



REPUBLIC OF INDONESIA MINISTRY OF TRANSPORTATION

CIVIL AVIATION SAFETY REGULATION (CASR)

PART 142

CERTIFICATION AND OPERATING REQUIREMENTS FOR TRAINING CENTERS

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CIVIL AVIATION SAFETY REGULATIONS (C.A.S.R.)

PART 142 Amendment 2

CERTIFICATION AND OPERATING REQUIREMENTS FOR TRAINING CENTERS

**REPUBLIC OF INDONESIA
MINISTRY OF TRANSPORTATION**

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PART 142
CERTIFICATION AND OPERATING REQUIREMENTS FOR TRAINING CENTERS

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SUBPART A GENERAL

142.1 Applicability

- (a) This Subpart prescribes the requirements governing the certification and operation of aviation training centers. Except as provided in paragraph (b) of this section, this Part provides an alternative means to accomplish training required by parts 61, 63, 91, 121, 125, 127, 135, or 137 of CASR.
- (b) Certification under this Part is not required for training that is –
 - (1) Approved under the provisions of parts 63, 91, 121, 127, 135, or 137 of CASR;
 - (2) [Reserved]
 - (3) Conducted under Part 61 unless that part requires certification under this Part;
 - (4) Conducted by a Part 121 certificate holder for another Part 121 certificate holder;
 - (5) Conducted by a Part 135 certificate holder for another Part 135 certificate holder; or
 - (6) Conducted by a Part 91 fractional ownership program manager for another Part 91 fractional ownership program manager.
- (c) Except as provided in paragraph (b) of this section, no person may conduct training, testing, or checking in advanced flight training devices or flight simulators without, or in violation of, the certificate and training specifications required by this Part.

142.3 Definitions

As used in this Part:

Advanced Flight Training Device - means a flight training device as defined in Part 61 of CASR that has a cockpit that accurately replicates a specific make, model, and type aircraft cockpit, and handling characteristics that accurately model the aircraft handling characteristics.

Core Curriculum - means a set of courses approved by the Director General, for use by a training center and its satellite training centers. The core curriculum consists of training which is required for certification. It does not include training for tasks and circumstances unique to a particular user.

Course means -

- (a) A program of instruction to obtain pilot certification, qualification, authorization, or currency;
- (b) A program of instruction to meet a specified number of requirements of a program for pilot training, certification, qualification, authorization, or currency; or

(c) A curriculum or curriculum segment as defined in Part 121 of CASR.

Courseware - means instructional material developed for each course or curriculum, including lesson plans, flight event descriptions, computer software programs, audiovisual programs, workbooks, and handouts.

Evaluator - means a person employed by a training center certificate holder who performs tests for certification, added ratings, authorizations, and proficiency checks that are authorized by the certificate holder's training specification, and who is authorized by the Director General to administer such checks and tests.

Flight training equipment - means flight simulators, as defined in section 61.1(b)(5) of CASR, flight training devices, as defined in section 61.1(b)(7) of CASR, and aircraft.

Instructor- means a person employed by a training center and designated to provide instruction in accordance with Subpart C of this Part.

Line-Operational Simulation - means simulation conducted using operational-oriented flight scenarios that accurately replicate interaction among flight-crew members and between flight-crew members and dispatch facilities, other crewmembers, air traffic control, and ground operations. Line operational simulations are conducted for training and evaluation purposes and include random, abnormal, and emergency occurrences. Line operational simulation specifically includes line- oriented flight training, special purpose operational training, and line operational evaluation.

Specialty Curriculum - means a set of courses that is designed to satisfy a requirement of the Civil Aviation Safety Regulations and that is approved by the Director General for use by a particular training center or satellite training center. The specialty curriculum includes training requirements unique to one or more training center clients.

Training center - means an organization governed by the applicable requirements of this Part that provides training, testing, and checking under contract or other arrangement to airmen subject to the requirements of CASR.

Training program - consists of courses, courseware, facilities, flight training equipment, and personnel necessary to accomplish a specific training objective. It may include a core curriculum and a specialty curriculum.

Training specifications - means a document issued to a training center certificate holder by the Director General that prescribes that center's training, checking, and testing authorizations and limitations, and specifies training program requirements.

142.5 Certificate and training specifications required.

- (a) No person may operate a certificated training center without, or in violation of, a training center certificate and training specifications issued under this Part.
- (b) An applicant will be issued a training center certificate and training specifications with appropriate limitations if the applicant shows that it has adequate facilities, equipment, personnel, and courseware required by section 142.11 to conduct training approved under section 142.37.

142.5a Training Procedures Manual

An applicant for a training center approval shall prepare a Training Procedures Manual. Each manual shall be specifically identified and shall include at least the following:

- (a) A system for amendments;
- (b) Manual holder name and copy number;
- (c) An organizational chart, showing the responsibility and reporting levels of each member of the organization;
- (d) A description of the duties and responsibilities of the reporting levels listed on the organizational chart;
- (e) A simple floor plan of the facility, showing the location of the classrooms and offices, and a general description of facilities;
- (f) Instructor qualifications;
- (g) A description of the quality control system that ensures the policies and procedures are effectively in place;
- (h) A copy of the course curriculum;
- (i) Sample copies of examination questions, which shall reflect all subjects taught;
- (j) An explanation of the means by which a student's attendance and grades can be verified;
- (k) A description of any exceptions to attendance requirements;
- (l) Procedures for development of examinations;
- (m) A copy of the graduation certificate;
- (n) A list of the names and signatures of all individuals authorized to sign certificates, forms and letters;
- (o) A description of the course prerequisites for basic training;
- (p) For type training courses, a detailed explanation of how changes to the course are controlled;
- (q) A list of reference material;
- (r) A description of training aids available for basic training.

142.7 Duration of a certificate.

- (a) [Reserved]
- (b) Unless sooner surrendered, suspended, or revoked, a certificate issued under this Part for a training center located inside as well as outside the Republic of Indonesia expires at the end of the twenty fourth month after the month in which it is issued or renewed.
- (c) If the Director General suspends, revokes, or terminates a training center certificate, the holder of that certificate shall return the certificate to the Director

General within 5 working days after being notified that the certificate is suspended, revoked, or terminated.

142.9 Deviations or waivers

- (a) The Director General may issue deviations or waivers from any of the requirements of this Part.
- (b) A training center applicant requesting a deviation or waiver under this section must provide the Director General with information acceptable to the Director General that shows –
 - (1) Justification for the deviation or waiver; and
 - (2) That the deviation or waiver will not adversely affect the quality of instruction or evaluation.

142.11 Application for issuance or amendment.

- (a) An application for a training center certificate and training specifications shall -
 - (1) Be made on a form and in a manner prescribed by the Director General;
 - (2) Be filed with the appropriate DGCA office; and
 - (3) Be made at least 120 calendar days before the beginning of any proposed training or 60 calendar days before effecting an amendment to any approved training, unless a shorter filing period is approved by the Director General.
- (b) Each application for a training center certificate and training specification shall provide-
 - (1) A statement showing that the minimum qualification requirements for each management position are met or exceeded;
 - (2) Notification-
 - (i) A statement acknowledging that the applicant shall notify the Director General within 30 working days before any change made in the assignment of persons in the required management positions;
 - (ii) When any of its approved management personnel need to be changed due to a reason that is beyond the certificate holder's control, the certificate holder may nominate a person for a temporary assignments at that vacant position. However, the person nominated shall meet the respective requirements for a management position of this Subpart, and within 7 days the certificate holder shall notify and request the DGCA for evaluation and approval of that candidate.
 - (3) The proposed training authorizations and training specifications requested by the applicant;
 - (4) The proposed evaluation authorization;
 - (5) A description of the flight training equipment that the applicant proposes to use;
 - (6) A description of the applicant's training facilities, equipment, qualifications

- of personnel to be used, and proposed evaluation plans;
- (7) A training program curriculum, including syllabi, outlines, courseware, procedures, and documentation to support the items required in Subpart B of this Part, upon request by the Director General;
 - (8) A description of a recordkeeping system that will identify and document the details of training, qualification, and certification of students, instructors, and evaluators;
 - (9) A description of quality control measures proposed; and
 - (10) A method of demonstrating the applicant's qualification and ability to provide training for a certificate or rating in fewer than the minimum hours prescribed in Part 61 of CASR if the applicant proposes to do so.
- (c) The facilities and equipment described in paragraph (b) (6) of this section shall-
- (1) Be available for inspection and evaluation prior to approval; and
 - (2) Be in place and operational at the location of the proposed training center prior to issuance of a certificate under this Part.
- (d) An applicant who meets the requirements of this Part and is approved by the Director General is entitled to-
- (1) A training center certificate containing all business names included on the application under which the certificate holder may conduct operations and the address of each business office used by the certificate holder; and
 - (2) Training specifications, issued by the Director General to the certificate holder, containing-
 - (i) The type of training authorized, including approved courses;
 - (ii) The category, class, and type of aircraft that may be used for training, testing, and checking;
 - (iii) For each flight simulator or flight training device, the make, model, and series of airplane or the set of airplanes being simulated and the qualification level assigned, or the make, model, and series of rotorcraft, or set of rotorcraft being simulated and the qualification level assigned;
 - (iv) For each flight simulator and flight training device subject to qualification evaluation by the Director General, the identification number assigned by the DGCA;
 - (v) The name and address of all satellite training centers, and the approved courses offered at each satellite training center;
 - (vi) Authorized deviations or waivers from this Part; and
 - (vii) Any other items the Director General may require or allow.
- (e) The Director General may deny, suspend, revoke, or terminate a certificate under this Part if the Director General finds that the applicant or the certificate holder-
- (1) Held a training center certificate that was revoked, suspended, or terminated within the previous 5 years; or
 - (2) Employs or proposes to employ a person who-

- (i) Was previously employed in a management or supervisory position by the holder of a training center certificate that was revoked, suspended, or terminated within the previous 5 years;
 - (ii) Exercised control over any certificate holder whose certificate has been revoked, suspended, or terminated within the last 5 years; and
 - (iii) Contributed materially to the revocation, suspension, or termination of that certificate and who will be employed in a management or supervisory position, or who will be in control of or have a substantial ownership interest in the training center.
- (3) Has provided incomplete, inaccurate, fraudulent, or false information for a training center certificate;
- (4) Should not be granted a certificate if the grant would not foster aviation safety.
- (f) At any time, the Director General may amend a training center certificate-
 - (1) On the Director General's own initiative, under Aviation Law Number 1/2009 and CASR; or
 - (2) Upon timely application by the certificate holder.
- (g) The certificate holder must file an application to amend a training center certificate at least 60 calendar days prior to the applicant's proposed effective amendment date unless a different filing period is approved by the Director General.
- (h) through (q) [Reserved]
- (r) Each applicant for the original issue of a training center certificate who intends to conduct training under this part must submit the following financial information:
 - (1) A balance sheet that shows assets, liabilities, and net worth, as of a date not more than 60 days before the date of application.
 - (2) An itemization of liabilities more than 60 days past due on the balance sheet date, if any, showing each creditor's name and address, a description of the liability, and the amount and due date of the liability.
 - (3) An itemization of claims in litigation, if any, against the applicant as of the date of application showing each claimant's name and address and a description and the amount of the claim.
 - (4) A detailed projection of the proposed operation covering 6 complete months after the month in which the certificate is expected to be issued including-
 - (i) Estimated amount and source of both operating and non operating revenue, including identification of its existing and anticipated income producing contracts and estimated revenue of hour of training device;
 - (ii) Estimated amount of operating and non operating expenses by expense objective classification; and

- (iii) Estimated net profit or loss for the period.
- (5) An estimate of the cash that will be needed for the proposed operations during the first 6 months after the month in which the certificate is expected to be issued, including a full explanation on the following;
 - (i) Acquisition of property and equipment;
 - (ii) Retirement of debt;
 - (iii) Additional working capital;
 - (iv) Operating losses other than depreciation and amortization; and
 - (v) Other subjects as considered significant by the Director General.
- (6) An estimate of the cash that will be available during the first 6 months after the month in which the certificate is expected to be issued, giving full explanation of;
 - (i) Sale of property or flight training equipment;
 - (ii) New debt;
 - (iii) New equity;
 - (iv) Working capital reduction;
 - (v) Operations (profits);
 - (vi) Depreciation and amortization; and
 - (vii) Other.
- (7) A schedule of insurance coverage in effect on the balance sheet date showing insurance companies; policy numbers; types, amounts, and period of coverage; and special conditions, exclusions, and limitations.
- (8) Any other financial information that the DGCA requires to enable him or her to determine that the applicant has sufficient financial resources to conduct his or her operations with the degree of safety required in the public interest.
- (s) Each holder of a training center certificate shall submit a financial report for the first 6 months of each fiscal year and another financial report for each complete fiscal year.
- (t) Each financial report containing financial information required by paragraph (s) of this section must be based on accounts prepared and maintained on an accrual basis in accordance with generally accepted accounting principles applied on a consistent basis, and must contain the name and address of the applicant's public accounting firm, if any. Information submitted must be signed by an officer, owner, or partner of the applicant or certificate holder.

142.13 Management and personnel requirements.

An applicant for a training center certificate must show that -

- (a) For each proposed curriculum, the training center has, and shall maintain, a sufficient number of instructors who are qualified in accordance with Subpart C of this Part to perform the duties to which they are assigned;
- (b) The training center has designated, and shall maintain, a sufficient number of approved evaluators to provide required checks and tests to graduation candidates within 7 calendar days of training completion for any curriculum leading to airman certificates or ratings, or both;
- (c) The training center has, and shall maintain, a sufficient number of management personnel who are qualified and competent to perform required duties; and
- (d) A management representative, and all personnel who are designated by the training center to conduct direct student training, are able to understand, read, write, and fluently speak the English language.

142.15 Facilities

- (a) An applicant for, or holder of, a training center certificate shall ensure that -
 - (1) Each room, training booth, or other space used for instructional purposes is climatically controlled, ventilated, equipped with controllable lighting to enable satisfactory use of all proposed training equipment, and otherwise provides for the comfort and physiological needs of the students, and to conform to local building, sanitation, and health codes; and
 - (2) The facilities used for instruction are not routinely subject to significant distractions caused by flight operations and maintenance operations at the airport.
- (b) An applicant for, or holder of, a training center certificate shall establish and maintain a principal business office that is physically located at the address shown on its training center certificate.
- (c) The records required to be maintained by this Part must be located in facilities adequate for that purpose.
- (d) An applicant for, or holder of, a training center certificate conducting flight training for pilot must have available exclusively, for adequate periods of time and at a location approved by the Director General, adequate flight training equipment and courseware, including at least one flight simulator or advanced flight training device.
- (e) A training center certificate may be issued to an applicant having a business office or training center located outside the Republic of Indonesia.

142.17 Satellite training centers.

- (a) The holder of a training center certificate may conduct training in accordance with an approved training program at a satellite training center if -
 - (1) The facilities, equipment, personnel, and course content of the satellite training center meet the applicable requirements of this Part;

- (2) The instructors and evaluators at the satellite training center are under the direct supervision of management personnel of the principal training center;
 - (3) The Director General is notified in writing that a particular satellite is to begin operations at least 60 days prior to proposed commencement of operations at the satellite training center; and
 - (4) The certificate holder's training specifications reflect the name and address of the satellite training center and the approved courses offered at the satellite training center.
- (b) The certificate holder's training specifications shall prescribe the operations required and authorized at each satellite training center.

142.19 Foreign training centers: Special rules

- (a) In the discretion of the Director General, a training center located outside the Republic of Indonesia may be certificated by the Director General pursuant to this Part, provided that the training center hold a valid certificate issued by local ICAO contracting state civil aviation authority, based on the regulations that equal to this Part.
- (b) A training center located outside the Republic of Indonesia may prepare and recommend Republic of Indonesia applicants for airman license/certificate and may prepare and recommend applicants for authorizations, endorsements, and added ratings to DGCA-issued license/certificate.
- (c) In addition to the authority provided under paragraph (b) of this section, a training center located outside the Republic of Indonesia, when authorized by the Director General, may provide any training, testing, or checking that is required to satisfy a requirement of CASR.

142.21 Requirement of Qualification Equivalency

Approved training shall provide a level of competency at least equal to that provided by the minimum experience requirements for personnel not receiving such approved training.

142.22 through 142.25 (Reserved)

142.27 Display of certificate.

- (a) Each holder of a training center certificate must prominently display that certificate in a place accessible to the public in the principal business office of the training center.
- (b) A training center certificate and training specifications must be made available for inspection upon request by-
 - (1) The Director General;

- (2) An authorized representative of the National Transportation Safety Committee; or
- (3) A law enforcement officer.

142.29 Inspections

Each certificate holder must allow the Director General to inspect training center facilities, equipment, and records at any reasonable time and in any reasonable place in order to determine compliance with or to determine initial or continuing eligibility under Aviation Law Number 1/2009, and the training center's certificate and training specifications.

142.31 Advertising limitations

- (a) A certificate holder may not conduct, and may not advertise to conduct, any training, testing, and checking that is not approved by the Director General if that training is designed to satisfy any requirement of CASR.
- (b) A certificate holder whose certificate has been surrendered, suspended, revoked, or terminated must-
 - (1) Promptly remove all indications, including signs, wherever located, that the training center was certificated by the Director General; and
 - (2) Promptly notify all advertising agents, or advertising media, or both, employed by the certificate holder to cease all advertising indicating that the training center is certificated by the Director General.

142.33 Training agreements.

A pilot school certificated under CASR Part 141 may provide training, testing, and checking for a training center certificated under this Part if—

- (a) There is a training, testing, and checking agreement between the certificated training center and the pilot school;
- (b) The training, testing, and checking provided by the certificated pilot school is approved and conducted in accordance with this Part;
- (c) The pilot school certificated under Part 141 obtains the Director General's approval for a training course outline that includes the portion of the training, testing, and checking to be conducted under Part 141; and
- (d) Upon completion of training, testing, and checking conducted under Part 141, a copy of each student's training record is forwarded to the Part 142 training center and becomes part of the student's permanent training record.

SUBPART B AIRCREW CURRICULUM AND SYLLABUS REQUIREMENTS

142.35 Applicability

This Subpart prescribes the curriculum and syllabus requirements for the issuance of a training center certificate and training specifications for training, testing, and checking conducted to meet the requirements of Part 61 and 63 of CASR.

142.37 Approval of flight aircrew training program.

- (a) Except as provided in paragraph (b) of this section, each applicant for, or holder of, a training center certificate must apply to the Director General for training program approval.
- (b) A curriculum approved under part 121 or part 135 of CASR is approved under this part provided that there are no modifications to the equipment facilities or personnel as laid down in the approved curriculum.
- (c) Application for training program approval shall be made in a form and in a manner acceptable to the Director General.
- (d) Each application for training program approval must indicate-
 - (1) Which courses are part of the core curriculum and which courses are part of the specialty curriculum;
 - (2) Which requirements of Part 61 or 63 of CASR would be satisfied by the curriculum or curriculums; and
 - (3) Which requirements of Part 61 or 63 of CASR would not be satisfied by the curriculum or curriculums.
 - (4) Where the program is to provide the training requirements of a CASR Part 121 or 135, training program paragraphs (1) to (3) of this section also apply.
- (e) If, after a certificate holder begins operations under an approved training program, the Director General finds that the certificate holder is not meeting the provisions of its approved training program, the Director General may require the certificate holder to make revisions to that training program.
- (f) If the Director General requires a certificate holder to make revisions to an approved training program and the certificate holder does not make those required revisions, within 30 calendar days, the Director General may suspend, revoke, or terminate the training center certificate under the provisions of section 142.11(e).

142.39 Training program curriculum requirements.

Each training program curriculum submitted to the Director General for approval must meet the applicable requirements of this Part and must contain-

- (a) A syllabus for each proposed curriculum;

- (b) Minimum aircraft and flight training equipment requirements for each proposed curriculum;
- (c) Minimum instructor and evaluator qualifications for each proposed curriculum;
- (d) A curriculum for initial training and continuing training of each instructor or evaluator employed to instruct in a proposed curriculum; and
- (e) For each curriculum that provides for the issuance of a license or rating in fewer than the minimum hours prescribed by Part 61 of CASR-
 - (1) A means of demonstrating the ability to accomplish such training in the reduced number of hours; and
 - (2) A means of tracking student performance.

SUBPART C PERSONNEL AND FLIGHT TRAINING EQUIPMENT REQUIREMENTS

142.45 Applicability

This Subpart prescribes the personnel and flight training equipment requirements for a certificate holder that is training to meet the requirements of Part 61 or 63 of CASR.

142.47 Training center instructor eligibility requirements

- (a) A certificate holder may not employ a person as an instructor in a flight training course that is subject to approval by the Director General unless that person-
 - (1) Is at least 18 years of age;
 - (2) Is able to read, write, and speak and understand in the English language;
 - (3) If instructing in an aircraft in flight, is qualified in accordance with Sub part H of Part 61 of CASR;
 - (4) Satisfies the requirements of paragraph (c) of this section; and
 - (5) Meets at least one of the following requirements-
 - (i) Except as allowed by paragraph (a) (5) (ii) of this section, meets the aeronautical experience requirements of section 61.129 (a), (b), (c), or (e) of CASR, as applicable, excluding the required hours of instruction in preparation for the commercial pilot practical test;
 - (ii) If instructing in flight simulator or flight training device that represents an airplane requiring a type rating or if instructing in a curriculum leading to the issuance of an airline transport pilot license or an added rating to an airline transport pilot license, meets the aeronautical experience requirements of section 61.159, section 61.161, or section 61.163 of CASR, as applicable; or
 - (iii) Is employed as a flight simulator instructor or a flight training device instructor for a training center providing instruction and testing to meet the requirements of Part 61 of CASR.
- (b) A training center must designate each instructor in writing to instruct in each approved course, prior to that person functioning as an instructor in that course.
- (c) Prior to initial designation, each instructor shall:
 - (1) Complete at least 8 hours of ground training on the following subject matter:
 - (i) Instruction methods and techniques.
 - (ii) Training policies and procedures.
 - (iii) The fundamental principles of the learning process.
 - (iv) Instructor duties, privileges, responsibilities, and limitations.

- (v) Proper operation of simulation controls and systems.
 - (vi) Proper operation of environmental control and warning or caution panels.
 - (vii) Limitations of simulation.
 - (viii) Minimum equipment requirements for each curriculum.
 - (ix) Revisions to the training courses.
 - (x) Cockpit resource management and crew coordination.
- (2) Satisfactorily complete a written test-
- (i) On the subjects specified in paragraph (c)(1) of this section; and
 - (ii) That is accepted by the Director General as being of equivalent difficulty, complexity, and scope as the tests provided by the Director General for the flight instructor airplane and instrument flight instructor knowledge tests.

142.49 Training center instructor and evaluator privileges and limitations.

- (a) A certificate holder may allow an instructor to provide:
- (1) Instruction for each curriculum for which that instructor is qualified.
 - (2) Testing and checking for which that instructor is qualified
 - (3) Instruction, testing, and checking intended to satisfy the requirements of any part of CASR.
- (b) A training center whose instructor or evaluator is designated in accordance with the requirements of this Subpart to conduct training, testing, or checking in qualified and approved flight training equipment, may allow its instructor or evaluator to give endorsements required by Part 61 of CASR if that instructor or evaluator is authorized by the Director General to instruct or evaluate in a Part 142 curriculum that requires such endorsements.
- (c) A training center may not allow an instructor to-
- (1) Excluding briefings and debriefings, conduct more than 8 hours of instruction in any 24-consecutive-hour period;
 - (2) Provide flight training equipment instruction unless that instructor meets the requirements of section 142.53 (a)(1) through (a)(4), and section 142.53(b), as applicable; or
 - (3) Provide flight instruction in an aircraft unless that instructor-
 - (i) Meets the requirements of section 142.53(a)(1), (a)(2), and (a)(5);
 - (ii) Is qualified and authorized in accordance with Subpart H of Part 61 of CASR;
 - (iii) Holds licenses and ratings specified by Part 61 of CASR appropriate to the category, class, and type aircraft in which instructing;
 - (iv) If instructing or evaluating in an aircraft in flight while occupying a

required crewmember seat, holds at least a valid second class medical certificate; and

- (v) Meets the recency of experience requirements of Part 61 of CASR.

142.51 [Reserved]

142.53 Training center instructor training and testing requirements

- (a) Except as provided in paragraph (c) of this section, prior to designation and every 12 calendar months beginning the first day of the month following an instructor's initial designation, a certificate holder must ensure that each of its instructors meets the following requirements:
 - (1) Each instructor must satisfactorily demonstrate to an authorized evaluator knowledge of, and proficiency in, instructing in a representative segment of each curriculum for which that instructor is designated to instruct under this Part.
 - (2) Each instructor must satisfactorily complete an approved course of ground instruction in at least-
 - (i) The fundamental principles of the learning process;
 - (ii) Elements of effective teaching, instruction methods, and techniques;
 - (iii) Instructor duties, privileges, responsibilities, and limitations;
 - (iv) Training policies and procedures;
 - (v) Cockpit resource management and crew coordination; and
 - (vi) Evaluation.
 - (3) Each instructor who instructs in a qualified and approved flight simulator or flight training device must satisfactorily complete an approved course of training in the operation of the flight simulator, and an approved course of ground instruction, applicable to the training courses the instructor is designated to instruct.
 - (4) The flight simulator training course required by paragraph (a)(3) of this section which must include-
 - (i) Proper operation of flight simulator and flight training device controls and systems;
 - (ii) Proper operation of environmental and fault panels;
 - (iii) Limitations of simulation; and
 - (iv) Minimum equipment requirements for each curriculum.
 - (5) Each flight instructor who provides training in an aircraft must satisfactorily complete an approved course of ground instruction and flight training in an aircraft, flight simulator, or flight training device.
 - (6) The approved course of ground instruction and flight training required by paragraph (a)(5) of this section which must include instruction in-

- (i) Performance and analysis of flight training procedures and maneuvers applicable to the training courses that the instructor is designated to instruct;
 - (ii) Technical subjects covering aircraft subsystems and operating rules applicable to the training courses that the instructor is designated to instruct;
 - (iii) Emergency operations;
 - (iv) Emergency situations likely to develop during training; and
 - (v) Appropriate safety measures.
- (7) Each instructor who instructs in qualified and approved flight training equipment must pass a written test and annual proficiency check-
 - (i) In the flight training equipment in which the instructor will be instructing; and
 - (ii) On the subject matter and maneuvers of a representative segment of each curriculum for which the instructor will be instructing.
- (b) In addition to the requirements of paragraphs (a) (1) through (a) (7) of this section, each certificate holder must ensure that each instructor who instructs in a flight simulator that the Director General has approved for all training and all testing for the airline transport pilot certification test, aircraft type rating test, or both, has met at least one of the following three requirements:
 - (1) Each instructor must have performed 2 hours in flight, including three take offs and three landings as the sole manipulator of the controls of an aircraft of the same category and class, and, if a type rating is required, of the same type replicated by the approved flight simulator in which that instructor is designated to instruct;
 - (2) Each instructor must have participated in an approved line-observation program under Part 121 or Part 135 of CASR, and that -
 - (i) Was accomplished in the same airplane type as the airplane represented by the flight simulator in which that instructor is designated to instruct; and
 - (ii) Included line-oriented flight training of at least 1 hour of flight during which the instructor was the sole manipulator of the controls in a flight simulator that replicated the same type aircraft for which that instructor is designated to instruct; or
 - (3) Each instructor must have participated in an approved in-flight observation training course that-
 - (i) Consisted of at least 2 hours of flight time in an airplane of the same type as the airplane replicated by the flight simulator in which the instructor is designated to instruct; and
 - (ii) Included line-oriented flight training of at least 1 hour of flight during which the instructor was the sole manipulator of the controls in a flight simulator that replicated the same type aircraft for which that instructor is designated to instruct.

- (c) An instructor who satisfactorily completes a curriculum required by paragraph (a) or (b) of this section in the calendar month before or after the month in which it is due is considered to have taken it in the month in which it was due for the purpose of computing when the next training is due.
- (d) The Director General may give credit for the requirements of paragraph (a) or (b) of this section to an instructor who has satisfactorily completed an instructor training course for a Part 121 or Part 135 certificate holder if the Director General finds such a course equivalent to the requirements of paragraph (a) or (b) of this section.

142.55 Training center evaluator requirements.

- (a) Except as provided by paragraph (d) of this section, a training center must ensure that each person authorized as an evaluator-
 - (1) Is approved by the Director General;
 - (2) Is in compliance with section 142.47, 142.49, and 142.53 of CASR; and
 - (3) Prior to designation, and except as provided in paragraph (b) of this section, every 12-calendar-month period following initial designation, the certificate holder must ensure that the evaluator satisfactorily completes a curriculum that includes the following:
 - (i) Evaluator duties, functions, and responsibilities;
 - (ii) Methods, procedures, and techniques for conducting required tests and checks;
 - (iii) Evaluation of pilot performance; and
 - (iv) Management of unsatisfactory tests and subsequent corrective action; and
 - (4) If evaluating in qualified and approved flight training equipment must satisfactorily pass a written test and annual proficiency check in a flight simulator or aircraft in which the evaluator will be evaluating.
- (b) An evaluator who satisfactorily completes a curriculum required by paragraph (a) of this section in the calendar month before or the calendar month after the month in which it is due is considered to have taken it in the month in which it was due for the purpose of computing when the next training is due.
- (c) The Director General may give credit for the requirements of paragraph (a) (3) of this section to an evaluator who has satisfactorily completed an evaluator training course for a Part 121 or Part 135 certificate holder if the Director General finds such a course equivalent to the requirements of paragraph (a) (3) of this section.
- (d) [Reserved]

142.57 Aircraft requirements.

- (a) An applicant for, or holder of, a training center certificate must ensure that each aircraft used for flight instruction and solo flights meets the following

requirements:

- (1) Except for flight instruction and solo flights in a curriculum for agricultural aircraft operations, external load operations, and similar aerial work operations, the aircraft must have a DGCA standard airworthiness certificate or a foreign equivalent of a DGCA standard airworthiness certificate, acceptable to the Director General.
 - (2) The aircraft must be maintained and inspected in accordance with-
 - (i) The requirements of Part 91, Subpart E, of CASR; and
 - (ii) An approved program for maintenance and inspection.
 - (3) The aircraft must be equipped as provided in the training specifications for the approved course for which it is used.
- (b) Except as provided in paragraph (c) of this section, an applicant for, or holder of, a training center certificate must ensure that each aircraft used for flight instruction is at least a two-place aircraft with engine power controls and flight controls that are easily reached and that operate in a conventional manner from both pilot stations.
- (c) Airplanes with controls such as nose-wheel steering, switches, fuel selectors, and engine air flow controls that are not easily reached and operated in a conventional manner by both pilots may be used for flight instruction if the certificate holder determines that the flight instruction can be conducted in a safe manner considering the location of controls and their non-conventional operation, or both.

142.59 Flight simulators and flight training devices.

- (a) An applicant for, or holder of, a training center certificate must show that each flight simulator and flight training device used for training, testing, and checking will be or is specifically qualified and approved by the Director General for-
- (1) Each maneuver and procedure for the make, model, and series of aircraft, set of aircraft, or aircraft type simulated, as applicable; and
 - (2) Each curriculum or training course in which the flight simulator or flight training device is used, if that curriculum or course is used to satisfy any requirement of CASR such as Part 61, 121, 135 or 141.
- (b) The approval required by paragraph (a) (2) of this section must include-
- (1) The set of aircraft, or type aircraft;
 - (2) If applicable, the particular variation within type, for which the training, testing, or checking is being conducted; and
 - (3) The particular maneuver, procedure, or crewmember function to be performed.
- (c) Each qualified and approved flight simulator or flight training device used by a training center must-
- (1) Be maintained to ensure the reliability of the performances, functions, and all other characteristics that were required for qualification;

- (2) Be modified to conform with any modification to the aircraft being simulated if the modification results in changes to performance, function, or other characteristics required for qualification;
 - (3) Be given a functional preflight check each day before being used; and
 - (4) Have a discrepancy log in which the instructor or evaluator, at the end of each training session, enters each discrepancy.
- (d) Unless otherwise authorized by the Director General, each component on a qualified and approved flight simulator or flight training device used by a training center must be operative if the component is essential to, or involved in, the training, testing, or checking of airmen.
- (e) Training centers shall not be restricted to specific-
 - (1) Route segments during line-oriented flight training scenarios; and
 - (2) Visual data bases replicating a specific customer's bases of operation.
- (f) Training centers may request evaluation, qualification, and continuing evaluation for qualification of flight simulators and flight training devices without
 - (1) Holding an air carrier certificate; or
 - (2) Having a specific relationship to an air carrier certificate holder.

SUBPART D OPERATING RULES

142.61 Applicability

This Subpart prescribes the operating rules applicable to a training center certificated under this Part and operating a course or training program curriculum approved in accordance with Subpart B of this Part.

142.63 Privileges

A certificate holder may allow flight simulator instructors and evaluators to meet recency of experience requirements through the use of a qualified and approved flight simulator or qualified and approved flight training device if that flight simulator or flight training device is-

- (a) Used in a course approved in accordance with Subpart B of this Part; or
- (b) Approved for meeting recency of experience requirements.

142.65 Limitations.

- (a) A certificate holder shall-
 - (1) Ensure that a flight simulator or flight training device freeze, slow motion, or repositioning feature is not used during testing or checking; and
 - (2) Ensure that a repositioning feature is used during line operational simulation for evaluation and line-oriented flight training only to advance along a flight route to the point where the descent and approach phase of the flight begins.
- (b) When flight testing, flight checking, or line operational simulation is being conducted, the certificate holder must ensure that one of the following occupies each crewmember position:
 - (1) A crewmember qualified in the aircraft category, class, and type, if a type rating is required, provided that no flight instructor who is giving instruction may occupy a crewmember position.
 - (2) A student, provided that no student may be used in a crewmember position with any other student not in the same specific course.
- (c) The holder of a training center certificate may not recommend a trainee for a license or rating, unless the trainee-
 - (1) Has satisfactorily completed the training specified in the course approved under section 142.37; and
 - (2) Has passed the final tests required by section 142.37.
- (d) The holder of a training center certificate may not graduate a student from a course unless the student has satisfactorily completed the curriculum requirements of that course.

142.70a Quality of training, quality control, quality assurance, and safety management system**Quality of training**

- (a) Each training center must meet the following requirements:
 - (1) Comply with its approved training course; and
 - (2) Provide training of such quality that at least 80 percent of the trainees passed their tests on the first attempt.
- (b) The failure of a training center to maintain the quality of training specified in paragraph (a) of this section may be the basis for suspending or revoking that training center's certificate.
- (c) When requested by the Director General, a training center must allow the DGCA to administer any knowledge test, practical test, stage check, or end-of-course test to its students.
- (d) When a stage check or end-of-course test is administered by the DGCA under the provisions of paragraph (c) of this section, and the student has not completed the training course, then that test will be based on the standards prescribed in the training center's approved training course.
- (e) When a practical test or knowledge test is administered by the DGCA under the provisions of paragraph (c) of this section, to a student who has completed the training center's training course, that test will be based upon the areas of operation approved by the Director General.

Quality control system

- (a) A certified training center shall establish a quality control system to ensure that the policies and procedures described in the Training Procedures Manual are effectively in place.
- (b) The training center shall appoint a person who will be responsible to ensure the integrity of the quality control program.
- (c) The person appointed in accordance with paragraph (b) shall have:
 - (1) A minimum of five years experience as a pilot for the training center conducting course for pilot;
 - (2) Experience as a trainer and *lor* administrator at a recognized training center;
 - (3) Demonstrated ability to administer a quality control program.

Quality assurance system

- (a) A certified training center shall establish a quality assurance system that includes an independent internal audit in order to monitor compliance with the policies and procedures described in the Training Procedures Manual.

- (b) A quality feedback reporting system to the accountable manager that ensures proper and timely corrective action is taken in response to reports resulting from the internal independent audit established to meet paragraph (a).

Safety management system.

- (a) A certified training center shall have in place a Safety Management System (SMS) that is acceptable to Directorate General of Civil Aviation that, as a minimum:
 - (1) Identifies safety hazards and assesses and mitigates risks;
 - (2) Ensures that remedial action necessary to maintain an acceptable level of safety is implemented;
 - (3) Provides for continuous monitoring and regular assessment of the safety level achieved; and
 - (4) Aims to make continuous improvement to the overall level of safety.
- (b) In order to be acceptable to the Directorate General of Civil Aviation, the SMS shall meet the requirements set forth in Minister Regulation Number 20 year 2009, as Appendix AA of this Part.

SUBPART E RECORD KEEPING

142.71 Applicability

This Subpart prescribes the training center recordkeeping requirements for trainees enrolled in a course, and instructors and evaluators designated to instruct a course, approved in accordance with Subpart B of this Part.

142.73 Recordkeeping requirements.

- (a) A certificate holder must maintain a record for each trainee that contains -
 - (1) The name of the trainee;
 - (2) A copy of the trainee's pilot license, if any, and medical certificate;
 - (3) The name of the course and the make and model of flight training equipment used;
 - (4) The trainee's prerequisite experience and course time completed;
 - (5) The trainee's performance on each lesson and the name of the instructor providing instruction;
 - (6) The date and result of each end-of-course practical test and the name of the evaluator conducting the test; and
 - (7) The number of hours of additional training that was accomplished after any unsatisfactory practical test.
- (b) A certificate holder shall maintain a record for each instructor or evaluator designated to instruct a course approved in accordance with Subpart B of this Part that indicates that the instructor or evaluator has complied with the requirements of section 142.13, 142.45, 142.47, 142.49, and 142.53, as applicable.
- (c) The certificate holder shall -
 - (1) Maintain the records required by paragraphs (a) of this section for at least 3 (three) year following the completion of training, testing or checking;
 - (2) Maintain the qualification records required by paragraph (b) of this section while the instructor or evaluator is in the employ of the certificate holder and for 3 (three) year thereafter; and
 - (3) Maintain the recurrent demonstration of proficiency records required by paragraph (b) of this section for at least 3 (three) year.
- (d) The certificate holder must provide the records required by this section to the Director General, upon request and at a reasonable time, and shall keep the records required by -
 - (1) Paragraph (a) of this section at the training center, or satellite training center where the training, testing, or checking, if appropriate, occurred; and

- (2) Paragraph (b) of this section at the training center or satellite training center where the instructor or evaluator is primarily employed.
- (e) The certificate holder shall provide to a trainee, upon request and at a reasonable time, a 'copy of his or her training records.

SUBPART F OTHER APPROVED COURSE**142.81 Conduct of other approved courses.**

- (a) An applicant for, or holder of, a training center certificate may apply for approval to conduct a course for which a curriculum is not prescribed by this Part.
- (b) The course for which application is made under paragraph (a) of this section may be for crewmembers other than flight-crewmembers, including flight attendants, flight operation officers, and others approved by the Director General.
- (c) An applicant for course approval under this Subpart must comply with the applicable requirements of Subpart A through SUBpart F of this Part.
- (d) The Director General approves the course for which the application is made if the training center or training center applicant shows that the course contains a curriculum that will achieve a level of competency equal to, or greater than, that required by the appropriate Part of CASR.