



Regulation of the Civil Aviation Authority of Thailand
On the Qualifications and Criteria for Appointment of Administrators of Language
Proficiency Test for Radio Communication of Personnel B.E. 2562

Whereas Clause 5 (4) of the Regulation of the Civil Aviation Authority of Thailand on the Approval of Language Proficiency Testing Center B.E. 2561 prescribes that the applicant applying for approval of a language proficiency testing center shall have interlocutors and raters who have been appointed by the Director General of the Civil Aviation Authority of Thailand; be it, therefore, the Director General hereby issues this Regulation to prescribe the qualifications and criteria for appointment of administrators of language proficiency test for radio communication of personnel, as follows:

Clause 1. This Regulation shall be known and cited as “Regulation of the Civil Aviation Authority of Thailand on the Qualifications and Criteria for Appointment of Administrators of Language Proficiency Test for Radio Communication of Personnel B.E. 2562”.

Clause 2. This Regulation shall come into force after sixty days following its publication in the government gazette.

Clause 3. The Regulation of the Department of Civil Aviation on the Qualifications and Criteria for Appointment of Administrators of Language Proficiency Test for Radio Communication of Personnel B.E. 2553, announced on November 23, 2010, shall be repealed.

Clause 4. In this Regulation:

“Test” means the language proficiency test for radio communication of Personnel Licence holders, which consists of components such as pronunciation, structure, vocabulary, fluency, comprehension, and interaction.

“Language Used for Radio Communication” means the language used for regular communication during flight and air traffic control operations, or English language.

“Personnel” means the aeroplane pilot, helicopter pilot, vertical take-off and landing (VTOL) aircraft pilot, airship pilot, air traffic controller, and student air traffic controller.

“Language Proficiency Testing Center (LPTC)” means an organization or agency that has been appointed by the CAAT to act as a center for administering the language proficiency test for radio communication of personnel.

“Test Administrator” means the person acting as the interlocutor and rater in the language proficiency test.

“Applicant” means the applicant who applies to the Director General for issuance of the Test Administrator Certificate.

“Director General” means the Director General of the Civil Aviation Authority of Thailand.

“CAAT” means the Office of the Civil Aviation Authority of Thailand.

Clause 5. The Applicant shall have the qualifications and shall not possess any prohibited characteristics, as follows:

(1) Having earned a bachelor’s degree or higher, or being a current or former holder of Personnel Licence in Thailand or Personnel Licence issued by a contracting state or a state entering into an agreement with Thailand;

(2) Having attained any of the following test results:

(a) The result of language proficiency test for radio communication of Level 4 or higher, whereby the said test must have been administered by an LPTC, and the test result must be valid at the time of application; or

(b) The overall IELTS score of 7 or higher with the listening and speaking scores of at least 7.5, or the overall TOEFL score of 95 or higher with the listening and speaking scores of at least 96, whereby the test result must not exceed the validity period of two years at the time of application.

(3) Having completed the test administrator training course that has been approved by the Director General;

(4) Not currently being the holder of a suspended Test Administrator Certificate;

(5) Not being the holder of a Test Administrator Certificate that has been revoked for less than two years;

(6) Not being a person who has committed a corrupt act such that it impairs his/her credibility, or being a person who exhibits behavior that is deemed inappropriate to be appointed as the Test Administrator.

Clause 6. The LPTC that is desirous of appointing its own officer to act as a Test Administrator shall submit to the Director General the application for the Test Administrator Certificate in accordance with the form attached hereto, along with the following documentary evidence of the Applicant:

- (1) Copy of the citizen identification card
- (2) 2 photos of 1 inch in size, taken in full-face view with no head covering and taken within 6 months
- (3) Documentary evidence exhibiting the educational qualifications, or a copy of Personnel Licence
- (4) Document exhibiting the language proficiency test result as specified in Clause 5 (2)
- (5) Document substantiating that the Applicant has completed the test administrator training course that has been approved by the Director General
- (6) Certificate issued by the respective LPTC, certifying that the Applicant has performed duties as a Test Administrator

Clause 7. The Director General will issue the Test Administrator Certificate only if it appears that the Applicant has satisfied the qualification requirements set forth in Clause 5 and has submitted all documentary evidence outlined in Clause 6. Prior to issuance of the Test Administrator Certificate, the Director General shall conduct the practical knowledge test or skill test to ensure that the Applicant has adequate knowledge, proficiency and decision-making skills to perform duties as a Test Administrator in accordance with the criteria prescribed by the Director General.

In the event that the Applicant fails the practical knowledge test specified in the preceding paragraph, the Applicant shall be entitled to retake the test within sixty days commencing from the date of notice of test result by the CAAT.

Clause 8. The Test Administrator Certificate shall be in accordance with the form attached hereto and shall be valid for three years commencing from the date of issuance thereof.

Clause 9. In the event that the Test Administrator Certificate is lost, destroyed or materially damaged, the holder of the said Certificate shall submit to the Director General the application for a substitute certificate in accordance with the form attached hereto, along with a police report.

The Director General shall issue a substitute certificate by affixing the term "Substitute" in red at the top center of the certificate. The validity of the substitute certificate and the particulars contained therein shall be in accordance with the original Test Administrator Certificate in all respects.

Clause 10. In renewing the Test Administrator Certificate, the LPTC shall submit the renewal application in accordance with the form attached hereto at least 45 days prior to expiration of the original

Test Administrator Certificate, and shall attach therewith all documentary evidence specified in Clause 5 that are up-to-date and valid, including documentary evidence certifying the Applicant's most recent experience in performing duties as a Test Administrator, within sixty days prior to submission of the application.

The provisions in Clause 7 shall apply mutatis mutandis to the consideration for renewal of the Test Administrator Certificate. The Director General shall conduct the practical knowledge test or skill test as deemed appropriate, and shall take into consideration the past performance of the Applicant in conjunction with the result of performance evaluation conducted by the CAAT.

Upon expiration of the Test Administrator Certificate, the holder thereof shall apply for a new Test Administrator Certificate in the same manner as his/her first application for the said Certificate.

Clause 11. The Personnel Licensing Department shall prepare a name list of Test Administrators who have been granted the Test Administrator Certificate in a sequential order of names nominated by the LPTC, by specifying the LPTC to which each test administrator belongs as well as the issue and expiry date of the Test Administrator Certificate, whereby the said name list shall be provided to all relevant parties at least once a year.

Clause 12. The holder of Test Administrator Certificate shall comply with all applicable laws, rules, regulations, requirements, announcements, orders or any conditions prescribed by the CAAT, including the test administration manual that has been approved by the Director General. In addition to the foregoing, the holder of Test Administrator Certificate shall keep up to date with all news and information relating to test administration.

Clause 13. The LPTC shall facilitate the Flight Inspector or Competent Official in observing the performance of duties of the Test Administrator whenever deemed necessary.

Clause 14. The holder of Test Administrator Certificate shall comply with the following code of conduct:

- (1) Must not perform duties while the Test Administrator Certificate is expired, invalid, suspended, or revoked;
- (2) Must not be intoxicated by alcohol, drugs, stimulants or depressants while on duty; and
- (3) Must not falsify the test result or add, amend or delete any particulars in the test result, or otherwise cause the test result to be false.

Clause 15. The Test Administrator Certificate shall become invalid in the event that:

(1) The Test Administrator Certificate has expired, and the holder of the said Certificate fails to file a renewal application within the period specified in Clause 10.

(2) The holder of Test Administrator Certificate fails to satisfy the qualification requirements set forth in Clause 5.

(3) The holder of Test Administrator Certificate has resigned or has been terminated from his/her position at the respective LPTC, or the LPTC has requested for termination of appointment of the said holder.

(4) The holder of Test Administrator Certificate fails to perform his/her duties as a Test Administrator for a period of more than 1 consecutive year.

(5) The Test Administrator Certificate has been suspended or revoked pursuant to Clause 16 and Clause 17.

Clause 16. The Director General shall have the authority to suspend the Test Administrator Certificate in the event that:

(1) The holder of Test Administrator Certificate fails to comply with the code of conduct outlined in Clause 14.

(2) The holder of Test Administrator Certificate fails to comply with the rules and procedures or any manuals concerning test administration that have been approved by the Director General.

(3) The holder of Test Administrator Certificate fails to comply with all applicable laws, rules, regulations, announcements, orders, or any conditions prescribed by the CAAT.

(4) The holder of Test Administrator Certificate lacks proficiency in performing duties as a Test Administrator.

(5) The holder of Test Administrator Certificate lacks knowledge, skills, proficiency or efficiency, or exhibits inappropriate behavior to perform duties as a Test Administrator.

Clause 17. The Director General shall have the authority to revoke the Test Administrator Certificate in the event that:

(1) There are reasonable grounds to have caused the CAAT to believe that the holder of Test Administrator Certificate has committed a corrupt act while on duty.

(2) The Test Administrator Certificate has been suspended twice consecutively due to the same reason within a period of two years.

Clause 18. Any Test Administrator Certificate that has been issued prior to the effective date of this Regulation shall remain valid until expiration of the said Certificate, whereby the holder of the said Certificate shall comply with all provisions set forth herein.

Announced on April....., 2019.

-Signature-

(Mr. Chula Sukmanop)

Director General of the Civil Aviation Authority of Thailand