



<b>Irish Aviation Authority</b> The Times Building 11–12 D'Olier Street Dublin 2, Ireland <a href="http://www.iaa.ie">www.iaa.ie</a>  <b>Safety Regulation Division</b>	<b>Údarás Eitlíochta na hÉireann</b> Foirgneamh na hAmanna 11–12 Sráid D'Olier Baile Átha Cliath 2, Éire  <b>Rannán na Rialachán Sábháilteachta</b>	No. PLAM 006 Revision 00 Area ACW Date 21.06.2019	
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**TITLE: INFORMATION FOR HOLDERS OF A CABIN CREW ATTESTATION (CCA) AND ASSOCIATED RESPONSIBILITY OF HOLDER OF A CCA.**

1. The applicant for a cabin crew attestation (CCA) shall be at least 18 years of age
2. The privileges of a CCA are to act as cabin crew members in commercial air transport operation of aircraft referred to in Article 4(1)9b) and (c) of Regulation (EC) no 216/2008
3. Cabin crewmembers may exercise the privileges specified in (a) only if they:
  - (1) Hold a CCA as specified in Regulation (EC) 1178/2011 as amended CC.CCA.105 and
  - (2) Comply with CC .GEN.030, CC.TRA.225 and the applicable requirements of Part-MED of this same regulation
4. This CCA is issued to the holder on successful completion of the initial training programme and associated examination required by Regulation (EC) 1178/2011, as amended, Part CC.
5. A CCA holder must sign his/her CCA immediately upon receipt
6. To show compliance with the applicable requirements as specified in CC.GEN.025 (b), each holder shall keep, and provide upon request, the cabin crew attestation, the list and the training and checking records of his/her aircraft type or variant qualification(s), unless the operator employing his/her services keeps such records and can make them readily available upon request by a competent authority or by the holder.
7. Names and relevant information provided on the CCA shall be as per the official identity document of the holder. If you change your name on your official identity document, the CCA must also be changed. In this event you should contact the issuing body or if you are no longer in the employment of the issuing body, you may contact the IAA directly
8. The CCA is the property of the holder and is issued with unlimited duration unless it is
  - (1) Suspended or revoked by the IAA or
  - (2) Its holder has not exercised the associated privileges during the preceding 60 months on at least one aircraft type.
9. If holders do not comply with the Regulation (EC) 1178/2011 as amended; Part CC, their CCA may be suspended or revoked by the IAA
10. If during oversight or by other means, evidence is found by the IAA, being the competent authority responsible for oversight in accordance with ARA.GEN.300 (a) that shows a non-compliance with the applicable requirements by a person holding a CCA issued in accordance with Regulation (EC) No 216/2008 and its Implementing Rules, the IAA shall raise a finding, record it and communicate it in writing to the CCA holder.
11. When such a finding has been raised, the IAA shall carry out an investigation. If the finding is confirmed, it shall
  - (1) limit, suspend or revoke the CCA, when a safety issue has been identified and
  - (2) take any further enforcement measures to prevent the continuation of the non-compliance

Where applicable, the IAA shall inform the person or organisation that issued the CCA.

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12. Without prejudice to any additional enforcement measures, when the authority of a Member State acting under the provisions of ARA.GEN.300(d) finds evidence showing a non-compliance with the applicable requirements by a person holding a CCA issued by the IAA, it shall inform the IAA.
13. If, during oversight or by any other means, the IAA finds evidence showing a non-compliance with the applicable requirements by a person subject to the requirements laid down in Regulation (EC) No216/2008 and its Implementing Rules, the IAA having identified the non-compliance shall take any enforcement measures necessary to prevent the continuation of that non-compliance
14. Upon receiving an application for issue, revalidation, renewal or change of a CCA and any supporting documentation, the IAA shall verify whether the applicant meets the requirements. When satisfied that the applicant meets the requirements, the IAA shall issue, revalidate, renew or change the CCA.
15. A CCA holder may not hold more than one CCA. Before issue of a CCA, you will be required to declare that you do not already hold a CCA issued in another Member state, that you have not applied for a CCA in another Member State, that you have never held a CCA with the same scope and in the same category issued in another Member State that was revoked or suspended in any other Member State.
16. False declarations could disqualify the applicant from being granted a CCA. Where doubt exists the IAA will contact the competent authority of the Member State where the applicant may have previously held a CCA.
17. In case of suspension or revocation of their CCA by the IAA, holders shall:
  - (1) Be informed in writing of this decision, and of their right of appeal in accordance with national law
  - (2) Not exercise the privileges granted by their cabin crew attestation
  - (3) Inform, without undue delay, the operator(s) employing their services; and
  - (4) Return their attestation to the IAA when notified to do so in accordance with IAA procedures
18. If you are required to show evidence of validity of your CCA to your employer, prospective employer or to a competent authority of a Member State, this evidence can be in the form of an official letter from a previous employer confirming that you have exercised the privileges of your CCA during the previous 60 months, a sample of flight time limitations (FTL), training records, rosters flown or other acceptable means.
19. If your CCA is lost you must immediately inform the operator employing your services and the issuing body of the CCA. If the issuing body is not the IAA and is either an airline operator or training organisation and you are no longer in the employment of this issuing body, you must contact the IAA directly. You must also report the loss of the CCA to the local police where the loss occurred and receive a police report /loss number. A copy of this document must be given to the issuing body/IAA.
20. If, after reporting loss of your CCA, you are re-issued with a CCA and the original CCA is found, the original must be returned to the issuing body/ IAA. You may not hold more than one CCA.

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21. CCAs are issued, following successful completion of the Part CC Initial Training course and examination, either by the IAA or by an airline operator or a Cabin Crew Training Organisation (CCTO) approved to do so, on behalf of the IAA.
22. Cabin crew shall retain the ORIGINAL CCA and Medical declaration (MEDC) themselves. The operator may not retain originals. The cabin crew shall, when requested, give a COPY of their MEDC and their CCA to the operator who is employing their services and not the actual document(s).

**The CCA is issued to the individual holder and not to the operator who employs the services of the holder.**

**Do not surrender** your CCA to your employer upon cessation of your term of employment, even if the CCA was issued to you by the operator. You will need your CCA should you take up employment with another Member State operator.