

1.7.2 Duration of Delegation

All initial ACP Delegation of Authority will expire on the first day of the thirteenth month following the date of issuance. All renewals authorities will expire on the first day of the thirty-seventh month following the date of renewal.

1.7.3 Renewal of Delegation

The responsibility to request renewal prior to expiration of their Delegation rests with the ACP. The Transport Canada Regional Office or nearest TCC should be advised, in writing, 90 days prior to the expiry date, indicating if the ACP delegation is to be renewed.

For an ACP Delegation of Authority to be renewed an ACP will:

- (a) attend an ACP (Recurrent) Course every 3 years from the date of completion of the ACP (Initial) Course (the ACP course is not required for VFR ACPs). The ACP (Recurrent) Course will be one of the following:
 - (i) the “theory” portion of an Approved ACP (Initial) Course, or
 - (ii) an Approved ACP (Recurrent) Course delivered by an Approved ACP training organization,
- (b) successfully complete an annual PPC renewal, or where authorized by the Issuing Authority, a biennial PPC renewal; and
- (c) successfully complete an annual monitor conducted by a CASI.

In the case of an expired Delegation that has been invalid for the period indicated below the ACP will re-qualify in the following manner:

- (a) Up to two years, complete a monitor ride;
- (b) Two years but less than three years, attend an ACP (Recurrent) Course and complete a monitor ride;
- (c) Over three years, meet initial delegation requirements (ie. attend an Approved ACP (Initial) Course and complete a monitor ride.

If a request is not received, Transport Canada will assume that the ACP does not wish to renew the Delegation of Authority.

All renewals of delegation will be subject to the following requirements:

- (a) continuing to meet the requirements for initial Delegation;
- (b) having honoured the conditions of issuance of Delegation during the previous period of delegation;
- (c) having conducted Flight Checks in accordance with the terms and conditions stipulated in the Letter of Delegation; and
- (d) having successfully completed an ACP Recurrent Course Within the previous 36 months.