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The following A.I.C. is issued for information, guidance and compliance by all concerned.

This AIC supersedes AIC 7 of 2001.



(Kanu Gohain)
Director General of Civil Aviation

SUPERVISED TAKE OFF AND LANDING IN PUBLIC TRANSPORT OPERATIONS

In order to afford co-pilots opportunity to acquire vital experience in handling the aircraft during critical phases of landing and take off, the following procedure shall be followed: -

The Pilot-in-Command who is solely vested with the responsibility of the safety of aircraft and passengers therein, may, authorise a Co-pilot of his flight to effect landing and take-off and route flying, under his direct supervision in accordance with the following conditions:-

- 1) The Pilot-in-Command who authorises such operation by Co-pilot shall be either, a DGCA approved Check Pilot/Instructor/Examiner or a pilot with a minimum of 1000 hours Pilot-in-Command experience including 500 hours on type who has an accident and incident free record in the preceding three years. The operator should make a selection of such pilots to assess their suitability for giving supervised take offs and landings
- 2) Operators shall maintain up-to-date list of Pilots and Co-pilots who are authorised to give and receive supervised take-off and landing under intimation to DGCA.
- 3) The pilot who authorises such flight shall have at least 10 hours as Pilot-in-Command experience on type during the preceding 30 days.

- 4) Examiners and Instructors may authorise a Co-pilot having a minimum of 50 hours flying experience as Co-pilot on type, to effect landing and take off under their supervision. However, an Examiner/Instructor while carrying out the Route Check of a Co-pilot having less than 50 hours experience may permit the Co-pilot to effect take off and landing required for the purpose of the check subject to fulfilling the conditions laid down in this Circular.
- 5) Pilots, other than the Examiners and Instructors who are authorised to give supervised take off and landing to Co-pilots mentioned in Para (1) above, may authorise Co-pilots having a minimum of 50 hours and 20 landings (both inclusive) experience on type to carry out supervised take off and landing under their supervision. The Co-Pilot experience shall be counted after the Co-Pilot has undergone First Officer final release check in accordance with Operations Circular 4 of 2007.
- 6) The operator shall lay down the detailed procedure consistent with this circular for effecting supervised take off and landing for their operating crew and ensure that the Pilots-in-Command specified in Para (1) above who are authorised to supervise take off and landing by Co-pilots are briefed about the procedure.
- 7) The Pilot-in-Command before authorising landing and take off under his/her supervision shall ensure that the aircraft is fully serviceable and due consideration shall be given to factors such as snags carried forward under minimum equipment list, serviceability of navigation and landing aids and runway conditions etc. The Reverse Thrust or appropriate system as installed, if applicable, must be serviceable.
- 8) While effecting supervised take off and landing, the Pilot-in-Command and the Co-pilot shall occupy the left hand and the right hand seat in the cockpit respectively. However, for routine LR/IR/Route Checks, the existing procedure shall continue;
- 9) Adequate pre-landing and pre-take off briefing shall be given by the Pilot-in-Command to the Co-pilot before authorising such operations.
- 10) For take off, the responsibility for thrust levers/ throttles shall be with the Pilot-in-Command and the decision and the execution of Reject Take Off (RTO) shall be the sole and complete responsibility of the Pilot-in-Command. Similarly, the decision and the execution of missed approach shall be the responsibility of Pilot-in-Command. In both these manoeuvres, the Pilot-in-Command shall clearly announce, "**I have the controls**" and take over the controls without compromising flight path/safety.

- 11) Supervised take off and landing shall not be permitted during an emergency/precautionary landing and CAT II or III operations, LVTO or any time PIC feels conditions are marginal.
- 12) The Pilot-in-Command shall ensure that during approach to land for an supervised landing, the aircraft is established on the correct approach profile by 1000 feet above the aerodrome elevation. He shall also ensure that the aircraft is stabilised during approach at the correct approach speed and aligned with the runway centerline and maintain a rate of descent within the specified limits for the type of aircraft and approach being made.
- 13) The Pilot-in-Command shall not authorise a Co-pilot to effect supervised take-off or landing when TODA/LDA is marginal. A margin of at least 1000 feet must be ensured. **Critical airfields, [Mangalore, Port Blair, Leh, Agartala, Lengpui, Shimla & Kullu airports] are specifically excluded for supervised take off and landing.**
- 14) The Co-pilots shall be authorised to effect landing and take off only when reported meteorological conditions are above the specified company minima. LVTO take off by Co-pilots shall not be permitted. The meteorological minima for such operations shall be as follows:-
 - (a) Visibility - 500 mtrs higher than applicable minima
 - (b) Cloud base - 200 feet above MDA/DH;
 - (c) Cross/tail wind component - not exceeding 10 knots.
- 15) Level of Proficiency is to be assessed in the ZFTT/ Level D simulator by rendering adequate training to both the Pilot-in-Command and Co-Pilot prior to allowing Supervised take off and landing by Co-Pilots. This may be included during refresher training.
- 16) Notwithstanding the conditions as stipulated above, the discretion of Pilot-in-Command shall prevail for allowing the Co-Pilots to effect Supervised Take Off & Landings.

Note: Operators shall incorporate in their Operations Manual instructions contained in this circular and the procedure laid down by them for effecting supervised take-off and landing consistent with this circular.

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