

GUIDANCE NOTES FOR COMPLETION OF FORM NPPL/ICAO

1 GUIDANCE FOR PILOTS

- 1.1 In order for the privileges of a NPPL [SSEA] to be exercised outside the airspace of the UK, Isle of Man and the Channel Islands, an NPPL must be deemed 'ICAO compliant'. This may be achieved through meeting the following requirements:
 - 1.1.1 The applicant must have achieved the minimum flight experience requirements on SSEA / SEP aeroplanes as detailed on Form NPPL/ICAO.
 - 1.1.2 The applicant must hold a valid ICAO medical. An NPPL Medical Declaration does not meet this requirement.
 - 1.1.3 The applicant must meet ICAO English Language proficiency requirements for International flights.
- 1.2 A list of countries which accept this arrangement is maintained on the NPPL website. Prior to departure, licence holders must check the NPPL website to confirm that agreements are in place with all countries which they intend to visit.
 - 1.2.1 This arrangement only applies to the operation of aircraft registered in the UK.
- 1.3 The application form must be countersigned by an Authorised Examiner; this may include a Revalidation Examiner, e.g. an LAA Pilot Coach.
- 1.4 It is the responsibility of the licence holder to comply with all the requirements of these agreements.
- 1.5 ICAO English language proficiency will be assessed by the examiner.

2 GUIDANCE FOR EXAMINERS

- 2.1 Authorised Examiners must countersign the application form where indicated.
- 2.2 The Examiner must ensure compliance with those items listed on Form NPPL/ICAO by checking the applicant's licence and logbook.
- 2.3 The Examiner must assess the applicant's English Language proficiency. Examiners are reminded that they may only assess individuals at Level 6 'Expert'.
- 2.4 Applicants should be reminded of their responsibilities in respect of licence privileges and requirements as detailed in the UK Air Navigation Order.

3 SUBMISSION INSTRUCTIONS

- 3.1 Enclose **copies** of:
 - * NPPL Licence
 - * Certificate of Revalidation
 - * ICAO Application form
 - * Administration fee of £15
 - * ICAO medical
 - * **Stamped addressed envelope** for return of your certificate
- 3.2 Send above documentation to: NPLG Ltd, Turweston Aerodrome, Nr Brackley, Northants, NN13 5YD.
- 3.3 After your application has been processed by NPLG Ltd, you will receive a certificate which should be attached to your licence.
- 3.4 All enquiries should be directed to: office@laa.uk.com