

STATE OF LIBYA
GOVERNMENT OF LIBYA
MINISTRY OF TRANSPORT
CIVIL AVIATION AUTHORITY



دولة ليبيا
الحكومة الليبية
وزارة المواصلات
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Advisory Circular - LYCAA / AC-PEL007
Approval of Ground Instructor

Approved by:



24.6.14
Capt. Nasereddin Shaebelain
Director General

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INDEX

1- Introduction

2- Applicability

3- Functions of Ground Instructor

4- Eligibility

5- Training Requirements For Approval As Ground Instructor

6- Oral Examination

7- Recency Requirement

8- General Requirements

9- Effectivity

1. Introduction

All flight operation training is aimed at developing safe competent personal. The more comprehensive a student's understanding of theory and principles, the easier it will be for that student to become a safe and competent personnel. It has long been recognized that flight and ground instruction go hand in hand. Each complements the other, resulting in a training program that is both meaningful and comprehensive. This part of the Civil Aviation Requirement is issued under the Libyan Regulation setting out the requirements to impart necessary training to these officers.

2. Applicability

This Circular prescribes the requirements for the issuance of Ground Instructor's Approval for Scheduled/Non-scheduled/Type Rating Training Organizations (TRTO)/General Aviation/Aerial Operators/ATO (Flying School) and the conditions under which those approvals are necessary, and the limitations upon those approvals.

3. Functions of Ground Instructor

- 3.1. To provide initial ground training in the aeronautical knowledge areas required for the issuance of a Student Pilot's License, Private Pilot's License, Commercial pilot's License, Airline Transport pilot's License, Flight Dispatcher Approval/License & Type Rating etc.
- 3.2. To provide recurrent ground training in the aeronautical knowledge areas required for Private Pilot's License, Commercial Pilot's License,

Airline Transport pilot's License, Flight Dispatcher Approval/License, etc.

- 3.3. For scheduled operators engaged in commercial operations, ground instructors are also required to conduct training, as applicable, on following:-
- 3.3.1. Review of aircraft systems & procedures specific to the aircraft type.(Normal, ALTERNATE, Abnormal& Emergency procedures.
 - 3.3.2. Performance, Navigation and Flight Planning
 - 3.3.3. Specialized Operations Training to include (as applicable) TCAS, EGPWS, RVSM, RNAV/RNP, ETOPS, CAT-II/III, Coldweather operations High Latitude (Polar) Operations, MNPS, CANPA, etc.
 - 3.3.4. CRM/ ALAR / CFIT / Dangerous Goods / Human Factors / Security/ etc.
 - 3.3.5. Review of circulars, New Standing Orders, New CARS and Air Safety Circulars pertaining to flight Operations.

4. Eligibility

For issuance of the Ground Instructor's Approval, a person shall possess the following qualifications:-

- (a) Be at least 21 years of age;
- (b) He shall be able to read, write, speak, and understand the English language,(English Language Proficiency Level 5) OR equivalent.
- (c) The applicant for Ground instructor shall have at –least passed graduate examinations with Physics and Mathematics from a recognized Board/ University ,OR
- (d) Be an engineering graduate in aeronautical / mechanical / electrical / electronics/communication / computers stream from a recognized Board/ University ,OR
- (e) Qualified pilot / flight navigator / flight engineer / flight dispatcher / with minimum of five (05) years of relevant experience including instructional experience shall also be eligible for ground instructor.
- (f) Subject Matter Expert (SMEs) in specialized fields e.g. dangerous goods/ CRM/ FOQA, etc, with minimum of ten years

of relevant experience shall also be eligible for ground instructor in relevant fields.

- (g) Approved Ground Instructor/ Flight Instructor of Defense services.
- (h) Air Traffic Controllers, who have undergone a course equivalent to Aerodrome officers course from Civil Aviation Training College, with five years ATC experience.

5. Training Requirements for Approval as Ground Instructor

On fulfilling the eligibility requirements specified in para 4 above, the trainee ground instructor shall undergo following training:-

- Continuous ground classes
- In-flight familiarization (As applicable)
- Mock-up stand-up lectures
- Observe the conduct of simulator session (as applicable)
- Undergo manufacture's approved course (as applicable)
- Undergo a satisfactory internal assessment by the organization with written test by LYCAA approved Ground instructor

On satisfactory completion of requirement specified above, the operator/organization employing the candidate shall recommend the name of candidate to LYCAA, FSD along with requisite documents in support of para 4 & 5 above. The recommendation shall be enclosed with a certificate from a approved Ground Instructor on the following aspects of test/training:-

- (a) Pass a knowledge test on the aeronautical knowledge areas specific to the field / type of aircraft;
- (b) The learning process;
- (c) Elements of effective teaching;
- (d) Student evaluation and testing;
- (e) Course development ;
- (f) Lesson planning ;and
- (g) Classroom training techniques.

6. ORAL EXAMINATION

After successful completion above requirements, the applicant Ground Instructor shall be subjected to an oral examination arranged by LyCAA.

Approval of the Ground Instructor shall be given by LyCAA for Technical/ performance Instructor on specific Aircraft type/ General Aviation subjects as applicable.

NOTE: Training requirements as specified in para 5 & 6 above shall be followed for Technical/ Performance Instructor's approval on additional aircraft type/General Aviation subjects as applicable.

7. REGENCY REQUIREMENT

Where a Ground Instructor has not conducted class room training for Flight Operations personnel for a period of time, he / she shall be required to undergo the specified training as follow:-

- (a) Exceeding six months and less than two years:-
 - Shall undergo refresher training
 - Shall conduct training for re-currency under supervision of LYCAA approved Ground Instructor.
- (b) Exceeding two years.

In addition to the above as per (a),

- Shall attend complete Initial Endorsement Training on that aircraft either at a LYCAA approved organization or at manufacturer's facility for Technical/ performance Instructor on type.
- Shall undergo extended refresher of minimum three days on relevant subjects for Ground Instructor on General Aviation subjects.

8. GENERAL REQUIREMENTS

- 1)** For specialized operations , ETOPs, MNPS, RNAV/ RNP/ RVSM/ CAT-II/III Operations / EGPWS etc. approval as instructor shall be granted only on successful completion of relevant approved course to LYCAA approved Ground Instructors.
- 2)** No airline/operator may use any person nor may person serve as a Ground Instructor unless that person has been approved by the LYCAA.
- 3)** The airline/operator should ensure that all Ground Instructors undergo periodic training courses to continuously enhance their

knowledge and to keep them abreast with latest industry best practices.

- 4) LYCAA may monitor the training programme and the performance of Ground Instructor from time to time.
- 5) Notwithstanding the above, LYCAA may specify any additional requirements or withdraw approvals if considered necessary.
- 6) In case adequate number of Ground Instructor fully meeting the aforesaid requirements are not available with an operator, Director General may, at his discretion relax the requirements taking into consideration aviation experience of applicant Ground Instructor. LYCAA may also authorize for a specific period Ground Instructor of equivalent status approved by any Contracting State exercise privileges as Ground Instructor.

9-Effectivity

This AC will be in effect from the date of issue and valid until 30/06/2015

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