**INDIAN COMMERCIAL PILOTS ASSOCIATION**

**Android & IOS Application**

**Member Registration**

* Member will fill and Send form to Admin (Member Personal Detail & Official Detail / Member Selfie Photo or photo upload / Member Document Upload /Email Confirmation or OTP / admin approval / )
  + Admin Approval – Notify Message to member email and mobile alert
  + If Reject – Notify Message to member email and mobile alert [Message – Contact Administrator]

**Member Login**

* If Approval Pending – [ Message – Welcome message & Approval Pending]
* If Approval – [Welcome Message – Document Page]
* First time login username and password & 4 digit Pin / second time login pin or password- default login is Pin / forget password

**Member - Region Change & Add Request Form**

Member will fill and send form to Admin

Admin – Approval or Reject [Message Alert to Email and mobile]

**Non-ICPA to ICPA Member Application**

* Member will fill and send form to admin
* Admin Approval [welcome message Email and Mobile]
  + If Approval – Payment Gateway and Pay Online (Debit/Credit/Net Banking)
    - Payment Success – Message to Email and Mobile (Admin / Accounts Deportment / Member)
    - Payment Failure or Pending - Alert to Email and Mobile (Admin / Accounts Deportment / Member)
  + If Reject – Alert to Member Email and mobile [Message Contact Administrator]

**All Member Personal Travel Form (ACM)**

* Member will fill and Send form to Admin (Admin get Alert – email and mobile
  + Admin Send Approval – [Alert send to Member Email and Mobile with ACM Approval Form (include Admin Name, Designation & Signature) Attachment]

**Complaint Form**

* Member will fill and send complaint form to Authority Admin [Admin get Alert - Email and Mobile]
* Admin Send Solution to Member (Member get Alert – Email and Mobile]

**Claim Form – PMU**

* Member will fill and send Form to Authority Admin [Admin Get Alert – Email / Mobile]
  + If Approval – Send Detail to Member Email / Mobile APP
  + If Reject - Send Detail to Member Email / Mobile APP
    - Reclaim Option

**Claim Form – Regional Welfare Scheme**

* Member will fill and send form to admin [Admin get Alert – Email / Mobile]
  + If Approval – Send Detail to Member Email / Mobile APP
  + If Reject - Send Detail to Member Email / Mobile APP
    - Reclaim Option

**Fatigue Report Form**

* Member will fill and send form to admin [Admin get Alert – Email / Mobile]
  + Admin send reply message to Member [Member get Alert – Email / Mobile]

**FDTL Calculator**

* Member using FDTL (Flight Duty Time Limitation Calculator
  + Flight Duty & Rest **Calculator**. First Duty. Starting. Ending. Next Duty. Starting. Duty Limit, Min Rest, Denied Rest Allowance / Hour. **Calculate**

Note : Please refer 2 website

<https://www.theairlinepilots.com/apps/dutyrest.php>

<http://dgcamedical.in/FDTL.htm>

**Document & Blogs**

* Member will read Regional-wise document & blogs
* Alert will be Sent to Regional-wise Members

**Admin Member**

- If a member is Administrator, they will play their role in same login

**Member Account**

* Edit Profile
* Email Change Request
* Change Password
* Region Change & Add Request Form
* ICPA Member Request Form for Non-ICPA Member
* Show Admin Contact detail
* Logout

**Administrator**

Type of Administrator and Role

* Super Admin – Software update & Control
* Admin – Control Other Admin
  + Document & Blogs / Application - Administrator

|  |  |
| --- | --- |
| Admin Name | Role |
| Member Registration | Member Registration Control |
| Document & Blogs | Document - Upload / Edit / Delete |
| Regional –Wise | Regional Admin Control |
| Complaint form | Solution |
| ACM Admin | Approval / Reject |
| Claim Form – PMU | Approval / Reject / Solution |
| Claim Form Welfare Scheme | Approval / Reject / Solution |
| Fatigue Report Form | Solution |