

## ADVISORY INFORMATION 06/2025

19<sup>th</sup> June 2025



### **IMPLEMENTATION OF FLIGHT CREW CARD – TYPE LICENCE AND eCLIPSE TRANSITION REQUIREMENTS**

## **1 Introduction**

- 1.1 This Advisory Information (AI) serves as an update to AI 29/2022 dated 16 December 2022, AI 06/2023 dated 28 June 2023, AI 08/2024 dated 10 September 2024, and AI 03/2025 dated 11 April 2025, and is intended to provide further clarification on the implementation of the Flight Crew Card Licence and the associated eCLIPSE system requirements.
- 1.2 This AI is issued to inform all Flight Crew Licence holders of the commencement of the Flight Crew Card-Type Licence and to provide direction on the necessary actions and compliance requirements associated with this change.
- 1.3 This AI also outlines how this shift integrates with the eCLIPSE system and the broader licensing framework administered by the Civil Aviation Authority of Malaysia (CAAM).

## **2 Flight Crew Card-Type Licence Issuance**

- 2.1 CAAM has commenced the issuance of the Flight Crew Card-Type Licence **on 16 June 2025**. The card replaces the traditional book-format licence as the primary medium for identification and verification of licensing credentials.
- 2.2 The Flight Crew Card-Type Licence must be carried in conjunction with a valid medical certificate in order to constitute a valid and acceptable flight crew licence. The card or medical certificate on its own will not suffice.
- 2.3 Upon issuance, licence holders will be assigned a **new licence number** which will supersede any previously issued licence number. This new number must be used in all future correspondence, records, and licensing matters. Once the card has been issued, the **book-format licence will no longer be valid**, and its continued use will not be recognised by CAAM for official purposes.

### 3 Responsibilities of Licence Holders

- 3.1 All **Card-Type Licence holders** are reminded that all licensing-related matters and transactions must now be conducted **exclusively through the eCLIPSE system**. This includes but not limited to applications for medical certification, rating endorsements, amendments to licence privileges, and the renewal or issuance of certificates.
- 3.2 Card-Type Licence holders are also required to **notify their current employers or affiliated organisations of their new licence number** issued with the card. This is critical to ensure alignment with operational, administrative, and regulatory systems.
- 3.3 Failure to disseminate the updated licence number to relevant parties may result in discrepancies with internal records and delays in processing future applications or approvals.

### 4 Transition Period

- 4.1 CAAM recognises the need for a transitional period to ensure the aviation industry has adequate time to adapt to the new card-type licensing format. During this interim phase, **both the card-type and traditional book-format licences shall be deemed valid** for all regulatory and operational purposes.
- 4.2 The official end date of the transition period will be **31 August 2025, 2400LT**. Starting **1 September 2025, 0001LT**, the book-format licence will no longer be recognised under any circumstances, and all flight crew must present the card-type licence and valid medical to be considered compliant.
- 4.3 CAAM wishes to highlight that **lack of participation or untimely response from the aviation community** may result in a prolonged transition period. Such delays could impact regulatory efficiency and increase the risk of operational disruptions once the transition is complete.
- 4.4 Furthermore, failure to complete the transition within the stipulated timeframe may render the flight crew licence invalid, thereby impacting the holder's eligibility to perform flying duties.

### 5 Interim Actions Required

- 5.1 Pending receipt of the Flight Crew Card-Type Licence, all licence holders must ensure that their existing book-format licence remains valid and, where necessary, is updated at the CAAM One Stop Centre (OSC). Licence holders who have not yet requested their card are strongly advised to do so through eCLIPSE without delay.

- 5.2 Concurrently, all licence holders are required to ensure that their personal and licensing data within the eCLIPSE system is current, accurate, and complete. Inconsistencies between physical documentation and eCLIPSE records may result in delays or the rejection of applications.
- 5.3 It has also been noted that many processing delays arise due to applicants failing to read or follow the guidelines provided within the eCLIPSE portal. These guidelines are designed to assist users in submitting complete applications.
- 5.4 In particular, licence holders must ensure that all scanned documents submitted via eCLIPSE are clear, legible, and in the correct format. Poor-quality documents will not be processed and may be rejected outright, requiring re-submission and further delaying the issuance of the licence.

## **6 Recommendation**

- 6.1 All Flight Crew Licence holders are strongly encouraged to complete the onboarding process in eCLIPSE as soon as possible. Early action will help facilitate a seamless transition to the card-type licence and minimise the risk of any disruption to operational duties.
- 6.2 Licence holders are also advised to initiate their card-type licence request immediately, if they have not already done so. The timely adoption of the new licensing format is critical to maintaining regulatory compliance and avoiding unnecessary disruptions during or after the transition period.
- 6.3 To support this process, CAAM will continue to provide updates, guidance, and assistance through its official communication channels and support systems.

## **7 Enquiries**

- 7.1 For further enquiries or technical assistance related to the eCLIPSE system or the Flight Crew Card-Type Licence, licence holders may contact the eCLIPSE Support Team via email at [eclipse.support@caam.gov.my](mailto:eclipse.support@caam.gov.my).
- 7.2 Licence holders are reminded to include their full name, licence number (if applicable), and contact information when submitting enquiries to ensure timely and accurate assistance.



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