



Nigerian Civil Aviation Authority

# Advisory Circular

**NCAA-AC-AMS-002**

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Subject:

**GUIDANCE ON FACILITATING FLIGHTS OPERATIONS AND PROTECTING GROUND HANDLING CREW, FLIGHT CREW AND PASSENGERS DURING THE COVID-19 PANDEMIC – PUBLIC HEALTH CORRIDOR CONCEPT (PHCC)**

Date: 01/05/2020

**NOTE :** This is a controlled publication. The latest revision of this publication is on NCAA website : [www.ncaa.gov.ng](http://www.ncaa.gov.ng)

**GUIDANCE ON FACILITATING AIRPORT OPERATIONS  
AND PROTECTING AIRPORT WORKERS , USERS AND  
PASSENGERS DURING THE COVID-19 PANDEMIC –  
PUBLIC HEALTH CORRIDOR CONCEPT (PHCC)**

**AIRPORT OPERATORS**

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**GUIDANCE ON FACILITATING AIRPORT OPERATIONS AND AIRPORT WORKERS ,USERS AND PASSENGERS DURING THE COVID-19 PANDEMIC – PUBLIC HEALTH CORRIDOR CONCEPT (PHCC)**

Date: 01/05/2020

## 1. PURPOSE.

- a. This Advisory Circular (AC) provides guidance to Airport Operators to operate safely post COVID-19 lockdown. It aims to address the following concerns:
  - When sending crew on international flight operations, how do we prevent them from:
    - Transmitting the virus amongst themselves?
    - Contracting COVID-19 when they are staying abroad during alayover, and
    - Importingthe virus when they return?
  - When allowing foreign crew to enter the Nigeria, how do we:
    - Prevent foreign crew from transmitting the virus to the local community and creatingnew clusters of transmission, and vice-versa?
    - Manage foreign crew when they exhibit symptoms of COVID-19 on arrival or develop symptoms during layover?
  - When allowing crew members operate domestic flights, how do we prevent them from:
    - Transmitting the virus amongst themselves?
    - Contracting COVID-19 when they are staying overnight during a layover or night stop, and
    - Importing the virus when they return?
  - When passengers will travel on domestic or international flights, how do we prevent them from:
    - Transmitting the virus amongst themselves?
    - Contracting COVID-19 when they are staying overnight during a layover or night stop, and
    - Importing or exporting the virus when they return?

## **2. RELATED REGULATIONS**

- a. Nigeria Civil Aviation Regulations (Nig. CARs) Parts 14, 17 and 18

## **3. RELATED READING MATERIAL**

- a. NCAA All operators Letter (DG 012/20) "National Interim guidance on Aircraft/Aviation facilities cleaning and disinfection in relation to the COVID-19 pandemic"
- b. Delhi Airport Exit Plan

#### 4. BACKGROUND.

The Coronavirus (COVID-19), declared a global pandemic by the World Health Organization (WHO) on 11 March 2020, has caused massive negative impacts on the world economy and has adversely impacted on the lives of millions of people. Since the first reported case, the virus has left some businesses around the world counting losses, and many more completely destroyed, families bereaved and most governments' resources stretched to the limit.. The adverse impact of COVID-19 has plunged the world in a maelstrom of grief and growing hardship, while it notably affects global civil aviation resulting in losses and a potential collapse of the industry. According to the ICAO estimates, in February 2020, international passenger capacity decreased by 8%, mainly related to traffic to and from States that experienced an early outbreak. In March 2020, international passenger capacity decreased further by 22%, with significant reduction not only in States experiencing an early outbreak, but also on a global scale. Air traffic reduction is no longer limited to initial outbreak countries. Sequel to the Coronavirus pandemic, Government had placed restrictions on movement, ban on both international and domestic travels as well as cancellation of flights which led to significant decrease in aircraft movement and passenger traffic

#### 5. KEY CONSIDERATIONS

- a. The COVID-19 pandemic has reached all parts of the world and it has to be assumed that all countries are affected.
- b. Globally, the strategy is to limit the spread in order to flatten the epidemic curve so as to enable States to enhance their capacity and resources to manage the pandemic.
- c. Current evidence still supports the fact that the mainstay of SARS-CoV-2 (COVID-19) spread is by respiratory droplets of infected persons during close contact.
- d. Virus shedding in respiratory droplets is mainly in the first two weeks of onset of symptoms; and the highest shedding is in the first week.
- e. A large proportion of infected persons present with very mild symptoms.
- f. There are reports of transmission by asymptomatic or pre-symptomatic persons infected with COVID-19, although it is not considered to be a key driver of transmission.
- g. Hand hygiene and avoiding mouth, eyes and nose contact with contaminated hands remain among the key prevention methods.
- h. While the use of face masks alone is insufficient to provide an adequate level of protection to the wearer, and there is currently no evidence supported by WHO that wearing a mask (whether medical or other types) by healthy persons including universal community masking, can prevent them from infection with COVID-19, its usage can potentially reduce the release of the virus through coughing and sneezing; therefore the appropriate use of face masks taking into account the environment and risk exposure, could reduce the risk of exposure from infected persons.
- i. Physical distancing of at least one metre, ideally two metres, is necessary to avoid inadvertent community transmission of COVID-19.

## 6. OBLIGATIONS OF AIRPORT OPERATORS

- a. Airport operators are to use social media, other Information, Education and Communication (IEC) materials such as leaflets, pamphlets, banners, public announcements to educate passengers, airport workers and concessionaires about:
  - i. Importance of social distancing
  - ii. Wearing of face mask at all times
  - iii. Importance of hand hygiene (washing of hand of water with soap and water)
  - iv. Cough etiquette
  - v. Signs and symptoms of COVID-19 and for passengers to seek medical attention when exhibiting any of these signs and symptoms.
  - vi. Importance for passengers to check-in online at home before coming to the airport
- b. Airport operators are to restrict entry to airport terminal to workers, passengers and accompanying persons in situations such as for travelers with disabilities, reduced mobility and unaccompanied minors.
- c. Airport operators are to ensure the health screening of all passengers at the entrance of the terminal building for both departing and arriving passengers. The screening which may be conducted by the Port Health Service or airport medical personnel will include:
  - i. Temperature measurement using a Hand-held Infra-red Temperature scanner. Any intending passenger with a temperature of 38° Centigrade or higher shall not be allowed to enter the terminal building. He/she shall be referred to the Public Health Authorities for further medical assessment.
  - ii. Visual observation of all intending passengers for signs and symptoms of COVID-19 including Fever, coughing, and difficulty in breathing.
  - iii. Passenger screening shall be carried out for both arriving and departing crew and passengers in all airports in the country.
- d. Airport operators are to provide social distancing floor marking or queue managers at strategic places in the airport terminal (Check-in, security check-in, lifts, food courts, boarding and bussing gates, aerobridges, piers, travellers, baggage waiting areas etc).
- e. Airport operators are to provide automatic sanitizer dispensers at strategic places in the airport terminal building to help passengers and airport workers maintain hand hygiene.
- f. Airport operators shall provide hand washing stations at the entrance of the terminal building for passengers to maintain hand hygiene.
- g. Airport operators are to ensure that all travelers, airport workers and concessionaires always wear a face mask while in the terminal building.
- h. Airport operators are to provide PPE (Facemask, gloves, goggles etc) for Airport workers.

- i. Airport operators are to provide pedal operated dust bins at strategic locations in the airport terminal building for the safe collection of waste. Waste should be treated with the biosafety consideration required including the immediate incineration of all generated waste.
- j. Airport operators are to carry out daily disinfection and decontamination of the airport terminal building especially commonly used areas.
- k. Airport operators are to ensure that seats in the waiting lounges are arranged far from each other (at least 2 meters apart) to enable passengers maintain social distance.
- l. Aviation security (AVSEC) personnel are to maintain social distance of at least 2 meters with all passengers and other airport workers during security check-in.
- m. AVSEC personnel shall have no physical contact (pad down) with passengers or their carry-on luggage during security check-in.
- n. AVSEC personnel are to ensure the regular disinfection of trays used for security check-in.
- o. Airport workers and concessionaires are to maintain social distance of at least 2 meters with all passengers and other airport workers in the course of their work or business.
- p. Airport personnel (AVSEC and or Operations) are to ensure that passengers use the floor social distance markings to keep social distance with other passengers when queuing up for check-in, security check-in and boarding.
- q. Minimum numbers of passengers are to be allowed to use the toilets in the terminal building at any time to avoid overcrowding and maintain social distancing.
- r. Toilets are to be cleaned and disinfected every 2 hours with the toilets closed to use for passengers for the period.
- s. Cleaning personnel are to wear appropriate Personal Protective Equipment (Rubber gloves, boots, aprons, face shield and or Face masks) while carrying out the cleaning after which they are to practice effective hand hygiene.
- t. Cleaning personnel are to vacate the toilets after cleaning to ensure minimum contact with passengers.
- u. Cleaning staff are to practice hand hygiene (washing their hands with soap and water and rub their hands with alcohol-based sanitizer) after completing their task.
- v. No cleaning staff shall be allowed to remain in the toilet when passengers are using it.
- w. All garbage collected from the airport shall be handled with utmost care by cleaning staff. All garbage shall be collected in a bio-hazard bag and incinerated immediately.

- x. Airport operators are to train their (cleaning staff in Infection, Prevention and Control (IPC) procedures. This training can be provided by Port Health Services.
- y. All trolleys shall be disinfected after use by passengers.
- z. Airport porters are to wear Personal Protective Equipment (face mask and gloves) when carrying out their duties. Porters are to practice hand hygiene (wash their hands with soap and water and rub hands with alcohol-based sanitizer) after completing their task.
- aa. Airport shuttle are to convey passengers with no passenger sitting next to the other. Seats adjacent to passengers will be blocked. For shuttle buses without seats, a maximum of 40 passengers will be allowed in the bus at a time, to enable passengers maintain social distance.
- bb. Commonly used areas in the airport terminal shall be cleaned using a disinfectant spray every 3 hours.
- cc. Airport taxis and Cabs are to take minimal number of passengers to ensure social distance.

Recommendation for approval Head of Aeromedical	
The above guidelines have been developed based on best industry practice, WHO guidance materials, the DG's directives and Nig.CARs Part 18 to provide guidance to the referenced service providers to safely restart the aviation industry post COVID 19. It is hereby recommended for approval by the Director General.	
Name:	Dr. Winifred Haggai
Date	04/05/2020

Director General's approval	
These guidelines have been approved by the undersigned for use by the referenced service providers	
Name:	Capt. Musa Nuhu
Signature	
Date	05 MAY 2020