



International  
Civil Aviation  
Organization

Organisation  
de l'aviation civile  
internationale

Organización  
de Aviación Civil  
Internacional

Международная  
организация  
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12 May 2020

**Subject:** New guidance for civil aviation authorities (CAAs) on the management of aviation safety risks related to COVID-19, and supporting webinar and virtual classroom course

**Action required:** a) Note the information;  
b) Share practical examples and tools for posting on the Safety Management Implementation (SMI) website;  
c) Register for webinar and virtual classroom course

Sir/Madam,

1. I have the honour to inform you that in order to support States during the current pandemic, we have recently published the *ICAO Handbook for CAAs on the Management of Aviation Safety Risks related to COVID-19* (Doc 10144). This high-level guidance outlines aspects for civil aviation authorities (CAAs) to consider at different stages of the pandemic and focuses on: assessment and prioritization of risks based on collection and analysis of data; application of safety management principles to support risk-based decision-making; and management and monitoring of CAA approvals in light of the flexibility needed across the aviation system to continue safe operations. The guidance can be applied by States at different levels of State safety programme (SSP) implementation. The English version is freely available at [www.icao.int/COVID-19-SRM](http://www.icao.int/COVID-19-SRM), all other languages will be made available in the near future.

2. To further enhance the guidance provided in Doc 10144, practical examples and tools are being collected for sharing on a new page of the Safety Management Implementation (SMI) website ([www.icao.int/smi-covid19srn](http://www.icao.int/smi-covid19srn)). In this respect, I encourage you to share practical examples and tools to be considered for posting on the SMI website by completing the attached form and submitting it along with the example or tool to [safetymanagement@icao.int](mailto:safetymanagement@icao.int).

3. To introduce this guidance and allow for some interactive discussion, ICAO is organizing a webinar, which will be held on Thursday, 14 May 2020. Registration and further details can be found at [www.icao.int/webinar-series/COVID-19-SRM](http://www.icao.int/webinar-series/COVID-19-SRM). As registration is limited, the webinar will be recorded and made available on the same website. In addition, a one-day virtual classroom course, Aviation Safety Risk Management related to COVID-19 for CAAs, is being developed. To express interest in this course, please visit [www.icao.int/virtualclassrooms](http://www.icao.int/virtualclassrooms), select the course and complete the form.

Accept, Sir/Madam, the assurances of my highest consideration.

  
Fang Liu  
Secretary General

**Enclosure:**

Form for sharing practical examples and tools

## FORM FOR SHARING PRACTICAL EXAMPLES AND TOOLS

Examples to complement the ICAO Handbook for CAAs on the Management of Aviation Safety Risks related to COVID-19 (Doc 10144)			
1. Title of the example or tool		3. Date	
2. Name of organization		4. Language	
5. Category	A. Doc 10144 chapters related to the example		
	<input type="checkbox"/> Chapter 2 - Cooperation, collaboration and communication <input type="checkbox"/> Chapter 3 - Challenges faced at different pandemic stages <input type="checkbox"/> Chapter 4 - Identification, collection and analysis of relevant and available data <input type="checkbox"/> Chapter 5 - Application of safety management principles		
5. Category	B. Aviation domains related to the example		
	<input type="checkbox"/> General <input type="checkbox"/> Approved training organizations <input type="checkbox"/> Operators of aeroplanes or helicopters authorized to conduct international commercial air transport <input type="checkbox"/> Approved maintenance organization <input type="checkbox"/> Organizations responsible for the type design or manufacture of aircraft, engines or propellers <input type="checkbox"/> Air traffic services providers <input type="checkbox"/> Operators of certified aerodromes <input type="checkbox"/> Civil aviation authorities <input type="checkbox"/> Other		
6. ICAO Region	<input type="checkbox"/> Asia and Pacific <input type="checkbox"/> Eastern and Southern Africa <input type="checkbox"/> European and North Atlantic <input type="checkbox"/> Middle East <input type="checkbox"/> North America, Central America and Caribbean <input type="checkbox"/> South America <input type="checkbox"/> Western and Central Africa <input type="checkbox"/> World		
7. Description of example and/or tool, including the purpose and the context it is being applied	<i>Briefly describe hazards, risks and risks mitigations being addressed. If a tool is being submitted, please also submit a tutorial on how to use it or a completed example.</i>		
8. Level of transparency and permission	<input type="checkbox"/> Fully transparent: ICAO can post example with name of submitting organization. <input type="checkbox"/> Privacy requested: De-identified example submitted (Please note that it is the responsibility of the submitter to undertake de-identification).		
9. Inclusions	Does your example include references to terms or acronyms that are not commonly recognized? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, please provide explanatory material.		
<b><i>Please submit this completed form along with files containing examples or tools to:</i></b> <b><i><a href="mailto:safetymanagement@icao.int">safetymanagement@icao.int</a></i></b>			

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