



Civil Aviation Authority of Nepal

COVID Circular 06/2020 Rev 07, 28 Feb 2021

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1. BACKGROUND

The global health pandemic caused by COVID19 has also affected Nepal and Government of Nepal has taken proactive measures to control spread of virus in Nepal. At this critical moment, Civil Aviation Authority of Nepal is aware of the practical difficulties to complete prescribed requirements of CAAN in order to extend or renew various civil aviation documents including but not limited to licenses, ratings, certificates (including medical certificate of flight crew and ATC), authorizations and recency requirements etc. Civil Aviation Authority of Nepal has actively taken initiatives for the implementation of action items requested in various State Letters and Electronic Bulletins published by ICAO in relation to COVID19 pandemic. Actions taken by Civil Aviation Authority of Nepal to reduce the spread of the novel coronavirus (COVID-19) by air transport and to protect the health of air travellers and the aviation personnel have been forwarded to ICAO and have been published in ICAO COVID19 website. Civil Aviation Authority of Nepal has regularly issued various notices, circulars, guidance, recommendations and international best practices to Nepalese airline operators to reduce the spread of the novel coronavirus (COVID-19) by air transport and to protect the health of air travellers and the aviation personnel. CAA Nepal will continue issuing such guidance to all stakeholders in future as well.

2. CAAN INITIATIVES IN COVID19

In order to facilitate the international air navigation, Civil Aviation Authority of Nepal has alleviated certain requirements pertaining to Personnel Licensing Requirements, Medical Requirements, Flight Operations Requirements-Airplane, Flight Operations Requirements-General Aviation, Flight Operations Requirements-Helicopter. The respective alleviation applies to Nepalese license/certificate holders on one hand and CAA Nepal will accept similar alleviation granted by other Member States of ICAO. As guided by ICAO, Civil Aviation Authority of Nepal has already filed temporary differences related with applicable standards of Annex 1, Annex 6 part I, Annex 6 part II and Annex 6 part III to Convention the ICAO in the COVID19 website and will inform the public about differences. Nepal will accept the foreign civil aviation documents in the scope of this guide in order to facilitate the global air navigation. This circular will be further highlighted by Quick Reference Guide (QRG) issued by CAA Nepal for benefit of applicant for the required alleviation during this COVID19 pandemic. The QRGs have given detailed guidance to applicant seeking any alleviation. Furthermore, CAAN has issued “Guidance to Airlines, Airports and Ground Services for Operations during COVID-19” to guide the service providers. In addition, “Guidance to Aviation Service Providers for the Management of Aviation Safety Risks related to COVID-19” has been issued in light of safety management.

3. OBJECTIVE

Taking into account pandemic caused by COVID19, CAA Nepal has already issued general notice providing flexibility for the extension of some mandatory provision of Nepalese regulation with respect to personnel license and ratings as stated in the notice dated 19th March 2020 which was further updated with general circular dated 23rd April 2020. Subsequent circulars along with associated Quick Reference Guides (QRG) were issued in this regard. This circular has been issued to ease timely renewal or extension of various civil aviation documents issued by Civil Aviation Authority of Nepal in order to facilitate civil aviation activities.

4. GLOBAL SCENARIO

International organizations like International Civil Aviation Organization (ICAO) and aircraft manufactures are also trying to alleviate the situation by providing necessary guidance for the States in order to resume the operation amid the pandemic. CAA Nepal has already attended the web conference on various dates with ICAO APAC office Bangkok in this regard to discuss on the PEL and OPS issues for necessary operational safety measures to alleviate certain standards of Annex 1 and Annex 6 part I, II and III that form the basis of respective Nepalese requirements. The situation has comparatively been eased in current situation in many parts of worlds and many States are in path to recovery from the pandemic and hence have withdrawn the alleviation measures. Nepal also intends to withdraw various QRGs except few QRGs that are absolutely necessary to support Nepal aviation community with applicable acceptable safety risk assessment.

5. OTHER AUTHORIZATION

Extension of certification authorization and any other internal authorizations issued by quality manager in an AMO or airline operator (if permitted by CAAN) will also be considered extended by this circular and similar approach, for extension of documents issued by CAAN, will be followed as far as practicable. However, care should be taken that such extension will be granted in case to basis with acceptable safety risk assessment.

6. EFFECTIVE DATE

This circular supersedes earlier circulars issued and comes into effect from 1 March 2021 till 31 March 2021 unless amended, superseded or cancelled. Additional guide will follow in next version of this circular when so required. The validity of the QRGs as part of Appendix to this circular will also be extended accordingly.

7. APPLICABILITY

- The aforementioned exemptions or waivers for recurrent trainings/proficiency checks may be granted only for those types of aircraft for which a type simulator is mandatory e.g. jet powered and large turbo-prop aircraft, but where access to a type simulator is not immediately available in this COVID-19 pandemic period.
- In such cases mentioned above, the operator shall develop and provide to CAAN (for acceptance) an alternative means by which the Training Department/Division/Section and Safety Management unit of the operator shall ensure that the proficiency and efficiency of the pilot has not been compromised during long periods of absence from the simulator. A Safety Risk Assessment must be submitted along with the proposal.
- The details should include the subjects covered, duration and location of the training program, means or methods of instruction, equipment or mock-ups that may be used, instructors, dates and timing, etc.
- Recurrent trainings and/or proficiency checks for all helicopters and STOL aircraft e.g. DHC-6, L410, DO-228 and Y-12E may be continued to be performed in actual aircraft as per the Air Operator's training schedule/program. Such activities to be duly informed to FSSD.

- Recurrent trainings and proficiency checks for small commuter aircraft like the J41 and Beechcraft B1900 may be conducted in aircraft with permission from CAAN. No emergency situation will be simulated in such flight.
- For other aircraft special permission from CAAN will be required for PPC in aircraft with adequate safety risk assessment.
- Details for PPC alleviation are available in QRG related to PPC including validity period of PPC (that should not exceed 180 days from expiry of six months PPC validity).

8. DETAILED QUICK REFERENCE GUIDES

The specific elements of "CAAN Quick Reference Guide" have been appended in this circular as Appendices. The list of appendices is as below on the relevant QRG against each QRG.

- Appendix-1 Variations to existing flight and duty time limitations-withdrawn
- Appendix-2 Recent experience requirements pilot-in-command, co-pilot and cruise relief pilot-withdrawn
- Appendix-3 Flight Crew Member Training Programs-withdrawn
- Appendix-4 Minimum Cabin Crew Requirements when Transporting Cargo in the Passenger Cabin-withdrawn
- Appendix-5 Cabin Crew Recurrent Training Requirements-updated
- Appendix-6 Flight Crew License and Rating Validity Extension-withdrawn
- Appendix-7 Medical Assessment - Certificate Validity Extension (only valid for ATC outside Kathmandu and flight crew in aboard or when general situation degrades leading to difficulties in access to medical facilities)-withdrawn
- Appendix 8 Aeroplane recent experience - Pilot -In- Command Area, Route and Aerodrome (ARA) Qualifications-withdrawn
- Appendix 9 Helicopter recent experience - Pilot-In-Command Operational Qualification-withdrawn
- Appendix 10 Recurrent Dangerous Goods Training-withdrawn
- Appendix 11 Pilot Proficiency Checks- updated
- Appendix 12 Continued Validity of Maintenance Organization Approvals-withdrawn
- Appendix 13 - Operational and Airworthiness considerations for the transportation of cargo in the passenger cabin (TCPC)- updated

9. SPECIAL ATTENTION FOR INTERNATIONAL OPERATION

The temporary alleviation for the COVID19 arranged by each Contracting State has been published by ICAO which can be accessed in ICAO COVID-19 website. Similar information may also be available with IATA. It is highly recommended that air operators engaged in international flight operation to check with concerned overflying State or Destination State to confirm that the particular temporary alleviation for relevant ICAO standards issued by CAA Nepal is acceptable to that particular State.

10. HOW TO APPLY?

The applicant willing to extend the civil aviation document shall complete following process.

- a. Send an official email with scanned copies of supporting documents, as far as practicable, to Chief of Flight Safety Standard Department or relevant Division or section Chief or

POI/PAI/inspector/officer in an official email in form and manner as prescribed in the relevant CAAN requirements, as far as practicable.

- b. For the sake of expeditious service delivery, applicants may direct email to the POI/PAI/inspector /officer and copy to Chief of FSSD or Division/Section Chief.
- c. Attach the scanned copy of CAAN fee deposit slip.
- d. Attach safety risk assessment form, as deemed applicable.
- e. Supply additional details, as far as practicable.
- f. Refer to applicable Quick Reference Guide for each pertaining request.

11. WHAT TO EXPECT?

After the review of the attached documents, an official email or letter will be sent to the applicant once the required supporting documents are completed. The validity of the document will be indicated in the reply email or letter as applicable.

12. WHAT TO DO AFTERWARDS?

The applicant shall be responsible to update recording of extension in the CAAN database and official record of FSSD within deadline stipulated in the extension.

13. WHERE TO CONTACT?

The applicant may seek further information in official email or mobile phone from designated POI/PAI/officer or Division/Section Chief at FSSD.

14. HOLDER'S RESPONSIBILITY

In case of personnel licenses, ratings or certificates, it shall be the responsibility of the license/certificate holder to take all necessary measures to ensure that they continue meeting all CAAN requirements including but limited to their physical fitness continue to meet CAAN medical requirements and that it does not compromise flight safety.

15. PRESERVATION OF AIRCRAFT

The air operators should strictly follow the preservation of aircraft as specified in the CAAN approved Aircraft Maintenance Program as required by NCAR M.A.302 Aircraft Maintenance Program (AMP) along with associated COVID-19 related preservation guidance issued by respective aircraft manufacturer. Evidence of such activities should be submitted to Airworthiness Inspection Division, Flight Safety Standard Department in soft copy in monthly basis. Particular attention should be paid to the Nepalese preservation environment.

16. WEB BASED TRAINING

In order to update the knowledge of flight crew, cabin crew, flight operations officers and certifying staffs, air operator should adopt online class for such licensed personnel for this pandemic period as approved by CAAN. Regular class should be conducted after the pandemic is over.

17. CASE TO CASE ALLEVIATION

CAAN will issue an alleviation in case to case basis only so that each case will be evaluated to assess the practical difficulties and equivalent level of safety. CAAN will not accept such

alleviation request if the requested alleviation can be accomplished in Nepal without any practical difficulties or associated risk. The applicants are encouraged to complete the required provisions of CAAN requirements since multiple extension may lead to potential unsafe conditions.

18. ADDITIONAL GUIDANCE

The applicants should follow the CAAN guidance on OPS, AVSEC and SMS as published in CAAN website. All COVID-19 related guidance materials are available in the CAAN website.

19. CONTINUOUS MONITORING

CAAN will monitor the situation continuously and will revert to normal standards if the alleviation is no more required. CAAN may suspend any QRG partially or in entirety based on the situation. In such cases the alleviation of QRG will be suspended accordingly.

20. ISSUING AUTHORITY

Director General
Civil Aviation Authority of Nepal

21. CONTACT OFFICE

For more information, please contact:
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flightsafety@caanepal.gov.np