

66.01.12 DESIGNATION OF EXAMINERS

1. Conditions, rules, requirements, procedures, or standards for designation of examiners

1.1. Purpose

This technical standard deals with the selection and designation of Examiners (DE) and identifies the specific functions which, when authorised by the Executive Director, may be performed by DEs.

1.2 Qualification criteria

(a) General qualifications

To qualify for a designation as a DE, the applicant must possess the general qualifications listed hereunder, in addition to having the specialised experience appropriate to the particular function for which designation is sought –

- i current and thorough knowledge of Civil Aviation Regulations and relevant Aeronautical Information Circulars, Civil Aviation Technical Standards, etc.;
- ii current technical knowledge and experience commensurate with that required for the particular function;
- iii unquestionable integrity, cooperative attitude, and ability to exercise sound judgment;
- iv the ability to maintain the highest degree of objectivity while performing authorized functions on behalf of the Executive Director in compliance with the CAR and safety goals, notwithstanding any coercion by any person to the contrary;
- v All DAMEE applicants, for competency purposes, must meet the following requirements
 - a. hold an Aircraft Maintenance Engineer diploma/trade test /Competency certificate
 - b. hold or have held an AME license for practical testing ;
 - c. Train the trainer Certificate and;
 - d. Letter of employment from ATO
- vi All DAMEE applicants, for licensing testing purposes, must meet the following requirements –
 - a) Hold a valid Aircraft Maintenance Engineer Licence with the appropriate (valid) type on the specific category/ies (airframe/engine/avionics/electrical/etc) to be designated with an AME Instructor rating;
 - b) Letter of employment from ATO or AMO

(b) Specialised experience

In addition to the general qualifications specified in sub-paragraph (a), an applicant for designation as examiner shall have the following specialised experience, and demonstrated ability in respect of each particular function for which DE designation is sought –

- (i) At least 5 years' experience as an instructor at an approved aviation training organisation (ATO), aircraft maintenance organisation (AMO) or an aircraft manufacturer's training school that has been involved with either –
 - a. the issuing of course material or
 - b. the management of programs, leading to the issuing of course certificates or
 - c. the development of training standards and material for aircraft technicians and AMEs,

in either case for aircraft, engines, propellers, avionics, instruments, electrical and parts of similar type and complexity to those for which DE designation is sought.

(ii) must be able to assess the skill demonstration of prospective aircraft maintenance engineer licence and rating applicants to determine if they have achieved the required level of competency for issuing the licence and rating, or the addition of a rating and to carry out the functions safely.

1.3. Application procedure

(a) Any suitable person may apply for designation as a DE using form FSS PEL 66-05 available from the NCAA website.

(b) Applications submitted by individual applicants must be accompanied by –

(i) a letter from the applicant’s employer attesting to the applicant’s integrity and qualifications to perform instruction and examination on products of similar type and complexity to those for which designation is sought;

(ii) supporting documents to substantiate that he or she meets all the relevant qualifications specified in paragraph 1.2; and

(iii) the appropriate fee as prescribed in Part 187.

1.4. Procedure followed about selection and appointment

(a) The Executive Director acknowledges receipt of an application.

(b) The Executive Director evaluates the applicant’s qualifications and peruses the personal references submitted.

(c) On determination that the applicant meets all the relevant requirements, the Executive Director issues a document that identifies him or her as a Designated Examiner in the particular category