



GOVERNMENT OF INDIA

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

CIVIL AVIATION REQUIREMENTS
SECTION 8 – AIRCRAFT OPERATIONS
SERIES 'A' PART IV
DATED 4th December 2012

EFFECTIVE: FORTHWITH

F. No. AV.15011/3/2008-AS

Subject: **Secondment of Cabin safety inspectors from Scheduled/ Non-Scheduled Operators for supplementing Cabin Safety Division Work in DGCA.**

1.0 Introduction

- 1.1 The Directorate General of Civil Aviation has to ensure that an applicant for issuance of Air Operators Permit meets the provisions of the Aircraft Rules, 1937 and the Civil aviation Requirements. It also carries out review/ inspection of the operational preparedness of the applicant before the issuance of the Permit, which may include a series of proving flights, adequacy of facilities, equipment, operating procedures and practices and the competence of administrative, flight and ground personnel. In addition, periodic inspections and surveillance of airline and their cabin crew are conducted in order to ensure that the required standards of cabin safety and operations are maintained so as to provide a safe and reliable air transport service. These safety oversight functions consisting of periodic and planned inspections of the airlines, proficiency checks of the cabin crew, approval of the training programme of airlines and standardization checks of cabin crew are entrusted to the Cabin Safety Division of DGCA. Additionally the Division carries out surveillances of cabin crew Ab-initio / Recurrent / Refresher etc. training on random basis, approval of cabin crew Manuals / Training Centers / Safety & Emergency Procedures Instructors and checking the proficiency of the Safety & Emergency Procedures Instructors for their competency.
- 1.2 The Cabin Safety Division in DGCA is headed by the Joint Director General and its functioning with limited officers. In view of the limited resources available, it has been decided, as an interim measure, to utilize the services of Cabin Safety Instructor(s) with sufficient experience available with the aviation industry as a whole for the purpose of carrying out the tasks relating to inspections and surveillance of the airlines and its cabin crew on behalf of DGCA.

- 1.3 This Civil Aviation Requirement is issued under the provisions of Rule 133A of Aircraft Rules, 1937 for information, guidance and compliance by all concerned.

2.0 Applicability

- 2.1 This Civil aviation Requirement shall be applicable to the Indian air Transport Undertakings operating scheduled / non-scheduled services.

3.0 Functions

- 3.1 The Seconded Cabin Safety Inspectors shall carry out the following functions related to Cabin Safety.
- a) Operational inspection of the applicant for the issuance of Air Operating Permit.
 - b) Periodic inspections and surveillance of airlines.
 - c) Proficiency checks of cabin crew and SEP Instructors.
 - d) Inspection of training programme of airlines
 - e) Approvals of Training Centers / Manuals / Safety & Emergency Procedures Instructors
 - f) Associate in drafting / policy formulation of reformatory measures in the area of Cabin Safety.
 - g) Any other function assigned by DGCA to enhance cabin Safety

4.0 Criteria for nomination of Cabin Safety Inspectors

- 4.1 Scheduled operators having a fleet of 10 and more aircrafts and non-scheduled operators having a fleet 05 or more aircrafts of the same type entered in their Air Operators Permit shall nominate names of Safety & Emergency Procedures Instructor(s) of their airline having requisite experience.
- 4.2 Each scheduled operator shall nominate a minimum of three Safety & Emergency Procedures Instructor(s) whereas a non-scheduled operator may nominate one Safety & Emergency Procedures Instructor.
- 4.3 The nominated Safety & Emergency Procedures Instructor(s) shall meet the following criteria:
- a) **Age:** The age of the Safety & Emergency Procedures Instructor(s) preferably be not more than 60 years
 - b) **Qualification:** He / She shall be a current DGCA approved Safety &

Emergency Procedures Instructor on type of aircraft being operated by the Airline.

- c) Experience:** He / She shall have a total experience of at least 05 years as Cabin Crew, which shall include not less than 03 years as Safety & Emergency Procedure Instructor

OR

He / She shall have a total experience of atleast 05 years as Safety & Emergency Procedures Instructor.

5.0 Selection Process

- 5.1 The selection of the Seconded Cabin Safety Inspectors shall be done by a committee headed by the Director General of Civil Aviation. The selection shall be based on the qualification, experience and records of the Safety & Emergency Procedures Instructor(s) of airlines. Depending on the requirements one Cabin Safety Inspector will be selected from nominated Safety & Emergency Procedures Instructor of each operator.

6.0 Terms and Conditions of Secondment

- 6.1 The Seconded Cabin safety Inspector shall be on deputation to DGCA for a period not exceeding two years initially, which may be renewable. He / She shall have no management responsibilities in his / her airline or in any way associated with cabin crew associations / unions, etc. during his / her tenure, to avoid clash of interest.
- 6.2 The pay, allowance, progression in service, perks etc. of Seconded Cabin Safety Inspector during their secondment to DGCA shall be protected as per the existing provisions, by their parent company and the monthly remunerations shall be paid by the parent airline.
- 6.3 The Seconded Cabin Safety Inspector shall report to DGCA Headquarters for assignment of duties both flying and office work for minimum of 15 days in a month. He / She Shall carry out inspection / surveillance duties as per the schedule decided by the DGCA. DGCA will be responsible for oversight of these duties and follow-up action on surveillance reports.
- 6.4 The Seconded Cabin Safety Inspector shall carry out In-Flight inspections / surveillance only on behalf of the DGCA and are expected to perform their duties in a manner befitting DGCA officials.
- 6.5 The Seconded Cabin Safety Inspector shall be accountable to DGCA for all the inspection / surveillance etc. functions performed.

- 6.6 Before assigning on inspection / surveillance duties the Seconded Cabin Safety Inspector shall undergo Orientation Training and Standardization and / or Cabin Safety Inspector's course conducted in DGCA from time to time including on-the-job Training under the Cabin Safety Division of DGCA.
- 6.7 The Seconded Cabin Safety Inspector shall be permitted to undertake the assigned duties in their airline, if required for the continuation of their approval(s) with prior permission of DGCA.

7.0 General Requirements

- 7.1 It shall be the responsibility of the Seconded Cabin Safety Inspectors to maintain the validity of their approvals.
- 7.2 DGCA may cancel the secondment of any Cabin Safety inspector by recording reasons in writing. In such a case, airline may be asked to nominate additional Safety & Emergency Procedure Instructor for selection on secondment as Cabin Safety Inspector as replacement.
- 7.3 DGCA shall retain the flexibility of reviewing the requirements, based on circumstances.



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