

# HONG KONG CIVIL AVIATION DEPARTMENT

## RECORD OF EXPERIENCE

- NOTES: (1) Record of Experience is used to record work experience in operating aircraft. It is intended being recorded and updated on a regular basis.
- (2) Entries must be made, endorsed and certified within a reasonable time of task being carried out, i.e. 30 days.
- (3) The person in charge should endorse and certify each item when he is satisfied that the applicant has participated in, or satisfactorily carried out the work/inspection. The status of the person in charge must be in an authoritative position e.g. Quality Manager, Licensed Engineer in appropriate category, Instructor, etc. of the company.
- (4) Applicants are encouraged to maintain a personal logbook in which to record details of work carried out. The personal log book may consist of this front page and continuation sheets of second page of DCA35B.
- (5) A **CAD approved** log book can be used as a substitute of the form DCA35B.
- (6) Questions during any examinations/assessments may be based upon information contained in this Record of Experience.
- (7) The authenticity of entries is vital and therefore any false statements made in this Record of Experience may be liable for suspension of licence or licensing examination.

I hereby declare that the information given on this form is true in every aspect.

Signature : \_\_\_\_\_ Date : \_\_\_\_\_

Name : _____		ATA Chapter No. _____	Page No. <u>  1  </u>	
Aircraft Registration & Type	Item	Details of Work Undertaken	Date(s) & Place Work Undertaken	Signature, Name & Status of Person in charge & Date(s)

Name : \_\_\_\_\_

ATA Chapter No. \_\_\_\_\_

Page No. \_\_\_\_\_

Aircraft Registration & Type	Item	Details of Work Undertaken	Date(s) & Place Work Undertaken	Signature, Name & Status of Person in charge & Date(s)

If necessary add continuation sheets and number in sequence.