
Return to Flying Checklist for Pilots

Please note: This is a template checklist that Member Associations can use to adapt to the requirements of their operators and regulators requirements. This information should be treated as guidance and does not supersede the policies, procedures, or instructions of your health authority or operator.

INTRODUCTION

This document is aimed at pilots who have not flown for a considerable length of time. It provides a checklist of key considerations to help you prepare for your return to flying.

LICENSING, TRAINING, & RECENCY

Personal Documents

- Licence and applicable ratings are **valid**.
- Medical is **valid**.
- Any other required documentation is **valid** (e.g. hazmat certificate).

IF exemption or extension is required:

- I have the necessary documentation to support an extension to the validity of my license, rating, or medical.
- Licence has been endorsed with the new expiry date (if applicable).
- I have a printed a copy of any applicable exemption notice and am carrying it with me.

Note: Information on the acceptance of exemptions issued by my regulator by other countries is available from the ICAO [COVID-19 Contingency Related Differences \(CCRD\) website](#).

- All required Manuals and charts are **current** and **up to date** (Including personal EFB devices).

Training and Qualification

- All required training and evaluations have been **completed**.
- I am **compliant** with the recency requirements.

IF recency requirements have yet to be met or I am operating under extension or exemption:

- I understand any applicable operating limitations (weather, wind, runway width, airport category, etc.).
- I am **confident** that I am properly prepared and proficient to complete my assigned duties.

Note: Research has shown that pilot situational awareness, problem-solving, and decision-making skills can deteriorate due to lack of use. Be aware of this and ensure that you exercise these skills in refresher training.

PERSONAL WELLBEING & RESILIENCE

- I **do not** have symptoms suggestive of COVID-19.
- I **have not** had close contact with someone with symptoms or signs suggestive of COVID-19 in the last 14 days.

IF I have had close contact with someone with symptoms or signs suggestive of COVID-19 in the last 14 days:

- That person has tested **negative** for COVID-19.

Note: The WHO describes close contact as face-to-face contact within 1 meter and for more than 15 minutes or direct physical contact with someone who had symptoms suggestive of COVID-19.

- I am **sufficiently rested** prior to the start of my duty period.
- I have a **healthy meal plan** that can be maintained for the duration of the trip. This may involve bringing my own food.

Note: Normal food service may be restricted or unavailable.

- I have an **exercise routine** that can be maintained for the duration of the trip.

Note: Access to gym facilities may be restricted or unavailable.

- I am **mentally and emotionally fit** to resume flying.

Note: Mixed emotions about returning to work are normal. Consider talking to someone if you feel vulnerable – speak to your Pilot Peer Support /Pilot Assistance Program if it is available. Do not be afraid to ask your colleagues about their mental fitness.

- I am **cognitively fit** to resume flying: I have thought about being back in the cockpit (e.g. visualising controls, procedures, interactions with my colleagues, etc.).

OCCUPATIONAL HEALTH AND SAFETY

- I understand the **COVID-19 health and safety** related arrangements within my company and my responsibilities. These include the following:
 - Social distancing protocol (e.g. travel to aircraft through airport, security, crew transport, on the ramp area during pre-flight walk-around etc.).
 - Facemask policy (on/off aircraft, local arrangements at specific destinations).
 - Testing for COVID-19 protocol (what, when, where – if applicable).
 - Interaction with ground staff (e.g. paperwork handling protocol, entry to aircraft, etc.).
 - Flight deck cleaning protocol, including headsets.
 - Provision of supplies (e.g. facemasks, hand sanitizer, sanitizing wipes, disposable gloves, etc.).
 - Procedure for handling crew/passengers with suspected COVID-19.
 - Processes and procedures for simulator sessions.

- I have been **trained** in the use the **personal protective equipment (PPE)** that will be used.

Note: See World Health Organization (WHO) advice on [mask use](#) and [hand hygiene](#).

AWAY FROM BASE

- I understand the COVID-19 arrangements for while I am **away from base** (e.g. transport, hotels, food, etc.).
- I understand **local legal restrictions** for the layover destinations on my trip, where applicable.

OPERATIONAL MEASURES

- I understand that there is an increased likelihood of **operational challenges**. These could include:
 - Rapid changes in NOTAMs.
 - Aircraft technical issues associated with prolonged grounding.
 - Disruption to air traffic control and aerodrome services.
 - Increased scheduled flight duty periods (FDPs).

Note: Commander's Discretion can be used to reduce FDP or extend at a rest period, if unforeseen circumstances mean that severe fatigue is likely to be an issue.

- Additional flight crew for augmentation purposes.
 - Need for extended turn-around times to allow for longer than normal time required to complete pre-flight preparations, safety checks, etc.
- I understand COVID-19 company approved **aircraft operational mitigations** such as:
 - Use of aircraft air conditioning, cabin air recirculation, etc.

- Passenger distribution in the cabin and physical distancing measures.
- Modified passenger boarding and deplaning procedures.
- Designated facilities for use by aircrew only (e.g. toilets, galley, etc.).

I understand that there is a possibility of **unusual load factors** resulting in possible weight and balance as well as aircraft performance issues.

IF the operation involves the carriage of cargo in the passenger cabin:

I understand the safety and operational procedures.

I understand that **reporting safety hazards and events** is critical. This is particularly important during the rapidly changing situations that will be encountered during the resumption of operations.

Note: Pilots should be particularly aware of fatigue, aircraft technical issues, and changes to regular ATC procedures.

Further Information:

IFALPA, [COVID-19 Resources](#)

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