



**DRAFT AGENDA, EXPLANATORY NOTES AND
WORKING METHOD OF THE MEETING**

(Presented by Secretariat)

SUMMARY

This Working Paper provides the schedule of events, and RASG-PA/01 Draft Agenda for approval.

1. Background

1.1 **Appendix A** to this paper presents the Draft Agenda of the Meeting for approval. **Appendix B** to this paper provides the schedule of events for the Interim Steering Committee Meeting, Global Aviation Safety Roadmap (GASR) Workshop, First Regional Aviation Safety Group – Pan American Meeting (RASG-PA/01) and Restricted Meeting with the RASG-PA Interim Steering Committee and the newly elected Steering Committee and the time allocated for each scheduled event.

2. Suggested action

2.1 The Meeting is invited to take note of the schedule of events and approve the Agenda and working methods suggested in this working paper.

APPENDIX A

FIRST REGIONAL AVIATION SAFETY GROUP – PAN AMERICAN MEETING (RASG-PA/01)

(Costa Rica, 12 to 14 November 2008)

DRAFT AGENDA OF THE FIRST RASG-PA MEETING

- Agenda Item 1:** RASG-PA Terms of Reference and Organizational Structure
- Review Terms of Reference
 - Election of Chairperson and Vice-Chairpersons
- Agenda Item 2:** GSI/7 - Consistent Use of Safety Management Systems
- Review results from the Global Aviation Safety Roadmap (GASR) Workshop
 - Safety Statistics/BOEING
- Agenda Item 3:** NAM/CAR/SAM Safety
- CASSOS Presentation
 - CAST Presentation
 - EASA Presentation
 - ACSA Presentation
- Agenda Item 4:** GASR Project Status
- GSI/3 – Effective Error and Incident Reporting - Status of Project 1 – *Effective Flow of Hazard Information*
 - GSI/12 – Use of Technology to Enhance Safety - Status of Project 2 – *Elimination of Gaps in Use of Technology to Enhance Safety*
 - GSI/12 – Use of Technology to Enhance Safety & GSI/2 – Consistent Regulatory Oversight - Status Project 3 – *Pilot Programme for the Development of Operational Oversight Using New Technologies*
- Agenda Item 5:** Project Funding
- Prioritization/Action Plan
- Agenda Item 6:** Other matters

EXPLANATORY NOTES

Agenda Item 1: RASG-PA Terms of Reference and Organizational Structure

- Review Terms of Reference
- Election of Chairperson and Vice-Chairpersons

The Meeting will review the Agenda and the RASG-PA Terms of Reference for approval, review and approve the organization structure and elect the election of Chairperson and Vice-Chairpersons, as well as the Steering Committee of the RASG-PA.

Agenda Item 2: GSI/7 - Consistent Use of Safety Management Systems

- Review results from the Global Aviation Safety Roadmap (GASR) Workshop
- Safety Statistics/BOEING

Review results of the Global Aviation Safety Roadmap (GASR) Workshop using the GASR methodology. The Workshop developed a gap analysis on difficulties with SMS implementation for air operations. Recommended actions will be presented along with relevant recommendations for implementation.

BOEING presentation - Gerardo Hueto; Presentation on Boeing Safety Statistics. Q & A session.

Agenda Item 3: NAM/CAR/SAM Safety – Group analysis

- CASSOS Presentation
- CAST Presentation
- EASA Presentation
- ACSA Presentation

Caribbean Aviation Safety and Security Oversight System (CASSOS) Presentation including Regional Aviation Safety Oversight System (RASOS) history and its achievements in the Caribbean.

Commercial Aviation Safety Team (CAST) Presentation - Glenn Michael - covering the relationship between CAST and the Global Aviation Safety Roadmap.

European Aviation Safety Agency (EASA) Presentation - Juan de Mata Morales

Agencia Centroamericana de Seguridad Aérea (ACSA) Presentation - Jorge Vargas - covering the history and safety achievements of ACSA in Central America.

Agenda Item 4: GASR Project Status

- GSI/3 – Effective Error and Incident Reporting - Status of Project 1 – *Effective Flow of Hazard Information*
- GSI/12 – Use of Technology to Enhance Safety - Status of Project 2 – *Elimination of Gaps in Use of Technology to Enhance Safety*
- GSI/12 – Use of Technology to Enhance Safety & GSI/2 – Consistent Regulatory Oversight - Status Project 3 – *Pilot Programme for the Development of Operational Oversight Using New Technologies*

RASG-PA project documentation will be reviewed:

Project 1 - *Effective Flow of Hazard Information* by Cap. Fernando Perfecto; co-author of a legal initiative, which will permit the concepts contained in ICAO Annex 13 Appendix E – *Legal guidance for the protection of information form safety data collection and processing system* – to be included in Civil Aviation Law.

Project 2 - *Elimination of Gaps in Use of Technology to Enhance Safety*. Documentation will be presented on the use of technology to enhance safety in air operations.

Project 3 - *Pilot Programme for the Development of Operational Oversight Using New Technologies*.
Online access information on Flight logbooks and statistics information through Flight Operation Quality Assessment (FOQA.)

Agenda Item 5: **Project Funding**
 • Prioritization/Action Plan

Information will be provided on project financing vehicles.

Agenda Item 6: **Other matters**

The Meeting will discuss matters related to those considered in the previous Agenda Items.

APPENDIX B

WORKING SCHEDULE FOR THE FOUR EVENTS

Hour	Monday 10	Hour	Tuesday 11	Hour	Wednesday 12	Hour	Thursday 13	Hour	Friday 14
09:00 10:30	Interim Steering Committee Meeting	09:00 10:30	Global Aviation Safety Roadmap (GASR) Workshop	08:00 08:30 08:30 09:00 09:00 10:30	Registration Opening Ceremony Approval of the Agenda Agenda Item 1: RASG-PA Terms of Reference and Organizational Structure RASG-PA Review Terms of Reference and Election of Chairperson and Vice-Chairpersons	08:00 10:30	Agenda Item 4: GASR Project Status: Project 1 – Effective flow of safety hazard information • IFALPA Presentation Project 2 – Elimination of gaps in use of technology to enhance safety	08:00 09:00 09:00 10:30	Reading of the Report Approval of the Report Closing ceremony
10:30 10:45	<i>Coffee break</i>		<i>Coffee break</i>	10:30 10:45	<i>Coffee break</i>	10:30 10:45	<i>Coffee break</i>	10:30 10:45	<i>Coffee break</i>
10:45 12:00	Interim Steering Committee Meeting	10:30 12:00	Global Aviation Safety Roadmap (GASR) Workshop	10:45 12:00	Agenda Item 2: Review and results from Workshop on SMS Gap Analysis • BOEING – Safety Statistics	10:45 12:00	Agenda Item 4: GASR Project Status Project 3 – Pilot Programme for the Development of Operational Oversight Using New Technologies	10:45 12:00	Restricted Meeting with the RASG-PA Interim Steering Committee and newly elected Steering Committee
12:00 13:00	<i>Lunch</i>		<i>Lunch</i>	12:00 13:00	<i>Lunch</i>	12:00 13:00	<i>Lunch</i>	12:00 13:00	
13:00 14:30	Interim Steering Committee Meeting	13:00 14:30	Global Aviation Safety Roadmap (GASR) Workshop	13:00 14:30	Agenda Item 3: NAM/CAR/SAM Safety • CAST Presentation • EASA Presentation • CASSOS Presentation	13:00 14:30	Agenda Item 4: GASR Project Status (Cont'd)		
14:30 14:45	<i>Lunch</i>	14:30 14:45	<i>Coffee break</i>	14:30 14:45	<i>Coffee break</i>	14:30 14:45	<i>Coffee break</i>		
14:45 15:30		14:45 15:30		14:45 15:30	Agenda Item 3: NAM/CAR/SAM Safety • ACSA Presentation • SRVSOP Presentation	14:45 15:30	Agenda Item 5: Project Funding Agenda Item 6: Other matters		