



بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ



المملكة العربية السعودية

الهيئة العامة للطيران المدني

السلامة والأمن والنقل الجوي

GACA Regulation Circular No R-33-2015
1st December, 2015

SUBJECT: GACA Ground Service Provider Work Permit

In accordance with the Civil Aviation Act of the Kingdom of Saudi Arabia (KSA), as approved by the Council of Ministers Resolution No. 185 dated 17/07/1426H and issued by the Royal Decree No. M/44 dated 18/07/1426H. (23/08/2005G), and based on the authority granted in Article 179 of the Act; the following Regulations are issued under the authority of the President of General Authority of Civil Aviation, as a duly delegated representative of the GACA Board of Directors, in accordance with Order No.T-41, dated 30/12/1429H (28/12/2008G).

With effect from 1st June 2016, the following requirements apply:

A. Applicability

This Circular prescribes the requirements for issuing the GACA Ground Service Provider Work Permit for the following ground service provider personnel:

1. Ground Support Equipment Operator
2. Aircraft Marshaller
3. Dangerous Goods Handler
4. Aircraft Weight and Balance Agent/Load Controller
5. Passenger Handling Agent
6. Ramp Supervisor/Aircraft Turnaround Coordinator

B. Eligibility Requirements

To be eligible for a GACA Ground Service Provider Work Permit a person must—

1. Be employed by a certificated ground service provider for a specific job, requiring a GACA Ground Service Provider Work Permit, or by a certificated commercial operator or certificated air carrier.
2. Be recommended for the GACA Ground Service Provider Work Permit by his/her employer.
3. Have completed formal training that is acceptable to the GACA and is specifically designed to qualify the applicant for the job on which the applicant is to be employed.
4. Be able to read, write, speak, and understand the Arabic or English language.

C. Application and issue

1. Application for the GACA Ground Service Provider Work Permit, under this Circular must be made on a form and in a manner prescribed by the GACA.



2. Unless the order of revocation provides otherwise, a person whose GACA Ground Service Provider Work Permit is revoked may not apply for the same kind of permit for one year after the date of revocation.
3. A person whose security badge is suspended / revoked, the GACA Ground Service Provider Work Permit will be revoked.
4. A Ground Service Provider work permit will be valid for 24 months.

D. Display of Permit

Each person, who holds a ground service provider work permit, must keep it within the immediate area, where he normally exercises the privileges of the GACA ground services work permit and present it for inspection upon request of a GACA inspector or an authorized GACA representative.

This Circular is published in GACA official website: <http://www.gaca.gov.sa>

Any inquiries or feedback concerning GACA Regulations must be addressed to AP GACA-Safety, Security & Air Transport, Fax No. +966-12-6855284.

Sulaiman Al-Hamdan
President of General Authority of Civil Aviation

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