



INFORMATION NOTICE

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**Covid-19 Outbreak: Extension of Validity Periods for Licenses, Ratings and
Certificates of Aircrew, Instructors, Examiners, Aircraft Maintenance Licence
Holders and Air Traffic Controllers**

Approved by:

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20.10.25

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Director General



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1. Purpose

This Information Notice contains recommendations regarding operational safety. Recipients must ensure that this Information Notice is copied to all members of their staff who need to take appropriate action or who may have an interest in the information (including any 'in-house' or contracted maintenance organizations and relevant outside contractors).

2. Introduction

In response to the exceptional circumstances caused by the Covid-19 outbreak and in line with the LYCAA guidance, the LYCAA on pursuant to LYCARs-Part .RMK Subpart E, exempts all operators, aircrew, instructors, examiners, aircraft maintenance license holders and air traffic controllers for whom the LYCAA is the Competent Authority, wherever normal revalidation facilities are not available, from the requirements detailed in paragraphs 3 to 6, as appropriate, subject to any conditions therein.

3. Validity period of licenses, ratings and certificates issued in accordance with LYCAR-Aircrew - Part FCL

- 3.1. Subject to the conditions in 3.2, aircrew are exempted from the standard validity periods of the following ratings or certificates, that expire on 1st February 2020 or after which may be extended until **31 December 2020**:

- (a) class ratings, type ratings and instrument ratings endorsed in Part-FCL commercial pilot licenses (CPL, MPL, ATPL) for operating aeroplanes and helicopters representing those classes and types within an organisation for which LYCAR - Part-ORO is applicable;
- (b) Part-FCL instructor and examiner certificates the holders of which are involved in training and checking of holders of the class ratings, type ratings and instrument ratings specified in (a) above;

- 3.2. The conditions mentioned in 3.1 are that:

- (a) Part-FCL license holders shall comply with the following:
 - (i) hold a valid class or type rating and instrument rating if applicable;
 - (ii) operate under the management system of an organisation for which Part-ORO is applicable; and
 - (iii) have received refresher training, followed by the completion of an assessment by means established by the operator to determine that the required level of knowledge to operate the applicable class or type has been maintained. That assessment shall include class or type specific abnormal and emergency procedures.
- (b) Upon successful completion of the refresher training and the assessment as per (a) (iii), the license shall be endorsed with the new expiry date preferably by a type rating examiner (TRE) nominated by the operator, or exceptionally the LYCAA. (See Note 4)
- (c) Part-FCL instructor and examiner certificate holders shall hold a valid instructor and, if applicable, a valid examiner certificate. An appropriately qualified TRE or Senior Examiner, nominated by the operator, or exceptionally the LYCAA, shall endorse the certificate with the new expiry date. (See Note 4)

4. Validity period of training and checking in accordance with LYCAR Part-ORO

4.1. Subject to the conditions in 4.2, operators are exempted from the standard validity periods of training and checking, as set out in the applicable training and checking requirements of Part-ORO listed below and that expire on 1st February 2020 or later. Validity periods may be extended to **31 October 2020**. All of the following:

- (a) operator proficiency checks (OPC) in accordance with ORO.FC.230(b) and ORO.FC.330;
- (a1) pilot qualification to operate in either pilot's seat in accordance with point ORO.FC.235 of Part-ORO;
- (b) operator line-oriented evaluation in accordance with ORO.FC.A.245(d), if applicable;
- (c) operator line checks (LC) in accordance with point ORO.FC.230(c);
- (d) operator emergency and safety equipment training and checking in accordance with ORO.FC.230(d);
- (e) operator crew resource management recurrent training in accordance with ORO.FC.230(e)(1) and (e)(2);
- (f) operator recurrent training and checking in accordance with ORO.FC.130 of Part-ORO.
- (g) operator ground and flight training in accordance with ORO.FC.230(f);
- (h) operator cabin crew member recurrent training and checking in accordance with ORO.CC.140; and

4.2. The conditions mentioned in 4.1 are that:

- (a) for operator proficiency checks (OPC) in accordance with ORO.FC.230(b) and ORO.FC.330, line-oriented evaluation in accordance with ORO.FC.A.245(d) as well as line checks in accordance with ORO.FC.230(c), if applicable, the operator shall ensure that flight crew benefitting from this exemption shall comply with paragraph 3.2(a) above and any additional Part-SPA related exercises, as appropriate; and
- (b) for flight crew member operator emergency and safety equipment training and checking in accordance with ORO.FC.230(d), crew resource management recurrent training in accordance with ORO.FC.230(e)(1) and (e)(2), ground and flight training in accordance with ORO.FC.130 or ORO.FC.230(f), OPC for commercial SPO and CAT, ORO.FC.005(b)(1) and (2) in accordance with ORO.FC.330, cabin crew member recurrent training and checking in accordance with ORO.CC.140, technical crew member recurrent training in accordance with ORO.TC.135, crew resource management recurrent training in accordance with point ORO.FC.230(e)(1) and (e)(2), the operator shall ensure all members complete additional training through any means.

5. **Validity of licenses, endorsements and certificates issued in accordance LYCAR Part ATCL**

5.1. Subject to the conditions in 5.2, ATCLs are exempted from the standard validity periods of the following endorsements or certificates that expire on 1st February 2020, which may be extended to **31 December 2020** for all of the following:

- (a) ATCL unit endorsements as per ATCL.LIC.025;
- (b) ATCL language proficiency endorsements as per ATCL.LIC.040;
- (c) ATCL on-the-job-training instructor endorsement as per ATCL.INST.025;
- (d) ATCL synthetic training device instructor endorsement as per ATCL.INST.045;
- (e) ATCL assessor endorsement as per ATCL.INST.065.

5.2. The conditions mentioned in 5.1 are that:

- (a) for ATCL unit endorsement in ATCL licenses, Air Navigation Service Providers (ANSP) should ensure that the potential unavailability of Synthetic Training Devices is mitigated by other means, e.g. computer-based training or the rescheduling of refresher training as soon as possible.

6. **Validity of aircraft maintenance licenses issued in accordance with LYCAR- Continuing Airworthiness Part-66**

6.1 Subject to the conditions in 6.2, aircraft maintenance license holders are exempted from the standard validity period of their licenses issued in accordance with Part-66 and that expire on 1st February 2020 or later, which may be extended until **31 December 2020**.

6.2 Part-66 aircraft maintenance license holders shall only exercise the certification privileges associated with their license when no action is pending pursuant to Part-66.

7. **Action by operators**

Operators applying for flexibility provisions as described in point 2.0 shall contact the Flight Operations Section at the earliest.

- 7.1 The operator shall provide the following documentation in order to satisfy the criteria of the exemption:
- a. Official request making clear references to which provisions the request for exemption is being made and for which flight and cabin crew this would apply. (e.g. a list of crew names, training/testing/checking/ and current expiry dates is necessary). This, together with conclusive evidence supporting such claims.
 - b. Adequate risk assessments on the training that cannot be conducted on time, clearly indicating mitigating measures that the Operator shall apply in such circumstances. This should include mitigations for the possible use of flight crew who may be making use of different exemptions concurrently.
 - c. With regards to crew recency experience, the risk assessment must highlight the probability and potential severity of crew competency deterioration related to the extended absence from flying duties and the appropriate mitigations to reduce the identified risks. Any cumulative effect of any other exemptions and alleviations need to be also considered and factored in.

- d. as required by ORO.MLR.100 (e), The Operator shall submit evidence of proposed (temporary) revision to the OM detailing the specific procedures covered by the requested exemption. The revision to the Operator's manuals will be instrumental in ensuring that all personnel are aware of the changes that are relevant to their duties. The revisions to the manuals, shall be approved as necessary by the OPS section as required by LYCARs.

8. Interpretation

- 8.1 In this exemption, "aircrew" has the same meaning as detailed in LYCAR
- 8.2 In this exemption the intent of "through any means" is that operators provide additional training to crew members in order to compensate for the extended validity of the different training elements of Part-ORO and Part-SPA, as applicable. This could be done for example via briefing/leaflet/bulletin/CBT/video.
- 8.3 **This exemption supersedes Libyan Civil Aviation Authority Information Notice IN-2020/02, Issue 02, which is revoked.**
- 8.4 This exemption has effect from the date it is signed until **31 December 2020**, both dates inclusive, unless previously revoked.

Notes:

1. The CAA is aware that operators and individual license holders may have difficulties in completing training and checking during the period of the COVID-19 infection and has issued this exemption in line with the template devised by LYCAA.
2. Any questions or queries regarding the application of this exemption should be made, in the first instance, to the relevant FOI, Surveyor or Air Traffic Office. Alternatively, contact the LYCAA for general queries at ops@flightsafety.caa.gov.ly
3. The LYCAA will keep this Exemption under constant review and react as necessary to the circumstances which are expected to change.
4. Recording of extension of privileges:
 - (a) License holders: Recording the extension of the validity period of the rating privileges for license holders is to be inserted on the Certificate of Revalidation page of the license, the Rating Certificate Endorsement to show the relevant endorsement as would normally be entered. At the Date of Rating Test and/or Date of IR Test as applicable, enter 'LYCAA OPS.IN 2020/02 issue 03, at 'Valid' enter the new expiry date as permitted by this exemption, the Examiner's Certificate Number and Examiner's Certificate and signed entries will be completed as normal.
 - (b) Examiner certificate holders: Recording the extension of the validity period of privileges for examiner certificate holders, the authorized person is to enter on the Examiner's Certificate 'Extended to DD/MM/YYYY as permitted by LYCAA OPS.IN 2020/02 issue 03' stating their Examiner's Certificate Number and signed.
 - (c) Operators: Organisations using this exemption for their license holders are to provide a spreadsheet monthly to the LYCAA via ops@flightsafety.caa.gov.ly detailing the revalidations.

**LIBYAN CIVIL AVIATION AUTHORITY - FLIGHT SAFETY DEPARTMENT
FLIGHT OPERATIONS SECTION**

**COVID-19 OUTBREAK: APPLICATION FOR EXTENSION OF EXEMPTION FOR CREW
TRAINING, TESTING AND CHECKING PROVISIONS IN ACCORDANCE WITH OPS IN- 2020-02_Issue 03_ 21 October 2020**

1. EXEMPTION DETAILS	
Operator Name	
Repetitive exemption?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes please provide date of previous exemption:
Exempted Requirements	<input type="checkbox"/> operator proficiency checks (OPC) in accordance with points ORO.FC.230(b) and ORO.FC.330 of Part-ORO; <input type="checkbox"/> line-oriented evaluation in accordance with point ORO.FC.A.245(d), if applicable; <input type="checkbox"/> operator emergency and safety equipment training and checking in accordance with point ORO.FC.230(d) of Part-ORO; <input type="checkbox"/> operator ground and flight training in accordance with point ORO.FC.230(f) of Part-ORO; <input type="checkbox"/> operator cabin crew recurrent training and checking in accordance with point ORO.CC.140 of Part-ORO; <input type="checkbox"/> operator technical crew recurrent training in accordance with point ORO.TC.135 of Part-ORO; <input type="checkbox"/> operator line checks (LC) in accordance with point ORO.FC.230(c) of Part-ORO; <input type="checkbox"/> operator dangerous goods recurrent training in accordance with point ORO.GEN.110(j) of Part-ORO and, when applicable, point SPA.DG.105(a) of Part-SPA; <input type="checkbox"/> operator crew resource management recurrent training in accordance with point ORO.FC.230(e)(1) and (e)(2) of Part-ORO; <input type="checkbox"/> operator recurrent training and checking in accordance with point ORO.FC.130 of Part-ORO; <input type="checkbox"/> flight crew recency in accordance with FCL.060(b)(c) and ORO.FC.100(c).
SUPPORTING EVIDENCE REQUIRED	
Supporting Evidence	<input type="checkbox"/> Details of crew members; <input type="checkbox"/> OM detailing the specific procedures covered by the requested exemption. <i>The revision to the operator's manuals will be instrumental in ensuring that all personnel are aware of the changes that are relevant to their duties;</i> <input type="checkbox"/> Amended SRA taking into consideration prolonged exemptions and use of multiple exemptions concurrently; <input type="checkbox"/> Planned dates for recovery of exempted training; Justification showing why an exemption is required.

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1. Declaration

I hereby declare that the information contained within this application form, and other required documentation, is verified and correct.

Signature: Date (dd/mmm/yyyy):

Name (Nominated Person Crew Training):

2. Submissions and Enquiries

This form, together with supporting evidence, should be completed and submitted electronically via email, to ops@flightsafety.caa.gov.ly.
October 2020