

**PHASE ONE****1A. - Presentation of Spring Airlines and selection of candidates (July 2018)**

Date: 2018, July, 17<sup>th</sup>.  
Where: Madrid. "NEO" building of Iberia. 49 Martínez Villergas, st.  
Who: Spring airlines and Iberia managers  
Attendants: ALL PILOTS interested in this agreement including applicants  
Starting: 09:30 LT

Agenda

- \* Presentation of Spring Airlines
- \* FAQ's
- \* Brake
- \* Selection of CAPTAINS (only)

- Interview and initial Administrative Documentation

Those Iberia's Captains who wish to join Spring Airlines and be selected by Iberia under the agreement, will need to fill out and submit a "Spring Airlines application form" in advance, and prepare the following documents including the most recent:

- License and ICAO English proficiency
- Medical certificate,
- Last 6 pages of their logbooks (if any),
- Last license proficiency check (LPC) paper report and
- Passport with a validity of at least one year.

- SIM assessment

NO necessarily for Iberia's Captains.

Spring Airlines will schedule this "SIM" as "extra-session" to improve your skills, just before CAAC skill test (to issue the Chinese license)

**1B. - Presentation of Spring Airlines and selection of candidates (September 2018)**

Date: 2018, September, (Dates to be notified).  
Where: Madrid. "NEO" building of Iberia. 49 Martínez Villergas, st.  
Who: Spring airlines and Iberia managers  
Attendants: ALL PILOTS interested in this agreement including applicants  
Timing: 2/3 days  
Starting: 09:30 LT

Agenda

- \* Presentation of Spring Airlines
- \* FAQ's
- \* Brake
- \* Selection of CAPTAINS & PICUS
- \* Simulator sessions (to be notified) for PICUS

- Interview and initial Administrative Documentation

Those Iberia's Captains / PICUS who wish to join Spring Airlines and be selected by Iberia under the agreement, will need to fill out and submit a "Spring Airlines application form" in advance, and prepare the following documents including the most recent:

- License and ICAO English proficiency
- Medical certificate,
- Last 6 pages of their logbooks (if any),
- Last license proficiency check (LPC) paper report and
- Passport with a validity of at least one year.

- SIM assessment

NO necessarily for Iberia's Captains.

PICUS will be assessed in the simulator (one hour). Syllabus will be provided.

**PHASE TWO****2A. - License validation process**

Date: After phase one complete  
Where: Shanghai  
Who: Spring Airlines Recruitment Team (SART)  
Duration: 3/4 weeks approx. after 1A or 1B.

After successfully passing phase one, applicant's license will be sent to CAAC for its validation, from Spring Airlines. Meanwhile, candidates (now is the correct name) will prepare the ATPL written test.

**2B. - Medical & ATPL written test**

Date: After license validation confirmed by CAAC  
Where: Shanghai  
Who: Candidates  
Duration: 1 week

Spring Airlines will request candidates to come to Shanghai the day before starting the Medical and ATPL written test. According to Iberia's fleet needs, candidates can choose from dates below:

August, 13<sup>th</sup> to 17<sup>th</sup> (only 6 applicants due to Iberia's fleet needs)  
September, 10<sup>th</sup> to 14<sup>th</sup>  
October, 15<sup>th</sup> to 19<sup>th</sup>,  
November, 19<sup>th</sup> to 23<sup>rd</sup>  
December, 17<sup>th</sup> to 21<sup>st</sup>

- The ATPL written test will take one day and the result shall be known immediately (more than 70% PASS)
- The medical check will take at least two days due to MRI check and stress treadmill results.

During this week, Spring Airlines will also send your original license and medical certificate to CAAC for registration, then return them back to you. Also we will submit the additional documents listed below, (candidates have to bring them to Shanghai) to apply for ATPL skill test:

1. Flight hours certificate (Iberia-DOPS)  
Iberia will prepare a flight hour's certificate according to CAAC requirements.
2. CAAC resume (candidates)  
Candidates will provide details of his past experience to Spring Airlines and we will prepare a resume for CAAC, filling out CAAC form (Spring will provide a form).
3. Airline Operator Certificate (Iberia-AOC)  
Candidates will provide an Iberia's AOC copy with registration details (name, address, phone number, etc).
4. Non-criminal record (candidates)  
Candidates will provide a non-criminal record.
5. Safety letter (IBERIA)  
Candidates will present a safety letter, issued by Iberia, according to the sample provided by Spring Airlines.

The duration of the process by CAAC office related to items below, will take about 3 to 4 working weeks.

- To issue the medical certificate
- To check your background
- To schedule the ATPL skill test

**PHASE THREE****3. - CAAC "ATPL skill test"**

Date: Once confirmed by CAAC  
Where: Shanghai  
Who: Candidates  
Duration: 1 week

Once CAAC had completed all the administrative matters, candidates will come back to Shanghai for the CAAC ATPL skill test (2 hours) in order to issue the Chinese license. It'll take place in Spring Shanghai Flight Training Center (SSFTC).

Before CAAC skill test, Spring airlines will schedule candidates with 2\* SIM sessions (4 hours each), to improve their skills.

(\* ) 2,5 sessions for the Captains according phase 1A & 1B.

Once passed the skill test, "captains" (now is your correct name) will sign the contract with Spring Airlines (to be effective once reported for job, when CAAC has issued your license), moment at which you "disengage" from Iberia and will be hire for Spring Airlines.

CAAC will take about 3 weeks to issue the ATPL license.

**PHASE FOUR****4. - SPRING AIRLINES CONVERSION COURSE**

Date: Once reported for job  
Where: Shanghai, (SSFTC). Spring Flight Training Center  
Who: Captains  
Duration: 3 weeks (about 21 days)

1<sup>st</sup>. - Ground training related to company familiarization courses, according OM-D.

2<sup>nd</sup>. - A320 CBT corresponding to the periodical recurrent training (PRT)

3<sup>rd</sup>. - LPC (License Proficiency Check). Simulator training sessions (2) and checking session (1).

In this occasion the "examiner" (TRE) will issue the line training hour's requirement, based on the Captain's skills. Minimum flight hours required by CAAC is 200 hours on the line (depending also on the previous experience).

**NOTE: FOR ALL PHASES, SPRING AIRLINES WILL DESIGNATE A SPECIFIC TEAM TO GUIDE AND HELP ALL CAPTAINS DURING THE ENTIRE PROCESS.**