



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

MEMORANDUM CIRCULAR NO. 12-13, Series of 2013

TO : ALL CONCERNED

FROM : THE DIRECTOR GENERAL
CIVIL AVIATION AUTHORITY OF THE PHILIPPINES

SUBJECT : SUPPLEMENTAL PHILIPPINE AVIATION REGULATIONS
TO PART 2 (PERSONNEL LICENSING) ON
**REISSUE OR REINSTATEMENT OF PRIVILEGES OF
EXPIRED LICENSES, RATINGS, AUTHORIZATIONS OR
CERTIFICATES OF OTHER AIRMEN**

REFERENCE:

1. Philippine Civil Aviation Regulation (PCAR) Part 1 (General Policies, Procedures and Definitions).
2. Philippine Civil Aviation Regulation (PCAR) Part 2 (Personnel Licensing).
3. Memorandum Circular (MC) 04-13 Series of 2013 dated 22 January 2013.

SUPPLEMENTAL REGULATION TO PART 2 OF PCAR:

**“PCAR PART 2.2.11 REISSUE OR REINSTATEMENT OF AN EXPIRED
LICENSE, RATING, AUTHORIZATION OR CERTIFICATE**

Note: *Re-issue of a license, rating, Authorization or certificate.* *The administrative action taken after a license, rating, Authorization or certificate has lapsed that reissues the privileges of the license, rating, Authorization or certificate for a further specified period consequent upon the fulfillment of specified requirements. (PCAR 2.1.2 (a) (35))*

Note: *Other Airman License.* *A person required by any part of these regulations to have an airman's license shall have it in their physical possession or readily accessible in the aircraft or at the work site when exercising the privileges of that license. (PCAR 1.2.1.1 (b))*

This Section prescribes the conditions and requirements for the re-issue or reinstatement of licenses, ratings, authorizations and certificate of **other airmen** such as but not limited to Aircraft Maintenance Technician, Aircraft Maintenance Specialist, Parachute Rigger, Aeronautical Station Operator, Air Traffic Controller, Aviation Medical Examiners, Ground Instructor, Cabin Crew, and Flight Dispatcher.

“Reaving Up. Soaring High”

(a) a person who holds an **EXPIRED** Philippine license, rating, authorization or certificate may apply for a reissue or reinstatement of such license for use provided he/she successfully complies with the requirements of the license in question;

(b) a person who holds an expired Philippine license, rating, authorization or certificate for **LESS THAN twenty four (24) months** must pass the knowledge test on the **Air Law** to be administered by the Authority prior to the re-issue of the said license;

(c) a person who holds an expired Philippine license, rating, authorization or certificate for **MORE THAN twenty four (24) months** must undergo the same process as the initial or original license application, including passing the **Air Law**, **ALL the theoretical or knowledge test** of the license in question and **skill test** requirements to be administered by the Authority prior to the re-issue of the said license;

(d) in addition to the requirements of PCAR 2.2.11 (c), a holder of an expired **FLIGHT DISPATCHER LICENSE**, rating, authorization or certificate for **MORE THAN twenty four (24) months** shall be **required** to undergo the appropriate **refresher course** for the said license.”

EFFECTIVITY:

This Supplemental Regulation shall be added to PCAR Part 2 and shall take effect immediately after compliance with the requisite single publication and a copy filed with the U.P. Law Center – Office of the National Administrative Register.

So Ordered. Signed this ___ day of February 2013, CAAP, Pasay City.



LT GEN WILLIAM K HOTCHKISS III AFP (Ret)