



CAC REFERENCE NUMBER:	CAC 01/2022
APPLICABILITY:	AIRWORTHINESS FLIGHT OPERATIONS GROUND HANDLING
EFFECTIVE DATE:	01/02/2022
DOCUMENT EFFECTED:	CAD 6010 – GROUND HANDLING CAD 6011 PART 1 – RPTO CAD 6801 – CAAM PART M CAD 8301 – CERTIFICATE OF AIRWORTHINESS CAGM 6801 – CAAM PART M CAGM 1001 – FLIGHT CREW LICENSING

Revised CADs AND CAGMs Requirements and Guidance

1 Introduction

- 1.1 This Civil Aviation Circular (CAC) is issued by the Chief Executive Officer (CEO) of the Civil Aviation Authority of Malaysia, as CAC 01/2022, in exercise of the powers conferred by section 24o of the Civil Aviation Act 1969 [Act 3].
- 1.2 This CAC, including the attachments is a legally binding document that supersedes current published standards, requirements, procedures, or guidelines in the CADs/CAGMs.
- 1.3 The standards, requirements, procedures, or guidelines stated in this CAC will be incorporated into the relevant CADs/CAGMs in the next planned revision cycle.
- 1.4 Without prejudice, any revision(s) in this CAC is only applicable to the aforementioned chapter or paragraph of the CADs or CAGMs herewith thereto.

2 Revision(s)

- 2.1 The revision(s) of the CADs and CAGMs affected can be found in attachments as below.

No.	Attachment	CAD applicable
1	Attachment 1	CAD 6010 – Ground Handling
2	Attachment 2	CAD 6011 Part I – Remote Pilot Training Organisation Requirements and Guidance
3	Attachment 3	CAD 6801 – Continuing Airworthiness of Aircraft
4	Attachment 4	CAD 8301 – Certificate of Airworthiness
5	Attachment 5	CAGM 6801 – Continuing Airworthiness of Aircraft
6	Attachment 6	CAGM 1001 – Flight Crew Licensing



3 Incorporating Changes Into CADs And CAGMs

- 3.1 The changes stated in this CAC will be incorporated into the next revision of the applicable CADs and CAGMs.

4 Revocation

- 4.1 This CAC will revoke the following:

- a) Airworthiness Notice 27 – Definition of Radio Installation for the Issue of a Certificate of Airworthiness, issue 1 dated 1st April 1987;
- b) Airworthiness Notice 57A – Aircraft Field Loadable Software, issue 1 dated 1st October 2002; and
- c) Airworthiness Notice 6406 – Aircraft Ground De-icing and Anti-icing, issue 1 dated 15th July 2019;

(Captain Chester Voo Chee Soon)
Chief Executive Officer
Civil Aviation Authority of Malaysia



ATTACHMENT 1 TO CAC 01/2022: CAD 6010 – GROUND HANDLING

1 Revision(s)

1.1 Paragraph 2.2.1.12

1.1.1 Para 2.2.1.12 note has been revised as follows:

The Audit/Inspection finding response format are specified in Appendix 1 of CAGM 6010.

1.1.2 **Reason for change:** Moved appendices from CAD 6010 to CAGM 6010.

1.2 Paragraph 2.8.8

1.2.1 Para 2.8.8 has been revised as follows:

The detailed requirements for GHSP application form are specified in Appendix 1 of CAGM 6010.

1.2.2 **Reason for change:** Moved appendices from CAD 6010 to CAGM 6010.

1.3 Paragraph 3.1.1 c)

1.3.1 Para 3.1.1 c) has been revised as follows:

A compliance report showing that the GHSP meets each applicable requirement of this section. The Compliance Checklist can be found in Appendix 1 of CAGM 6010.

1.3.2 **Reason for change:** Moved appendices from CAD 6010 to CAGM 6010.

1.4 Paragraph 3.1.3

1.4.1 Para 3.1.3 has been revised as follows:

The detailed requirements for GHSP application form are specified in Appendix 1 of CAGM 6010.

1.4.2 **Reason for change:** Moved appendices from CAD 6010 to CAGM 6010.



1.5 **Paragraph 3.6.3 d)**

1.5.1 Para 3.6.3 d) has been revised as follows:

The application must be submitted in the form and manner prescribed by the CAAM as per Appendix 1 of CAGM 6010.

1.5.2 **Reason for change:** Moved appendices from CAD 6010 to CAGM 6010.

1.6 **Paragraph 3.7.1**

1.6.1 Para 3.7.1 has been revised as follows:

A person applying to the CAAM for the renewal of TAC issued under this section must apply in a form and manner prescribed by the CAAM as per Appendix 1 of CAGM 6010.

1.6.2 **Reason for change:** Moved appendices from CAD 6010 to CAGM 6010.

1.7 **Paragraph 4.1.7**

1.7.1 Para 4.1.7 has been revised as follows:

The detailed requirements for AM and NPH application forms are specified in Appendix 1 of CAGM 6010.

1.7.2 **Reason for change:** Moved appendices from CAD 6010 to CAGM 6010.

1.8 **Paragraph 4.4.5**

1.8.1 Para 4.4.5 note has been revised as follows:

Note. – The Ground Handling Accountable Manager (AM) and Nominated Post Holder (NPH) Forms are specified in Appendix 1 of CAGM 6010.

1.8.2 **Reason for change:** Moved appendices from CAD 6010 to CAGM 6010.

1.9 **Paragraph 5.1.6**

1.9.1 Para 5.1.6 has been revised as follows:

Each Self-Handler's and GHSP's must keep its manuals current at all times and must provide to the CAAM with a complete and most current copy of its approved manuals. The detailed requirements for mandatory manual are specified in Appendix 3 of CAGM 6010.

1.9.2 **Reason for change:** Moved appendices from CAD 6010 to CAGM 6010.



1.10 **Paragraph 6.1.3**

1.10.1 Para 6.1.3 has been revised as follows:

The list of ground handling mandatory and functional training/courses is specified in Appendix 2 of CAGM 6010.

1.10.2 **Reason for change:** Moved appendices from CAD 6010 to CAGM 6010.

1.11 **Paragraph 6.1.4**

1.11.1 Para 6.1.4 has been revised as follows:

When DG training is required, the GHSP shall comply to the IATA DG Training Requirement Matrix as shown in Appendix 4 of CAGM 6010.

1.11.2 **Reason for change:** Moved appendices from CAD 6010 to CAGM 6010.

1.12 **Paragraph 6.2.2**

1.12.1 Para 6.2.2 has been revised as follows:

Each Self-Handler and GHSP is also required to establish a functional training syllabus conforming to operation categories. Guidelines on recommended functional training for all operation categories can be found in Appendix 2 of CAGM 6010.

1.12.2 **Reason for change:** Moved appendices from CAD 6010 to CAGM 6010.

1.13 **Paragraph 9.1.9**

1.13.1 Para 9.1.9 has been revised as follows:

The detailed requirements for Ground Handling compliance are specified in Appendix 1 of CAGM 6010.

1.13.2 **Reason for change:** Moved appendices from CAD 6010 to CAGM 6010.

1.14 **Appendices**

1.14.1 All appendices in CAD 6010 has been moved to CAGM 6010:



ATTACHMENT 2 TO CAC 01/2022: CAD 6011 PART I – REMOTE PILOT TRAINING ORGANISATION REQUIREMENTS AND GUIDANCE

1 Revision(s)

1.1 Paragraph 1.4.9

1.1.1 Para 1.4.9 shall read as follows:

From 01 December 2021 onwards, all remote pilots must be in possession of an RCoC-B and its additional applicable modules for an authorisation within the Special UAS Project.

2.1.2 **Reason for change:** To provide clarity on the requirements of remote pilot certificate of competency requirements.

1.2 Paragraph 1.4.3 and 3.3.1

1.2.1 Para 1.4.3 shall read as follows:

The CAAM approves RPTO to assess the competence of remote pilots against a specific set of requirements and to issue the appropriate certificate on CAAM's behalf.

1.2.2 Para 3.3.1 shall read as follows:

Remote Pilot Training Organisation Certificate of Approval is an organisation that has been formally approved by the CAAM to submit reports in relation to the competency of remote pilots.

1.2.3 **Reason for change:** CAAM will be the only body who will issue the student's RCoC certificate after receiving the reports from the RPTO.

1.3 Paragraph 3.9.1, 4.5.3.(b), 7.1.7.3, and 8.1.1.(a)

1.3.1 Para 3.9.1(i)(3) and its associated Note: shall read as follows:

3.9.1 (i)(3) 30 questions on theoretical knowledge examination

Note. – RPTOs are to provide the CAAM 30 questions yearly on each subject of the certification course that they intend to teach.

1.3.2 Para 4.5.3(b) shall read as follows:

The RPTO shall develop 30 questions for each subject provided and shall be submitted to the CAAM for approval.



Civil Aviation Authority of Malaysia
CIVIL AVIATION CIRCULAR (CAC)

Date: 31/01/22
CAC Ref: 01/2022

1.3.3 Para **7.1.7.3 Note** shall read as follows:

Note. – As per requirement 3.9.1 (i)(3), RPTOs are to provide the CAAM 30 questions yearly on each subject of the certification course that they intend to teach.

1.3.4 Para **8.1.1(a)** shall read as follows:

In order to standardize the quality of the RPTO's examination questions, all RPTOs must submit 30 questions yearly for each subject of the certification course using the template given in Attachment A (1) to the CAAM.

1.3.5 **Reason for change:** The total number of exam questions to be submitted to CAAM for each subject has been revised after multiple engagement and feedback from the industry.

1.4 **Paragraph 3.12.2.1.3**

1.4.1 Para 3.12.2.1.3 shall read as follows:

The acceptability of a single person holding several posts, possibly in combination with being AM as well, will depend upon the nature and scale of the operation. The two main areas of concern are competency and individual's capacity to meet his responsibilities.

Note. – However, this does not provide allowance for the Safety Manager to hold several posts, as he must remain clear of conflict from operational duties.

1.4.2 **Reason for change:** This addition has been included to allow flexibility to small organisations.

1.5 **Paragraph 3.12.6.1 (g)**

1.5.1 Para 3.12.6.1. (g) shall read as follows:

Ensuring that suitable arrangements are in place for the signing of all course completion certificates. Arrangements acceptable to the CAAM are to be made for periodic standardisation training and such training is to be detailed within RPTO's Training Procedure Manual.

1.5.2 **Reason for change:** Replace the word "FC" within the sentence to "RPTO".

1.6 **Paragraph 3.12.8.1(a) and 3.12.9.4**

1.6.1 Para 3.12.8.1(a) shall read as follows:

The Instructor must be competent in handling pesticides and shall hold current Pest Control Operator (PCO) Certificate issued by LRMP.



- 1.6.2 Para 3.12.9.4 shall read as follows
- An AE/FIE assessing for Module 2 (Agricultural Operations) shall hold a valid Pest Control Operator (PCO) Certificate issued by LRMP.
- 1.6.3 **Reason for change:** After an engagement with Lembaga Racun Makhluk Perosak (LRMP) with regard to module 2 agriculture, LRMP agreed to only issuing a PCO course instead of PCO license to RPTO module 2 instructor,
- 1.7 **Paragraph 4.4.3**
- 1.7.1 Para 4.4.3(a) shall read as follows:
- The request shall be submitted to CAAM at least 14 calendar days before the commencement of the RCoC course with the information on the current status of the flight instructors, aircraft and other relevant matters which provide complete picture of the current situation of the RPTO. RPTO is also required to comply with other agencies requirements.
- 1.7.2 **Reason for change:** (1) Reduce the number of days that the RPTO required to submit the named of enrolled student as this may assist the industry when commencing the course. (2) To make clear that RPTO required to fulfil other agencies' requirements.
- 1.8 **Paragraph 7.1.2, 7.1.4 and 8.1.2(c)**
- 1.8.1 Para 7.1.2 shall read as follows:
- The examination shall comprise depending on the course taken, as following:
- a) a minimum of 60 questions for RCoC-B
 - b) 30 questions for module 2
 - c) 30 questions for A2 RCoC.
- 1.8.2 Para 7.1.4 shall read as follows:
- The duration of the examination shall be, depending on the course taken, as following:
- a) RCoC-B: 90 minutes
 - b) Module 2: 45 minutes
 - c) A2 RCoC: 45 minutes
- Note. – Any candidate with a recognised disability or additional needs (e.g., dyslexia or dyspraxia) should be granted an extra 10% of the allocated assessment time to complete the examination. The candidates shall inform CAAM beforehand during application for examination and provide proof of his condition.*



1.8.3 Para 8.1.2(c) shall read as follows:

The examination details are as follows:

- 1) Passing marks – 75% and above.
- 2) Examination duration – based on paragraph 7.1.4
- 3) Number of question – based on paragraph 7.1.2
- 4) Question style – multiple choice questions (MCQ)

1.8.4 **Reason for change:** (1) The number of exam question for RCoC-B has been revised to include all 9 subjects into 1 exam paper which comprised of 60 question to answer within 90 minutes after multiple engagement and feedback from the industry. (2) To provide clarification on number of questions for Module 2 and RCoC A2.

1.9 Paragraph 7.1.8

1.9.1 Para 7.1.8 shall read as follows:

Conduct of Examination

7.1.8.1 The approved RPTO shall email to CAAM an intent to conduct the examination with a list of students and its program prior to conducting the exam. CAAM UAS Unit will advise the approved RPTO on the slot availability and will attend the examination VC to invigilate the examination remotely.

1.9.2 **Reason for change:** This additional paragraph is due to the requirement of the examination process to have CAAM UAS Inspector as the invigilator to monitor the examination process. This means that it also should depend on the availability of the CAAM representative.

1.10 Paragraph 9.1.2

1.10.1 Para 9.1.2 shall read as follows:

With the application for approval, a draft copy of the proposed RPTO's training and procedure manual must be submitted to the CAAM. The requirements for the contents of this manual are described in paragraph 4.5.1 of this CAD.

1.10.2 **Reason for change:** Replace the word "ATO" within the sentence to "RPTO".



1.11 **Appendix 5 – Training and Procedure Manual item 1.4 – List of Effective Pages**

1.11.1 Item 1.4 – List of effective pages shall read as follows:

List of Effective Pages

A 'List of Effective Pages' is a list of every page in the document along with current revision number and date of each page's revision. The RPTO may use the following template:

Page	Revision Number	Effective Date
Chapter 1		
1-1	Issue 01/ Revision 00	01 March 2021
1-2	Issue 01/ Revision 01	01 July 2021

At the bottom of the pages, it should include an initial and stamp of the Manual Owner (AM) and CAAM.

(RPTO Name)	CAAM

1.11.2 **Reason for change:** To provide clarification or guidance on how the List of Effective pages should be created.



ATTACHMENT 3 TO CAC 01/2022: CAD 6801 – CONTINUING AIRWORTHINESS OF AIRCRAFT (CAAM PART M)

1 Revision(s)

1.1 Paragraph 1.3.1

1.1.1 Para 1.3.1 shall read as follows:

This CAD also revokes Airworthiness Notices 6406 – Aircraft Ground De-icing and Anti-icing, issue 1 dated 15th July 2019.

1.1.2 Reason for change: Revocation of AN 6406.

1.2 Paragraph 3.1.1 e)

1.2.1 Para 3.1.1 e) shall read as follows:

the accomplishment of any applicable:

- 1) airworthiness directive;
- 2) any other safety directive with a continuing airworthiness impact;
- 3) continued airworthiness requirement established by CAAM;
- 4) measures mandated by CAAM in immediate reaction to a safety problem; and
- 5) aircraft modifications and repairs in accordance with paragraph 3.4 of this CAD.

1.2.2 Reason for change: Revised requirement for item (5).

1.3 Paragraph 3.1.1 h)

1.3.1 Para 3.1.1 h) has been added as follows:

the accomplishment ground de-icing and anti-icing programme:

- 1) the ground de-icing/anti-icing programme shall comply with the clean aircraft concept ('CAC');
- 2) the ground de-icing/anti-icing programme shall be submitted to the CAAM for approval;
- 3) the ground de-icing/anti-icing programme as approved by the CAAM shall be complied with.

1.3.2 Reason for change: Requirement from AN 6406 has been transferred to CAD 6801.



ATTACHMENT 4 TO CAC 01/2022: CAD 8301 – CERTIFICATE OF AIRWORTHINESS

1 Revision(s)

1.1 Paragraph 1.3.2

1.1.1 Para 1.3.2 has been added as follows:

This CAD also revokes:

- a) Airworthiness Notice 27 – Definition of Radio Installation for the Issue of A Certificate of Airworthiness, issue 1 dated 1 April 1987; and
- b) Airworthiness Notice 57A – Aircraft Field Loadable Software, issue 1 dated 1 October 2002.

1.1.2 **Reason for change:** Revocation of AN 27 and AN 57A.

1.2 Paragraph 2.1

1.2.1 Para 2.1 shall read as follows:

CAAM may issue a certificate of airworthiness, if CAAM is satisfied that the applicant has fulfilled the following requirements and any other requirements under this CAD:

- a) submission of an application form CAAM/AW/8301-01 to CAAM together with an airworthiness review report in accordance with chapter 9 of CAD 6802 and accompanied by the prescribed fee;
- b) holds a valid certificate of registration issued under the MCAR or in the case of lease, the applicant is stipulated on the registration document or detailed in the leasing contract;
- c) comply with the identification plate and markings requirements as specified in CAD 7;
- d) the flight manual for that aircraft is compatible with the aircraft configuration;
- e) comply with all applicable airworthiness directives issued by CAAM and certifying authority of the State of Design of the aircraft, engine and propeller.
- f) comply with all applicable requirements issued by CAAM including CADs and Circulars;
- g) evidence on the appointment of organisation managing the: -
 - 1) continuing airworthiness; and



Civil Aviation Authority of Malaysia
CIVIL AVIATION CIRCULAR (CAC)

Date: 31/01/22
CAC Ref: 01/2022


- 2) maintenance of its aircraft and component;
- h) a maintenance programme for that aircraft has been approved by CAAM;
- i) submission weight and balance report together with equipment list and weight schedule for that aircraft has been approved by CAAM or any organisation approved by CAAM under regulation 31 of MCAR 2016;
- j) submission latest aircraft damage chart or dent and buckle chart;
- k) the assigned Mode S code, as applicable, has been installed;
- l) radio and radio navigations equipment installed are an approved type and a valid radio station license has been issued by the Malaysian Communications and Multimedia Commission for that aircraft;
- m) evidence of latest field loadable software being installed;
- n) in the case of:
 - 1) new aircraft, a production test flight report or any flight test attestation report which is issued by the manufacturer is satisfactory; or
 - 2) imported used aircraft, a flight test report is satisfactory;
- o) in the case of:
 - 1) new aircraft, a statement of attestation by the manufacturer for the Flight Data Recorder and Cockpit Voice Recorder is satisfactory; or
 - 2) imported used aircraft, the Flight Data Recorder and Cockpit Voice Recorder data readout is satisfactory;
- p) in the case of imported used aircraft, a used aircraft report is acceptable to CAAM (refer to Appendix 1 of this CAD);
- q) in the case of imported used aircraft and imported new aircraft, a certificate of airworthiness for export has been submitted to CAAM; and
- r) in the case of new aircraft which is designed, manufactured and constructed by an organisation which holds a valid certificate of approval under Regulation 21 of MCAR 2016, a Statement of Conformity has been submitted to CAAM.

1.2.2 **Reason for change:** Transferred requirements from AN 27 and AN 57A.

1.3 **Paragraph 2.2**

1.3.1 Para 2.2 shall read as follows:

For the purpose of paragraphs 2.1 p) and 2.1 q) of this CAD, the applicant shall submit a certificate of airworthiness for export and Statement of Conformity,

 <p>CAAM Civil Aviation Authority of Malaysia</p>	<p>Civil Aviation Authority of Malaysia</p> <p>CIVIL AVIATION CIRCULAR (CAC)</p>	<p>Date: 31/01/22 CAC Ref: 01/2022</p>
--	--	--

respectively to CAAM not more than sixty days from the date of its issue, unless otherwise agreed.

- 1.3.2 **Reason for change:** Reference number change caused by transferring of requirements from AN 27 and AN 57A.



ATTACHMENT 5 TO CAC 01/2022: CAD 6801 – CONTINUING AIRWORTHINESS OF AIRCRAFT (CAAM PART M)

1 Revision(s)

1.1 Paragraph 2.8

1.1.1 Para 2.8 has been added as follows:

CAD 6801 3.1.1(h) – Aircraft ground de-icing and anti-icing programme

1.1.2 Para 2.8.1 has been added as follows:

Refer Appendix 2 of CAGM 6801.

1.1.3 **Reason for change:** Added aircraft ground de-icing and anti-icing programme in Appendix 2 of CAGM 6801.

1.2 Appendix 2 – Aircraft ground de-icing and anti-icing

1.2.1 Appendix 2 has been added as follows (paragraph numbering as per the appendix):

1 Interpretation

1.1 In this appendix, unless the context otherwise requires–

“**anti-icing**” means a precautionary procedure by which clean aircraft surfaces are protected against the formation of ice and frost and the accumulation of snow and slush for a limited period of time;

“**critical surfaces**” means the critical surfaces which is determined by the aircraft manufacturer and may include wings, control surfaces, propellers, horizontal stabilizers, vertical stabilizers or any other stabilizing surface on an aircraft;

“**de-icing**” means the process that removes ice, snow, slush or frost from aircraft surfaces;

“**de-icing/anti-icing**” means a procedure combining both the de-icing and the anti-icing and that can be performed in one or two steps;

“**drizzle**” means fairly uniform precipitation composed exclusively of fine drops (diameter less than 0.5 mm (0.02 in)) very close together where drizzle appears to float while following air currents although, unlike fog droplets, drizzle falls to the ground;



“**frost**” means a deposit of small, white ice crystals formed on the ground or other surfaces where frost is formed by sublimation when water vapor is deposited upon a surface whose temperature is at or below freezing;

“**ground de-icing/anti-icing programme**” means a programme as approved by the Authority under paragraph 2 of this appendix;

“**operator**” has the same meaning assigned to it under the Civil Aviation Regulations 2016;

“**precipitation intensity**” means the indication of the amount of precipitation collected per unit time interval where intensity is defined according to the type of precipitation occurring, based either on rate of fall for rain and ice pellets or visibility for snow and drizzle;

“**slush**” means water-saturated snow that will be displaced with a splatter by a heel-and-toe slap-down motion against the ground; and

“**snow**” means precipitation of ice crystals, mostly branched in the form of six-pointed stars where the crystals are isolated or agglomerated to form snowflakes.

2 Ground de-icing/anti-icing programme

- 2.1 For the purpose of paragraph 3.1.1(h)(1) of CAD 6801, CAC means a concept where an aircraft is considered to be clean when all surfaces are completely clean or when all surfaces are protected by de-icing and anti-icing fluid and the surface aerodynamic characteristics are unaffected.
- 2.2 Operator should ensure the ground de-icing/anti-icing programme contains the following information—
- a) establish a management plan to coordinate and implement the approved ground de-icing/anti-icing programme and the plan shall include guidance for responsibility, implementation, use and update of manuals and coordination;
 - b) specify aircraft-specific procedures for each type of aircraft serviced in the ground de-icing/anti-icing programme and ground personnel are required to undertake specific training for each aircraft with unique design characteristics;
 - c) specify procedures to prevent, detect and remove residues of dried fluid;
 - d) specify inspection intervals as specified by the manufacturer or operator experience;
 - e) explain the CAC which includes the critical surfaces of the aircraft and list those surfaces that need to be checked prior to take-off;



Civil Aviation Authority of Malaysia
CIVIL AVIATION CIRCULAR (CAC)

Date: 31/01/22
CAC Ref: 01/2022

- f) provision of training and qualification for ground personnel and maintenance personnel where the training programme shall have a quality assurance (QA) system and a tracking system for records;
- g) Description of the fluids, equipment and operating measures and includes how fluids are tested, stored, used and contained, describe equipment available for operations, and what the operator must know when testing, inspecting and operating the equipment safely, the maintenance crew and ground de-icing crew shall be aware of the multiple measures that can be used to minimize and remove frozen contamination accretion while on the ground and methods to protect cleaned surfaces;
- h) develop an emergency response plan (ERP) in case of an emergency occurs during the de-icing/anti-icing process and a means to communicate during the emergency between parties involved;
- i) establish a reporting system to ensure the quality of the programme and to explain the reporting structure within the organization; and
- j) to establish a de-icing/anti-icing oversight programme which includes as follows:
 - 1) to conduct inspection on any person engaged by the operator who provide the de-icing and anti-icing services;
 - 2) to conduct audit on all parts of the de-icing/anti-icing operation (required to check the ongoing compliance with all regulations issued by authorities and conformity with procedures and specifications of air operators, manufacturers and handling agents);
 - 3) to train all personnel involved in the de-icing/anti-icing services and ensure the personnel is qualified;
 - 4) to define and document methods and procedures (to guide personnel in the clear and safe accomplishment of all the tasks that are necessary for de-icing/anti-icing an aircraft);
 - 5) to document training records of all de-icing/anti-icing personnel (to ensure that all training and skill requirements are fulfilled);
 - 6) to publish documents required for the aircraft de-icing/anti-icing operation (to ensure the correct accomplishment of all tasks);
 - 7) to maintain equipment in such a way that quality operation is ensured; and
 - 8) handle fluids in such a way that fluid quality is ensured.



3 Roles and responsibilities

3.1 Operator should—

- a) ensure the aircraft surface is examined before take-off when there are ice or snow conditions;
- b) ensure inspection to detect and removal of de-icing and anti-icing fluid residues be carried out by approved maintenance organization;
- c) ensure journey log book contain details of provision for the time when ground de-icing and/or anti-icing was started and the type of fluid applied, including mixture ratio fluid/water and any other information required by the operator's procedures in order to allow the assessment on whether inspections for and/or elimination of de-icing/anti-icing fluid residues that could endanger flight safety are required;
- d) ensure the person who conduct the de-icing and anti-icing services are qualified and trained in accordance with the ground de-icing/anti-icing programme;
- e) ensure the de-icing and anti-icing services are provided in the location as specified in the ground de-icing/anti-icing programme; and
- f) conduct quality inspection or cause to conduct quality inspection against the person who provide the de-icing and anti-icing services.



ATTACHMENT 6 TO CAC 01/2022: CAGM 1001 – FLIGHT CREW LICENSING

1 Revision(s)

1.1 Paragraph 8.1.7

1.1.1 Para 8.1.7 has been added as follows (paragraph numbering as per CAGM 1001):

8.1.7 Renewal of single-engine piston class ratings

8.1.7.1 Refer to CAD 1 – PEL Appendix 12 Para 5 b) 1).

Note. – The renewal of the single-engine piston single pilot class rating covers all variants within its class rating provided the applicant has fulfilled the requirements in CAD 1 – PEL para 2.1.3.4.

8.1.7.2 Applicants renewing the single-engine piston class rating shall use the form (CAAM/BOP/FCL/9-SPA-RTrg) available in the CAAM website as evidence of completing the refresher training as required in CAD 1 – PEL Appendix 12 Para 5 b) 1) ii) (c).

8.1.7.3 The refresher training as mentioned in para 8.1.7.2, shall only be conducted by the Head of Training (HOT) of ATO or DFE(2).

8.1.7.3.1 HOT / DFE(2) Responsibilities

- a) HOT of ATO shall exercise the above privilege provided he is a holder of a current and valid FI(2) certificate. This privilege cannot be transferred to persons acting as Deputies of HOT or any other FI(2).
- b) DFE(2) may exercise the above privilege provided he is a holder of a valid CAAM DFE(2) Certificate.
- c) HOT or DFE(2) shall follow CAD 1 – PEL Appendix 12 Para 5 b) 1) ii) in conducting the refresher training.
- d) HOT or DFE(2) should enter “SEP Renewal Refresher Training” statement in the flight details/remarks column and countersign with his License or DFE number in the license holder’s flight log book.
- e) HOT or DFE(2) shall complete and sign refresher training form (CAAM/BOP/FCL/9-SPA-RTrg), and return to applicant.

8.1.7.3.2 Applicant Responsibilities

- a) Applicant shall present the his pilot’s log book to the HOT / DFE(2).
- b) Applicant shall ensure that, after completion of the refresher training, his logbook has been correctly filled, and



Civil Aviation Authority of Malaysia
CIVIL AVIATION CIRCULAR (CAC)

Date: 31/01/22
CAC Ref: 01/2022

is clearly indicated with the Instructor's/Examiner's credentials (License/DFE number and Signature) in the logbook.

- c) Applicant should submit to CAAM within 10 working days after renewal, the refresher training form (CAAM/BOP/FCL/9-SPA-RTrg) along with his licence and logbook.

1.1.2 **Reason for change:** Inclusion of guidance to renew single-engine piston single pilot class rating.

1.2 **Attachment A**

1.2.1 The table in attachment A has been revised as follows:

No	Form Name	Form No.
1	Application for Student Pilot Licence (Initial & Renewal)	CAAM/BOP/FCL/1
2	Application for Private Pilot Licence (Initial & Renewal)	CAAM/BOP/FCL/2
3	Application for Commercial Pilot Licence (Initial)	CAAM/BOP/FCL/3
4	Application for Multi-crew Pilot Licence (Initial)	CAAM/BOP/FCL/MPL
5	Application for Airline Transport Pilot Licence (Initial)	CAAM/BOP/FCL/4
6	Renewal of a Professional Pilot's Licence	CAAM/BOP/FCL/8
7	Application & Report Form - Single Pilot Aeroplane - Skill Test	CAAM/BOP/FCL/9-SPA-ST
8	Application & Report Form - Single Pilot Aeroplane - Pilot Proficiency Check	CAAM/BOP/FCL/9-SPA-PPC
9	Application & Report Form - Single Pilot Aeroplane – Refresher Training	CAAM/BOP/FCL/9-SPA-RTrg
10	Application & Report Form - Multi-crew Operations Aeroplane - Skill Test/Endorsement	CAAM/BOP/FCL/9-MCA-ST/BT
11	Application & Report Form - Multi-crew Operations Aeroplane - Pilot Proficiency Check	CAAM/BOP/FCL/9-MCA-PPC
12	Application & Report Form - Helicopter - Skill Test/Endorsement	CAAM/BOP/FCL/10-H-ST/BT
13	Application & Report Form - Helicopter - Pilot Proficiency Check	CAAM/BOP/FCL/10-H-PPC
14	Application for FRTOL	CAAM/BOP/FCL/20
15	Application for RT Examiner	CAAM/BOP/FCL/21
16	Application for English Language Proficiency Test	CAAM/BOP/FCL/30
17	Application for Flight Test	CAAM/BOP/FCL/40
18	Application for Theoretical Knowledge Examination Paper (PPL)	CAAM/BOP/FCL/41
19	Application for Theoretical Knowledge Examination Paper (CPL/ATPL)	CAAM/BOP/FCL/42
20	Application for Theoretical Knowledge Examination Certificate	CAAM/BOP/FCL/43
21	Application for Verification of Licence Issued By CAAM	CAAM/BOP/FCL/44
22	Application for Validation of Licence	CAAM/BOP/FCL/45
23	Flight Instructor Application Form	CAAM/BOP/FCL/46



Civil Aviation Authority of Malaysia
CIVIL AVIATION CIRCULAR (CAC)

Date: 31/01/22
CAC Ref: 01/2022

24	Flight Instructor Authorisation/Check/Monitoring Form	CAAM/BOP/FCL/47
25	Foreign Security Clearance Form	CAAM/BOP/FCL/48
26	Application for Documents	CAAM/BOP/FCL/49
27	Request Letter for Acceptance for Professional Pilot Training	CAAM/BOP/FCL/50
28	Designated Flight Examiner Application Form	CAAM/BOP/DFE/1
29	Designated Flight Examiner Authorisation/Check/Monitoring Form	CAAM/BOP/DFE/2
30	Designated Flight Examiner Record of Test/Checks	CAAM/BOP/DFE/3
31	Application form for Medical	CAAM/MED/1

1.2.2 **Reason for change:** Inclusion of refresher training form for single-engine piston single pilot class rating renewal. The form is accessible in the CAAM website.