



Aircraft Maintenance Engineer Licence and / or Category

Notes to applicants:

1. A completed Fit and Proper Person Questionnaire, form [CAA FPP1](#) is required with this application when applying for Initial Issue of Licence.

1. Personal Details

CASA PNG Client / Licence Number (if known)				Date of Birth (dd/mm/yy)					
Title (Mr/Mrs/Ms/Miss)			Last Name						
Given Name(s)									
Country of Birth				Nationality					
Address for Service - Civil Aviation Act, s48, requires applicants to provide an address for service in Papua New Guinea i.e. a physical address) and to promptly notify the Director of any changes.									
Tel					Mob				
Fax					Email				
Postal Address (if different from Address for Service)									
Tel					Mob				
Fax					Email				

2. Application Requirements

<ol style="list-style-type: none"> 1. Requirements for AME Licence Issue are contained in Rule Part 66 and associated Part 66 Advisory Circulars (ACs) 2. For details on Licence issue requirements refer to AC 66-1 Subpart B Aircraft Maintenance Engineer Licence 3. All applications must be accompanied by a suitable PTR detailing your experience as required by AC66-1 4. You must enclose your current licence with this application when applying of an additional category
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3. Licence and/or Category(s) applying for

Tick box to indicate Licence and/or Category required. If you are applying for an additional category, you must enclose your current licence.	Initial AMEL Issue <input type="checkbox"/>	Aeroplane <input type="checkbox"/>	Rotorcraft <input type="checkbox"/>
	Powerplant <input type="checkbox"/>	Electrical <input type="checkbox"/>	Instrument <input type="checkbox"/>
	Radio <input type="checkbox"/>	LTA Aircraft <input type="checkbox"/>	

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Assessing Officer	Receipt No.	Receipt Date	W/R No.

3. Experience

Experience must be submitted in a suitable PTR or similar document as required by [AC66-1](#)

1. Licence Issue

Demonstrate the required 3, 4 or 5 years maintenance experience, as required by Part 66, in a suitable PTR

Additionally – for the Initial issue or your AME Licence include a CV type document that outlines your aviation maintenance career to date, or complete the Experience Overview section below.

2. Category Issue

Demonstrate 2 years experience relevant to the particular category sought in a suitable PTR

3. Training Certificates

Include copies of relevant Training Certificates.

[AC66-1](#) 66.57(b) - Practical experience, training

Practical experience for the issue of an AME Licence and Categories should be documented in a suitable **Practical Training Record (PTR)**. This should be set out or highlighted so the experience is readily identifiable to the applicable licence and/or category that is being applied for. CAA has produced an acceptable PTR format in AC 66-1 Appendix 5, which should be used by applicants to demonstrate evidence of practical record of training.

Engineers are not required to use the AC 66-1 Appendix 5, PTR, but the format of any acceptable PTR should have the following features:

1. provide an overview of experience /employment in the aviation industry, detailing relevant qualifications, training and courses
2. list specific tasks completed, being countersigned by a supervising LAME,
3. details of the dates and the specific aircraft or components worked on.

As a guide, typical PTR format are included in (AC66-1) Appendix 5.

Experience Overview (or CV supplied)

This is an overview only and still requires a detailed PTR to support your application.

It should be used to list any training, the types of aircraft, and levels and types of maintenance you have performed at the various companies or sections/ areas within a company you have been employed at.

Date		Employed at	Experience Overview (Concise accurate statements – print clearly)
From	To		

From the experience outlined above, show the **full time** experience for licence and/or category sought.

	Total Experience	Category	Experience (months)
Licence issue			

4. Fees (incl GST)

Please mark the fee for the required licence and/or category. Note , the licence fee includes one category. For each additional category an additional fee is required. If applying for multiple categories, please indicate the number and complete the fee total box. Unless the full fees are paid, applications will not be processed. PLEASE PAY CASH AND PROVIDE EVIDENCE OF RECEIPT. Applications will not be processed without payment.	Initial Issue Fee K330.00 (includes one category) <input type="checkbox"/>	Category Fee K330.00 per additional category <input type="checkbox"/>	Total Fee	K
	Name on Receipt			
Cash Receipt No				

5. Declaration

The provision of false information or failure to disclose information relevant to the grant or holding of an aviation document constitutes an offence under Section 283 of the Civil Aviation Act 2000(as amended) and is subject, in the case of an individual, to imprisonment for a term not exceeding 12 months or to a fine not exceeding K\$25,000.	I declare that to the best of my knowledge and belief the statements made and the information supplied in this application and the attachments are complete and correct.		
	Consent to Disclosure & Collection I authorise the collection by the Director of Civil Aviation or his delegate (hereinafter referred to as "the Director") from, and the disclosure to the Director by, any person, organisation or government department of any details of my knowledge & compliance with transport safety regulatory requirements. I authorise the Director to use, and disclose, the information obtained about me for any purpose under the Civil Aviation Act 2000(as amended), or other such purpose permitted by law.		
	Applicant's Signature		Date

6. Applicant's Check List

Please ensure all documents are enclosed. Applications which are incomplete or lacking any required documents or PTR will be returned. Please allow 30 working days, from date of receipt for processing your application.	1. Licence enclosed - (if held)	Yes <input type="checkbox"/>	N/A <input type="checkbox"/>
	2. Fees paid & 2 passport photos provided	<input type="checkbox"/>	
	3. Training Certificates copies supplied	<input type="checkbox"/>	<input type="checkbox"/>
	4. PTR (Practical Training Record) supplied	<input type="checkbox"/>	
	5. CV supplied, or Section 3 Experience Overview completed	<input type="checkbox"/>	
	6. Fit and Proper Person Questionnaire completed – form CAA FPP1 <i>Note: Not required for category only application</i>	<input type="checkbox"/>	<input type="checkbox"/>

Post this form to: Civil Aviation Safety Authority, PO Box 1941, Boroko NCD, Papua New Guinea, *Please allow 30 working days (if all documents supplied) from date of receipt for processing*

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Examinations													Yes	No	N/A		
Required	1A	1B	2	3	4	6	7	8	11	16	17	20	21	Training Certificates reviewed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Passed														PTR Review - Satisfactory	<input type="checkbox"/>	<input type="checkbox"/>	
Assessment																	
Assessing Person													Date				