



No. 30.31.0000.111.49.003.19-198

Dated: 05 April 2020

**CIVIL AVIATION DIRECTIVE (CAD-AIR) 05/2020**

**Subject: Exemptions in regard to Airworthiness issues due to COVID-19 Outbreak.**

1. In response to the exceptional circumstances caused by the Covid-19 outbreak, Exemptions are hereby issued from the provisions of Civil Aviation Rules 1984 (CAR'84) and Air Navigation Orders (ANOs)-Airworthiness as mentioned in paragraphs 3.a to 3.d of this directive, as appropriate, subject to any conditions therein.

2. This Directive shall be applicable for any aircraft registered in Bangladesh and any organization/ operator or personnel certified/licensed under the provisions of CAR'84 and ANOs. The Exemptions are regarding the extension of validity period of Certificate of Airworthiness (C of A), extension of validity period of Part-145/AMO(Local & Foreign) , extension of validity period of Part-147/AMTO (Local & Foreign), extension of the validity period of Aircraft Maintenance Engineer (AME) license and extension of validity period of certificate of validation of Foreign AME .

3. The Exemptions are appended below:

- a. **Exemption from Rule 187 (1) of CAR'84** All C of A, which will be expired before 30 June 2020, are hereby exempted from the standard validity period as mentioned in CAR'84 Rule-187(1). In such cases, validity period shall be extended for 90 (Ninety) days from the date of expiry. However, all operators, for their aircraft coming under this exemption, shall follow the attachment of this Directive;
- b. **Exemption from Rule 190(5) of CAR'84, Clause 145.A.90 of ANO (AW) Part-145 and Clause 147.A.155 of ANO(AW) Part-147:** All Certificate of Approval as AMO/AMTO, which will be expired before 30 June 2020, are hereby exempted from the standard validity period mentioned in Rule-190 (5) of CAR'84, Clause 145.A.90 of ANO (AW) Part-145 and Clause 147.A.155 of ANO (AW) Part-147. In such cases, validity period shall be extended for 90 (Ninety) days from the date of expiry. However, all the organizations coming under this exemption, shall follow the attachment of this Directive;
- c. **Exemption from Clause 8.3 and Clause 9 of ANO (AW) Chapter D.6 :** Certificate of Validation of all Foreign AMEs, which will be expired before 30 June 2020, are hereby exempted from the standard validity period for their certificate of validation and recurrent trainings mentioned in Clause 8.3 and Clause 9 of ANO(AW) Chapter D.6 . In such cases, validity period shall be extended for 90 (Ninety) days from the date of expiry. All AMOs, for any of their Foreign AMEs that comes under this exemption, shall follow the instructions mentioned in the attachment of this Directive;

- d. **Exemption from Clause 145.A.35 (d) of ANO (AW) Part-145 , Clause-9 of ANO (AW) Chapter C.8 and Clause 147.A.105(h) of ANO(AW) Part 147:** All Certificate of Authorization/ Company Authorization, which will be expired before 30 June 2020, are hereby exempted from the standard validity period mentioned in Clause 145.A.35(d) of ANO(AW) Part 145, Clause 9 of ANO(AW) Chapter C.8 and Clause 147.A.105(h) of ANO(AW) Part 147 . In such cases, validity period shall be extended for 90 (Ninety) days from the date of expiry. All operators/ organizations, for any of their Company Authorization holder(s) that comes under this exemption, shall follow the instructions mentioned in the attachment of this Directive;

**Note:**

1. All the operators/organizations, personnel and Aircraft using the privileges of the above mentioned exemption(s) shall carry this Directive and CAAB extension letter(s)/ email(s) as an attachment to their certificates of approval / licenses .
2. This Directive is issued in pursuant to the Exemption approval of the Ministry of Civil Aviation and Tourism.
3. This Directive shall come in to force with immediate effect and shall be valid till 30 Jun 2020. However, this authority may address such exemption issues under the guidelines of this directive with effect from 25 Mar 2020.



**Air Vice Marshal M Mafidur Rahman,  
BSP, BUP, ndu, afwc, psc  
Chairman**

## **Attachment of (CAD-AIR) 05/2020**

### **Guidance for the Applicants**

1. All the organizations come under the above mentioned directive and wish to use the privileges of exemption(s) for their certificates of approval are to submit (in electronic format) an exemption request letter (in company letter head pad) to CAAB before the date of expiry with all the required documents which are used to provide with renewal application and the recent full scope audit report as per applicable ANOs performed by Post holder of Quality Assurance of the organization.
2. All the operators/ organizations using the privileges of the exemptions mentioned in the above mentioned directive for their certificates/license holder(s)/ Authorization holder(s) are to provide (in electronic format) a spreadsheet monthly report to CAAB detailing the extension of the validity applied to the organizations or, personnel, as appropriate.
3. Operators applying to CAAB for extension of the validity period of C of A for any Bangladeshi registered aircraft shall submit the following documents in electronic format:
  - a. Application for extension in company letter head pad
  - b. Certificate of inspection (AWS-16, Issue-2)
  - c. Insurance certificate
  - d. Radio station license
  - e. Approval letter of AFM and MEL (if applicable)
  - f. Weight and balance schedule/report
  - g. Compass swing card
  - h. Last issued Certificate of Release to Service / Maintenance Release
  - i. Authorized Release Certificate or, equivalent (accepted by CAAB) of major component change since last CofA renewal
  - j. Status of life limited parts
  - k. Physical inspection report of aircraft. The physical inspection of the aircraft shall be carried out by an appropriately type rated B1/ B2 AME as per the prescribed checklist provided below
  - l. A statement jointly signed by the post holder of engineering and post holder of quality assurance of the operator conforming that the aircraft has been maintained as per AMP/AMS since last issue of C of A and all applicable ADs have been incorporated within the specified time limit.

N.B: The post holder of engineering and post holder of quality assurance of the operator shall jointly review the all documents mentioned in the paragraph 3 of this guidance and if found satisfactory, shall forward the same to CAAB vide email

**Check List for Physical Inspection of Aircraft for the purpose of  
Extension of the Validity of C of A during COVID-19 Outbreak**

CHECKLIST FOR PHYSICAL INSPECTION OF AIRCRAFT			
Aircraft Nationality & Registration Marks:		MSN:	
Date of the Inspection:		Name of the Operator:	
Note: if any item or, part of item is not applicable to the particular Aircraft, please line through the not applicable item or, part			
S/I	Inspection Items	Remarks	Signature
<b>AIRCRAFT EXTERIOR</b>			
1.	Check for physical damages, dents and unacceptable patch repairs in the airframe and/or, power plant		
2.	Check physical condition of tires, brakes, landing gears, skid shoes		
3.	Check physical damages of engine inlet, fan blades, pylon		
4.	Check physical condition of engine Turbine blades		
5.	Check Engine exhaust pipe for cracks		
6.	Check for any oil leakage/ seepage		
7.	Check the condition of propeller and also condition of yellow paint on propeller tips.		
8.	Check fuel tanks for any leakage/ seepage.		
9.	Check the condition of flaps / aileron / stabilizers for any physical damages, dents, delamination etc		
10.	Check the condition of pitot static ports and AOA free movement		
11.	Check the condition of static dischargers / wicks.		
12.	Check the condition of Radom.		
13.	Check evidence of over rotation.		
14.	Check any evidence of toilet fluid leakage.		
15.	Check for any hydraulic leakage.		
16.	Check for any evidence of deterioration of visible seals on doors, windows etc.		
17.	Check APU compartment for any kind of leakage/ seepage		
18.	Check for any missing rivets, fasteners, peeling of paint.		
19.	Check for any evidence of corrosion, hydraulic fluid leakage/ seepage in wheel well area.		
20.	Check cleanliness of wheel well area.		
21.	Check the cleanliness of aircraft.		
22.	Painting of registration marking		

23.	Installation of owner's name plate.		
24.	Installation of manufacturer data plate (engine and airframe)		
25.	Check the Condition of de-icer boots		
26.	Check the condition of cargo doors.		
27.	Check the condition of cargo compartment floor.		
28.	Check the Condition of any antennas.		
29.	Check Operations of various systems such as flaps, under-carriage, ailerons, rudder etc.		
30.	Check Operations of external lights such as navigation, anti-collision, landing / taxing, strobe lights etc.		
31.	Check Physical condition of Main rotor blades of helicopter		
32.	Check Physical condition of tail rotor blades of helicopter		
33.	Check safety guards in stabilizer section of helicopter		
<b>AIRCRAFT INTERIOR</b>			
34.	Check escape slide-chute bottle pressure		
35.	Check the condition of cabin crew seat and belt		
36.	Check the condition of Pax seats and seat belts		
37.	Check reclining mechanism of seats.		
38.	Check that "FASTEN SEAT BELT WHILE SEATED" sign and "NO SMOKING" sign are displayed in proper place.		
39.	Check condition of life vests and expiry date		
40.	Check that seats are provided with fire blocking materials.		
41.	Check serviceability of emergency escape path lights/markings.		
42.	Check the condition of hat racks.		
43.	Check that emergency exit doors are properly placarded.		
44.	Check that all passenger seats are provided with "PASSENGER BRIEFING CARD".		
45.	Check First aid / Physician kits.		
46.	Check the availability and serviceability of emergency equipment such as portable oxygen bottle, fire extinguisher bottle, megaphone, torch, PBE etc.		
47.	Check for satisfactory operation of PA system.		
48.	Check satisfactory operation of toilet motor, smoke detector, and display of "NO SMOKING" placard.		
49.	Check for proper operation of toilet door.		

COCKPIT			
50.	Check for satisfactory operation of sliding windows		
51.	Check availability of crash axe, portable fire extinguisher and portable oxygen bottle.		
52.	Check availability, validity, current and up-to-date of the following documents: <ul style="list-style-type: none"> <li><input type="checkbox"/> Certificate of Airworthiness</li> <li><input type="checkbox"/> Certificate of Registration</li> <li><input type="checkbox"/> Radio Station license</li> <li><input type="checkbox"/> Approved weight and balance schedule</li> <li><input type="checkbox"/> Air Operator Certificate</li> <li><input type="checkbox"/> Noise Certificate</li> <li><input type="checkbox"/> AFM and Approved MEL</li> <li><input type="checkbox"/> Compass swing card</li> <li><input type="checkbox"/> Certificate to Release to Service (CRS) or Equivalent</li> <li><input type="checkbox"/> Insurance Certificate</li> </ul>		
53.	Check windshields and windows for the followings: <ul style="list-style-type: none"> <li><input type="checkbox"/> Sign of discoloration</li> <li><input type="checkbox"/> Sign of overheating</li> <li><input type="checkbox"/> Presence of bubbles</li> <li><input type="checkbox"/> Any other abnormality</li> </ul>		
54.	Check satisfactory operation of the followings, if installed: <ul style="list-style-type: none"> <li><input type="checkbox"/> Stall warning system</li> <li><input type="checkbox"/> Fire warning system</li> <li><input type="checkbox"/> Weather Radar</li> <li><input type="checkbox"/> Transponder</li> <li><input type="checkbox"/> GPWS</li> <li><input type="checkbox"/> ACAS / TCAS</li> <li><input type="checkbox"/> VHF communication</li> <li><input type="checkbox"/> ADF</li> <li><input type="checkbox"/> VOR</li> <li><input type="checkbox"/> Master Warning and Caution lights and System annunciators</li> <li><input type="checkbox"/> ELT</li> </ul>		
55.	Markings of instrument dials and placards Readability		
<b>Assessment of Physical Inspection:</b>			
<b>Recommendation: Extension of the validity of CofA (please Tick mark):</b> <input type="checkbox"/> May be considered <input type="checkbox"/> May not be considered			
<b>Name of the AME</b> :			
<b>Signature &amp; stamp</b> :			
<b>AMEL No &amp; Company</b> :			
<b>Authorization No:</b>			
<b>Category &amp; rating</b> :			