

**Democratic Socialist Republic of Sri Lanka**



**Civil Aviation Authority of Sri Lanka**

**General Direction**

(Issued under Section 121, Civil Aviation Act No. 14 of 2010)

**Title: Issuance of Card Licence for Pilot Licence Holders**

**General Direction Reference No. : SLCAGD 012      Date of Issue: 1<sup>st</sup> January 2024**

Pursuant to Section 121 of the Civil Aviation Act No.14 of 2010 which is hereinafter referred to as the CA Act, Director General of Civil Aviation shall have the power to issue, to all operators and licence holders providing aeronautical services, any Special or General Directions in regard to any matter connected with or relating to the maintenance of public safety and welfare of the citizens of Sri Lanka.

Accordingly, I, being the Director General of Civil Aviation do hereby issue this General Direction on Requirements for Personnel Licences.

This General Direction shall be applicable to Applicants who obtained the Pilot Licence and Medical Certificate in Sri Lanka in terms of regulations Implementing standards 72 and 36 are required to obtain the Card Licence effective from 01<sup>st</sup> January 2024 and remain in force unless revised/revoked.

Attention is also drawn to Section 103 of the Act, which states *inter alia* that failure to comply with a General Direction is an offence. Further, if any standard stipulated in this General Direction is not complied with or violated, an appropriate enforcement action will be taken as per the Aviation Enforcement Policy and Procedures Manual, SLCAP 0005 by the Director General of Civil Aviation under Section 102 of the Civil Aviation Act No. 14 of 2010.

**P A Jayakantha**  
Director General of Civil Aviation and  
Chief Executive Officer

Civil Aviation Authority of Sri Lanka  
No. 152/1, Minuwangoda Road,  
Katunayake

Enclosure: Attachment No. SLCAGD 012 - Att.01

## 1. Purpose

- a) The purpose of this general directive is to outline the card licence issuing procedure for individuals who have obtained a Pilot Licence and Medical Certificate in Sri Lanka, in accordance with regulations Implementing Standards 72 and 36.
- b) This directive is effective from the 1st of January 2024.

## 2. Application

All applicants shall ensure to provide the licence details as mentioned below as per the ICAO Annex 1 – Personnel Licensing;

- i. Name of the State
- ii. Title of Licence
- iii. Serial number of the licence, in Arabic numerals, given by CAASL;
- iv a. Photograph of the Licence holder
- iv b. Name of the licence holder (in full)
- iv c. Date of birth
- v. Address of the licence holder
- vi. Nationality of the licence holder
- vii. Script Signature of the licence holder
- viii. Authority and, where necessary, conditions under which the licence is issued Certification concerning validity and authorization for licence holder to exercise privileges appropriate to the licence Digital signature of the officer issuing the licence and the date and time of such issue
- xi a. Seal or stamp of the licence issuing authority CAASL
- xi b. Date and time of last synchronization with the server of the CAASL
- xi c. Machine readable code to retrieve authentication data
- xii Ratings, e.g. category, class, type of aircraft
- xiii. Remarks, i.e. special endorsements relating to limitations and endorsements for privileges, including an endorsement of language proficiency, and other information required in pursuance to Article 39 of the Chicago Convention
- xiv. Any other details as required by CAASL.
- xv a. Class (1, 2)
- xv b. Expiry date
- xv c. Special medical limitations, if any
- xv d. Other information associated with the medical assessment as determined by the Medical officer SCAIAM

## 3. Additional Information

- a) Pursuant to applicable regulations, the information outlined above shall be obtainable through the QR code embedded on the card licence, thereby facilitating the verification process in jurisdictions that are members of the ICAO.
- b) All Pilot licence holders shall obtain the card licence when issuing or renewing the existing licence with effective from 1<sup>st</sup> January 2024 from CAASL after completing the issuance or renewal process.
- c) The fee for a new card (cost) is LKR 3,000.00 and for a duplicate card (cost and fine), it is LKR 6,000.00.

## 4. Action Required

For strict compliance

## 5. Abbreviations

- |           |   |   |
|-----------|---|---|
| (a) CAASL | – | Civil Aviation Authority of Sri Lanka     |
| (b) DGCA  | – | Director General of Civil Aviation        |
| (c) ICAO  | – | International Civil Aviation Organization |