



APPLICATION FOR THE CONVERSION OF FOO/DISPATCHERS LICENCE

Part 1 – Type of Application (Please tick (√) appropriate box)	
1. FOO/Dispatcher Licence <input type="checkbox"/>	
2. Renewal of FOO/Dispatcher Licence <input type="checkbox"/>	
Part III – Personnel Particulars	
Name as in CID/Passport:	CID/Passport No:
Address:	Country:
Date of Birth:	Gender: Male <input type="checkbox"/> Female <input type="checkbox"/>
Phone (Mobile/home) Number:	Email:
Part IV - Professional Particulars	
<i>Note: The Bhutanese FOO License shall be issued by BCAA on the strength of the foreign license and shall be subject to confirmation of employment with an Airline.</i>	
Working Agency/Organization:	
Date of appointment:	



Part V – Licence Details:	
Issuing Authority:	
Licence Number:	
Date of issue:	
Part VI - Training Details	
Name of the ATO:	
Title of the course/ Details of the course:	
Country/venue:	
Date of commencement:	
Date of completion:	
Part VII - On-the-job Training	
Have served under the supervision of licenced FOO for 90 working days within the six months immediately preceding the application	<input type="checkbox"/> Yes <input type="checkbox"/> No
Name of the licenced FOO:	
Working/OJT Centre:	



འབྲུག་གི་འཕུལ་འཕྲུག་ལྷན་ཁག།
 བདེ་དོན་དང་བརྒྱན་འབྲེལ་ལྷན་ཁག། དབལ་ཕྱན་འབྲུག་གཞུང་།
BHUTAN CIVIL AVIATION AUTHORITY
 Ministry of Information & Communications
 Royal Government of Bhutan
 Paro : Bhutan



Date of commencement:		
Date of completion:		
Part VI – Psychoactive substance Test details <i>(to be obtained by the candidate at his own expense prior to submitting his/her application form to BCAA).</i>		
Psychoactive substance Test date:	Psychoactive substance Test Result:	
	<input type="checkbox"/> Positive <input type="checkbox"/> Negative	
Part VII - Attached following documents		
<ul style="list-style-type: none"> ✓ Certified copy of foreign Licence ✓ Letter/certificate to the effect that he/she has employment related to flight operation with an airline ✓ On the Job-Training Assessment Records ✓ Certified copy of the course completion transcripts/certificates ✓ Route check Report ✓ Simulator Observation Report ✓ Psychoactive substance Test Result sheet ✓ CID/Passport ✓ Medical certificate ✓ Security Clearance ✓ One passport size photo 		
Part VIII - Declaration and Consent to Disclosure and Collection of Information		
Please answer all the questions below. If the answer is "Yes", please provide/attach details, otherwise check "No".		
Have you contravened any provision in the Civil Aviation Act of Bhutan 2016 or any aviation safety subsidiary legislation that results in imposition of conditions, suspension or revocation of your aviation safety instrument? If yes, please state.	Yes <input type="checkbox"/>	No <input type="checkbox"/>



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<p>Are you currently or have been disqualified from holding any aviation document? If yes, please state</p> <p>.....</p> <p>.....</p>	<p>Yes <input type="checkbox"/></p>	<p>No <input type="checkbox"/></p>
<p>Have you been the subject of any investigation or suspension actions by any civil aviation authority(s)? If yes, please state</p> <p>.....</p> <p>.....</p>	<p>Yes <input type="checkbox"/></p>	<p>No <input type="checkbox"/></p>
<p>Are you convicted for any offence, whether or not the conviction was in a Bhutanese court? If yes, please state</p> <p>.....</p> <p>.....</p>	<p>Yes <input type="checkbox"/></p>	<p>No <input type="checkbox"/></p>
<p>I declare to the best of my knowledge and belief that the statements made and the information supplied in this form are complete and correct. I understand that any false representations made by me for the purpose of procuring the Aviation Document from BCAA is an offence as per the Civil Aviation Act of Bhutan 2016 and I shall be subject to the penalties stipulated thereunder and any Bhutanese aviation document granted pursuant to the application will be revoked, suspended, withdrawn or revoked.</p> <p>I authorise the collection by the DG of the Bhutan Civil Aviation Authority or any person authorised by the DG, and the disclosure to the DG by any person, organisation or government department of any details of my knowledge of and compliance with aviation safety regulatory requirements.</p> <p>I authorise the DG to use, and disclose, the information obtained about me for any purpose under the Civil Aviation Act of Bhutan 2016 and any aviation safety subsidiary legislation, or other such purpose permitted by law.</p>		
<p align="center">Signature of Applicant</p>	<p align="center">Date (dd/mm/yyyy)</p>	



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