

Flight Operations Officer License

Introduction of service

Evaluation and approval for flight operations officer license.

Service target and eligibility criteria

The applicant must be employed by a Macao registered operator and meets the following conditions:

1. must be 21 years of age or above;
2. Pass all the required training and be qualified to apply for the Flight operations officer license.
3. Pass all required written examinations administered by the Civil Aviation Authority.

Result

Issue operations officer license to eligible applicant.

Methods of Inquiry

The Civil Aviation Authority of Macao Special Administrative Region (CAA)

Address: Alameda Dr. Carlos D'Assumpção 336-342, Centro Comercial Cheng Feng, 18 Andar, Macau

Tel: (853) 2851 1213

Fax: (853) 2833 8089

Email: aacm@aacm.gov.mo

<https://www.aacm.gov.mo>

Related legislations

These laws are only available in Chinese and Portuguese, please refer to the corresponding language version of this service.

- [Establishes the charging scheme of the Civil Aviation Authority for the scope of services it provides within its responsibilities - Executive Order no. 45/2012 \(B.O. I Series no. 44 of 2012.10.29\)](#)
 - [Approves the Air Navigation Regulation of Macao - Executive Order no. 43/2021 \(B.O. I Series no. 40 of 2021.10.5\)](#)
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Applications overview

Flight Operations Officer License - Issuance

Application procedure

Time constraint

No time constraint

Application procedure and required documents

The applicant is required to submit the following documents or information:

1. The completed application form ([Application for Flight Operations Officer License PEL/APP/005](#))
2. A proof of nationality;
3. Two passport size recent color photos;
4. Employment certificate;
5. Copy of the valid flight operations officer license issued by an ICAO Contracting State (applicable to license conversion only);
6. Documents certifying the successful completion of an approved operator-specific training course, including the on-the-job training.
7. Other additional documents or information as requested by the Civil Aviation Authority of Macao.

Note: Please refer to Aeronautical Information Publication [AIC B Series no.02/19 & 03/19](#) for details.

Methods of Application

Application shall be made in person or by the organization of the applicant.

Address: Alameda Dr. Carlos D'Assumpção 336-342, Centro Comercial Cheng Feng, 18 Andar, Macau

Office hour:

Monday to Thursday: 9:00 – 13:00 ; 14:30 – 17:45

Friday: 9:00 – 13:00 ; 14:30 – 17:30

Charge

MOP330 (Inclusive of MOP30 stamp duty)

Note: The fee should be paid at the time the application is submitted.

Processing time

The issuance process will not take more than 5 working days to complete (time guaranteed in performance pledge).

Note: The time guaranteed commences from the next day following the day of submission of all documents or information.

Applications overview

Flight Operations Officer License - Renewal

Application procedure

Time constraint

No time constraint

Application procedure and required documents

The applicant is required to submit the following documents or information:

1. The completed application form ([Application for Flight Operations Officer License PEL/APP/006](#));
2. Original Flight Operations Officer License issued by the Civil Aviation Authority;
3. Training course certificate;
4. Working experience certificate;
5. Employment certificate.
6. Other additional documents or information as requested by the Civil Aviation Authority.

Note: Please refer to Aeronautical Publication Information [AIC B Series no.09/17](#) for details.

Methods of Application

Application shall be made in person or by the organization of the applicant.

Address: Alameda Dr. Carlos D'Assumpção 336-342, Centro Comercial Cheng Feng, 18 Andar, Macau

Office hour:

Monday to Thursday: 9:00 – 13:00 ; 14:30 – 17:45

Friday: 9:00 – 13:00 ; 14:30 – 17:30

Charge

MOP165 (Inclusive of MOP15 stamp duty)

Note: The fee should be paid at the time the application is submitted.

Processing time

The renewal process will not take more than 5 working days to complete (time guaranteed in performance pledge).

Note: The time guaranteed commences from the next day following the day of submission of all documents or information.

Applications overview

Flight Operations Officer License - Variation

Application procedure

Time constraint

No time constraint

Application procedure and required documents

The applicant is required to submit the following documents or information:

1. The completed application form ([Application for Flight Operations Officer License PEL/APP/006](#));
 2. Original Flight operations officer license issued by the Civil Aviation Authority;
 3. Other additional documents requested by the Civil Aviation Authority for assessing the variation application.
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Methods of Application

Application shall be submitted in person or by the organization of the applicant.

Address: Alameda Dr. Carlos D'Assumpção 336-342, Centro Comercial Cheng Feng, 18 Andar, Macau

Office hour:

Monday to Thursday: 9:00 – 13:00 ; 14:30 – 17:45

Friday: 9:00 – 13:00 ; 14:30 – 17:30

Charge

MOP165 (Inclusive of MOP15 stamp duty)

Note: The fee should be paid at the time the application is submitted.

Processing time

The time required for variation process is to be determined on a case by case basis.
