

CAA Nepal- COVID19 Quick Reference Guide

Appendix-5 Cabin Crew Recurrent Training Requirements

Alleviation Title	Cabin Crew Recurrent Training Requirements
Version	1.0
Publication Date	23 April 2020
Relevant Standard(s)	<p>Flight Operations Requirements Paragraph 12.4 states. An operator shall establish and maintain a training programme, approved by Director General Civil Aviation Authority of Nepal, to be completed by all persons before being assigned as a cabin crew member. Cabin crew shall complete a recurrent training programme annually. These training programmes shall ensure that each person is:</p> <ul style="list-style-type: none"> a) competent to execute those safety duties and functions which the cabin crew member is assigned to perform in the event of an emergency or in a situation requiring emergency evacuation; b) drilled and capable in the use of emergency and life-saving equipment required to be carried, such as life jackets, life rafts, evacuation slides, emergency exits, portable fire extinguishers, oxygen equipment, first-aid and universal precaution kits, and automated external defibrillators; c) when serving on aeroplanes operated above 3 000 m (10 000 ft), knowledgeable as regards the effect of lack of oxygen and, in the case of pressurized aeroplanes, as regards physiological phenomena accompanying a loss of pressurization; d) aware of other crew members' assignments and functions in the event of an emergency so far as is necessary for the fulfillment of the cabin crew member's own duties; e) aware of the types of dangerous goods which may, and may not, be carried in a passenger cabin; and f) knowledgeable about human performance as related to passenger cabin safety duties including flight crew-cabin crew coordination. <p>Note- the requirements on training for cabin crew for transportation of dangerous good are contained in CAAN DGHR</p>
Problem Statement	Due to the physical distancing, closure of work places, and other restrictions to mitigate the spread of the COVID-19 pandemic, it has become increasingly difficult for cabin crew members to complete the required annual recurrent training programme, mainly with regards to hands-on and simulated exercises, such as donning of emergency equipment and participating in group drills. Inability to complete this portion of recurrent training would result in a lapse of cabin crew qualifications (and licences, where applicable).
Applicability	<ul style="list-style-type: none"> ➤ These alleviations should apply to cabin crew members, in commercial air transport, whose recurrent training must be completed in the alleviation period established by CAAN in accordance with circular dated 23 April 2020. ➤ This QRG will not be applicable for those individuals who are

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	under investigation following any accident or incident or events related to breach of regulations
Alleviation summary	<ul style="list-style-type: none"> ➤ Extended validity of cabin crew qualifications (and licences, where applicable). or ➤ Allow alternative means for providing the training (e.g. E-learning) when permitted by CAAN to individual operator.
Operational context	<ul style="list-style-type: none"> ➤ Size and complexity of the operator (e.g. number of aircraft types in the fleet, number of cabin crew members affected by alleviation). ➤ Operator’s digital learning capabilities (e.g. existing E-learning platform, capability for instructor-lead online training sessions) when permitted by CAAN to individual operator.. ➤ Number and location of operator’s training facilities.
Possible Mitigations and Solutions	<ul style="list-style-type: none"> ➤ Completion of parts of syllabus typically conducted through classroom or computer-based training via digital learning when permitted by CAAN to individual operator.. ➤ Deferral of hands-on and simulated exercises until the alleviation expires or until in-person training can be safely resumed. ➤ Use of webinars and other interactive means to address some topics in the syllabus which require interaction, such as crew resource management (this does not apply to hands-on and simulated exercises, as defined in Doc 10002)/ CAAN CCTM, 2015. ➤ Use of instructional aids (e.g. videos on door operation) to refresh crew members’ knowledge of equipment and systems in the cabin (these do not substitute the required hands-on training; they are used as an interim measure until such time as crew can complete the required training). ➤ Enhanced pre-flight briefing, to supplement training. ➤ Records management process to keep track of all cabin crew members affected by the alleviation. ➤ Crew composition (roster crew members who are affected by the alleviation with those who are not, as part of one crew, where possible). ➤ “Return to normal operations plan” to manage the completion of recurrent training, as per the approved training programme, by each cabin crew member affected by the alleviation when it expires.
Alleviations likely to be unacceptable to other States	<ul style="list-style-type: none"> ➤ Changes without a safety risk assessment to manage the alleviation. ➤ Alleviation of hands-on and simulated exercises in cabin crew initial training. ➤ Reduction of content in the approved training programme syllabus (training delivery method may be modified but all content needs to

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	<p>be either addressed or deferred for successful completion at a later date by each cabin crew member).</p> <ul style="list-style-type: none">➤ Permitting lapses in cabin crew qualifications, once training has resumed as part of a return to normal operations. <p>NOTE- Air operators conducting international flights will pay particular attention on above conditions.</p>
References	<p>Flight Operation Requirement (Aeroplane) Dangerous Goods Handling requirements (DGHR) CAAN CCTM 2015</p>