



Autorità per l'Aviazione Civile
e la Navigazione Marittima

San Marino, 23/03/2020
Ref.: CAA/01/296/20

Subject: CAA Emergency COVID-19

The CAA believes the health, well-being, and safety of our customers, associates, inspectors, staff, and communities is our top priority.

Due to the uncertainty surrounding the novel coronavirus pandemic (COVID-19), that is now affecting all of us, I would like to assure you that the CAA is committed to the needs of our aviation industry throughout this ever-evolving situation.

For the time being, the San Marino CAA office will be operating regular business hours with limited access from the public.

It is important to stress that San Marino is currently operating under the same state of emergency as Italy and the government has placed a travel ban on its employees. Restrictions on travel around the world are also affecting the capabilities of our Inspectors to conduct their oversight.

As you can understand, this is an unprecedented and ongoing situation. The CAA will make every effort to support your operations during this difficult time and will do all that is within our power to minimize the effects of this pandemic on your operation.

I am taking all the necessary measures to mitigate the impact that COVID-19 is having therefore I have today authorised the issued the following to assist operators:

(a) Exemptions to crew and operations personnel

Provided that the regular validity period of training and checking, as set out in the applicable training and checking requirements of the applicable CAR OPS 1/2A/2H/3 expires before 31 August 2020, that validity period of all of the following is extended by 4 months:

- (1) operator proficiency checks (OPC);
- (2) line training and checking;
- (3) operator emergency and safety equipment training and checking;
- (4) operator recurrent ground, refresher and flight training and checking;
- (5) operator cabin crew recurrent training and checking;
- (6) operator technical crew recurrent training and checking;



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e la Navigazione Marittima

- (7) all other required training and checking (e.g. DG training, dispatcher training, loadmaster training, ground personnel training).

If, towards the end of the 4 month period the CAA considers that the reasons for granting these exemptions continue to apply, the validity period of relevant training and checking may be further extended for a 4 month period.

Note 1: Licence Proficiency Checks & Medical Certificates - operators must approach the state of licence issue for their policy on any exemptions associated with COVID-19. I have directed that San Marino validations will be extended or re-issued by up to the equivalent date/time of the state of licence published policy. Applications for validations should be made as usual with the supporting policy of the state of licence issuer. Please note that the CAA is still required to seek confirmation from the state of issue of the NAA for commercial applications and these are taking a significant amount of time to receive (in excess of 20 working days). Operators are therefore requested to ensure they submit their application for validation well in advance of the expiry to avoid delays in issue.

- (b) Changes to the process to renew a C of A or a CAR 145 certificate/approval

Provided that the regular validity period of the certificate/approval expires before 31 August 2020, that on application made in the normal manner for a renewal of the validity period of all of the following is extended by 4 months without the necessary audit or inspection:

- (1) C of A renewal - 4 months extension without further showing. If a further extension is required in excess of the original 4 months then the operator must submit a modified Airworthiness Review Declaration for authority assessment. The operator shall apply to the authority in the normal way for reapplication for the C of A.
- (2) CAR 145 Approval renewals - 4 months extension without further showing. If a further extension is required in excess of the original 4 months then the organisation shall submit a risk assessment declaration for authority assessment. The organisation shall apply to the authority in the normal way for reapplication for the CAR 145 renewal.

- (c) Extensions to routine oversight audits and inspections

For the following audit and inspections that become due before 31 August 2020, the validity period is hereby extended for 4 months without changing the base date:

- (1) CAR OPS 1 Subpart M audits;
- (2) CAR OPS 1 interim quality and safety management audits in San Marino;
- (3) AOC base and en-route/flight inspections.

Note 1: If no on-site audit/inspection would be normally required such as some PBN approvals and operations manual amendments (including MEL and FTL), they will be processed in the normal manner.



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e la Navigazione Marittima

Note 2: The CAA will not process any applications that require an on-site audit/inspection to add or extend beyond existing privileges (i.e. AWO, Steep Approaches). If an application is made it will be put into a holding pattern until travel restriction are lifted and the applicant notified accordingly.

Note 3: Where possible the assigned project manager/airworthiness inspector will request such documentation from the operator to permit desktop reviews to be conducted in lieu of on-site oversight and video conferencing will be used to communication with operator's representatives, as required.

(d) Processing applications

Due to staff restricted working and time delays where we require responses from other NAA's, such as licence validations, we request that applications are submitted well in advance to ensure we can process them without having an operational impact due to delays in getting requires responses from other agencies.

Once the formal exemptions have been published copies of the exemption should be carried with the documents they extend when in operational service.

Assuring you of our best support,

Eng. Marco Conti
Director General

