



International Civil Aviation Organization

South American Regional Office

Third Virtual Meeting of Civil Aviation General Directors of the South American Region on the Response to COVID-19

(Lima, Peru, 22 September 2020)

Agenda Item 2: Progress of the activities of SAM strategic framework in response to COVID-19

OPERATIONAL MEASURES TO ENSURE SAFE OPERATIONS DURING THE COVID-19 PANDEMIC

(Prepared by the Secretariat)

SUMMARY

This information paper presents the progress of the activities carried out by the ICAO South American Regional Office and the Regional Safety Oversight Cooperation System (SRVSOP) in relation to Recommendation 3 of the ICAO Council CART in the area operational safety

1. INTRODUCTION

1.1 Since the beginning of the COVID-19 pandemic, the global aviation system has faced serious difficulties, so the ICAO Council's Aviation Recovery Task Force (CART), together with its member States, international and regional organizations and industry, begun coordination activities to address these challenges and provide guidance for the safe, protected and sustainable restart and recovery of the aviation sector worldwide.

1.2 Based on 10 key principles related to the protection of people, teamwork, connectivity, risk management, public health, public confidence, reactivation and recovery, sustainability and resilience, the CART established the following measures classification to guarantee the restart and recuperation of air operations: aviation safety-related measures, aviation public health-related measures, security- and facilitation-related measures, and economic and financial measures.

1.3 With respect to safety measures, the CART indicated that the States may temporarily depart from ICAO Standards but must do so in a manner that does not compromise safety and security, and which is duly reported to ICAO. These departures should not be retained beyond the crisis.

1.4 Regarding safety measures, the CART published three recommendations, among them, **Recommendation 3** that indicates that:

- ✓ Member States should expedite the development of guidance for safety management of new operations or operation change during this crisis.

2. GUIDANCE MATERIAL DEVELOPED

2.1 To facilitate the air operations during the pandemic, a number of States took various actions to enable service providers and aeronautical personnel to maintain the validity of their certificates, licenses, qualifications, authorizations and other approvals during the COVID-19 pandemic.

2.2 One of those measures was to extend such validity granting alleviations to the requirements. These alleviations refer to temporary differences as provided in Article 38 of the Chicago Convention, and temporary exemptions and exceptions as described in the Safety Oversight Manual (Doc 9734).

2.3 In order to implement Recommendation 3 and to guide the States on how to manage the extensions, the ICAO published Quick Reference Guides (QRGs) for aviation medicine (MED), licensing (PEL), aircraft operations (OPS), airworthiness (AIR), dangerous goods (DG) and air navigation services (ANS). Likewise, the SRVSOP developed guidance material related to the ICAO QRGs by way of booklets and advisory circulars.

2.4 To date, ICAO has published seventeen (17) QRGs and a COVID-19 planning and monitoring tool so that States can manage a possible backlog in the renewal and issuance of certificates, licenses, qualifications, authorizations and other approvals, due to the reduction of air activities during the COVID-19 crisis.

2.5 In the same vein, the SRVSOP has published nine (09) orientation booklets for Civil Aviation Authorities, and thirteen (13) advisory circulars dedicated to services providers.

2.6 **Appendix A** and **Appendix B** of this information paper present the list of QRGs and guidance material published by ICAO and the SRVSOP. In addition, **Appendix C** presents a survey forward to the SAM States to measure the Recommendation 3 level of implementation.

3. CONCLUSION

3.1 The ICAO QRGs and the COVID-19 monitoring and planning tool, jointly with the SRVSOP guidance material, have been developed to support the SAM and SRVSOP States in the management of risk that could be presented during the restart and recovery of air operations due to changes caused by COVID-19.

4. RECOMMENDATION

4.1 Support the States in the development of the safety guidance material so that ICAO Council CART's Recommendation 3 can be implemented for the sake of operational safety.

APPENDIX A

QUICK REFERENCE GUIDES (QRGS) DEVELOPED BY ICAO

Personnel licensing (PEL)

1. Flight crew licence and rating validity extension **v2.0**

Aviation medicine (MED)

2. Medical assessment – Certificate validity extension **v1.0**

Operation of aircraft (OPS)

3. Recent experience requirements – pilot-in-command, co-pilot and cruise relief pilot **v2.0**
4. Helicopter recent experience – Pilot-In-Command Operational Qualification **v1.0**
5. Aeroplane recent experience - Pilot - In - Command area, route and aerodrome (ARA) qualifications **v1.0**
6. Pilots proficiency checks **v2.1** (just amended)
7. Variations to existing flight and duty time limitations **v1.0**
8. Flight crew member training programmes **v1.0**
9. Minimum cabin crew requirements when transporting cargo in the passenger cabin **v1.0**
10. Cabin crew recurrent training requirements **v1.0**
11. Operational and Airworthiness considerations for the transportation of cargo in the passenger cabin (TCPC) **v1.0**

Dangerous good (DG)

12. Recurrent dangerous goods training **v1.0**

Airworthiness (AIR)

13. Continued validity of maintenance organizations approval **v1.0**
14. Operators' continuing airworthiness responsibilities **v1.0**

Air Navigation Services (ANS)

15. ATCO recent experience requirement extension **v1.1**
16. ATCO training alleviation as a consequence of COVID-19 spread **v1.1**
17. Periodicity of flight inspection of radio navigation aids **v1.0**

These documents can be downloaded from the following public website:

<https://www.icao.int/safety/COVID-19OPS>

QRGs

Revision 4: 18 September 2020

APPENDIX B

GUIDANCE MATERIAL DEVELOPED BY THE SRVSOP IN RELATION TO COVID-19

MODELS OF GUIDANCE BOOKLETS

Personnel licensing (PEL)

1. Guidance booklet for the analysis and management of risks applicable to the extension of the expiration of the aeronautical medical certificate (CMA) by COVID-19 – Pilots and cabin crew;
2. Guidance booklet for the analysis and management of risks applicable to the extension of expiration of the aeronautical medical certificate (CMA) by COVID-19 – Air traffic controllers;

Aircrafts operations (OPS)

3. Guidance booklet for the analysis and management of the risks applicable to the issuance of exemptions to air operators by COVID-19;

Airworthiness (AIR)

4. Guidance booklet for the analysis and management of risks applicable to the extension of the expiration of the certificate of airworthiness (CofA) by COVID-19;
5. Guidance booklet for the analysis and management of risks applicable to the extension of the expiration of the certificate of an approved maintenance organization (OMA) LAR 145 by COVID-19;

Air Navigation Services (ANS)

6. Guidance booklet for risk analysis and management applicable for the issuance of new ATC ratings during COVID-19. - Air traffic controllers;
7. Guidance booklet for risk analysis and management applicable to the extension of the validity of the ATC rating during COVID-19 - Air traffic controllers;
8. Guidance booklet for the analysis and management of risks applicable to the periodicity for ground tests and radio navigation aid flights; and
9. Guidance booklet for COVID 19 health protection for operational and support personnel at Air Navigation Service Providers.

ADVISORY CIRCULARS AND MODELS OF ADVISORY CIRCULARS (XX-XX)

Personnel licensing (PEL)

1. CA-PEL-141-004: Guidelines to be followed by CIAC LAR 141 to manage the changes caused by the COVID-19 pandemic, with the corresponding risk assessment and mitigation;
2. CA-PEL-147-001: Guidance to be followed by CIAC LAR 147 to manage the changes caused by the COVID-19 pandemic, with the corresponding evaluation and mitigation of risks;
3. CA-PEL-67-002: Guidance to be followed by the LAR 67 aeronautical medical examining centers (CMAEs) to manage the epidemiological risk due to the COVID-19 pandemic, with the corresponding risk assessment and mitigation;
4. CA-AV/MED-67-02: Mental health in aeronautical personnel during the COVID-19 pandemic;

Aircrafts operations (OPS)

5. OPS-COVID19-001: Risk management and exemptions to operation regulations by COVID-19;
6. CA-OPS-COVID19-002: Recurrent training of cabin crews during COVID-19;

Airworthiness

7. AIR-145-004: Measures that approved maintenance organizations (OMA) LAR 145 are able to request in order to overcome changes caused by COVID-19, regarding the granted approval;
8. AIR-145-003: Risks management applicable to the extension of the validity or continuous validation of the approved maintenance organization (OMA) certificate LAR 145 due to changes originated by COVID-19;
9. AIR-21-006: Risks management applicable to the extension of the validity or continuous validation of the airworthiness certificate (CofA) due to changes originated by COVID-19;
10. AIR-XX-XX: Maintain airworthiness while protecting maintenance personnel;
11. AIR-XX-XX: Cargo transportation in passengers' cabin;
12. AIR-XX-XX: Certification of conformity of the aircraft that were in storage as a result of the COVID 19 pandemic; and

Aerodromes

13. CA-AGA-153-012: Guidance for managing the safety of new operations or change in operations during the COVID-19 crisis

AMENDMENT TO INSPECTOR MANUALS**Operations inspector manual (MIO)**

1. MIO Part II Volume II Chapter 7 - Cabin crew members training and qualification programs.

Chapter 7 was amended to include updated topics on aviation security, such as unlawful interference, bomb threat, and unusual situations involving unruly or disruptive passengers.

2. MIO Part II Volume II Chapter 22 - Safety management system (SMS);

Chapter 22 was amended to include the procedures of Doc 9859, Fourth edition.

This chapter includes the checklists for the acceptance of an air operator's SMS manual and for evaluating the effectiveness of the air operators' SMS.

Airworthiness inspector manual (MIA)

3. MIA Part II Volume I Chapter 2 - Certification of OMAs
4. MIA Part II Volume II Chapter 1a - Remote surveillance program
5. MIA Part II Volume II Chapter 2a - Inspection of AOMs during emergencies such as public health cases or pandemics
6. MIA Part II Volume III Chapter 2 - Implementation procedures for the multinational certification of an OMA

The MIA was amended to include procedures related to a remote programme utilizing the risk-based surveillance (RBS).

The booklets models, advisory circulars and advisory circulars models can be downloaded from the following website:

https://www.icao.int/sam/pages/es/default_es.aspx

SRVSOP resources

Revision 4: 18 September 2020

APPENDIX C
SURVEY ON CART’S RECOMMENDATION 3
GUIDELINES FOR SAFETY MANAGEMENT DURING COVID-19

| ITEM | DOCUMENT | HAS ANY DOCUMENT BEEN DEVELOPED? | DOCUMENTS DEVELOPED BY: (Enter the State name) |
|---|--|---|---|
| ICAO QUICK REFERENCE GUIDES AND SRVSOP’s MODELS OF GUIDANCE BOOKLETS | | | |
| Aviation medicine (MED) | | | |
| ICAO Quick Reference Guide (QRG) 1. Medical assessment – Certificate validity extension v1.0 | | <input type="checkbox"/> SI <input type="checkbox"/> NO | (Enter the title of the document or documents developed by the State related to the documents mentioned in the left column) |
| 1 | <u>SRVSOP Guidance booklet</u> Guidance booklet for the analysis and management of risks applicable to the extension of the expiration of the aeronautical medical certificate (CMA) by COVID-19 – Pilots and cabin crew | <input type="checkbox"/> YES <input type="checkbox"/> NO | |
| 2 | <u>SRVSOP Guidance booklet</u> Guidance booklet for the analysis and management of risks applicable to the extension of expiration of the aeronautical medical certificate (CMA) by COVID-19 – Air traffic controllers | <input type="checkbox"/> YES <input type="checkbox"/> NO | |
| Personnel licensing (PEL) | | | |

| ITEM | DOCUMENT | HAS ANY DOCUMENT BEEN DEVELOPED? | DOCUMENTS DEVELOPED BY: (Enter the State name) |
|------------------------------------|---|---|--|
| | <u>ICAO Quick Reference Guide (QRG)</u> 2. Flight crew licence and rating validity extension v2.0 | <input type="checkbox"/> YES <input type="checkbox"/> NO | |
| Operation of aircraft (OPS) | | | |
| | <u>ICAO Quick Reference Guides (QRG)</u> 3. Recent experience requirements – pilot-in-command, co-pilot and cruise relief pilot v2.0 | <input type="checkbox"/> YES <input type="checkbox"/> NO | |
| | 4. Helicopter recent experience – Pilot-In-Command Operational Qualification v1.0 | <input type="checkbox"/> YES <input type="checkbox"/> NO | |
| | 5. Aeroplane recent experience - Pilot - In – Command area, Route and aerodrome (ARA) qualifications v1.0 | <input type="checkbox"/> YES <input type="checkbox"/> NO | |
| | 6. Pilots proficiency checks v2.1 (just amended) | <input type="checkbox"/> YES <input type="checkbox"/> NO | |
| | 7. Variations to existing flight and duty time limitations v1.0 | <input type="checkbox"/> YES <input type="checkbox"/> NO | |
| | 8. Flight crew member training programmes v1.0 | <input type="checkbox"/> YES <input type="checkbox"/> NO | |
| | 9. Minimum cabin crew requirements when transporting cargo in the passenger cabin v1.0 | <input type="checkbox"/> YES <input type="checkbox"/> NO | |
| | 10. Cabin crew recurrent training requirements v1.0 | <input type="checkbox"/> YES <input type="checkbox"/> NO | |

C3

| ITEM | DOCUMENT | HAS ANY DOCUMENT BEEN DEVELOPED? | DOCUMENTS DEVELOPED BY: (Enter the State name) |
|--|---|---|--|
| 11. Operational and airworthiness considerations for the transportation of cargo in the passenger cabin (TCPC) v1.0 | | <input type="checkbox"/> YES <input type="checkbox"/> NO | |
| Dangerous goods (DG) | | | |
| <u>ICAO Quick Reference Guides (QRG)</u> | | | |
| 12. Recurrent dangerous goods training v1.0 | | <input type="checkbox"/> YES <input type="checkbox"/> NO | |
| 3 | <u>SRVSOP Guidance booklet</u> Guidance booklet for the analysis and management of the risks applicable to the issuance of exemptions to air operators by COVID-19 | <input type="checkbox"/> YES <input type="checkbox"/> NO | |
| Airworthiness (AIR) | | | |
| <u>ICAO Quick Reference Guides (QRG)</u> | | | |
| 13. Continued validity of maintenance organizations approval v1.0 | | <input type="checkbox"/> YES <input type="checkbox"/> NO | |
| 14. Operators' continuing airworthiness responsibilities v1.0 | | <input type="checkbox"/> YES <input type="checkbox"/> NO | |
| 4 | <u>SRVSOP Guidance booklet</u> Guidance booklet for the analysis and management of risks applicable to the extension of the expiration of the certificate of airworthiness (CofA) by COVID-19 | <input type="checkbox"/> YES <input type="checkbox"/> NO | |
| 5 | <u>SRVSOP Guidance booklet</u> | <input type="checkbox"/> YES <input type="checkbox"/> NO | |

| ITEM | DOCUMENT | HAS ANY DOCUMENT BEEN DEVELOPED? | DOCUMENTS DEVELOPED BY: (Enter the State name) |
|--|--|---|--|
| | Guidance booklet for the analysis and management of risks applicable to the extension of the expiration of the certificate of an approved maintenance organization (OMA) LAR 145 by COVID-19 | | |
| Air Navigation Services (ANS) | | | |
| ICAO Quick Reference Guides (QRG) | | | |
| 15. | ATCO recent experience requirement extension v1.1 | <input type="checkbox"/> YES <input type="checkbox"/> NO | |
| 16. | ATCO training alleviation as a consequence of COVID-19 spread v1.1 | <input type="checkbox"/> YES <input type="checkbox"/> NO | |
| 17. | Periodicity of flight inspection of radio navigation aids v1.0 | <input type="checkbox"/> YES <input type="checkbox"/> NO | |
| 6 | <u>SRVSOP Guidance booklet</u> Guidance booklet for risk analysis and management applicable for the issuance of new ATC ratings during COVID-19 - Air traffic controllers | <input type="checkbox"/> YES <input type="checkbox"/> NO | |
| 7 | <u>SRVSOP Guidance booklet</u> Guidance booklet for risk analysis and management applicable to the extension of the validity of the ATC rating during COVID-19 - Air traffic controllers | <input type="checkbox"/> YES <input type="checkbox"/> NO | |
| 8 | <u>SRVSOP Guidance booklet</u> Guidance booklet for the analysis and management of risks applicable to the periodicity for ground tests and radio navigation aid flights | <input type="checkbox"/> YES <input type="checkbox"/> NO | |

C5

| ITEM | DOCUMENT | HAS ANY DOCUMENT BEEN DEVELOPED? | DOCUMENTS DEVELOPED BY: (Enter the State name) |
|---|--|---|--|
| 9 | <u>SRVSOP Guidance booklet</u> Guidance booklet for COVID-19 health protection for operational and support personnel at Air Navigation Service Providers | <input type="checkbox"/> YES <input type="checkbox"/> NO | |
| SRVSOP ADVISORY CIRCULARS AND MODELS OF ADVISORY CIRCULARS | | | |
| Personnel licensing (PEL) | | | |
| 1 | CA-PEL-141-004: Guidelines to be followed by CIAC LAR 141 to manage the changes caused by the COVID-19 pandemic, with the corresponding risk assessment and mitigation | <input type="checkbox"/> YES <input type="checkbox"/> NO | |
| 2 | CA-PEL-147-001: Guidance to be followed by CIAC LAR 147 to manage the changes caused by the COVID-19 pandemic, with the corresponding evaluation and mitigation of risks | <input type="checkbox"/> YES <input type="checkbox"/> NO | |
| 3 | CA-PEL-67-002: Guidance to be followed by the LAR 67 aeronautical medical examining centers (CMAEs) to manage the epidemiological risk due to the COVID-19 pandemic, with the corresponding risk assessment and mitigation | <input type="checkbox"/> YES <input type="checkbox"/> NO | |
| 4 | CA-AV/MED-67-02: Mental health in aeronautical personnel during the COVID-19 pandemic | <input type="checkbox"/> YES <input type="checkbox"/> NO | |
| Operation of aircraft | | | |

| ITEM | DOCUMENT | HAS ANY DOCUMENT BEEN DEVELOPED? | DOCUMENTS DEVELOPED BY: (Enter the State name) |
|----------------------|--|---|--|
| 5 | CA-OPS-COVID19-001: Risk management and exemptions to operation regulations by COVID-19 | <input type="checkbox"/> YES <input type="checkbox"/> NO | |
| 6 | CA-OPS-COVID19-002: Recurrent training of cabin crews during COVID-19 | <input type="checkbox"/> YES <input type="checkbox"/> NO | |
| Airworthiness | | | |
| 7 | CA-AIR-145-004: Measures that approved maintenance organizations (OMA) LAR 145 are able to request in order to overcome changes caused by COVID-19, regarding the granted approval | <input type="checkbox"/> YES <input type="checkbox"/> NO | |
| 8 | CA-AIR-145-003: Risks management applicable to the extension of the validity or continuous validation of the approved maintenance organization (OMA) certificate LAR 145 due to changes originated by COVID-19 | <input type="checkbox"/> YES <input type="checkbox"/> NO | |
| 9 | CA-AIR-21-006: Risks management applicable to the extension of the validity or continuous validation of the airworthiness certificate (CofA) due to changes originated by COVID-19 | <input type="checkbox"/> YES <input type="checkbox"/> NO | |
| 10 | CA-AIR-XX-XX: Maintain airworthiness while protecting maintenance personnel | <input type="checkbox"/> YES <input type="checkbox"/> NO | |
| 11 | CA-AIR-XX-XX: Cargo transportation in passengers' cabin | <input type="checkbox"/> YES <input type="checkbox"/> NO | |
| 12 | CA-AIR-XX-XX: Certification of conformity of the aircraft that were in storage as a result of the COVID 19 pandemic | <input type="checkbox"/> YES <input type="checkbox"/> NO | |

C7

| ITEM | DOCUMENT | HAS ANY DOCUMENT BEEN DEVELOPED? | DOCUMENTS DEVELOPED BY: (Enter the State name) |
|--|---|---|--|
| Aerodromes | | | |
| 13 | CA-AGA-153-012: Guidance for managing the safety of new operations or change in operations during the COVID-19 crisis | <input type="checkbox"/> YES <input type="checkbox"/> NO | |
| AMENDMENT TO THE INSPECTORS MANUALS | | | |
| Operations inspector manual (MIO) | | | |
| 01 | <p>MIO Part II Volume II Chapter 7 - Cabin crew members training and qualification programs.</p> <p>Chapter 7 was amended to include updated topics on aviation security, such as unlawful interference, bomb threat, and unusual situations involving unruly or disruptive passengers.</p> | <input type="checkbox"/> YES <input type="checkbox"/> NO | |
| 02 | <p>MIO Part II Volume II Chapter 22 - Safety management system (SMS).</p> <p>Chapter 22 was amended to include the procedures of Doc 9859, Fourth edition.</p> <p>This chapter includes the checklists for the acceptance of an air operator's SMS manual and for evaluating the effectiveness of the air operators' SMS.</p> | <input type="checkbox"/> YES <input type="checkbox"/> NO | |

| Airworthiness inspector manual (MIA) | | | |
|---|---|---|--|
| 01 | MIA Part II Volume I Chapter 2 - Certification of OMAs | <input type="checkbox"/> YES <input type="checkbox"/> NO | |
| 02 | MIA Part II Volume II Chapter 1a - Remote surveillance program | <input type="checkbox"/> YES <input type="checkbox"/> NO | |
| 03 | MIA Part II Volume II Chapter 2a - Inspection of OMAs during emergencies such as public health cases or pandemics | <input type="checkbox"/> YES <input type="checkbox"/> NO | |
| 04 | MIA Part II Volume III Chapter 2 - Implementation procedures for the multinational certification of an OMA | <input type="checkbox"/> YES <input type="checkbox"/> NO | |

| ITEM | TOOL | HAS ANY TOOL BEEN DEVELOPED? | TOOL DEVELOPED BY: (Enter the State name) |
|---|---|---|--|
| ICAO COVID-19 monitoring and planning tool | | | |
| 01 | <p>COVID-19 monitoring and planning tool</p> <p>The tool's primary objective is the management of a possible backlog in the renewal and issuance of certificates, licences, qualifications, and others approvals, due to reduced air activities during the COVID-19 crisis.</p> <p>The tool will also help States visualize the extensions (exemptions) granted, establishing a dialogue with their services providers to anticipate the demand of services</p> | <input type="checkbox"/> YES <input type="checkbox"/> NO | |

C9

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|--|--|--|--|
| | and plan for normal resumption of activities using a data-driven approach. | | |
|--|--|--|--|