**COVID-19 NOTIFICATION OF TEMPORARY DIFFERENCES FORM**

**With reference to State Letter AN/11/55-20/50, the CCRD sub-system has been created in the existing Electronic Filing of Differences (EFOD) system to capture any differences to Certification and Licensing ICAO Standards that may arise from mitigation measures due to the spread of COVID-19.**

**What**

It is recognized that States may need to take flexible approaches to enable service providers and personnel to maintain the validity of their certificates, licenses and other approvals as a result of the COVID-19 pandemic. This form allows a State to identify those temporary differences.

**Why**

This is necessary to support States in meeting their obligations under Article 38, 39 and 40 of the Convention, in order to conduct international operations where certificates and licenses differ to the minimum Standards in the Annexes. It also allows the sharing of information on whether notified differences will be recognized or accepted by other States during this period.

**When**

These temporary measures apply until 31 March 2021. This date is subject to review.

**Who**

There is no restriction on who can fill out the form. However, it may only be submitted by the national continuous monitoring coordinator or an authorized user from a Member State, who are responsible for ensuring the accuracy of the information provided.

**How**

Standards specifically related to certification and licensing of personnel from which States may deem it necessary to differ are listed in this form. The specific Annex reference and associated Standard is presented in columns 1 and 2. The information required in each subsequent column is as follows:

**Column 3: Details of Difference**.

Summarize the difference to the certification and licensing Standards. Reference the related regulatory documents where appropriate.

Please provide an example of the worst-case scenario. (By worst-case scenario, we mean: For individuals affected by this alleviation, which is the earliest date a certificate or required recency would expire.)

**Column 4: Remarks**.

Provide your rationale for these differences and the details of any conditions and mitigations where necessary. A URL to the applicable regulation promulgated by the state through a website where more information is available would be useful.

Please specify the start and expiry date of the alleviation period, if applicable.

**Column 5: Recognition of other State Differences**.

Indicate whether your State will recognize or accept the validity of other States’ certificates and licenses based on their temporary differences submitted via the CCRD. For simplicity, this may be stated as an exclusion (what other States temporary differences are not acceptable) rather than listing what would be acceptable.

**Please submit this Form (as a WORD document) by email to** **ops@icao.int****.**

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| Annex 11.2.4.4.1 |  1.2.4.4.1    The period of validity of a Medical Assessment may be extended, at the discretion of the Licensing Authority, up to 45 days.  *Note.— It is advisable to let the calendar day on which the Medical Assessment expires remain constant year after year by allowing the expiry date of the current Medical Assessment to be the beginning of the new validity period under the proviso that the medical examination takes place during the period of validity of the current Medical Assessment but no more than 45 days before it expires.*  | Alleviation period (dates)Start:End:(Provide brief description of exemption granted/alleviation measures authorized/ implemented, as applicable) | a. Rationalb. Conditions/Mitigation(Brief description of the actions taken to implement the exemption/alleviation measures authorized)URL (if available): | Direct acceptance of other states differences.YES NOconditioned acceptance: (explain) |
| Annex 11.2.5.1.2 |  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. *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.*Note 1.— *As of 3 November 2022, the maintenance of competency of 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.* *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.*Note 2.— *As of 3 November 2022, maintenance of competency may be satisfactorily recorded in the operator’s records, or in the flight crew or the remote flight crew member’s personal log book or licence.* *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.*Note 3.— *As of 3 November 2022, flight crew and remote flight crew members may, to the extent deemed feasible by the State of Registry, or Licensing Authority of the State of the Operator, respectively, demonstrate their continuing competency in FSTDs approved by that State.* *Note ~~4~~.— See the* Manual of Criteria for the Qualification of Flight Simulation Training Devices *(Doc 9625).* *Note 5.— See the* Manual of Procedures for Establishment and Management of a State’s Personnel Licensing System *(Doc 9379) for guidance material on the development of a risk assessment process.*  |  |  |  |
| Annex 6 Part 19.4.1.1 | 9.4    Qualifications *Note.— See the* Manual of Procedures for Establishment and Management of a State’s Personnel Licensing System *(Doc 9379) for guidance of a general nature on cross-crew qualification, mixed-fleet flying and cross-credit.*9.4.1    Recent experience — pilot-in-command and co-pilot 9.4.1.1    The operator shall not assign a pilot-in-command or a co-pilot to operate at the flight controls of a type or variant of a type of aeroplane during take-off and landing unless that pilot has operated the flight controls during at least three take-offs and landings within the preceding 90 days on the same type of aeroplane or in a flight simulator approved for the purpose. |  |  |  |
| Annex 6 Part 19.4.2.1 | 9.4.2    Recent experience — cruise relief pilot 9.4.2.1    The operator shall not assign a pilot to act in the capacity of cruise relief pilot in a type or variant of a type of aeroplane unless, within the preceding 90 days that pilot has either: a) operated as a pilot-in-command, co-pilot or cruise relief pilot on the same type of aeroplane; or b) carried out flying skill refresher training including normal, abnormal and emergency procedures specific to cruise flight on the same type of aeroplane or in a flight simulator approved for the purpose, and has practised approach and landing procedures, where the approach and landing procedure practice may be performed as the pilot who is not flying the aeroplane. |  |  |  |
| Annex 6 Part 19.4.4.1 | 9.4.4    Pilot proficiency checks 9.4.4.1    The operator shall ensure that piloting technique and the ability to execute emergency procedures is checked in such a way as to demonstrate the pilot’s competence on each type or variant of a type of aeroplane. Where the operation may be conducted under instrument flight rules, the operator shall ensure that the pilot’s competence to comply with such rules is demonstrated to either a check pilot of the operator or to a representative of the State of the Operator. Such checks shall be performed twice within any period of one year. Any two such checks which are similar and which occur within a period of four consecutive months shall not alone satisfy this requirement. *Note 1.— Flight simulation training devices approved by the State of the Operator may be used for those parts of the checks for which they are specifically approved.* *Note 2.— See the* Manual of Criteria for the Qualification of Flight Simulation Training Devices *(Doc 9625).* |  |  |  |
| Annex 6 Part 23.9.4.2 | 3.9.4.2    Recent experience — pilot-in-commandThe operator shall not assign a pilot to act as pilot-in-command of an aeroplane unless that pilot has made at least three take-offs and landings within the preceding 90 days on the same type of aeroplane or in a flight simulator approved for the purpose. |  |  |  |
| Annex 6 Part 23.9.4.3 | 3.9.4.3    Recent experience — co‑pilotThe operator shall not assign a co-pilot to operate at the flight controls of an aeroplane during take-off and landing unless that pilot has made at least three take-offs and landings within the preceding 90 days on the same type of aeroplane or in a flight simulator approved for the purpose. |  |  |  |
| Annex 6 Part 37.4.1.1 | 7.4    Qualifications*Note.— See the* Manual of Procedures for Establishment and Management of a State’s Personnel Licensing System *(Doc 9379) for guidance of a general nature on cross-crew qualification, mixed-fleet flying and cross-credit.* 7.4.1    Recent experience — pilot-in-command and co-pilot 7.4.1.1    The operator shall not assign a pilot-in-command or a co-pilot to operate at the flight controls of a type or variant of a type of a helicopter during take-off and landing unless that pilot has operated the flight controls during at least three take-offs and landings within the preceding 90 days on the same type of helicopter or in a flight simulator approved for the purpose. |  |  |  |
| Annex 6 Part 37.4.3.1 | 7.4.3    Pilot proficiency checks7.4.3.1    The operator shall ensure that piloting technique and the ability to execute emergency procedures is checked in such a way as to demonstrate the pilot’s competence on each type or variant of a type of helicopter. Where the operation may be conducted under IFR, the operator shall ensure that the pilot’s competence to comply with such rules is demonstrated to either a check pilot of the operator or to a representative of the State of the Operator. Such checks shall be performed twice within any period of one year. Any two such checks which are similar and which occur within a period of four consecutive months shall not alone satisfy this requirement. *Note 1.— Flight simulation training devices approved by the State of the Operator may be used for those parts of the checks for which they are specifically approved.* *Note 2.— See the* Manual of Criteria for the Qualification of Flight Simulation Training Devices *(Doc 9625)*, Volume II — *Helicopters.* |  |  |  |