



**GOVERNMENT OF INDIA**  
**OFFICE OF THE DIRECTOR GENERAL OF CIVIL AVIATION**  
**DRONE TRAINING CIRCULAR 01 OF 2023**

**E-File No. DGCA-31018/3/2022-DRONE Dte.**

**Dated 15th February 2023**

**Subject: Approval for Train The Trainer (TTT) Course, Instructors and RPAS Trainers**

**1. Introduction**

- 1.1. A Train the trainer Course is the course which Remote Pilot Training organization (RPTO) need to conduct for imparting training to individuals desirous of becoming an Instructor.
- 1.2. An instructor imparts training to the individual for becoming a Drone Pilot and helps the individual get a remote Pilot Certificate (RPC).
- 1.3. A RPAS Trainer is an Instructor authorised by the Directorate General of Civil Aviation to conduct TTT Course.
- 1.4. This Circular is issued under the provisions of Rule 34 and Rule 47 of the Drone Rules, 2021.

**2. Acronyms**

Cat 1	–	Category 1
DTC	–	Drone Training Circular
RPC	–	Remote Pilot Certificate
RPTO	–	Remote Pilot Training Organisation
TPM	–	Training and Procedure Manual
TTT	–	Train the Trainer
VLOS	–	Visual Line of Sight Operation

**3. Applicability & Scope**

- 3.1. Provisions of this circular are applicable to any RPTO seeking authorisation for Train The Trainer Course in India for VLOS Operations as per the Cat-1 syllabus specified in DTC 02 of 2022. along with Instructional techniques.
- 3.2. Provisions of this circular are also applicable to any person intending to become an Instructor or RPAS Trainer in India.

**4. Eligibility for TTT Course/Instructors/RPAS Trainer**

- 4.1 **TTT Course:**
  - 4.1.1 A DGCA approved RPTO
  - 4.1.2 Should have been in operations for the last six months.
  - 4.1.3 Shall have generated at least 100 RPCs.



## **4.2 Instructor**

- 4.2.1 Shall have passed 10 Class from a recognised board.
- 4.2.2 Shall have a valid RPC on or before DGCA Oral Board.

## **4.3 RPAS Trainer**

- 4.3.1 Shall have passed 10 Class from a recognised board.
- 4.3.2 Should be a DGCA approved Instructor
- 4.3.3 At least six months prior to making an application to DGCA, an instructor should trained at least 50 RPCs/candidates and having flying experience of 100 Hrs
- 4.3.4 Incident free flying training experience in at least six months preceding application.

## **5. Minimum Requirements**

### **5.1 Train The Trainer Course**

- 5.1.1 A DGCA authorized RPTO shall conduct Instructor Course/TTT Course.
- 5.1.2 An RPTO seeking approval for TTT Course shall have been imparting training for at least 06 months in the category/classification of Drones and
- 5.1.3 An RPTO shall have generated at least 100 RPCs in a category/classification of Drones.

### **5.2 Training Instructors**

- 5.2.1 An individual can apply either directly or after RPC..
- 5.2.2 Shall undergo training as per prescribed syllabus for at least 09 days (Direct Entry).
- 5.2.3 An RPC holder shall undergo training for at least 04 days.
- 5.2.4 Both direct candidates and RPC holder shall undergo viva to be conducted DGCA.
- 5.2.5 Direct entry candidates shall be allowed to appear in Viva only after generation of RPC.

### **5.3 RPAS trainers**

- 5.3.1 Should provide the details of educational qualification, teaching and flying experience.
- 5.3.2 Shall have an experience of imparting Drone training of at least 06 months with flying skill experience of 100 Hrs..
- 5.3.3 Shall have an incident free flying experience in last 06 months.
- 5.3.4 Shall be examined for skill test and Oral Board by DGCA.

## **6. Training Syllabus**

Training Syllabus must include the syllabus prescribed by DGCA specific to the Category of RPC as per scope of RPTO Approval. (Refer DTC 02 of 2022) along with Instructional Techniques.

## **7. Procedure for obtaining TTT approval/RPAS Trainer Approval**

- 7.1 RPTO shall ensure that it is meeting the eligibility criteria and has minimum requirements to conduct a TTT Course. The RPTO should make an application online to Drone Directorate  
The application should have at least the following:
  - a) Proof of having generated at least 100 RPCs.
  - b) Should have a continuous operations for the preceding six months.
  - c) Should have complied with provisions of The Drone Rules, DTCs in last six months.



- d) Details of Instructors to be considered for RPAS Trainer including number of candidates, flying hours, educational qualification etc.
- 7.2 The application shall be made to DGCA at least 30 days prior to intended date of commencement of training.

#### **8. Issuance, Validity & Renewal of TTT Course, Instructors, RPAS Trainers**

- 8.1 Approval for TTT Course shall be valid for 02 years.
- 8.2 Approval of Instructors by RPTO shall be valid for 10 years.
- 8.3 Approval of RPAS Trainers shall be applicable for 02 Years.
- 8.4 Authorisation shall remain valid unless suspended or cancelled.
- 8.5 A candidate shall be allowed to two attempts in written/skill test and two attempts in DGCA Oral board at an interval of 30 days, failing which the candidate will be debarred for Instructor course for 01 year.
- 8.6 For renewal of validity of TTT/RPAS Trainer, Authorised RPTO should apply for renewal at least 30 days before the date of expiry. The period of renewal may be up to a period of 02 years/10 years/02 years.

#### **9. Refresher Course for Instructors and RPAS Trainers**

The Instructors should undergo a refresher Course of at least 03 days once in every 02 years and RPAS Trainer should undergo refresher course of at least 02 days once in every year.

#### **10. Suspension or Cancellation or Penalty**

- 10.1 In case of any concealment or misrepresentation of facts to DGCA; or during the course of training activities, if the organization fails to comply with the requirements of Aircraft Act, 1934, Aircraft Rules 1937, the Drone Rules, 2021, other applicable CARs or other regulations issued from time to time; or if the standard of training is found to be below the desired level, the authorisation granted to the organization shall be liable to alteration, suspension or cancellation or may levy a penalty in accordance with the Rule 50 of the Drone Rules, 2021.
- 10.2 In such cases, the Director General, after giving an opportunity of being heard, if satisfied that a person has contravened or failed to comply with the provisions of applicable rules, regulations, circular, or terms of approval/ privileges etc. he may, for reasons to be recorded in writing, cancel or suspend the authorisation or may levy a penalty in accordance with the Rule 50 of the Drone Rules, 2021.



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