

Civil Aviation Directorate

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

WARNING TO ALL APPLICANTS – Any false statement, misrepresentation or concealment of material fact on this form or any document presented in support of this application may be grounds for criminal prosecution.

Data Protection Notice - All data collected in this form is processed in accordance with the Privacy Laws that include General Data Protection Regulation (EU) 2016/679 and Chapter 586 of the Laws of Malta (Data Protection Act). The data provided may be granted to other Public Authorities and/or Government Departments as required and permitted by Maltese Law. Transport Malta of Triq Pantar, Lija, Malta LJA2021 is the data controller for the purpose of the privacy laws. The Privacy Notice attached with this application sets out the way in which personal information/data is collected and processed by Transport Malta, as well as the steps that are taken to protect such information.

To be completed by the applicant

CRI (A)

Licence Type /No:

To be completed by the applicant - Application for:

- Initial CRI(A) Certificate CRI(A) SE CRI(A) ME CRI(A) SE TO ME
- Renewal of CRI(A) Certificate (Appendix 2) Revalidation of CRI(A) Certificate
- Extension to a further Class/Type. Aeroplane class/type: _____ (Appendix 3)
- CRI(A) Banner Towing Rating (Appendix 4) CRI(A) Sailplane Towing Rating (Appendix 4)
- CRI(A) Aerobatic Rating (Appendix 4) CRI(A) Class/ Type ratings in Multi-Pilot Operations (Appendix 4)

Last and First Name: _____

Date of Birth dd/mm/yyyy: _____ Nationality: _____

Place and Country of Birth _____ Age: _____ (Minimum 18 years)

email: _____

Address: _____

Telephone Number (Home): _____ (Mobile) _____

Class of Medical Certificate held : _____ Valid until Date: _____ / _____ / _____

CR/TR: _____ Valid until _____ CR/TR: _____ Valid until _____

CR/TR: _____ Valid until _____ CR/TR: _____ Valid until _____

CRI (A) requested on the following class/ type: _____

Flight Time as PIC on aeroplanes of the applicable class or type of aeroplane Hours: _____
(Minimum 15 hours)

For Issue of a CRI(A) Certificate

Single- Engine aeroplanes

Flight time as pilot on aeroplanes Hours: _____ *Minimum 300 hours*
including PIC hours on the applicable class or type of aeroplanes _____ *Minimum 30 hours*

Multi- Engine aeroplanes

Flight time as pilot on aeroplanes Hours: _____ *Minimum 500 hours*
including PIC hours on the applicable class or type of aeroplanes _____ *Minimum 30 hours*

Assessment of Competence as a CRI (A) completed on SE ME Class/Type _____

On date: _____ with a Flight Instructor Examiner (FIE)

Name : _____ (attach form TM/CAD 0102)

Note: The privileges of a CRI (A) are restricted to the class or type of aeroplane in which the assessment of competence was taken

Note: The CRI cannot instruct for single-pilot high performance complex aeroplanes.

Signature of Applicant: _____ Date of Signature: _____

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CRI (A)

First Issue

Applicant's Full Name and Licence No:

To be completed by ATO and signed by Head of training

The ATO confirms that the candidate has been trained according to the approved syllabus for the CRI (A), and assures the level of proficiency required.

CRI(A) SE CRI(A) ME CRI(A) SE TO ME

ATO Name: _____ Certificate number: _____

Name of HT: _____

Location & date: _____

Class/Type of Aeroplane: _____

Teaching & learning hours: _____ *Minimum 25 hours*

Teaching & learning course completed on date: _____ *or tick* *if credited.*

Technical training hours : _____ *Minimum 10 hours*

a. Flight instruction on multi - engine FSTD: (if applicable) _____

b. Flight instruction on multi - engine aeroplane: (if applicable) _____ *Minimum 3 hours*

a+b = Minimum 5 hours

Flight instruction on single - engine aeroplanes: (if applicable) _____ *Minimum 3 hours*

The flight instruction was given by FI(A) qualified in accordance with FCL.905.FI(j)

Course Start Date : _____ Course Completion Date: _____

Credit (if applicable)

(i) Applicants holding or having held an instructor certificate shall fully be credited towards the requirement for the teaching and learning part.

Signature of HT: _____ Date of Signature _____

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Appendix 2 CRI (A) - Revalidation & Renewal

Applicant's Full Name and Licence No:

For revalidation of an CRI certificate, the holder shall fulfil 2 of the following 3 requirements within the 12 months preceding the expiry date of the certificate:

Instructional Hours

Hours of flight instruction in the aeroplane conducted in the role of a CRI within the 12 months preceding the expiry date of the certificate _____ *Minimum 10 hours*

Note: If the applicant has CRI privileges on both single-engine and multi-engine aeroplanes the 10 hours have to be equally divided between single-engine and multi-engine aeroplanes.

Flight instruction on single-engine aeroplane Hours: _____ (a)

Flight instruction on multi-engine aeroplanes Hours: _____ (b)
For both SE & ME $a \geq 5$, $b \geq 5$ ($a+b$ =Minimum 10 hours)

Refresher Training

Received refresher training as a CRI(A) at an ATO or at a Competent Authority on Date/s: _____
(Certificate required)

Assessment of Competence see Note

Passed within the 12 months preceding the expiry date of the CRI certificate an assessment of competence in accordance with FCL.935 for multi-engine or single-engine aeroplanes, as relevant

on Date : _____ with a Flight Instructor Examiner (FIE) Name : _____
(attach form TM/CAD/0102)

Note: For the at least each alternate subsequent revalidation in the case of CRI(A) the holder shall have to pass an assessment of competence in accordance with FCL.935.

Complete if requirement for assessment of competence above is not checked.

Date of last assessment of competence as CRI(A) : _____

Signature of Applicant: _____ Date of Signature: _____

For Renewal. If the CRI certificate has lapsed, the applicant shall, within a period of 12 months before renewal complete both:

Refresher Training

Complete refresher training as a CRI at an ATO or at a Competent Authority on Date : _____
(must be in the period of 12 months before application). (Certificate required)

Assessment of Competence

Passed an assessment of competence as CRI(A) in accordance with FCL.935 for multi-engine or

single-engine aeroplanes, as relevant on Date : _____ with a Flight Instructor Examiner (FIE)

Name : _____ (attach form TM/CAD/0102)
(must be in the period of 12 months before application).

Signature of Applicant: _____ Date of Signature: _____

issued under the Commission Regulation (EU) No 1178/2011 as amended

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Appendix 3

CRI (A) - Extension to further Types

Applicant's Full Name and Licence No:

To be completed by the Applicant

CRI(A) SE
 CRI(A) ME
 CRI(A) SE TO ME

New Aeroplane Class or Type : _____

Flight Time as PIC on aeroplanes of the applicable class or type of aeroplane Hours: _____
(Minimum 15 hours within the last 12 months)

I completed one training flight from the right hand seat under the supervision of another CRI or FI

Name: _____ occupying the other pilot's

seat qualified on class or type on Date : _____

Signature of Applicant: _____ Date of Signature: _____

To be completed by CRI or FI conducting under supervision flight

Note: For the issue of the first privilege to instruct on ME the CRI(A) must complete training in an ATO for ME instruction. Page 2 must be completed by the HT

I being a CRI FI hereby declare that the applicant _____ completed to my satisfaction a training flight from the right hand seat under my supervision on aeroplane class/type

_____ on Date _____ I was occupying the other pilot seat

Name of CRI/FI _____ Licence number _____

Signature _____ Date of Signature _____

(Copy of FI/CRI's Licence required)

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Applicant's Full Name and Licence No:

Appendix 4

CRI (A) - Banner Towing/ Sailplane Towing/ Aerobatic Rating

To be completed by the applicant

Banner Towing

I hold a Banner Towing Rating . *(Rating required)*

Signature of Applicant: _____ Date of Signature: _____

To be completed by an Instructor certified in accordance with FCL.905.FI (j)

I being an instructor certified in accordance with FCL.905.FI (j) certify that the applicant demonstrated on Date: _____ the ability to instruct for the Banner Towing Rating.

FCL.905.FI(j)

Last and First Name: _____ Licence/Certificate number: _____

Signature of FCL.905.FI(j): _____ Date of Signature: _____

To be completed by the applicant

Sailplane Towing

I hold a Sailplane Towing Rating . *(Rating required)*

Signature of Applicant: _____ Date of Signature: _____

To be completed by an Instructor certified in accordance with FCL.905.FI (j)

I being an instructor certified in accordance with FCL.905.FI (j) certify that the applicant demonstrated on Date: _____ the ability to instruct for the Sailplane Towing Rating

FCL.905.FI(j)

Last and First Name: _____ Licence/Certificate number: _____

Signature of FCL.905.FI(j): _____ Date of Signature: _____

To be completed by the applicant

Aerobatic Rating

I hold a Aerobatic Rating *(Rating required)*

Signature of Applicant: _____ Date of Signature: _____

To be completed by an Instructor certified in accordance with FCL.905.FI (j)

I being an instructor certified in accordance with FCL.905.FI (j) certify that the applicant demonstrated on Date: _____ the ability to instruct for the Aerobatic Rating

FCL.905.FI(j)

Last and First Name: _____ Licence/Certificate number: _____

Signature of FCL.905.FI(j): _____ Date of Signature: _____

To be completed by the applicant

To instruct for class and type ratings for single-pilot aeroplanes, except for single-pilot high-performance complex aeroplanes, in multi-pilot operations

Hold or have held a TRI certificate for multi-pilot aeroplanes *(Certificate required)*

Hours: _____ (Minimum 500 hours) on aeroplanes in multi-pilot operations

Completed an MCCI training course in accordance with point FCL.930.MCCI *(Certificate required)*

Signature of Applicant: _____ Date of Signature: _____

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CRI (A) Certificate First Issue Submission Instructions

Documents required:

1. A copy of the Malta ID Card (both sides) or Passport [Original has to be presented before licence is collected / Not required if the applicant already holds a Malta part FCL licence].
2. A copy of the Licence held.
3. Log Book – All flight instruction must be signed by the instructor.
4. Copy of Instructor Certificate if credit is given - *if applicable*.
5. Copy of Medical Certificate.
6. Copy of ATO Approval Certificate if not issued by Transport Malta.
7. Assessment of Competence Form TM/CAD/0102.
8. CRI Course Completion Certificate.
9. Certificate of refresher training completed for CRI(A) revalidation or renewal.
10. Copy of Examiner Certificate / Licence if not issued by Transport Malta.
11. Copy of Licence of the CRI(A) or FI(A) who conducted the supervision flight for extension of privileges.
12. MCCI Course Certificate (if applicable)
13. TRI Certificate/ Licence (if applicable)

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Use
Only

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

Transport Malta – Civil Aviation Directorate Bank Details:

Bank Name: Bank of Valletta
Bank Branch: Naxxar
Bank Address: 38, Triq tal-Labour, Naxxar NXR 9020
Bank's BIC Code: VALLMTMT
Sort Code: 22013
Account Holder: Transport Malta – Civil Aviation Directorate
Account No: 12000580013
IBAN No: MT13VALL 22013 0000 000 12000 5800 13

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

Queries: If you need additional information send an email to cadpel.tm@transport.gov.mt to the attention of **Personnel Licensing Section, Transport Malta Civil Aviation Directorate** - giving your contact telephone number.

Send completed form to:

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

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Data Protection Privacy Notice

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

1. The information we collect and how we use it

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

2. To whom we disclose information

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

3. Data Subject Rights

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

4. Retention period

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

5. Security

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

6. Governing Law

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

7. Data Protection Officer

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

8. Contacting us

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