	<p style="text-align: center;">REPUBLIC OF SOUTH AFRICA</p> <p style="text-align: center;">CIVIL AVIATION AUTHORITY</p>	<p style="text-align: center;">SACAA Private Bag X 73 Halfway House 1685</p>
<p>Tel: (011) 545-1323</p> <p>E-Mail: niemandj@caa.co.za</p>		<p style="text-align: center;">GENERAL NOTICE # PEL-2020 Revision 1</p>

**ALIGNMENT OF DFE DESIGNATION WITH THE EXPIRY DATE OF THE MAINTENANCE OF
COMPETENCY**

Background

The dispensation applicable to the appointment of a Designated Flight Examiner (“DFE”) is that an initial DFE designation is issued for a period not exceeding twelve months from the date of designation. The adopted convention has been to link the validity period of designation to the SACAA financial year, i.e. 31st March. This gives effect to the provisions of the Civil Aviation Regulations, 2011 (SACAR) Part **61.26.5** (3):

*“An initial designation as examiner is valid for a **maximum** period of one year from date of designation”.*

Although the re-designation period is aligned with the financial year of the SACAA, SACAR **61.26.6** neither prescribes the period of re-designation, nor the alignment with the financial year of the SACAA. The regulations prescribe a year (12 months) for designation.

The Director of Civil Aviation has approved the alignment of the DFE validity period with the validity period of the relevant licence competency of a DFE, in line with the following regulations:

Maintenance of competency for a CPL(A) 61.05.7 (1);

Maintenance of competency for a CPL(H) 61.06.7 (1);

Maintenance of competency for a ATPL(A) 61.07.7 (1);

Maintenance of competency for a ATPL(H) 61.07.8 (1)

The benefits of aligning the DFE designation validity period with that of the licence competency are the following:

- Endorsement of the DFE status on a Pilot’s licence;
- Simplifying of the administrative processes;

- Expediting of the re-designation process; and
- Assisting the Personnel Licensing (“PEL”) Department with a balanced distribution of the DFE oversights.

Re-designation process

As a way forward, the following shall apply with immediate effect:

1. The following documentation for the re-designation must be submitted to the following email address: aircrewapplications@caa.co.za as published on the SACAA website:
 - Duly completed and signed form CA61-26.6;
 - Oversight report;
 - Confirmation of conference attendance as required by the regulation;
 - Letter of motivation from the operator in case of a DFE III; and
 - Proof of payment of the re-designation fee.
2. The documentation listed above will only be accepted if:
 - The information contained therein is complete and accurate;
 - The required conference has been attended; and
 - A DFE oversight has been conducted successfully.
3. The designation will be endorsed in the pilot’s licence of the respective DFE as follows:
 - In case of a licence booklet, all information currently reflected in the DFE’s certificate will be endorsed on the licence; and
 - In the case of the new card licence, only the designation will be reflected (i.e. DFE I(A)), and all other information will be contained in the file copy of the respective licence.
4. For a DFE whose licence competency expires on the 31st of March 2021, he or she shall:
 - have attended a DFE conference and have undergone a DFE oversight within 12 calendar months from the 31st of March 2021; and
 - have submitted all required documentation for re-designation in the last 2 calendar months prior to the 31st of March 2021.



5. For a DFE whose licence competency expires prior to the 31st of March 2021, he or she shall:

- have attended a DFE conference within **10 calendar months** from the submission cut-off date;
- have successfully undergone a DFE oversight within **4 calendar months** from the submission cut-off date; and
- have submitted all required documentation for re-designation in the last **2 calendar months** prior to the **following** licence competency expiry date.

Example:



6. For a DFE whose licence competency expires after the 31st of March 2021, he or she shall:

- have attended a DFE conference within **10 calendar months** from the submission cut-off date;
- have successfully undergone an oversight within **4 calendar months** from the submission cut-off date; and
- have submitted all required documentation for re-designation in the last **2 calendar months** prior to the licence competency expiry date.

Example:



7. The table below contains an overview of the timelines per expiry of the licence competency, which may assist for planning purposes:


Expiry of the licence competency	Submission cut-off date	Oversight completion period	Webinar attendance period
31/03/2021	01/02/2021	01/04/2020 to 01/02/2021	01/04/2020 to 01/02/2021
30/04/2021	01/03/2021	01/11/2020 to 01/03/2021	01/05/2020 to 01/03/2021
31/05/2021	01/04/2021	01/12/2020 to 01/04/2021	01/06/2020 to 01/04/2021

30/06/2021	01/05/2021	01/01/2021 to 01/05/2021	01/07/2020 to 01/05/2021
31/07/2021	01/06/2021	01/02/2021 to 01/06/2021	01/08/2020 to 01/06/2021
31/08/2021	01/07/2021	01/03/2021 to 01/07/2021	01/09/2020 to 01/07/2021
30/09/2021	01/08/2021	01/04/2021 to 01/08/2021	01/10/2020 to 01/08/2021
31/10/2021	01/09/2021	01/05/2021 to 01/09/2021	01/11/2020 to 01/09/2021
30/11/2021	01/10/2021	01/06/2021 to 01/10/2021	01/12/2020 to 01/10/2021
31/12/2021	01/11/2021	01/07/2021 to 01/11/2021	01/01/2021 to 01/11/2021
31/01/2022	01/12/2021	01/08/2021 to 01/12/2021	01/02/2021 to 01/12/2021
28/02/2022	01/01/2022	01/09/2021 to 01/01/2022	01/03/2021 to 01/01/2022

The status of all DFEs will be endorsed on their licences, effective from 01 April 2021.

8. EFFECTIVE DATE

This Notice shall come into operation on the date of publication.

Issued by the South African Civil Aviation Authority (SACAA)		
	POPPY KHOZA	30 NOV 2020
SIGNATURE OF DIRECTOR OF CIVIL AVIATION	NAME IN BLOCK LETTERS	DATE