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The following circular is promulgated for information, guidance and necessary action

Hamza S. Johari
Director General

**COMPLIANCE TO AMENDMENT 178 TO THE ICAO ANNEX 1 - PERSONNEL LICENSING STANDARDS
AND RECOMMENDED PRACTICES (SARPs)**

1. INTRODUCTION

The purpose of this Aeronautical Information Circular is to notify all air operators and aviation licence holders in the United Republic of Tanzania that, the Director of Tanzania Civil Aviation Authority under Regulation 4 of the Civil Aviation (Personnel Licensing) Regulations, 2017 as amended in 2023 has implemented the Electronic Personnel Licensing system with the object of improving efficiency.

2. PROVISIONS CONTAINED IN AMENDMENT 178 TO ANNEX 1

The following are provisions contained in amendment 178 to Annex 1;

- A: A personnel licence issued by the Tanzania Civil Aviation Authority in accordance with the relevant provisions of the Civil Aviation (Personnel Licensing) Regulations shall conform to electronic personnel licences on self-contained mobile electronic visual display devices in which the self-contained mobile electronic visual display devices are mobile phones, tablets or other mobile devices.
- B: Other contracting states shall be able to determine the licence privileges and validity of ratings through the QRcode to all licences issued by the Tanzania Civil Aviation Authority (TCAA).
- C: Flight crew member's personal logbook in which maintenance of competency and recent experience may be satisfactorily recorded and shall be carried on both international and domestic flights.

3. SPECIFICATIONS FOR ELECTRONIC PERSONNEL LICENCES

- 3.1 The electronic licence issued by the Tanzania Civil Aviation Authority has the following form in the English language as shown below;

ELECTRONIC PERSONNEL LICENCE		
General	I	Name of State (in bold type);
	II	Title of licence (in very bold type);
	III	Serial number of the licence, is given by the authority issuing the licence;
Personnel Information	IVa	Photograph of holder1;
	IVb	Name of the holder in full (in Roman alphabets also if the script of the national language is other than Roman);
	IVc	Date of birth (dd-mm-yyyy);
	V	Address of holder if desired by the State;
	VI	Nationality of the holder;
	VII	Script signature of the holder;
Issuing Authority (TCAA)	VIII	Conditions under which the licence is issued;
	IX	Certification concerning validity and authorization for holder to exercise privileges appropriate to the licence;
	X	Digital signature of the Authority issuing the licence and the date and time of such issue;
	Xia	Seal or stamp of the Authority;
	XIb	Date and time of last synchronization with the server of the Authority;
	XIc	Machine-readable code to retrieve authentication data;
Ratings	XII	Ratings, e.g. category, class, type of aircraft, airframe, aerodrome control, etc.;
Remarks	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 of TCARs
	XIV	Any other details desired by the Authority;
Medical Assessment	XVa	Class (1, 2 or 3);
	XVb	Expiry date (dd-mm-yyyy);
	XVc	Special medical limitations, if any;
	XVd	Other information associated with the medical assessment as determined by the Medical Assessor of the Authority;
Additional	XVIa	Other information associated with the licence as

supplementary information		determined by the Authority;
	XVIb	Other information associated with the licence as determined by the Authority; and
	XVIc	Other information associated with the licence as determined by the Authority.

3.2 The licences issued by the Authority contain the digital signature of the Director of Safety Regulation (DSR) that has the most recent date which conforms with international standards and has an appropriate level of security.

4. MEDIUM (MATERIAL)

The licence details shall be displayed on self-contained mobile electronic visual display devices and the image of the licence displayed contains suitable active security features to differentiate it from a static image.

5. LANGUAGE

The licence shall include the acronym "TCAA" as a hyperlink to an electronic display of the licence in the English language in accordance with the common form in number 3.

6. ARRANGEMENT OF ITEMS

The licence shall contain a view that replicates the wording and arrangement, in the English language, of the common form shown in number 3.

7. ONLINE AND OFFLINE VERIFICATION

7.1 The authenticity and validity of the licence shall be electronically verifiable online when an internet connection is available.

7.2 The authenticity and validity of the licence can be electronically verifiable offline when there is no internet connectivity available through the means imposed by the Authority to avoid burden to other contracting State(s) when verifying the authenticity or validity of the licence.

8. MEDICAL ASSESSMENTS

The licence shall include the current medical assessment with class, expiry date and any medical limitations deemed relevant by the Authority.

9. ADDITIONAL SUPPLEMENTARY INFORMATION

The supplementary information is added to the licence, in the additional supplementary information section of the common form in number 3.

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