

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

MEMORANDUM CIRCULAR NO. 34 13 Series of 2013

TO ALL CONCERNED

FROM THE DIRECTOR GENERAL  
CIVIL AVIATION AUTHORITY OF THE PHILIPPINES

SUBJECT SUPPLEMENTAL REGULATIONS TO THE PHILIPPINE CIVIL  
AVIATION REGULATIONS (PCAR) **PART 2 PERSONNEL**  
**LICENSING ON CABIN CREW MEMBER LICENSE**

REFERENCE: Republic of the Philippines Civil Aviation Regulations (CAR)

**PART 2 PERSONNEL LICENSING** of the CAR is hereby amended to read as follows:

**2.1 General**

**2.1.3 Abbreviations.....**

- (38) CCL – Cabin Crew License
- (39) CCLE – Cabin Crew License Exam

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**2.2 General Licensing Requirements:**

**2.2.2.1 Licenses.....**

- (i) Cabin Crew License

**2.2.2.4 Certificates.....**

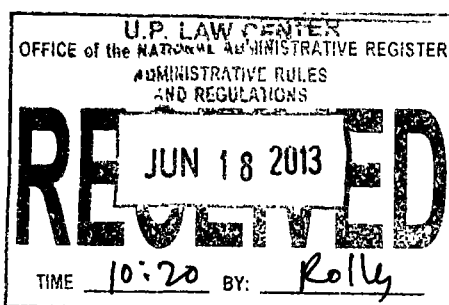
- (2) Medical certificate Class 2 for PPL, Glider, Free balloon pilot and Cabin Crew license

**2.2.3 Validity of Licenses, Endorsements, Authorizations and Certificates....**

- (g) The maintenance of competency of Cabin Crew Members, engaged in commercial air transport cabin safety operations, may be satisfactorily established by demonstration of skill during proficiency Cabin Crew trainings completed

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Old MIA Road corner Ninoy Aquino Avenue, Pasay City, Metro Manila, Philippines, 1300  
Tel. (+632) 8799-220 / www.ccap.gov.ph



## 2.11 CABIN CREW MEMBER LICENSES

### 2.11.1 APPLICABILITY

This section prescribes the requirements for the issue, renewal or re-issue of a Cabin Crew Member License

### 2.11.2 GENERAL

(a) An applicant shall, before being issued with a Cabin Crew Member, meet such requirements in respect of age, knowledge, competency, skill, and medical fitness as are specified for that license

(b) An applicant shall for renewal or re-issue of a license, rating or Authorization meet the requirements as are specified for that license

(c) All types of license is non-transferable and should be carried at all times when the holder is on duty or is performing the duties pertinent to his/her license and shall present it for inspection upon request of any official of the Civil Aviation Authority of the Philippines, the Civil Aeronautics Board or any National or Municipal Official charged with the duties of enforcing local laws and regulations

(d) All original licenses issued, renewal and validation shall be signed and approved by the DG. However, renewal may be signed and approved by the Chief, FSIS if deemed necessary as authorized by the DG

### 2.11.3 CABIN CREW MEMBER LICENSE

(a) Age. The applicant for a Cabin Crew Member license shall be not less than 18 years of age.

(b) Knowledge. The applicant for a Cabin Crew Member license shall

(1) Receive and log ground training from an authorized Airline Operator on the following subjects

(i) General Knowledge Use and Location of General Aircraft Safety Equipments.

(ii) Principles of Operation and Functions of General Aircraft Cabin and Safety Features Doors, Communication System, Cabin Interior Emergency and Safety Markings.

(iii) Standards in all Cabin Crew duties in Emergency Procedures.

(iv) Operational procedures for carriage in cabin or freight Possible communicable cases and potential hazards associated with dangerous goods.

(2) Have received an endorsement for the knowledge test from an authorized Cabin Crew Instructor who

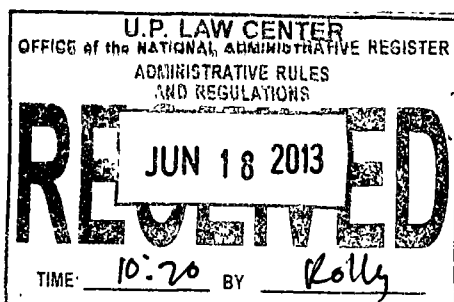
(i) Conducted the training on the knowledge areas.

(ii) Certifies that the person is prepared for the required knowledge test, and

(3) Pass the required knowledge test

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(c) Competency The applicant for a Cabin Crew Member license shall have

- (i) Satisfactorily completed an approved training course within the Airline Operators authorized training period immediately preceding application, or
- (ii) Satisfactorily served under a qualified Airline Operator for not less than 6 months during the 12-month period immediately preceding application

(d) Skill The applicant for a Cabin Crew Member license shall demonstrate, or have demonstrated, competency in

- (i) Operations in all aircraft cabin features and safety equipment,
- (ii) Cabin Crew duties in emergency procedures with efficiency and accuracy

(e) Privileges Subject to compliance with the requirements specified in this Part, the privileges of the holder of a Cabin Crew license shall be to act as a Cabin Crew Member. Before exercising the privileges of the license, the holder shall be competent with all pertinent and current information regarding the types of equipment and operating procedures used

(f) Endorsement When an applicant demonstrates his/her skills and competency specified, the type of aircraft shall be entered on such license

(g) Validity The validity period of the license is three (3) years. A license shall remain valid as long as the licensee holder maintains the required competence, and has a satisfactory report of medical fitness

(h) Medical fitness The applicant for a CCL shall hold a current Class 2 Medical Certificate.

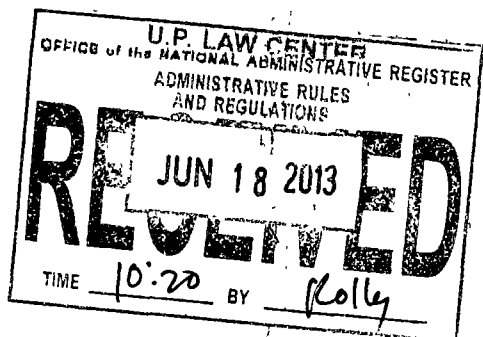
**PART 2: IS PERSONNEL LICENSING: IMPLEMENTING STANDARDS** is hereby amended to read as follows:

**IS 2.11.3 APPENDIX A: PREREQUISITES FOR A KNOWLEDGE TEST**

- a) The applicant shall, before passing the knowledge test for a license
- (1) Have satisfactorily accomplished the required training from an Airline Operator,
  - (2) Have a competency of training record that has been signed by an authorized instructor, who certifies that the applicant is prepared for the knowledge test

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**EFFECTIVITY:**

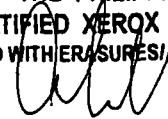
This Supplemental Regulation shall be added to the PCAR Part 2 Version 2011 and shall take effect immediately and supersede any other memoranda, regulations and directives in conflict with this regulations after compliance with the requisite single publication and a copy filed with the U.P. Law Center – Office of the National Administrative Register.

So Ordered. Signed this   5   day of June 2013, CAAP, Pasay City.



**LT GEN WILLIAM K HOTCHKISS III AFP (Ret)**  
Director General

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