

**Quick Reference Guidance  
(QRG)**

<b>Alleviation Title</b>	<b>Flight crew licence and rating validity extension</b>
<b>Version</b>	<b>2.0</b>
<b>Publication Date</b>	<b>20 May 2020</b>
<b>Relevant Standard(s)</b>	<p>Annex 1 1.2.5.1.2 A Contracting State, having issued a licence, shall ensure that other Contracting States are enabled to be satisfied as to the validity of the licence.</p> <p>Note 1.— Until 2 November 2022, the maintenance of competency of flight crew or remote flight crew members, engaged in commercial air transport operations, may be satisfactorily established by demonstration of skill during proficiency flight checks completed in accordance with Annex 6.</p> <p>Note 2.— Until 2 November 2022, maintenance of competency may be satisfactorily recorded in the operator’s records, or in the flight crew member’s personal log book or licence.</p> <p>Note 3.— Until 2 November 2022, flight crew members may, to the extent deemed feasible by the State of Registry, demonstrate their continuing competency in FSTDs approved by that State.</p>
<b>CCRD entry required</b>	Yes
<b>Problem Statement</b>	<p>To meet the requirement of the abovementioned Standard, some States issue licences and/or ratings with an expiration date. Because of social distancing practices, closure of workspaces and other preventive measures these States are unable to process licence or rating revalidation<sup>1</sup>.</p> <p><i>Note.- The Standards allow States to establish their own rules for maintaining proficiency and the licence document might not show the details that are relevant to the particular alleviation measures the State implements. For example, the State might change its revalidation for rating rules during the period and that would lead to the licence document showing an expired licence or rating.</i></p>
<b>Applicability</b>	<ul style="list-style-type: none"> <li>• Licences, which were valid at the point of time as determined by the State, defined in the published alleviation measure.</li> <li>• This alleviation applies for the period established by the State and ending no later than 31 March 2021.</li> </ul>
<b>Alleviation summary</b>	<ul style="list-style-type: none"> <li>• This alleviation allows pilots from States that issue licences or ratings with an expiry date to conduct an international operation after that date.</li> </ul>

<p><b>Operational context</b></p>	<ul style="list-style-type: none"> <li>• Licences for which the privileges of the licence or rating would normally be required to be revalidated during this alleviation period.</li> <li>• Either: <ul style="list-style-type: none"> <li>- all revalidation requirements have been met but the administrative process could not be completed, or</li> <li>- the revalidation requirements have been met in accordance with other COVID-19 alleviations issued by the State</li> </ul> </li> </ul> <p><i>Note: See other QRGs such as:  For pilots operating with an operator: Flight crew member training programmes; Recent experience requirements;  For pilots operating with and outside an operator: Medical certificate validity extensions.</i></p>
<p><b>Possible Mitigations</b></p>	<p>The following measures address the risk of disruption as described in the problem statement.</p> <ul style="list-style-type: none"> <li>- A companion document outlining the State’s alleviation standards is carried by the pilot</li> <li>- The pilot or operator confirms the States over which the flight will overfly and the destination accept the published temporary differences.</li> <li>- If applicable, pilot complies with any relevant Annex 6 alleviation standards published by the State</li> </ul>
<p><b>Alleviations likely to be unacceptable to other States</b></p>	<ul style="list-style-type: none"> <li>• An alleviation applicable to a license holder subject to relevant enforcement, or any suspension or cancellation action.</li> </ul>
<p><b>References:</b></p>	<ul style="list-style-type: none"> <li>• Safety Oversight Manual (Doc 9734) Part A</li> <li>• Manual of Procedures for Establishment and Management of a State's Personnel Licensing System (Doc 9379)</li> <li>• Manual on Notification and Publication of Differences (Doc 10055)</li> </ul>
<p><i>This guidance has been developed by ICAO with the support of SME’s made available from States and Industry through different ANC panels, study groups and other expert groups.</i></p>	

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<sup>1</sup> The term refers to the administrative processes and procedures placed to ensure that the conditions to issue the original licence are still valid. Some States refer to this as renewal.