

Irish Aviation Authority The Times Building 11–12 D’Olier Street Dublin 2, Ireland www.iaa.ie Safety Regulation Division	Údarás Eitlíochta na hÉireann Foirgneamh na hAmanna 11–12 Sráid D’Olier Baile Átha Cliath 2, Éire Rannán na Rialachán Sábháilteachta	No. PLAM.024 Revision 01 Area FCL Date 24.08.2023	
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RECORDING OF FLIGHT TIME AND FORMATTING ACCEPTABLE TO THE IRISH AVIATION AUTHORITY

All Irish Aviation Authority (IAA) pilot licence holders, issued either under National or PART-FCL requirements, and all applicants for an IAA issued pilot licence are required to keep the records of flights and training in a standard and format acceptable to the IAA to ensure conformance to the regulatory requirement.

The following details the format for logbook records and entries which shall be the only acceptable format to the Irish Aviation Authority. Failure to comply with this format and standard after **29 February 2020** shall result in denied new or initial administrative process/es for which the logbook was submitted after that date.

1. References:

- a) Irish Aviation Authority (Personnel Licensing) Order, 2000 As Amended
 - i. Part II General; Article 25
 - ii. Schedule VII
- b) Commission Regulation (EU) No 1178/2011 as amended
 - i. ANNEX I (PART-FCL) Subpart A – General Requirements
 1. FCL.050
 2. AMC1 FCL.050

2. Recording of flight time

The pilot shall keep a reliable record of the details of all flights flown in a form and manner established by the competent authority.

3. Information to be contained in the logbook

The record of the flights flown shall contain at least the following information:

1. personal details: name(s) and address of the pilot;
2. for each flight:
 - a. name(s) of PIC;
 - b. date of flight;
 - c. place and time of departure and arrival;
 - d. type, including make, model and variant, and registration of the aircraft;
 - e. indication if the aircraft is SE or ME, if applicable;
 - f. total time of flight;
 - g. accumulated total time of flight.
3. for each FSTD session, if applicable:
 - a. type and qualification number of the training device;
 - b. FSTD instruction;
 - c. date;
 - d. total time of session;
 - e. accumulated total time.

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4. details on pilot function, namely PIC, including solo, SPIC and PICUS time, co-pilot, dual, FI or FE;
5. Operational conditions, namely if the operation takes place at night, or is conducted under instrument flight rules.

4. Logging of Flight Time

1. Flight time is recorded:
 - a. for aeroplanes, touring motor gliders and powered-lift aircraft, from the moment an aircraft first moves to taking off until the moment it finally comes to rest at the end of the flight;
 - b. for helicopters, from the moment a helicopter’s rotor blades start turning until the moment the helicopter finally comes to rest at the end of the flight, and the rotor blades are stopped;
 - c. for airships, from the moment an airship is released from the mast to taking off until the moment the airship finally comes to rest at the end of the flight, and is secured on the mast;
2. When an aircraft carries two or more pilots as members of the operating crew, one of them shall, before the flight commences, be designated by the operator as the aircraft PIC, according to operational requirements, who may delegate the conduct of the flight to another suitably qualified pilot. All flying carried out as PIC is entered in the logbook as ‘PIC’. A pilot flying as ‘PICUS’ or ‘SPIC’ enters flying time as ‘PIC’ but all such entries are to be certified by the PIC or FI in the ‘Remarks’ column of the logbook. Such certification shall include the printed name and licence number of the PIC
3. Pilot in Command (PIC) flight time:
 - a. the holder of a licence may log as PIC time all the flight time during which he or she is the PIC;
 - b. the applicant for or the holder of a pilot licence may log as PIC time all solo flight time, flight time as SPIC and flight time under supervision provided that such SPIC time and flight time under supervision are countersigned by the instructor;
 - c. the holder of an instructor certificate may log as PIC all flight time during which he or she acts as an instructor in an aircraft;
 - d. the holder of an examiner’s certificate may log as PIC all flight time during which he or she occupies a pilot’s seat and acts as an examiner in an aircraft;
 - e. a co-pilot acting as PICUS on an aircraft on which more than one pilot is required under the type certification of the aircraft or as required by operational requirements provided that such PICUS time is countersigned by the PIC;
 - f. if the holder of a licence carries out a number of flights upon the same day returning on each occasion to the same place of departure and the interval between successive flights does not exceed 30 minutes, such series of flights may be recorded as a single entry.
2. Co-pilot flight time:
 - a. the holder of a pilot licence occupying a pilot seat as co-pilot may log all flight time as co-pilot flight time on an aircraft on which more than one pilot is required under the type

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certification of the aircraft, or the regulations under which the flight is conducted except when logged as Pilot in Command Under Supervision (PICUS) as provided in 3.e. above;

3. Cruise relief co-pilot flight time:
 - a. a cruise relief co-pilot may log all flight time as co-pilot when occupying a pilot’s seat;
4. Instruction time:
 - a. a summary of all time logged by an applicant for a licence or rating as flight instruction, instrument flight instruction, instrument ground time, etc., may be logged if certified by the appropriately rated or authorised instructor from whom it was received;
5. PICUS flight time:
 - a. provided that the method of supervision is acceptable to the competent authority, a co-pilot may log as PIC flight time flown as PICUS when all the duties and functions of PIC on that flight were carried out in such a way that the intervention of the PIC in the interest of safety was not required.

5. Format of the record

- a. Details of flights flown under commercial air transport may be recorded in a computerised format maintained by the operator.

In this case an operator should make the records of all flights operated by the pilot, including differences and familiarisation training, available upon request to the flight crew member concerned.

- b. For other types of flight, the pilot should record the details of the flights flown in a logbook format that captures the information prescribed under Para 3 and log the flight time in accordance with Para 4 above.
- c. For sailplanes and balloons, a suitable format should be used that contains the relevant items mentioned in Para 3 above and additional information specific to the type of operation.
- d. The use of electronic logbooks is acceptable providing that any flights requiring endorsement and/or countersigning have been signed by the relevant Licence and/or Certificate holder as per Para 4 above
- e. Pilot function time:
 - a. Enter flight time as PIC, SPIC and PICUS as PIC;
 - b. All time recorded as SPIC or PICUS is countersigned by the aircraft PIC/PI in the ‘remarks’
 - c. Instructor time should be recorded as appropriate and entered as PIC.
 - d. Only a single entry in the logbook for each Pilot function is acceptable
- f. The preferred logbook format is demonstrated in AMC1 050.