



Lao People's Democratic Republic  
Peace Independence Democracy Unity Prosperity



Department of Civil Aviation of Lao PDR

No: 3187--/DCAL  
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**Notice No.14**  
**(Consolidated Version)**

**To: All Parties Concerned.**

**Subject: Measures on Extension for the suspension of international flights entering into Lao PDR effective from 23<sup>rd</sup> December 2020 to 31<sup>st</sup> January 2021.**

- According to the Ministerial Decision on Roles and Functions of Department of Civil Aviation, No. 18999/MPWT, dated 08 August 2019;
- Pursuant to the Prime Minister's Order, No. 06/PM, dated 29 March 2020;
- Pursuant to the Prime Minister Office's Order, No. 1202/PMO, dated 31<sup>st</sup> October 2020 and No. 1414/PMO, dated 23<sup>rd</sup> December 2020.
- According to the Notice on Travel Advisory for Entering and Exiting Lao PDR No. 2857/MoFA.TF, dated 16<sup>th</sup> December 2020.

The Pandemic of Coronavirus (COVID-19) globally is continuously increasing and posing risks to Lao PDR. Thus, the Prime Minister Office had issued the Letter No. 1202/PMO, dated 31<sup>st</sup> October 2020 on the extension to the restrictions under the Prime Minister's Order, No. 06/PM, dated 29 March 2020 and the extension of the Prime Minister Office Letter No. 1414/PMO, dated 23<sup>rd</sup> December 2020.

The Department of Civil Aviation of Lao PDR (DCA) would like to hereby notify you as following details:

**I. MEASURES FOR SUSPENSION ON ALL INTERNATIONAL PASSENGER FLIGHTS**

- 1.) **The suspension of all International commercial scheduled and non-scheduled passenger flights entered to Lao PDR have been extended from 23<sup>rd</sup> December 2020 at 00.00 Hours until the 31<sup>st</sup> January 2021 at 24.00 Hours or until further notice.**
- 2.) Domestic flight operations across Lao PDR are allowed upon relevant approvals in line with preventive and protective measures of National COVID-19 Task Force.
- 3.) The exception is made to the commercial cargo, air medevac, humanitarian, relief, diplomat, repatriation flights and government approved flights, provided that the request shall be submitted to the Ministry of Foreign Affairs of the Lao PDR through the diplomatic channel for further entry permit. The exception is applicable to the emergency landing and technical stop for refueling with no disembarkation of crews and passengers. If disembarkation is requested, the aircraft will be assigned at the designated and isolated parking spot and preventive instructions imposed by relevant airport health authorities shall be strictly performed. In this regard, all flight applications in line with


aforementioned exceptions shall be submitted and addressed to the Department of Civil Aviation, Ministry of Public Works and Transport, e-mail: laodca@laotel.com for further consideration and report to National COVID-19 Task Force accordingly.

- 4.) All flight operations which are subject to exceptions and relevant authorization above through National COVID-19 Task Force Committee must be performed into Wattay International Airport provided that the minimum 2-hours' time separation from each arriving aircraft from one another must be complied at all time.
- 5.) All In-bound approved flights are strictly urged to collaborate with National COVID-19 Task Force Committee to facilitate and provide advisory information to their passengers in compliance with applicable preventive measures and social distancing rules strictly during aircraft disembarkation, fill out health declaration and Immigration form prior disembarkation. Airport Shuttle bus will be assigned for all arrival passengers to transport (assigned pick-up service) to designated hotel or accommodation authorized by National COVID-19 Task Force Committee, the transportation fee for designated hotel routes is 50,000 LAK per each passenger for city hotels only, and the passenger shall bear the cost.
- 6.) Foreign air carriers, Lao Airlines State Enterprise and Lao Skyway State Enterprise shall verify a valid passport of passenger or customer before proceeding sale or ticket issuance. In case any passenger or customer stays in Lao PDR for less than 14 days, subject to applicable measures, (from the date of arrival of Lao PDR affixed stamps in the relevant passport by immigration officers) shall not be granted a boarding pass upon check-in at Wattay International Airport (VTE). In addition, the relevant airlines are collaboratively urged to check the validation of the 72 hours PCR-Test Result at the check-in counter of the first departing airport, while airlines for transit check-in counters are kindly advised to check validation of PCR-test result in consistence with applicable measures of National COVID-19 Task Force Committee.
- 7.) Lao and foreign air carriers shall ensure that arrival passengers entering Lao PDR are kindly informed that they are strictly subject to a mandatory measure to wear a tracking device observed by competent COVID-19 Task Force authorities for 14-days self-quarantine monitoring reason at their designated hotels, and the passenger shall bear the applicable cost.
- 8.) All air carriers entering into Lao PDR shall be subject to preventive and responding measures including penalty and fines in case of negligence or non-compliance of measures imposed by National COVID-19 Task Force Committee and sub-sequential measures by the Department of Civil Aviation of the Lao PDR.

## **II. MEASURES AND TRAVEL ADVISORY FOR ENTERING AND EXITING LAO PDR**

All tourist and visitor visas, for nationals travelling from countries or transit in countries that are listed as COVID-19 outbreak areas, are revoked. Meanwhile any diplomat, a staff of any international organization, expert, investor, businessman, technical officer and foreign worker who has an essential and urgent need to carry out respective duties at an embassy, activities and projects shall be subject to considerations and approvals from National COVID-19 Task Force Committee, except for the following:

### **1. Prior to the departure to the Lao PDR**


- 1.) A diplomatic mission and international organization with an urgent need to bring in its diplomats or staffs to carry out its duties both on a short or long term can do so by proposing in writing to the Ministry of Foreign Affairs: 

- 2.) Any Ministry and Agency with an urgent need to bring in experts and foreign students can do so by proposed in writing to the Task Force Committee of the Ministry of Foreign Affairs;
- 3.) Companies or project owners in Lao PDR with an urgent need to bring in foreign workers and technicians for their large investment projects can do so in consistence with relevant requirements. First, they have to follow the normal procedures as required under the relevant law and regulations for bringing in foreign workers by submitting a proposal in writing to the Task Force Committee of the Ministry of Foreign Affairs, with details on full name, anticipated travel date, mode of transportation, point of entry, quarantine hotel or facility or residence, country(s) of transit or connecting flights, if any and reasons why it is so urgent;
- 4.) For Lao nationals who wish to return to Lao PDR, they need to register at the Lao embassy or consulate general at the country of their residence and provide necessary information (why he/she has been stranded, date, time and point of entry, etc.) for consideration and facilitation by the latter;
- 5.) Any application for entry into Lao PDR shall be submitted to the Task Force Committee of the Ministry of Foreign Affairs at least 7 days prior the date of entry into the Lao PDR.

## **2. After receiving authorization from Ministry of Foreign Affairs (MOFA)**

- 1). Any individual with valid entry visa can enter Lao PDR provided that he/she must obtain an authorization in writing from the Task Force Committee of Ministry of Foreign Affairs prior entry into the Lao PDR;
- 2). Upon receipt of written authorization in relation to a proper visa type, any individual who does not have a valid entry visa to Lao PDR must apply for a visa at the nearest Lao Embassy or Consulate General at the country of departure;
- 3). Every individual must have a negative test for COVID-19 certification using RT-PCR from a trustworthy medical institution by means of endorsing from the competent authority such as Ministry of Public Health which has been issued no more than 72 hours prior departure to Lao PDR.
- 4). Upon completion of above procedures, he/she must arrange a government designated facility including a designated hotel for 14 days self-quarantine on their own, as well as an airport pick-up service from the arrival airport to the facility. The aforementioned information including designated facility and airport pick-up service must be recorded in the reservation system of purchased ticket or notified to a relevant air carrier upon the purchase of ticket.
- 5). Prior to departure flight operation from a country of departure, airlines which may wish to enter Lao PDR must fill out Passenger List prescribed by Public Health Authority provided that passenger's full name, passenger number, gender, authorization number, COVID-19 Test Result, hotel booking, contact person and mobile number, and respective organization in the remark column, must be filled out in a complete and proper manner. The Passenger List must be submitted to Public Health Authority and stakeholders, by air carrier's representative based in Lao PDR prior to arrival time for further procedures by respective authorities in compliance with applicable Preventive, Control and Response Measures of National COVID-19 Task Force Committee.

## **3. On arrival at a border checkpoint or airport**

- 1). Every Individual must go through a body temperature check;
- 2). Every individual must be subject to COVID-19 testing using RT-PCR upon arrival, further notice in terms of reasonable testing fee will be notified; 

- 3). Duly complete a health declaration form;
- 4). In case, an individual is found to have fever or suspicious symptoms of COVID-19, he/she will be directly sent to designated hospitals for quarantine and COVID-19 testing;
- 5). In case of no fever or suspicious symptoms of COVID-19, he/she will be recommended to perform 14-days self-quarantine at a government designated facility, or authorized hotel and subject to COVID-19 testing;
- 6). Check in at immigration counter as required by the law and regulations with maintaining physical distancing of 1-2 meters.

#### **4. After entering the Lao PDR**

- 1). Every individual will be subject to take samples for COVID-19 testing, and each passenger shall bear the cost in line with the Decision of Minister of Public Health No. 3439/ສກ, dated 22<sup>nd</sup> December 2020.
- 2). Respective air carriers and airport operators shall monitor and facilitate passenger movement upon arrival to ensure that their passengers shown on the Passenger List have arrived designated facility for further 14-days self-quarantine in compliance with applicable measures;
- 3). Every individual is subject to a strict 14-days self-quarantine at a hotel or centre authorized by the Task Force Committees at the central and local levels;
- 4). For diplomats, staffs of international organizations and their family members travelling from abroad, they are required to undergo COVID-19 testing upon arrival at the Government-designated Hospitals and after that they shall perform 14-days self-quarantine at a designated hotel only authorized by the Government of Lao PDR. For those who are residing in Lao PDR but need to travel out of the country for a short period, they can do so by notifying the Ministry of Foreign Affairs in advance and upon returning to Lao PDR they have to make 14-days self-quarantine at a designated hotel authorized by National COVID-19 Task Force Committee respectively;
- 5). Every individual who practices a 14-days self-quarantine at the hotel designated by the Task Force Committee shall bear all expenses on food, room and other accidental cost;
- 6). After completion of a 14-days self-quarantine and without any symptoms of COVID-19 infection, the individual will receive a certificate for him/her to stay at their home and live their normal lives and the tracking device for the self-quarantine will be unlocked accordingly, but they also must continue to strictly implement the prevention measures as advised by the National COVID-19 Task Force Committee;
- 7). Any individual who violates the prevention measures as provided by the National Task Force Committee for COVID-19 will be prosecuted according to the law and regulations of the Lao PDR.

#### **5. Departing the Lao PDR**

- 1). Lao nationals who have an essential and urgent need to travel overseas shall be subject the relevant approval from their respective organizations and the application subsequently must be submitted to Task Force Committee of the Ministry of Foreign Affairs for further assistance and facilitation. In addition, relevant regulations and laws of destined country must be applied at all time;
- 2). Lao Nationals or foreign citizens who may be more likely to have severe illness and need a regular medical treatment (severe diseases that could not be treated at any hospitals in Lao PDR) in urgent needs to travel overseas for such medical treatment reasons, shall apply for Medical Certificate from any government hospital or valid



Medical Appointment Certificate from a respective hospital in a destined country. In addition, relevant regulations and laws of destined country must be applied at all time;

- 3). Foreign citizens who wish to depart the Lao PDR shall contact their respective embassy or general consulate to the Lao PDR. The application for departing Lao PDR in writing shall be submitted to Task Force Committee of Ministry of Foreign Affairs, The necessary information provided must include name list, passport numbers, anticipated travel dates, port of departure, mode of transportation including type of vehicle for further consideration and facilitation assistance.

### **III. MEASURES FOR AIRLINES PREPAREDNESS AGAINST COVID-19 PANDEMIC**

- 1). Keep an adequate amount of basic Personnel Protective Equipment on board to be used when required. E.g. Surgical masks and gloves.
- 2). Provide the Health Declaration Form attached herewith to all passengers during the flight and instruct passengers to submit completed forms to the public health authority upon the arrival at the airport.
- 3). Advise passengers on the following basic protective measures:
  - Clean hands properly with soap and water or alcohol-based hand rub.
  - Avoid touching mouth, eyes and nose as much as possible.
  - Cover nose and mouth when coughing and sneezing with tissue or mask.
- 4). Dispose the used masks/coveralls/gloves into a closed bin for incineration.
- 5). Encourage passengers to inform the crew if a passenger is suffering from any symptom of an acute respiratory infection (e.g. fever, cough, runny nose, sore throat, and breathing difficulties).
- 6). Report to the public health authority upon arrival at the airport.
- 7). Provide supporting information regarding the total number of passengers by nationalities or other necessary information as required by the competent authorities.
- 8). Other measures where applicable.


### **IV. GUIDANCE ON COVID-19 PREVENTIVE MEASURES FOR CREWS ENTERING LAO PDR**

To reduce the risk of importation and widespread of the COVID-19, the following guidance for crews entering International Airports in Lao PDR must be applied strictly:

#### ***1.) Before the flight***

- Crew planning should consider using crews as teams – this would restrict the potential infection only to the team members.
- Crews and other personnel with any symptoms of flu should not be working – this is to prevent potentially infected persons in the flight deck and thus prevent the spread of the virus to surfaces of the flight deck.
- Procedures should be put in place to minimize crew exposure to ground personnel.
- All personnel should follow proper hygiene practices before entering the cockpit.
- During turn-around, when pilots are in contact with ground personnel, a mask may be worn on in high epidemic areas.

#### ***2.) During the flight***

- Disinfect all surfaces with alcohol wipes before starting your flight preparations.
- Use hand disinfection gel regularly and always before eating anything.
- Avoid touching your face – eyes, nose, and mouth. 

- If routine use of OXY mask is required (such as for operations above a given Flight Level), use disinfection towel before and after the use of the mask.


### 3.) *At layovers*

- Do not use public transportation.
- Stay in your designated hotel room to the extent possible.
- Minimize going out into the general population and use social distancing (maintain a distance of approximately 2 meters if possible), whenever out in public. Avoid crowds, stores and situations likely to attract large numbers of people.
- Eat-in your designated hotel room with either room service or delivery service. If in-room dining options are not available, eat at a restaurant located in the designated hotel. If not available at the designated hotel, eat at a restaurant located close to the hotel.
- Wash your hands with soap and water for at least 20 seconds or use at least a 60% alcohol-based hand sanitizer often, and always after entering the designated hotel room or before eating.

For more details on the use of masks, use of gloves, aircraft disinfection, crew health, handling a (suspected) case on board, administrative requirements, layover considerations, dispatch considerations, hygiene measures on the flight deck, social distancing, etc., please refer to the IFALPA Guidance attached herewith.

For more details, please refer to the Travel Advisory No. 2857/MoFA.TF, dated 16<sup>th</sup> December 2020 issued by Ministry of Foreign Affairs for entry and departure of Lao PDR and Advisory Notice of National COVID-19 Task Force Committee No. 2336/TF, dated 31<sup>st</sup> July 2020; and the Decision of Minister of Public Health No. 3439/ສມ, dated 22<sup>nd</sup> December 2020 for further implementation of measures to prevent, control and respond to the COVID-19 pandemic attached herewith.

DCA seeks the cooperation from all parties concerned to fully implement this notice.

Your action on this matter is sincerely appreciated. 

Yours sincerely,



**Viengxay SINGKHAM**  
**Acting Director General**