

# We got some checklists for you ...

Mark Zee  
21 May, 2020

## Checklist: Trip planning for Covid-19

Considerations	Notes	Action
Airport planned to, but not Covid specific, but they are included as a reminder.		
Check availability, status, restrictions, local Covid-19 case. Requirements needed to enter country to fly in/out. Requirements to enter country to fly in/out. Requirements to leave country to fly in/out.		
Stay/governments for SIA? Any Covid-19 changes to flight times?		
International flight requires quarantine - is it an airport of entry/leave country, is it possible to be positioned to domestic airports. Health requirements? Check operating hours, charges for Covid-19.		
Do crew need a visa/for tech stop? Destination? Pass in/out?		
Any Covid quarantine rules on arrival?		
Check for any specific country availability of documents/expressions, any specific documents.		
Consider that some runways may be unusable due to being used for aircraft storage. Check aircraft performance vs. length available.		
Companies handled to contact for flights.		
Any recent supply issues?		
PON vs. HCN. Can usually be exchanged with deposit permission and not by much.		
Is this the right airport for this city? Demands (not military), is there a GA dedicated airport? How many passengers?		
Any local factors eg. Minimum weather req. Winter ops.		
Is there a relative ground handler? For B7, is there an FBO? Is handling mandatory?		
Availability of aircraft given tasks.		

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Item	Considerations	Notes	Action
Passenger processing	Customer check-in available for longer aircraft? Check-in desks, avail. ? Passenger terminal/with terminal?		
Name restrictions	Carfew hours, AP/short procedures, aircraft types banned?		
Security	Any noted? Crime, political instability, terrorism, war, etc?		
Fire and Rescue	Check IFR category to your requirements. Check IFRs for any Covid-19 downgrades.		
GH Equipment	Any restricted aviations, AOP, cargo offload, belt conveyors, GPU required? Check avail.		
Prior reports	Check company reports, OPS GROUP Airport-File reports, OPS GROUP. Any comments that may cause concern?		
Regulatory requirements	Can we land here? (e.g. USA: Border overflight, Mexico: Customer/Phariseau first etc.)		

## Enroute

Check for each IFR enroute

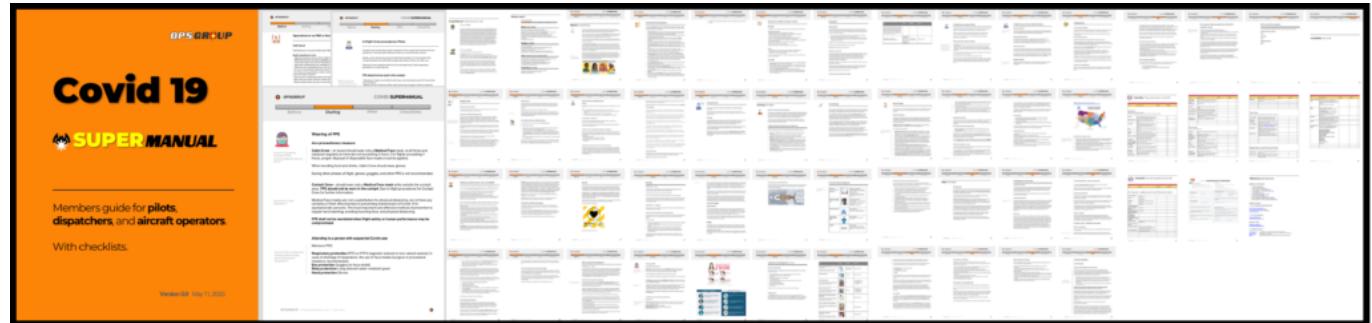
Airspace	Entry requirements: ICAO (North Atlantic), IFR, VFR, etc.
Comms	IFR, GPS, C, VHF 8.33, Database
Navigation	IFR, RNAV requirements
Surveillance	AOS-B, AOS-C, Mode-S
Permits	Compliance, requires any Covid-19 additional requirements?
Risk	Should we? Check SelfAssessment
Closures	Any specific airport or destination airspace closures due to Covid-19?
Engine failure	Consider whether we want to be in this airspace in an emergency situation requiring a direct engine fail medical deactivation.
Nav Test	Expedient? Better route closer by?
Aircraft type, registration	Some countries will not allow certain manufacturers or registered aircraft to enter the IFR air space. Check with your local ops manager (if any political)

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## Checklist: Aircraft supplies (Covid-19)

Item	Notes	Quantity	Check
On board – additional Covid-19 stock items			
Surgical Masks	For crew, passengers		
Gloves	For crew		
Goggles	UFC has some, if more required, load separately		
Capes	UFC has some, if more required, load separately		
Hand Sanitizing Gel			
Disinfecting Waff Tissues	Eg. Sanit-Gem		
Approved Aircraft Disinfecting Spray	Eg. Recluse		
Infra-red Thermometer [calibration]			
Universal Precaution Kit (UPK)			
Biobag/Bag	Additional to those in the UPK for disposal of masks, gloves.		
Passenger Locator Cards			
Oversight PPE Kits	For crew downroute, containing: Face mask to cover mouth, gloves (2), surgical mask, hand sanitiser (150ml)		
Crew cleaning kits	For rental vehicles. If planned to be used as crew transport downroute		

OPS GROUP, 2020-05-21 11:00:00



This is an extract from the OPS GROUP Covid-19 Supermanual, version 0.9 - May 11, 2020

## Trip planning Checklists for Covid-19

Checklist: Trip planning for Covid-19			
Item	Considerations	Notes	Action
<b>Airport</b> Check for each airport planned to. Some of these are routine and not Covid-specific, but they are included as a reminder.			
<b>Airport</b>	Check availability, status, restrictions, local Covid-19 rules. Is there a local travel ban? Is there a test or a test for current situation. Review <a href="#">Notams</a> .		
<b>Opening Hours</b>	Daylight hours or night? Any changes? Any changes for GAT? Any Covid-19 changes to hours?		
<b>Customs</b>	International flight requires customs – is an Agent of Customs (AOC) available? Can be positioned to domestic airports. Month? Can be positioned? Check customs fees/charges for Covid-19		
<b>Visas</b>	Do you need a visa for tech stop? Destination? <a href="#">Passport</a>		
<b>Health</b>	Any Covid quarantine rules on arrival?		
<b>ATC</b>	Check ATC hours of availability, availability of instrument approaches, any procedure changes.		
<b>Runway Length</b>	Due to being used for aircraft landings, may be unavailable due to being used for aircraft landings. Check aircraft performance vs. length/available.		
<b>Fuel Price</b>	Check provider to compare fuel price.		
<b>Fuel Availability</b>	Any recent supply issues?		
<b>Runway/Apron Strength</b>	TON in ATC – can it actually be exceeded with Airport permission but not by muscle?		
<b>Suitability</b>	Is this the right airport for the city? Domestic, not military, is there a GA-dedicated airport? How far from the city?		
<b>Weather</b>	Any local factors eg. Wind/singular fog, Winter ops		
<b>Handling</b>	Is there a reliable ground handler? For BA, is there an FBO? Is handling mandatory?		
<b>Maintenance</b>	Availability if aircraft goes tech.		

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<b>On board – additional Covid-19 stock items</b>			
<b>Surgical Masks</b>	For crew For passengers		
<b>Gloves</b>	For crew For passengers		
<b>Goggles</b>	UPN has some. If more required, load separately.		
<b>Capes</b>	UPN has some. If more required, load separately.		
<b>Hand Sanitizing Gel</b>	Eg. Sani-Com		
<b>Disinfecting Wet Tissues</b>			
<b>Approved Aircraft</b>	Eg. Bacisan		
<b>Disinfectant Spray</b>			
<b>Infra-red Thermometer (contactless)</b>			
<b>Universal Protection Kit (UPK)</b>			
<b>Biohazard Bags</b>	Additional to those in the UPK for disposal of masks, gloves.		
<b>Passenger Locator Cards</b>			
<b>Overnight PPE Kits</b>	For crew dormitory, containing: Each pack to contain: Mask(s), gloves (3), disinfectant spray (10), spray (10)		
<b>Crew cleaning kits</b>	For personal use. Not to be used as crew transport disinfectant.		

At the back of the group Covid-19 Supermanual we have 5 pages of checklists, which you can download here.

- **Airport**
- **Enroute**
- **Permits**
- **Regulatory and Documents**
- **Aircraft Supplies**

## What else is in the manual?

We've divided the manual into four areas around phases of flight: Before, During, After ... and a Checklists section.

## Before we go flying

About Covid, Precautions, Off duty crew and staff

Going to work, Health Check, Illness at work, Dispatchers

Flight Crew - Fit to fly, License, medical and recency, keeping aircraft and crew current

Wellbeing and Mental Health: How to find calm, Be Kind

Planning a flight, Crew pairings and planning

Aircraft cleaning and preparation, Risks: Hand Sanitizers, Dangerous Good regulations

Catering and Food preparation, Operations to an FBO or Executive Terminal, Passengers

Arriving at work, Briefings

## During our flight

In-flight considerations

Aircraft Setup, Boarding, Temperature Checks, Baggage, Seating

Wearing of PPE (Personal Protective Equipment)

Additional Aircraft Equipment

In flight Crew procedures: Pilots, Flight Attendants, In-flight Service

Illness in Flight - Crew actions, Dispatch actions, Cleaning procedure

## After - back home (or downroute)

Disembarking

Tech Stops and Turnarounds, Interim Cleaning, Walkaround

Arrival at Destination, Waste Disposal, Cleaning at outstation

Overnights/Layovers, Hotel guidance, Crew PPE kits

Crew Illness away from Home base

AOG/Unplanned overnight

Arrival at Home base,

Aircraft Cleaning, Cockpit cleaning  
Crew exposure, Contact tracing

## Checklists

Checklist: Trip planning in Covid-19

Checklist: Aircraft supplies

Passenger Health Screening form example

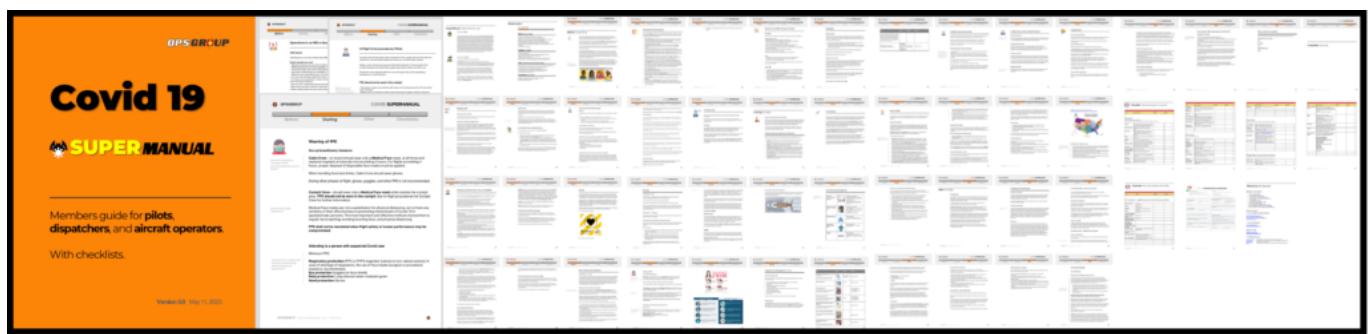
**For more about the Covid-19 Supermanual contents, and to download a copy, use this link.**

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# Hand sanitizers on board: Fire risks

Mark Zee

21 May, 2020



*This is an extract from the OPSGROUP Covid-19 Supermanual, version 0.9 - May 11, 2020*

## **Hand Sanitizers - fire risk**

In a documented case in May 2020, an individual suffered first and second degree burns when they made contact with a metal surface and a static discharge ignited the still wet hand sanitizer. Hand sanitizer gels contain large concentrations of alcohol. Once the hand sanitizer is applied, individuals must make sure the gel has suitable time to dry. Alcohol vapors can ignite if exposed to an ignition source, such as light switches or cigarette lighters. Crews should be made aware of this risk, especially in the aircraft operating environment. *Original source here*.

## **Dangerous Goods exemption requirements**

Alcohol-based hand sanitizers are classified as dangerous goods and are not specifically permitted by the IATA Dangerous Goods Regulations and ICAO Technical Instructions for the Safe Transport of Dangerous goods by Air (DGR 2.5, ICAO Technical Instructions Part 1;2.2) .

Operators that wish to add alcohol-based hand sanitizer to the items carried in galleys or installed in lavatories will need to request authorization from their civil aviation authority (State of the Operator) in accordance with the provision that is set out in Part 1;2.2.1 a) of the ICAO Technical Instructions.

IATA recommends that the request for authorization addresses the following:

- The classification and UN number of the hand sanitizer. For example, UN 1987, Alcohols, n.o.s. (ethyl alcohol mixture), UN 1170, Ethanol solution. However, the safety data sheet from the manufacturer of the hand sanitizer should be checked for the classification;
- The quantity of hand sanitizer in each container and the number of containers to be carried on the aircraft;
- What steps will be taken to ensure that the hand sanitizer is kept away from sources of heat or ignition;
- Provision of information to crew members on the carriage of the hand sanitizer. For example, that crew members will be advised on the procedures through a bulletin or other appropriate method.

Crews can take hand sanitizers as carry on, each bottle max 0.5L, under the IATA Dangerous Goods regulations, total for toiletries is 2L.

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Checklist: Aircraft supplies

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