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**This circular is promulgated for information, guidance and necessary action.**

## **PUBLIC HEALTH RISK MITIGATION MEASURES – CARGO**

*In the implementation of these measures, care should be taken to follow all applicable laws, regulations, requirements, standards, and guidance issued by relevant sub-national, national and international authorities.*

*Nothing in these guidelines is intended to supersede or contradict such requirements.*

*Foreign commercial air operators conducting flights involving the carriage of cargo to Seychelles during the COVID-19 pandemic must demonstrate compliance to the 'ICAO Council Aviation Recovery Task Force (CART) Take-off: Guidance for Air Travel through the COVID-19 Public Health Crisis' or any equivalent guidance publication prior to being issued with an operating permit, licence or authorization.*

**Applicable risk mitigation measures specific to the cargo aspects of air transport.**

Cargo flight crews should apply the same health and safety considerations as passenger flight crews and are collectively included in the 'Public Health Risk Mitigation Measures – Aircrew' document. Whilst air cargo consignments do not come into contact with the travelling public, the cargo acceptance and hand over process does include interaction with non-airport employees. This document addresses aviation public health including physical distancing, personal sanitation, protective barriers point of transfer to the ramp and the loading and unloading, and other mitigation procedures.

## A. Reception Point

The objective of this element is to ensure the protection of cargo handling staff and truckers during the handover points for physical freight (in warehouse) and documentation (often office).

1. Cargo handling organisations/entities must ensure that all their personnel and those of clients and stakeholders are aware of the necessary precautions described below:

- Onsite biosafety principles
  - Proximity for document handover should be minimized, floor markings should be indicated and/or appropriate PPE to be worn.
  - Wherever possible hand washing or alcohol-based hand sanitizer on entry.
  - Regularly clean and disinfect surfaces (handles, kiosks, etc.).
  - Alcohol-based hand sanitizer available for users of kiosks, etc.
  - Identify area(s) for donning and doffing of PPE as required.
- Physical handover of goods (truck offload)
  - Driver to stay in vehicle cabin until instructed (as per relevant procedures).
  - Physical distance to be kept between driver and facility staff where possible.
  - Close contact of personnel to be limited, wearing PPE where appropriate.
- Documentation handover (office)
  - Implement digital document systems and data exchange wherever possible.
  - Physical distancing at least 1 meter to be kept between all parties where possible, use of floor markings or wearing of appropriate PPE.
  - Where physical documents need to be signed, each signatory should do so with their own pen.
  - Physical barriers installed (transparent) at counters and reception.
  - Alcohol-based hand sanitizer available when entering or exiting common areas.

- Material Handling Equipment (MHE) usage (forklifts, hand carts, etc.)
  - To avoid cross contamination, MHE should be cleaned and disinfected after use.
  - Employees should be educated and practice personal hygiene principles.
  - Wear appropriate PPE where necessary.

2. Means for uniform implementation

- A high degree of collaboration between cargo handling organisations/entities and their associated stakeholder community.
- Wall posters, handouts, downloadable from carrier and GHA web sites.
- Posters in staff rest areas.
- **Any applicable policy, procedures and training are developed and effectively implemented to reinforce the importance of these guidance and considerations.**

**B. Within Facility**

The objective of this element is to ensure protection of cargo facility (warehouse) staff during business operations such as build-up, breakdown, repositioning and documentation handling.

1. Cargo handling organisations/entities must ensure that all their personnel and those of clients and stakeholders are aware of the necessary precautions described below:

- Onsite biosafety principles
  - Physical distance to be kept at all times when operational safety is not compromised.
  - Close proximity for build-up operations minimized or wear appropriate PPE.
  - Maintain crew rotations for 14-day periods to avoid cross-infection.
  - Alcohol-based hand sanitizer on entry into common areas.
  - Regular cleaning and disinfection of surfaces (handles, mobile devices, kiosks, etc.).
  - Sanitizer available for users of kiosks, shared mobile devices, and other shared devices.

- Physical handling of goods:
  - Physical distance to be kept when operational safety is not compromised;
  - When not possible (e.g. 2-person lift required for heavy cargo) appropriate PPE to be worn.
  - Wear appropriate PPE where necessary.
- Material Handling Equipment (MHE) / Ground Support Equipment (GSE) usage:
  - To avoid cross contamination, MHE and GSE should be cleaned and disinfected between uses.
  - All employees should be educated and practice personal hygiene principles.
  - Wear appropriate PPE where necessary.

2. Means for uniform implementation:

- Posters in staff rest areas.
- **Any applicable policy, procedures and training are developed and effectively implemented to reinforce the importance of these guidance and considerations.**

**C. Cargo Area to Ramp**

The objective of this element is to ensure protection of staff during the cargo facility handover to/from ramp crews in preparation for aircraft loading and unloading.

1. Cargo handling organisations/entities must ensure that all their personnel and those of clients and stakeholders are aware of the necessary precautions described below:
  - Onsite biosafety principles
    - Physical distance to be kept at all times when operational safety is not compromised or wear the appropriate PPE.
    - Regular cleaning and disinfection of surfaces (handles, kiosks, etc.).
    - Alcohol-based hand sanitizer available for users of kiosks, shared mobile devices, etc.
    - Close proximity for handover minimized (drop zones, etc.) or appropriate PPE worn.
    - Maintain crew rotations for 14-day periods to minimize cross team infection.

- Physical handover of goods
  - Physical distance to be maintained, cargo drop zones used where possible.
  - Close contact of personnel to be limited, wear appropriate PPE where necessary.
- Ground Support Equipment (GSE) usage
  - To avoid cross contamination, GSE should be cleaned and disinfected between users.
  - All employees should be educated and practice personal hygiene principles.
  - Wear appropriate PPE where necessary.

2. Means for uniform implementation

- Posters in staff rest areas.
- **Any applicable policy, procedures and training are developed and effectively implemented to reinforce the importance of these guidance and considerations.**

**D. Aircraft Loading/Unloading**

The objective of this element to ensure the protection of ramp handling staff during the loading and unloading of the aircraft performed by multiple crews of 3-4 depending on the operation. Additionally, the objective is to **ensure enhanced biosafety when the number of close contact personnel rises during manual loading of the passenger cabin.**

1. Cargo handling organisations/entities must ensure that all their personnel and those of clients and stakeholders are aware of the necessary precautions described below:
- Onsite biosafety principles
    - Physical distance to be kept at all times when operational safety is not compromised or wear the appropriate PPE.
    - Alcohol-based hand sanitizer on entry into common areas.
    - Regular cleaning and disinfection of surfaces (handles, mobile devices, kiosks, etc.).
    - Alcohol-based hand sanitizer available for users of kiosks, shared mobile devices, etc.
    - Close proximity of staff for loading minimized or appropriate PPE used particularly for cargo-in-passenger cabin loading.
    - Maintain crew rotations for 14-day periods to avoid cross team infection.

- Physical loading of goods
  - Physical distance kept when operational safety is not compromised (encourage single person operations).
  - Close contact of personnel to be limited, wearing appropriate PPE where necessary.
  - For “human chain” loading in cabin, PPE should be used (masks and gloves) and hygiene principles applied between operations.
- Material Handling Equipment (MHE) / Ground Support Equipment (GSE) usage
  - To avoid cross contamination, MHE/GSE should be cleaned and disinfected between users.
  - All employees should be educated and practice personal hygiene principles.
  - Wear appropriate PPE where necessary.

2. Means for uniform implementation:

- A high degree of collaboration between cargo handling organisations/entities and their associated stakeholder community.
- Posters in staff rest areas.
- **Any applicable policy, procedures and training are developed and effectively implemented to reinforce the importance of these guidance and considerations.**
- Use the ‘ICAO Council Aviation Recovery Task Force (CART) Take-off: Guidance for Air Travel through the COVID-19 Public Health Crisis’ – Airport COVID-19 Cleaning/ Disinfection Control Sheet (PHC Form 3) or a similar one where appropriate.

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