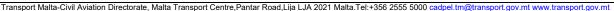
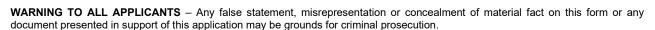
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First Malta Part-FCL Licence: If this is an application for the first Malta Part-FCL licence, in the Licence Number box insert the number on the Malta Medical Certificate.

Application for ATPL(H) Skill Test/ SP and MP Helicopter Skill Test/ Proficiency Check for Revalidation/ Renewal and Report Form

	Licence No.						
To be completed by applicant							
SEE SUBMISSION INSTRUCTIONS AT THE END	OF THIS FORM						
☐ ATPL(H) Skill test ☐ Type Rating MPH Attach Appendix 1 Attach Appendix 2 for first							
☐Type Rating Single Pilot Single-Engine Helicopter							
☐ Revalidation of Type Rating ☐ Revalidation of IR	R ☐ Renewal of Type Rating ☐ Renewal of IR						
Repetition of □Failed / □Partial Pass test / check from	n date:						
Type of Helicopter							
Last Name, and First Name:							
Date of Birth dd/mm/yyyy:	Nationality:						
Place and Country of Birth							
email:							
Address:							
	(Mobile):						

I declare that I do not hold and have not applied for any other Part-FCL or JAR-FCL licence, rating, certificate or authorisation in another Member State and that I never held any Part-FCL or JAR-FCL licence, rating certificate or authorisation issued in another Member State which was revoked or suspended.

☐ Employed as pilot with AOC holder:

Part-Medical Certificate: ☐ Class 1 ☐ Class 2/ ☐ IR - Medical Certificate is valid until

English Language Proficiency: Level Valid until

Type of licence held: State of Issue:

Signature of Applicant:	Date of Signature:	
•	•	

For First MPH (type rating)

Theoretical examinations EASA ATPL(H): Passed on

Civil Aviation Directorate

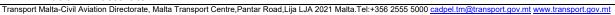


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Application for ATPL(H) Skill Test/ SP and MP Helicopter Skill Test/ Proficiency Check for Revalidation/ Renewal and Report Form

Complete for:	Applicant Full Name and Licence No:
☐ Issue of type rating	
☐ Renewal of an expired rating	
To be Completed by ATO and signed by	oy Head of Training
Helicopter Type S	SE □ME □Piston □Turbine □SP □MP
1 Theoretical training for the issue of a typ	pe or class rating performed during periods
From:	To: At:
Mark obtained:	_ % (Pass mark 75%)
2 Simulator	
Simulator manufacturer	_Sim Code: Helicopter type
	Level
Total training time at the controls	hrs
Instrument approaches at aerodromes	
Toa DA/H of	
	Signature of TRI
3 Flight training in the helicopter	
Type of helicopter	Departure Airport Time
Registration:	Arrival Airport Time
Take-offs	Location and date
Landings	TRI/TRE type & No. of Licence
Go Around/s	TRI/TRE name (capital letters)
Flight time at the controls	Signature of TRI/TRE
completed the training required by the app Proficiency Check Note: Experience requirements for the ATF	ewal Proficiency Check - The ATO confirms that the applicant has broved syllabus, and recommends the applicant for the Skill test/ PL(H) must be completed before the skill test Name(s) in capital letters:
For Office Use:	
Limitation to initially fly under the supervision of an	instructor as required by OSD ☐ Yes ☐ No
If required, number of hours under supervision is	
Name of PEL officer	
Name of the officer	Date Signature
Complete for Revalidation of Ty	pe Rating
To be Completed by the Examiner Name of Applicant:	•
☐ 2 hours as a pilot on helicopter type/s	and ☐ Combined LPC according to FCL 740 H (a)(1) counted towards the 2 hours.
Last and First Name of Examiner:	
Signature of Examiner:	Date of Signature:



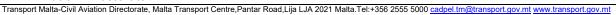


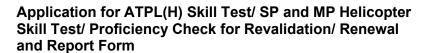
Application for ATPL(H) Skill Test/ SP and MP Helicopter Skill Test/ Proficiency Check for Revalidation/ Renewal and Report Form

Applicant Full Name and Licence No:

SING	LE/MULTI-PILOT HELICOPTERS	ı	PRACTICAL	TRAINING	SKILL TEST OR PROFI	CIENCY CHECK
Mano	euvres/Procedures	FSTD	Н	Instructor initials when training completed	Checked in FFS H	Examiner initials when test completed
Sectio	n 1 – Preflight preparations and checks					
1.1	Helicopter exterior visual inspection; location of each item and purpose of inspection		Р		M (if performed in the helicopter)	
1.2	Cockpit inspection	P→	→		М	
1.3	Starting procedures, radio and navigation equipment check, selection and setting of navigation and communication frequencies	P->	→		М	
1.4	Taxiing/air taxiing in compliance with ATC instructions or with instructions of an instructor	P→	→		М	
1.5	Pre-take-off procedures and checks	P→	>		М	
Sectio	n 2 – Flight manoeuvres and procedures	1	T	T	I	
2.1	Take-offs (various profiles)	P→	\rightarrow		М	
2.2	Sloping ground or crosswind take-offs & landings	P→	→			
2.3	Take-off at maximum take-off mass (actual or simulated maximum take-off mass)	P→	→			
2.4	Take-off with simulated engine failure shortly before reaching TDP or DPATO	P→	→		М	
2.4.1	Take-off with simulated engine failure shortly after reaching TDP or DPATO	P→	→		М	
2.5	Climbing and descending turns to specified headings	P→	→		М	
2.5.1	Turns with 30° bank, 180° to 360° left and right, by sole reference to instruments	P→	→		М	
2.6	Autorotative descent	P→	\rightarrow		М	
2.6.1	For single-engine helicopters (SEH) autorotative landing or for multi-engine helicopters (MEH) power recovery	P→	→		М	
2.7	Landings, various profiles	P→	→		М	
2.7.1	Go-around or landing following simulated engine failure before LDP or DPBL	P→	→		М	
2.7.2	Landing following simulated engine failure after LDP or DPBL	P→	→		М	
Sectio	n 3 – Normal and abnormal operations of the fo	ollowing system	ns and proce	dures		
3	Normal and abnormal operations of the following systems and procedures:					A mandatory minimum of three items shall be selected from this section
3.1	Engine	P→	\rightarrow			



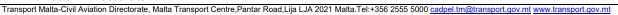


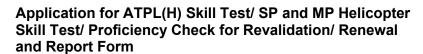


Applicant Full Name and Licence No:

SING	LE/MULTI-PILOT HELICOPTERS		PRACTICAL	TRAINING	SKILL TEST OR PRO	FICIENCY CHECK
Mano	euvres/Procedures	FSTD	Н	Instructor initials when training completed	Checked in FSTD H	Examiner initials when test completed
3.2	Air conditioning (heating, ventilation)	P→	>		П	
3.3	Pitot/static system	P→	>			
3.4	Fuel System	P÷	>			
3.5	Electrical system	P→	→			
3.6	Hydraulic system	P→	→			
3.7	Flight control and trim system	P→	→			
3.8	Anti-icing and de-icing system	P→	→			
3.9	Autopilot/Flight director	P→	→			
3.10	Stability augmentation devices	P→	→			
3.11	Weather radar, radio altimeter, transponder	P→	→			
3.12	Area navigation system	P→	>			
3.13	Landing gear system	P→	\rightarrow			
3.14	APU	P→	\rightarrow			
3.15	Radio, navigation equipment, instruments and FMS	P→	→			
Sectio	n 4 – Abnormal and emergency procedures					
4	Abnormal and emergency procedures					A mandatory minimum of three items shall be selected from this section
4.1	Fire drills (including evacuation if applicable)	P→	→			nom this section
4.2	Smoke control and removal	P→	→			
4.3	Engine failures, shutdown and restart at a safe height	P→	→			
4.4	Fuel dumping (simulated)	P→	>			
4.5	Tail rotor control failure (if applicable)	P→	→			
4.5.1	Tail rotor loss (if applicable)	Р	A helicopter shall not be used for this exercise			
4.6	Incapacitation of crew member – MPH only	P→	\rightarrow			
4.7	Transmission malfunctions	P→	→			







Applicant Full Name and Licence No:

SINGLE/MULTI-PILOT HELICOPTERS		PRACTICAL TRAINING			SKILL TEST OR PROFICIENCY CHECK	
Mano	euvres/Procedures	FSTD	Н	Instructor initials when training completed	Checked in FSTD H	Examiner initials when test completed
4.8	Other emergency procedures as outlined in the appropriate flight manual	P→	→			
Section	n 5 – Instrument flight procedures (to be perfor	med in IMC or	simulated IM	C)	1	I
5.1	Instrument take-off: transition to instrument flight is required as soon as possible after becoming airborne	P*	→ *			
5.1.1	Simulated engine failure during departure	P*	→ *		M*	
5.2	Adherence to departure and arrival routes and ATC instructions	P*	→*		M*	
5.3	Holding procedures	P*	→ *			
5.4	3D operations to DH/A of 200 ft (60 m) or to higher minima if required by the approach procedure	P*	→*			
5.4.1	Manually, without flight director. Note: According to the AFM, RNP APCH procedures may require the use of autopilot or flight director. The procedure to be flown manually shall be chosen taken into account such limitations (for example, choose an ILS for 5.4.1 in the case of such AFM limitation).	P*	→ *		M*	
5.4.2	Manually, with flight director	P*	→ *		M*	
5.4.3	With coupled autopilot	P*	→ *			
5.4.4	Manually, with one engine simulated inoperative; engine failure has to be simulated during final approach before passing 1 000 ft above aerodrome level until touchdown or until completion of the missed approach procedure	P*	→ *		M*	
5.5	2D operations down to the MDA/H	P*	→ *		M*	
5.6	Go-around with all engines operating on reaching DA/H or MDA/MDH	P*	→*			
5.6.1	Other missed approach procedures	P*	→ *			
5.6.2	Go-around with one engine simulated inoperative on reaching DA/H or MDA/MDH	P*	→ *		M*	
5.7	IMC autorotation with power recovery	P*	→ *		M*	
5.8	Recovery from unusual attitudes	P*	→ *		M*	
Sectio	n 6 – Use of optional equipment					
6	Use of optional equipment	P→	→			



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Result of Skill test/Proficiency check Details and Result of the Check

Licence No:		

To be completed by the Examiner						
Details of Check:						
Name of Applicant: _						
Helicopter Type	Ds	ВЕ □МЕ	□Piston	□Turbine	□SP	□мР
☐ ATPL(H) Skill test	☐Skill Test	□Proficie	ency Check		□Re	validation
	Renewal	□IR Rev	alidation		□IR	Renewal
Note: ATPL Skill test co	ould only be conduct	ed if the applic	ant meets	all the experie	nce requ	irements for the ATPL(H)
☐ PIC	□ СОРІ		☐ Helicopt	er		∃ Simulator
Helicopter: Type of	Helicopter:		Train	ing Centre _		
A/C Registration No/S	Simulator ID No:			S	imulator	Level
Place of Departure: _			Destination	on:		
Date of Check:		# of	Landings .			
Blocks Off	Blocks Off Blocks-on Block time:					
	as necessary	Attempt.	IqqA	icant's Sign	ature:	
PASS* FA	AIL* PARTIA	L PASS*		3		
Revalidation/Renewa	I (CAD authorisatio	n required for	renewal):			
Type New Expiry date	e:		_ IR New E	expiry date: _		
Examiner Remarks:						
I hereby declare that I have established communication with the applicant without language barriers. I made the applicant aware of the consequences of providing incomplete, inaccurate or false information. I verified that the applicant complies with the qualification, training and experience requirements in Part FCL. I confirm that all required manoeuvres and exercises have been completed, as well as the verbal theoretical examination, where applicable. I also declare that I have reviewed and applied the national procedures and requirements of the applicant's competent authority contained in version (insert document version as published on the EASA website)						
Signature of Examine	er:		Date	e of Signatur	e:	

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A. Genera

- 1. An applicant for a skill test shall have received instruction on the same class or type of aircraft to be used in the test.
- 2. Failure to achieve a pass in all sections of the test in two attempts will require further training.
- 3. There is no limit to the number of skill tests that may be attempted.

CONTENT OF THE TRAINING, SKILL TEST/PROFICIENCY CHECK

- 4. Unless otherwise determined in the operational suitability data established in accordance with Part-21, the syllabus of flight instruction shall comply with this Appendix. The syllabus may be reduced to give credit for previous experience on similar aircraft types, as determined in the operational suitability data established in accordance with Part-21.
- 5. Except in the case of skill tests for the issue of an ATPL, when so defined in the operational suitability data established in accordance with Part-21 for the specific type, credit may be given for skill test items common to other types or variants where the pilot is qualified.

CONDUCT OF THE TEST/CHECK

- 6. The examiner may choose between different skill test or proficiency check scenarios containing simulated relevant operations developed and approved by the competent authority. Full flight simulators and other training devices, when available, shall be used, as established in this Part.
- 7. During the proficiency check, the examiner shall verify that the holder of the class or type rating maintains an adequate level of theoretical knowledge.
- 8. Should the applicant choose to terminate a skill test for reasons considered inadequate by the examiner, the applicant shall retake the entire skill test. If the test is terminated for reasons considered adequate by the examiner, only those sections not completed shall be tested in a further flight.
- 9. At the discretion of the examiner, any manoeuvre or procedure of the test may be repeated once by the applicant. The examiner may stop the test at any stage if it is considered that the applicant's demonstration of flying skill requires a complete re-test.
- 10. An applicant shall be required to fly the aircraft from a position where the PIC or co-pilot functions, as relevant, can be performed and to carry out the test as if there is no other crew member if taking the test/check under single-pilot conditions. Responsibility for the flight shall be allocated in accordance with national regulations.
- 11. During pre-flight preparation for the test the applicant is required to determine power settings and speeds. The applicant shall indicate to the examiner the checks and duties carried out, including the identification of radio facilities. Checks shall be completed in accordance with the check-list for the aircraft on which the test is being taken and, if applicable, with the MCC concept. Performance data for take-off, approach and landing shall be calculated by the applicant in compliance with the operations manual or flight manual for the aircraft used. Decision heights/altitude, minimum descent heights/altitudes and missed approach point shall be agreed upon with the examiner.
- 12. The examiner shall take no part in the operation of the aircraft except where intervention is necessary in the interests of safety or to avoid unacceptable delay to other traffic.

C. SPECIFIC REQUIREMENTS FOR THE HELICOPTER CATEGORY

- 1. In the case of skill test or proficiency check for type ratings and the ATPL, applicants shall pass Sections 1 to 4 and 6 (as applicable) of the skill test or proficiency check. Failure in more than five items will require applicants to repeat the entire test or check. Applicants failing not more than five items shall repeat the failed items. Failure in any item in the case of a retest or a recheck or failure in any other items already passed will require the applicants to repeat the entire test or check again. All sections of the skill test or proficiency check shall be completed within 6 months.
- 2. In the case of proficiency check for an IR, applicants shall pass Section 5 of the proficiency check. Failure in more than 3 items will require applicants to repeat the entire Section 5. Applicants failing not more than 3 items shall repeat the failed items. Failure in any item in the case of a recheck or failure in any other items of Section 5 already passed will require applicants to repeat the entire check.

FLIGHT TEST TOLERANCE

- The applicant shall demonstrate the ability to:
 - (a) operate the helicopter within its limitations;
 - (b) complete all manoeuvres with smoothness and accuracy;
 - (c) exercise good judgement and airmanship;
 - (d) apply aeronautical knowledge;
 - (e) maintain control of the helicopter at all times in such a manner that the successful outcome of a procedure or manoeuvre is never in doubt;
 - (f) understand and apply crew coordination and incapacitation procedures, if applicable; and
 - (g) communicate effectively with the other crew members, if applicable.
- 4. The following limits shall apply, corrected to make allowance for turbulent conditions and the handling qualities and performance of the helicopter used.

(a) IFR flight limits

				on radio aids	±5°
	Generally	± 100 feet		for "angular" deviations	Half-scale deflection, azimuth and glide path (e.g. LPV, ILS, MLS, GLS)
Height	Starting a go-around at decision height	+ 50 feet/ 0 feet	Tracking	2D (LNAV) and 3D (LNAV/VNAV) "linear" lateral deviations	cross-track error/deviation shall normally be limited to ± ½ of the RNP value associated with the procedure. Brief deviations from this standard up to a maximum of one time the RNP value are allowable.
	Minimum descent height/altitude	+ 50 feet/- 0 feet		3D linear vertical deviations (e.g. RNP APCH (LNAV/VNAV) using BaroVNAV)	not more than – 75 ft below the vertical profile at any time, and not more than + 75 ft above the vertical profile at or below 1 000 ft above aerodrome level.
	all engines operating	±5°		all engines operating	± 5 knots
Heading	with simulated engine failure	± 10°	Speed	with simulated engine failure	± 10 knots / -5 knots

(b) VFR flight limits

ĺ	Height	Generally	± 100 feet	Ground Drift —	T.O. hover I.G.E.		± 3 feet
١		Generally	i 100 leet		Landing	± 2 feet with	0 feet rearward or lateral flight
ſ		Normal operations	± 5°		Generall	y	± 10 knots
	Heading	Abnormal operations/emergencies	± 10°	Speed	with simulated eng	jine failure	+ 10 knots/- 5 knots

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CONTENT OF THE TRAINING/SKILL TEST/PROFICIENCY CHECK

GENERAL

- 5. The following symbols mean:
- P = Trained as PIC for the issue of a type rating for single-pilot helicopters (SPH) or trained as PIC or co-pilot and as PF and PM for the issue of a type rating for multi pilot helicopters (MPH).
- 6. The practical training shall be conducted at least at the training equipment level shown as (P), or may be conducted up to any higher equipment level shown by the arrow (---->).

The following abbreviations are used to indicate the training equipment used:

FFS = full-flight simulator

FTD = flight training device

H = helicopter

- 7. The starred items (*) shall be flown in actual or simulated IMC, only by applicants wishing to renew or revalidate an IR(H) or extend the privileges of that rating to another type.
- 8. Instrument flight procedures (Section 5) shall be performed only by applicants wishing to renew or revalidate an IR(H) or extend the privileges of that rating to another type. An FFS or an FTD 2/3 may be used for this purpose.
- 8a. To establish or maintain PBN privileges, one approach shall be an RNP APCH. Where an RNP APCH is not practicable, it shall be performed in an appropriately equipped FSTD.
 - By way of derogation from subparagraph above, in cases where a proficiency check for revalidation of PBN privileges does not include an RNP APCH exercise, the PBN privileges of the pilot shall not include RNP APCH. The restriction shall be lifted if the pilot has completed a proficiency check including an RNP APCH exercise.
- 9. Where the letter 'M' appears in the skill test or proficiency check column, this will indicate a mandatory exercise.
- 10. An FSTD shall be used for practical training and testing if the FSTD forms part of a type rating course. The following considerations will apply to the course:
 - (a) the qualification of the FSTD as set out in the relevant requirements of Annex VI (Part-ARA) and Annex VII (Part-ORA);
 - (b) the qualifications of the instructor and examiner;
 - (c) the amount of FSTD training provided on the course;
 - (d) the qualifications and previous experience in similar types of the pilots under training; and
 - (e) the amount of supervised flying experience provided after the issue of the new type rating.

MULTI-PILOT HELICOPTERS

- 11. Applicants for the skill test for the issue of the multi-pilot helicopter type rating and ATPL(H) shall pass only Sections 1 to 4 and, if applicable, Section 6.
- 12. Applicants for the revalidation or renewal of the multi-pilot helicopter type rating proficiency check shall pass only Sections 1 to 4 and, if applicable, Section 6.



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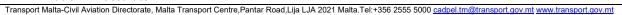
Licence No:

Application for ATPL(H) Issue Experience and Crediting

Appendix 1 Complete if applicable

To be completed by the applicant					
Applicant Last and First Name:					
Pilot licence held ☐ CPL(H) ☐ Third Country ATPL(H)					
☐ SE IR(H) valid until: ☐ ME IR(H) valid until:					
MCC course completed ☐ MCC/VFR ☐ MCC/IR					
Part- Medical Class 1 valid until Age <i>Minimum 21years</i>					
Theoretical Knowledge ATPL(H) examinations passed on:					
Flight time as a pilot of helicopters Hours: Minimum 1,000 hours					
of which in FSTD Maximum 100 hours of which FNPT Maximum 25 hours					
Flight Experience: of which					
A) Multi-Pilot Helicopters experience hours: Minimum 350 hours					
B1) PIC hours: Minimum 250 hours; or					
B2) (PIC + PICUS together Minimum 250 hours) PIC hours: Minimum 100 hours					
+ PICUS hours: At least to achieve 250 hours; or					
B3) PICUS hours: Minimum 250 hours in multi-pilot helicopters. Note: In this case, the ATPL(H) privileges shall be limited to multi-pilot operations only, until 100 hours as PIC have been completed					
C) Cross-country experience hours: Minimum 200 hours					
of which as PIC or PICUS hours Minimum 100 hours					
D) Instrument time Hours: Minimum 30 hours					
of which instrument ground time Hours: Maximum 10 hours					
E) Night time Hours as PIC or co-pilot : Minimum 100 hours					
Signature of Applicant: Date of Signature:					
For Office Use:					
Credit given if applicable towards the 1,000 hours flight time Hours:					
Aeroplane hours Maximum 50% of all flight time requirements as above					

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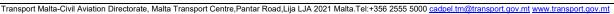
Application for First MPH Type Rating Appendix 2 Complete if applicable

Licence No:		

To be Completed by the applicant			
Applicant Last and First Name:			
1) Pilot licence held PPL CPL ATF	PL		
2) IR(H) multi-engine helicopter valid until:			
3) Part- Medical Class 1 Class 2 / IR Medical Certificate is valid until			
4) Theoretical Knowledge ATPL(H) examinations passed on:			
5) PIC flight experience on helicopters Hours:		Minimum 7	0 hours
Note: Limitation to initially fly as co-pilot only (if graduated from an ATP(H)/IR, ATP(H), CPL(H)/IR or CPL(H) integrated course and removed only when completed 70 hours PIC or PICUS and passed the multi-pilot skill test on the applicable helicopter type as PIC)			
6) If MCC is not combined with Type Rating			
M1) Hold a certificate of satisfactory completion of MCC course in helicopters; or			
M2) have hours as pilot on multi-pilot aeroplanes <i>Minimum 500 hours</i> ; or			
M3) have hours as pilot in multi-pilot operations on multi-engine helicopters <i>Minimum 500 hours</i> .			
7) Flight instruction for type rating according to approved syllabus completed on			
Helicopter Type			
Helicopter Hours:			
FFS Full Flight Simulator Hours:			
FTD Flight Training Device Hours:			
OTD Other Training Device Hours:			
Number of aircraft landings after simulator training			
gnature of Applicant: Date of Signature:			
For Office Use:			
Limitation to initially fly as co-pilot only		□ Yes	□ No
Limitation to initially fly under the supervision of an instructor as	required by OSD	☐ Yes	□ No
If required, number of hours under supervision is	hrs		
Name of PEL officer)ate	Signature	

Civil Aviation Directorate

Appendix 3



Licence No:



Application for First Single Pilot Multi-Engine Helicopter Type Rating

Complete if applicable To be Completed by the applicant Applicant Last and First Name:_ Before starting the course: ☐ ATPL 1) Pilot licence held ☐ PPL IR(H) multi-engine helicopter valid until: Part-Medical Certificate: ☐ Class 1 ☐ Class 2/ ☐ IR - Medical Certificate is valid until Minimum 70 hours PIC hours on helicopters Note: applicable to applicants who have not completed an ATP(H)/IR, ATP(H), or CPL(H)/IR integrated training course 5) Additional theoretical knowledge: (i) ☐ Hold a certificate of satisfactorily completion of a pre-entry course conducted by an ATO, including subjects of the ATPL(H) theoretical knowledge course: - Aircraft General Knowledge: airframe/systems/power plant, and instrument/electronics, - Flight Performance and Planning: mass and balance, performance; or (ii) ☐ Passed Part-FCL ATPL(H) theoretical knowledge examinations 6) For Multi-pilot operations: ☐ MCC is combined with Type Rating - ☐MCC/VFR ☐MCC/IR ☐ MCC is not combined with Type Rating (mark one of below) M1) Hold a certificate of satisfactory completion of MCC course in helicopters; or M2) Have _____ hours as pilot on multi-pilot aeroplanes *Minimum 500 hours*; or M3) Have _____ hours as pilot in multi-pilot operations on multi-engine helicopters *Minimum 500 hours* 7) Flight instruction for type rating according to approved syllabus completed on _____ Aircraft Hours: _ FFS Full Flight Simulator Hours: FTD Flight Training Device Hours: OTD Other Training Device Hours: Signature of Applicant: Date of Signature: For Office Use: Limitation to initially fly under the supervision of an instructor as required by OSD ☐ Yes □ No If required, number of hours under supervision is Name of PEL officer Date Signature



Transport Malta-Civil Aviation Directorate, Malta Transport Centre, Pantar Road, Lija LJA 2021 Malta. Tel: +356 2555 5000 cadpel.tm@transport.gov.mt www.transport.gov.mt

Submission Instructions

Respective Appendices have to be printed and completed if necessary. Office use Age: An applicant for a ATPL(H) must be at least 21 years old. Only **Documents Required:** 1. A copy of the Malta ID Card (both sides) or Passport [Original has to be presented before (1)licence is collected / Not required if the applicant already holds a Malta Part-FCL licence]. 2. A copy of the Part-Medical Certificate [Original has to be presented before licence is (2)collected] 3. Log Book – All flight instruction / instrument flight instruction / instrument ground (3) instruction/ etc. must be counter-signed by the instructor /All PICUS must be signed by the Pilot-in-command. (4)4. Copy of ATO Approval Certificate where type rating instruction was given if not issued by **Transport Malta** (5)5. A copy of the Course Completion Certificate for the type rating [Original has to be presented before licence is collected]. (6)Copy of Examiner Certificate if not issued by Transport Malta 7. Copy of Language Proficiency Certificate issued by Transport Malta (8)8. Proof of aircraft landings where applicable for issue of the type rating (9) 9. A copy of the ATPL(H) Theoretical Knowledge Examination Results [If not issued by Transport Malta original has to be presented before licence is collected.] 10. Copy of simulator approval certificate (10)For MPH (11)11. A copy of the MCC completion certificate. Ω 12. A copy of the ATO approval where the MCC was conducted For SP ME(H) (B)13. A copy of certificate of additional course of theoretical knowledge for SP ME Helicopters at an ATO [Original to be submitted before licence is collected] (14)14. A copy of the ICAO licence if applicable for SP ME helicopters [Original has to be submitted before licence is collected]

It is important to send all the documents to avoid a delay in the issue of the rating.

15. Proof of ICAO ATPL theory for SP ME helicopters if applicable

(5)

Civil Aviation Directorate

Transport Malta-Civil Aviation Directorate, Malta Transport Centre, Pantar Road, Lija LJA 2021 Malta Tel: +356 2555 5000 <a href="mailto:cape-arigh: cape-arigh: c



Transport Malta - Civil Aviation Directorate Bank Details:

Bank Name: Bank of Valletta

Bank Branch: Naxxar

Bank Address: 38, Triq tal-Labour, Naxxar NXR 9020

Bank's BIC Code: VALLMTMT

Sort Code: 22013

Account Holder: Transport Malta - Civil Aviation Directorate

Account No: 12000580013

IBAN No: MT13VALL 22013 0000 000 12000 5800 13

Fee: The applicable fee in the Malta Air Navigation Order / Scheme of Charges on the Transport Malta website has to be submitted with the application.

Queries: If you need additional information send an email to cadpel.tm@transport.gov.mt

Attention: Personnel Licensing Section, Transport Malta Civil Aviation Directorate - giving your contact telephone number.

Send completed form to:

Transport Malta-CAD, Personnel Licensing Section, Pantar Road Lija, LJA 2021, Malta

Civil Aviation Directorate





Transport Malta of Triq Pantar, Lija, Malta LJA2021 is the Data Controller for the purpose of the Data Protection Act CAP. 586 and General Data Protection Regulation (EU) 2016/679 (GDPR). This Privacy Notice sets out the way in which we collect and process your Personal Information, as well as the steps we take to protect such information.

1. The information we collect and how we use it

- 1.1. From this application form Transport Malta collects different types of information which information is that required by Law and is used explicitly for your particular application. It is to be noted that if the required information is not provided the said application cannot be processed.
- 1.2. The primary purpose for collecting information is mainly to process the application for the service being applied for, however, your personal information may also be used for related purposes that amongst other include: sending notifications, renewal of licence/certificate after expiry period, and for the provision of information with regards to any legislative amendments which may affect the services offered to you.

2. To whom we disclose information

- 2.1. This information will be solely used for the reasons detailed above. However there may be cases where personal information is shared with the following third parties for reasons listed below:
 - Any third party offering assistance in providing the required service;
 - Any law enforcement body who may have any reasonable requirement to access your personal information;
 - Third party entities responsible for the data processing contracted by Transport Malta.

3. Data Subject Rights

- 3.1. With respect to your privacy rights, Transport Malta is obliged to provide you with reasonable access to the Personal Data that you have provided to us. Your other principal rights under data protection law are:
 - a. the right for information;
 - b. the right to access;
 - c. the right to rectification;
 - d. the right to erasure;
 - e. the right to restrict processing;
 - f. the right to object to processing;
 - g. the right to data portability;
 - h. the right to complain to a supervisory authority; and
 - i. the right to withdraw consent.
- 3.2. If you wish to access or amend any Personal Data we hold about you, or to request that we delete any information about you, you may contact us by sending a request to dataprotection.tm@transport.gov.mt. We will acknowledge your request within seventy-two (72) hours and will do our utmost to handle it promptly. We will respond to these requests within a month, with a possibility to extend this period for particularly complex requests in accordance with Applicable Law.
- 3.3. At any time, you may object to the processing of your Personal Data, on legitimate grounds, except if otherwise permitted by applicable law
- 3.4. In accordance with Applicable Law, we reserve the right to withhold personal data if disclosing it would adversely affect the rights and freedoms of others. Moreover, we reserve the right to charge a fee for complying with such requests if they are deemed manifestly unfounded or excessive.

4. Retention period

- 4.1. Personal data will be retained for not more than 3 months from date of application should the application not be submitted complete or is rejected.
- 4.2. Once the service related to your application is provided, we will retain your information for as long as needed to provide you with our service, or to comply with our legal obligations, resolve disputes and enforce our agreements.

5. Security

- 5.1. We take appropriate security measures to protect against loss, misuse and unauthorized access, alteration, disclosure, or destruction of your information. Additionally, steps will also be taken to ensure the ongoing confidentiality, integrity, availability, and resilience of systems and services processing personal information, and will restore the availability and access to information in a timely manner in the event of a physical or technical incident. All information gathered is kept confidential and is used solely for the purpose indicated herein.
- 5.2. If we learn of a security systems breach, we will inform you of the occurrence of the breach in accordance with applicable law.

Governing Law

All data collected in this form is processed in accordance with the Privacy Laws that include General Data Protection Regulation (EU) 2016/679 and Chapter 586 of the Laws of Malta (Data Protection Act).

Data Protection Officer

7.1. Transport Malta has a Data Protection Officer ("DPO") who is responsible for matters relating to privacy and data protection. The DPO can be reached at the above address or by email: dataprotection.tm@transport.gov.mt

8. Contacting us

8.1. Please address any questions, comments and requests regarding the application process to cadpel.tm@transport.gov.mt