



Republic of the Philippines  
Department of Transportation and Communications  
**CIVIL AVIATION AUTHORITY OF THE PHILIPPINES**  
*Office of the Director General*

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MEMORANDUM CIRCULAR NO. 07-13, Series of 2012

**TO :** ALL PHILIPPINE AVIATION STAKEHOLDERS/OPERATORS

**FROM :** THE DIRECTOR GENERAL  
CIVIL AVIATION AUTHORITY OF THE PHILIPPINES

**SUBJECT :** SUPPLEMENTAL REQUIREMENT/QUALIFICATION  
FOR AND FLIGHT OPERATION OFFICER (FLIGHT  
DISPATCHER)' GROUND INSTRUCTOR

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**REFERENCES:**

**Part 8, PCAR**

**1. Definition –**

- a) **Flight operations officer/flight dispatcher.** A person designated by the operator to engage in the control and supervision of flight operations, whether licensed or not, suitably qualified in accordance with CAR Part 2, who supports, briefs and/or assists the PIC in the safe conduct of the flight
- b) **Ground Instructor (BGI) rating** allows the holder to give the ground instruction required for a Flight Operation Officer/Flight Dispatcher

**2. 8.10.1.41 MINIMUM QUALIFICATION FOR A FLIGHT OPERATIONS OFFICER INSTRUCTOR (emphasis supplied)**

- (a) to be qualified to train and evaluate flight operations officers, a trainor must:
- (1) have passed a flight operations officer's course in a duly recognized training organization;
  - (2) hold a valid flight operations officer's license and ground instructor's authorization issued by CAAP;
  - (3) present proof of currency, continued competency and proficiency to be able to renew the above licenses and authorization. (21 March 2011)

**3. 8.10.1.7 PERSONS QUALIFIED TO FLIGHT RELEASE**

- (a) No person may act as a flight operations officer in releasing a scheduled passenger-carrying commercial air transport operation unless that person:
- (1) Holds a flight operations officer license or an ATP license; and
  - (2) Is currently qualified with the Operator for the operation and type of aircraft used.
- (b) When the Authority requires that a flight operations officer/flight dispatcher, employed in conjunction with an approved method of control and supervision of flight operations, be licensed, that flight operations officer/flight dispatcher shall be licensed in accordance with the provisions of Part 2 of these Regulations.

**PURPOSE/OBJECTIVE**

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*"Reving Up. Soaring"*

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Consistent with Republic Act Number 9497 and existing Philippine civil aviation regulations, to implement and ensure the maximum safety, efficiency and regularity in air travel.

**COVERAGE/APPLICABILITY:**

The following supplemental CAAP Regulations are applicable to all persons applying for CAAP Ground Instructor License for Flight Operation Officer/Flight Dispatcher.

**AMENDED PART 8.10.1.41 (MINIMUM QUALIFICATION FOR A FLIGHT OPERATIONS OFFICER INSTRUCTOR**

- (a) To be qualified to train and evaluate flight operations officers, a trainor must:
- (1) have passed a flight operations officer's course in a duly recognized training organization;
  - (2) hold a valid flight operations officer's license and ground instructor's authorization issued by CAAP;
  - (3) present proof of currency, continued competency and proficiency to be able to renew the above licenses and authorization. (21 March 2011), and
- (b) Experience Requirement: The applicant for a flight operations officer/flight dispatcher' ground instructor license shall have gained a total of two and half (2 1/2) years, in continuous or aggregate duly licensed flight operation officer/flight dispatch.

-----NOTHING FOLLOWS-----

All orders and/or memoranda in conflict herewith are hereby rescinded. This Memorandum Circular shall take effect immediately after compliance with the single publication in a newspaper of general circulation and a copy filed with the UP Law Center - Office of the National Administrative Register (ONAR), UP Diliman, Quezon City.

Signed and approved this 5<sup>TH</sup> February 2013, CAAP, Pasay City.

  
LT GEN WILLIAM K HOTCHKISS III AFP (Ret)

