



HCAA

PEL Section

Updated information on licensing procedures due to COVID-19

Date: 01-04-2020

Dear colleagues,

We hope you are all well!

The HCAA PEL Section would like to provide some essential information regarding the Covid-19 related Exemption published by the Authority, which allows validity extension of type ratings, qualifications etc. (attached file). Apart from the content included in the exemption prerequisites, the following clarifications are deemed necessary:

- **Exemption form field: "Name of authorized signatories"**

The attached 3-pages Covid-19 related exemption is to be completed and signed on the 3rd page (name of authorized signatories) by the i.e.: Head of Training/Training Manager/DFO or his deputies etc, and NOT by the Examiner (TRE, SFE, FE etc) who conducted the assessment (he will sign on relevant forms i.e. form 540, 745 etc) .

- **Documentation to be carried by pilots during flight**

Pilots whose rating extensions utilized the aforementioned exemption shall carry with them not only the "extended validity endorsed" license, but also a copy of the 3-page signed exemption; this may be in a hard or soft copy form and the official exemption document which can be downloaded from the HCAA site: <http://www.ypa.gr/licensing-training/degrees-licences/informationbulletintechnicalorders>

- **Pilot Licenses: number of allowed rating extensions**

Initially, ratings can be extended by 4 months and if needed, these may have a second extension by another 4 months or to the end of the exemption period, whichever comes first.

- **Instructors/Examiners qualification validity extension**

This is 8 months or to the end of the exemption period, whichever comes first.

- **Notification procedure for HCAA**

Upon completion of the refresher training and pilot assessment the following items/copies shall be forwarded to d9d@hcaa.gr :

Email subject: «Attn: Flight Standards Division – Licensing Section D2/B. License extension based on Exemption/LIC/2020-01/4363/27-03-2020»

Items to be included:

- Copy of pilot's license (with the rating validity extension endorsed).
- Copy of pilot's medical (where applicable)
- **Copy of the completed and signed 3-page Exemption document/form (attachment to a license).**
- Copy of a completed 540 Form (stating in the remarks: "*Rating validity extension based on Exemption/LIC/2020-01/4363/27-03-2020*"), or Copy of completed Form 745/755 (stating in the remarks: "*Rating validity extension based on Exemption/LIC/2020-01/4363/27-03-2020*").
- Paravolo(fees) €20, which will also cover the expenses of a possible 2nd 4month validity extension AND the expenses for an LPC which could possibly take place in case the COVID19 restrictions are lifted within the exemption period.

"Future Post COVID19 period" Important LPC Validity consideration!

- The 1st LPC which will take place under normal conditions, will re-validate the rating to 1 year after the original LPC expiry date, without taking into consideration the validity extensions (4 months + optional another 4 months) that preceded.
i.e. A pilot's LPC with expiry date 31/03/2020 who had a rating validity extension of 4 months has now a new "extended" validity date of 31/07/2020. If the pilot undertakes a regular LPC revalidation on 20/07/2020, the pilot's new LPC expiry date will be 31/03/2021 based on the initial LPC expiry date.

Please feel free to contact us for any pertinent inquiry you may have
Sincerely,

The Team Members of PEL Section (D2/B)