

TERMS OF REFERENCE
Special Committee (SC)241 Cockpit and Cabin Cleaning Committee
Committee Name
 [V 1.0]

ORIGINAL REQUESTOR(S):

Organization	Person
Air Line Pilots Association	Captain Steve Jangelis
Airbus	Craig T. Hoskins
Boeing	Todd D. Sigler
United Airlines	Michael Quiello

SC LEADERSHIP:

Position	Name	Affiliation	Telephone	email	Change
Chair(s)	Chloe Morosetti	United Airlines	872-825-9193	chunying.shen@united.com	
Government Authorized Representative	TBA				
Secretary	TBA				

BACKGROUND: The United States Centers for Disease Control began tracking infections from a new respiratory disease in early 2020. According to the CDC¹

From January 21 through February 23, 2020, public health agencies detected 14 U.S. cases of coronavirus disease 2019 (COVID-19), all related to travel from China.

As the year progressed, travel restrictions were implemented by nations to stop the spread of the disease. The aviation industry recognized the seriousness of the threat of infection and moved to restore confidence of the traveling public that the aircraft in which they travel are safe from transmission vectors for the disease.

The industry requires proven methodologies to clean aircraft interiors (to include the cockpit and other crew specific locations) that reduce the possibility of pathogen transmission to levels acceptable to the traveling public, airlines, labor, and regulatory authorities. A request for

¹ <https://www.cdc.gov/mmwr/volumes/69/wr/mm6922e1.htm>

standards for implementing those cleaning methods was requested from RTCA in the spring of 2020.

DELIVERABLES:

Product	Description	FRAC Completion Due Date*	Change
Guidance Material for Cockpit & Cabin Cleaning	Guidance document that describes what within an aircraft should be cleaned/sanitized, who performs the cleaning/sanitizing, the frequency of the cleaning/sanitizing as recommended by ICAO and medical industry guidelines and validated by risk assessment, and method of cleaning/sanitizing	October 2020	

Note: Final Review and Comment (FRAC) Completion Due Date refers to the date that the committee plenary approves the document after completing the FRAC Process. SCs should submit the final document at least 45 days before the PMC meeting where it will be considered for approval.

SCOPE and COORDINATION:

The scope of the guidance material to be developed will be necessarily limited owing to the aggressive timeline for completion.

The committee will document the best practices, acceptable processes, procedures, and tasks necessary to clean and sanitize an aircraft interior to meet globally recognized health industry recommendations.

Guidance material should include the recommendations on training for individuals responsible for executing the guidance, the process, any recommended checklist items, and a glossary of terms specific to the processes documented. The material should include the ability to monitor the effectiveness of the processes, demonstrated level of efficacy from a medical standpoint, as well as precautions and main consequences when using the process. Material should also include personal protective equipment that must be provided to individuals who are cleaning/sanitizing the cockpit and cabin.

Details of the chemical makeup of the solvents or any technical details of design of any equipment is out of scope of this committee, however the long-term effects of human and equipment exposure to various compounds should be considered. Minimum performance requirements with justification are within scope if necessary.

ENVISIONED USE OF DELIVERABLE(S)

The product of this committee will be used by aircraft operators, aircraft manufacturers, crew members, aircraft cleaning personnel, and maintainers to train and define the processes for effective cleaning and sanitizing, including the monitoring of the effectiveness of the guidance material with a feedback that improves those areas found to be lacking.

The documents will provide best-practice guidance on properly preparing a cabin for occupancy with the risk for viral transmission of disease reduced to the minimum attainable level.

Ancillary use will be to educate the traveling public on the steps taken to prepare cabins for flight.

The deliverable schedule of the guidance material is 90 days (\pm 15 days) owing to the immediate need for material to prepare for return to service of fleet aircraft.

SPECIFIC GUIDANCE:

This committee has garnered official and unofficial support from both industry and government representatives. Coordination with other Standards Development Organizations (including but not limited to EUROCAE and SAE) is required to ensure non-duplication/contradiction of work and harmonization of activities. The committee should actively pursue the involvement of appropriate medical professionals in the development of the guidance material.

Initial Documentation - if applicable, list any input documents that will be made available to this committee to include the source of documents and purpose.

Documents	Intended Use
TBD	

TERMINATION: This committee will remain active until completion of the material listed in this ToR. After publication of the material, the committee will remain on Active Monitor status or may request additional scope for continued operation.