

## Information for Instructors and CDEs

SACAA CARS Part 64 states the following:

### **Competency**

**64.01.3 (1)** *No cabin crew member shall exercise the privileges granted by a cabin crew member licence unless such cabin crew member maintains competency by complying with the requirements prescribed in this part.*

**(2)** *The holder of a cabin crew member licence shall submit copies of all documentation reflecting continued maintenance of competency to the Director within 7 days after compliance with the appropriate requirements prescribed in this part.*

This has led to some confusion and an added workload for licensing officers at SACAA due to the submission of multiple skills test reports.

To assist in this matter we will require the following going forward:

- Each crew member who is undergoing assessments must be issued with one skills test report form. All assessments conducted must be completed on that one form. Should parts of the assessments be outsourced, then the ATO conducting the assessment will complete their details above the relevant assessment (as indicated on the form, Part C).
- Once all the assessments are completed (on the last day of successful assessments), the crew member will sign and date the form on the front (Part A). This will indicate that all requirements have been met as stated in the regulations. The 7 days will be counted from this date (as indicated under 'Notes' at the top of page one).
- The ATO or Operator representative, who is ultimately responsible for the training of the crew member, will sign Part B of the form.
- We realise that it sometimes happens that not all components are assessed close to each other (eg SEPT this month and Live Fire Fighting only 2 months later). In this case it will be understandable if more than one skills test report form is submitted. It is, however, strongly encouraged that all assessments are completed within one month (30 days) of commencement of the first assessment.

Please see the Recurrent Skills Test Report form under "Forms". Some assessments have been removed as they do not form part of the Part 121 recurrent drill criteria. They do, however, form part of the theory components and should be tested accordingly.

The above information will also be made available as an AIC in due course.

Should you have any queries, suggestions or feedback please feel free to contact Danette Sevenster (sevensterd@caa.co.za) or Rowlene Jantjes (jantjesr@caa.co.za).