

Issued: 23 November 2015

Passengers Carried On The Flight Deck Sometimes Called 'Pilots' Assistants'

This Information Notice contains information that is for guidance and/or awareness.

Recipients are asked to ensure that this Information Notice is copied to all members of their staff who may have an interest in the information (including any 'in-house' or contracted maintenance organisations and relevant outside contractors).

Applicability:	
Aerodromes:	Not primarily affected
Air Traffic:	Not primarily affected
Airspace:	Not primarily affected
Airworthiness:	Not primarily affected
Flight Operations:	All AOC holders
Licensed/Unlicensed Personnel:	Not primarily affected

1 Introduction

- 1.1 The purpose of this Information Notice is to remind operators of the requirements for carrying persons in flight deck seats; reference EASA OPS Part-CAT.GEN.MPA.135.
- 1.2 For larger aircraft, the National Aviation Security Programme controls access to the flight deck. The Programme prohibits the carriage of passengers on the flight deck. This Information Notice only applies to those aircraft not covered by that Programme.

2 Discussion

- 2.1 Some aircraft certificated for single-pilot operation are fitted with a second pilot's seat. For commercial air transport operations no person may be carried on the flight deck except an operating crew member, a CAA inspector or a person permitted to occupy a flight deck seat in accordance with instructions in the operator's operations manual. Flight deck seats include 'jump seats' and empty pilot's seats.
- 2.2 Air Operator's Certificate holders operating types certificated for single pilot operation may on occasion be requested by contractual agreements, or wish to carry in addition to the single pilot a person who is sometimes described as a 'pilot's assistant'. Unless that additional person holds an appropriate flight crew licence entitling them to act as pilot on the flight, that person will be classed as a passenger and must not undertake any of the pilot's duties: handling the controls, operating any aircraft equipment (including the radios) or completing flight documentation.

- 2.3 Operators wishing to carry such people in a second pilot seat must ensure that they are fully briefed as to their passenger status, relevant restrictions and safety procedures. These passengers are not 'pilot assistants' or 'safety pilots'. They must not be allowed to operate the aircraft in any way. The operator must ensure that their sitting in the second pilot's seat does not cause distraction.

3 Recommendation

- 3.1 Operators should note the information contained in this Notice.

4 Queries

- 4.1 Any queries as a result of this Information Notice should be addressed to the operator's Flight Operations Inspector (FOI).

5 Cancellation

- 5.1 This Information Notice will remain in force until further notice.

Page 2 of 2