



GOVERNMENT OF INDIA
OFFICE OF THE DIRECTOR GENERAL OF CIVIL AVIATION
TECHNICAL CENTRE, OPP SAFDURJUNG AIRPORT, NEW DELHI

CIVIL AVIATION REQUIREMENT
SECTION 7 FLIGHT CREW STANDARDS
TRAINING AND LICENSING
SERIES 'J' PART I
Issue III, Dated _____

Effective _____

File No. AV-15025/CABIN SAFETY/FDTL/2015-CS

Subject: **Flight Duty Time and Flight Time Limitations – Cabin Crew**

1. INTRODUCTION

- 1.1 Annex 6 - Operation of Aircraft Part I to the Convention on International Civil Aviation, require Contracting States to establish regulations specifying the limits applicable to flight time, flight duty period and rest periods for Cabin crew.
- 1.2 The Cabin crew have a different working pattern than the flight crew and are required to work longer hours. Cabin Crew are required to be on board to assist in case an aircraft emergency evacuation is necessary. In addition, they are inflight first responders who are trained to handle smoke and fire incidents, medical emergencies including Cardio Pulmonary Resuscitation etc.
- 1.3 In order to enhance safety of operations and in exercise of powers conferred under Rule 133A of the Aircraft Rules 1937 the following Flight Duty Time and Flight Time Limitations for Cabin Crew are issued for information, guidance, and compliance by all concerned.
- 1.4 This CAR supersedes all previous communication, letters and any instructions issued by DGCA regarding Cabin crew FDTL and their Carriage, in any form and manner.

Issue III Rev .0,

2. APPLICABILITY

The flight time, flight duty time and rest period shall be applicable to all cabin crew of scheduled and non-scheduled airlines.

3. DEFINITIONS

3.1 DUTY

Any task that cabin crew members are required by the operator to perform, including, e.g., flight duty, administrative work, training, positioning and standby when it is likely to induce fatigue.

3.2 DUTY PERIOD

A period which starts when a cabin crew member is required by an operator to report for, or to commence a duty and ends when that person is free from all duties.

3.3 FATIGUE

A physiological state of reduced mental or physical performance capability resulting from sleep loss or extended wakefulness, circadian phase, or workload (mental and/or physical activity) that can impair a crew member's alertness and ability to safely operate an aircraft or perform safety related duties

3.4 FLIGHT DUTY PERIOD

A period which commences when a cabin crew member is required to report for duty that includes a flight or a series of flights and which finishes when aeroplane finally comes to a rest and the engines are shut down at the end of the last flight on which he/she is a crew member.

3.5 FLIGHT TIME

The total time from the moment an aeroplane first moves for the purpose of taking off until the moment it finally comes to rest at the end of the flight.

Note: "Flight time" as here defined is synonymous with the term "block to block" time or "chock to chock" time in general usage which is measured from the

time an aeroplane first moves for the purpose of taking off until it finally stops at the end of the flight.

3.6 HOME BASE

The location nominated by the operator to the crew member from where the crew member normally starts and ends a flight duty or a series of flight duty periods.

3.7 LOCAL NIGHT

A period from 0200 to 0600 local time.

3.8 NEIGHBORING COUNTRY

Any country whose standard time falls within a band of 3 hours (+1:30 hours on either side of India) i.e. countries covered in the standard time zone band of UTC+4 to UTC+7.

3.9 SUPERNUMERARY

A person/persons present in excess of the normal or requisite crew number traveling in the aircraft and not engaged in flight duty.

3.10 POSITIONING

The transferring of a non-operating crew member/ supernumerary from place to place at the behest of the operator.

3.11 REPORTING TIME

The time at which cabin crew member is required by an operator to report for duty.

3.12 REST PERIOD

An uninterrupted and defined period of time during which a crew member is free from all duties and airport standby.

3.13 SPLIT DUTY (BREAK)

A period free of all duties, which counts as duty, being less than a rest period.

3.14 STANDBY

It is a defined period of time during which a cabin crew member is required by the operator to be available to receive an assignment for a specific duty without an intervening rest period.

3.15 UNFORESEEN OPERATIONAL CIRCUMSTANCE

An unplanned event, such as unforeseen weather, equipment malfunction, diversions due to medical reasons or air traffic delay that is beyond the control of the operator.

3.16 ULTRA LONG RANGE (ULR) OPERATIONS

Continuous non-stop flights between the specific city pairs having a flight time of over 16 hours and duty periods upto 22 hrs.

3.17 WINDOW OF CIRCADIAN LOW (WOCL)

WOCL is best estimated by the hours between 0200 and 0600 for individuals adapted to a usual day-wake/ night sleep schedule. This estimate of the window is calculated from scientific data on the circadian low of performance, alertness, subject report (i.e., peak fatigue) and body temperature.

(i) For flight duty periods that cross 3 or fewer time zones, the window of circadian low is estimated to be 0200 to 0600 home-base/ domicile time.

(ii) For flight duty periods beyond 3 or more time zones, the window of circadian low is estimated to be 0200 to 0600 home-base/ domicile time for the first 48 hours only.

(iii) For a crew member remaining more than 48 hours away from home-base/ domicile time, the window of circadian low is estimated to be 0200 to 0600 referred to local time at the point of departure.

4. OPERATOR'S RESPONSIBILITY

4.1 Every operator shall establish a scheme for complying with the limitations for flight time, flight duty periods, duty periods and rest periods specified in this CAR in respect of Cabin Crew members.

4.2 The FDTL scheme shall be submitted to DGCA for approval and then to be included in the Operations Manual.

4.3 DGCA may approve, in exceptional circumstances, variations to these regulations on the basis of a risk assessment provided by the operator. Approved variations shall provide a level of safety equivalent to, or better than that

achieved through the prescriptive fatigue management regulations specified in this CAR.

- 4.4 No operator may schedule any cabin crewmember and no Cabin Crew member may accept an assignment, which shall exceed the prescribed limitations.
- 4.5 Operators shall ensure that persons concerned with the operations of aircraft are trained and educated regarding dangers of fatigue, the causes of sleeplessness and importance of sleep and proper sleep habits.

5. CABIN CREW MEMBER’S RESPONSIBILITY

- 5.1 Cabin crew members shall make best use of facilities and opportunities that are provided for rest and for the consumption of meals, and shall plan and use rest periods to ensure that they are fully rested.

6. FLIGHT TIME LIMITATIONS, DUTY AND FLIGHT DUTY PERIOD LIMITATIONS

6.1

	Flight time	Flight duty period	No of landings	Rest Period
6.11	8 hrs	12 hrs	6	At least as long as the preceding duty period Or 10 hrs (whichever is greater)
6.12	Up to 11 hrs	15 Hrs	3	At least as long as the preceding duty period Or 14 hours on crossing 3 time zones (whichever is greater)
6.13	More than 11 to less than 16 hrs	18 hrs	2	At least as long as the preceding duty period Or 36 hours on crossing 8 time zones

				(whichever is greater)
6.14	(ULR)* More than 16 hrs	22 hrs	1	At least as long as the preceding duty period Or Not less than 36 hrs. (whichever is greater)

* For ULR operations approvals to be sought from DGCA on Case to Case basis for specific city pairs and the departure windows of the flights.

For upto 11 hours of flight time: when the FDP starts in the WOCL, the maximum FDP stated in the table shall be reduced by 100% of its encroachment upto a maximum of 2 hours. When the FDP ends in or fully encompasses the WOCL, the maximum FDP stated in the table shall be reduced by 50% of its encroachment.

6.2 CUMULATIVE FLIGHT TIME LIMITATIONS

Cumulative Flight time limitations	Flight Time Limitation
In 7 consecutive days	35
In 30 consecutive days	125
In 365 consecutive days	1000

6.3 DUTY PERIOD

No operator shall assign and no cabin crew member shall accept any duty to exceed:

- (a) 210 hours in any 28 consecutive days, spread as evenly as practicable through out this duty period;
- (b) 125 duty hours in 14 consecutive days; and
- (c) 70 duty hours in any 7 consecutive days

6.4 SPLIT DUTY

Split duty shall be as follows:

No.	Consecutive hours of break	Maximum Extension of the Flight Duty Time
1.	Less than 3 hours	NIL
2.	Between 3hours and 10 hours	A period equal to half the consecutive hours break taken
3.	>10 hours	No extension permitted

- (a) Post-flight and pre-flight duties will not be counted as part of rest.
- (b) If the break is more than 6 consecutive hours or encroach on the WOCL, then operator will provide suitable accommodation.
- (c) Parts of the Flight Duty Period before and after the break shall not exceed 10 hours.
- (d) Split duty shall only be applicable for Para 6, Sub Para 6.11 and Maximum single flight duration in such case shall not be more than 3hrs 30 min.

7. REST PERIODS

7.1.1 MINIMUM REST PERIOD (BEFORE THE FLIGHT) as per Para 6, Sub Para 6.1.

The minimum rest, which must be provided before undertaking a flight duty period, shall be:

(A) (i) At least as long as the preceding duty period,

OR

- (B) (i) 10 Hours
- (ii) 14 hours on crossing 3 time zones
- (iii) 36 hours on crossing 8 time zones

whichever is greater;

7.1.2 If the preceding duty period, which includes any time spent on positioning, exceeds 18 hours, then the ensuing rest period shall include a local night

7.1.3 Period of transportation to and from an airport shall neither be counted towards duty time nor rest period. The operator shall include in the 'Scheme' the optimum time of transportation after taking into account various factors and on ensuring that the rest period does not get reduced below the minimum rest requirements.

7.1.4 Weekly/fortnightly Rest

An operator shall ensure that the minimum weekly rest of 36 hours including one local night is provided such that there shall never be more than 168 hours between the end of one weekly rest period and the start of the next. In case it is not possible then a rest period of 48 hour period including two local nights shall be given in a fortnight at home base.

7.1.5 Rest after return to home base

An operator shall ensure that effects on crew members of time zone differences will be compensated by additional rest as specified below.

Minimum rest including local nights shall be given, according to the table below, when coming back to home base, to any crew member who has been away from the home base in such a way that the WOCL had to be modified.

Time Zone difference	Hours of rest	Local nights
More than 3 to 7	36	2
Beyond 7	72	3

Note: All the above mentioned applicable rest periods i.e. Minimum Rest before a flight, Rest after return to home base and weekly/fortnightly rest when become concurrently due, the rest would not get added and maximum rest due under any provision would be provided

7.2. AUGMENTATION OF CABIN CREW AND INFLIGHT REST

- (i) The number of cabin crew shall be augmented beyond 15 hours of flight duty period by 50% of the minimum crew requirement as mention in rule 38B of Aircraft rules 1937 and shall be provided beyond 11 hrs of flight time.
- (ii) The inflight rest shall be not less than ½ the flight time beyond 11 hrs upto a max of 04 hrs.
- (iii) The augmentation of the cabin crew is not applicable to aircrafts with a single exit and requiring a single cabin crew member, but the inflight rest shall be as per Para 7.2 (ii) upto 4hrs should be provided on the cabin crew seat.

8. MISCELLANEOUS PROVISIONS

8.1 STANDBY

8.1.1 Operators shall include 'standby' as a part of their regular rosters and the concerned crew shall be kept notified.

8.1.2 In case of exigencies when 'standby' duty may go beyond the roster, operator shall ensure that the concerned crew is notified in advance.

8.1.3 Standby period shall not extend beyond 8 hours

8.1.4 If the standby is at the airport and

(a) Standby culminates into a flight duty within first 4 hours, then no period of standby shall be counted towards 'flight duty period', but the total period (i.e. 100%) of standby shall be counted towards the cumulative duty period;

(b) Standby culminates into a flight duty after 4 hours, then 50% of the period beyond 4 hours would be counted towards the 'Flight Duty Period' and the total airport standby period (i.e.100%) of standby shall be counted towards the cumulative duty period;

(c) If the standby period is at home or in a hotel and culminates into duty then 25% of the period at home would be counted towards the cumulative duty period;

8.1.5 Rest period after standby

When any period of standby finishes, during which a call – out has not occurred, normal rest would be provided after airport standby.

Incase of home/suitable accommodation standby cabin crew can be scheduled for duty after 6 hours of rest.

8.2 POSITIONING

8.2.1 All the time spent on positioning on the behest of the operator shall be counted as duty

8.2.2 Positioning time should be a part of a flight duty period when it immediately precedes (i.e. without an intervening rest period) a flight duty period in which that person participates as a cabin crew member

8.2.3 Positioning after operating a flight duty period without an intervening rest period should be counted for determining rest period.

8.2.4 Positioning should not count as a landing for the purposes of determining 'Flight Duty Period'

8.3 UNFORSEEN OPERATIONAL CIRCUMSTANCES

8.3.1 'Flight Time', 'Flight Duty Period', landing may be extended as follows:

- (a) Flight Time by maximum of 1½ hours
- (b) FDP by maximum of 5 hours
- (c) Only one extra landing may be carried out for the recovery/retrieval of the aircraft in the event of a diversion.
- (d) The above is subject to a cumulative limit of maximum of 3 hours (Flight Time), maximum of 10 hrs (FDP) and 02 landings during any period of 30 consecutive days.
- (e) Whenever the Flight duty period gets extended, the rest period shall be prorata increased by twice the amount of extended time of Flight duty period.

8.4 Cabin crew shall neither be detailed nor undertake any flight duty between periods embracing 0200 to 0600 hrs local time if during the previous day he/she has performed duty between the same periods.

8.5 MAINTENANCE OF RECORDS AND MONITORING SYSTEM

8.5.1 RECORDS

To enable the operator to ascertain that the fatigue management system is functional, as intended and as approved, records shall be kept for 18 months of the duties performed and the rest periods provided so as to facilitate inspection by the operator's authorized personnel and surveillance/audit by DGCA officers.

The operator shall ensure that these records include for each cabin crew member at least;

- (a) The start, duration and end of each FDP
- (b) The start, duration and end of each duty period
- (c) Rest periods; and
- (d) Flight time

8.5.1.1 The operator shall also keep records of occasions when discretion was used by the PIC to extend the prescribed limits of the cabin crew.

8.5.1.2 If discretion was used for similar reasons on more than 20% of occasions when a particular route or a route pattern is flown, then the operator shall review and change the schedule or the crew scheduling arrangements so as to reduce the frequency at which such events occur.

8.5.1.3 In addition, DGCA may require submission of copies and analysis of records in the manner deemed fit.

8.5.1.4 Above maybe achieved through a fool proof, transparent, computerized system, which shall be online and a link be provided for the DGCA to monitor. The operator shall evolve a system so that only designated officers of the operator and DGCA have access to the system. Further, the system shall have a provision of audit trail so that any change made in the data may be tracked down to its source.

8.5.1.5 The operator through the computerized system shall be able to ensure that the cabin crew member is well within the flight time, flight duty period, duty period and rest period requirements before permitting him to operate a flight.

(M. Sathiyavathy)
Director General of Civil Aviation