

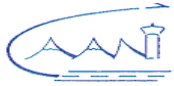
CIVIL AVIATION AUTHORITY OF NEPAL AIRWORTHINESS INSPECTION DIVISION

Checklist for Issuance of Letter of Authority to Foreign/ Nepalese National holding AML/Certificate/Approval issued by a contracting state

Organization Name:

Foreign AMT Licence Holder Name:

S/N		Yes	No	N/A	Remark
1.	Has the applicant submitted application form as per requirements laid down in NCAR Chapter F.5 Form F.5.1 (Appendix-1).				
2.	Has the applicant submitted written request from the QA department of the concerned organization. Quality manager declaration that the employer has pre-assessed the applicant and deemed that he is technically competent; is able to communicate effectively in the English language; and meets all the prerequisites as contained in NCAR Chapter F.5.				
3.	Has the applicant submitted valid copy of foreign license/Certificate/Approval issued by contracting states of ICAO. (Note: mention Validity and Licence no. in remark column)				
4.	Does the rating in licence include aircraft registered in Nepal?				
5.	Is there any limitations in the foreign licence?				
6.	Is the Letter of authority applied for is covered in his/her foreign license?				
7.	Has FSSD received verification of foreign licence from contracting state who issued the original Licence?				
8.	Has the applicant passed NCAR Exam? (Applicable for the long-term authorization)				
9.	Has the applicant got work permit from Labor department, as required (for foreigner only)?				
10.	2 copy of coloured photograph				
11.	Personal Certification Authorisation from the former employer(s); if any.				
12.	Has the applicant paid the prescribed fee for Letter of Authority issuance as per the Civil Aviation Regulation?				
13.	Identity document containing a photograph of the applicant (Passport).				
14.	Ensure the candidate is at least 18 years age.				
15.	Ensure all the requirements laid down in NCAR Chapter F.5 are met.				



**CIVIL AVIATION AUTHORITY OF NEPAL
AIRWORTHINESS INSPECTION DIVISION**

Checked by

Name:

Designation:

Date:

Verified by

Name:

Designation:

Date: