

**The CERTIFICATION REGULATIONS**  
**for**  
**FLIGHT TRAINING CENTERS**

**(CCAR-142)**

*(Note: if any doubt has been found with this version, please refer to published  
CCAR-142 Chinese version)*

**CAAC**  
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## Table of Content

<b>Chapter A General</b> .....	<b>4</b>
<b>142.1 Objective and Basis</b> .....	<b>4</b>
<b>142.3 Applicability</b> .....	<b>4</b>
<b>142.5 Definitions</b> .....	<b>4</b>
<b>142.7 Managerial Administration</b> .....	<b>5</b>
<b>142.9 Flight Training Center Certificate and Operations Specifications</b> .....	<b>5</b>
<b>142.11 Internal Organization and Personnel of Flight Training Center</b> .....	<b>5</b>
<b>142.13 Requirements to the Training Management Manual</b> .....	<b>5</b>
<b>142.15 Training Center Branches</b> .....	<b>6</b>
<b>142.17 Flight Training Center outside China or in the Special Administrative Regions of Hong Kong and Macao</b> .....	<b>7</b>
<b>142.19 Lease of Training Equipment</b> .....	<b>7</b>
<b>Chapter B Procedure and Requirements of Certification</b> .....	<b>8</b>
<b>142.31 Certificate Application</b> .....	<b>8</b>
<b>142.33 Acceptance and Certification of the Application</b> .....	<b>9</b>
<b>142.35 Issuance of a Flight Training Center Certificate and Operations Specifications</b> .....	<b>9</b>
<b>142.37 Content of a Flight Training Center Certificate and Operations Specifications</b> .....	<b>10</b>
<b>142.39 Duration of a Flight Training Center Certificate</b> .....	<b>11</b>
<b>142.41 Amendment of Certificate and Operations Specifications</b> ..	<b>11</b>
<b>142.43 Responsibility for Preservation and Use</b> .....	<b>12</b>
<b>142.45 Implementation of Supervision and Inspection</b> .....	<b>12</b>
<b>Chapter C Training Program Requirements</b> .....	<b>13</b>
<b>142.51 Examination, Approval and Use of Training Program</b> .....	<b>13</b>
<b>142.53 Training Program Curriculum Requirements</b> .....	<b>13</b>
<b>Chapter D Personnel Requirements</b> .....	<b>14</b>
<b>142.61 General Requirements for Instructors</b> .....	<b>14</b>
<b>142.63 Qualification Requirements, Privileges and Limitations to Ground Instructors</b> .....	<b>14</b>
<b>142.65 Qualification Requirements for Instructors in Flight Simulators and Flight Training Devices</b> .....	<b>15</b>
<b>142.67 Qualification Requirements for Aircraft Flight Instructors</b> ..	<b>16</b>
<b>142.69 Privileges and Limitations to an Instructor</b> .....	<b>16</b>
<b>142.71 Flight Training Center Inspectors</b> .....	<b>16</b>
<b>Chapter E Training Equipment and Facilities</b> .....	<b>17</b>
<b>142.81 Requirements for Flight Simulators and Flight Training Devices</b> .....	<b>17</b>
<b>142.83 Aircraft</b> .....	<b>17</b>
<b>142.85 Training Center Facilities</b> .....	<b>17</b>

<b>Chapter F Record-keeping .....</b>	<b>18</b>
<b>142.91 Record-keeping Requirements .....</b>	<b>18</b>
<b>Chapter G Punishment Rules .....</b>	<b>19</b>
<b>142.101 Warning and Fining .....</b>	<b>19</b>
<b>Chapter H Attachment .....</b>	<b>20</b>
<b>142.111 Effective Date .....</b>	<b>20</b>
<b>A Statement about THE CERTIFICATION REGULATIONS FOR FLIGHT TRAINING CENTERS.....</b>	<b>21</b>

## Chapter A General

### 142.1 Objective and Basis

To standardize the certification of and continuous supervision to the flight training center, and to ensure that the trained civil aircraft pilot reaches and maintains the training standard and quality, the Regulations are drawn up, based on the ***Civil Aviation Law of the People's Republic of China*** and the ***State Council's Decision of Granting Administrative Licensing to Administratively Examined and Approved Items Which Truly Need to be***.

### 142.3 Applicability

(a) The Regulations are applicable to the flight training center that provides the following trainings for others:

(1) Training provided for the civil aircraft pilots of the public air transportation carrier to satisfy the requirements of China Civil Aviation Regulations (CCARs) part 121, and part 135. However, training implemented by making use of the training equipment dry-leased from the training center by the public air transportation carrier is not included.

(2) The required training of and inspection to civil aircraft pilots of China to obtain and maintain the aircraft type rating according to CCAR part 61.

(3) The required training of civil aircraft pilots of China to obtain the airline transport pilot license according to CCAR part 61.

(b) For any commercial non-transport operator or flying college which has been examined and approved, in line with CCAR Part 91 or Part 141, to perform the trainings as described in (a) (2), and (a) (3) of this section, no more certification according to the Regulations is required.

### 142.5 Definitions

**(a) Dry lease:** in the Regulations, it means the leasing method in which a flight training center only leases its training facilities to the public air transportation carrier while the training is conducted by the carrier's own instructors.

**(b) Core Curriculum:** training courses developed by a flight training center for a particular type of aircraft other than for a particular client.

**(c) Special Curriculum:** training courses developed by a flight training center to meet the requirements of one or several clients and only applicable to these specific clients.

**(d) Operation specifications:** supplementary documents to the flight training center certificate issued to the qualified flight training center by

CAAC or by the relevant CAAC regional administration bureau (hereafter simplified as “the Administrator”), including the training approval and limitations.

#### **142.7 Managerial Administration**

(a) General Administration of Civil Aviation of China (hereafter referred to as “CAAC”) exercises centralized management of the certification and supervision to all the flight training centers who will implement training according to the Regulations, and is in charge of the certification and continuous supervision as well as the inspection to flight training centers overseas and in the special administrative regions of Hong Kong and Macao.

(b) The relevant CAAC regional administration bureau is in charge of the certification and continuous supervision as well as the inspection to flight training centers within its jurisdiction. The relevant CAAC regional administration bureau should appoint a Principal Operations Inspector (POI) for each flight training center within its jurisdiction to be in charge of the specific management affairs of the flight training center.

#### **142.9 Flight Training Center’s Certificate and Operation Specifications**

The flight training center shall apply for the issuance of a flight training center certificate and operation specifications according to the Regulations. The training can only be implemented after the flight training center has obtained the certificate and operation specifications issued by the Administrator.

#### **142.11 Internal Organizations and Personnel of the Flight Training Center**

(a) The flight training center shall possess a sufficient number of departments and personnel for the implementation of the training, and shall be able to implement the training according to the requirements of the Regulations and the operation specifications.

(b) The flight training center shall have the training quality control department(s) and personnel independent of other departments and as such they are responsible to the director of the training center and supervise the training center’s implementation of the operation specifications. They shall, in daily operations of the center, supervise and inspect the instructors, the teaching materials and the instruction process, and put forward suggestions for revision on any issue affecting training quality.

#### **142.13 Requirements to the Training Management Manual**

(a) Except the deviations approved by the Administrator, the flight training center shall draw up a training management manual for training managerial personnel and instructors to go by .

(b) The training management manual shall comply with the following requirements:

(1) Containing necessary instructions and information to enable the relevant personnel to accomplish their responsibilities and duties;

(2) For any flight training center inside the boundary of China, there shall be a Chinese version of the manual. For flight training centers overseas or in the special administrative regions of Hong Kong and Macao, there shall be a Chinese or an English version. If, during operations, the certificate holder employs any person not familiar with the above-mentioned languages, the manuals in corresponding languages shall be provided and the consistency of these manuals be ensured;

(3) Taking formats easily revised;

(4) Showing the date of the last revision on each relevant page;

(5) Complying with the applicable Civil Aviation Regulations of China, the flight training center certificate and operation specifications of the certificate holder.

(c) The training management manual shall at least contain the following content:

(1) General policy of the training center;

(2) Internal Organizations of the training center and their functions;

(3) Procedures and methods for organizing the implementation of training;

(4) Methods for controlling and managing the effectiveness of the training program and teaching materials, and training quality control procedures and methods;

(5) Control methods to ensure the perfection of teaching facilities and equipment, as well as a list of emergency and safety equipment and their operation instructions;

(6) Method of maintaining the currency of instructors' qualifications;

(7) Training record keeping methods;

(8) The division of labor and handling procedures under emergency situations; and

(9) Other items required by the Administrator.

#### **142.15 Training Center Branches**

When establishing branches at home and abroad according to the Regulations, the flight training center shall apply for listing the name and the address of the branch and training authorization in the operation specifications, and shall satisfy the following requirements:

(a) Branches established domestically shall meet the following requirements while implementing training in accordance with the approval operation specifications:

(1) The facilities, equipments and personnel shall meet the corresponding requirements of the Regulations;

(2) The professional work of the instructors and quality control personnel shall be under the direct management of the training center headquarter;

(b) For any trans-regional branch established in China, the Administrator of the region in which the branch is located shall be in charge of the routine supervision and inspection, and shall meet the following requirements:

(1) If the result of supervision does not involve the revision of the operation specifications, the regional administration bureau may directly deal with it and notify the Administrator of the region in which the training center headquarters is located;

(2) If the result of supervision involves the revision of the operation specifications, the regional administration bureau shall inform its revision recommendations to the Administrator of the region in which the training center headquarters is located for the latter to deal with.

(c) When establishing training center branch outside China or in the special administrative regions of Hong Kong and Macao, the branch's training and its quality control shall be under the unified management of the training center headquarters, and the regional Administrator where the training center headquarters is located shall conduct the relevant supervision and inspection.

#### **142.17 Flight Training Center outside China or in the Special Administrative Regions of Hong Kong and Macao**

(a) For any flight training center established outside China or in the special administrative regions of Hong Kong and Macao in line with 142.3 of the Regulations, its certification and continuous supervision and inspection shall be organized by CAAC according to the requirements of the Regulations.

(b) For any flight training center established outside China or in the special administrative regions of Hong Kong and Macao for which corresponding bilateral agreement has been signed between civil aviation administration authorities, the center's management shall be conducted according to the bilateral agreement.

#### **142.19 Lease of Training Equipment**

(a) The flight training center may lease training equipment such as the aircraft, flight simulator, and flight training devices for use in the training.

During the training period, the flight training center shall have the exclusive right to use the leased equipment, and shall submit a copy of the lease contract to the Administrator.

(b) The leased flight training equipment shall meet the requirements of 142.81, 142.83 of the Regulations.

## **Chapter B Procedure and Requirements of Certification**

### **142.31 Certificate Application**

(a) A certificate applicant overseas or in the special administrative regions of Hong Kong and Macao shall submit a written application to CAAC for a flight training center certificate, while a domestic certificate applicant shall submit a written application for a flight training center certificate to the relevant regional Administrator where the applicant is located.

(b) For any applicant applying for the flight training centre certificate, the written application and relevant application documents shall include the following:

(1) The written application shall include the following:

(i) Name address and contact means of the flight training center;

(ii) Training curriculum applied for approval; and

(iii) Signature of the applicant.

(2) Relevant application documents submitted by the applicant shall include:

(i) Training management manual

(ii) Document showing the resumes and qualification of major managerial personnel, instructors and inspectors of the training center;

(iii) A list of the aircraft, flight training devices, flight simulators and other teaching equipment used in the training. The list should also clearly indicate the category, level and type of the aircraft, qualification level of flight training devices and flight simulators and the ownership of these equipment;

(iv) All the training programs to be used in the training center and teaching materials;

(v) Draft operations specifications filled in the standard format published by the relevant Administrator; and

(vi) Suggestions on the agenda of certification.

(c) The applicant may apply for one or several of the following training curricula:

(1) Training provided for public air transport carriers pertinent to a particular type of aircraft, including:

(i) Training for the acquisition of initial qualifications, including pilot's initial training, transition training, upgrade training and differential training;

(ii) Training and inspection for the retaining of the qualifications, including periodical recurrent training, re-qualification training and proficiency check;

(2) Type rating training and inspection implemented according to CCAR 61;

(3) Ground theoretical training for airline transport pilot's license;

(4) Other special trainings, such as ETOPS, RVSM, polar operations and CAT II/III approach etc.

### **142.33 Acceptance and Certification of the Application**

(a) The relevant Administrator, upon receiving the application materials, shall review the material integrity to determine whether it can be accepted. For any application whose materials are not complete or do not meet the format requirements, the Administrator shall notify in writing the applicant what to be supplemented and modified within 5 days after receiving the application. If the Administrator fails to notify the applicant within the time limit, it will be regarded as accepting the application at the date of reception. The Administrator shall accept the application after the applicant has submitted all the supplemental and corrected materials in line with its notification.

(b) Whether it decides to accept the application or not, the Administrator shall provide the applicant with a written testimony dated and officially sealed.

(c) The Principal Operations Inspector (POI) organizes the review work to the relevant documents submitted by the applicant, conducts the inspection and evaluation to the training management and training implementation, and produces a written report on certification.

(d) After accepting the application, the Administrator shall review the application materials and make its approval decisions within 20 working days. The time for inspection, test and expert's examination and appraisal organized by the Administrator shall not be included in the time limit of 20 working days mentioned above.

### **142.35 Issuance of a Flight Training Center Certificate and Operations Specifications**

(a) Having finished the review, the Administrator shall issue a flight training center certificate and operation specifications to the applicant considered to have satisfied the requirements of the Regulations. It may, in the light of the actual review, issue to the applicant a flight training center certificate and the operation specifications for part approval.

(b) In one of the following cases the applicant shall not be issued a flight training center certificate:

(1) Its flight training center certificate was revoked by the Administrator within the last 2 years;

(2) The person employed or planned to be employed by the applicant to take the chief managerial post had been in the chief managerial post of another certificate holder and took main responsibility for the revocation or suspension of that holder's certificate within the last 2 years;

(3) The applicant has provided incomplete, inaccurate, fake or fabricated information for the purpose of obtaining a certificate;

(4) The applicant is not equipped with adequate or suitable personnel, equipment, facilities and materials, unable to provide qualified training according to the Regulations.

(c) If the Administrator decides not to issue a flight training center certificate, it should notify the applicant of his/her right to take administrative reconsideration and administrative proceedings according to law.

#### **142.37 Content of a Flight Training Center Certificate and Operation Specifications**

(a) A flight training center certificate contains the following:

(1) Name of the certificate holder;

(2) Address of the certificate holder;

(3) Certificate number;

(4) Effective date and expiry date of the certificate;

(5) The name or code name of the Administrator in charge of the supervision of the certificate holder's operation.

(6) A statement that the certificate holder has been complying with the corresponding requirements of the Regulations, and has been approved to conduct the training according to the operation specifications issued.

(b) The operation specifications contain at least the following:

(1) The specific address of the main training base, as well as the name and postal address of its office(s) for incoming and outgoing documents;

(2) Type of trainings authorized, including approved curricula;

(3) Category, class and type of the aircraft that may be used for training, examination and inspection;

(4) For each flight simulator or flight training device, its manufacturer, its type and its qualification level.

(5) The identification number and the term of validity of each flight simulator and flight training device evaluated and certified by the relevant Administrator;

(6) Names and addresses of all training center branches, and the corresponding type of training and courses approved for each branch;

(7) Authorized deviations, waivers and limitations prescribed by the Regulations; and

(8) Other items required by the Administrator.

#### **142.39 Duration of a Flight Training Center Certificate**

(a) Except as provided in paragraph (b) of this section, a training center certificate issued under this part is permanently effective.

(b) The duration of a flight training center certificate or the equivalent document issued by the CAAC under the Regulations for the flight training center located outside China or in the special administrative regions of Hong Kong and Macao is 24 months.

(c) The flight training center certificate shall cease to be in effect when the certificate holder gives up the certificate or the Administrator suspends or revokes the certificate. Upon the invalidation of the certificate the Administrator shall terminate the certificate and the holder of that certificate shall return the certificate to the Administrator that originally issued the certificate within 5 working days after being notified that the certificate is terminated.

#### **142.41 Amendment to Certificate and Operation Specifications**

(a) In the following circumstances, the Administrator may amend the flight training center certificate and operation specifications issued under the Regulations:

(1) The Administrator deems it necessary to amend it for safety and public interests;

(2) The certificate holder applies for its amendment and the Administrator considers that the application satisfies the requirements of the Regulations;

(b) Except as provided in paragraph (d) of this section, the Administrator shall use the following procedures when proposing the amendment to a certificate and operation specifications:

(1) The Administrator proposes an amendment in written form and notifies the certificate holder;

(2) The certificate holder may put forward its recommendations on the content to be amended in written form within 7 working days after being notified;

(3) After considering the recommendations from the certificate holder, the Administrator makes amendment decision and notifies the

certificate holder. The certificate holder may make an appeal within 5 working days after receiving the notice.

(4) After considering the appeal from the certificate holder, the Administrator makes decision to reissue a new certificate or to issue the amended/ revised items of the operation specifications.

(c) When applying for the amendment of the certificate and the operation specifications, the certificate holder shall comply with the provisions of 142.31, 142.33 and 142.35 of the Regulations, and the Administrator shall make the approval decision within 20 working days after accepting the application.

(d) If the Administrator detects critical situations endangering safety or requiring immediate actions, which prevent the amendment to the certificate or the operation specifications in accordance with the procedure prescribed in paragraph (b) and (c) of this section, the following measures may be taken:

(1) The Administrator may decide unilaterally to amend the certificate and the operations specification, and the revised items will be effective from the day the certificate holder receives the amendment notice.

(2) The notice to the certificate holder should explain the reasons and point out the critical situations endangering safety and requiring immediate actions, or illustrate the situation in which postponing the taking effect of amendment will violate the public interests.

#### **142.43 Responsibilities for Preservation and Use**

(a) The certificate holder shall display the flight training center certificate at a prominent place in the training center, preserve a complete and effective set of operation specifications at its main training base and ensure they can receive inspections from the CAAC and the regional civil aviation administration at any time.

(b) The certificate holder shall put the relevant content or information of its operation specifications into the training management manual of the training center, and should also make it clear that every article of the operation specifications is mandatory.

(c) The certificate holder shall always guarantee that each person involved in the training be familiar with the relevant regulations in the operation specifications applicable to his/her duties.

#### **142.45 Implementation of Supervision and Inspection**

(a) The Administrator shall supervise and inspect the certificate holder in order to determine whether the certificate holder has continuously been complying with the provisions prescribed in the Regulations, and whether complying with the requirements of the flight training center certificate and

the operation specifications. The certificate holder shall accept the supervision and inspection conducted by the Administrator.

(b) Based on the result of inspection, the Administrator can determine whether the certificate holder is qualified for going on holding the flight training center certificate and the operation specifications

(c) The certificate holder's personnel responsible for keeping the records, documents and reports shall provide relevant material to the Administrator.

## **Chapter C Training Program Requirements**

### **142.51 Approval and Use of Training Program**

(a) Each applicant for, or holder of, a training center certificate must apply to the Administrator for training program approval.

(b) The Curricula contained in the training program submitted by the training center can be divided into core curriculum and specialty curriculum. The training center shall indicate in their training program which courses are part of core curriculum and which courses are parts of specialty curriculum. When the training center's courses are used for the training of public air transport carriers, such courses shall be included into the training program of the carrier.

(c) When the public air transport carrier operating under part 121 and part 135 of CAAR receives training in the flight training center, they shall use their own training program approved by the Administrator. Such training program can be used without any revision for the training provided by the flight training center for the carrier. When the flight training center provides only part of the training prescribed in the carrier's training program for the carrier, it should make clear which part of the training is provided for the carrier.

(d) Application for training program approval shall be made in a form and in a manner acceptable to the Administrator.

(e) If, after a certificate holder begins operations under an approved training program, the Administrator detects that the certificate holder is not meeting the provisions of its approved training program, the Administrator may require the certificate holder to make revisions to that training program or correct the training correspondingly.

### **142.53 Training program curriculum requirements**

Each training program curriculum submitted to the Administrator for approval must meet the applicable requirements of the Regulations and must contain:

(a) A training syllabus for each proposed curriculum, including training objective, training content, training time and examination method and standard;

(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.

## **Chapter D Personnel Requirements**

### **142.61 General Requirements for Instructors**

(a) The flight training center should have a sufficient number of qualified flight instructors and ground instructors to ensure the successful accomplishment of training.

(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 should complete at least 8 hours of ground training on the following subject matter and satisfactorily complete the corresponding written test:

(1) Instruction methods and techniques;

(2) Training policies and procedures;

(3) The Fundamental principles of learning process;

(4) Instructor duties, privileges, and limitations;

(5) Minimum equipment requirements for each curriculum;

(6) Revisions to training courses;

(7) Human factors, including crew resources management.

(d) Each instructor must satisfactorily demonstrate to an authorized evaluator his/her knowledge of, and proficiency in, instructing in a representative segment of each curriculum for which that instructor is designated to instruct;

(e) Prior to initial designation, each instructor that will be involved in the teaching of core curriculum in the training center, except those holding flight instructor licenses issued under CCAR 61.221, should gain the approval from the Administrator.

### **142.63 Qualification Requirement, Privileges and Limitations to Ground Instructor**

In addition to the requirements of 142.61(c) of the Regulations, each ground instructor shall also meet the following requirements:

(a) Completing the training on relevant fundamental aviation theories or having the experience of receiving undergraduate education on relevant aviation specialties from an aeronautical institute or university;

(b) Completing the initial training related to the specific aircraft type and the approved courses for which that instructor is designated to instruct, and passing the training center's examination.

(c) The ground instructor who is designated to conduct instructing on flight training devices should conform to the provisions of CCAR 142.65 (a), (b) and (c).

(d) Each ground instructor conducting theoretical training for air transport pilot license should hold a ground instructor license including the advanced ground instructor levels issued under CCAR 61.233.

### **142.65 Qualification Requirements for Instructors in Flight Simulators and Flight Training Devices**

In addition to the requirements of Paragraph 142.61 (c) of the Regulations, an instructor who is designated to conduct training in flight simulator and flight training device shall also meet the following requirements:

(a) Completing the training in theoretical knowledge and practical operation and passing a corresponding examination on the following subjects:

(1) Proper operation of flight simulator and flight training device control units and systems;

(2) Limitations of simulation of training devices;

(3) Proper operation of the instructor's control panels in the flight simulator and flight training device;

(4) Proper operation of environmental control and fault-setting panels;

(5) Minimum equipment requirements for each curriculum.

(b) Completing a training session of the approved course that he/she is designated to conduct training in flight simulator and/or flight training device;

(c) Completing a proficiency check in every 12 calendar months, according to the following requirements:

(1) Conducted in a flight simulator or flight training device with which that instructor is designated to instruct;

(2) Checking items should cover the theoretical knowledge and practical operation of the aircraft type for which that instructor is designated to instruct;

(d) An instructor who is designated to instruct in a flight simulator shall hold the flight instructor license required by CCAR 61,221;

(e) An instructor who is designated to instruct in a flight simulator for the training for the airline transport pilot certification test and aircraft type rating test should also meet one of following conditions:

(1) Each instructor must have performed 2 hours in flight, including three takeoffs and three landings as the sole manipulator of the controls of an aircraft of the same type within the previous 12 calendar months;

(2) Each instructor must have participated in an approved line-observation program in accordance with operation regulations and have completed at least 1 hour of line-oriented flight training in simulators within the previous 12 calendar months.

#### **142.67 Qualification Requirements for Aircraft flight Instructor**

In addition to the provisions in 142.61(c) of the Regulations, a flight instructor who provides training in an aircraft shall also meet the following requirements:

(a) Holding an effective flight instructor license;

(b) Holding an effective first class medical certificate;

(c) Meeting the recent experience requirements prescribed in CCAR part 61;

(d) Holding a corresponding aircraft category, class and type rating with regard to the aircraft for which that instructor provides training.

(e) Completing a proficiency check or periodical recurrent training every 12 calendar months according to the following requirements:

(1) Being conducted in the aircraft for which that instructor is designate to provide training;

(2) The testing items shall cover the theoretical knowledge and actual operation methods of aircraft related to the course that instructor is designate to undertake.

#### **142.69 Privileges and Limitations to an Instructor**

(a)The instructor can perform the following task at the training center:

(1) Conducting training, examination and evaluation corresponding to that instructor's qualification.

(2) Recommending trainees to attend the corresponding examinations.

(b) Conducting no more than 8 hours of instruction (excluding briefings and debriefings) in any 24-consecutive-hour period.

#### **142.71 Flight Training Center Evaluator**

(a) A flight training center evaluator shall meet the following requirements:

(1) Engaged by the flight training center in a written form and approved by the Administrator.

(2) In compliance with the requirements of paragraph 142.67 of the Regulations.

(3) Prior to the initial designation, the evaluator should have satisfactorily completed a curriculum that includes the following:

(i) Evaluator duties 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.

(b) Evaluator may perform the following work at a flight training center:

(1) Conducting evaluations for which that evaluation is qualified.

(2) Recommending trainees to attend examination in accordance with his/her qualification.

(c) Never conduct evaluations to his or her own instruction except approved by the Administrator.

## **Chapter E Training Equipment and Devices**

### **142.81 Flight Simulators and Flight Training Devices Requirements**

(a) Each flight simulator and flight training device used for training, testing and checking in accordance with the Regulations must fulfill the corresponding evaluation and appraisal standards of CCAR.

(b) Each flight simulator or flight training device should meet the requirements of CCAR 60, continuously applicable to the approved training listed in the training program.

### **142.83 Aircraft**

(a) The aircraft used in flight training must hold a valid airworthiness certificate.

(b) Aircraft should meet the requirements of continuous airworthiness.

(c) Aircraft used in actual flight training should be identical with the aircraft listed in curriculum approved in the operation specifications.

(d) Each aircraft 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.

### **142.85 Training Center Facilities**

(a) An applicant for, or holder of, a training center certificate should ensure that:

(1) There should be adequate flight training equipment and teaching materials. Of the training equipment at least there should be one flight simulator or a flight training device certified as class 6 or above, or an aircraft.

(2) Places for instruction, including classroom, training preparation rooms and briefings rooms should meet the requirements of instruction.

(3) There should be good cooling (or heating), lighting and ventilating facilities at places for the instruction to ensure that they conform to the local standards in terms of building, sanitation and health.

(4) The surrounding environment will not produce frequent or great disturbance to the instructions or trainings.

(b) An applicant for, or holder of, a training center certificate shall provide offices at its headquarters and/or branches for the Administrator conducting supervision and inspection.

(c) There should be places for keeping the training records.

(d) There should be places for keeping the training programs and instructing materials.

(e) Other necessary facilities are available.

## **Chapter F Record-keeping**

### **142.91 Record-keeping Requirements**

(a) A certificate holder should maintain a record for each trainee that contains:

(1) The name of the trainee;

(2) The name of the course, course time completed and the flight training equipment used;

(3) The trainee's performance on each lesson and the signature of the instructor providing instruction.

(4) The date and result of each end-of-course practical test required by the training program and the signature of the evaluator conducting the test.

(5) The name of the testing items conducted by the training center evaluator and the result and date of the evaluation.

(6) The number of hours of additional training and the training subjects that was accomplished after any unsatisfactory test or evaluation.

(7) A photocopy of qualification certificate issued by the training center when the training is accomplished successfully.

(b) A certificate holder shall maintain a record for each instructor or evaluator designated to instruct a course approved in accordance with Chapter B of the Regulations that indicates that the instructor or evaluator

has complied with the qualification requirements. The record should include:

- (1) Initial qualification and continuing qualification review record;
- (2) The name of the training courses received, training content, completion time, training results and/or qualification certificate;
- (3) Approval letter issued by the training center's certificate holder designating him/her to function as an instructor or an evaluator in a specified training course.

(c) A certificate holder shall meet the following requirements:

(1) Maintain the records required by the paragraph (a) of this section for at least 2 years 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, or for at least 2 years after the dismissal;

(3) Maintain the recurrent and proficiency check records required by paragraph (b) of this section for at least 1 year and above;

(d) The certificate holder must be able to provide the training records to the Administrator upon request and at a reasonable time.

(e) The certificate holder must be able to provide to a trainee, upon request and at a reasonable time, a copy of his or her training records.

(f) If the certificate holder, through dry lease, provides only the training facilities, then only the record of equipment being used by the trainees shall be kept.

## **Chapter G Punishment Rules**

### **142.101 Warning and Fining**

When the Administrator detects that a certificate holder behaving in the following ways, the Administrator may order it to stop its unlawful practices, and in the meantime extend a warning or impose a fine of no more than RMB 30,000 Yuan.

(a) Seeking a flight training center certificate and operation specifications by cheating in the course of certification.

(b) Conducting training against the regulations of its operation specifications, without the Administrator's approval.

(c) Failing to keep records in accordance with the requirements of paragraph 142.91 of the part;

(d) The certificate holder refuses to receive inspection, or fails to provide the flight training center certificate, operation specifications or any other necessary records, documents, reports to the Administrator as required.

(e) Conducting training in accordance with an unauthorized training program or against the training program approved by the Administrator, or refusing to revise the training program as required by the Administrator.

(f) Failing to display the flight training center certificate in its main training center;

(g) Not conducting training according to the operation requirements of the training equipment and/or aircraft;

(h) Employing person who does not meet the requirements of the Regulations to conduct instruction and/or training.

## **Chapter H Supplementary Articles**

### **142.111 Date of Enforcement**

(a) The Regulations are enforced from June 1<sup>st</sup>, 2005.

(b) The flight training center approved by the Administrator before June 1st, 2005, shall standardize its training according to the Regulations, and shall pass the certification before July 1st, 2006 to obtain a flight training center certificate. Otherwise it is not allowed to continue its training in accordance with the Regulations.

## **A statement about the CERTIFICATION REGULATIONS OF FLIGHT TRAINING CENTERS**

The flight training center's main task is to undertake the flight training for airline pilots as well as the type rating training for other pilots and the theoretical training for the airline transport pilot license. The training quality directly bears on the flight safety of civil aviation. The publication of the **CERTIFICATION REGULATIONS OF FLIGHT TRAINING CENTERS** (hereafter referred to as "the Regulations") is intended to further standardize the government's management to flight training centers and improve the quality of pilot training so as to ensure flight safety. Here in the following is an explanation of the major issues involved in the Regulations.

1. Establishing an administrative licensing system in flight training center management.

The Regulations stipulate that a flight training center must obtain a flight training center certificate and operation specifications issued by CAAC or a regional civil aviation administration before it can provide training for Chinese airlines and/or for pilots. Establishing the administrative enactment system for flight training centers complies with the requirements of the administrative licensing scope in Item (1) of the article 12 of the "*Administrative Licensing Law*" and complies with the practical requirement of standardizing the pilot training management, improving training quality and ensuring the safe operation of aircraft. The Regulations prescribe in detail the conditions of applying for a flight training center certificate, covering all the requirements of the training management manual, training program and teaching materials requirements, personnel and equipment requirements, and record-keeping requirements, and the like. In the meantime the Regulations defines such contents as the licensing procedures and the time limit, which the "*Administrative Licensing Law*" demands the government to clarify when defining the administrative licensing items.

As a supplementary document to the flight training center certificate, the operation specifications issued by the Administrator prescribe, in detailed scope, type and limitations to be met in conducting the training approved by the Administrator. In addition to the corresponding rules and regulations, the training center must proceed with training within the approved scope of the operation specifications strictly.

Having completed certification the Administrator shall produce a supervision plan, and exercise routine supervision and inspection to the training center. In the meantime, POI shall be designated for each training center.

2. The applicable areas and their relation with other rules and regulations.

From the paragraph 142.3 of the Regulations, we can see that the object of Part 142 is the flight training center that provides training for others, and the purpose of the training is to help the trainee meet the requirements of aircraft operation specifications or the management rules of pilot license, including:

(1) To meet the requirements of Part 121 and Part 135 of CCAR provide training for the public air transport carrier's pilots;

(2) To meet the requirements of Part 61 of CCAR, provide type rating training and ground theoretical training for other Chinese civil aviation aircraft pilots to obtain airline transport pilot license. As for the trainings in simulators dry-leased from the training center, since the training program, instructors and teaching materials are provided by the trainees themselves, and the quality of training is also controlled by the trainees themselves, such trainings, other than within the applicable scope of Part 142, are subject to such regulations applicable to the trainees as Part 121 or Part 135. As for commercial, non transport carriers or flying schools engaged in license training in accordance with Part 91 or Part 141 of CCAR, since they need to be certified in accordance with Part 91 or Part 141, and the quality of the training is controlled by Part 91 or Part 141, it is unnecessary to go through another certification procedure according to the Regulations.

3. The training management manual and the training quality control system.

The Regulations require the flight training center to draw up a training management manual in which detailed requirements for the daily operation of the flight training center are prescribed in written form. The Regulations also require that the training center establish an independent training quality control department or specially assign a person to be responsible for the director of the training center, to supervise the training center's implementation of the operation specifications and put forward corrective suggestions for issues affecting the quality of training. The requirements are intended to standardize training and to make all departments of the training center follow the unified standards and procedures in every link of training so as to ensure the provision of the qualified training.

4. Issues about the training program and training curriculum.

According to the Regulations, the training program used by the training center should be approved by the Administrator. The curricula covered by the training program can be divided into two major parts: the core curriculum and the specialty curriculum. The core curriculum is intended for a particular aircraft type, not unique to a particular user. For example, the flight training curriculum for A320 type rating is applicable to all users, so it belongs to a core curriculum; A specialty curriculum is a training course offered by the training center to meet the training requirements unique to one or more training center clients, thus it is only

applicable to these customers, for example, a ETOPS training curriculum offered by the training center in response to the request of a certain airline according to the characteristics of its air routes. The training center should point out in its training program what courses belong to core curriculum and what courses belong to specialty curriculum. When the flight training center's courses are used in the trainings for a public air transport carrier, these courses shall be included in the training program of the carrier, and should be approved by the POI of the carrier.

In addition, the Regulations divide the training courses into the following categories according to their different purposes:

(1) The training unique to a particular aircraft type provided for public air transport carriers, including initial qualification training (including initial training, transition training, upgrade training and differential training) and the training and checking for retraining qualifications (including periodical recurrent training, training for re-qualification and proficiency check);

(2) Type rating training and checking conducted according to Part 61 of CCAR;

(3) Ground theoretical training for airline transport pilot license;

(4) Other special trainings, such as ETOPS, RVSM, polar operation and Category II /III approach training, etc.

The training center can not be engaged in a course of training until such a type of course in its operation specifications has been approved.

5. The management of the flight training centers outside China.

Every year, a great amount of pilots of our country receive kinds of training in training centers outside China, or in the special administrative regions of Hong Kong and Macao. All these training centers should be certified by CAAC and obtain their operation specifications except those training conducted with a training center's training equipment dry leased by airlines. However, if the local civil aviation administration where the training center is located has signed a bilateral agreement with CAAC, agreeing to manage such trainings in otherwise specified ways, and then the management method prescribed in the bilateral agreement should be adopted.

For domestic training centers, the certificate and operation specifications issued by the Administrator will be effective permanently and the POI needs to organize inspectors to conduct routine supervision and inspection in a planned way. But for the overseas training centers, since it is difficult for the Administrator to conduct routine supervision and inspection, a two-year term of validity has been set for their operation specifications. Therefore an overseas training center wishing to undertake long-term trainings for Chinese airlines must be certificated by CCAC every two years.