

# National Operations Directive

# ATS

# Directive d'exploitation nationale

(La version française se trouve à la suite.)

*This is mandatory reading for Air Traffic Controllers and Operations managers.*

*Ceci est une lecture obligatoire pour les contrôleurs de la circulation aérienne et les gestionnaires de l'exploitation.*

## ATC Aviation Document Booklet Validity Exemption

Due to the recent COVID-19 outbreak, Transport Canada has granted a CAR exemption to NAV CANADA regarding Air Traffic Control Aviation Document Booklets.

This exemption applies to holders of an Aviation Document Booklet (ADB) that was valid as of March 12, 2020, which has a validity period that will end on or before August 1, 2020. This exemption permits air traffic controllers, between now and August 1, 2020, to continue exercising the privileges of their licence even with the ADB being expired.

Air traffic controllers shall continue to apply the current practice of submitting their renewal request 90 days before the current expiry date (not the extended one), in order to ensure that in the event Transport Canada encounters delays processing applications, they will not be left in a situation which may restrict the ability to exercise the privileges of their licence.

In other words, **if your aviation document booklet expires at any point between now and August 1, 2020, submit your application for renewal following the normal timelines. If the new booklet is not received before your booklet expires, you may continue to exercise the privileges of your licence with an expired ADB until August 1, 2020.**

- **OPT must be adjusted for these employees to a new expiry date: August 1, 2020.**

The following waiver further details the waived ATSAMM requirements linked to this subject: [ATS Waiver \(2020-04-01\): Waiver to Aviation Document Booklet Validity Requirements](#).

If you have questions regarding this directive, please contact Jeff Dawson, Director ATS Standards at [jeff.dawson@navcanada.ca](mailto:jeff.dawson@navcanada.ca).