
AIC

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DEPARTMENT OF CIVIL AVIATION
LEVEL 1-4, PODIUM BLOCK, LOT 4G4, PRECINT 4
FEDERAL GOVERNMENT ADMINISTRATIVE CENTRE,
62570 PUTRAJAYA
MALAYSIA

09 / 2004
23 DEC

ADMINISTRATIVE PROCEDURES FOR MEDICAL EXAMINATIONS AND MEDICAL CERTIFICATION FOR AIRCREW, ATCO's, PPL AND SPL LICENCE

1. INTRODUCTION

- 1.1 In order to obtain a Flight Crew Licence or Air Traffic Control Licence, it is necessary for the candidate to have medical clearance at a standard appropriate to the licence applied. Within Malaysia, Designated Medical Examiners perform the necessary Medical Examinations for the Flight Operations Division (FOD) in Dept. of Civil Aviation (DCA), Ministry of Transport, Malaysia. All communications / correspondence related to Medical standards, Flight Crew and ATCO Licensing shall be addressed to FOD, DCA. (See Appendix 1 for addresses and contact persons);
- 1.2 Ophthalmologists with knowledge of and training in Aviation Ophthalmology are designated as Designated Aviation Ophthalmologists (DAO). (See Appendix 2)

2. Medical Examination for Initial Issue and Renewal of Aircrew and Air Traffic Controllers' Licence

- 2.1 The medical examinations for above Licences are performed by Aviation Medical Examiners who based on their qualification and experiences are so designated and are known as Designated Aviation Medical Examiners (DAME). This AIC provides the latest list of DAMEs. (See Appendix 3)

3. Student Pilot's Licence and Private Pilot's Licence Medical Examinations.

- 3.1 The medical examination for initial issue or renewal of a Student Pilot's Licence (for General Aviation) or Private Pilot's Licence may be conducted by a DAME. If due to distant / remote region, a DAME is not available it can then be done by a duly qualified Medical Practitioner. It shall be conducted in accordance with DCA/PBT/1(M) in duplicate (Forms are obtainable from Aircrew Licensing Unit Flight Operations Division (FOD), DCA. The original medical examination form with results of required investigations should be sent to the following address as soon as possible. It should reach DCA Office within 30 days. (See Appendix 1)

**FLIGHT OPERATIONS DIVISION
DEPARTMENT OF CIVIL AVIATION MALAYSIA
LEVEL 2, BLOCK PODIUM B, LOT 4G4, PRECINT 4
FEDERAL GOVERNMENT ADMINISTRATIVE CENTRE,**

3.2 The duplicate of the form is to be kept by the DAME for his own records and future reference.

4. Professional Flight Crew Licence Medical Examinations

4.1 Medical examination for the Initial Student Pilots Licence for professional flight crew training and renewal of professional flight crew licence shall be conducted by a DAME.

4.2 To avoid delays in the renewal of a licence, all applications for renewal shall be made to the DAME at least Six Weeks (42 Days) before the expiry of Medical Certificate.

4.3 The DAME shall cause two copies of DCA/PBT/1(M) to be made. He shall retain one copy for future reference and despatched the original to the above address.

4.4 In the case of Initial issuance of a license the DAME shall complete the medical examination forms (DCA/PBT/I(M) in duplicate. Irrespective of the outcome of the medical examination the DAME should dispatch the completed forms (together with necessary investigation results to the Aircrew Licensing Unit DCA. No Medical Certificate should be issued by the DAME after the Initial Medical Exam.).

4.5 For Renewal Medical Examinations, where the DAME feels satisfied as to the physical fitness of an applicant, he might issue a Medical Certificate, DCA7-MC to the applicant. This medical certificate is to be retained by the applicant and to be produced at FOD, DCA for licensing requirements.

4.6 For Pilots reaching age 60 years or above (both Commercial & Private) current regulations require exemption by Minister of Transport. As such DAMEs can perform the Medical Examination and the required cardiac evaluation (including stress test) however no Medical Certificate can be issued except by the DCA.

4.7 Where doubt exists as to the physical condition / fitness of an applicant, NO Medical Certificate shall be issued, and the case referred to the Chief Medical Assessor at Flight Operations Division (FOD) DCA or the completed forms sent to the DCA, for further evaluation and action. DCA may request further investigations as may deem necessary. The cost of all such investigations shall be borne by the applicant.

4.8 The Chief Medical Assessor after reviewing the finding of the medical examination and or results of investigations may issue the medical certificate or refer the case to the DCA Medical Board.

5. DCA MEDICAL BOARD

5.1 The DCA Medical Board after deliberation shall reach an accredited medical conclusion to:

- a. Issue the Licence;
- b. Issue Licence with a waiver;
- c. Recommend temporary grounding;
- d. Recommend permanent grounding; or

5.1.1 Where there is denial of a medical certificate by the DCA Medical Board, the applicant may appeal to the Director General of DCA for reconsideration. Such reconsideration shall be based on relevant new information or evidence.

5.2 The DCA Medical Board shall consist of the following: -

5.2.1 President of the Board - who shall be the senior physician with Aviation Medical Knowledge.

5.2.2 Two (2) members, Director of Medical Branch, RMAF and Chief Medical Assessor, or their nominees. (See Appendix 4).

6. Air Traffic Controller's Licence Medical Examinations

6.1 The medical examination for initial issue or renewal of an Air Traffic Controller's Licence shall be conducted in accordance with DCA/PBT/1M, by a DAME. (See DAME List Appendix 3).

6.2 For initial medical examination no medical certificate is to be issued by the DAME. The completed forms together with relevant reports shall be forwarded to the DCA and reach the following address within 30 days of the date of examination.

**ATS INSPECTORATE DIVISION
DEPARTMENT OF CIVIL AVIATION MALAYSIA
LEVEL 4, BLOCK PODIUM B, LOT 4G4, PRECINT 4
FEDERAL GOVERNMENT ADMINISTRATIVE CENTRE,
62570 PUTRAJAYA
MALAYSIA**

(for contact persons see Appendix 1)

6.3 To avoid delays in the renewal of a licence, all applications for renewal shall be made to the DAME at least Six Weeks (42 Days) before the expiry of Medical Certificate.

6.4 The initial Medical Certificate shall be issued by the ATS Inspectorate Division after the completed forms have been reviewed by the Chief Medical Assessor.

6.5 For Renewal Medical Examinations, where the DAME feels satisfied as to the physical fitness of an applicant, he may issue a Medical Certificate, DCA/PBT/4 to the applicant. This medical certificate is to be retained by the

applicant and to be produced at ATS Inspectorate DCA for licensing requirement.

- 6.6 Where doubt exists as to the physical condition of an applicant after a renewal Medical Examination, NO Medical Certificate is to be issued. The completed Forms should be sent to the ATS Inspectorate Division for review by the Chief Medical Assessor.
- 6.7 The Chief Medical Assessor after reviewing the finding of the medical examination and/or results of investigations may issue the medical certificate or refer the case to the DCA Medical Board.
- 6.8 The DCA Medical Board after deliberation shall reach an accredited medical conclusion to:
- a. Issue the licence; or
 - b. Issue a waiver; or
 - c. Recommend temporary grounding; or
 - d. Recommend permanent grounding.
- 6.9 Where there is denial of a medical certificate by the DCA Medical Board, the applicant may appeal to the Director General of DCA for reconsideration. Such reconsideration shall be based on relevant new information or evidence.

7. MEDICAL ASSESSMENTS.

7.1 Three Classes of Medical Assessment shall be established as follows:

7.1.1 Class 1 Medical Assessment applies to applicants for, and holders of:

- a. Commercial Pilot's Licence - Aeroplane and Helicopter
- b. Airline Transport Pilot's Licence - Aeroplane and Helicopter
- c. Flight Navigator's Licence
- d. Flight Engineer's Licence
- e. Student Pilots perusing professional flight crew training

7.1.2 Class 2 Medical Assessment applies to applicants for and holder of:

- a. Private Pilot's Licence - Aeroplane and Helicopter
- b. Glider Pilot's Licence
- c. Free Balloon Pilot's Licence

7.1.3 Class 3 Medical Assessment applies to applicants for and holders of:

- a. Air Traffic Controller's Licence.

7.2 Validity of each Class of Licence

7.2.1 The Validity of each Class of Licence according to CARs is shown in Appendix 5.

7.3 DAME Aviation Medical Guidance Handbook

7.3.1 DAMEs are advised to regularly refer the above Handbook for current Aviation Medical knowledge and consensus so that their Medical Assessment decisions are in compliance with current accepted Aviation Medical Standards & Recommendations.

7.3.2 DAME's Guidance Handbook is regularly updated & issued by Flight Operations Division (FOD) of DCA.

7.4 This AIC also makes amendments to Aeronautical information Circular 15/2000 dated 26th. May 2000, this is hereby superseded. This Aeronautical Information Circular (AIC) becomes effective on 1st January 2005.

DATO' IR KOK SOO CHON
Director General
Department of Civil Aviation
Malaysia

Aircrew Medical Certificate and Licensing Administration

**FLIGHT OPERATIONS DIVISION
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LEVEL 2, BLOCK PODIUM B, LOT 4G4, PRECINT 4
FEDERAL GOVERNMENT ADMINISTRATIVE CENTRE,
62570 PUTRAJAYA
MALAYSIA
TEL: 03-88714000 FAX: 03-88714334**

Contact Persons - Director of Fit Ops. DCA

ATCO Medical Certificate and Licensing Administration

**ATS INSPECTORATE DIVISION
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62570 PUTRAJAYA
MALAYSIA**

Contact Person - Deputy Director ATS Inspectorate, DCA

Chief Medical Assessor

Name	Address	Contact
DR. B.JAGDEV SINGH (CHIEF MEDICAL ASSESSOR)	29, JALAN TANJONG 5/4 46000 PETALING JAYA, SELANGOR DARUL EHSAN	03-79566878 (Tel) 03-79542655 (Fax) 017-8850755 (H/P)

DESIGNATED AVIATION OPTHAMOLOGIST (DAO)

Name	Address	Contact
DR. PAL SINGH	TUN HUSSEIN ONN EYE HOSPITAL PO BOX 514, JLN. SULTAN POST OFFICE, 46760 PETALING JAYA, SELANGOR DARUL EHSAN	03-79561611 (Tel) 03-79576128 (Fax)
DR. GEORGE THOMAS	TUN HUSSEIN ONN EYE HOSPITAL PO BOX 514, JLN. SULTAN POST OFFICE, 46760 PETALING JAYA, SELANGOR DARUL EHSAN	03-79561611 (Tel) 03-79576128 (Fax)

**DESIGNATED AVIATION MEDICAL EXAMINERS IN MALAYSIA AND
OVERSEAS**

D.A.M.E. – INITIAL AND RENEWAL (ALL CLASSES)

Name	Address	Contact
DR. B.JAGDEV SINGH	DRS YOUNG, NEWTON & PARTNERS 48JALAN52/4, 46200 PETALING JAYA, SELANGOR	03-79569400 (Tel) 03-79542655 (Fax)
COL. (DR.) ZAHARI JUSOH	RMAF INSTITUTE OF AVIATION MEDICINE.JALAN LAPANGAN LAMA, 50460, K. LUMPUR	03-21171133 (Tel) 03-21482549 (Fax)
LT. COL. (B) DR. DALBIR SINGH SAGOO	TWIN TOWERS MEDICAL CENTRE LOT 401 F&G, LEVEL 4 SURIA KLCC 50088 KUALA LUMPUR	03-23822000 (Tel) 03-23829000 (Fax)
LT. COL.(R) DR. MOHAMED ZAINUDDIN	PAKATAN MEDICAL AMPANG 16 TH FLOOR, BGN ARAB MALAYSIAN 55.JALAN RAJACHULAN 50200, KUALA LUMPUR	03-20721193 (Tel) 03-20784172 (Fax)
DR.KEE PENG LEONG	DRS. YOUNG, NEWTON & PARTNERS 48, JALAN 52/4 46200 PETALING JAYA SELANGOR	03-79569400 (Tel) 03-79562553 (Fax)
DR.JAMIL IBRAHIM	MAS MEDICAL SAAS INTERNATIONAL AIRPORT 47200 SUBANG SELANGOR DARUL EHSAN	03-78403114(Tel) 03-78462626(Fax)
DR.DALJIT S. PARMAR	MAS MEDICAL SAAS INTERNATIONAL AIRPORT 47200 SUBANG SELANGOR DARUL EHSAN	03-78403114 (Tel) 03-78462626 (Fax)
	MAS MEDICAL DEPARTMENT MAS ADMINISTRATION BUILDING K. KINABALU INTL. AIRPORT 89500 KOTA KINABALU	088-203333 (Tel) 088-217897 (Fax)
LT.COL (R) DR, MOHD.SALLEH NORDIN	KLINIK MEDI-UTAMA NO, 5-1, JALAN LAWAN PEDANG.13/27, BUSINESS PARK SEKSYEM 13, 40000 SHAH ALAM	03-55106716 (Tel) 03-55114950 (Fax)
LT. COL (R) DR, GERARD FRANCIS RAMESH DE CRUZ	KLINIK RAMESH NO. 3830 JALAN SJ 8/3 TAMAN SEREMBAN JAYA, 70480. SEREMBAN	06-6781239 (Tel/Fax)
DR. R.B. BARROW	SABAH KLINIK 3A, JALAN PANTAI TINGKAT 1 88000 KOTA KINABALU	088-254190 (Tel) 088-264868 (Fax)

COL. DR ZUBIR AHMAD	RMAF INSTITUTE OF AVIATION MEDICINE.JALAN LAPANGAN LAMA, 50460, K. LUMPUR	03-21171133 (Tel) 03-21482549 (Fax)
LT COL DR. MOHAMED HAIZAR BIN HARUN	RMAF INSTITUTE OF AVIATION MEDICINE.JALAN LAPANGAN LAMA, 50460, K. LUMPUR	03-21171133 (Tel) 03-21482549 (Fax)
LT COL DR. ZULKIFLI MAT JUSOF	RMAF INSTITUTE OF AVIATION MEDICINE.JALAN LAPANGAN LAMA, 50460, K. LUMPUR	03-21171133 (Tel) 03-21482549 (Fax)
LT. COL.DR MOHAMMAD RAZIN B KAMARULZAMAN	RMAF INSTITUTE OF AVIATION MEDICINE.JALAN LAPANGAN LAMA, 50460, K. LUMPUR	03-21171133 (Tel) 03-21482549 (Fax)

D.A.M.E. – (ALL CLASSES) – OVERSEAS

Name	Address	Contact
DR MEDORA FIRDOS	MEDORA CLINIC & SURGERY 43, UPPER PAYA LEBAR ROAD SINGAPORE 534833	02-62880035 (Tel/Fax)

D.A.M.E. – RENEWAL ONLY (ALL CLASSES)

Name	Address	Contact
DR. KANG TEE YONG	KANGS CLINIC LOT 173, JALAN SONG THIAN CHEOK 93100 KUCHING	082-243872 (Tel) 082-416580 (Fax)
DR. CHEU KUOK TUH	KLINIK DR. CHEU LOT 412, GROUND FLOOR PELITA COMMERCIAL CENTRE MIRI	085-438068 (Tel) 085-438070 (Fax)
DR. KHAIRUL ANUAR MD. NOR	MAS MEDICAL SAAS INTERNATIONAL AIRPORT 47200 SUBANG SELANGOR DARUL EHSAN	03-78403114 (Tel) 03-78462626 (Fax)
DR. SYED YUSOFF IDID	1521, BANGUNAN MAHSURI, JALAN SULTAN BADLISAH, 0500 ALOR STAR, KEDAH	04-7318825 (Tel/Fax)
BRIG. GEN. (DR) MOHD ZIN BIN BIDIN	MARKAS ATM, BAHAGIAN PERKHIDMATAN KEMENTERIAN PERTAHANAN, JLN. PADANG TEMBAK, 50634 KUALA LUMPUR	03-26921333 (Tel) 03-26948509 (Fax)
MEJAR DR ALVIN WEE HOCK PENG	RMAF INSTITUTE OF AVIATION MEDICINE.JALAN LAPANGAN LAMA, 50460, K. LUMPUR	03-21171133 (Tel) 03-21482549 (Fax)

COMPOSITION OF THE CURRENT DCA MEDICAL BOARD

The current DCA Medical Board consists of the following:

President of the Board	Datuk Dr. J S Eapen (Head Physician G.H. KL Retired)
Two (2) members	Col. (Dr.) Zahari Jusoh
	Dr. B Jagdev Singh (Chief Medical Assessor)

FREQUENCY OF MEDICAL EXAMINATION AND LICENCE VALIDITY

Class of Licence	Age in years	Class of Medical Certificate	Validity in Months	
Airline Transport Pilot	Under 40	1	12	
Commercial Pilot				
Airline Transport Pilot	40 and above		2	6
Commercial Pilot				
Flight Engineer		1		12
Flight Navigator				
Flight Radio Operator				
Student Pilot	Under 40	2	24	
Private Pilot-Aeroplane				
Glider Pilot				
Private Pilot-Helicopter				
Free Balloon Pilot	40 and above		2	12
Student Pilot				
Private Pilot-Aeroplane				
Glider Pilot				
Private Pilot-Helicopter				
Free Balloon Pilot	Under 40	3	24	
Air Traffic Controller				
	40 and above		12	

Important NOTE for DAMEs, Aircrew & ATCOs

Please note that beginning Jan 1 2005 every 3rd Medical Examination for the renewal of all Classes of Licences should be performed by a different DAME than the Examinee's usually uses or goes to.

GUIDANCE NOTES FOR D.A.M.E. - MEDICAL EXAM & SPECIAL INVESTIGATIONS REQUIREMENTS

MEDICAL CERTIFICATE	CLASS 1		CLASS 2	CLASS 3
LICENCE	ATPL, CPL, AIR-SHIPS	FL. NAV. FL. ENG,	CPL BALLOONS PPL (FL) PPL, SPL	ATCO
INITIAL ISSUE (AGE LIMIT)	INITIAL MEDICAL EXAMINATION REQUIRED FOR ALL CLASSES OF MEDICAL EXAMINATIONS MEDICAL CERTIFICATE ISSUED BY DCA (SPL > 17, CPL >18, ATPL > 21)			
VALIDITY	UNDER 40: 1 YEAR OVER 40: 6 MONTHS	1 YEAR	UNDER 40: 2 YEARS OVER 40: 1 YEAR	UNDER 40: 2 YEARS 40 AND OVER: 1 YEAR
VISUAL ACUITY	AT LEAST 6/9 IN EACH EYE SEPARATELY, & 6/6 WITH OR WITHOUT CORRECTION WITH BOTH EYES.		AT LEAST 6/1 2 IN EACH EYE SEPARATELY, & 6/9 WITH OR WITHOUT CORRECTION WITH BOTH EYES.	AT LEAST 6/9 IN EACH EYE SEPARATELY, & 6/6 WITH OR WITHOUT CORRECTION WITH BOTH EYES
OPHTHALMOLOGICAL EXAMINATION	AT INITIAL THEN UNDER 40: 5 YEARS 40 AND OVER: 2 YEARS		AT INITIAL THEN PERIODIC IF VISION CORRECTED	AT INITIAL THEN UNDER 40: 5 YEARS 40 AND OVER: 2 YEARS
HAEMOGLOBIN & URINALYSIS	EVERY EXAMINATION			
ECG	ECG AT INITIAL EXAMINATION & >60 YEARLY STRESS TEST			
	UNDER 30: 5 YEARS ABOVE 30: 2 YEARS ABOVE 40: 1 YEAR ABOVE 50: 6 MONTHS		40-49: 2 YEARS 50: 1 YEAR	UNDER 40: 5 YEARS OVER 40: 2 YEARS OVER 50: 1 YEAR
	ECG TRACINGS TO BE REPORTED & ATTACHED TO FORM DCA/PBT/1 (M) DOUBTFUL CASES WILL NEED CARDIOLOGIST EVALUATION & REPORT			
AUDIOGRAM	AT INITIAL EXAMINATION			
	UNDER 40: 5 YEARS		40 AND OVER: 2 YEARS	
CHEST X-RAY	AT INITIAL EXAMINATION			
PFT	AT 5 YEARS INTERVALS OR IF CLINICALLY INDICATED SPECIALIST REPORT ON CHEST X-RAY MUST BE ATTACHED TOGETHER WITH FORM DCA/PBT/1 (M) LUNG FUNCTION TEST IF THERE ARE RESPIRATORY RISK FACTORS - SMOKING , ASTHMA ETC			
LIPID PROFILE	INITIAL THEN 5 YEARS			
FBS	INITIAL THEN 5 YEARS			

Note 1 Validity will be from the Date of Medical Examination till the Date of Expiry.

Note 2 In all doubtful cases issuance of a Medical Certificate should be deferred & completed forms together with the relevant reports sent to FOD, DCA for Assessment.

Note 3 Special Tests are to be performed at the periodicity indicated or on any other occasion if clinically indicated.