



GOVERNMENT OF INDIA
OFFICE OF THE DIRECTOR GENERAL OF CIVIL AVIATION
TECHNICAL CENTRE, OPP SAFDURJUNG AIRPORT, New Delhi

CIVIL AVIATION REQUIREMENT
SECTION 7 CABIN CREW STANDARDS
TRAINING AND LICENSING
SERIES 'J' PART I

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

1. INTRODUCTION

- 1.1 The Annex 6, Operation of Aircraft, Part I, to the Convention on International Civil Aviation, requires Contracting States to establish regulations specifying the limits applicable to flight time, flight duty period and rest periods for Cabin crew.
- 1.2 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 (FDTL) for Cabin Crew are issued for information, guidance, and compliance by all concerned.
- 1.3 This CAR supersedes CAR Section 7, Series J, Part 1 dated 4th August 1997

2. APPLICABILITY

The flights time, flight duty time and rest periods shall be applicable to all cabin crew of scheduled / non-scheduled / General Aviation and Private Operators.

3. DEFINITIONS

3.1 DUTY

Any task that cabin crew members are required by the operator to perform, including, for example, flight duty, administrative work, training (flight and ground), positioning, airport standby

3.2 FLIGHT DUTY PERIOD

Flight duty period is the total time commencing from the time of reporting at the airport for the purpose of operating a flight and ending with the termination of a flight or a series of flights (Chocks on plus 30 minutes).

Note: Each operator shall prescribe in their operations manual the reporting time for cabin crew before the scheduled departure of the flight, while taking into consideration the time required for the pre-flight briefing, medical and other administrative functions required for operating a flight.

3.3 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.

3.4 REST PERIOD

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

3.5 SPLIT DUTY (BREAK)

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

3.6 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.

3.7 REPORTING TIME

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

Note: For the purpose of reporting time, the operator shall maintain a record.

3.8 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 duties. However, if a cabin crew operates from a base, other than the designated home base on an international sector/s then that station would be considered as a home base.

3.9 LOCAL NIGHT

A period of eight hours falling between 2200 hours and 0800 hours local time.

3.10 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.

3.11 POSITIONING

The transferring of a non-operating crew member from place to place as a passenger at the behest of the operator for performance of a flight duty.

Note:

1. "Positioning" as here defined is synonymous with the term "Deadheading".
2. Positioning time shall be part of a flight duty period when it immediately precedes (i.e., without an intervening rest period) a flight duty period in which that crew participates as a cabin crew member.
3. Deadheading on completion of a flight duty will not be counted toward rest period.

3.12 UNFORESEEN OPERATIONAL CIRCUMSTANCE

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

3.13 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. 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. 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. After a crew member remains 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.

3.14 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.

4. OPERATOR’S RESPONSIBILITY

- 4.1 The operator shall not require a cabin crew member to operate an aeroplane if it is known or suspected that the cabin crew member is fatigued to the extent that the safety of flight maybe adversely affected.
- 4.2 No operator may schedule any cabin crewmember and no cabin crew member may accept an assignment, which shall exceed the prescribed limitations.
- 4.3 Operators shall ensure that persons concerned with the operations of aircraft are trained and educated regarding dangers of fatigue, the causes of sleepiness and importance of sleep and proper sleep habits.

5. CABIN CREW MEMBER’S RESPONSIBILITY

- 5.1 A cabin crew member shall not operate an aeroplane when he or she knows that he or she is fatigued or feels unfit to the extent that the safety of flight may be adversely affected.
- 5.2 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. STANDBY DUTY

- 6.1 The time of start, end and nature of the standby duty must be defined and notified to crew members.
- 6.2 When standby is undertaken at home, or in suitable accommodation provided by the operator, during the period encompassing the local night as prescribed in the operations manual and a crew member is given 2 hours or less notice of a report time, the FDP shall start at the time of notification by the operator to the cabin crew for the reporting of the flight duty.
- 6.3 When a crew member is on standby duty at airport, then the FDP shall be calculated using the start time of the standby duty.
- 6.4 Standby duty in no case shall exceed 8 hours.

7. FLIGHT TIME AND FLIGHT DUTY PERIOD LIMITATION- DOMESTIC AND NEIGHBORING COUNTRIES

- 7.1 The maximum number of hours any domestic air carrier can schedule its cabin crew members to do flight and flight duty shall be as follows:

| No. | Flight Time | Flight Duty Period | Number of Sectors |
|-----|---------------------------------------|--------------------|-------------------|
| 1 | In any period of 24 consecutive hours | | |

| | | | |
|-------|--|--|--|
| 1.(a) | 8 hrs | 12 hours in any period of 24 consecutive hours | 6 (each sector comprising of one take off and one landing of the aeroplane in which he/she is operating as cabin crew) |
| 1(b) | For day operations 9 hours | | Up to 3 landings |
| 1(c) | For night operations 9 hours | | Up to 2 landings |
| 2. | 35 hours in any period of 7 consecutive days | NIL | NIL |
| 3. | 125 hours in any period of 30 consecutive days | NIL | NIL |
| 4. | 1000 hours in any period of 365 consecutive days | NIL | NIL |

7.2 No air carrier operating domestic routes and routes to neighbouring countries may schedule a cabin crew member for more than 9 hrs of flight time during any 24 consecutive hours. The rest period shall be twice the preceding Flight Time or preceding Flight Duty Period, whichever is greater:

7.2.1 No domestic air carrier may assign any cabin crew to do any duty with the air carrier during any required rest period.

7.2.2 Cabin crew shall neither be detailed nor undertake any duty between periods embracing 0000 hrs to 0500 hrs. Local time if during the previous day he/she performed flight duty between the same periods.

7.2.3 Each cabin crew shall be relieved from all duties for at least 24 consecutive hours during any seven consecutive days. This 24 hours period shall embrace a local night. This rest will be in addition to the rest earned on the basis of the previous flight.

Note: If due to exigency on the subsequent day, flight duty fall in a period embracing 0000hrs to 0500hrs then the rest period of the crew shall be increased by twice the amount of the duty that has extended beyond 0000hrs and the subsequent day rest shall include a local night.

7.3 SPLIT DUTY (BREAK)

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.

8. INTERNATIONAL OPERATIONS (Up to 11 hours of flight time)

- 8.1 The maximum number of hours any air carrier can schedule its cabin crew members to do flight and flight duty shall be as follows:

| No. | Flight Time | Flight Duty Period | Number of Sectors |
|-----|--|--|---|
| 1. | 11 hours in any period of 24 consecutive hours | 15 hours in any period of 24 consecutive hours | No air carrier shall require any cabin crew to operate more than four sectors per day, each sector comprising of one take off and one landing of the aeroplane on the aeroplane on which he/she is operating as cabin crew. |
| 2. | 45 hours in any period of 7 consecutive days | NIL | NIL |
| 3. | 125 hours in any period of 30 consecutive days | NIL | NIL |
| 4. | 1000 hours in any period of 365 consecutive days | NIL | NIL |

Note: When the FDP starts in the WOCL, the maximum FDP stated in the above Table shall be reduced by 100% of its encroachment up to a maximum of two hours. When the FDP ends in or fully encompasses the WOCL, the maximum FDP stated in the above Table shall be reduced by 50% of its encroachment.

- 8.2 No air carrier may schedule a cabin crew to perform duty in an aeroplane for more than 11 hrs of flight time during any 24 consecutive hours without a rest period. Before a cabin crew is detailed for a flight, his/her rest period since the last flight shall not be less than

22 hrs at home base.

9. INTERNATIONAL OPERATIONS (11 - 14 HOURS OF FLIGHT TIME)

9.1 The maximum number of hours any air carrier can schedule its cabin crew members to do flight and flight duty shall be as follows:

| No. | Item | Applicable Requirements |
|-----|--|--|
| 1. | Flight Time | 11 – 14 hours |
| 2. | Flight Duty Time (Max Planned) | 16 hours |
| 3. | Landings | 1 |
| 4. | Extra Landings for unforeseen circumstance | 1 |
| 5. | Rest Before Flight | Minimum 22 hours, including 01 local night |
| 6. | Rest After operating the sector at destination | Twice the preceding Flight Time or the preceding Flight Duty Period, whichever is greater. |
| 7. | Rest at Base on return | Minimum 36 hours including 02 local nights |
| 8. | Rest In-flight | Refer Table 9.1 |
| 9. | Crew Compliment | Adequate number of cabin Crew to man all the floor level exits taking into consideration the in-flight rest. |

9.1 IN-FLIGHT REST

An operator may assign a cabin crew for flight time up to 11 hours provided the following conditions are met:

9.1.1 Horizontal rest facilities in flight are provided.

9.1.2 The divisions of duty and rest is fairly distributed among all cabin crew members on a flight and record of the same is to be maintained in the log books.

9.1.3 A minimum in-flight rest period shall be as follows:

| Minimum In-Flight Rest | Flight Duty Period |
|------------------------|--------------------|
| 3 hours | 16 hours |
| 4 hours | beyond 16 hours |

Note:

- i. In the event when rest cannot be taken in-flight due to unforeseen/ exceptional circumstances, rest may be taken on the ground. However such ground rest facilities must be located in a quiet place conducive to rest.
- ii. If horizontal rest facilities are not available due to unforeseen circumstances, or provision for rest facilities are not available on the type of aircraft, in which case comfortable seats with reclining mechanism and foot rest are to be provided. In both the cases the minimum in-flight rest period specified in paragraph above. 9.1.3 be increased by 1 hour.

10. INTERNATIONAL OPERATIONS (14 hours and above of Flight Time)

- 10.1 Approval shall be given by DGCA for the operation of Ultra Long flights on case-to-case basis for specific city-pairs and the departure windows of the flights.
- 10.2 Operator shall submit a specific scheme in accordance with the provisions laid down in the following paragraph to DGCA for obtaining 'City Pair Specific' approval for ultra-long haul operations.
- 10.3 Designated cabin crew rest facilities shall be provided on board aircraft. These rest facilities shall comprise not less than 2 independent rest areas with horizontal bunks and shall provide an environment that is conducive to rest/sleep.
- 10.4 Each ULR flight is to be operated by a minimum crew compliment of adequate number of cabin crew to man all the floor level exits and to cater for inflight rest.

10.5 Pre-flight and In-flight Rest Planning

A scheme shall be established to provide guidance to the cabin crew on the expected preflight preparations and in-flight rest to be taken. Cabin crew are to be appropriately rested for the ULR flight.

10.6 Pre-flight Rostering Requirements

The cabin crew shall be acclimatized at base before undertaking a ULR. Immediately prior to commencing the ULR, the crew shall be rostered for a rest period of no less than 48 hours, which shall include two (2) local nights, free from all duties.

10.7 Flight Rest Period Away from Base

In the ULR, the scheduled period free of flying duties away from base shall be at least 48 hours, with at least two (2) local nights.

10.8 Post Flight Rest at Base before Embarking on the Next Flight

The ULR cabin crew shall be provided with four (4) consecutive local nights of rest free of duty on completion of the ULR, before the crew may be rostered for another ULR flight or other flights.

11. HELICOPTER OPERATIONS:

11.1 The maximum Flight Duty Time for Cabin Crew in Helicopter operations shall be as under:

| Period | Flight Time (Hrs) | Flight Duty Period (Hrs) |
|----------------------------|--------------------------|---------------------------------|
| In any 24 consecutive hrs. | 07 | 10 |
| In 7 consecutive days | 30 | 55 |
| In 28 consecutive days | 90 | - |
| In 12 consecutive months | 800 | - |

11.2 Cabin Crew flying repetitive short sectors and doing an average of 8 or more landings per hour for three hours shall have a break of at least one hour away from helicopter.

11.3 Maximum number of landings in a calendar day shall not exceed 45. However, the number of landing in consecutive 24 hours shall not exceed 60.

11.4 Minimum rest period on return to base station from field operation shall be governed as follows:

| Outstation duty | Rest period | |
|------------------------|--------------------|---------------------------------------|
| Up to 14 days | 3 | Of number of days spent at outstation |
| More than 14 days | ½ | |

11.5 Medical evacuation flights can be undertaken for life saving mission with reduced rest period. Rest period after such flights shall be governed as:

11.5.1 If such flight is undertaken after minimum rest of 8 hours, which shall not include minimum of one hour of preflight/post flight duties plus actual time spent on transportation and if such flight duty does not impinge into any period between 0000 to 0500 hrs. local time, minimum rest of 10 hrs. shall be provided to crew members after the flight.

11.5.2 In all other conditions, minimum rest of 24 hrs. encompassing a local night shall be provided to crew members after the flight.

12. GENERAL

12.1 In all the cases the period of transportation shall neither be counted towards duty time nor rest time.

12.2 For unforeseen circumstances ‘Flight Time’ and ‘Flight Duty Period’ may be extended as follows:

- (a) Flight Time by maximum of 1½ hours and FDP by maximum of 3 hours subject to a cumulative limit of maximum of 4 hours in any particular case and shall not be more than 8 hrs during any period of 30 consecutive days.
 - (b) Whenever the Flight time/ Flight duty period gets extended, the rest period shall be prorata increased by twice the amount of extended time of Flight time/Flight duty period whichever is greater.
 - (c) Such exceedence shall be reported to the DGCA within 10 days of occurrence.
- 12.3 Air carrier shall maintain complete records of flight and duty time of each of the cabin crew during their employment. These records shall be made available to the crew on request.
- 12.4 Flight and duty time limitations can be extended beyond that specified in Para 12.2 with the specific approval of the DGCA in extraordinary circumstances in accordance with the conditions which the Director General may specify.
- 12.5 There should be an additional CCIC on board whenever the single sector flight time in more than 6 hours (minimum crew + CCIC).
- 12.6 When both fixed wing and rotary wing flying is carried out, the more restrictive Flight duty time limitations shall apply.
- 12.7 If the flight pattern/s consists of Domestic and International sectors then the flight time/ flight duty period and the rest requirements of the international shall apply.

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