



Australian Government
Civil Aviation Safety Authority



PART 61
solutions taskforce



Part 61 Solutions Taskforce **Closure Report**



December 2016





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1 Executive Summary

1.1 Background

The flight crew licensing regulations (Parts 61, 64, 141 and 142) which came into effect in September 2014 were subject to immense criticism from the aviation community. CASA was committed to addressing the concerns raised.

The Part 61 Solutions Taskforce was formed in November 2015 to deliver solutions to valid issues associated with the flight crew licensing regulations. The remit of the Taskforce was to ensure that known or likely safety risks continued to be addressed, that unnecessary costs were not imposed on the aviation community, and that the rules did not unnecessarily hinder participation or the potential for industry growth.

An industry advisory panel (IAP) – comprising representatives from a range of aviation industry sectors – was also formed to assist CASA prioritise the issues and provide input on proposed solutions.

The Taskforce was originally established with a nominal completion date of 30 June 2016, but with the acknowledgement that the final end date would be determined by the full delivery of solutions to critical items on the flight crew licensing regulations issues register.

1.2 Key highlights

Over 11 months, CASA has worked closely with IAP members to prioritise issues and find ways of making the transition to the new rules easier for the aviation community.

The Taskforce was a new way of working that CASA had not previously used. It represented a tangible example of the power of collaboration and cross-functional cooperation to achieve a common corporate objective.

The Taskforce's collaborative approach in the prioritisation of issues requiring resolution and the formulation, drafting and implementation of policy solutions made it significantly different to CASA's regulatory development consultation process. Feedback provided by IAP members highlighted that this strong focus on consultation and collaboration was a major factor in the Taskforce's success.

CASA was able to choose the right staff, at the right time, and bring them together into a single line of accountability reporting structure with clearly defined tasks, objectives and timelines which enabled the Taskforce to get the job done. The Taskforce was able to accelerate the work that was already underway to address the issues that had been raised by industry.



The Taskforce delivered on a large amount of work including: publication of guidance material for flying training organisations, reviewing the flight review and instrument proficiency check policies, and developing a range of instruments and exemptions to allow the smooth continuation of operations until the regulations themselves can be amended.

The Taskforce received significant positive feedback from the aviation community on the Part 141 Sample Operations Manual, the Part 142 Sample Exposition, the instrument proficiency check changes and the sample competency based training and formatted syllabuses correctly mapped to the Part 61 Manual of Standards (MOS).

The permanent flight crew licensing regulation amendment package will be the final deliverable of the Taskforce. The regulations are expected to be amended in early 2017. CASA's formal industry consultation process will be used to communicate proposed amendments to the aviation community. Once the regulations have been amended the permissions and exemptions issued to deliver the interim solutions will be able to be revoked.

1.3 Key findings and recommendations

The Taskforce, within a short period of time, successfully delivered major solutions to assist the aviation community and CASA staff in the implementation and transition to CASR Parts 61, 64, 141 and 142. The outcomes can be attributed to the following:

- The Taskforce's strong focus on consultation and collaboration in the prioritisation of issues requiring resolution and the formulation, drafting and implementation of policy solutions.
- The commitment of the IAP to work with the Taskforce to resolve the issues and test the solutions.
- The Taskforce's model and methodology allowed a balanced representation of issues and concerns and a more thorough review and testing of solutions.
- The importance given to both the technical solutions and the human elements associated with the regulatory change.
- The Taskforce team structure, which was suitable for a multi-disciplinary environment, quickly built an agile and flexible environment.
- The single line of accountability approach allowed timely decisions to be made.
- The establishment of the Shared Services team provided a dedicated administrative support and allowed the technical teams to focus on addressing regulation and policy issues, and producing the technical material and content.

While the IAP considered the work of the Part 61 Solutions Taskforce highly successful, it held the view that the establishment of the Taskforce was a reactive approach and CASA should use the Taskforce model and apply it pro-actively when rolling out future regulatory change. The IAP felt, while the air transport regulations are 'settled', they should be reviewed; and its implementation plan appropriately consulted.

The IAP recommends:

- CASA consider more effective methods for its stakeholder engagement and consultation approach and work with the aviation community to find better ways to maximise the efficiency and effectiveness of consultations.
- More time should be taken to develop the regulations (including a consultation process). The focus should be on getting it right rather than meeting targeted deadlines.
- Make regulations achievable with the provision of clear pathways.
- Develop regulations in plain language or, at the very least, the provision of plain language explanatory and advisory material.
- Engage with the aviation community in the implementation planning for future regulatory change.
- Implementation programs should take into consideration the human factor ramifications.
- Engage CASA's Certificate Management Teams much earlier in the process.
- Leverage from established communication channels between CASA inspectors and the certificate holders and their key personnel.



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Based on its experience and the lessons identified in the last 11 months, the Taskforce recommends the following methods of implementation for future regulatory changes:

- Conduct a review of CASA's stakeholder engagement approach during the regulation development and implementation phases.
- A model of collaboration and cross functional co-operation within CASA and with the aviation community.
- The establishment of suitable, flexible teams to work on preparation activities.
- In consultation with the aviation community establish a clear delivery framework right from the beginning, including the methodology and implementation approach.
- Developing guidance material and acceptable means of compliance prior to implementation of regulations.
- The development of guidance, resources and tools as solutions packages and the provision of training for all affected CASA staff and the establishment of an inspector helpline prior to the implementation of the regulations.

- Adoption of similar online applications delivered by the Taskforce – an online forum to facilitate aviation community/CASA staff consultation; an enquiries management tool to track and monitor industry enquiries; a knowledge base tool to help CASA staff answer enquiries; an issues register and a continuous improvement process as part of both the development and implementation phases.

For ongoing work, the Taskforce recommends:

- Relevant CASA areas maintain, support and improve on solutions delivered by the Taskforce, including Part 141 Sample Operations Manual package and the Part 142 Sample Exposition package and the online tools.
- Continued training for CASA inspectors on outcome-based regulation and change management.
- The Flight Crew Licensing web content is improved to help industry and staff source information.
- Delivery of workshops to the aviation community on change management and outcome-based regulations.
- Conversion of the Part 141 and 142 assessor worksheets into more appropriate online forms.



2 Background

The flight crew licensing and training regulations – Civil Aviation Safety Regulations (CASR) Parts 61, 64, 141 and 142 – commenced on 1 September 2014 and applied to all pilots, flight engineers, radio operators, people who taxi aeroplanes and flying training organisations. The regulations became the subject of the immense criticism from the aviation community.

Where possible, CASA took immediate actions to facilitate an early resolution of the identified issues. These actions included changes to requirements and standards, processes and forms, as well as the release of instruments and exemptions.

Consultation with the aviation community included a special CASA/industry forum held in December 2014. Feedback was also collected via a range of channels such as the Flight Crew Licensing Subcommittee of the Standards Consultative Committee and the standard post-implementation review process, which encouraged comments from across the aviation community. On 30 April 2015, CASA's Chief Executive Officer and Director of Aviation Safety (DAS) wrote to all pilots and flying training organisations inviting suggestions and comments about how the rules were working in practice.

As a result of the consultation process, CASA compiled and maintained a Flight Crew Licensing Post Implementation Activity Register which listed issues that needed addressing. It included areas where regulation amendments were required.

Some of the issues required dedicated resources and more focused attention to accelerate the implementation of solutions. In general these issues related to:

- the ability of the aviation community to continue operating their flight training activities during the transition period
- the aviation community's feedback that transition to the new regulations was burdensome and costly
- ensuring the new regulations did not unnecessarily hinder industry growth
- limited guidance material to help the aviation community transition
- lack of familiarity and understanding of the new requirements both within the aviation community and CASA.



3 About the Taskforce

The Part 61 Solutions Taskforce was established in November 2015

The Taskforce comprised 26 cross-divisional staff divided into four specialist teams:

- › Legislative drafting for CASR Parts 61, 64, 141 and 142 – including the Part 61 Manual of Standards (MOS)
- › Implementation of Parts 61 and 64
- › Implementation of Parts 141 and 142
- › Shared services (communication, training, process and administration support).

The Taskforce was originally established with a nominal end date of 30 June 2016, however, it was acknowledged that the end date would be determined based on progress against the identified priority issues.

On 1 July 2016, the Taskforce and the IAP members conducted a review on the progress on the remaining issues, and agreed to extend the Taskforce to 30 September 2016.

3.1 Objectives

The Taskforce's objective was to deliver solutions to valid issues associated with the implementation of the flight crew licensing regulations – CASR Parts 61, 64, 141 and 142 – while ensuring known or likely safety risks continued to be effectively addressed, unnecessary costs were not imposed and industry participation and growth was not unnecessarily hindered.

It also aimed to:

- › provide more support to the aviation community in transitioning to the new rules
- › improve CASA inspector knowledge
- › improve industry knowledge through plain language guidance material
- › improve understanding of the underpinning philosophies and principles of the flight crew licensing regulations
- › improve CASA processes to simplify the transition.



3.2 Governance structure

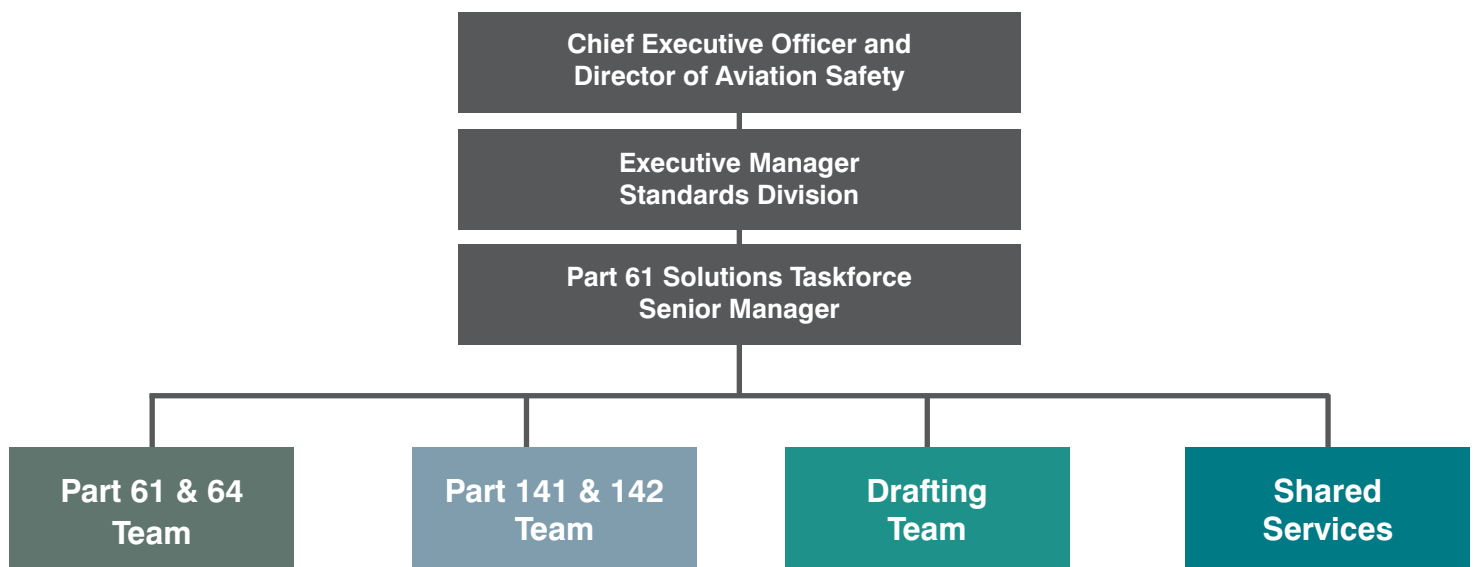
The governance structure of the Part 61 Solutions Taskforce was different to how CASA normally operated.

It was established to have a 'single line of accountability' management structure. The Taskforce had four team managers who reported to the Part 61 Solutions Taskforce Senior Manager. The Taskforce reported to the Executive Manager Standards and through to the Chief Executive Officer and Director of Aviation Safety (DAS). Following CASA's restructure, the Taskforce reported to the Aviation Group Collaboration Manager.

The technical specialists assigned to the Taskforce were staff fully dedicated to defined, prioritised tasks.

The Taskforce was supported by two advisory panels – the Thought Leadership Advisory Group comprising senior and branch managers within CASA, and the IAP comprising a range of industry representatives.

Under direction from the DAS the Taskforce was provided full support from all CASA divisions and received resourcing priority.



A full list of Taskforce staff is provided in Appendix 6.

3.3 Taskforce methodology

It was identified that the regulatory implementation was not just about implementing regulations, but also about the approach to how the new rules would be implemented. While there were technical solutions, the Taskforce was cognisant of the need to understand the human elements associated with regulatory change.

The Taskforce placed significant emphasis on collaboration, recognising that internal collaboration and external stakeholder engagement were critical to its success. Its composition was purposely cross-divisional to ensure a balanced representation of concerns, ideas, and expertise. CASA staff were seconded full-time to the Taskforce, and the IAP and the Thought Leadership Advisory Group were established within weeks of the Taskforce's establishment.

The solutions delivered by the Taskforce were developed in an integrated, holistic manner and tested by CASA staff and the aviation community to achieve the best outcomes for both. Solutions were delivered incrementally and staff returned to their normal teams on completion of the work they had been allocated to undertake.

3.4 Advisory panels

3.4.1 Industry Advisory Panel (IAP)

The establishment of the IAP represented CASA's commitment to engaging with the aviation community in a new, more collaborative way.

The IAP played a vital role in the resolution of the issues associated with the flight crew licensing regulations. It provided advice to the Taskforce on the priorities and the solutions.

The success of the Taskforce and the solutions that were developed and implemented was, in large part, because of the productive and professional working relationship between IAP members and Taskforce staff. The IAP demonstrated significant commitment and energy to assisting CASA deliver solutions to the identified issues.

The Taskforce worked closely with the IAP made up of representatives from across the aviation community.

Organisation	Representative	Location
AOPA	Peter Holstein	Sydney
RFACA	Charles Thompson (Basair)	Mittagong
AAAA	Phil Hurst	Canberra
ABAA	Mark Rooke (Execujet)	Melbourne
RAAA	Rod Manning (Air North) Rick Heaton (Alliance Airlines)	Darwin Brisbane
AHIA	Ray Cronin (Kestrel)	Mangalore
CAE Oxford	Mike Drinkall	Melbourne
Flying Training Panel	Kevin McMurtrie (Australian International Aviation College)	Port Macquarie
Aerial Mustering	Craig Crumblin	Brisbane
University of Southern Qld	Professor Pat Murray	Gold Coast
SCC FCL Sub Committee	Captain Simon Henderson (Virgin Australia)	Brisbane
AusALPA	Captain Marcus Diamond (AFAP)	Melbourne
Qantas	Steve Curtis Captain Greg Matthews	Sydney Sydney

The IAP met formally on three occasions:

- The first meeting in December 2015 focused on the outstanding issues relating to the flight crew licensing regulations, and working with the Taskforce to set the priorities for CASA.
- The second meeting in July 2016 enabled panel members to review progress on the delivery of solutions, reset the next priorities on the remaining outstanding issues, and agree on the continuation of the Taskforce until 30 September 2016.
- The panel reconvened for the last time in October 2016 to review the delivered solutions, provide feedback on the draft closure report and officially stand down the Taskforce and the IAP.



In addition to the formal meetings an online forum was created for IAP members on CASA's Have your say website. The forum enabled panel members to continue the conversation with each other and CASA about flight crew licensing regulations issues and solutions outside the formal meeting environment. The Taskforce used the online forum to post regular updates via the Part 61 Solutions Taskforce Top 5, and to seek feedback on proposed solutions as they were developed.

3.4.2 Thought Leadership Advisory Group

The Thought Leadership Advisory Group (TLAG) was established to provide advice to Taskforce managers on matters relating to policy, key changes, prioritisation and resourcing. The TLAG comprised 11 senior managers from within CASA – see table. The TLAG met on an ad hoc basis as required.

Organisation	Representative
Gerard Campbell	Senior Manager, Safety Assurance
Roger Weeks	Manager Part 61 Solutions Taskforce/ Aviation Group Collaboration Manager
Joe Rule	Manager Litigation and Enforcement Section Manager
Eleanor Dean	Manager Safety Promotion and Communication
Tony Stanton	Manager Flight Standards
John Grima	Senior Strategic Policy and Regulatory Advisor
Jason McHeyzer	Manager Regulation Development and Implementation
Roger Crosthwaite	Manager Taskforce Drafting Team
Andrew Ward	Manager Taskforce Part 61 and 64 Team
Kym Anquetil Steven Campbell	Manager Taskforce Part 141 and 142 Team
Arceli Chua	Manager Taskforce Shared Services Team





4 Scope of work

Since the commencement of the flight crew licensing regulations on 1 September 2014, CASA has developed, maintained and published the Flight Crew Licensing Post Implementation Activity Register. The Taskforce sought advice from the IAP to prioritise and deliver solutions to the issues identified in the register.

To facilitate resolution, issues were grouped into 25 categories as follows:

- 1 Student pilots
- 2 General competency and medical requirements
- 3 English language proficiency
- 4 Logging flight times
- 5 Flight reviews and proficiency checks – general
- 6 Recreational pilot licence
- 7 Private pilot licence
- 8 Commercial pilot licence
- 9 Air transport licence
- 10 Multi-crew cooperation training
- 11 Aircraft ratings
- 12 Warbird aircraft training
- 13 Pilot instructor rating
- 14 Flight examiner rating
- 15 Aerial application rating, firefighting endorsement
- 16 Low-level rating
- 17 Instrument PIFR, NVIS, Night VFR ratings

- 18 Part 61 Manual of Standards
- 19 Transition arrangements
- 20 Integrated training
- 21 Aeronautical knowledge examinations
- 22 Administration
- 23 Part 141 and Part 142 common
- 24 Part 141
- 25 Part 142.

To provide additional clarity for CASA staff managing enquiries from the aviation community the Taskforce developed an enquiry management process. While out of scope, the Taskforce, in collaboration with CASA’s Business Improvement and Information Technology branches, developed and implemented the CASA Knowledge Base and Enquiry Management Tool and facilitated improvements to the flight training content on the CASA website.

In collaboration with CASA’s Regulatory and Technical Training (RTT) team, the Taskforce also developed and delivered training on Part 141 and 142 assessments to CASA’s flying operations inspectors.

New videos on flight crew licensing and training rules were also produced. The videos covered managing training under Parts 141 and 142; competency based training, the safety management system, the exposition and transition for helicopter operators.



5 Features and highlights

5.1 Immediate resolutions

Once the Taskforce was established, the immediate priority for CASA, was to complete the work already underway to resolve issues relating to the process for English language assessments, the recognition of alternative multi-crew cooperation (MCC) training courses, Part 141 and the air transport pilot licence (ATPL) flight test requirements.

To enable more time to resolve identified issues and to develop guidance material for flying training organisations the Taskforce announced the extension of the transition period for Part 141 and 142 flight training organisations and certain Part 61 requirements by 12 months to 31 August 2018.

To enable the aviation community to continue their flight training operations during the transition period the Taskforce made and published exemptions and interim approvals. These exemptions were complemented by information sheets to explain and provide further guidance on particular aspects of the regulations.

The Taskforce also continued work on the development of the first amendment to the Part 61 Manual of Standards (MOS). While significant portions of the amendment package have already been consulted; further legislative drafting and consultation is expected to be undertaken in early 2017.

5.2 Industry tools and resources

The Taskforce developed additional guidance material to assist the aviation community to transition to the new rules. The four guiding design principles in the development of the sample operations manual and exposition were simplicity, practicality, reducing red tape and a strong focus on limiting material which was not mandated in the regulatory framework.

The sample operations manual, exposition and syllabuses addressed the regulations within the scope of a sample organisation and mapped to the Part 61 MOS. These samples aimed to provide greater standardisation and efficiency in assessment. An organisation adopting them will have their assessment time reduced. The documents delivered by the Taskforce were:

Part 141 Guidance Package

- Part 141 Sample Operations Manual and Guide
- How to customise the Part 141 Operations Manual
- Using the Part 141 Sample Operations Manual for flight training and other commercial flight operations
- Information sheet – Guidance for Part 141 flying training organisations



Part 142 Sample Exposition Package

- › Part 142 Sample Exposition
- › Guide to using the Part 142 sample exposition
- › Information sheet – Transitioning to new rules for flying training organisations
- › Information sheet – Expositions for flying training organisation
- › Sample syllabuses and training plan (see Appendix 3)
- › Flight Crew Licensing information sheets (see Appendix 5).

The Part 141 Sample Operations Manual was also released in CASA's online Manual Authoring and Assessment Tool (MAAT) to help the aviation community build their expositions and operations manuals.

The Taskforce also developed five videos – available on CASA's YouTube channel – to provide flying training organisation with additional information on flight crew licensing and training rules. The videos provided an overview of Part 61 and also covered topics such as managing training under Parts 141 and 142; competency based training, safety management system, expositions and transition for helicopter operators.

5.3 Guidance and resources for inspectors

The Taskforce worked with the Safety Assurance Branch to develop and release management instructions to assist CASA assessors when conducting Part 141 and 142 assessments. The management instructions were:

- › TMI-2016-003 – instructions to CASA staff on conducting Part 142 assessments
- › TMI-2016-002 – instructions to CASA staff on conducting Part 141 assessments.

The Part 141 and 142 technical assessor handbooks were revised to provide additional guidance to inspectors on the:

- › assessment of existing key personnel and flight training facilities for transition purposes
- › changes to the policy and to the process for changing flight training locations
- › Part 141.035 approvals during the transition period.

CASA's assessor worksheets were also amended to provide improved functionality to better facilitate the assessment of a Part 141 operations manual and a Part 142 exposition.

5.4 Flight training facilities and location policy

The Taskforce further simplified the processes for flight training organisations by developing a new policy relating to flight training locations. As a result the Air Operator's Certificate and Part 141 certificate templates in CASA's EAP system have been updated to remove reference to flight training locations. This change came into effect on 1 December 2016.

5.5 Staff Helpline

A helpline was established to provide additional technical support to CASA inspectors conducting CASR Part 141 and 142 assessments during the transition period.

The helpline also provided a peer review service for CASA's certificate management teams as well as assistance in reviewing Part 141 operations manual and Part 142 exposition assessments conducted by each region.

5.6 Enquiries Management Tool

The Enquiries Management Tool (Beta) was released as a trial application in April 2016 to coincide with the release of the Part 141 guidance package. Client Service Centre – Permission Issue staff trialed the tool to help them record and track enquiries relating to the Part 141 and 142 guidance package and flight crew licensing issues more broadly.

The trial application was considered a first step towards resolving issues associated with CASA's multiple entry points.

At the completion of the trial there were 1422 enquiries registered – 63 relating to flight crew licensing regulations.



5.7 CASA Knowledge Base

In addition to the Enquiries Management Tool, the Knowledge Base (Beta) was released to help regional offices and the Client Service Centre staff provide consistent advice to enquires from the aviation community. The Knowledge Base will continue to be maintained by CASA.

5.8 Training activities

To ensure CASA inspectors were appropriately trained to conduct assessments of Part 141 and 142 applications, the Taskforce worked with CASA's Regulatory and Technical Training team to develop and deliver a training package specific to the Part 141 Sample Operations Manual and Part 142 Sample Exposition assessment process.

The training package covered the rationale and application of the Part 141 Sample Operations Manual and the Part 142 Sample Exposition, and the assessment methodology and application of the Part 141 and 142 management instructions.

The training sessions were delivered in CASA's six regional offices. CASA's Aviation Safety Advisors and the Client Service Centre staff also participated in the training activities.

Figure 1 - Excerpts from the training report and valuation forms

"I have an operator who will love this"

"This is the best industry assistance CASA has provided for a while"

"This makes it clear what we expect"

"Good to see compact manuals with no added padding"

"One of the best presentations in CASA that I have received... Well done"

"Good discussion and environment"

"I would benefit from additional training sessions like this. Having the opportunity to ask technical questions and receive answers is very helpful"

5.9 Communications activities

The Taskforce produced a wide range of communication materials to make it easier for the aviation community to transition to the flight crew licensing regulations, and to promote awareness of the Taskforce's activities. This included comprehensive communication on the release of the new guidance packages for flying training organisations and changes to the flight review and instrument proficiency check policies, as well as ongoing communication relating to the release of new instruments and exemptions.

A variety of channels and tools were used to communicate with CASA staff and the aviation community, including:

- publication of new licensing information sheets
- regular content updates on the CASA website
- fortnightly updates on the Taskforce's priorities and progress via the Taskforce Top 5
- regular articles in CASA's internal newsletter, CASA Flyer
- regular articles in CASA's external newsletter, CASA Briefing
- information sessions for CASA staff via Reg Roundup presentations
- emails to CASA mailing list subscribers
- social media posts via Facebook and Twitter.

A comprehensive list of communication activities undertaken by the Taskforce can be found in Appendix 5.



6 Issues and solutions

Where possible the Taskforce took immediate steps to provide resolutions to issues raised.

If an issue related to a requirement to clarify the flight crew licensing regulations, CASA developed information sheets and undertook other communication activities. If the issue required an amendment to a regulation, the Taskforce issued an initial exemption to allow the aviation community to continue operating while CASA progressed the legislative drafting.

The issues and solutions delivered by the Taskforce are summarised below:

6.1 English language proficiency – Item 3

The aviation community provided feedback that the English language proficiency standards for recreational pilot licence holders were complex and confusing. Also, the requirement to undergo an aviation English language proficiency assessment for Part 64 aeronautical radio operator certificate (AROC) holders was considered too difficult to comply with, especially in regional areas.

An exemption was published and took effect in October 2015 to exempt AROC holders from having to undertake aviation English language proficiency assessment until the

flight crew licensing regulations are amended. Drafting instructions to amend the regulations have been completed, and consultation with SCC FCL subcommittee on the draft is ongoing.

6.2 Flight reviews and proficiency checks (general) – Item 5

The aviation community provided feedback that Part 61 required additional flight reviews compared to the flight reviews required under CAR Part 5. Some members of the aviation community considered the new requirements to be unnecessary and costly.

CASA agreed that consideration be given to providing appropriate credit to pilots and only require them to complete essential checks and reviews. CASA has reviewed the policy and will consult further with the aviation community on these options.

Questions were also raised about why flight reviews needed to be conducted under Part 141 and Part 142 and whether it was possible for flight examiners to conduct flight reviews. The Taskforce was also asked to consider authorising flight examiners or holders of regulation 61.040 approvals to conduct flight reviews in certain circumstances.

Note: Item number refers to item as listed on FCL Post Implementation Activity Report at Appendix 1.



As a result, CASA issued exemptions to:

- rationalise aircraft rating flight reviews and instrument proficiency checks
- address flight reviews in overseas simulators which are not recognised as meeting the aircraft rating flight review requirement in the same way as instrument proficiency checks are under regulation 202.279.

A requirement for clear guidance on flight reviews and proficiency checks led to the development and publication of information sheets on the CASA website.

6.3 Recreational pilot licence – Item 6

Lack of clear guidance in relation to the recreational pilot licence (RPL) led to the development of CASA's information sheet *Getting your recreational pilot licence*.

Feedback from the aviation community in relation to the privileges of a RPL instigated drafting instructions to amend the Part 61 legislation. The consultation process with the SCC FCL Subcommittee will commence in 2017.

6.4 Commercial and air transport pilot licence – Item 8

To address the feedback provided by the aviation community relating to the commercial and air transport pilot licences CASA published exemptions CASA EX22/15 and CASA EX156/15 to provide relief while proposed amendments to regulations were drafted. Proposed amendments to the regulation will reduce the pilot in command time (PIC) from 100 hours to 60 hours of aeroplane time.

Drafting instructions have also been completed to exempt foreign cadets from the requirement to obtain or hold an Australian class 1 medical certificate during commercial pilot licence (CPL) training course. The consultation process on this proposal is yet to commence.

The amendment to align the CAR Part 5 standards end period with the rest of the Part 61 transition will be managed by CASA's Flight Standards Branch.

Note: Item number refers to item as listed on FCL Post Implementation Activity Report at Appendix 1.

6.5 Air transport pilot licence – Item 9

Feedback from the aviation community suggested that Australian licensed pilots not currently with an airline were having difficulties with the new air transport pilot licence (ATPL) requirements, including flight test and MCC training. This led CASA to develop arrangements to enable ATPL flight tests and to authorise pilots to conduct them.

To address the issue on ATPL knowledge deficiency reports (KDR), CASA issued in December 2015 an exemption to remove the requirement for a KDR to be included in the ATPL flight test process. CASA also completed the drafting instructions to amend the related regulation.

6.6 Multi-crew cooperation (MCC) training – Item 10


The Taskforce resolved issues relating to MCC training incrementally, firstly by developing an information sheet to provide clear guidance on the requirements. The information sheet provided details about the new rules for MCC training, including details on what MCC training is; when it is required, and who can conduct it.

Through consultation with the SCC FCL Sub-committee, manufacturers and operators, a legislative instrument was made under regulation 61.045 to address the issues relating to the standards for flight simulation training devices for aeroplanes. Work is still underway to draft and make a legislative instrument to address the issues relating to standards for flight simulation training devices for helicopters.

A proposal to recognise training completed overseas by ADF and under CAR 217 operators informed the development of an exemption to address the alternative means of compliance for MCC training. The exemption outlined the range of qualifications and experience CASA would recognise as meeting the MCC training and clarified the exemption for former ADF pilots who applied for an ATPL.

6.7 Aircraft ratings – Item 11

A requirement for clear guidance on aircraft ratings led to the development of six information sheets. These information



sheets provided an overview of aircraft ratings, a guide to type-rated aeroplanes and type-rated helicopters, details on class rated aircraft requiring type specific training and a flight review and alternative to a class rating flight review.

In consultation with the SCC FCL Sub-Committee the Taskforce made a number of instruments to address issues relating to aircraft ratings. The instruments included classification of R22 and R44 helicopters as type-rated aircraft, and adding Catalina type rating aircraft to list of types as requiring Part 141 flight training.

6.8 Warbird aircraft training – Item 12

Feedback from pilots of limited category aircraft was that the regulations prevented some instructors from gaining instructor ratings despite them being well qualified to conduct the training.

In consultation with the SCC FCL Sub-committee the Taskforce made and published 61.040 approvals for specialist pilots to conduct flight training and flight review for specified limited category aircraft.

6.9 Pilot instructor rating – Item 13

The Taskforce worked through a number of issues regarding pilot instructor ratings. To provide the aviation community with some clarity while the Taskforce prioritised the issues, an information sheet explaining the requirements for the pilot instructor rating was developed and published on the CASA website.

The Taskforce continued the work on the development of further guidance material to explain how a transitioned grade 2(H) instructor gains flight review privileges and instructor rating training and training endorsements.

CASA also made an exemption which authorised certain grade 1 instructors to conduct a course of training for instructors to be able to conduct basic instrument flight training.

CASA also developed and published a model training course for an instructor rating with an operational rating training endorsement i.e. not ab-initio training.

CASA received feedback that in some cases pilots have gained ratings without having passed the exam or

completed the spinning training. To rectify this, CASA made exemptions CASA EX214/15, CASA EX215/15, CASA EX218/15 and CASA EX219/15.

6.10 Flight examiner rating – Item 14

An exemption was made to clarify requirements relating to operator proficiency checks conducted by CAO 82.0 check.

Work is continuing on the development of guidance material to explain the requirements for the flight examiner rating and Flight Examiner Rating Course, which is expected to provide better support for flight examiner candidates. The new course will combine online learning, face-to-face teaching, and a candidate interview and flight test.

Progress is also being made on the indemnity arrangements in CAAP Admin 1 particularly around the expiration of the ATO delegations in July 2016. The indemnity arrangements reflected in CAAP Admin 1 extend only to delegates and authorised persons, based on their performance of what amount to CASA functions under the legislation. As the functions performed by Flight Examiners are no longer CASA functions (but rather, privileges of a rating), there is no basis on which existing indemnity arrangements may extend to those activities. Government policy on the provision of indemnity arrangements generally will be addressed in rules to be made under the Public Governance, Performance and Accountability Act. Pursuant to the Government's response to the ASRR and the Board's direction, CASA will revisit the retention of existing indemnity arrangements, and the possible extension of such arrangements, after those new rules have been made.

To provide more time to consider the indemnity issue, the omnibus delegations were extended until June 2017.

6.11 Aerial application rating, firefighting endorsement – Item 15

Concerns over the pathway for approvals to conduct firefighting operations and recognition of aerial application ratings informed the making and publication of an exemption. The exemption allowed a pilot who, before 1 September 2014, held an agricultural pilot rating (helicopter or aeroplane category) to conduct aerial firefighting operations while piloting either a helicopter or aeroplane.

A request was made to CASA to prepare and make available a standardised course of training for firefighting endorsements. After the relevant consultation with industry, CASA published a model helicopter training course. CASA released a regulation 141.035 approval which expanded on the proposal for CASA to provide a standardised helicopter training course. CASA also issued approvals to suitable pilots under regulation 61.040 to conduct the flight tests for the helicopter training endorsement, and to conduct aerial application rating proficiency checks for firefighting pilots.

The draft and consultation for the standardised training course for aeroplanes for aeroplane operators was completed.

Feedback from the AAAA in relation to the quality and relevance of the AGRA and AGRH exams post the introduction of Part 61 prompted the Taskforce to engage an active agricultural pilot—also an operator of a flight training organisation and an ATO—to conduct a review of the exams in September 2016. The review resulted in significant recommendations for improvement which CASA is implementing.

6.12 Low-level rating – Item 16

As a result of feedback provided by the aviation community changes were made to the rules that limit pilots exercising the privileges of their low-level rating. An exemption was issued to extend the flight review period for these pilots from 12 to 24 months. The exemption also removed the general requirement for pilots to have two hours recent experience in the past six months.

An information sheet was also developed and published on the CASA website to explain the low-level rating and endorsements.

6.13 Instrument PIFR NVIS, night VFR ratings – Item 17

As a result of feedback from the aviation community seeking guidance on the instrument rating rules under Part 61 and 2D and 3D instrument endorsements, two information sheets were developed and published on the CASA website — *Co-pilot instrument ratings: transition to the rules and Instrument rating*.

Work is underway to incorporate Night VFR units and changes to flight test and proficiency check standards into the Part 61 MOS amendments. These are expected to be published in early 2017.

Progress is also being made on drafting and making an exemption to remove the need for an instrument proficiency check to be undertaken on each single-pilot turbojet aeroplane every 12 months.

6.14 Part 61 Manual of Standards – Item 18

The Part 61 Manual of Standards (MOS) has been in effect since 1 September 2014.

Feedback provided by the aviation community relating to the lack of information to explain the MOS led to CASA's development and publication of an information sheet to explain the purpose, the structure of the MOS and how to use it.

Work is underway to amend the MOS to improve content, to remove the requirement from the flight test standard, and to include knowledge standards for the RPL navigation endorsement.

Guidance material to explain how recognition of prior learning is managed under the new regulations is yet to commence.

6.15 Transition arrangements – Item 19

In response to feedback from the aviation community, the Taskforce developed and published information sheets to explain the new rules for pilots, flight engineers and flight examiners. An information sheet on transitioning to the new rules for flying training organisation was also published.

Appendix 4 of the Part 141 Technical Assessor Handbook provides guidance relating to the issue of Part 141.035 approvals during the transition period.

Temporary Management Instructions (TMIs) 2016-002 and 2016-003 were released to provide guidance to CASA inspectors on the assessment of existing personnel and flight training facilities for the purposes of transitioning organisations into CASR Part 141 and 142.



6.16 Integrated training – Item 20

The requirements for integrated helicopter training for commercial pilot licences (helicopters) have changed significantly and concerns were raised by the aviation community about the impact the new requirements would have on this sector. The Taskforce held initial discussions with helicopter trainers and a proposal is currently being developed to facilitate further consultation.

The Taskforce has also published an information sheet explaining integrated training.

6.17 Aeronautical knowledge examinations – Item 21

The aviation community has expressed concern about RPL knowledge standards. This issue will be considered under the post implementation review processes and will be discussed with the SCC FCL Subcommittee.

6.18 Part 141 and 142 – Item 23

Issues were raised about the definition of the *kinds of aircraft* mentioned in CASR in relation to Parts 141 and 142. The current definition in CASR Dictionary unintentionally results in operators needing to obtain CASA approval to change its fleet of training aircraft. Changes to the definition of the *kinds of aircraft* will need to be made to the regulation to reflect the intention that the significant process is only required when any of the following aircraft are added to the fleet: *a type rated aircraft, a new class, the first type with pressurisation, the first type with a turbine engine*. CASA has drafted the changes, completed the consultation with the SCC FCL Subcommittee, and issued an exemption in line with the option adopted after the consultation.

Regulations 141.260 (1) (e) (iv) and 142.340 (1) (e) (iv) require operators to nominate someone who will perform the responsibilities of key persons in their absence. The Taskforce received feedback that operators should be able to manage absences of key personnel in certain circumstances without being required to have standby personnel. For example, not conducting operations when key personnel are absent from duty. CASA issued an instrument to resolve the issue. This will be followed by a regulation amendment.

6.19 Part 141 – Item 24

To assist the aviation community transition to the new regulation, CASA agreed to develop and publish a Part 141 sample operations manual. The Taskforce released two iterations of the Part 141 Sample Operations Manual (March 2016 and October 2016).

The Part 141 Sample Operations Manual is designed for operators who only conduct flying training activities. It provides a basic template for these operators and will require minimal tailoring to reflect individual organisations. CASA also provided guidance material and instructions on how the sample manual should be used, as well as examples on the type of information that should be included.

In addition to the sample operations manual, CASA also provided *sample syllabuses* for Part 141 flying training. The sample syllabuses – if adopted by the flying training organisation – represent an acceptable means of compliance with the regulations.

CASA also updated the Part 141 Technical Assessor Handbook and worksheet to align with the introduction of the Part 141 Sample Operations Manual and Guide.

6.20 Part 142 – Item 25

Similar to the guidance package and tools the Taskforce delivered for CASR Part 141, CASA released version 1 of the Part 142 Sample Exposition package in July 2016 and version 2 in November 2016. The sample exposition package was designed to assist the aviation community in developing an exposition and will provide an opportunity for greater standardisation and efficiency in the assessment of an exposition. If the sample is fully adopted, the applicant's submission is considered acceptable which also reduces CASA's assessment time.

CASA also provided a sample Integrated Commercial Pilot Licence (aeroplane) training plan and updated the Part 142 Technical Assessor Handbook and worksheet to align with the introduction of the Part 142 Sample Exposition and Guide.

Note: Item number refers to item as listed on FCL Post Implementation Activity Report at Appendix 1.



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7 Next Steps

7.1 Release of the amendment to the regulations and the MOS

An amendment package for the flight crew licensing regulations is proposed early 2017. Most of the amendments will address issues that have already been resolved through exemption and approval instruments, and repair other issues where unintended consequences have been identified that need to be resolved. The next steps include further consultation, and legislative drafting as well as implementation planning and preparations.

Amendments to the Part 61 MOS are expected to be published early in 2017 following further consultation, drafting and implementation preparation.

The timing of the regulation amendment package is dependent on external factors that are beyond CASA's control.

7.2 Flight Examiner Rating Course (FERC)

The Flight Examiner Rating Course project was initiated prior to the formation of the Taskforce, but was absorbed into the Taskforce on its commencement.

CASR 61.1290 and 61.1320 require would-be flight examiners (FE) to complete a course of training conducted or approved by CASA.

Historically, lack of suitable training may have been a factor in some accidents in which Authorised Testing Officers (ATOs) were in attendant. This led to complaints to CASA about poor ATO performance and consistency. CASA aspired to provide better support to flight examiner candidates under Part 61 than was previously provided to ATO under CAR 5.

FERC is predicated upon four phases:

- online subjects (now in advanced stages of development)
- face-to face classroom course (now in advanced stages of development)
- a candidate interview (a 'traditional' CASA task which has a well-established procedure)
- flight test (a 'traditional' CASA task which has a well-established procedure).

Customised pathways through the FERC course will be provided for experienced applicants—for example, CAR 217.

In launching the FERC project CASA set itself the following goals for producing a high-quality flight examiner course:

- Quality – a high calibre flight examiner product must be the course outcome.
- Relevance – the course material must be relevant to each flight examiner applicant.
- Flexibility – the learning pathway should be flexible and endorsement specific.
- Complexity – the course must be simple to follow, but also facilitate comprehensive and inter-related instructional design based on competency-based training principles.
- Sustainability – the process must be sustainable for both industry and CASA.
- Consistency – the course should improve examiner standardisation and consistency.
- Cost Effective – the course cost must be commensurate with the safety outcomes.



The FERC capability will be made available to the aviation community in the second quarter of 2017. The staff who were seconded to the Taskforce will complete this work.

7.3 Business as usual

On 1 July 2016, CASA and the IAP conducted a stocktake on the list of flight crew licensing issues and the progress of their resolution. It was agreed the Taskforce will continue working on the high priority items on the list, and the low to medium priority tasks will be handed over to other CASA areas to be completed in the course of their normal business.



7.3.1 Regulation and guidance

Ref	Part	Issue Name	Priority
5.05	CAR 217/CAO 82 Series	Clear guidance needed on operator proficiency checks	3 Medium
16.01	61	Clear guidance required to explain the low-level rating and endorsements	3 Medium
17.07	Flight Examiner Handbook	Concern re instrument rating flight test to include two hrs of cross-country flight time – status is now in progress	3 Medium
17.09	61	Some airline pilots have expressed concern about having to complete separate instrument proficiency checks	3 Medium
23.10	141 & 142 Common	Evidence based training - policy and implementation of EBT	3 Medium
26.12	61	61.195 requires training (licence, rating, some endorsements) to be in accordance with MOS – 10% complete	3 Medium
11.07	142	Consider adding single-pilot turbojet types to regulation 142.045	4 Low
18.07	61 MOS	Tailwheel training competencies in Part 61 MOS - feedback from industry	4 Low
21.02	General Issue	Concern about RPL knowledge standards	4 Low
26.13	61	Part 61 flight crew licensing forms	4 Low
26.14	142	Integration of UPRT into the TR-MEA Unit & Instructor qualification	4 Low
28.02	61	Logging of Flight Time - type rating in Flight Simulation Training Devices	4 Low

7.3.2 Other initiatives

The following initiatives were commenced by the Taskforce and will be completed by Taskforce staff when they return to their normal business units.

Item Name	Priority
A cost estimation guide for CASA assessors - for assessment of Part 141 and 142 sample-based documents	February 2017
Amendments to the Part 141 certificate and Air Operator's Certificate application forms (relating to flight training authorisation)	February 2017
Restructure of flight training information on the CAsTA website	March 2017



8 Key findings and recommendations

8.1 Lessons identified

The Taskforce, within a short period of time, successfully delivered major solutions to assist the aviation community and CASA staff in the implementation and transition to the Flight Crew Licensing regulations – CASR Parts 61, 64, 141 and 142.

The following are the salient features of the Taskforce which could inform future delivery of CASA solutions and the implementation of future regulatory change.

8.1.1 Model and methodology

The Taskforce began with the premise that the regulation implementation was not just about implementing regulations, but also about the implementation approach, and while there were technical solutions, there was a need to understand the human elements associated with the regulatory change.

1. CASA designed the Part 61 Solutions Taskforce to be a model of collaboration and cross functional co-operation while actively managing safety risk. It fully seconded staff from across CASA, who were experts in their respective field, to form four teams focused on four key areas – drafting of the regulation amendments, Part 61 and 64 solutions, Part 141 and 142 solutions and business systems, services and support.
2. Under the same model of collaboration, the Industry Advisory Panel (IAP) was established to provide the Taskforce with industry advice as the solutions were being developed, and to review these solutions prior to their release. The collaborative approach received resounding feedback from IAP members. The IAP's input is covered in Section 8.1.2 of this report.
3. The cross-divisional composition of the Taskforce and industry collaboration achieved a balanced representation of issues and concerns and a more thorough review and testing of solutions. It provided a reasonable assurance that the products the Taskforce delivered would achieve the objectives and make meaningful improvements.
4. The Taskforce team structure was suitable for a multi-disciplinary environment. It quickly built an agile and flexible environment, and a collaborative culture to match. CASA staff were moved to where their expertise was needed. Aided by the single line of accountability approach, decisions were well-considered and swift. Seconding staff allowed for a separation between Taskforce work and the member's normal duties.



5. Getting organised from the beginning was critical. Within the first week of its formation, the Taskforce communicated its philosophy and methodology, and set up its online SharePoint environment, and a register for tracking and monitoring its work, and other tools. The Taskforce also worked on securing support from other CASA areas.
6. The establishment of the Shared Services team provided the Taskforce with a dedicated administrative support for product releases and implementation of solutions. This team facilitated the review, approval and publication processes, as well as the training and communication activities. This allowed the technical teams to focus on addressing regulation and policy issues, and producing the technical material and content.

The Shared Services team was also responsible for liaison and coordination with other CASA business areas such as Information Technology Branch, Regulatory and Technical Training, Safety Promotions, Legal Services, and frontline areas – CASA's Client Service Centre and regional offices. This centralised coordination highlighted the interdependencies across CASA and allowed for well-executed communication activities, products and solutions.

8.1.2 Industry collaboration and consultation


Feedback provided by IAP members highlighted the Taskforce's strong focus on consultation and collaborative approach was a major factor in its success. This approach enabled broader and more targeted consultations to occur at short notice.

The Taskforce's collaborative approach in the prioritisation of issues requiring resolution and the formulation, drafting and implementation of policy solutions made it *significantly* different to CASA's regulatory development consultation process. The IAP felt the consultation during the drafting phase of the flight crew licensing regulations was inadequate and the lack of consultation during the implementation phase was unacceptable.

“There needs to be the opportunity for industry input of appropriate breadth and depth, not only into the regulation, but also the standards implementation strategy (e.g. big bang vs phased roll out etc.) with the aim, at least in part, of getting industry ‘ownership’ of the roll out process.” ~ IAP member

The IAP has recommended that CASA consider more effective methods for its stakeholder engagement and consultation approach and work with the aviation community to find better ways to maximise the efficiency and effectiveness of these consultations. This could include:

- Reviewing the efficacy of the Notice of Proposed Rule Making (NPRM) consultation process to determine whether the process draws unbiased, valid and useful feedback.
- CASA leverage from established communication channels between CASA inspectors and the certificate holders and their key personnel. Inspectors have an understanding of matters unique to certificate holders. Pre-arranged, face-to-face meetings regarding the impact of new regulations could possibly provide more information and valid and meaningful feedback than the methods that are currently being used.
- More time should be taken to develop the regulations (including a consultation process). The focus should be on getting it right rather than meeting targeted deadlines.
- Making regulations achievable with the provision of clear pathways.
- Develop regulations in plain language or, at the very least, the provision of plain language explanatory and advisory material.
- Implementation programs should take into consideration the human factor ramifications. The flight crew licensing regulations caused unnecessary stress on the aviation community due to its inability to obtain qualifications under the new rules.
- Engage with the aviation community in the implementation planning for future regulatory change and consider the option of a phased implementation.
- The engagement of CASA's certificate management teams much earlier in the process.



While the IAP considered the work of the Part 61 Solutions Taskforce highly successful, it held the view that the establishment of the Taskforce was a reactive approach to fixing the issues with the flight crew licensing regulations. CASA should use the Taskforce model and apply it proactively when rolling out future regulatory change.

The IAP felt, while the air transport regulations are 'settled', as a minimum they should be reviewed again, together with a carefully planned and appropriately consulted implementation plan.

8.1.3 Solution implementation

Taskforce solutions were a combination of products that were packaged and simultaneously released. The products in the Taskforce solution packages were technically and functionally interoperable, and complementary with one another. Examples included the:

- Part 141 Sample Operations Manual package
- Part 142 Sample Exposition package.

These packages contained products to help flying training organisations understand the requirements of Parts 141 and 142 and build their exposition, operations manual and syllabuses.

The packages also provided inspectors with the tools to assess submissions from industry. This included revised handbooks and worksheets and temporary management instructions. They also included support tools and resources such as guides and information sheets, talking points for staff, a Knowledge Base to help staff respond to questions, an online forum and an Enquiries Management Tool to track and direct enquiries to the right CASA area.

These packages were tested with CASA staff and selected industry representatives before they were released. Relevant CASA staff also received training or briefings on the support materials, and an inspector helpline was established to gain feedback on the materials and provide assistance to staff conducting assessments.

8.2 Recommendations

8.2.1 Continuing work

In addition to completing the work outlined in sections 7.1 to 7.3 of this report, the following actions are recommended:

1. Relevant CASA areas maintain, support and improve on solutions delivered by the Taskforce. This includes the following:
 - Part 141 Sample Operations Manual package
 - Part 142 Sample Exposition package
 - Enquiries Management Tool or similar, to track and monitor flight crew licensing enquiries during the transition period. Analysis of call data will help determine the effectiveness of the information material published by CASA, and inform the development of guidance materials in the future.
 - Knowledge Base (or a similar)
 - Inspector Helpline for the duration of the Part 141 and 142 transition period. This includes identification of subject matter experts to support the helpline.
2. Continued training for CASA inspectors on outcome-based regulation and change management.
3. Improve the Flight Crew Licensing web content and structure to help industry and staff source information.
4. Delivery of workshops to the aviation community on change management and outcome-based regulations.
5. Conversion of the Part 141 and 142 assessor worksheets into more appropriate online forms.

8.2.2 Upcoming regulations

Based on its experience and the lessons identified in the last 11 months, the Taskforce recommends the following methods of implementation for future regulatory changes.

1. Conduct a review of CASA's stakeholder engagement approach during the regulation development and implementation phases.
2. Develop a model of collaboration and cross functional co-operation within CASA.



3. The establishment of suitable, flexible teams to work on preparation activities.
4. In consultation with the aviation community establish a clear delivery framework right from the beginning, including the methodology and implementation approach.
5. Develop guidance material and acceptable means of compliance prior to implementation of regulations.
6. The development of guidance, resources and tools as solutions packages. Starting from the beginning, new regulation solutions packages should scope full processes from application and assessment through to certificate issue. Decommissioning and phasing out of old regulation-related materials including forms should form part of the implementation to avoid confusing staff and the aviation community.
7. Provision of training for all affected CASA staff should be conducted prior to the implementation of the regulations to ensure consistent advice is provided to the aviation community. The training should be supported by staff briefings, information materials and talking points.
8. Adoption of online applications with similar or improved functionality to the tools used by the Task force, such as:
 - An online forum to facilitate aviation community/ staff consultation, such as 'Have your Say' website. This forum is different to the Standards Consultative Committee consultation forum for regulation development and changes.
 - An enquiries management tool to track and monitor industry enquiries should be deployed prior to the release of the regulations to capture call data and allow analysis of data. This will provide the regulatory reform project information on where communications should be focused.
 - A knowledge base tool to help CASA staff answer enquiries from the aviation community.
 - Inspector helpline with staff ready and trained prior to the implementation of the new regulations.
 - The establishment of an issues register and a continuous improvement process as part of both the development and implementation phases.



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9 Appendices

Appendix 1 – FCL post implementation activity register as at October 2016

Ref	Issue	Proposed solution, response and activities	Status
1. Student pilots			
1.1	Clear guidance needed on the rules and requirements for student pilots.	Publish information sheet Information sheet (Learning to fly – student pilots) published on the CASA website	Published on 25/2/15
1.2	Requirement for dual check every 14 days considered too onerous [Forum #7] {61.115}.	Change 14-day rule to 30 days Draft change, consult with SCC FCL Sub-Committee ¹ and draft exemption instructions Make and publish exemption CASA EX78/15	Completed 21/5/2015
2. General competency and medial requirements (general)			
2.1	Clear guidance needed to explain the general competency rule for pilots.	Publish information sheet Information sheet (General competency pilots) created and published on the CASA website	Published on 23/4/2015
2.2	Clear guidance needed on medical requirements for flight crew under Part 61.	Publish information sheet Information sheet (Medical requirements for flight crew) published on the CASA website	Published on 25/2/2015
2.3	Review and update CAAP 5.59A.1 and republish as an AC.	The document needs to be reviewed and updated to align with the new regulations as well as refresh the content. <ul style="list-style-type: none"> ➤ Review content ➤ Prepare draft for consultation ➤ Conduct consultation ➤ Publish AC 	Completed 50% complete Not started Not started

¹ Standards Consultative Committee (SCC), Flight Crew Licensing (FCL) Subcommittee

Ref	Issue	Proposed solution, response and activities	Status
2.4	Requirements for Upset Prevention and Recovery Training as well as simulators and instructors need to be incorporated into the MOS, rules where appropriate and guidance material.	Review MOS standards to ensure they capture UPRT Review and update instructor training standards Review simulator standards Publish guidance material	50% completed Not started Not started Not started
3. English language proficiency			
3.1	English language proficiency standards for recreational pilot licence holders appear complex and confusing [Forum #8]	Review and simplify the requirements	
	The Part 64 AROC requires an Aviation English language proficiency assessment and the requirement is difficult to comply with, especially in regional areas. [Forum #8]	Amend MOS <ul style="list-style-type: none"> ➤ Draft MOS amendment ➤ Make MOS amendment ➤ Publish and communicate MOS change Draft and make exemption <ul style="list-style-type: none"> ➤ Make, publish and communicate exemption CASA EX146/15 ➤ Implement and communicate change Amend regulations <ul style="list-style-type: none"> ➤ Drafting instructions ➤ Consult with SCC FCL Subcommittee ➤ Finalise and implement amendment 	100% complete Not started started 100% complete 100% complete 100% complete At next meeting Not started
4. Logging flight time			
4.1	Logging co-pilot time is limited to operations that are required by regulation to be operated multi-crew. This prohibits co-pilots conducting legitimate multi-crew operations from logging flight time. {61.085}	Amend the regulation to allow co-pilots to log legitimate co-pilot flight time even when regulations don't require the aircraft to be operated multi-crew. Make exemption Draft proposal, consult with SCC FCL Sub-Committee Draft instructions, make and publish exemption CASA EX116/15 Amend regulations <ul style="list-style-type: none"> ➤ Drafting instructions ➤ Consultation ➤ Finalise and implement amendment 	Completed 18/11/14 Completed 30/7/15 80% complete Completed Not started
4.2	How do flight instructors log time when operating simulators from instructor operating station?	The experience cannot be used for a licensing requirements – time can only be logged if occupying a control seat.	No further action required



Ref	Issue	Proposed solution, response and activities	Status
5. Flight reviews and proficiency checks - general			
5.1	Clear guidance needed to explain flight reviews.	Publish information sheet including how flight review requirements can be satisfied by alternative means Information sheet (Flight reviews) created and published on the CASA website	Published on 23/4/15
5.2	Part 61 requires additional flight reviews compared to CAR Part 5 and the new requirements are regarded by some as unnecessary and costly. [Forum #32] {61.400 and others}	There are circumstances where pilots are required to undergo several checks and reviews. Consideration needs to be given to giving appropriate credit and only require those pilots to complete essential checks and reviews. <ul style="list-style-type: none"> ➤ Review policy and consider options ➤ Consultation on options. 	Completed Completed
	Proposal to rationalise aircraft rating flight reviews	<ul style="list-style-type: none"> ➤ Draft proposal for consultation ➤ Consult proposal ➤ Consider interim solution such as exemption ➤ Draft instructions, make and publish exemption CASA EX97/16 ➤ Publish new and updated information sheets 	Completed Completed Completed Completed 17/6/16 Published
5.3	Why do flight reviews need to be conducted under Part 141 or Part 142. Is it possible for flight examiners to conduct flight reviews? [Forum #31] {privileges of FIR61.1165(f), not a privilege of FER 61.1255}	Flight reviews only require Part 141/142 when training is included in the review. CASA recommends training be included in flight reviews; however, pilots flying regularly and involved in other checks or reviews don't necessarily need rating specific training. Consideration needs to be given to authorise flight examiners or holders of regulation 61.040 approvals to be able to conduct flight reviews in certain circumstances. <ul style="list-style-type: none"> ➤ Issue to be included in the post implementation review process. 	Not started
5.4	Clear guidance needed on proficiency checks	Publish information sheet <ul style="list-style-type: none"> ➤ Information sheet (Proficiency checks) created and published on the CASA website 	Published on 25/2/15
5.5	Clear guidance needed on operator proficiency checks	Publish information sheet <ul style="list-style-type: none"> ➤ Create and publish information sheet 	Not started
5.6	Flight reviews in overseas simulators are not recognised as meeting the aircraft rating flight review requirement in the same way as instrument proficiency checks are under regulation 202.279	<ul style="list-style-type: none"> ➤ Draft proposal for consultation ➤ Consult proposal ➤ Consider interim solution such as exemption 	Not started Not started Not started

Ref	Issue	Proposed solution, response and activities	Status
5.7	Proposal to rationalise instrument proficiency checks	<ul style="list-style-type: none"> › Draft proposal for consultation › Consult proposal › Consider interim solution such as exemption › Draft instructions, make and publish exemption CASA EX93/16 › Publish new and updated information sheets 	Completed Completed Completed Published 17/6/16 Published
6. Recreational pilot licence			
6.1	Clear guidance needed to explain the rules for the RPL	Publish information sheet <ul style="list-style-type: none"> › Information sheet (Getting your recreational pilot licence) created and published on the CASA website 	Published on 25/2/2015
6.2	The privileges of the RPL include acting as co-pilot of a single-pilot aircraft. This should not extend to these licence holders conducting multi-crew operations. The regulations don't include such a general limitation.	Amend regulations <ul style="list-style-type: none"> › Drafting instructions › Consultation › Finalise and implement amendment 	100% complete Next meeting Not started
7. Private pilot licence			
7.1	Clear guidance needed to explain the rules for the PPL	Publish information sheet <ul style="list-style-type: none"> › Information sheet (Getting your private pilot licence) created and published on the CASA website 	Published on 15/5/2014
7.2	Concerns about including instrument flying in requirements for grant of PPL(H)	Consider policy in post implementation review in view of international standards, aircraft equipment and safety issues	On hold
8. Commercial pilot licence			
8.1	Clear guidance needed to explain the rules for the CPL	Publish information sheet <ul style="list-style-type: none"> › Information sheet (Getting your commercial pilot licence) created and published on the CASA website 	Published on 15/5/2014
8.2	To obtain a CPL(A), holders of CPL(H) and ATPL(H) must have 100 hours PIC in aeroplanes – this is significantly more compared to old regulations and is unnecessary. {61.610(1)(b)}	Reduce the PIC experience from 100 hours to 60 hours of aeroplane time to be consistent with old requirements	

Ref	Issue	Proposed solution, response and activities	Status
8.3	Foreign cadets mostly don't obtain or hold an Australian class 1 medical certificate during their CPL training course so this presents a problem when taking a flight test for a CPL {61.235(2)(c)}	<p>Exempt foreign cadets from this requirement</p> <ul style="list-style-type: none"> ➤ Draft proposal, consult with SCC FCL Sub-Committee, make and publish exemption CASA EX117/14 <p>Consideration is being given to extending this exemption and amending the regulations – note the exemption expires on 31/8/15.</p> <ul style="list-style-type: none"> ➤ Make and publish exemption CASA EX156/15 <p>Amend regulations</p> <ul style="list-style-type: none"> ➤ Drafting instructions ➤ Consultation ➤ Finalise and implement amendment 	<p>Completed 31/8/14</p> <p>Completed 4 September 2015</p> <p>100% complete Next meeting Not started</p>
8.4	Amend the end of the period for using CAR Part 5 standards to align with the rest of Part 61 transition	<p>Amend regulations</p> <ul style="list-style-type: none"> ➤ Confirm and publish policy ➤ Drafting instructions ➤ Consultation ➤ Finalise and implement amendment 	<p>Completed</p> <p>80% complete</p> <p>Completed</p> <p>Not started</p>
8.5	Develop a model integrated training course for CPL(A) that operators can adopt – similar to the Day VFR document	<p>Prepare manual</p> <p>Publish manual</p>	Completed
8.6	Concerns about including instrument flying in requirements for grant of CPL(H)	Consider policy in post implementation review in view of international standards, aircraft equipment and safety issues.	On hold
9. Air transport pilot licence			
9.1	Clear guidance needed to explain the rules for the ATPL F13/8588-6	<p>Publish information sheet</p> <ul style="list-style-type: none"> ➤ Information sheet (Getting your air transport pilot licence) created and published on the CASA website 	Published on 5/6/2014
9.2	Australian licensed pilots who are not with an airline, including those with overseas experience have difficulties with the new ATPL requirements including flight test and MCC training. [Forum #28]	<p>Authorise flight examiners to conduct ATPL flight tests</p> <ul style="list-style-type: none"> ➤ Arrangements are in place for ATPL flight tests to be conducted – refer to website ➤ Authorise pilots to conduct ATPL flight tests 	<p>Completed</p> <p>Completed</p>
9.3	ATPL knowledge deficiency reports (KDR) – not relevant at time of flight test – 61.285(2)(b)	<p>Remove the requirement for a KDR to be included in the ATPL flight test process.</p> <p>Future consideration under post implementation review.</p> <ul style="list-style-type: none"> ➤ Draft and make an exemption CASA EX222/15 ➤ Publish and communicate change 	<p>Target 31/12/15</p> <p>Completed</p> <p>Completed</p>


Ref	Issue	Proposed solution, response and activities	Status
9.4	ATPL application based on overseas conversion. Requirement to obtain certification that applicant meets MOS standards is not feasible – 61.275(1)(e)(i)	Remove the requirement for a person to provide a certificate attesting the applicant meets the MOS standards for the licence. > Draft and make an exemption CASA EX222/15 > Publish and communicate change > Amend regulations > Drafting instructions > Consultation > Finalise and implement amendment	Target Completed Completed 100% completed Not started Not started
9.5	Issues related to the ATPL flight test > Information required to explain ATPL flight test > Flight test standards need modifying to make them more flexible and potentially less onerous, depending on the circumstances. This applies to (A) and (H) tests. > There is an availability problem getting examiners to conduct the flight tests	Publish information sheet Provide alternative standards that can be used for various test scenarios Conduct training and grant approvals to industry personnel to conduct the flight tests	Completed 12/8/16 Completed and guidance has been provided ongoing
10. Multi-crew cooperation training			
10.1	Clear guidance needed to explain the requirements for MCC training	Publish information sheet > Information sheet (MCC training) created and published on the CASA website	Published on 20/8/15
10.2	Standards for Flight Simulation Training Devices for MCC training are required – aeroplane devices	Publish FSTD standards for MCC training for aeroplane devices > Draft proposal, consult with SCC FCL Sub-committee > Further consultation with manufacturers and operators > Draft and make legislative instrument under regulation 61.045 > Publish and communicate change	Completed Completed Completed 100% complete
10.3	Standards for Flight Simulation Training Devices for MCC training are required – helicopter devices	Publish FSTD standards for MCC training for helicopter devices > Draft proposal, consult with SCC FCL Sub-committee > Further consultation with manufacturers and operators > Draft and make legislative instrument under regulation 61.045 > Publish and communicate change	Target TBA 90% complete 80% complete 50% complete Not started
10.4	Alternative means of compliance for MCC training. Options could include ADF training and acceptable courses such as EASA and CAR 217 training.	Recognise training done overseas, by ADF and under CAR 217 operators > Draft proposal and consult with SCC FCL Sub-committee > Draft instructions, make and publish exemption CASA EX225/15 > Publish and communicate change > Amend regulations	100% completed Completed Completed 24/12/16 Completed Not started

Ref	Issue	Proposed solution, response and activities	Status
11.	Aircraft ratings		
11.1	Clear guidance needed on aircraft ratings	<p>Publish information sheets</p> <p>Create and publish information sheets on the following:</p> <ul style="list-style-type: none"> › Aircraft ratings – overview › Aircraft class ratings › Guide to type-rated aeroplanes › Guide to type-rated helicopters › Class rated aircraft that require type specific training and a flight review › Alternative to a class rating flight review 	Published on 15/5/14 and 5/6/15
11.2	Concerns raised about classification of R22 and R44 helicopters as type-rated aircraft	<p>Include the R22 and R44 in the single-engine helicopter class rating with special conditions</p> <ul style="list-style-type: none"> › Draft change, consult with SCC FCL Sub-Committee › Draft and make prescribed aircraft ratings instrument to remove R22 and R44 from single-engine helicopter type ratings list, and › add R22 and r44 to list of helicopters requiring initial type specific training and flight review › Draft and make reg 142.045 instrument to remove R22 and R44 from the list of aircraft types as being Part 141 training › Draft and make reg 11.068 instrument with a new provision requiring biennial flight review in either type 	Completed 5/1/15
11.3	Include Catalina type rating as Part 141 flight training {141.015(1)(d)}	<p>Include Catalina type rating to list of aircraft type rating training can be conducted by Part 141 operator</p> <ul style="list-style-type: none"> › Consult proposed change › Draft and make reg 142.042 instrument to add Catalina to list of types as Part 141 training › Publish instrument and communicate change 	Target 31/5/15 Completed Registered 14/5/15 Completed 21/5/15
11.4	Under CAR Part 5, instructors could conduct the training and the check of competency for granting multi-engine aeroplane type endorsements. Under Part 61, this requires a flight test by an examiner. [Forum #29, 40] {61.750(3)(b), 61.61.810(3)(c)}	Grant 61.040 approvals to holders of ATO delegations to conduct class and type rating flight tests	
		Make and publish 61.040 approvals for ATOs to conduct flight tests for class and type ratings	
		Grant 61.040 approvals to holders of appropriate flight instructor ratings to conduct class and type rating flight tests	
		<ul style="list-style-type: none"> › Develop proposal and undertake consultation › Being considered under banner of flight test scheme review 	50% complete
		<ul style="list-style-type: none"> › Make and publish 61.040 approvals for other pilots to conduct flight tests for class and type ratings – depends on outcome of consultation. › Process in place to manage cases 	Closed
11.5	Concerns over the multi-engine aeroplane class rating – will pilots receive adequate training for the rating to cover all types of multi-engine aeroplane included in the class? [Forum #29]	The training for the class rating needs to cover general competencies for operating aircraft covered by the class rating. The general competency rule (61.385) applies in all cases so pilots to consider carefully their obligations when planning to operate an aircraft type they haven't operated previously.	No action required Closed

Ref	Issue	Proposed solution, response and activities	Status
11.6	Differences training is now required for certain Metro and Merlin types and that requires instructors and examiners. Issue expanded to other single-pilot turbo-prop aeroplanes and single-pilot turbo-jet aeroplanes [Forum #42] {61.780}	<p>Consideration is being given to addressing this issue including options on solutions to the short and longer term situations. Proposal has been refined and action plan settled to prescribe the types as Part 141 training.</p> <ul style="list-style-type: none"> ➤ Develop proposal and undertake consultation ➤ Draft change, consult with SCC FCL Sub-Committee [out of session] ➤ Draft and make reg 142.042 instrument to add aircraft to list of types as Part 141 training (depending on outcome of consultation) ➤ Proposal expanded to include other single-pilot certificated aeroplanes (note helicopter to be considered as a separate proposal) ➤ Publish instrument and communicate change ➤ Further change made to instrument to regroup toe Metro and Merlin types for differences training – refer to instrument 	<p>Completed</p> <p>Completed</p> <p>Completed</p> <p>Completed -</p> <p>Completed</p> <p>Registered 22/9/16</p>
11.7	Consider extending the regulation 142.045 legislative instrument to include single-pilot turbo-jet aeroplanes and helicopters	<ul style="list-style-type: none"> ➤ Develop proposal and undertake consultation ➤ Draft change, consult with SCC FCL Sub-Committee ➤ Draft and make reg 142.042 instrument to add aircraft to list of (depending on outcome of consultation) ➤ Publish instrument and communicate change 	<p>Not started</p> <p>Not started</p> <p>Not started</p> <p>Not started</p>
11.8	Recognition of training and checks done overseas – sunset clause in transition regulations. [Forum #39] {202.278}	<p>Issue to be addressed during post implementation review</p> <ul style="list-style-type: none"> ➤ Develop policy on overseas recognition ➤ Consult ➤ Next steps dependent on policy outcome 	<p>Target 31/12/16</p> <p>25% complete</p>
11.9	An operator has Beech 1900 and Kingair 350 aircraft. Questions raised over Part 141/142 certification, training syllabus, training records and reporting that differences training has been completed. [Forum #43]	<ul style="list-style-type: none"> ➤ Both types are single-pilot type rated aircraft and not listed on the reg 142.045 legislative instrument that would otherwise make the training Part 141 training. There are no special training records required for this – refer to regulations 141.245, 142.255, 142.355. ➤ The concept of differences training hasn't changed – reporting to CASA that a differences training course has been completed is not required – training provider needs to keep records and the candidate should receive a training course completion certificate. ➤ Amend reg 142.045 instrument and publish. 	<p>No action required</p> <p>Incorporated into 142.045 legislative instrument 30/9/15</p> <p>Closed</p>
11.10	How does a person obtain an aircraft type rating if there are no available instructors or examiners? For example in remote areas. [Forum #40]	<ul style="list-style-type: none"> ➤ Legislative instruments are being prepared that will authorise more people to conduct the flight tests required by the regulations. The availability of instructors should be consistent with what it was under the old rules. ➤ Requests for approvals and flight examiner ratings are managed on a case by case basis. ➤ Requests are managed by Safety Assurance Branch through regional offices. 	<p>Ongoing activity</p>


Ref	Issue	Proposed solution, response and activities	Status
		Operators who have been conducting type rating (conversion) training under their approved CAR 217 training and checking manual to be authorised with Parts 141 and 142 authorisations to continue conducting that training. Make and publish 141.035 and 142.040 instruments and a variation of AOC instrument.	Completed 20/3/15
11.11	How does a person obtain a type rating for a first of type aircraft or for specialised aircraft such as warbirds [Forum #40] {61.135}	Part 61 makes provision for first of type aircraft – refer to regulation 61.135.	No action required Closed.
11.12	Cruise relief type rating assessments standards for operations below 20,000 ft – there is no guidance. [Forum #41]	The cruise relief type rating is an authorisation for operations above 20,000 ft. However, an operator may choose to include in their training and checking system, operations below 20,000 ft. This is beyond the scope of the MOS and therefore no guidance would be provided by CASA.	No action required Closed
11.13	A proposal has been made to establish a multi-engine helicopter class rating. This would reduce compliance costs for pilots and operators operating single-pilot less complex multi-engine helicopters. {61.020}	<ul style="list-style-type: none"> ➤ Establish the need and benefit of having a multi-engine helicopter class rating. ➤ Draft proposal to consult with SCC FCL subcommittee [meeting 20]. ➤ Reconsider proposal and consult further with working group 	Completed 19/5/15 40% complete
11.14	The list of recognised States for the purposes of overseas training needs to include other countries. {202.278}	Establish a protocol for adding additional States to the list. <ul style="list-style-type: none"> ➤ Prepare work plan ➤ Once established, consider countries such as Singapore ➤ Considering policy on the regulation of overseas training operators 	Target 31/12/16 10% complete Not started 20% completed
11.15	Include additional aircraft to the reg 142.045 instrument for BE350/1900, C525(SP), DO228, MU2 and SA226/227 type ratings	<ul style="list-style-type: none"> ➤ Draft instructions ➤ Consult proposal ➤ Make and publish instrument as Edition 2 	Completed 30/9/15
11.16	Include other warbird type ratings as Part 141 flight training {141.015(1)(d)}	Include other warbird type rating to list of aircraft type rating training can be conducted by Part 141 operator <ul style="list-style-type: none"> ➤ Consult proposed change ➤ Draft and make reg 142.042 instrument to add to list of types as Part 141 training ➤ Publish instrument and communicate change 	Completed Target 31/10/16
12. Warbird aircraft training			
12.1	How does a person obtain a type rating for a first of type aircraft or for specialised aircraft such as warbirds [Forum #40] {61.135}	Part 61 makes provision for first of type aircraft – refer to regulation 61.135.	No action required Closed

Ref	Issue	Proposed solution, response and activities	Status
12.2	There are warbirds that are in the class rating and require type specific training and flight review – regulation 61.062.	Consider alternative ways of authorising the experienced pilots to conduct the specialised training.	
	Some instructors are unable to gain instructor ratings despite them being well qualified to conduct to the training.	<ul style="list-style-type: none"> ➤ Draft proposal to consult with SCC FCL subcommittee [meeting 20] ➤ Make and publish 61.040 approvals for specialist pilots to conduct flight training and flight review for specified aircraft – S211. 	Completed 19/5/15 Completed 15/7/15
		➤ Draft and publish policy for similar approvals	Target TBA
		Update regulation 142.045 instrument to allow more warbird types to be covered as Part 141 training	Target 31/10/16
		<ul style="list-style-type: none"> ➤ Consultation ➤ Make and register amended instrument ➤ Publish and communicate change. 	Completed 95% completed Not started
13. Pilot instructor rating			
13.1	Clear guidance needed to explain the requirements for the instructor rating	Publish information sheet ➤ Draft and publish information sheet for instructor rating	Target 30/9/15 100% completed
13.2	Do training pilots in a CAR 217 organisation that has 61.040 approvals for the training and checking system need to hold a Part 61 instructor rating? [Forum #20]	Not in all cases. Part 61 makes provision for certain CAR 217 operators to manage the training pilots within the organisation's training and checking system. ➤ Prepare new CAR 217 CAAP to be aligned with proposed new operational regulations and options available in Part 61. ➤ Publish CAAP 217-1(0) .	Draft published 29/5/15 100% completed 31/8/15
13.3	To become a simulator instructor, applicants need to hold a grade 1 training endorsement and this is not appropriate for CAR 217 organisations. [Forum #21] {61.1210}	The requirement to hold a grade 1 training endorsement was removed in the amendment to Part 61 that was made prior to 1 September 2015	No action required Closed
13.4	A person holding a flight instructor and simulator instructor rating need to complete 2 separate instructor proficiency checks, which is unnecessary. Can they be combined? [Forum #22] {61.1155}	Two proficiency checks are not required as the privileges of the flight instructor rating include conducting training in an FSTD. Also the Part 141/142 operator is responsible for the conduct of training in the FSTD and for instructors working under the certificate.	No action required Closed




Ref	Issue	Proposed solution, response and activities	Status
13.5	All instructors need to complete principles and methods of instruction (PMI) training prior to September 2018 to continue exercising instructor rating privileges. Does this also apply to CAR 217 training pilots? [Forum #23] {61.1172}	All instructors conducting training that is for the grant of a Part 61 licence, rating or endorsement must satisfy the PMI requirement by 1 September 2018.	No action required Closed
13.6	Grade 3 instructors can no longer teach basic instrument flying. Why? What does it take to gain the same privileges the old grade 3 rating covered? [Forum #24]	To give basic instrument flying training, a pilot needs to hold the Night VFR rating training endorsement. The Part 61 grade 3 training endorsement is now available to pilots who are not able to fly at night. If a trainee completes the same course of training that covered basic instrument flying and design feature endorsements, that trainee would qualify under Part 61 with the 3 training endorsements that together equate to the old grade 3 rating. Note – refer to information sheet regarding transition of old grade 3 (aeroplane) rating. ➤ Make and publish an information sheet for the instructor rating – see above	No additional action required – see above re information sheet Closed
		Develop proposal to authorise certain grade 1 instructors to conduct a course of training for instructors to be able to conduct basic instrument flight training ➤ Consult proposal ➤ Draft and consult exemption ➤ Make and publish exemption CASA EX143/16 ➤ Finalise and publish training course .	Published 16/9/16 Published
13.7	Under CAR Part 5, grade 2 (H) instructors couldn't conduct flight reviews. Under Part 61 the grade 2 endorsement authorises flight reviews. How does a transitioned grade 2 instructor gain the flight review privilege? {202.263 and 61.1175(6)}	Develop guidance on how a transitioned grade 2 (H) instructor gains flight review privileges. ➤ Prepare work plan.	Target TBA Not started

Ref	Issue	Proposed solution, response and activities	Status
13.8	The training requirement for the training endorsements is not clearly defined which leads to uncertainty about how to prepare for a flight test for gaining another endorsement. A good example is a person holding a grade 2 endorsement wanting a grade 1 endorsement	Develop guidance material on instructor rating training and training endorsements Prepare training overview for upgrade training from grade 3 to grade 2 and grade 2 to grade 1 (note other cases to be considered for development). > Draft overviews > Consult draft > Next steps depend on outcome of consultation.	Completed Completed Not started
		Develop and publish a model training course for an instructor rating with an operational rating training endorsement (ie not ab-initio training). > Draft course for Night VFR rating training endorsement developed > Consult draft > Publish on CASA website.	Completed Completed Completed
		Develop MOS competency standards for each instructor rating training endorsement > Draft proposed units and consult with SCC FCL subcommittee > Finalise standards > Amend and publish MOS	Completed 75% complete 75% complete
13.9	Concerns have been expressed that the instructor rating doesn't have minimum training course hours.	Review requirements and determine best option to address issue > draft proposal for SCC FCL Subcommittee to consider > further drafts with alternative options provided to IAP and SCC forums > next steps depends on consultation	Completed 50% completed Not started
13.10	The new Part 61 licence doesn't include the Simulator instructor rating. (moved from Admin section)	A temporary solution is being used and a change to the licence template is under development Template change process is being followed	In progress
13.11	Update instructor rating CAAP into an Advisory Circular	> Prepare an Advisory Circular on instructor rating – subpart 61.T > Consult draft AC > Make and publish AC	100% completed Not started
13.12	The differences between grade 2 and grade 1 training endorsements could be expanded to include the privileges that were included under CAR Part 5 for grade 1 instructors	Consider options for enhancing the grade 1 training endorsement > Draft proposal > Consult draft > Prepare units of competency and training summaries > Amend regulation	Completed 50% complete Completed Not started
13.13	In some cases, pilots have gained ratings without having passed the exam or completed the spinning training.	Prepare an exemption to rectify the situation. The following exemptions were made CASA EX 214/15, CASA EX215/15, CASA EX218/15, CASA EX219/15. Communications about the exemptions and process published.	Published 23/12/16




Ref	Issue	Proposed solution, response and activities	Status
14.	Flight examiner rating and flight testing general		
14.1	Clear guidance needed to explain the requirements for the flight examiner rating	<p>Publish information sheet</p> <p>➤ Draft and publish information sheet for examiner rating (dependent on finalising examiner rating course).</p>	Target TBA Not started
14.2	Concerns about engaging independent flight examiners and insurance. [Forum #11]	The same circumstances existed under the old system. Not limited to examiners or ATOs, extends to contracted instructors and approved pilots.	No action required closed
14.3	Are CAO 82.0 check pilots authorised to conduct operator proficiency checks? [Forum #19]	<p>Exempt CAO 82.0 check pilots from having to hold a flight examiner rating to conduct the checks they were authorised to conduct under the old scheme. If the check pilot also holds a CAR Part 5 delegation, they are taken to hold a flight examiner rating and can therefore conduct proficiency checks as a privilege of the delegation/flight examiner rating they hold.</p> <p>Make and publish exemption to authorise check pilots to conduct operator proficiency checks (CASA EX140/14)</p>	Completed 29/10/14
	CASA EX140/14 expires end June 2016	<p>Remake exemption instrument on same terms with an end date of end of transition period</p> <p>➤ Draft and make exemption</p> <p>➤ Register exemption CASA 106/16 and communicate change.</p>	Completed 29/6/16
14.4	How do CAO 82 check pilots and airline instructors transition into the Part 61 flight examiner and instructor ratings?	Pilots holding those old authorisations are entitled to the equivalent Part 61 rating where the privileges of the old authorisation map to Part 61 privileges.	No action required Closed
14.5	CAAP Admin 1 What is going to happen from 1 July 2016 when ATO delegations expire? [Forum #16]	<p>The indemnity arrangements reflected in CAAP Admin 1 extend only to delegates and authorised persons, based on their performance of what amount to CASA functions under the legislation. As the functions performed by Flight Examiners are no longer CASA functions (but rather, privileges of a rating), there is no basis on which existing indemnity arrangements may extend to those activities. Government policy on the provision of indemnity arrangements generally will be addressed in rules to be made under the Public Governance, Performance and Accountability Act. Pursuant to the Government's response to the ASRR and the Board's direction, CASA will revisit the retention of existing indemnity arrangements, and the possible extension of such arrangements, after those new rules have been made. NOTE: A number of other functions which are, and have long been, carried out by licensed and rated individuals that have never attracted indemnity protection by CASA, which expose those engaged in such activities to considerably greater liability than those to which ATOs have been exposed.</p> <p>Omnibus delegations were extended until 30 June 2017 to provide more time to consider the indemnity issue.</p> <p>➤ Make delegation CASA 98/16</p> <p>➤ Publish and communicate change.</p>	Ongoing
			Completed 21/6/16 Completed

Ref	Issue	Proposed solution, response and activities	Status
14.6	Flight examiner rating course – when will it be available? [Forum #10] {61.1290(2)(a)}	Includes self-learning online resources which are being developed by CASA. In the meantime, pilots have to apply for a regulation 61.040 approval. <ul style="list-style-type: none"> ➤ Develop course ready for delivery ➤ Communicate course availability. 	85% complete
14.7	Access to flight examiners (ATOs) is difficult and that is leading to delays in flight testing. [Forum #12]	Regulation 61.040 approvals are being processed to assist pilots obtain authorisations to conduct flight tests. <ul style="list-style-type: none"> ➤ Receive and process 61.040 approvals ➤ Make 61.040 approvals for general application where appropriate. 	Ongoing
14.8	Are there flight examiners for all of the new types of aircraft including for IPCs? [Forum #14]	A match of flight examiners to type ratings has not been performed. A process is available to overcome a situation where there a type rated examiner is not available. Concerned pilots should contact the Flying Standards Branch.	No action required at this stage Closed
14.9	Is there a list of flight examiners on CASA's website? [Forum #13]	Update the CASA website search function for flight examiners <ul style="list-style-type: none"> ➤ CASA is working on updating the lists. 	Target TBA
14.10	Flight instructors and examiners need to have 50 hours of recent experience on the aircraft type they are flying. [Forum #15] {61.1275}	A flight examiner acts as the pilot in command of a flight when conducting a flight test or proficiency check. Regulation 61.1275 requires flight examiners to satisfy the recent experience requirements for a rating when conducting a flight test for the grant of a licence, rating or endorsement. The recent experience requirement is not prescribed for conducting proficiency checks. The aerial application rating has a 50 hour recent experience requirement so flight examiners conducting an aerial application rating or endorsement flight test would have to have 50 hours of recent experience conducting aerial application operations.	No action required
14.11	Flight examiners need to have 50 hours of operational experience for a particular flight test endorsement. [Forum #15]	The operational experience requirements for flight test endorsements are being reviewed. In any case, a person may submit an application to be considered for a regulation 61.040 approval where alternative experience and qualifications are held by the applicant. <ul style="list-style-type: none"> ➤ Consideration to be given to amending Form 61-FEA to remove the 100 hour flight time requirement for the aerial application rating flight test endorsement. ➤ Form has alternative means section which serves the purpose pending amendment. Preference is to move away from using the 61.040 process as it is intended only to be an exceptional circumstances case option rather than the normal option. 	Target TBA
14.12	Does a CAR Part 5 ATO need to obtain an instructor rating to qualify for a flight examiner rating if they don't already hold one under CAR Part 5? [Forum #18]	There is no requirement for an ATO to obtain an instructor rating.	No action required Closed




Ref	Issue	Proposed solution, response and activities	Status
14.13	Examiner proficiency checks and professional development program requirements for ATOs fall due when the delegation ends and there needs to be a means of spreading the due dates.	Implement a schedule for EPC and PDP due dates over the 2 year cycle <ul style="list-style-type: none"> › Draft proposal and undertake consultation › Draft instructions and make exemptions CASA EX133/16 and CASA EX134/16 › Publish exemptions and communications 	Completed Completed 2/8/16
14.14	Consider reshaping the flight test and flight examiner scheme for Part 61 with the possible change to make some flight tests flight reviews or another form of assessment.	<ul style="list-style-type: none"> › Develop proposal › Publish proposal and initiate consultation › Complete consultation and prepare for next steps › Next steps depending on outcome of consultation 	Published 20/10/16 started
14.15	Need to provide guidance information about preparing a course of training for flight examiner rating and endorsements, and PDP	<ul style="list-style-type: none"> › Develop proposal › Publish proposal and initiate consultation › Complete consultation and prepare for next steps › Next steps depending on outcome of consultation 	50% complete
15. Aerial application rating, firefighting endorsement			
15.1	Clear guidance needed to explain the aerial application rating and endorsements.	Publish information sheet <ul style="list-style-type: none"> › Draft and publish information sheet for aerial application rating › Draft prepared jointly with AAAA › Information sheet published by AAAA 	Target 30/6/15 Completed
15.2	Proficiency checks for Part 137 Heads of Flying Operations. [Forum # 2]	Issue exemption allowing Part 137 Heads of Flying Operations to conduct proficiency checks on each other	
		<ul style="list-style-type: none"> › Draft proposal, consult with Aerial Agricultural Aviation Australia, make and publish exemption (CASA 148/14) 	Target 30/11/14 Completed 5/11/14
		<ul style="list-style-type: none"> › Draft proposal and remake exemption to align with end of transition period › Publish exemption CASA EX105/16 	Completed 29/6/16
		Amend regulations <ul style="list-style-type: none"> › Drafting instructions › Consult with SCC FCL Subcommittee › Finalise and implement amendment 	100% complete Not started Not started

Ref	Issue	Proposed solution, response and activities	Status
15.3	Transition firefighting pilots into Part 61	Ensure transition arrangements are in place to facilitate aerial firefighting operations.	Transition firefighting pilots into Part 61
	Concerns over the pathway for approvals to conduct firefighting operations and recognition of aerial application ratings automatically for firefighting operations. [Forum #38]	Make exemption <ul style="list-style-type: none"> › Draft proposal, make and publish exemption (CASA EX114/14) › Consult on transition provisions and publish transition plan – FCL subcommittee meeting 20 › Finalise and publish transition plan › Finalise forms and publish in order to manage applications for licence updates Amend regulations if required <ul style="list-style-type: none"> › Amendment not required New exemption made and published (CASA EX148/15)	Completed 29/8/14 Completed 19/5/15 Completed 20/7/15 Completed 17/7/15 Completed 21/8/15
15.4	Request have been made for CASA to prepare and make available a standardised course of training for firefighting endorsements	Provide a model training course <ul style="list-style-type: none"> › Draft model helicopter training course and consult with aviation community › Publish helicopter training course › Communicate arrangements for operators to use the published course 	completed completed Completed
15.5	Proposal for firefighting endorsement training which would facilitate existing helicopter operators to conduct training as an interim solution.	Make regulation 141.035 approval – this proposal expands on the proposal for CASA to provide a standardised training course for helicopter operators <ul style="list-style-type: none"> › Draft proposal and consult › Prepare and make approval › Publish approval and communicate change 	Completed Completed Published 18/8/16
		Approve suitable pilots under 61.040 to conduct the flight test for the helicopter training endorsement	Approvals issued
15.6	Proposal for firefighting endorsement training which would facilitate existing aeroplane operators to conduct training as an interim solution.	Make regulation 141.035 approval – this proposal expands on the proposal for CASA to provide a standardised training course for aeroplane operators <ul style="list-style-type: none"> › Draft proposal and consult › Prepare and make approval › Publish approval and communicate change 	completed 80% completed Not started
		Approve suitable pilots under 61.040 to conduct the flight test for the aeroplane training endorsement. This would supplement existing ATOs	
15.7	Insufficient pilots to conduct proficiency checks for helicopter aerial application especially for firefighting pilots	Approval suitable pilots under 61.040 to conduct aerial application rating proficiency checks for firefighting pilots	Approvals issued




Ref	Issue	Proposed solution, response and activities	Status
16.	Low-level rating		
16.1	Clear guidance needed to explain the low-level rating and endorsements.	Publish information sheet Draft and publish information sheet for low-level rating	Target TBA Not started
16.2	Annual flight review for low-level rating and 2 hours in 6 months recent experience requirements are considered excessive.	Change flight review to be biennial and remove the 2 hours in 6 months recent experience requirement <ul style="list-style-type: none"> ➤ Draft proposal, consult with Flight Crew Licensing Sub-Committee – out of session ➤ Draft and make exemption CASA EX92/15 ➤ Publish and communicate change 	Completed 15/4/15 Completed 25/5/15 Completed 27/5/15
		Amend regulations <ul style="list-style-type: none"> ➤ Drafting instructions ➤ Consult with SCC FCL Subcommittee ➤ Finalise and implement amendment 	75% completed Not started Not started
16.3	Access to instructors and examiners is difficult for the low-level rating [Forum #12]	Approve previously authorised pilots to conduct low-level rating training and flight tests as per CAO 29.10 for aerial mustering <ul style="list-style-type: none"> ➤ Draft and make 61.040 approval for CAO 29.10 aerial mustering authorisations 	Completed 19/12/15
16.4	Access to instructors and examiners is difficult for sling operations and winch and rappelling operations endorsements	Approve previously authorised pilots to conduct sling and winch and rappelling training and competency assessments under CAO 29.6 and 29.11 to conduct the training and flight tests.	Target 31/5/15 Completed
16.5	Problems have been identified in the 141.035 and 61.040 approvals for low-level rating and endorsements training and flight tests	<ul style="list-style-type: none"> ➤ Draft instructions ➤ Make and publish approvals ➤ Communicate change 	Completed 20% completed Not started
16.6	There is a need to provide guidance information on mustering training		
16.7	Need to provide training and a process to manage instructor training and instructor proficiency checks for previously approved pilots under CAO 29.10	<ul style="list-style-type: none"> ➤ Prepare course of training for instructors ➤ Implement proficiency check process ➤ Extend capability to other industry personnel 	Completed Completed ongoing

Ref	Issue	Proposed solution, response and activities	Status
17. Instrument PIFR, NVIS, Night VFR ratings			
17.1	Clear guidance needed to explain the instrument rating rules	Publish information sheet on the transition rules for the co-pilot instrument rating. > Information sheet (Co-pilot instrument ratings – transition to new rules) created and published on the CASA website	Completed 30/9/14
17.2	Improve the MOS standards for the instrument rating	Amend the MOS unit CIR to incorporate Night VFR units	
		Amend flight test and proficiency check standards	
		> Draft proposal, consult with SCC FCL Sub-Committee > Draft instructions for MOS amendment	Completed 19/5/15 Completed 31/10/15
		> Make and publish updated MOS	Not started
17.3	2D and 3D instrument endorsements – confusion over advisory slope guidance and how it is dealt with in the recent experience and proficiency check rules. [Forum #36] F13/8588-6	Publish an information sheet on instrument rating rules including transition rules. > Information sheet (Instrument rating) created and published on the CASA website > Publish Advisory Circular on 2D / 3D operations > Draft advisory circular and consult > Publish AC and communicate	Completed 20/4/15 Target tba 85% completed Not started
	Need to provide information on Baro/VNav 3D operations	> Prepare and publish information sheet	75% completed
17.4	Industry experiences difficulty accessing some navigation aids for conducting training and testing purposes. Can approach overlays be used to help solve this problem? [Forum #37]	This is not a Part 61 matter per se. Approach overlays should not be used unless the operational conditions are VFR and the manoeuvres can be conducted safely. A more desirable and safer option is to use flight simulation training devices.	No action required Closed
17.5	Part 61 requires an IPC for each type rated aircraft every 2 years. For some pilots that is a significant additional cost.	Review of policy and requirements > Prepare options for consideration > Initiate consultation on options > Complete consultation and prepare proposal > Draft instructions to remove IPC for type ratings > Make and publish exemption CASA EX93/16 > Publish communication on change and update information sheet	Completed Completed Completed Completed Completed 17/6/16 Published




Ref	Issue	Proposed solution, response and activities	Status
17.6	Part 61 requires an IPC for each single-pilot turbojet aeroplane every 12 months.	Consideration to be given to amending this requirement to be any single-pilot turbojet aeroplane	
		➤ Draft proposal, consult with SCC FCL subcommittee meeting 20	Completed 19/5/15
		➤ Draft and make exemption CASA EX41/16 ➤ Publish and communicate change	Completed Completed
		Amend regulations ➤ Drafting instructions ➤ Consult with SCC FCL Subcommittee ➤ Finalise and implement amendment	Not started Not started Not started
17.7	Concern about the requirement for an instrument rating flight test to include 2 hours of cross-country flight time. Reference is flight examiner handbook. [Forum #30]	The time is consistent with the instrument rating flight tests conducted under the old regulations. The key factor is covering the competency standards required to be tested; the time is a guide. Review and consider amending the Flight Examiner handbook as appropriate. Consider amending the requirement in version 2 of the flight examiner handbook. However, the flight time depends on many factors such as the number of endorsements covered by the flight test	Target TBA In progress
17.8	Instrument proficiency checks require multiple approaches to be conducted and a holding pattern. Requirements are onerous. Circling approach is required for 3D endorsement and this is not necessary. [Forum #49] {MOS Schedules 5 and 6}	The competency standards are being reviewed and amended. See above for proposed amendment to MOS for IR standards	See item 17.2
17.9	Some airline pilots have expressed their concerns about having to complete separate IPCs when they are under a training and checking system with 61.040 approvals. Their view is that they shouldn't need to do separate checks in order to fly privately.	Review of policy and requirements ➤ Initiate consultation during PIR process	Target TBA Not started
17.10	Under CAR Part 5, the privileges of the night VFR rating didn't extend to multi-engine aeroplane charter or RPT – night VFR ops was a privilege of instrument rating.	Reinstate the limitation on conducting night VFR ops in multi-engine aeroplanes for charter and RPT in an amendment to CAO 82.0 ➤ Draft proposal to amend CAO ➤ Consult on change ➤ Make and publish instrument ➤ Communicate change	100% completed 15% completed 75% completed Not started

Ref	Issue	Proposed solution, response and activities	Status
17.11	To qualify for an NVIS rating, pilots need 20 hours of night flight time as pilot in command. This is difficult to achieve in some cases and other night flight time should be applicable.	Proposal to allow dual, co-pilot and PICUS night experience to be used for the 20 hours of night flight time. <ul style="list-style-type: none"> ➤ Consultation ➤ Draft and make exemption CASA EX77/16 ➤ Register exemption and communicate change 	Completed Completed Registered 27/5/16
17.12	Problems have been identified with some 61.040 approvals in relation to privileges and the conditions	Reissue approvals to align EPC and PDP to the new schedule	ongoing
18. Part 61 Manual of Standards (MOS)			
18.1	Clear guidance needed to explain the MOS and how it is used.	Publish information sheet <ul style="list-style-type: none"> ➤ Information sheet (Part 61 Manual of Standards) created and published on the CASA website 	Completed 15/5/14
18.2	Concerns have been raised about the helicopter standards in Schedule 2 of the MOS.	Review and update the standards	
		<ul style="list-style-type: none"> ➤ Draft proposal, consult with Flight Crew Licensing Sub-Committee ➤ Working group established to complete work 	100% completed
		<ul style="list-style-type: none"> ➤ CASA draft instructions for MOS amendment 	Target 30/11/16 100% completed
		<ul style="list-style-type: none"> ➤ CASA make and publish updated MOS 	Not started
18.3	The flight test for the multi-engine aeroplane class rating includes reference to incipient spinning yet the MOS excludes that manoeuvre. [Forum #45] {MOS Sched 2}	The MOS is being amended to remove the requirement from the flight test standard. <ul style="list-style-type: none"> ➤ Complete drafting ➤ Incorporate change in MOS Amendment 	Target 30/11/16 100% completed Not started
18.4	The MOS doesn't specify knowledge standards for the RPL navigation endorsement. [Forum #46] {MOS Schedules 1 and 3}	Insert content in the MOS to include knowledge standards for the RPL navigation endorsement <ul style="list-style-type: none"> ➤ Complete drafting ➤ Incorporate change in MOS Amendment 	Target 30/11/16 100% completed Not started
18.5	Inconsistencies and inappropriate content in the MOS. [Forum #47]	Advice is received from stakeholders and compiled into a MOS amendment register. These amendments will be incorporated into the next release of the MOS. <ul style="list-style-type: none"> ➤ Draft amendments to the MOS, publish change and implementation arrangements for the changes. 	Target 30/11/16 50% completed
18.6	Recognition of prior learning, experience and qualifications. There is a lack of guidance on how RPL is managed under the new regulations. [Forum #48]	Guidance material required to explain how RPL can be managed. Also needs to be incorporated into Part 141 and Part 142 manuals.	Target TBA Not started



Ref	Issue	Proposed solution, response and activities	Status
18.7	Reduction in navigation infrastructure requires instrument rating flight test standards to be changed	<ul style="list-style-type: none"> ➤ Consult on issue ➤ Prepare amendment to Part 61 MOS schedule 5 flight test standards ➤ Register MOS change and publish information about the change 	Completed 24/5/16
18.8	Review and update Schedule 5 and 6 for flight test standards and proficiency check standards – mainly to uncouple Sched 2 from 5 and 6.	<ul style="list-style-type: none"> ➤ Prepare proposal document ➤ Publish and consult on proposal ➤ Next steps depending on consultation – anticipate update to MOS 	Completed Ready to publish
19. Transition arrangements			
19.1	Concerns about insufficient guidance or communication about transition arrangements [Forum #3]	Publish information sheet <ul style="list-style-type: none"> ➤ Information sheet (Flight crew licensing transition provisions – Part 61) created and published on the CASA website 	Completed 3/12/14
19.2	Confusion about the transition arrangements for flight reviews and proficiency checks based on activities undertaken prior to 1 September 2014, such as flight reviews and renewals [Forum #51]	In summary, previous checks and reviews continue to apply as if the new regulations had not commenced, until the expiry of that check or review. <ul style="list-style-type: none"> ➤ Information sheet (Flight crew licensing transition provisions – Part 61) created and published on the CASA website 	Completed 3/12/14
19.3	Policy to address transition rule 202.279 re IPCs conducted overseas needs to be finalised.	<ul style="list-style-type: none"> ➤ Prepare proposal document ➤ Publish and consult on proposal ➤ Next steps depending on consultation – anticipate reg amendment 	Not started
20. Integrated training			
20.1	The requirements have changed significantly for integrated helicopter training for CPL(H) and there are concerns about the impacts on the sector.	Publish guidance material on integrated training and what is required <ul style="list-style-type: none"> ➤ Initial discussions with helicopter trainers ➤ Prepare proposal for further consultation Clarification on what is integrated training – information sheet published – see below. Further discussion on supporting modular training scheme which would be similar to the CAR Part 5 special course rules, which is deemed not to be integrated training.	Completed – see below re modular training
20.2	Information about integrated training required	Publish information sheet	Published
20.3	Consider proposal to introduce modular training for CPL	Prepare consultation material and undertake consultation on this subject. Noting progress is needed due to the end of transition being 31/8/18.	20% completed

Ref	Issue	Proposed solution, response and activities	Status
21. Aeronautical knowledge examinations			
21.1	Candidates are failing examinations due to implementation – references to the new regulations [Forum #6]	Whenever new legislation is introduced or changes are made to the AIP and other operational documents, examination questions are updated. <ul style="list-style-type: none"> Information about the Part 61 changes were published on CASA's website in 2013. 	No action required Closed
21.2	Concern about RPL knowledge standards [Forum #9]	<ul style="list-style-type: none"> Issue to be considered under post implementation review Issue to be raised at SCC FCL subcommittee 	Target TBA Not started
21.3	The 2-year window for CPL and ATPL examinations should be extended to 3 years for applicants who passed examinations prior to the start of Part 61.	<ul style="list-style-type: none"> Allow 3 years for CPL and ATPL applicants to complete their exams if they held an exam pass prior to start of Part 61 Draft instructions and consult Make and register exemption CASA EX86/16 Communicate change. 	Completed Registered 31/5/16 completed
22. Administration			
22.1	Errors are being found in the new Part 61 licences that pilots are receiving. Concerns about the process of returning incomplete applications [Forum #54]	CASA is managing a large volume of applications and the error rate is being monitored has decreased significantly following the successful implementation of training and review process. Rectifications are made where required <ul style="list-style-type: none"> Additional communications have been published to help deal with transition application processes. Over 23,000 Part 61 licences have already been issued which is approximately 57% of the number of active pilots. All Flight Crew Licensing work instructions have been reviewed and updated to reflect current processes Attention continues to be applied to all administration processes 	Ongoing
22.2	Moved to instructor rating section (related to simulator rating on licence)		Moved to instructor rating section
22.3	Concerns raised about the naming of the floatplane endorsement and the possibility of confusion.	Issue reviewed and determined that no action is required. There were some issues about the data conversion from earlier licensing system.	No action required, closed
23. Part 141 and 142 - common			
23.1	Kinds of aircraft – Parts 141 and 142. Current definition in CASR Dictionary means an operator needs to obtain CASA approval to change its fleet of training aircraft and this is not the intention. {CASR Dictionary, 141.025(a)(ix), 141.260(1)(i)(i) and (ii), 142.030(a)(IX), 142.340(1)(i)(i) and (ii)}	Add a definition of Kinds of aircraft for Parts 141 and 142 that meets the intention of only requiring the significant change process when any of the following aircraft are added to the fleet: a type rated aircraft, a new class, the first type with pressurisation, the first type with a turbine engine. <ul style="list-style-type: none"> Draft change, consult with SCC FCL Sub-Committee [meeting 20] Finalise short term policy and recommendation Draft and make exemption instrument in line with the option adopted after consultation – exemption CASA EX126/15 Publish and communicate change 	Completed Completed Completed Registered 13/5/15 Completed
		Amend regulations <ul style="list-style-type: none"> Drafting instructions Consult with SCC FCL Subcommittee Finalise and implement amendment 	100% complete 100% completed Not started



Ref	Issue	Proposed solution, response and activities	Status
23.2	Requirement to name a person for the purposes of performing responsibilities of key persons in their absence {141.260 (1) (e) (iv)} {142.340 (1) (e) (iv)}	An operator should be able to manage absences in certain circumstances by not conducting operations in lieu of having to have a standby key person such as a head of operations. Initial instrument to manage the issue followed by a regulation amendment. <ul style="list-style-type: none"> ➤ Draft change ➤ Draft and make exemption instrument in line with the option adopted after consultation ➤ Publish and communicate change 	Target 30/11/16 20% completed Not started Not started
23.3	Provide guidance information about the transition arrangements for flight training operators	Prepare information sheet Publish Information sheet	Completed
23.4	Problems have been identified that relate to the term 'temporary locations' as they applied under the previous rules.	Update processes, certificates and guidance on this subject to comply with the new regulations about locations for conducting training Update to sample ops manual and sample exposition	Completed
24. Part 141			
24.1	CASA agreed to publish a sample Part 141 operations manual. Some operators want to see the manual before progressing with their transition into Part 141.	Draft sample manual including review and approval Establish process for using, approving and amending an operations manual that is based on the sample Prepare and publish temporary management instruction Publish manual and information about the manual's use by operators Review and update the assessment workbook for Part 141	Completed Completed Completed Completed
24.2	Consider a proposal to allow for modular training courses that would allow a person to gain a pilot licence with reduced hours of experience	Review the policy and draft proposal for consultation <ul style="list-style-type: none"> ➤ See the CPL section for information about requirements for licence. 	Published

Ref	Issue	Proposed solution, response and activities	Status
24.3	Part 141 has a provision for the operator to establish and monitor safety performance indicators {141.120 (1) (e)}	Consideration has been given to removing this requirement from Part 141, in line with the removal of SMS from Part 141 and instead encourage operators to adopt a hazard management plan. > Draft proposal > Consult proposal > Next steps dependent on outcome of consultation	15% completed Not started Not started
24.4	Transition period to be extended to 31 August 2018	Amend the transition regulations to make the end of the transition period 31 August 2018 in line with the end of the Part 61 transition period > Drafting instructions > Finalise and implement amendment	Completed Not started
24.5	The Part 141 technical assessors handbook needs to be updated	Amend handbook Conduct inspectorate training Publish handbook	Completed Completed Published
25. Part 142			
25.1	Some operators are concerned about the costs associated with transitioning to a Part 142 certificate, especially the ongoing compliance costs.	Review the policy on the requirement for Part 142 operators to hold an AOC rather than an operator certificate as is the case for Part 141.	Target TBA Not started
		Review and update the assessment workbook for Part 142 and publish new Technical Assessor Handbook and Temporary Management Instruction	Completed
		Establish process for using and approving an operations manual that is based on the sample	Completed
		Publish sample exposition and information about the manual's use by operators	Published
25.2	Integrated training. Concerns have been raised about the impact of mandating Part 142 for integrated training and the differences in the training course requirements between the CAR Part 5 and the Part 61 cases. The helicopter training sector is being impacted and the matter needs to be addressed.	Consider options for reducing the impacts the new regulations are having on applying the Part 142 rules to integrated training and the experience (hour) requirements for non-integrated training courses for commercial pilot licences. > Draft a discussion paper on this topic and consult with SCC FCL Subcommittee	Target TBA Discussions on the topic initiated
25.3	Transition period to be extended to 31 August 2018	Amend the transition regulations to make the end of the transition period 31 August 2018 in line with the end of the Part 61 transition period > Drafting instructions > Finalise and implement amendment.	Completed Not started

Appendix 2 – Instruments of approval and exemptions

2015	Instrument Number	Instrument Description
26 November	CASA EX192/15	Exemption –alternative ways for pilots to meet multi-crew cooperation (MCC) training requirements
2 December	Edition 1	Instrument – prescribed qualification standards for flight simulation training devices (FSTDs)
23 December	CASA EX214/15 CASA EX215/15 CASA EX218/15 CASA EX219/15	Exemption made for instructor rating flight test
2016	Instrument Number	Instrument Description
7 January	CASA EX148/15	Aerial application rating and firefighting endorsement
22 January	CASA EX225/15	Update to multi-crew cooperation (MCC) training requirements exemption
17 March	CASA EX41/16	Exemption EX41/16 – to provide relief for pilots operating single-pilot turbojets
25 May	MOS amendment 1	Changes to instrument rating and ATPL flight test standards
31 May	CASA EX77/16	Exemption to relax flying experience requirements for helicopter pilots applying for night vision imaging system authorisations
7 June	CASA EX86/16	Exemption – aeronautical examinations moved to a three-year window for CPL and ATPL
21 June	CASA 98/16	Approved testing officer instrument of delegation extended until 30 June 2017
1 July	CASA EX93/16 CASA EX97/16	Changes to flight review and instrument proficiency check rules announced
1 July	CASA 69/16 CASA 70/16 CASA 72/16 CASA EX105/16 CASA EX106/16	Updated exemptions and approvals: <ul style="list-style-type: none"> › for pilots conducting multi-engine aeroplane class rating flight tests › for pilots conducting helicopter type rating flight tests › for pilots conducting flight tests for flight instructor rating endorsements. › allows Part 137 heads of operations (HOOs) to conduct operator proficiency checks on other Part 137 HOOs › allows CAO 82 check pilots to conduct operator proficiency checks
18 August	CASA 91/16	Firefighting training package for helicopter sector
8 September	CASA 133/16 CASA EX134/16	Exemption made to defer flight examiner rating proficiency check and professional development requirements
28 September	CASA EX143/16	Basic instrument flight training exemption
30 September	Edition 2	Instrument - Prescription of aircraft and ratings - Part 61 (Edition 2)

Appendix 3 – Guidance and tools

Name	Release Month
Part 141 Deliverables	
Part 141 Sample Operations Manual	Version 2.0 – March 2016 Version 2.1 – October 2016
Part 141 Worksheet	Version 2.0 – October 2016
Part 141 Certificate Template revision	December 2016
Part 141 – Temporary Management Instructions	Version 1.0 – July 2016 Version 2.0 – October 2016
Part 141 Technical Assessors Handbook	Version 2.0 – July 2016 Version 2.1 – October 2016
MAAT – Part 141 Sample Operations Manual Template	Version 1.0 – October 2016
Training Syllabuses	
Private pilot licence (helicopters)	Version 1.0 – October 2016
Private pilot licence (helicopters) lesson plans/training records	Version 1.0 – October 2016
Multi-engine (aeroplane) class rating	Version 1.0 – October 2016
Single-engine aeroplane night VFR endorsement	Version 1.0 – October 2016
Recreational pilot licence (aeroplanes)	Version 1.0 - October 2016
Private pilot licence (aeroplanes)	Version 1.0 - October 2016
Commercial pilot licence (helicopters)	Version 1.0 - October 2016
Commercial pilot licence (helicopters) lesson plans/training records	Version 1.0 - October 2016
Integrated commercial pilot licence (aeroplanes) training plan	Version 1.0 - October 2016
Part 142 Deliverables	
Part 142 – Temporary Management Instruction	Version 1.0 – July 2016 Version 2.0 – October 2016
Part 142 Sample Exposition	Version 1.0 – July 2016 Version 2.0 – October 2016
Part 142 Worksheet	Released November 2016
Part 142 Technical Assessors Handbook	Version 2.0 – July 2016 Version 2.1 – October 2016
MAAT – Sample Exposition Template	Version 1.0 – October 2016
Other Deliverables	
Air Operator's Certificate template changes	Released December 2016
Knowledge Base	Released March 2016
Enquiry Management Tool	Released March 2016
Industry Advisory Panel (IAP) online forum	Released November 2015
SharePoint staff webpage	Released November 2015
Staff training see Appendix 4	Conducted from March 2016
Communication to staff and industry – see Appendix 5	Ongoing for the duration of the Taskforce
Flight crew licensing web updates	


Appendix 4 – Training activities

	Part 141 Sample Operations Manual March-April 2016	Part 142 Sample Exposition June – July 2016
REGION	NUMBER OF STAFF WHO ATTENDED TRAINING	NUMBER OF STAFF WHO ATTENDED TRAINING
Eastern	25	14
Northern	4	6
Southern	29	10
Sydney	11	12
Western	11	12
Total	80	54

Appendix 5 – Communication activities


Date	Taskforce activity	Communication activity
2015		
10 November	Taskforce formed	<ul style="list-style-type: none"> › Media release – published on CASA website › Email to all CASA staff › CASA Briefing – DAS's column
10 November	Extension of Part 141 and 142 transition period	<ul style="list-style-type: none"> › Published information on CASA website › Email to CASA staff › Talking points for CASA inspectors › Email to CASA mailing list subscribers
24 November	Taskforce formed	<ul style="list-style-type: none"> › Reg Roundup information sessions for CASA staff
26 November	Exemption –alternative ways for pilots to meet multi-crew cooperation (MCC) training requirements	<ul style="list-style-type: none"> › Information published on CASA website › Email to CASA staff › Email to CASA mailing list subscribers › Social media
3 December	Taskforce formed	<ul style="list-style-type: none"> › Reg Roundup information sessions for CASA staff
2 December	Instrument – prescribed qualification standards for flight simulation training devices (FSTDs)	<ul style="list-style-type: none"> › Information published on CASA website › Email to CASA staff › Email to CASA mailing list subscribers
23 December	Exemption made for instructor rating flight test	<ul style="list-style-type: none"> › Information published on CASA website › Email to CASA staff › Email to CASA mailing list subscribers
2016		
7 January	Aerial application rating and firefighting endorsement	<ul style="list-style-type: none"> › Information published on CASA website › Email to CASA staff › Email to CASA mailing list subscribers › Social media
22 January	Update to multi-crew cooperation (MCC) training requirements exemption	<ul style="list-style-type: none"> › Information published on CASA website › Email to CASA staff › Email to CASA mailing list subscribers

Date	Taskforce activity	Communication activity
22 January	Changes to air transport pilot licensing requirements	<ul style="list-style-type: none"> › Information published on CASA website › Email to CASA mailing list subscribers › Social media
January edition	Taskforce update	<ul style="list-style-type: none"> › CASA Briefing article: <i>Licensing Taskforce making solid progress</i>
5 February	Instructor rating proficiency checks for mustering industry	<ul style="list-style-type: none"> › Information published on CASA website › CASA Flyer article: <i>First aerial mustering industry assessor approved</i> › CASA Briefing article (March edition): <i>Action to address mustering training bottleneck</i>
11 February	Taskforce update	<ul style="list-style-type: none"> › CASA Flyer article: <i>Progress by Part 61 Solutions Taskforce</i>
17 March	Exemption EX41/16 – to provide relief for pilots operating single-pilot turbojets	<ul style="list-style-type: none"> › Information published on CASA website › Email to CASA staff › Email to CASA mailing list subscribers › Social media
23 March	Guidance material for 141 flying training organisations released	<ul style="list-style-type: none"> › Information published on CASAconnect for CASA staff, including talking points for staff and guidance on the enquiries management process › Articles published in new knowledge base (online tool for CASA staff) › Information sheet for CASA staff: › Guidance package published on the CASA website › New information sheet published: <i>Guidance for Part 141 flying training organisations</i> › Email to CASA staff › Email to CASA mailing list subscribers › CASA Flyer article: <i>New guidance for flying training organisations</i> › CASA Briefing article: <i>Guidance material for flying training organisations</i> › Social media
15 April	New sample syllabus for flying training organisations (private pilot licence - helicopters) released	<ul style="list-style-type: none"> › Information published on CASA website › Email to CASA staff › Email to CASA mailing list subscribers › Social media
5 May	Taskforce update	<i>Taskforce Top 5:</i> <ul style="list-style-type: none"> › All staff email › Published on <i>Have Your Say</i> website – IAP forum › Published on CASA website › Email to CASA mailing list subscribers
11 May	Update on progress of Part 142 guidance package, plus development of additional flying training syllabuses underway	<ul style="list-style-type: none"> › Published information on CASA website › Published information on <i>Have Your Say</i> IAP forum › CASA Briefing article: <i>More guidance on the way for flying training organisations</i> › Email to CASA staff › Email to CASA mailing list subscribers



Date	Taskforce activity	Communication activity
16 May	Taskforce update	<i>Taskforce Top 5:</i> <ul style="list-style-type: none"> › All staff email › Published on <i>Have Your Say</i> website – IAP forum › Published on CASA website › Email to CASA mailing list subscribers
19 May	Taskforce update	<ul style="list-style-type: none"> › CASA Flyer article: <i>more guidance, less burden</i>
25 May	Changes to instrument rating and ATPL flight test standards	<ul style="list-style-type: none"> › New information sheet published on CASA website › Email to CASA staff › Email to CASA mailing list subscribers › Social media
30 May	Taskforce update	<i>Taskforce Top 5:</i> <ul style="list-style-type: none"> › All staff email › Published on <i>Have Your Say</i> website – IAP forum › Published on CASA website › Email to CASA mailing list subscribers
31 May	Exemption to relax flying experience requirements for helicopter pilots applying for night vision imaging system authorisations	<ul style="list-style-type: none"> › New information sheet published on CASA website › Email to CASA staff › Email to CASA mailing list subscribers › Social media
31 May	Changes to flight reviews and instrument proficiency checks	<ul style="list-style-type: none"> › Reg Roundup presentation to CASA staff
7 June	Exemption – aeronautical examinations moved to a three-year window for CPL and ATPL	<ul style="list-style-type: none"> › All staff email › Published on <i>Have Your Say</i> website – IAP forum › Published on CASA website › Email to CASA mailing list subscribers › Social media
10 June	Changes to flight reviews and instrument proficiency checks	<ul style="list-style-type: none"> › Reg Roundup presentation to CASA staff
14 June	Taskforce update	<i>Taskforce Top 5:</i> <ul style="list-style-type: none"> › All staff email › Published on <i>Have Your Say</i> website – IAP forum › Published on CASA website › Email to CASA mailing list subscribers
20 June	Announcement – flight review and instrument proficiency check rules to change on 1 July	<ul style="list-style-type: none"> › Information published on CASA website › CASA Briefing article: <i>Flight review and proficiency check changes from 1 July</i> › Email to CASA staff › Email to CASA mailing list subscribers › Social media

Date	Taskforce activity	Communication activity
21 June	Announcement - approved testing officer delegations extended until 30 June 2017	<ul style="list-style-type: none"> Information published on CASA website CASA Briefing article: <i>Extra time for approved testing officers</i> Email to flight training and testing office staff Email to CASA staff Targeted emails to approved testing officers Targeted emails to flight examiner rating holders
1 July	Changes to flight review and instrument proficiency check rules announced	<ul style="list-style-type: none"> Updated information on CASA website New information sheets published: <ul style="list-style-type: none"> <i>Changes to instrument proficiency checks – July 2016</i> <i>Changes to aircraft rating flight review requirements – July 2016</i> Full suite of existing licensing information sheets updated to reflect the changes Part 61 Licence Instruction Guide updated and published on CASA website Email to CASA staff Email to CASA mailing list subscribers Social media
1 July	Updated exemptions and approvals: CASA EX106/16 – allowed CAO 82 check pilots to conduct operator proficiency checks CASA ex105/16 – allowed Part 137 heads of operations (HOOs) to conduct operator proficiency checks on other Part 137 HOOs CASA 69/16 – for pilots conducting multi-engine aeroplane class rating flight tests CASA 70/16 – for pilots conducting helicopter type rating flight tests CASA 72/16 – for pilots conducting flight tests for flight instructor rating endorsements.	<ul style="list-style-type: none"> Email to CASA staff Email to CASA mailing list subscribers Updated information on CASA website
5 July	Part 61 Solutions Taskforce extended	<ul style="list-style-type: none"> Email to Taskforce members Email to all CASA staff CASA Briefing – DAS's column CASA Flyer article: <i>Extension for Solutions Taskforce</i>
11 July	Taskforce update	<p><i>Taskforce Top 5:</i></p> <ul style="list-style-type: none"> All staff email Published on <i>Have Your Say</i> website – IAP forum Published on CASA website Email to CASA mailing list subscribers



Date	Taskforce activity	Communication activity
25 July	Taskforce update	<i>Taskforce Top 5:</i> <ul style="list-style-type: none"> › All staff email › Published on <i>Have Your Say</i> website – IAP forum › Published on CASA website › Email to CASA mailing list subscribers
26 July	Taskforce extended	<ul style="list-style-type: none"> › Reg Roundup information session for CASA staff
8 August	Taskforce update	<i>Taskforce Top 5:</i> <ul style="list-style-type: none"> › All staff email › Published on <i>Have Your Say</i> website – IAP forum › Published on CASA website › Email to CASA mailing list subscribers
12 August	ATPL flight test guidance	<ul style="list-style-type: none"> › New information sheet published on CASA website: <i>The air transport pilot licence flight test</i> › Email to CASA staff › Email to CASA mailing list subscribers › Social media
	Integrated training guidance	<ul style="list-style-type: none"> › New information sheet published: <i>Integrated flight training for private and commercial pilot licences</i> › Published on <i>Have Your Say</i> IAP forum › Email to CASA staff › Email to CASA mailing list subscribers › Social media
19 August	Part 142 guidance material released	<ul style="list-style-type: none"> › Information published on CASAconnect for CASA staff, including talking points for staff and guidance on the enquiries management process › Information published on the CASA website › New information sheet published: <i>Transitioning to new rules for flying training organisations</i> › <i>Expositions for flying training organisations</i> information sheet updated › Email to CASA staff › Email to CASA mailing list subscribers › CASA Flyer article: <i>New guidance for flying training organisations</i> › CASA Briefing article: <i>Guidance material for flying training organisations</i> › Social media
22 August	Taskforce update	<i>Taskforce Top 5:</i> <ul style="list-style-type: none"> › All staff email › Published on <i>Have Your Say</i> website – IAP forum › Published on CASA website › Email to CASA mailing list subscribers

Date	Taskforce activity	Communication activity
5 September	Taskforce update	<i>Taskforce Top 5:</i> <ul style="list-style-type: none"> ➤ All staff email ➤ Published on <i>Have Your Say</i> website – IAP forum ➤ Published on CASA website ➤ Email to CASA mailing list subscribers
8 September	Exemption made to defer flight examiner rating proficiency check and professional development requirements	<ul style="list-style-type: none"> ➤ New information sheet published on CASA website: <i>Examiner rating proficiency check (EPC) and Personal Development Program (PDP) implementation plans</i> ➤ Email to CASA staff ➤ Email to CASA mailing list subscribers ➤ Social media
19 September	Taskforce update	<i>Taskforce Top 5:</i> <ul style="list-style-type: none"> ➤ All staff email ➤ Published on <i>Have Your Say</i> website – IAP forum ➤ Published on CASA website ➤ Email to CASA mailing list subscribers
22 September	Taskforce update	<ul style="list-style-type: none"> ➤ CASA Flyer article: <i>Work of licensing Taskforce nearing completion</i>
28 September	Basic instrument flight training exemption	<ul style="list-style-type: none"> ➤ Email to CASA staff ➤ Email to CASA mailing list subscribers ➤ Published on CASA website ➤ Social media
30 September	Instrument - Prescription of aircraft and ratings - Part 61 (Edition 2)	<ul style="list-style-type: none"> ➤ Email to CASA staff ➤ Email to CASA mailing list subscribers ➤ Published on CASA website ➤ New information sheets ➤ Social media
	Flight crew licensing videos	<ul style="list-style-type: none"> ➤ Overview of Part 61 ➤ Managing training – Parts 141 and 142 ➤ Competency based training ➤ SMS and the exposition ➤ Part 61 in the helicopter world



Appendix 6 - Part 61 Solutions Taskforce members

Part 61 Solutions Taskforce Team Members		
Andrew Ward	Elaine Gooding	Michelle Harris
Anthony Stanton	Fiona Beirne	Mike Juelg
Arceli Chua	Gary Bailey	Peter Lawlor
Belinda Watson	Janine McMullan	Peter O'Keefe
Ben Crawford	John Frearson	Phil Betts
Bill Cox	Kerry Nolan	Roger Crosthwaite
Brenda Cattle	Kirsten Burnett	Roger Weeks
Cal Foote	Lesley Crow	Steve Campbell
Chris Jameson	Mal Reed	Teraya Miller
Christian Tagle	Mark Emmerson	Yvette Lutze
David Robinson	Mark Skidmore	
Steve Campbell	Melinda Weeks	

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PART61
solutions taskforce