

Advisory Circular

CONVERSION OF FOREIGN AIRCRAFT MAINTENANCE LICENCE

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GENERAL

Pursuant to paragraph 88B of the Air Navigation Order, the Director-General of the Civil Aviation (DGCA) may, from time to time, issue advisory circulars (ACs) on any aspect of safety in civil aviation. This AC contains information about standards, practices, and procedures acceptable to the Civil Aviation Authority of Singapore (CAAS). The revision number of the AC is indicated in parenthesis in the suffix of the AC number.

PURPOSE

This AC provides guidance to demonstrate compliance with, and information related to, the requirement for conversion of a foreign aircraft maintenance licence (AML) to a Singapore Airworthiness Requirements Part 66 (SAR-66) AML.

APPLICABILITY

This AC is applicable to a holder of a AML that is issued by a foreign civil aviation authority, and intends to convert it to a SAR-66 AML.

RELATED REGULATIONS

This AC relates specifically to paragraph 11(1) of the Air Navigation Order (ANO).

RELATED ADVISORY CIRCULARS

- AC 66-12 Acceptance of Type Training for Type Rating Endorsement on an Aircraft Maintenance Licence
- AC 66-5 Aircraft Types Acceptable for Endorsement on a SAR-66 Aircraft Maintenance Licence

CANCELLATION

This AC supersedes AC 66-10(1). In this Revision 2, the examination requirements for the conversion of foreign AML to a SAR-66 AML are revised.

EFFECTIVE DATE

This AC is effective from 1 May 2020.

OTHER REFERENCES

- Singapore Airworthiness Requirements Part 66 (SAR-66)
- Singapore Airworthiness Requirements Part 145 (SAR-145)

1 INTRODUCTION

- 1.1 Pursuant to the paragraph 11(1) of the Air Navigation Order, the DGCA may grant an AML (which may include a rating limiting the licence to any particular type of aircraft or equipment) if he is satisfied that the applicant is a fit and proper person to hold the licence and is qualified by his knowledge and experience to do so.
- 1.2 Conversion of a foreign AML, including the aircraft type ratings, endorsed therein to a SAR-66 AML is at the discretion of the DGCA.

2 PREREQUISITES

- 2.1 To qualify for the conversion of a foreign AML to a SAR-66 AML, the applicant must:
- (a) produce documentary evidence from a SAR-145 AMO or a Singapore air operator to show that he/ she needs to hold a SAR-66 AML to work for the respective organisation.
 - (b) hold a valid AML that is issued by the licensing authority of a foreign State;
 - (c) pass the relevant CAAS examinations;
 - (d) have at least three years of experience in exercising the privileges equivalent to those of the respective SAR-66 licence category(ies) applied for; and
 - (e) have been assessed by SAR-145 Approved Maintenance Organisation (AMO) or Singapore air operator in the following aspects:
 - (i) Ability to read, write and communicate to an understandable level in English in which technical documentation and procedures necessary to support the issue of certificate of release to service are written; and
 - (ii) Technical competency to safely discharge the privileges on the licence and type rating endorsements under application.

3 EXAMINATION REQUIREMENTS

States with Technical Arrangement or Working Arrangement in Aircraft Maintenance (TA-AM)¹ with CAAS

- 3.1 An applicant holding an AML issued by the licensing authority of a foreign State that has signed a technical arrangement or working arrangement on aircraft maintenance with CAAS is required to pass the SAR-66 AML basic examination Module 10 (Aviation Legislation) and a Category Technical Competency (CTC) paper relevant to the licence category sought. Details of the CTC examination papers are provided in Table 1.

CTC Paper for each SAR-66 Category	SAR-66 modules² to be tested	No. of questions	Time allotment (hr:min)
CTC- CAT A1	M3, M5, M6, M7, M11A, M15,	68	1:25

¹ As of April 2020, the licensing authorities of a foreign State having TA-AM with CAAS are CASA, CAAC, HKCAD, Member States of European Aviation Safety Agency (EASA), UK CAA, FAA, TCCA and JCAB.

² The SAR-66 modules can be found in the SAR-66 Appendix 1.

	M17		
CTC- CAT B1.1	M3, M4, M5, M6, M7, M11A, M15, M17	92	1:55
CTC-CAT B1.2	M3, M4, M5, M6, M7, M11B, M16, M17	92	1:55
CTC-CAT B1.3	M3, M4, M5, M6, M7, M12, M15	92	1:55
CTC-CAT B2	M3, M4, M5, M6, M7, M13, M14	92	1:55

Table 1: CTC Examination Paper for each SAR-66 Category

States that do not have a Technical Arrangement in Aircraft Maintenance or Working Arrangement (TA-AM) with CAAS

- 3.2 An applicant with an AML licence issued by the licensing authority of a foreign State that does not have a TA-AM with CAAS, may also be considered for a licence conversion if he or she passes the multiple-choice question (MCQ) papers of all the modules listed in SAR-66 Appendix 1 that are relevant to the category of licence under application.

Registration for Examinations

- 3.3 Applicants can access the online portal via <https://tasman-caas-candidate.aspeq.com/Home/Index/> to register and book the SAR-66 and the CTC examinations.
- 3.4 Applicants who fail a SAR-66 paper (which also includes Module 10) or a CTC paper in two consecutive attempts will be ineligible to sit for the same paper for a period of 3 months from the date of the last attempt, unless the period between the two attempts is more than 3 months. The passing mark for all the SAR-66 papers and the CTC paper is 75%.
- 3.5 The applicant is only allowed a maximum of 3 attempts to pass a CTC paper. If the applicant does not pass the CTC paper after the 3 attempts, he or she will be required to pass the multiple-choice question (MCQ) examinations of all the modules listed in SAR-66 Appendix 1 that are relevant to the category of licence under application.

4 LICENCE CATEGORY LIMITATIONS, TYPE RATINGS, AND TYPE RATINGS LIMITATIONS

- 4.1 The DGCA may apply limitations on the categories and type ratings as necessary, and only categories and type ratings applicable to the sponsoring SAR-145 AMO or Singapore air operator may be considered for endorsement of the licence under application.

5 APPLICATION FOR THE CONVERSION OF FOREIGN LICENCE

- 5.1 An applicant for the conversion of a foreign licence may submit an application in the Civil Aviation Personnel Licensing System (CAPELS) at <https://capels.caas.gov.sg>.
- 5.2 When applying for the conversion of a foreign licence conversion, the applicant should have the following scanned document files ready for uploading into CAPELS:
- (a) Foreign Aircraft Maintenance Licence;
 - (b) Letter from a SAR 145 AMO or a Singapore air operator to:
 - i. justify the need for the applicant hold a SAR-66 AML

- ii. recommend the grant of a SAR-66 AML based on the assessment of technical competency and proficiency in the English Language of the applicant
- (c) Letter of consent by the licence holder for CAAS to authenticate the licence with the foreign issuing Authority, or dedicated foreign authority's authorisation form for the release of licensing information (e.g. CASA Form 846, UK CAA Form SRG 1160) to CAAS;
- (d) Relevant CAAS examination result slips;
- (e) Certification Authorisation(s) (as proof of minimum 3 years of certifying experience); and
- (f) Type training (theory and practical) certificate(s) to support grant of type rating(s).