



SIERRA LEONE CIVIL AVIATION AUTHORITY

ADVISORY CIRCULAR

SLCAA-AC-PEL003-Rev. 00

EFFECTIVE DATE: 31st JULY 2021

Issue of a Pilot Licence and Ratings Based on Military Qualification

Director General
Sierra Leone Civil Aviation Authority

1. GENERAL

The Sierra Leone Civil Aviation Authority's Advisory Circulars contains information about standards, practices and procedures that the Authority has found to be an Acceptable Means of Compliance (AMC) with the associated Regulations.

An AMC is not intended to be the only means of compliance with a Regulation, and consideration will be given to other methods of compliance that may be presented to the Authority

Information considered directive in nature is described in this AC in terms such as "shall" and "must", indicating the actions are mandatory. Guidance information is described in terms such as "should" and "may" indicating the actions are desirable or permissive, but not mandatory

1.1 Purpose

This Advisory Circular is issued to guide applicants wishing to be issued with a pilot licence and ratings based on Sierra Leone military qualification.

1.2 Description of Changes

This AC is the first to be issued on this subject

1.3 References

- a) SLCAR Part 1A-Personnel Licensing
- b) The Prescribe Application Form
- c) ICAO Annex 1-Personnel Licensing

1.4 Cancelled Documents

Not Applicable

2. GUIDANCE AND PROCEDURES

2.1 General Information

- 2.1.1 A Sierra Leone Military pilot may be issued a pilot licence on the basis of military qualification if the applicant meets the requirements of Regulation 2.3 of Part 1A of the Sierra Leone Civil Aviation Regulations;
- 2.1.2 Aircraft category, class, type, instructor or instrument rating for which the military pilot is qualified, may be added to a new or existing pilot licence issued under Part 1A of the Sierra Leone Civil Aviation Regulations.
- 2.1.3 The holder of the Sierra Leone military qualification may apply for a Private Pilot or for a Commercial Pilot Licence depending on the qualifications held.
- 2.1.4 An aircraft type rating may be issued to a Sierra Leone Military applicant provided that the applicant:
 - a) Holds a category and type rating for that type of aircraft at the Commercial Pilot's level and the aircraft type is on the Civil Aircraft Register;
 - b) Has passed a pilot check and instrument proficiency check in that type of aircraft as PIC during the 12 calendar months preceding the date of application.
The prescribed application forms, forms for assessment of the qualifying flying experience for a licence or rating may be obtained from the Authority's Personnel Licensing (PEL) Office.

2.2 Eligibility Requirements

The applicant must meet the specific eligibility requirements of Part 1A of the Sierra Leone Civil Aviation Regulations for the licence or rating sought

- 2.2.1 In addition an applicant for a PPL or CPL should:

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- a) Have been in active flying status within the last 12 months;
- b) Pass a knowledge test in accordance with Regulation 2.3 of Part 1A of the Sierra Leone Civil Aviation Regulations;
- c) Hold a Sierra Leone Military aircraft category, class and type rating;
- d) Hold a Master Green instrument rating, if instrument rating is required;
- e) Present documentation (e.g. Military personal log book) of having passed a relevant military pilot check and have 10 hours of PIC time in that category, class and type rating, within the last 12 months preceding the date of application.

2.2.2 The applicant for an aircraft category, class, type and/or instrument rating should –

- a) Hold a Sierra Leone Military aircraft category, class and type rating;
- b) Hold a Master Green instrument rating, if instrument rating is required;
- c) present documentation (e.g. military personal log book) of having passed a relevant military pilot check and have 10 hours of PIC time in that category, class and type rating, within the last 12 months preceding the date of application.

2.2.3 The applicant for a type rating on a CPL should –

- a) hold a Sierra Leone Military category class and type rating for that type of aircraft at the CPL level; and
- b) have passed a Sierra Leone military pilot check and instrument proficiency check in that type of aircraft as PIC within the last 12 months preceding the date of application.

2.2.4 The military logbook or acceptable flight records are required as evidence of the applicant's pilot-in-command (PIC) experience. An applicant's flight time as a co-pilot or other flight crewmember is not acceptable to establish qualifications as PIC.

2.2.5 Acceptable records for issuing licences and ratings are listed in Regulation IS 3.1.7 and 3.1.7 of Part 1A of the Sierra Leone Civil Aviation Regulations.

2.3 Documents to be submitted by the Applicant

2.3.1 A properly completed prescribed application Form;

2.3.2 An official identification card issued to the pilot by the Military to demonstrate membership in the armed Forces;

2.3.3 An original certificate of discharge or release from the Sierra Leone Military and the following:

- a) An Order from the Military of Sierra Leone on his status as a military pilot; and
- b) A Military logbook showing pilot status.

2.3.4 An Order showing that the applicant graduated from a Sierra Leone military pilot school and received a rating as a military pilot;

2.3.5 The relevant valid medical certificate;

2.3.6 Two (2) recent passport size photographs (full face);

2.3.7 A photo Identification Card or Passport; and

2.3.8 The military flight records certified by the service commander; and

2.3.9 The prescribed fees.

2.4 The Applicant's Identity

Present a photo Identification Card or a Passport as a form of identification, details of which should be the same as the personal information provided on the prescribed application form; and if the applicant's identity cannot be verified, the application will be rejected, and the applicant will have to return with the proper identification.

2.5 Instrument Rating Eligibility

An instrument rating may be issued on the basis of valid Sierra Leone military Master Green instrument rating qualification records, provided that the military rating does not bear any limitation that restricts any of the instrument rating

2.6 Knowledge and Practical (Skill) Tests

2.6.1 An applicant for the issue of a PPL or CPL pilot licence on the basis of military qualification, who has been on duty as military pilot within the preceding 12 months, shall be required to pass the knowledge test prescribed in Part 1A of the Sierra Leone Civil Aviation Regulations.

2.6.2 For issue of a PPL or CPL on the basis of military qualification, an applicant who has been in active flying as a military pilot within the preceding 12 months shall be required to meet the practical (skill) requirements of Part 2 of the Sierra Leone Civil Aviation Regulations.

2.7 Discrepancies or Ineligibility

If a discrepancy that cannot be immediately corrected exists in any of the documents, the application and all the submitted documents will be returned to the applicant and should not be re-submitted until the discrepancy has been rectified/ corrected.

2.8 Issue of the Licence and Rating

When an applicant has satisfactorily met all the requirements for the issue of a licence or rating and the prescribed application Form has been completed and presented in the PEL Office, the applicant will be advised to pay the prescribed fees and the licence or rating will be issued.

