



# Covid Safety Guidelines for Air Crew

Developed by the Guyana Civil Aviation Authority



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## 1. Introduction

This revised document (Revision No. 3) contains general requirements which Air Crew on all aircraft operating into Guyana are expected to confirm to or comply with.

## 2. Applicability

The measures within this document applies to all Aircraft Operators and their operating crew and shall be applied on a continuous basis or for the duration of the COVID-19 Global Pandemic or as advised by the Ministry of Health.

**NB.** These measures are to be complied with in addition to the measures and guidelines contained in the *“Healthy-Safety Measures and Practices at Airports and on Aircraft during a Public Health Pandemic”* and any future guidelines issued by the Ministry of Health of Guyana.



All Aircraft Operators are required to submit a Procedures Manual/Document/Guideline on how it intends to treat with Air Crew to ensure that they remain protected from Covid-19 and are made safe to carryout their duties when in flight.

The Procedures manual must be submitted to the GCAA and must be inkeeping with the requirements in this document.

## 3. General

- All crew members’ checked baggage must be sanitized upon disembarkation from the aircraft.
- All crew members on layovers, must wear face mask (medical or approved mask) at the airport, and while in public or on their way to the hotel or guest house.
- Crew members must follow the guidelines published by the Ministry of Health on COVID-19 prevention.

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- Air Crew whether on an originating or in-transit flight, must fill out a Crew COVID-19 Status Card (Form) and submit the form to the Port Health Officer at the airport in Guyana.
  - Air Crew will, at minimum, be subjected to a temperature test when submitting their Crew COVID-19 Status Card (Form).
  - Air Crew may be required to submit to a health assessment by the Port Health Officer or medical team at the airport in Guyana if deemed necessary.
  - Limiting direct contact (touch) with any surfaces at the airport and other public places to only when absolutely necessary.
  - Aircraft operators are encouraged to provide face mask (medical or approved mask) for flight crew, that could be used when physical distancing cannot be achieved, when travelling to and from the aircraft and during layovers, and when face masks are widely available.
  - In the interest of flight safety, flight crew may remove their face mask when they are in the cockpit and the cockpit door is closed.
  - Aircraft operators should inform flight crew of the caveats of face mask management, based on WHO's advice on the use of masks in the context of COVID-19.
  - Should medical masks not be available, crew could make use of non-medical face masks in accordance with WHO recommendations.

#### **4. In-flight Guideline**

- Crewmembers, including any positioning crew, must observe good hand hygiene, physical distancing measures and minimise all non-essential interaction and contact with fellow crew, as far as practicable, during duty.
- Any positioning, engineering, technical or other crew members are to be assigned seats in designated sections of the aircraft, segregated from the flight crew, for the duration of the flight to achieve the recommended physical distancing, if seats are available, and provided that operational and/or maintenance requirements do not require positioning in the cockpit.

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- Any crew member that experiences fever or any symptoms suggestive of COVID-19 while inflight, should wear a medical face mask and isolate him/herself from fellow crew members, provided that it does not affect aviation safety.
  - Should there be space limitations, the aircraft operator should consider risks and safety management principles when considering alternative measures to prevent the transmission of COVID-19. The sick crew member should report to the Port Health upon arrival for further assessment.

## 5. Post-flight Guidelines

- While completing all post-flight and pre-flight formalities for flights, air crew including any positioning crew, must observe physical distancing measures and good hand hygiene.
- Minimise all non-essential interaction and contact with fellow crew members and any ground/technical personnel, and their belongings, if present, as far as practicable.

## 6. Accommodations

- Aircraft Operators shall ensure that arrangements are in place for Air Crew prior to arrival and layover.
- Aircraft Operators must ensure that Air Crew are housed at a hotel or guest house which has been approved by the Ministry of Health of Guyana. **NB.** This process involves the Ministry of Health conducting a safety and hygiene assessment of the hotels and guest houses and subsequently issuing their recognition and approval that safety and Covid-19 mitigation measures are being implemented and enforced.
- Aircraft Operators shall ensure that Air Crew conform to social distancing requirements; and ensure that adequate COVID-19 mitigation measures are established at hotels or guest houses.
- It is recommended that one crew member must be placed in one room (single occupancy), which is sanitised prior to occupancy.



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## 7. Transportation

- Air crews shall be transported by a shuttle services or vehicular transport which has been approved and designated by the aircraft operator.
- All shuttles services or vehicles designated for transport of air crew must be properly sanitized and made sterile. Drivers and porters must wear face mask at all times during the transport and/or commute of Air Crew. Drivers and porters must also comply with all public health guidelines for social distancing and COVID-19 prevention issued by the Ministry of Health.



## 8. COVID-19 Testing

- All Air Crew may be asked to produce an initial negative Polymerase Chain Reaction (PCR) test or a medical/health certificate giving clearance to work prior to the commencement of aircraft operations into Guyana.
- Apart from temperature testing, no additional testing will be required upon arrival in Guyana, unless a crew member displays symptoms that may suggest possible infection from the COVID-19 virus.
- Air Crew will, however, be required to submit a completed Crew COVID-19 Status Card (Form) to the Port Health officials at the airport and be subjected to a body temperature test.



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## 9. Layover Measures

Air Crew members staying at hotels and guest houses insofar as is practicable, should:

- Comply with relevant public health regulations and policies.
- Remain in the hotel room which must be sanitized prior to occupancy.
- Avoid contact with the public, hotel guests and staff and other fellow crew members.
- Remain in the hotel room except to seek medical attention, or to engage in essential activities including exercise while respecting physical distancing requirements.
- Avoid using the common or public facilities in the hotel.



Air Crew members must monitor their health before, during and after travel and to look for signs and symptoms of COVID-19 until they depart Guyana. The following must be considered:

- All layover crews must check their temperature regularly during the day or night to ascertain an elevated temperature and the presence of any symptoms of Covid-19.
- Air Crew members should remain alert to possible risk and exposure to infection during layovers and take all necessary precautions such as maintaining self-hygiene by frequent handwashing or hand sanitization, avoiding crowded places, and maintaining social distancing of six (6) feet.
- To the extent practicable, Air Crew members must not use public transport; and, they must wear face mask (medical or approved mask) while traversing in a public place.
- Air Crew members must, to the extent practicable, dine in the hotel room. Use of take-out menus at restaurants or cafes are strongly encouraged or if not practicable, Air Crew members are advised to dine alone at a table in a restaurant where there is 'no crowding' and where adequate social distancing can be practiced.

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## 10. Quarantine

- If any Air Crew member exhibits symptoms suggestive of COVID-19, respiratory irritation, or mild fever while in Guyana, he or she must immediately report it to his or her employer and/or the aircraft operator; and be relieved from duty. The Crew member must be isolated and referred to the Ministry of Health (MOH) or seek medical assistance for an assessment of possible COVID-19 in accordance with MOH guidelines. All other public health COVID-19 prevention protocols must be strictly complied with.



- Any Air Crew members experiencing symptoms suggestive of COVID-19 during layover in Guyana should also:
  - Cooperate with the assessment protocols and, if necessary, further monitoring for COVID-19 in accordance with the evaluation procedure implemented by the Ministry of Health (e.g. assessment in the room, or an isolation room within the accommodation, or alternative location).
  - If crew member has been evaluated and COVID-19 is not suspected in accordance with the procedures implemented by Ministry of Health, the aircraft operator may arrange for the crewmember to be repatriated to base.
- Crew should not report for duty if they have any symptoms suggestive of COVID-19. Once no symptoms are present crew members, upon reporting for duty are required to complete the Crew COVID-19 Status Card.
- If a crewmember is suspected or confirmed as a COVID-19 case, arrangements can be made to repatriate the crewmember by appropriate means if there is such an agreement or preference to repatriate the crewmember to their home base.
- Any crew member who recovers from COVID-19 must be cleared by the Ministry of Health or appropriate health authority for the country in which they were diagnosed subject to an acceptable evaluation and approval by the relevant authorities before resuming active duty.

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These guidelines are issued by the Guyana Civil Aviation Authority and are consistent with the “Emergency Regulations” on ‘Healthy-Safety Measures and Practices at Airports and on Aircraft during a Public Health Pandemic.

Signed:   
**Director General**



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