



International Civil Aviation Organization

The Third Meeting of the Asia/Pacific ICAO Flight Plan and ATS Messages Implementation Task Force (FPL&AM/TF/3)

Bangkok, Thailand, 23 – 24 August 2010

Agenda Item 4: Aspects of implementation in Asia/Pacific region

**ICAO Flight Plan and ATS Messages Implementation
Australian Safety Management Activities**

(Presented by Australia)

1. Introduction:

The Australian Civil Aviation Safety Authority (CASA) certifies Airservices Australia to provide Air Traffic Control (ATC) services in accordance with Australian Civil Aviation Safety Regulation (CASR) Part 172. The equipment used by ATC is separately authorised under CASR Part 171. Each CASR is accompanied by a Manual of Standards (MOS) which contains the standards required of the holder of the certification.

Under the CASRs Airservices is required to operate a Safety Management System (SMS) approved by CASA.

Airservices is required to prepare safety documents that support the change process, these are currently (the process is under review):

- Safety Plan – Describing what actions are planned in order to produce either of the two undermentioned documents;
- Safety Case – Advice to CASA and the accountable Airservices managers arguing that the safety of a change is of an acceptable level and providing the required evidence to support the argument;
- Safety Assessment Report – Identical to a Safety Case but not delivered to CASA (see below)

Normally a Safety Case is only prepared for CASA if the change will affect either of the CASRs under which Airservices is certified, however CASA may request a Safety Case on any change as they see fit.

In this case, the changes to Flight Plans and ATS Messages required by ICAO, CASA is requiring Airservices to produce a Safety Case.

Airservices manages changes through a project system which determines what is to be changed and includes such things as resourcing and costing. A full suite of documents appropriate to project management will be produced in accordance with the Airservices Standard Project Management Methodology manual.

As a first step a Project Manager is appointed and the Safety and Environment Group - Project Services, appoints a Project Safety Specialist (PSS) to assist the Project Manager with the safety issues in the project.

2. Discussion

In order to produce the safety case covering the implementation of the ICAO changes the following activities will take place.

The first task undertaken by the PSS will be to convene a panel of ATC and technical specialists, associated with the change, to make a determination of the risk associated with the project and a Preliminary Hazard Assessment (PHA). The details of the panel's deliberations will be recorded on a form called a SCARD (Safety Case Assessment and Recording Determination). After completion the SCARD will be sent the Safety & Environment Group's Regulatory Compliance division to alert them to what we are doing and the details of the project.

The PSS will then go on to write a Safety Plan which will detail the actions that will be undertaken by the Project to ensure that all Airservices responsibilities are properly discharged. The Safety Plan is reviewed by peer specialists in Project Services before being sent for review and approval by the managers accountable for safety in the areas affected by the change.

The project will then undertake the activities listed in the plan, such as Hazard Identification workshops, consultation with airlines and other aircraft operators, consultation with internal sections such as Legal Council, and Facilities Management and discussions with external service providers such as the Defence Department and contractors.

At the same time preparation of the Safety Case begins and continues while project work is ongoing. Guidelines for how to prepare a Safety Case are published by CASA.

Airservices has found that it is best practise to include a PSS early in the project cycle and let the document develop as the projects proceeds. Such things as meeting minutes and the results of hazard identification sessions and technical testing can then be incorporated and safety arguments refined as an ongoing task instead of having to be written from stored information later in the Project.

When the PM is satisfied with the Safety Case, it will be reviewed by peers in the Project Services section to ensure standards are being met and reviewed for technical and ATC content by specialists from the Operational and Technical Integrity section.

As happened with the Safety Plan the Safety Case is then sent to the managers accountable for the safety of the change such as the Chief Engineer associated with change and his ATC equivalent, the Chief Operating Authority. Approval will then be sought from the two General Managers involved, Technical and Asset Services, and Air Traffic Control before the document goes to the General Manager, Safety and Environmental Services, for endorsement and delivery to CASA.

Changes that require a Safety Case to be submitted to CASA cannot proceed until CASA has advised the GM, Safety and Environment that the arguments and evidence it contains are satisfactory.

3. Action by the Meeting:

1. The meeting is asked to accept this document as Information.
2. If it is the wish of the meeting delegates can be kept up to date with the Airservices Safety work.

