
GACAR PART 142 – TRAINING CENTERS

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SUBPART A – GENERAL

§ 142.1 Applicability.

(a) This subpart prescribes the requirements governing the certification and operation of training centers. Except as provided in General Authority of Civil Aviation (GACA) Regulation (GACAR) § 142.3(c), this part provides an alternative means to accomplish training required by GACAR Part 61, 121, 125, 133, 135, 141, or 143.

(b) Except as provided in GACAR § 142.3(c) no person may conduct training, testing, or checking in Flight Training Devices (FTD) qualified at Level 6 or 7 under GACAR Part 60, or in full flight simulators (FFS), without, or in violation of, the certificate and operations specifications required by this part.

(c) Certification of a training center under this part requires the use of FFSs and/or FTDs qualified at Level 6 or 7 under GACAR Part 60 for all or part of their training programs. An applicant who proposes to conduct training, testing, and checking using aircraft only will not be accepted.

(d) Certification of a training center under this part requires the training center to have at least one core curriculum.

§ 142.3 Certificate and Operations Specifications Required.

(a) No person may operate a training center without, or in violation of, a training center certificate and operations specifications issued under this part.

(b) An applicant will be issued a training center certificate and operations specifications with appropriate conditions and limitations if the applicant shows that it has adequate facilities, equipment, personnel, and courseware required by GACAR § 142.11 to conduct training approved under GACAR § 142.41.

(c) Certification under this part is not required for training that is—

(1) Approved under the provisions of GACAR Part 65, 121, 135, or 133;

(2) Conducted under GACAR Part 141 unless GACAR Part 141 allows certification under GACAR Part 142;

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(3) Conducted by a certificate holder operating under GACAR Part 121 for another GACAR part certificate holder operating under GACAR Part 121; or

(4) Conducted by a certificate holder operating under GACAR Part 135 for another certificate holder operating under GACAR Part 135.

§ 142.5 Duration of a Certificate.

(a) **General.** The holder of a training center certificate issued under this part may not exercise the privileges of that certificate after it expires.

(b) A training center certificate issued under this part is valid—

(1) Until the date as endorsed on the certificate or

(2) Until the certificate is surrendered, suspended, or revoked.

(c) Unless sooner surrendered, suspended, or revoked, a certificate issued under this part for a training center located outside the Kingdom of Saudi Arabia expires at the end of the 12th month after the month in which it is issued or renewed.

§ 142.9 Safety Management System.

(a) If a person applying to the President for a training center certificate intends to use aircraft for flight instruction under this part, that person must demonstrate, during the application process under GACAR § 142.11, that it has a safety management system (SMS) that meets the standards in GACAR Part 5 and is acceptable to the President.

(b) A certificate holder authorized to conduct flight training in aircraft under this part must have and maintain an SMS that meets the requirements of GACAR Part 5 and is acceptable to the President.

§ 142.11 Application for Issuance, Amendment, or Renewal.

(a) An application for a training center certificate and operations specifications must—

(1) Be made on a form and in a manner prescribed by the President and

(2) Be made at least 120 working days before the beginning of any proposed training or 60 working days before effecting an amendment to any approved training, unless a shorter filing period is approved by the President.

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- (b) Each application for a training center certificate and operations specifications must provide—
- (1) A statement showing that the minimum qualification requirements for each management position are met or exceeded;
 - (2) A statement acknowledging that the applicant must notify the President within 10 working days of any change made in the assignment of persons in the required management positions;
 - (3) The proposed training authorizations and operations specifications requested by the applicant;
 - (4) The proposed evaluation authorization in accordance with GACAR § 142.61;
 - (5) A description of the flight training equipment that the applicant proposes to use;
 - (6) A description of the applicant’s training facilities, equipment, qualifications of personnel to be used, and proposed evaluation plans;
 - (7) A training program curriculum, including syllabuses, outlines, courseware, procedures, and documentation to support the items required in Subpart B of this part, upon request by the President;
 - (8) A description of a recordkeeping system that will identify and document the details of training, qualification, and certification of students, instructors, and evaluators;
 - (9) A description of the training center’s quality assurance system in accordance with GACAR § 142.29;
 - (10) A method of demonstrating the applicant’s qualification and ability to provide training for a certificate or rating in fewer than the minimum hours prescribed in GACAR Part 141 if the applicant proposes to do so; and
 - (11) An SMS that meets the standards in GACAR Part 5 and is acceptable to the President.
- (c) The facilities and equipment described in paragraph (b)(6) of this section must—
- (1) Be available for inspection and evaluation prior to approval; and

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(2) Be in place and operational at the location of the proposed training center prior to issuance of a certificate under this part.

(d) An applicant who meets the requirements of this part and is approved by the President may receive—

(1) A training center certificate containing all business names included on the application under which the certificate holder may conduct operations and the address of each business office used by the certificate holder; and

(2) Operations specifications, issued by the President to the certificate holder, containing—

(i) The type of training authorized, including approved courses;

(ii) The category, class, and type of aircraft that may be used for training, testing, and checking;

(iii) For each flight simulation training device (FSTD), the make, model, and series of airplane or the set of airplanes being simulated and the qualification level assigned, or the make, model, and series of rotorcraft, or set of rotorcraft being simulated and the qualification level assigned;

(iv) For each FSTD subject to qualification evaluation by the President, the identification number assigned by the GACA;

(v) The business name and address of all satellite training centers, and the approved courses offered at each satellite training center; and

(vi) Any other items the President may require or allow.

(e) The President may deny, suspend, or revoke a certificate under this part if the President finds that the applicant or the certificate holder—

(1) Held a training center certificate that was revoked or suspended within the previous 5 years;

(2) Employs or proposes to employ a person who—

(i) Was previously employed in a management or supervisory position by the holder of a

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- training center certificate that was revoked or suspended within the previous 5 years;
- (ii) Exercised control over any certificate holder whose certificate has been revoked or suspended within the last 5 years; or
- (iii) Contributed materially to the revocation or suspension of that certificate and who will be employed in a management or supervisory position, or who will be in control of or have a substantial ownership interest in the training center.
- (3) Has provided incomplete, inaccurate, fraudulent, or false information for a training center certificate; or
- (4) Should not be granted a certificate because the grant would not foster aviation safety.
- (f) The President may suspend, revoke, or amend any certificate issued under this part if—
- (1) The President determines that aviation safety and the public interest requires the suspension, revocation, or amendment or
- (2) The certificate holder applies for the amendment and the President determines that aviation safety and the public interest allow the amendment.
- (g) When the President proposes to amend, suspend, modify, or revoke all or part of any certificate, the procedure in GACAR § 13.19 applies.
- (h) When the certificate holder applies for an amendment of its certificate, the following procedure applies:
- (1) The certificate holder must file an application to amend its certificate with the GACA at least 15 working days before the date proposed by the applicant for the amendment to become effective, unless the President approves filing within a shorter period.
- (2) The application must be submitted in the form and manner prescribed by the President.
- (3) When a certificate holder seeks reconsideration of a decision from the President concerning amendments of a certificate, the procedures in GACAR Part 13 apply.
- (i) Application for the renewal of a certificate under this part must be made on a form and in a manner

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prescribed by the President.

§ 142.13 Management and Personnel Requirements.

An applicant for a training center certificate must show on a continuing basis, that—

- (a) For each proposed curriculum, the training center has a sufficient number of instructors who are qualified in accordance with Subpart C of this part to perform the duties to which they are assigned.
- (b) The training center has a sufficient number of evaluators to provide required checks and tests to graduation candidates within 7 days of training completion for any curriculum leading to pilot, flight instructor, ground instructor, and flight engineer certificates or ratings, or both.
- (c) The training center has a sufficient number of management personnel qualified and competent to perform required duties and supervise the training to be conducted.
- (d) The training center has appointed an accountable manager responsible for ensuring it is in compliance with the requirements for an approved training center.
- (e) Each management representative and all personnel designated by the training center to conduct direct student training are able to understand, read, write, and fluently speak the English language.

§ 142.15 Facilities.

- (a) An applicant for, or holder of, a training center certificate must ensure that—
 - (1) Each room, training booth, or other space used for instructional purposes is heated, lighted, and ventilated to conform to local building, sanitation, and health codes.
 - (2) The facilities used for instruction are not routinely subject to significant distractions caused by flight operations and maintenance operations at the aerodrome.
- (b) An applicant for, or holder of, a training center certificate must establish and maintain a principal business office physically located at the address shown on its training center certificate.
- (c) The records required to be maintained by this part must be located in facilities adequate for that purpose.
- (d) An applicant for, or holder of, a training center certificate must have available exclusively, for

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adequate periods of time and at a location approved by the President, adequate flight training equipment and courseware, including at least one FFS or FTD qualified at Level 6 or 7 under GACAR Part 60.

§ 142.17 Satellite Training Centers.

(a) The holder of a training center certificate may conduct training in accordance with an approved training program at a satellite training center if—

- (1) The facilities, equipment, personnel, and course content of the satellite training center meet the applicable requirements of this part.
- (2) The instructors and evaluators at the satellite training center are under the direct supervision of management personnel of the principal training center;
- (3) The President is notified in writing that a particular satellite is to begin operations at least 60 working days prior to proposed commencement of operations at the satellite training center.
- (4) The certificate holder's operations specifications reflect the business name and address of the satellite training center and the approved courses offered at the satellite training center.

(b) The certificate holder's operations specifications must prescribe the operations required and authorized at each satellite training center.

§ 142.19 Display of Certificate.

(a) Each holder of a training center certificate must prominently display that certificate in a place accessible to the public in the principal business office of the training center.

(b) A training center certificate and operations specifications must be made available for inspection upon request by—

- (1) The President;
- (2) An authorized representative of the Saudi Arabian Aviation Investigation Bureau; or
- (3) Any law enforcement agency in the Kingdom of Saudi Arabia.

§ 142.21 Inspections.

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Each certificate holder must allow the President to inspect training center facilities, equipment, and records in order to determine compliance with the GACAR, and the training center’s certificate and operations specifications.

§ 142.23 Advertising Limitations.

(a) A certificate holder may not conduct, and may not advertise to conduct, any training, testing, and checking not approved by the President if that training is designed to satisfy any requirement of the GACAR.

(b) A certificate holder whose certificate has been surrendered, suspended, or revoked must—

(1) Promptly remove all indications, including signs, wherever located, that the training center was certificated by the President and

(2) Promptly notify all advertising agents, or advertising media, or both, employed by the certificate holder to cease all advertising indicating that the training center is certificated by the President.

§ 142.25 Training Agreements.

A pilot school certificated under GACAR Part 141 may provide training, testing, and checking for a training center certificated under this part if—

(a) There is a training, testing, and checking agreement between the certificated training center and the pilot school.

(b) The training, testing, and checking provided by the certificated pilot school is approved and conducted in accordance with GACAR Part 141.

(c) The pilot school certificated under GACAR Part 141 obtains the President’s approval for a training course outline that includes the portion of the training, testing, and checking to be conducted under GACAR Part 141.

(d) Upon completion of training, testing, and checking conducted under GACAR Part 141, a copy of each student’s training record is forwarded to the GACAR Part 142 training center and becomes part of the student’s permanent training record.

§ 142.27 Training and Procedures Manual.

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- (a) The training center must provide a training and procedures manual for the use and guidance of personnel concerned. This manual may be issued in separate parts and must contain at least the following information:
- (1) A general description of the scope of training authorized under the training center's terms of approval;
 - (2) The content of the training programs offered including the courseware and equipment to be used;
 - (3) A description of the training center's quality assurance system in accordance with GACAR § 142.29;
 - (4) A description of the training center's facilities;
 - (5) The name, duties and qualification of the personnel designated as responsible for compliance with the requirements of an approved training center;
 - (6) A description of the duties and qualification of the personnel designated as responsible for planning, performing, and supervising training;
 - (7) A description of the procedures used to establish and maintain the competence of instructional and evaluation personnel;
 - (8) A description of the method used for the completion and retention of the training records required by Subpart E of this part;
 - (9) A description, when applicable, of additional training needed to comply with an operator's procedures and requirements; and
 - (10) When the GACA has authorized an approved training center to conduct the testing required for the issuance of a certificate or rating, a description of the selection, role and duties of the authorized personnel, as well as the applicable requirements established by the President.
- (b) The training center must ensure that the training and procedures manual is amended as necessary to keep the information up to date.
- (c) Copies of each amendment to the training and procedures manual must be furnished promptly to

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all organizations or persons to whom the manual has been issued.

§ 142.29 Quality Assurance System.

(a) Each training center must establish a quality assurance system acceptable to the President. Management personnel responsible for the implementation and maintenance of the quality assurance system must be identified by the training center.

(b) The quality assurance system must address—

- (1) Conduct and effectiveness of all training programs;
- (2) Compliance and adequacy of curriculums;
- (3) Conformity and security of the training center's recordkeeping system;
- (4) Adequacy of facilities and equipment;
- (5) Qualifications, eligibility, and ability of instructors and evaluators;
- (6) Effectiveness of management, including delegation of authority and responsibility; and
- (7) Flight simulator training device (FSTD) and flight training device (FTD) functionality and training suitability.

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SUBPART B – CURRICULUM AND SYLLABUS REQUIREMENTS

§ 142.39 Applicability.

This subpart prescribes the curriculum and syllabus requirements for the issuance of a training center certificate and operations specifications for training, testing, and checking conducted to meet the requirements of GACAR Part 61.

§ 142.41 Approval of Training Program.

- (a) Each applicant for, or holder of, a training center certificate must apply to the President for training program approval.
- (b) Application for training program approval must be made in a form and in a manner acceptable to the President.
- (c) Each application for training program approval must indicate—
 - (1) Which courses are part of the core curriculum and which courses are part of the specialty curriculum;
 - (2) Which requirements of GACAR Part 141 would be satisfied by the curriculum or curriculums; and
 - (3) Which requirements of GACAR Part 141 would not be satisfied by the curriculum or curriculums.
- (d) If, after a certificate holder begins operations under an approved training program, the President finds that the certificate holder is not meeting the provisions of its approved training program, the President may require the certificate holder to revise that training program.
- (e) If the President requires a certificate holder to revise an approved training program and the certificate holder does not revise the program as required, within 30 days, the President may suspend or revoke the training center certificate under the provisions of GACAR Part 13.

§ 142.43 Training Program Curriculum Requirements.

Each training program curriculum submitted to the President for approval must meet the applicable requirements of this part and must contain—

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- (a) A syllabus for each proposed curriculum;
- (b) Minimum aircraft and flight training equipment requirements for each proposed curriculum;
- (c) Minimum instructor and evaluator qualifications for each proposed curriculum;
- (d) A curriculum for initial training and continuing training of each instructor or evaluator employed to instruct or evaluate in a proposed curriculum;
- (e) Training in knowledge and skills related to human performance; and
- (f) For each curriculum that provides for the issuance of a certificate or rating in fewer than the minimum hours prescribed by GACAR Part 141—
 - (1) A means of demonstrating the ability to accomplish such training in the reduced number of hours; and
 - (2) A means of tracking student performance.

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**SUBPART C – PERSONNEL AND FLIGHT TRAINING EQUIPMENT
REQUIREMENTS**

§ 142.53 Applicability.

This subpart prescribes the personnel and flight training equipment requirements for a certificate holder that is training to meet the requirements of GACAR Part 61.

§ 142.55 Training Center Instructor Eligibility Requirements.

(a) A certificate holder may not employ a person as an instructor in a flight training course that is subject to approval by the President unless that person—

- (1) Is at least 18 years of age;
- (2) Is able to read, write, and speak and understand in the English language according to GACAR § 61.51;
- (3) If instructing in an aircraft in flight, is qualified in accordance with Subpart H of GACAR Part 61;
- (4) Satisfies the training and testing requirements of paragraph (c) of this section; and
- (5) Meets the following requirements:
 - (i) Except as allowed by paragraphs (a)(5)(ii) and (iii) of this section, meets the aeronautical experience requirements of Appendix C to GACAR Part 141, and the aeronautical experience and aeronautical knowledge requirements of Appendix E to GACAR Part 141, as applicable, excluding the required hours of instruction in preparation for the commercial pilot practical test;
 - (ii) If instructing in an FSTD that represents an airplane requiring a type rating or if instructing in a curriculum leading to the issuance of an airline transport pilot (ATP) certificate or an added rating to an ATP certificate, meets the aeronautical experience requirements of Appendix D to GACAR Part 141, as applicable;
 - (iii) A person who holds a ground instructor certificate issued under Subpart I of GACAR Part 61, and providing only classroom instruction, is not required to meet the requirements

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of paragraph (a)(5)(i) of this section.

(b) A training center must designate each instructor in writing to instruct in each approved course, prior to that person functioning as an instructor in that course.

(c) Prior to initial designation, each instructor must—

(1) Complete at least 8 hours of ground training on the following subjects:

- (i) Instruction methods and techniques;
- (ii) Training policies and procedures;
- (iii) Fundamental principles of the learning process;
- (iv) Instructor duties, privileges, responsibilities, and limitations;
- (v) Proper operation of simulation controls and systems;
- (vi) Proper operation of environmental control and warning or caution panels;
- (vii) Limitations of simulation;
- (viii) Minimum equipment requirements for each curriculum;
- (ix) Revisions to the training courses; and
- (x) Crew resource management and crew coordination.

(2) Satisfactorily complete a written test—

- (i) On the subjects specified in paragraph (c)(1) of this section and
- (ii) That is accepted by the President as being of equivalent difficulty, complexity, and scope as the tests provided by the President for the flight instructor airplane and flight instructor instrument knowledge tests.

§142.56 Instructor Requirements for the Airline Transport Pilot Certification Training Program.

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In addition to the requirements prescribed GACAR § 142.55, no certificate holder may use a person nor may any person serve as an instructor in an ATP certification training course for the airplane category multiengine class rating approved to meet the requirements of GACAR § 61.173(d) unless the instructor:

- (a) Holds an ATP certificate with an airplane category multiengine class rating;
- (b) Has at least 2 years of experience as a PIC or SIC in any operation conducted under GACAR Part 121;
- (c) Except for the holder of a flight instructor certificate, receives initial training on the following topics:
 - (1) The fundamental principles of the learning process;
 - (2) Elements of effective teaching, instruction methods, and techniques;
 - (3) Instructor duties, privileges, responsibilities, and limitations;
 - (4) Training policies and procedures; and
 - (5) Evaluation.
- (d) If providing training in an FSTD—
 - (1) Holds an aircraft type rating for the aircraft represented by the FSTD utilized in the training program and have received training and evaluation within the preceding 12 months from the certificate holder on the maneuvers that will be demonstrated in the FSTD; and
 - (2) Satisfies the requirements of GACAR § 142.59(a)(4).

§ 142.57 Training Center Instructor and Evaluator Privileges and Limitations.

- (a) A certificate holder may allow an instructor to provide—
 - (1) Instruction for each curriculum for which that instructor is qualified and
 - (2) Instruction to satisfy the requirements of any part of the GACAR.

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(b) A certificate holder may allow an evaluator to provide—

- (1) Testing and checking for which that evaluator is authorized and
- (2) Testing and checking intended to satisfy the requirements of any GACAR part.

(c) A training center whose instructor is designated in accordance with the requirements of this subpart to conduct training in qualified and approved flight training equipment, may allow its instructor to give endorsements required by GACAR Part 61 if that instructor is authorized by the President to instruct or evaluate in a GACAR Part 142 curriculum that requires such endorsements.

(d) A training center may not allow an instructor or evaluator to—

- (1) Excluding briefings and debriefings, conduct more than 8 hours of combined instruction and evaluation in any 24 consecutive hour period;
- (2) Provide flight training equipment instruction unless that instructor meets the requirements of GACAR §§ 142.59 (a)(1) through (4), and GACAR § 142.59(b), as applicable; or
- (3) Provide flight instruction in an aircraft unless that instructor—
 - (i) Meets the requirements of GACAR §§ 142.59(a)(1), (2), and (5);
 - (ii) Is qualified and authorized in accordance with Subpart H of GACAR Part 61;
 - (iii) Holds certificates and ratings specified by GACAR Part 61 appropriate to the category, class, and type aircraft in which instructing;
 - (iv) Holds at least a valid Class 2 medical certificate if instructing or evaluating in an aircraft in flight while serving as a required flight crew member; and
 - (v) Meets the recency of experience requirements of GACAR Part 61.

(e) A training center may not allow an evaluator to conduct an evaluation in an aircraft in flight while occupying a required crew member seat unless that evaluator holds at least a valid Class 1 medical certificate.

§ 142.59 Training Center Instructor Training and Testing Requirements.

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(a) Except as provided in paragraph (c) of this section, prior to designation and every 12 months beginning the first day of the month following an instructor's initial designation, a certificate holder must ensure that each of its instructors meets the following requirements:

(1) Each instructor must satisfactorily demonstrate to an authorized evaluator knowledge of, and proficiency in, instructing in a representative segment of each curriculum for which that instructor is designated to instruct under this part.

(2) Each instructor must satisfactorily complete an approved course of ground instruction in at least—

- (i) The fundamental principles of the learning process;
- (ii) Elements of effective teaching, instruction methods, and techniques;
- (iii) Instructor duties, privileges, responsibilities, and limitations;
- (iv) Training policies and procedures;
- (v) Crew resource management and crew coordination;
- (vi) Evaluation; and
- (vii) Training in knowledge and skills related to human performance.

(3) Each instructor who instructs in a qualified and approved FSTD must satisfactorily complete an approved course of training in the operation of the FSTD, and an approved course of ground instruction, applicable to the training courses the instructor is designated to instruct.

(4) The approved FSTD training course required by paragraph (a)(3) of this section must include—

- (i) Proper operation of FSTD controls and systems;
- (ii) Proper operation of environmental and fault panels;
- (iii) Limitations of simulation; and

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(iv) Minimum equipment requirements for each curriculum.

(5) Each flight instructor who provides training in an aircraft must satisfactorily complete, in an aircraft or qualified and approved FSTD, an approved course of ground instruction and flight training including instruction in the following:

(i) Performance and analysis of flight training procedures and maneuvers applicable to the training courses that the instructor is designated to instruct;

(ii) Technical subjects covering aircraft subsystems and operating rules applicable to the training courses that the instructor is designated to instruct;

(iii) Emergency operations;

(iv) Emergency situations likely to develop during training; and

(v) Appropriate safety measures.

(6) Each instructor who instructs in qualified and approved flight training equipment must pass a written test and annual proficiency check—

(i) In the flight training equipment in which the instructor will be instructing and

(ii) On the subject matter and maneuvers of a representative segment of each curriculum for which the instructor will be instructing.

(b) In addition to the requirements of paragraphs (a)(1) through (7) of this section, each certificate holder must ensure that each instructor who instructs in an FFS that the President has approved for all training and all testing for the ATP certification test, aircraft type rating test, or both, has met at least one of the following three requirements:

(1) Each instructor must have performed 2 hours in flight, including three takeoffs and three landings as the sole manipulator of the controls of an aircraft of the same category and class, and, if a type rating is required, of the same type replicated by the approved FFS in which that instructor is designated to instruct.

(2) Each instructor must have participated in an approved line observation program under GACAR Part 121 or 135, and that—

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(i) Was accomplished in the same airplane type as the airplane represented by the approved FFS in which that instructor is designated to instruct and

(ii) Included line oriented flight training of at least 1 hour of flight during which the instructor was the sole manipulator of the controls in an approved FFS that replicated the same type aircraft for which that instructor is designated to instruct; or

(3) Each instructor must have participated in an approved in flight observation training course that—

(i) Consisted of at least 2 hours of flight time in an airplane of the same type as the airplane replicated by the approved FFS in which the instructor is designated to instruct and

(ii) Included line oriented flight training of at least 1 hour of flight during which the instructor was the sole manipulator of the controls in an approved FFS that replicated the same type aircraft for which that instructor is designated to instruct.

(c) An instructor who satisfactorily completes a curriculum required by paragraph (a) or (b) of this section in the month before or after the month in which it is due is considered to have taken it in the month in which it was due for the purpose of computing when the next training is due.

(d) The President may give credit for the requirements of paragraph (a) or (b) of this section to an instructor who has satisfactorily completed an instructor training course for a certificate holder operating under GACAR Part 121 or 135 if the President finds such a course equivalent to the requirements of paragraph (a) or (b) of this section.

§ 142.61 Training Center Evaluator Requirements.

(a) A training center must ensure that each evaluator—

(1) Is designated by the President under GACAR Part 183;

(2) Is in compliance with GACAR §§ 142.55, 142.57, and 142.59; and

(3) Satisfactorily completes prior to designation, and except as provided in paragraph (b) of this section, every 12 month period following initial designation, a curriculum that includes the following:

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- (i) Evaluator duties, functions, and responsibilities;
- (ii) Methods, procedures, and techniques for conducting required tests and checks;
- (iii) Evaluation of pilot performance; and
- (iv) Management of unsatisfactory tests and subsequent corrective action; and

(4) Satisfactorily passes a written test and annual proficiency check in an approved FFS or aircraft in which the evaluator will be evaluating if evaluating in qualified and approved flight training equipment.

(b) An evaluator who satisfactorily completes a curriculum required by paragraph (a) of this section in the month before or after the month in which it is due is considered to have taken it in the month in which it was due for the purpose of computing when the next training is due.

(c) The President may give credit for the requirements of paragraph (a)(3) of this section to an evaluator who has satisfactorily completed an evaluator training course for a certificate holder operating under GACAR Part 121 or 135 if the President finds such a course equivalent to the requirements of paragraph (a)(3) of this section.

§ 142.63 Aircraft Requirements.

(a) An applicant for, or holder of, a training center certificate must ensure that each aircraft used for flight instruction and solo flights meets the following requirements:

(1) The aircraft must have a standard airworthiness certificate issued under GACAR Part 21 or a foreign equivalent of a standard airworthiness certificate, acceptable to the President except for flight instruction and solo flights in a curriculum for aerial work operations under GACAR Part 133.

(2) Except as provided in paragraph (a)(4) of this section, the aircraft must be maintained and inspected in accordance with the requirements for aircraft operated for hire under Subpart E of GACAR Part 91.

(3) The aircraft must be equipped as required for the approved course for which it is used.

(4) For commuter category airplanes and transport category aircraft, the aircraft must be operated by a certificate holder issued under GACAR Part 119.

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(b) Except as provided in paragraph (c) of this section, an applicant for, or holder of, a training center certificate must ensure that each aircraft used for flight instruction is at least a two place aircraft with engine power controls and flight controls easily reached and that operate in a conventional manner from both pilot stations.

(c) Airplanes with controls such as nose wheel steering, switches, fuel selectors, and engine air flow controls that are not easily reached and operated in a conventional manner by both pilots may be used for flight instruction if the certificate holder determines that the flight instruction can be conducted in a safe manner considering the location of controls and their nonconventional operation, or both.

§ 142.65 Flight Simulation Training Devices..

(a) An applicant for, or holder of, a training center certificate must show that each FSTD used for training, testing, and checking will be or is specifically qualified and approved by the President under GACAR Part 60 for—

(1) Each maneuver and procedure for the make, model, and series of aircraft, set of aircraft, or aircraft type simulated, as applicable and

(2) Each curriculum or training course in which the FSTD is used, if that curriculum or course is used to satisfy any requirement of the GACAR.

(b) The approval required by paragraph (a)(2) of this section must include—

(1) The set of aircraft, or type aircraft;

(2) If applicable, the particular variation within type, for which the training, testing, or checking is being conducted; and

(3) The particular maneuver, procedure, or crew member function to be performed.

(c) Each qualified and approved FSTD used by a training center must—

(1) Be maintained to ensure the reliability of the performances, functions, and all other characteristics that were required for qualification;

(2) Be modified to conform with any modification to the aircraft being simulated if the

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modification results in changes to performance, function, or other characteristics required for qualification;

(3) Be given a functional preflight check each day before being used; and

(4) Have a discrepancy log in which the instructor or evaluator, at the end of each training session, enters each discrepancy.

(d) Unless otherwise authorized by the President, each component on a qualified and approved FSTD used by a training center must be operative if the component is essential to, or involved in, the training, testing, or checking of pilots, flight instructors, ground instructors, and flight engineers.

(e) Training centers must not be restricted to specific—

(1) Route segments during line oriented flight training scenarios and

(2) Visual databases replicating a specific customer's bases of operation.

(f) Training centers may request evaluation, qualification, and continuing evaluation for qualification and approval of FSTDs without—

(1) Holding an air operator certificate or

(2) Having a specific relationship to an air operator certificate holder.

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SUBPART D – OPERATING RULES

§ 142.75 Applicability.

This subpart prescribes the operating rules applicable to a training center certificated under this part and operating a course or training program curriculum approved in accordance with Subpart B of this part.

§ 142.77 Privileges.

A certificate holder may allow FFS instructors and evaluators to meet recency of experience requirements by using a qualified and approved FFS or qualified and approved FTD if that FSTD is used in a course approved in accordance with Subpart B of this part.

§ 142.79 Limitations.

(a) A certificate holder must—

(1) Ensure that an approved FSTD freeze, slow motion, or repositioning feature is not used during testing or checking and

(2) Ensure that a repositioning feature is used during line operational simulation for evaluation and line oriented flight training only to advance along a flight route to the point where the descent and approach phase of the flight begins.

(b) When flight testing, flight checking, or line operational simulation is being conducted, the certificate holder must ensure that one of the following occupies each crew member position:

(1) A crew member qualified in the aircraft category, class, and type, if a type rating is required, provided that no flight instructor who is giving instruction may occupy a crew member position or

(2) A student, provided that no student may be used in a crew member position with any other student not in the same specific course.

(c) The holder of a training center certificate may not issue a graduation certificate unless the trainee—

(1) Has satisfactorily completed the training specified in the course approved under GACAR §

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142.41 and

(2) Has passed the final tests required by GACAR § 142.41.

(d) The holder of a training center certificate may not issue a graduation certificate unless the trainee has satisfactorily completed the curriculum requirements of that course.

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SUBPART E – RECORDKEEPING

§ 142.89 Applicability.

This subpart prescribes the training center recordkeeping requirements for trainees enrolled in a course, and instructors and evaluators designated to instruct or evaluate a course as applicable, approved in accordance with Subpart B of this part.

§ 142.91 Recordkeeping Requirements.

(a) A certificate holder must maintain a record for each trainee that contains—

- (1) The name of the trainee;
- (2) A copy of the trainee’s pilot certificate, if any, and medical certificate;
- (3) The name of the course and the make and model of the approved flight training equipment used;
- (4) The trainee’s prerequisite experience and course time completed;
- (5) The trainee’s performance on each lesson and the name of the instructor providing instruction;
- (6) The date and result of each end of course practical test and the name of the evaluator conducting the test; and
- (7) The number of hours of additional training that was accomplished after any unsatisfactory practical test.

(b) A certificate holder must maintain a record for each instructor or evaluator designated to instruct or evaluate a course approved in accordance with Subpart B of this part that indicates that the instructor or evaluator has complied with the requirements of GACAR §§ 142.13, 142.53, 142.55, 142.57, and 142.59, as applicable.

(c) The certificate holder must—

- (1) Maintain the records required by paragraph (a) of this section for at least 2 years following the completion of training, testing or checking;

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(2) Maintain the qualification records required by paragraph (b) of this section while the instructor or evaluator is in the employ of the certificate holder and for 2 years thereafter; and

(3) Maintain the recurrent demonstration of proficiency records required by paragraph (b) of this section while the instructor or evaluator is in the employ of the certificate holder and for at least 2 years thereafter.

(d) The certificate holder must provide the records required by this section to the President, upon request and must keep the records required by—

(1) Paragraph (a) of this section at the training center, or satellite training center where the training, testing, or checking, if appropriate, occurred and

(2) Paragraph (b) of this section at the training center or satellite training center where the instructor or evaluator is primarily employed.

(e) The certificate holder must provide to a trainee, upon request, a copy of his training records.

§ 142.93 Electronic Recordkeeping.

(a) No certificate holder may use an electronic signature for records requiring a certifying statement unless the electronic signature system is approved by the President.

(b) No certificate holder may use an electronic recordkeeping system for any record required by this part unless the electronic recordkeeping system complies with paragraphs (c) through (e) of this section.

(c) **Storage and Retrieval.** A computer hardware and software system must have the capability to store and retrieve the records. The system must be capable of producing paper copies of the viewed information at the request of a GACA or SAAIB authorized representative.

(d) **Security.** Any electronic recordkeeping system must—

(1) Ensure that records are retained for the retention periods prescribed in this part.

(2) Protect confidential information.

(3) Ensure that the information is not altered in an unauthorized way.

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(4) Have a corresponding policy and management structure to support the computer hardware and computer software that delivers the information.

(e) **Procedures.** Before employing an electronic recordkeeping system, a certificate holder must incorporate electronic recordkeeping procedures into its manual to include the following:

(1) Procedures for making required records available to authorized AIB personnel and GACA Inspectors. If the computer hardware and software system is not compatible with the GACA and AIB systems, the certificate holder must provide an employee or representative to assist in accessing the necessary computerized information.

(2) Procedures for reviewing the computerized personal identification codes system to ensure that the system will not permit password duplication.

(3) Procedures for auditing the computer system every 60 days to ensure the integrity of the system. A record of the audit must be completed and retained on file as part of the operator's record retention requirements. This audit may be a computer program that automatically audits itself.

(4) Audit procedures to ensure the integrity of each computerized workstation unless the workstations are server-based and contain no inherent attributes that enable or disable access.

(5) Procedures describing how the certificate holder will ensure that the electronic records are transmitted in accordance with the appropriate regulatory requirements.

(6) A description of the training procedure and requirements necessary to authorize access to the computer hardware and software system.

(7) For electronic record keeping systems employing digital or electronic signatures, guidelines for authorized representatives of the certificate holder to use electronic signatures and to have access to the appropriate records.

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SUBPART F – OTHER APPROVED COURSES

§142.101 Conduct of Other Approved Courses.

- (a) An applicant for, or holder of, a training center certificate may apply for approval to conduct a course for which a curriculum is not prescribed by this part.
- (b) The course for which application is made under paragraph (a) of this section may be for airmen, material handlers, ground servicing personnel, security personnel, and others approved by the President.
- (c) An applicant for course approval under this subpart must comply with the applicable requirements of Subpart A through Subpart F of this part.
- (d) The President approves the course for which the application is made if the training center or training center applicant shows that the course contains a curriculum that will achieve a level of competency equal to, or greater than, that required by the appropriate part of the GACAR.