DEFINITIONS

DUTY
Any task that cabin crew members are required by the operator to perform, including, e.g., flight duty, administrative work, training, positioning and standby when it is likely to induce fatigue.

DUTY PERIOD
A period which starts when a cabin crew member is required by an operator to report for or to commence a duty and ends when that person is free from all duties.

No operator shall assign and no cabin crew member shall accept any duty to exceed:
(a) 65 duty hours in any 7 consecutive days
(b) 210 hours in any 28 consecutive days, spread as evenly as practicable throughout this duty period.

FATIGUE
A physiological state of reduced mental or physical performance capability resulting from sleep loss or extended wakefulness, circadian phase, or workload (mental and/or physical activity) that can impair a crew member’s alertness and ability to safely operate an aircraft or perform safety related duties.

<table>
<thead>
<tr>
<th>FLIGHT DUTY PERIOD</th>
<th>FLIGHT TIME</th>
</tr>
</thead>
<tbody>
<tr>
<td>A period which commences when a cabin crew member is required to report for duty that includes a flight or a series of flights and which finishes when aeroplane finally comes to a rest and the engines are shut down at the end of the last flight on which he/she is a crew member.</td>
<td>The total time from the moment an aeroplane first moves for the purpose of taking off until the moment it finally comes to rest at the end of the flight. Note: “Flight time” as here defined is synonymous with the term “block to block” time or “chock to chock” time in general usage which is measured from the time an aeroplane first moves for the purpose of taking off until it finally stops at the end of the flight. For calculation we shall consider Flight Time as “Chocks – OFF to Chocks ON”</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Flight time</th>
<th>Flight duty period</th>
<th>No. of landings</th>
</tr>
</thead>
<tbody>
<tr>
<td>8 hrs</td>
<td>12 hrs</td>
<td>6</td>
</tr>
<tr>
<td>Up to 11 hrs</td>
<td>15 Hrs</td>
<td>3</td>
</tr>
<tr>
<td>More than 11 to up to 16 hrs</td>
<td>18 hrs</td>
<td>1</td>
</tr>
<tr>
<td>(ULR)* More than 16 hrs</td>
<td>22 hrs</td>
<td>1</td>
</tr>
</tbody>
</table>
NOTE:

**REPORTING TIME** - The time at which cabin crew member is required by an operator to report for duty.

<table>
<thead>
<tr>
<th>FDP within Indian Territory</th>
<th>FDP outside Indian Territory</th>
</tr>
</thead>
<tbody>
<tr>
<td>FDP commences D – 75 minutes prior to scheduled departure</td>
<td>FDP commences D – 90 minutes prior to scheduled departure</td>
</tr>
<tr>
<td>Terminates after completion of a flight OR series of flights + 15 minutes.</td>
<td>Terminates after completion of a flight OR series of flights + 15 minutes.</td>
</tr>
<tr>
<td>Crew shall be assigned 15 minutes of Duty period post completion by of Flight Duty Period</td>
<td></td>
</tr>
</tbody>
</table>

The concept of Domestic and International demarcation of Flight Time and Flight Duty Period does not exist in the revised C.A.R

**CUMULATIVE FLIGHT TIME LIMITATIONS**

<table>
<thead>
<tr>
<th>Cumulative Flight time limitations</th>
<th>Flight Time Limitation</th>
</tr>
</thead>
<tbody>
<tr>
<td>In 7 consecutive days</td>
<td>40</td>
</tr>
<tr>
<td>In 28 consecutive days</td>
<td>115</td>
</tr>
<tr>
<td>In 365 consecutive days</td>
<td>1000</td>
</tr>
</tbody>
</table>

**STANDBY**

It is a defined period of time during which a cabin crew member is required by the operator to be available to receive an assignment for a specific duty without an intervening rest period.

Operators shall include ‘standby’ as a part of their roster and the concerned crew shall be kept notified.

Standby period shall not extend beyond 8 hours, If the standby is at the airport and

(a) Standby culminates into a flight duty within first 4 hours, then no period of standby shall be counted towards ‘flight duty period’, but the total period (i.e. 100%) of standby shall be counted towards the cumulative duty period;

(b) Standby culminates into a flight duty after 4 hours, then 50% of the period beyond 4 hours would be counted towards the ‘Flight Duty Period’ and the total airport standby period (i.e.100%) of standby shall be counted towards the cumulative duty period;

(c) If the standby period is at home or in a hotel and culminates into duty then 25% of the period at home would be counted towards the cumulative duty period;

**Rest period after standby**

When any period of standby finishes, during which a call – out has not occurred, the rest will be as per) Para ref. MINIMUM REST PERIOD (BEFORE THE FLIGHT).

**WINDOW OF CIRCADIAN LOW (WOCL)**

WOCL is best estimated by the hours between 0200 and 0600 for individuals adapted to a usual day-wake/ night sleep schedule. This estimate of the window is calculated from scientific data on the circadian low of performance, alertness, subject report (i.e., peak fatigue) and body temperature. Circadian low is estimated to be 0200 to 0600 home-base/ domicile time.

(i) For flight duty periods that cross 3 or fewer time zones, the window of circadian low is estimated to be 0200 to 0600 home-base/ domicile time.

(ii) For flight duty periods beyond 3 or more time zones, the window of circadian low is estimated to be 0200 to 0600 home-base/ domicile time for the first 48 hours only.
(iii) For a crew member remaining more than 48 hours away from home-base/domicile time, the window of circadian low is estimated to be 0200 to 0600 referred to local time at the point of departure.

For up to 11 hours of flight time: when the FDP starts in the WOCL, the maximum FDP stated in the table shall be reduced by 100% of its encroachment up to a maximum of 2 hours. When the FDP ends in or fully encompasses the WOCL, the maximum FDP stated in the table shall be reduced by 50% of its encroachment.

Examples: Flight Pattern mentioned below is hypothetical of nature and for understanding purpose only.

Flight - DEL – DXB – DEL

Schedule reporting time – 0130 hours
Schedule termination of FDP – 13.00 hours

Since the FDP starts in WOCL, the FDP shall be reduced by 100% of the encroachment time of (0200 hours – 0600 hours).

The FDP in such a schedule can only be for a maximum of 13 hours instead 15 hours.

SPLIT DUTY (BREAK)
A period free of all duties, which counts as duty, being less than a rest period.

Split duty shall be as follows:

<table>
<thead>
<tr>
<th>No.</th>
<th>Consecutive hours of break</th>
<th>Maximum Extension of the Flight Duty Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Less than 3 hours</td>
<td>NIL</td>
</tr>
<tr>
<td>2</td>
<td>Between 3 hours and 10 hours</td>
<td>A period equal to half the consecutive hours break taken</td>
</tr>
<tr>
<td>3</td>
<td>&gt;10 hours</td>
<td>No extension permitted</td>
</tr>
</tbody>
</table>

(a) Post-flight and pre-flight duties will not be counted as part of rest.
(b) If the break is more than 6 consecutive hours or encroach on the WOCL, then operator will provide suitable accommodation.
(c) Parts of the Flight Duty Period before and after the break shall not exceed 10 hours.
(d) Split duty shall only be applicable for consecutive hours of break less than 3 hours.

HOME BASE
The location nominated by the operator to the crew member from where the Crew member normally starts and ends a flight duty or a series of flight duty periods.

LOCAL NIGHT
A period of eight hours falling between 2200 hours and 0800 hours local time.

For SpiceJet, Local night shall be considered between 0000 hours – 0800 hours.
NON OPERATING CREW MEMBER:

A person/persons present in excess of the operating crew number traveling in the aircraft and not engaged in flight duty.

POSITIONING:

The transferring of a non-operating crew member from place to place at the behest of the operator.

All the time spent on positioning on the behest of the operator shall be counted as duty. Positioning time should be a part of a flight duty period when it immediately precedes (i.e. without an intervening rest period) a flight duty period in which that person participates as a cabin crew member.

Positioning after operating a flight duty period without an intervening rest period shall be counted as duty period for determining the rest period.

Positioning should not count as a landing for the purposes of determining ‘Flight Duty Period’.

REST PERIOD
An uninterrupted and defined period of time during which a crew member is free from all duties.

MINIMUM REST PERIOD (BEFORE THE FLIGHT)
The minimum rest, which must be provided before undertaking a flight duty period, shall be:
(A) (i) At least as long as the preceding duty period,
OR
(B) (i) 10 Hours
(ii) 14 hours on crossing 3 time zones
(iii) 36 hours on crossing 8 time zones or whichever is greater.

If the preceding duty period, which includes any time spent on positioning, exceeds 18 hours, then the ensuing rest period shall include a local night.
Period of transportation to and from an airport shall neither be counted towards duty time nor rest period. The operator shall include in the ‘Scheme’ the optimum time of transportation after taking into account various factors and on ensuring that the rest period does not get reduced below the minimum rest requirements.

WEEKLY/FORTNIGHTLY REST
An operator shall ensure that the minimum weekly rest of continuous 36 hours including one local night is provided such that there shall never be more than 168 hours between the end of one weekly rest period and the start of the next. In case it is not possible then a rest period of continuous 48 hour period including two local nights shall be given in a fortnight at home base.

[E.g. – Crew shall be assigned due Rest after completion of FDP + Duty Period + Transportation time = 36 hours including a local night.

Crew shall be assigned Duty post completion of rest period. In the event the next earned rest exceeds 168 hours from the last duty assigned after rest period shall in such scenario be assigned 48 hours of rest including 02 local nights in a fortnight]
REST AFTER RETURN TO HOME BASE
An operator shall ensure that effects on crew members of time zone differences will be compensated by additional rest.

UNFORESEEN OPERATIONAL CIRCUMSTANCE
An unplanned event, such as unforeseen weather, equipment malfunction, diversions due to medical reasons or air traffic delay that is beyond the control of the operator.

‘Flight Time’, ‘Flight Duty Period’, landing may be extended due to unforeseen operational circumstances as follows:
(a) Flight Time by maximum of 1½ hours
(b) FDP by maximum of 5 hours
(c) Only one extra landing may be carried out for the recovery/retrieval of the aircraft in the event of a diversion.
(d) The above is subject to a cumulative limit of maximum of 3 hours (Flight Time), maximum of 10 hrs (FDP) and 02 landings during any period of 28 consecutive days.
(e) Whenever the Flight duty period gets extended, the rest period shall be prorate increased by twice the amount of extended time of Flight duty period.
Cabin crew shall neither be detailed nor undertake any flight duty between periods embracing 0100 to 0500 hrs local time for two consecutive nights except once within a period of 07 consecutive days.

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