



GOVERNMENT OF INDIA
OFFICE OF DIRECTOR GENERAL OF CIVIL AVIATION
Opposite: Safdarjung Airport, New Delhi-110003

FLIGHT CREW LICENSING CIRCULAR 01 OF 2024

F.No. DGCA 18024/19/2024-DTL-DGCA

Date: 20th Feb. 2025

Rev. II Dated: 23rd May 2025

Subject: - Electronic Personnel License- Flight Crew (EPL) Specifications, Standards and Procedures

1. Introduction

- 1.1 Rule 29C of Aircraft Rules 1937, Adoption of Convention and Annexes states that, "The Director-General may lay down standards and procedures not inconsistent with the Aircraft Act, 1934 (22 of 1934) and the rules made thereunder to carry out the Convention and any Annex thereto"
- 1.2 ICAO vide Amendment 178 to the International Standards and Recommended Practices on Personnel Licensing-Annex 1 has adopted Standards for an Electronic Personnel License (EPL).
- 1.3 ICAO Doc 9379, "Manual of Procedures for Establishment and Management of a State's Personnel Licensing System", Chapter 2.6. reflects that "An EPL is an electronic version of a personnel license that can be securely stored on self-contained mobile electronic visual display devices, such as mobile phones or tablets, or made available online in such devices by a specific application developed by the issuing State".
- 1.4 The aviation community is aware of the vital role of digital technologies and acknowledges its demonstrated potential in other sectors of society. Digital technologies have the potential to facilitate efficient and reliable interaction among States, service providers and license holders.
- 1.5 This circular outlines the requirements for an Electronic Pilot License (EPL), specifications for the user interface management system, minimum requirements for mobile display devices, EPL Verification Job Aid and a surveillance support system.
- 1.6 It is important to note that this circular on its own does not change, create, amend or permit deviations from regulatory requirements, nor does it establish

minimum standards for the issue/renewal of Flight crew license under relevant rules.

2. Applicability

- 2.1 This circular shall be applicable for Commercial Pilot Licenses (CPL), Flight Radio Telephone Operator's Licenses (FRTOL) issued on or after 15 Jan 2025.
- 2.2 Additionally, the following Flight Crew Licensing services are now being included under the EPL framework from 02nd June 2025 onwards;

Renewal of CPL, Renewal of Instrument Rating (IR) on CPL & Regeneration of FRTOL on or after **2nd June 2025**.

ALL subsequent ratings and renewals if any on such license will reflect in the EPL only.
- 2.3 The Existing Hard copy (Booklet/Card) license holders and those licenses not covered in paragraph 2.1 above will continue to be under existing form i.e. these licenses will remain in hard copy (booklet/card) form until the EPL service is extended to them in subsequent phases.
- 2.4 Existing Hard Copy (Booklet/Card) Licenses held by candidates shall be deemed invalid once an Electronic Personnel License (EPL) is generated upon renewal of flight crew license

Note: - With the implementation of EPL, above mentioned licenses will be available for real-time access and the process of hard copy card license(s) issue and dispatch is dispensed with

3. Advantages of Electronic Personnel Licensing (EPL)-

- 3.1 EPL is expected to provide safety, efficiency, financial and other benefits. Specifically, the projected benefits include:
 - a) **Safety benefits.** An EPL is likely to enhance safety by reducing potential fraud and reflecting any license changes in a timelier manner than is possible for hard copy licenses. An EPL can facilitate license verification during surveillance activities since all relevant information regarding the holder's license ratings and certificates are accessible on their self-contained mobile electronic visual display device. Furthermore, an EPL can be linked to other information, including medical certificates or endorsements such as language proficiency.
 - b) **Efficiency benefits.** Through automation, an EPL can enhance efficiency by reducing the overall time required for issue/renewal of a license and perform license verification.

- c) **Financial benefits.** Potential cost savings through reduction or elimination of production and handling costs associated with hard copy licenses, manual data management and maintenance of hard copy files. Once the initial processes are established, potential cost savings maybe realized in terms of resources saved in personnel time to process initial applications, amended licenses/certificates, including suspension, revocation, reissue, etc.
- d) **Other benefits.** Immediate access to the license and its updates by the license holder and inspectors, as well as easy transfer to an alternate device (e.g. replacement after device loss)

4. Self-contained mobile electronic visual display device

- 4.1 In accordance with ICAO guidelines, flight crew with EPL shall be required to possess a self-contained mobile electronic visual display devices, such as mobile phones or tablets etc. for access of EPL. The minimum requirement for such devices is Android 5.0 or iOS 11 and above.
- 4.2 It shall be the responsibility of the EPL holder to possess a self-contained mobile electronic visual display device in a good serviceable condition, ensuring it is adequately charged, and meeting all other relevant requirements.
- 4.3 In the event of damage or loss of the aforementioned self-contained mobile electronic visual display devices, the flight crew shall be responsible for ensuring their replacement. Applicants can register their EPL on a maximum of two devices at any given time.

5. Accessibility and User Interface Management System

- 5.1 Applicants seeking an Electronic Personnel License (EPL) must register online at the eGCA portal for unique eGCA ID i.a.w FCL 02 of 2019, Procedure for Registration, Processing of applications for issuance of various Pilot licenses/ ratings through eGCA portal. Applicants who already possess a unique eGCA ID do not need to register again.
- 5.2 Flight crew for whom EPL has been issued, are advised to retain their eGCA login credentials. The Safety and Security of Login Credentials shall be EPL holder's responsibility.
- 5.3 EPL shall be accessed only via eGCA mobile app using valid credentials. It shall be the responsibility of the individual to download the eGCA app into the self-contained mobile electronic visual display devices. The eGCA app may be downloaded for android/apple platforms as applicable or from the links as provided below
 - a) Android Devices
<https://play.google.com/store/apps/details?id=com.dgca.mobility.egca>
 - b) iOS Device
<https://apps.apple.com/in/app/egca/id1546977832>

5.4 The EPL can be accessed from eGCA app in both online and offline modes:

- a) **Online Mode:** Provides real-time information by fetching data directly from the DGCA's server when internet connectivity is available on the EPL Holders Device.
- b) **Offline Mode:** Displays information stored on the mobile device from the last successful internet connection of the eGCA app with DGCA's server (last sync), allowing access to information even without current internet connectivity.

Note 1:- To access offline mode, the user must have logged in to mobile app on his device at least once in online mode with an internet connection. This initial online session ensures that the necessary data is fetched and stored for offline access.

Note 2:- To enable automatic data synchronization in the eGCA app, notification services must be activated for the eGCA app. If notification services are not enabled, users must log in to the eGCA app and open the EPL manually to synchronize the data. Further, it is advisable to login into the eGCA app via onlinemode at least once in a quarter for smooth synchronization. Users shall also ensure that the app is synchronized via online mode after every subsequent service availed for latest updated details to reflect on EPL.

6. **EPL Features**

- 6.1 Upon logging into the Self-contained Mobile Device using eGCA credentials, the EPL holder should select the "**Electronic Personnel License (EPL)**" tab in home page.
- 6.2 Other licenses such as FRTOL-R, FRTOL, FIR/AFIR etc. can be viewed under "Other Licenses" Tab.
- 6.3 The following page will present two options: "**View License**" and "**ICAO**" tab. Additionally, the top of the page displays the "Last Sync Date" and "Last Updated Date".
- 6.4 Clicking on the "**View License**" tab will display the general layout of the EPL, which includes both static and dynamic features. The dynamic features are as enumerated below:-
 - a) **License Holder Photo:** Tapping the photo will move it to the lower left corner, and it will reposition with each subsequent touch.
 - b) **QR Code with ICAO Acronym:** Scanning or pressing the QR code will display the license details in the ICAO Common Form Format.
 - c) **State Emblem:** Pressing the emblem will also display the license details in the ICAO Common Form Format.
 - d) **Digital Signature:** The issuing authority's digital signature is indicated by a green tick. Tapping this will change the license number color from black to blue.

6.5 For a detailed pictorial representation of all static and dynamic features, including the offline mode view, please refer to Annexure 'A' of this Circular.

7. Surveillance Support System

7.1 The eGCA mobile application will be the only valid mode for displaying EPL to inspectors/authorized personnel etc.

7.2 Inspectors verifying an Electronic Personnel License (EPL) issued by the Directorate General of Civil Aviation of India will follow the EPL verification Job Aid published on the ICAO website. The EPL Verification Job Aid is placed as Annexure 'A' to this circular. This document outlines the static and dynamic security features, as well as other key specifications of the EPL. The link to Job Aid Published on ICAO website is

<https://www.icao.int/safety/OPS/EPL/Pages/Jobaid.aspx>

7.3 Flight crew holding an EPL must be well-acquainted with the EPL layout, including its static and dynamic features. They should understand how to access the EPL in both online and offline modes through the eGCA app. For comprehensive details and understanding stakeholders are advised to refer EPL Verification Job Aid outlined in Annexure 'A'.

8. EPL Support

8.1 In case any issues related to eGCA mobile app or EPL display/accessibility, discrepancies, an EPL holder may contact eGCA support cell or raise a support request on eGCA portal through respective profile.

Contact Details	
Email address	egcasupport@dgca.nic.in
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Sd/-
(Faiz Ahmed Kidwai)
Director General of Civil Aviation