

## FIFTEENTH SCHEDULE (Regulations 67, 75)

### ACCEPTABLE DUTY, FLIGHT AND REST PERIODS FOR AOC OPERATIONS PERSONNEL

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#### SUBPART A: GENERAL

##### 15.001 APPLICABILITY

The flight and duty time limitations and rest periods provided for in this Schedule apply to Jamaican Air Operators and to crewmembers and flight dispatchers assigned to duty by Jamaican Air Operators in commercial air transport or aerial work operations.

##### 15.005 DEFINITIONS

For the purpose of this Schedule, the following definitions shall apply —

- (1) **“deadhead transportation”**. The time spent by crewmembers being repositioned by the AOC holder;
- (2) **“duty”**. Any task assigned by an air operator to be carried out by one of his employees;
- (3) **“duty period”**. The total time from the moment a person identified in this Schedule begins any work on behalf of the AOC holder until that person is relieved of all duties;
- (4) **“flight”**. The period from takeoff to landing, sometimes referred to as “sectors.”;
- (5) **“flight duty”**. A duty performed by a crewmember during flight time;
- (6) **“flight duty time”**. The total time from the moment a flight crewmember commences duty, immediately subsequent to a rest period and prior to making a flight or a series of flights, to the moment the flight crewmember is relieved of all duties having completed such flight or series of flights (also known as **flight duty period**) and includes at least 15 minutes for post-flight duties after completion of the flight;

- (7) **“flight time”**. The period of time that the aircraft first moves under its own power for the purposes of taking off, until it comes to rest at the end of the flight;
- (8) **“rest period”**. A minimum of ten consecutive hours free of all duty and interruption during which the crewmember shall have the opportunity for eight consecutive hours of prone rest taken in suitable accommodation and which is uninterrupted by the air operator;
- (9) **“suitable accommodation”**. A furnished bedroom or lounge which –
  - (i) is subject to minimum noise;
  - (ii) is well ventilated;
  - (iii) contains a bed or couch, suitable for prone rest; and
  - (iv) has the facility to control the level of light and temperature;
- (10) **“unforeseen operational circumstances”**. An event that is beyond the control of the air operator, including non-forecast adverse weather, equipment malfunctions or air traffic control delays.

#### **15.010 ACRONYMS**

The following acronyms are used in this Schedule -

- (1) AOC – Air Operator Certificate (and where applicable includes Aerial Applicator Certificate);
- (2) FE – Flight Engineer;
- (3) PIC – Pilot-in-command;
- (4) SIC – Second-in-command;
- (5) SCA – Senior Cabin Attendant.

#### **15.015 KNOWLEDGE OR SUSPICION OF CREW FATIGUE**

- (a) No person may act as a crewmember of an aircraft in commercial air transport, if he knows or suspects that he is suffering from such fatigue as may endanger the safety of the flight.
- (b) No person may cause or permit a crewmember to fly in commercial air transport, if that person knows or suspects that the crewmember is suffering from such fatigue as may endanger the safety of the flight.

#### **15.017 SPECIAL FLIGHT DUTY SCHEMES**

- (a) The Authority may approve a special flight duty scheme provided that the AOC holder can demonstrate that an equivalent level of safety may be maintained.
- (b) An AOC holder may elect to apply the flight crewmember flight duty and rest requirements to the cabin attendants.

#### **15.019 RECORDKEEPING RESPONSIBILITIES**

- (a) An air operator shall maintain a record of each crewmember's flight and flight duty times in accordance with a system set out and approved in its operations manual.
- (b) The record set out pursuant to paragraph (a) shall be retained for a period of 12 months and shall accurately show a crewmember's flight and flight duty times -
  - (1) during a 24-hour period preceding any flight;
  - (2) during a 7 day period preceding any flight;
  - (3) during a 28 day period preceding any flight; and
  - (4) during a 12 month period preceding any flight.
- (c) When requested by a crewmember, an air operator shall, within seven days of the request being made, provide the crewmember with a copy of the record required by paragraph (a) of this Subsection.

- (d) The AOC holder shall ensure that the required records for tracking flight and duty times and rest periods are maintained in a manner so that an updated record is available before a person begins their duty day or their first flight of the day.
- (e) Every person for whom the Civil Aviation Safety Regulations establish maximum flight or duty and minimum rest periods shall ensure that the required records have been updated to the day on which they begin duty.

## **SUBPART B: FLIGHT TIME**

### **15.020 MAXIMUM NUMBER OF FLIGHT TIME HOURS**

- (a) Subject to Subsection 15.025, a person who is acting as a flight crewmember of an aircraft shall not exceed a flight time of –
  - (1) 35 hours during the period of seven consecutive days expiring at the end of the seventh day;
  - (2) 100 hours during the period of 28 consecutive days expiring at the end of the twenty-eighth day; and
  - (3) 1000 hours during the period of consecutive 12 months expiring at the end of the twelfth month;
- (b) Subject to Subsection 15.025, a person who is acting as a cabin crewmember shall not exceed a flight time of –
  - (1) 40 hours during the period of seven consecutive days expiring at the end of the seventh day;
  - (2) 100 hours during the period of 28 consecutive days expiring at the end of the twenty-eighth day;
  - (3) 1000 hours during the period of 12 consecutive months expiring at the end of the twelfth month.

### **15.025 EXCEEDING FLIGHT TIME**

The Authority shall consider a person in compliance with prescribed standards if he or she exceeds any of the limitations in Subsection 15.020 when the flight is scheduled and normally terminates within the prescribed limitations but, due to unforeseen operational circumstances, is not expected at the time of departure to reach the destination within the scheduled time. In such situations, no additional flights are permitted following termination of the flight in question.

### **15.027 MAXIMUM NUMBER OF INSTRUCTION HOURS**

Excluding briefings and debriefings, an instructor may neither instruct on behalf of an AOC holder nor may an AOC holder's personnel receive instruction in aircraft, approved flight simulators and approved flight training devices —

- (1) for more than 9 hours in any 24 consecutive hour period; or
- (2) for more than 45 hours in any 7 consecutive day period.

## **SUBPART C: DUTY PERIODS**

### **15.030 CREWMEMBER DUTY TIME LIMITATIONS – AIRCRAFT CERTIFICATED FOR 20 OR MORE PASSENGERS**

- (a) Subject to paragraphs (b), (c) and (d) of this Subsection, a person who is acting as a flight crewmember of an aircraft certificated for 20 or more passengers shall not exceed –
  - (1) 12 hours flight duty time in any 24 hour period, where there are two pilots or two pilots and a second officer assigned to a flight engineer's position; or

- (2) 15 hours flight duty time in any 24 hour period, where there are three pilots, or three pilots and two second officers assigned to a flight engineer position and a suitable in-flight relief facility is available for crew rest;
- (b) The flight duty time in paragraph (a) (1) of this Subsection may be extended -
  - (1) by the air operator to 13 hours due to unforeseen operational circumstances; or
  - (2) by the PIC to 15 hours due to unforeseen operational circumstances;
- (c) The flight duty time in paragraph (a) (2) of this Subsection may be extended to 17 hours by the PIC due to unforeseen operational circumstances;
- (d) The flight deck duty time in paragraph (a) (2) of this Subsection -
  - (1) shall not exceed 12 hours for any one of the flight crew; and
  - (2) shall be equally allocated as is practical among the flight crewmembers;
- (e) Except as provided in paragraph (f) of this Subsection, a person who is acting as a cabin crewmember of an aircraft shall not exceed 15 hours flight duty time in any 24 hour period;
- (f) The flight duty time in paragraph (e) of this Subsection may be extended -
  - (1) by the air operator to 16 hours; or
  - (2) by the PIC to 17 hours, due to unforeseen operational circumstance;
- (g) Where a PIC extends the flight duty time pursuant to paragraphs (b) (2), (c) or (f) (2) of this Subsection he shall file a report to the Company Chief Pilot justifying the reasons for his decision;
- (h) Reports required pursuant to paragraph (g) of this Subsection shall be retained on file by the company for a period of six months.

**15.035 CREWMEMBER DUTY TIME LIMITATIONS – AIRCRAFT CERTIFICATED FOR LESS THAN 20 PASSENGERS**

- (a) Subject to paragraphs (b) and (c) of this Subsection, a person who is acting as a flight crewmember of an aircraft certificated for less than 20 passengers shall not, in any 24 hour period, exceed a flight duty time of 11 hours, where two pilots are assigned to duty; or 10 hours, where one pilot is assigned to duty.
- (b) The flight duty time of 11 hours may be extended by the PIC to 12 hours due to unforeseen operational circumstances.
- (c) The flight duty time of 10 hours may be extended by the PIC to 11 hours where a flight is delayed due to unforeseen operational circumstances.

**15.040 DEADHEAD TRANSPORTATION**

If a flight crewmember is required to engage in deadhead transportation prior to beginning a flight duty assignment, all of that time shall be treated as duty time, unless they are given 10 hours of rest on the ground before being assigned to flight duty.

**15.045 FLIGHT DISPATCHER DUTY TIME LIMITATIONS**

- (a) Except as provided in paragraph (b) of this Subsection, a person acting as a Flight Dispatcher for or on behalf of an AOC holder shall not exceed -
  - (1) 12 hours duty time any 24 hour period; or
  - (2) 60 hours duty time in any seven consecutive day period;
- (b) The duty time of a Flight Dispatcher may be increased up to a maximum of 16 hours in any 24 hour period provided -
  - (1) the increase is required as a result of unforeseen circumstances beyond the control of the air operator;

- (2) any such extension is authorized only once in any seven consecutive day period; and
- (3) a report is filed with the Director of Operations of each extension authorized and a copy placed on the dispatcher's personal record.

## **SUBPART D: REST PERIODS**

### **15.050 RELIEF FROM DUTY – AIRCRAFT CERTIFICATED FOR 20 OR MORE PASSENGERS**

- (a) Subject to paragraph (i) of this Subsection, an air operator shall provide a flight crewmember with a rest period following any flight duty assignment made pursuant to Subsection 15.030.
- (b) Where a flight crewmember has been assigned to flight duty for a period in excess of 12 hours, an air operator shall extend the rest period by an additional one hour for each hour, or part thereof, of flight duty time beyond 12 hours.
- (c) An air operator shall not assign a flight crewmember to flight duty for a period of –
  - (1) 24 hours following three consecutive assignments to flight duty where the flight duty time has been in excess of 12 hours during each assignment;
  - (2) 30 hours following any two consecutive assignments to flight duty where the flight duty time has been in excess of 15 hours during each assignment; or
  - (3) 36 hours following any 72 hour period during which a flight crewmember has completed two flight duty periods in excess of 15 hours;
- (d) An air operator shall not assign a flight crewmember to flight duty for -
  - (1) a period of one calendar day in each seven day period and a period of three consecutive calendar days in each seventeen day period; or
  - (2) one calendar day in each eight day period and four consecutive calendar days in each twenty-eight day period;
- (e) Subject to paragraph (i) of this Subsection, an air operator shall provide a cabin crewmember with a rest period following any flight duty assignment made pursuant to paragraph (e) of Subsection 15.030.
- (f) An air operator shall not assign a cabin crewmember to flight duty for a period of –
  - (1) 24 hours following any three consecutive assignments to flight duty where the flight duty time has been in excess of 13 hours during each of the assignments;
  - (2) 30 hours following any two consecutive assignments to flight duty where the flight duty time has been in excess of 15 hours during each of the assignments; and
  - (3) 36 hours following any 72 hour period during which two flight duty periods have exceeded 15 hours;
- (g) Where a cabin crewmember has been assigned to flight duty for a period in excess of 13 hours, an air operator shall extend the rest period by an additional one hour for each hour, or part thereof, of flight duty time beyond 13 hours.
- (h) An air operator shall not assign a cabin crewmember to flight duty for –
  - (1) a period of one calendar day in each seven day period and three consecutive calendar days in each 17 day period; or
  - (2) one calendar day in each eight day period and four consecutive days in each twenty eight day period.
- (i) Where an air operator assigns a crewmember to flight duty for a period of six hours or less, the air operator may again assign that crewmember to flight duty after a minimum period as specified in the operator's AOC provided that the subsequent assignment does not exceed nine hours and the crewmember is provided with a rest period as specified in paragraph (a) of this Subsection following the second assignment.

- (j) Time spent in local transportation in excess of 30 minutes will not be considered a part of a crewmember's rest period;
- (k) Time spent in transportation, not local in character, that is required by the AOC holder to position crewmembers to or from flights is not considered part of a rest period.
- (l) Time spent in deadhead transportation on aircraft to or from a crewmember's home station is not considered part of a rest period.

**15.055 RELIEF FROM DUTY – AIRCRAFT CERTIFICATED FOR LESS THAN 20 PASSENGERS**

- (a) Subject to paragraph (e) of this Subsection an air operator shall provide a flight crewmember with a rest period following any duty assignment made pursuant to Subsection 15.035;
- (b) Where a flight crewmember exceeds the flight duty time specified in Subsection 15.035 (a), the subsequent rest period shall be increased by an additional one hour for each hour, or part thereof, of flight duty time accumulated beyond the maximum permitted;
- (c) An air operator shall not schedule a flight crewmember to flight duty for a period of 24 hours following three consecutive assignments to flight duty where the flight duty time has been in excess of 10 hours during each assignment;
- (d) An air operator shall not assign a flight crewmember to flight duty for a period of one calendar day in each seven day period and a period of two consecutive calendar days in each fourteen day period;
- (e) Where an air operator assigns a flight crewmember to flight duty for a period of six hours or less the air operator may again assign a flight crewmember to flight duty after a minimum period as specified in the operator's AOC provided that the subsequent assignment does not exceed nine hours and the flight crew member is provided with a rest period as specified in paragraph (a) of this Subsection following the second assignment.

**15.060 RELIEF FROM DUTY – FLIGHT DISPATCHER**

An air operator shall provide a flight dispatcher with a rest period following any duty assignment made pursuant to Subsection 15.045 of –

- (1) one day of rest for each period of eight calendar days; and
- (2) two consecutive days of rest in each 14 calendar days.

**15.065 CREWMEMBER RESPONSIBILITIES**

- (a) Where a crewmember is relieved of duty pursuant to Subsections 15.050 and 15.055 -
  - (1) while away from the crewmember's base of the crewmember shall use the period to obtain adequate rest prior to next reporting for flight duty; and
  - (2) while at the crew member's base of operation, the crew member shall report to duty in a rested condition following the relief from duty period.
- (b) Where a crewmember acts in a crewmember position for more than one air operator, that crewmember shall provide each air operator with an accurate record of all flight and flight duty time assignments.
- (c) Where a crewmember changes employment as a crewmember, that crewmember shall provide a record of flight time for the last 12 months to his new employer.

**15.070 AIR OPERATOR RESPONSIBILITIES**

- (a) Where an air operator relieves a crewmember from flight duty at a point of call other than the crewmember's base of operations, the air operator shall provide suitable accommodation for crew rest.

- (b) An air operator shall not assign a crewmember to duty where the assignment would result in a crewmember exceeding the flight time limitations of these Regulations;
- (c) An air operator shall not assign a crewmember to reserve or standby duty for a period of more than 12 hours in any 24 hour period.

**15.075 SCHEDULED OPERATIONS – SPECIAL REQUIREMENTS**

- (a) An air operator conducting flight operations in accordance with a service schedule shall establish a flight duty time scheme in its company operations manual.
- (b) The flight duty time scheme required pursuant to paragraph (a) of this Subsection shall be approved by the Authority where the air operator has set out procedures to ensure crewmembers are not assigned to duty on aircraft during flight time while fatigued, taking into consideration -
  - (1) the numbers of sectors to be conducted during each assignment;
  - (2) time zone changes between consecutive assignments;
  - (3) shift in work schedule between consecutive assignments;
  - (4) night time operations;
  - (5) standby and reserve duty periods;
  - (6) positioning flight travel;
  - (7) deadhead transportation; and
  - (8) any other duty assignments.