clause 12. The Competent Official shall have the authority to observe the instruction of the holder of the Crew Member Instructor Certificate at any time.

Clause 13. The holder of the Crew Member Instructor Certificate shall comply with the following principles:

- (1) During the performance of duties, such person must not consume alcohols, narcotics or any other stimulants or sedative substances;
- (2) Such person must not approve or write text or edit or delete or do anything to the Check List or record false statement about the training or evaluation of the Flight Crew; and

(3) Such person must performing duties with impartiality honesty, fair and without prejudice.

Clause 14. The Crew Member Instructor Certificate shall be invalid,

(1) when the Personnel License has become expired or such person become lack of the qualification under Clause 8.;

(2) when such person has terminated the employment with the agency of affiliation specified in the Certificate, or the agency of affiliation specified in the Certificate has request a cancellation or revocation of the Crew Member Instructor Certificate;

(3) when such person has not been performing as a Crew Member Instructor for a period of longer than 12 consecutive months. The Certificate shall be valid again after such person attending the practice review training course for the Crew Member Instructor of such category;

(4) when such person does not have a recent experience with the recent aircraft according to the instructing pattern as required in the Regulation of the Department of Civil Aviation on the Right of the Pilot Personnel License, except for the holder of the Ground Instructor Certificate, the Instructor for Flight Engineer Certificate, and the Flight Instructor - Simulator Certificate;

(5) when such person has not been performing as a Flight Engineer as required in the Regulation of the Department of Civil Aviation on the Right of the Holder of the Flight Engineer License;

(6) when such person do not perform the periodic practice review, except for the holder of the Ground Instructor; or

(7) when the Competent Official suspended or revoked the Certificate as in Clauses 15 and 16.

Clause 15. The Competent Official shall have an authority to suspend the Crew Member Instructor Certificate if the Competent Official found that:

(1) the holder of the Crew Member Instructor Certificate has commit the act considered to be dangerous to the air navigation;

(a) violation by not performing the instruction and evaluation as per the standard of the training course provided by the holder of Air Operation Certificate which has been approved by the Department of Civil Aviation;

(b) violation of the discipline under Clause 13; or

(c) violation by not performing the duties as in compliance with air navigation laws and regulations, rules, orders or any requirements determined by the Competent Official;

(2) the holder of the Crew Member Instructor Certificate lacks skills or proficiency, or is inappropriate and inefficient in performing the duties of the Crew Member Instructor.

Clause 16. The Competent Official shall have an authority to revoke the Crew Member Instructor Certificate as follows:

(1) when the violation as per Clause 15. (1) causes a serious harm to the Flight Crew training; or

(2) when the holder of the Certificate has been suspended the Certificate for more than two times.

Clause 17. The Crew Member Instructor Certificate issued before this Rule becoming effective shall continue to be valid, considering that the holder of the Certificate must comply with this Rule. Such validity shall be until the expiration of such Certificate.

Given on 26 March B.E. 2553

- Signature -

(Mr. Wuttichai Singhamanee)

Director-General of the Department of Civil Aviation

Appendix

Crew Member Instructor Training Program

1. Crew Member Instructor Training Program is classified into 4 types as follows:

1. Training Program for Ground Instructor
2. Training Program for Flight Simulation Training Device or Flight Trainer Instructor for Pilot
3. Training Program for Flight Instructor for Pilot (Flight Instructor – Aircraft Type Rating)
4. Training Program for Flight Engineer Instructor.

2. Detail of training and evaluation for Crew Member Instructor Training Program shall be as follows:

1. Fundamental Topic

All types of Crew Member Instructor shall be trained not less than 24 hours in the following

matters:

- a. Fundamental principle of the teaching - learning process
 - Learning Theory
 - Definition of Learning
 - Characteristics of Learning
 - Principles of Learning
 - Levels of Learning
 - Learning Physical Skills
 - Memory
 - Transfer of Learning
 - Teaching Preparation
 - Teaching Presentation
 - Teaching Application
 - Teaching review and Evaluation
- b. Teaching methods and procedures
 - Organizing Material
 - Lecture Method
 - Cooperative of Group Learning Method
 - Guided Discussion Method
 - Computer-Based Training Method
- c. Instructor - Student relationship

- d. The applicable Thai DCA Regulations and the certificate holder's policies and procedures
- e. The operator's policies and procedures - Depend on Training Manual of operator
- f. Methods, procedure, and techniques for conducting required checks
 - The Instructor as a Critic
 - Evaluation
- g. Seat
 - Dependent tasks for the specific aircraft
- h. Analysis of airmen performance including identification of improper or insufficient training
 - Demonstration - Performance Method
- i. Crew resource management (CRM) concepts and vocabulary
 - Control of Human Behavior
 - Human Needs
 - Defense Mechanisms
 - The Flight Instructor as a Practical Psychologist
- j. Appropriate corrective actions for unsatisfactory performance in training or evaluation
 - 1. The consequences of improper or untimely safety measures

2. Topic of each specific program

Each type of Crew Member Instructor shall be trained the following matters:

(A) Training Program for Ground Instructor detailed as follows:

- 1) Structures of aircraft, engine, control parts, system and its restriction
- 2) First aid Equipment for Emergencies
- 3) Conducting the theory training under the supervision of Ground Instructor

holding effective certificate or competent official at least 1 training program for flight crew.

Evaluation

- 1. Score of theory test according to the type of the aircraft applied for appointment shall not be less than 80 percent.

2) The competent official shall observe and inspect the training which shall be conducted in accordance with the flight manual and other flight operation manual of the certified air operator

(B) Training Program for Flight Trainer Instructor for pilot (Flight Simulation Training

Device of Flight Trainer Instructor for Pilot-Aeroplane) detailed as follows:

1) Guidelines and safety measures for emergency situations likely to develop in conducting

the required normal, abnormal, and emergency procedures in a simulator, as appropriate

2) Training the use of instructor control panel with Flight Trainer Instructor approved by Department of Civil Aviation at least 2 hours

2) Teaching pilot in flight simulation device (Flight Trainer) under supervision of Flight

Trainer Instructor approved by Department of Civil Aviation at least 3 hours in accordance with Training Manual of the air operator.

Evaluation

The competent official will examine the control of instructor control panel and the teaching method which shall be in accordance with the specified control panel manual.

(C) Training Program of Flight Instructor for Pilot (aeroplane) (Flight Instructor - Aircraft Type

Rating) detailed as follows:

1) Training about teaching techniques and methods of normal, abnormal and emergency situation in flight simulation device with Flight Instructor holding effective certificate from Department of Civil Aviation at least 3 hours for left seat and right seat

2) Observing teaching performed in the aeroplane Flight Instructor by Flight Instructor of pilot approved by Department of Civil Aviation at least 2 flights

3) Briefing and Debriefing teaching techniques and methods relating to flight operation in normal, abnormal and emergency situation with Flight Instructor for Pilot, in accordance with Training Manual of air operator

Evaluation

The competent official will examine the teaching methods specified in the program.

(D) Training Program for Flight Engineer Instructor detailed as follows:

- 1) Guidelines and safety measures for emergency situations likely to develop in conducting the

required normal, abnormal, and emergency procedures in an aircraft and in a simulator, as appropriate

- 2) Training the controlling of flight engineer simulator control panel with Flight Trainer

Instructor

for Engineer holding effective certificate at least 2 hours, excluding the normal training hour

- 3) Training general teaching methods for Flight Engineer (Flight Simulator) under supervision of Flight Trainer Instructor for engineer holding effective certificate at least 3 hours

- 4) Briefing and Debriefing teaching techniques and methods relating to flight operation in normal, abnormal and emergency situation with Flight Instructor for Flight Engineer holding effective certificate at least 3 flights, in accordance with training manual of air operator.

Evaluation

The competent official will examine the controlling of flight engineer control panel and teaching methods which shall be in accordance with the specified control panel manual.

(E) Training Program for Flight Trainer Instructor and Flight Instructor for Pilot

(Helicopter) detailed as follows:

1) Flight Trainer Instructor for Pilot

- a) Guidelines and safety measures for emergency situations likely to develop in conducting

the required normal, abnormal and emergency procedures in a simulator, as appropriate

- b) Training the use of instructor control panel with Flight Trainer Instructor approved by the Department of Civil Aviation not less than 2 hours

- c) Teaching pilot in flight simulation training device under supervision of Flight Trainer

Instructor approved by the Department of Civil Aviation not less than 3 hours, in accordance with training manual of air operator

2) Flight Instructor for Pilot

Flight instructor shall be trained by Flight Instructor for helicopter approved by not less than 5 hours for single-pilot helicopter, or not less than 10 hours for multi-pilot and multi-engine helicopter.

Evaluation

The competent officer will examine the controlling of instructor control panel and teaching methods which shall be in accordance with the specified control panel manual.

DEPARTMENT OF CIVIL AVIATION
APPLICATION FOR CREW MEMBER INSTRUCTOR

1.	Full name of Applicant :	License No. :
2.	Nationality :	Employed by :
3.	Type of Certificate applied for : <input type="checkbox"/> 3.1 Ground Instructor <input type="checkbox"/> 3.2 Flight Instructor – Simulator <input type="checkbox"/> 3.3 Flight Instructor – Aircraft Type Rating <input type="checkbox"/> 3.4 Instructor for Flight Engineer	Aircraft Type :
4.	Record of Training (enclosed hereinafter) :	
5.	Enclosed herewith 5.1 Documents of applicant’s background, qualification experiences and training required by Thai DCA Regulation and must include previous supervisory experience. 5.2 Medical Certificate. 5.3 Letter of approval from the original affiliation certified that the applicant intent to become the Crew Member Inspector. 5.4 Two 1 inch x 1 inch straight-face photos, without hat or sunglasses, taken within the last six month.	

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Date of Application

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Applicant’s Signature



GROUND / SIMULATOR / FLIGHT FOR APPLICANT CHECKLIST

Name Licence No.

Pilot Licence Category
 CPL
 ATPL
 FE
 Other

Total Flight TimeHrs./(PIC).....Hrs.

Total Flight Time (FE).....Hrs.

1. A /H TypeHrs. ; (PIC)Hrs.

2. A/H TypeHrs. ; (PIC)Hrs.

3. F/E TypeHrs. ;

Ground training Hrs

Flight Simulation Training Device or Flight Trainer

- Basic Instrument Flight Trainer (A/H Type)Hrs.

- Flight Procedures Trainer (A/H Type)Hrs.

- Flight Simulator (A/H Type)Hrs.

Flight Training

- Airplane

30 Takeoffs and Landing within 12 Months

30 Route Sectors (PIC) within 12 Months

- Helicopter

30 Route Sectors (PIC) within 12 Months

Line Observation

A/H Type Route 1 Date

A/H Type Route 2 Date

Applicant's Signature Date

Approved by Title

Date

Accepted by DCA Inspector

Date

Remark :

A = Airplane

H = Helicopter

Front Page of Crew Member Instructor Certification

IC No.

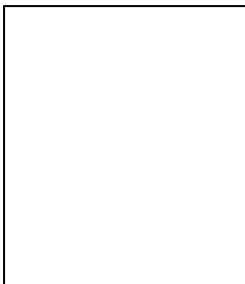
ISSUED ACCORDANCE WITH THE
PROVISIONS OF THE AIR NAVIGATION ACT
B.E. 2497 AND RELATED REGULATIONS.

REMARK: THE CERTIFICATE IS OF
SUCH DURATION AS IS PROVIDED IN THE
CURRENTLY EFFECTIVE POSITION ASSIGNMENT,
UNLESS SOONER SUSPENDED OF REVOKED
BY THE AUTHORIZED AUTHORITY.

DEPARTMENT OF CIVIL AVIATION
TUNG MAHAMEK, BANGKOK 10120
THAILAND

INSTRUCTOR CERTIFICATE

Back Page of Crew Member Instructor Certification



THIS IS TO CERTIFY THAT
LICENSE No.
EMPLOYED BY
HAS BEEN AUTHORIZED TO BE AN INSTRUCTOR FOR THE FOLLOWING:

Type of the Certificate	Date of Issue	Competent Official
Ground Instructor		
Flight Instructor – Simulator		
Flight Instructor – Aircraft Type Rating		
Instructor for Flight Engineer		