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## 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 issues. Read news media from that country to get a feel for current situation. Review Notices.                                       |       |        |
| <b>Opening Hours</b>  | Daylight hours only? Runway lights? Any restrictions for GAT? Any Covid-19 changes to hours?  |       |        |
| <b>Customs</b>  | International flight requires customs - is it an Airport of Entry? In rare cases, customs can be postponed at domestic airports. Month considering? Check customs hours changes for Covid-19. |       |        |
| <b>Visas</b>  | Do crew need a visa for tech stop? Destination? Pre-visit?  |       |        |
| <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>  | Consider that some runways may be unavailable due to being used for aircraft storage. Check aircraft performance vs. length and.  |       |        |
| <b>Fuel Price</b>   | Compare harder to contract fuel prices.   |       |        |
| <b>Fuel Availability</b>  | Any recent supply issues?   |       |        |
| <b>Runway/Apron Strength</b>  | PCN vs. ACN. Can usually be exceeded with Airport permission but not by much.   |       |        |
| <b>Suitability</b>  | Is this the right airport for the city? Domestic only, not military. Is there a GA dedicated airport? How busy is it?   |       |        |
| <b>Weather</b>  | Any local factors eg. Wind shear 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 down.   |       |        |



### Checklist: Aircraft supplies (Covid-19)

| Item                              | Considerations  | Notes | Action |
|-----------------------------------|---|-------|--------|
| <b>Passenger processing</b>       | Customs desks wait for larger aircraft? Check to decide what? Passenger terminal? VFR terminal?   |       |        |
| <b>Noise restrictions</b>         | Curfew hours, APU start procedures, aircraft types banned?  |       |        |
| <b>Security</b>                   | Any risk? Crime, political instability, terrorism, kidnapping.  |       |        |
| <b>Fire and Rescue</b>            | Compare RFF category to your requirements. Check Notams for any Covid-19 diversions.  |       |        |
| <b>GH Equipment</b>               | Any need for antiviral, UCL, cargo offload, belt conveyors, SFO required? Check availability.   |       |        |
| <b>Prior reports</b>              | Check company reports, OPSGROUP Airport Safety (before being accepted). Any comments that may cause concern?  |       |        |
| <b>Regulatory requirements</b>    | Can we land here? (eg. USA Border overflight rules, Mexico, Customs? Specialize for etc.)   |       |        |
| <b>Enroute</b>                    |   |       |        |
| Check for each FIR enroute        |   |       |        |
| <b>Airspace</b>                   | Entry requirements HA/North Atlantic, RVSM, etc.  |       |        |
| <b>Comms</b>                      | HF, CPDLC, VHF, SSB, Datalink.  |       |        |
| <b>Navigation</b>                 | WSP, RNAV requirements.   |       |        |
| <b>Surveillance</b>               | ADS-B, ADS-C, Mode-S.   |       |        |
| <b>Permits</b>                    | Complexity, lead time, any Covid-19 additional documents required?  |       |        |
| <b>Risk</b>                       | Shutdown risk? Check SafeAirspace.net   |       |        |
| <b>Closures</b>                   | Any specific recent or potential airspace closures due to Covid-19?   |       |        |
| <b>Engine failure</b>             | Consider whether we want to be in this airspace in an emergency situation requiring a divert - engine fail, medical, deprioritization.                              |       |        |
| <b>Nav fees</b>                   | Expensive? Better route close by?   |       |        |
| <b>Aircraft type registration</b> | Some countries will not allow to land, not manufactured or registered aircraft to enter the FIR or land. Before registered aircraft banned from many FIRs globally. |       |        |



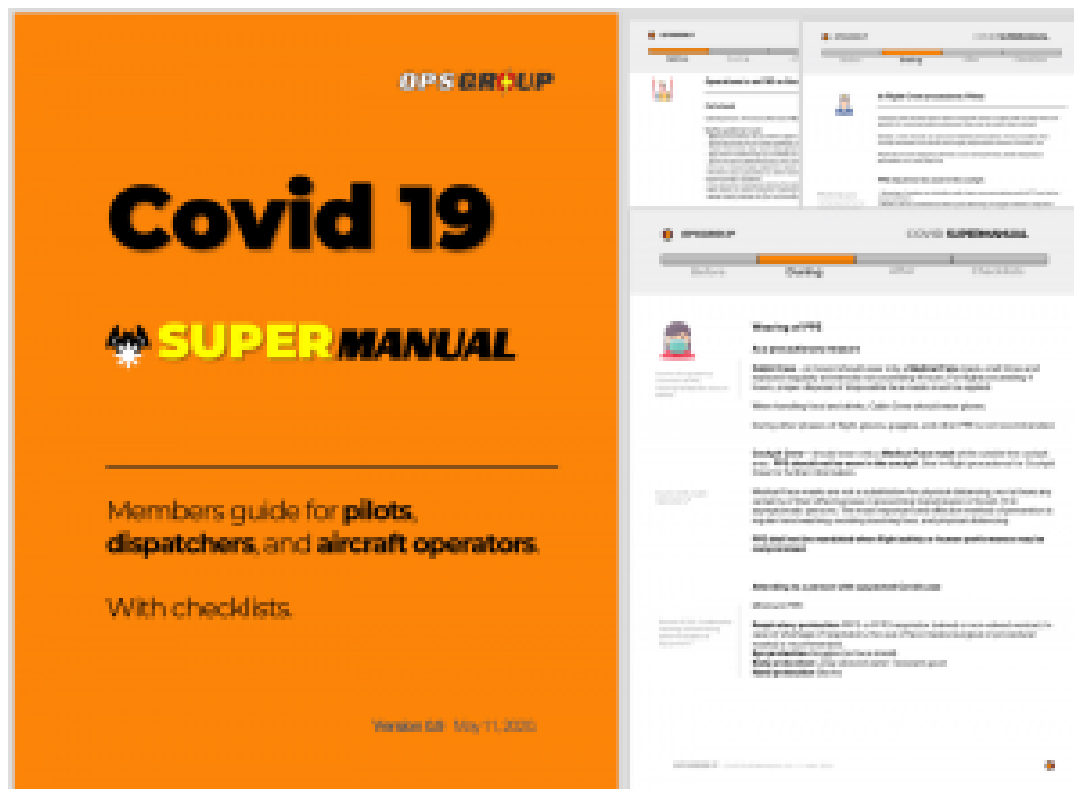
### Checklist: Aircraft supplies (Covid-19)

| Item  | Notes  | Quantity | Checked |
|---|--|----------|---------|
| <b>On board - additional Covid-19 stock items</b> |  |          |         |
| <b>Surgical Masks</b>                             | For crew<br>For passengers   |          |         |
| <b>Gloves</b>                                     | For crew<br>For passengers   |          |         |
| <b>Goggles</b>                                    | UPK has some, if more required, load separately.   |          |         |
| <b>Capes</b>                                      | UPK has some, if more required, load separately.   |          |         |
| <b>Hand Sanitizing Gel</b>                        |  |          |         |
| <b>Disinfecting Wet Tissues</b>                   | Eg. Sani-Corn  |          |         |
| <b>Approved Aircraft Disinfecting Spray</b>       | Eg. Sani-Corn  |          |         |
| <b>Infrared Thermometer (contactless)</b>         |  |          |         |
| <b>Universal Precaution 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 down route, containing: Each pack to contain: Masks (2), gloves (2), disinfecting spray (1), spray (1). |          |         |
| <b>Crew cleaning kits</b>                         | For rental vehicles, if planned to be used as crew transport down route.   |          |         |

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](#).**