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Advisory Circular-LYCAA- AC-PEL.029

SUBJECT : Electronic personal licence (EPL)

Supersedes (LYCAA/ AC-PEL-17) , (LYCAA/ AC-PEL-25) , (LYCAA/ AC-PEL-26)

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Approved by:


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President of Libyan Civil Aviation Authority



1. **PURPOSE:**

This is Revision 1 of LYCAA – AC – PEL 029 – Issue :1 , rev: 1, which introduces the new LYCAA Flight Crew, Cabin crew , Flight Dispatcher ,Aircraft Maintenance Engineer , And Air Traffic Controller Licences Format and the condition related hereto.

2. **REFERENCES:**

- LYCAR Air crew – part FCL
- LYCAR Air crew – part CC
- LYCAR Part 65
- LYCAR Air Continuing Airworthiness – Part 66
- LYCAR.Part-ATCL
- ICAO Annex 1
- ICAO Doc 10190

3. **Introduction** The Electronic Personnel Licence (EPL) adopted in Annex 1 – Personnel Licensing for civil aviation is a first step towards the digitalization of personnel licences. While some Contracting States have developed their own EPL system, the EPL Implementation Task Force (EPLI-TF) was tasked to develop guidance and tools to support the early implementation of a harmonized verification system and look at possible ways for the evolution of verification systems that can maintain a high level of standardization and interoperability.

4. **Content of the new Electronic Personal License (EPL)**

- 4.1 The All licenses **mentioned** above are issued by Libyan Civil Aviation Authority in accordance with LYCARs Regulations and annex1 ,also conform to the following specifications:
- 4.2 The item number shown shall always be printed in association with the item heading.
Items I to XI are the “permanent” items and items XII to XIV are the “variable” items which may appear on a separate or detachable part of the main form.
- 4.3 Any separate or detachable part shall be clearly identifiable as part of the Licence.
- 4.4 Permanent items:
- i. (I) State of license issue; - Libya
 - ii. (II) title of license (abbreviations will be used as in PART-FCL (e.g. PPL (A), date of initial issue (standard date) .
 - iii. (III) serial number of the Licence .
 - iv. (IV) name of holder in Latin script,
(IVa) date of birth; - Standard date is used – day/month/year in full (e.g. 21.01.1995)
 - v. (V) holder’s address;
 - vi. (VI) nationality of holder;
 - vii. (VII) signature of holder;
 - viii. (VIII) Libyan Civil Aviation Authority and, where necessary, conditions under which the Licence was issued;
 - ix. (IX) certification of validity and authorisation for the privileges granted;
 - x. (X) signature of the officer issuing the license and the date of issue; and (XI) stamp of Libyan Civil Aviation Authority.
- 4.5 Variable items:

- i. (XII) ratings and certificates: class, type, instructor / examiner certificates, etc., with dates of expiry appear on the Licence. Radiotelephony (R/T) privileges appear on the Licence form or on a separate certificate; Separate instructor and examiner certificates are also issued.
- ii. (XIII) remarks: i.e. Special endorsements relating to limitations and endorsements for privileges, including endorsements of language proficiency and ratings for Annex II aircraft when used for commercial air transportation; and
- iii. (XIV) Photograph of holder; and any other details required by Libyan Civil Aviation Authority.
 - (a) Material. The Plastic card used will readily show any alterations or erasures. Any entries or alterations shall only be made authorized person identified by his signature and stamp.
 - (b) Language. Licenses shall be written in English language, each License dimension 8.5x5.4 cm
 - (c) The EPL verification solution description:
 - The EPL verification solution has offline and online components as required by the Standard in Annex 1.
 - Online verification components are composed of:
 - 1) an automated query scanning a QR code: This verification method allows an inspector to view, via an LYCAA server, the related EPL data provided by the Licensing Authority to inspect and confirm that the presented EPL is valid.
 - 2) a manual query on the EPL LYCAA website: The alternative online verification method of an EPL is to visit the Manual LYCAA EPL website by access user of LYCAA Inspectors and enter a minimum set of information of the inspected EPL to query the Licensing Authority database, via an LYCAA server, and verify that the presented EPL is identical and valid
 - (d) The format used readily facilitates the incorporation of additional elements as permitted in (a) above.
 - (e) Each page is identifiable with the provision of the Licence holder's reference number located at the bottom of each page.

5. Conditions and Requirements

- 5.1 The license shall be valid for five years, and will be re-issued in the following cases:
 - a) Five years has elapsed since date of issuance.
 - b) The ratings entry rows are full
- 5.2 For all ratings renewal the Examiner action is to Sign and stamp the date of the applicable test.
- 5.3 persons authorized to make entries in the license are:
 - a) Type Rating Examiner Aero plane/Helicopter (TRE-A/H)
 - b) Flight Examiner Aero plane/Helicopter (FE-A/H)
 - c) Synthetic Flight Examiner Aero plane/Helicopter (SFE-A/H)
- 5.4 All new ratings and/or changes of holder details shall be endorsed by LYCAA.
- 5.5 The old license format shall stay in valid until 31 March 2025.

- 5.6 LYCAA Licence Issuance and Renewal Fees shall be paid in full for the five years period of the Licence.

Note: Attached sample of new EPL license form

دولة ليبيا I) STATE OF LIBYA		
FLIGHT CREW LICENCE		
VIII) Libyan Civil Aviation Authority		
IV) Name : xxxxx	III) Licence Nr : xxx	
V) Address : Libya		
IVa) DOB : xxxx/xx/xx		
VI) Nationality : xxxxxx		
Issued in accordance with LYCAA Regulation and complies with ICAO standards		
II) xxxxxxxx	Initial Issue : xxxx	
X) Issue date : xxxx/xx/xx	XI) LYCAA	X) PEL Director
IX) Validity : xxxx/xx/xx		
XII) Ratings		
Rating	Date	Valid until
A320	2023-09-10	2025-09-09
A330	2023-09-10	2025-09-09
CCI A320	2023-09-07	2024-09-07
CCI A330	2023-09-07	2024-09-07
XIII) Limitations : Valid Only With a current Class 2 Medical Certificate		
XIII) Remarks		
Nil		
VII) Signature of holder		