



**WORKING PAPER**

**ASSEMBLY — 38TH SESSION**

**TECHNICAL COMMISSION**

**Agenda Item 29: Aviation safety – Monitoring and Analysis**

**PROPOSAL FOR THE DEVELOPMENT OF A TECHNICAL DOCUMENT  
ON THE USE OF THE CMA ONLINE APPLICATION**

(Presented by the Bolivarian Republic of Venezuela)

**EXECUTIVE SUMMARY**

This working paper contains a proposal for the development of official guidance materials to be prepared by ICAO specifying the technical features of the CMA on-line framework and providing clear guidance on its operation and use.

**Action:** The Assembly is invited to:

- a) take note of the information contained in this working paper; and
- b) call upon ICAO to take the necessary steps to develop official guidance materials specifying the technical features of the CMA online framework and providing clear guidance on its operation and use.

<i>Strategic Objectives:</i>	This working paper relates to the Safety Strategic Objective.
<i>Financial implications:</i>	Not applicable.
<i>References:</i>	Doc 9734, <i>Safety Oversight Manual</i> , Second Edition, 2006 Doc 9735, <i>Universal Safety Oversight Audit Programme Continuous Monitoring Manual</i> , Third Edition, 2011

**1. INTRODUCTION**

1.1 In its Resolution A37-5, adopted by the ICAO Assembly at its 37th session (2010), the Assembly directed the Secretary General to evolve the USOAP to a continuous monitoring approach (CMA) and urged all Contracting States to submit to ICAO, in a timely manner, and keep up to date all the information and documentation requested by ICAO for the purpose of ensuring the effective implementation of the USOAP-CMA.

1.2 In transitioning to this innovative methodology, the CMA approach was developed. CMA is a technological tool that enables the worldwide aeronautical community to exchange information.

(2 pages)

<sup>1</sup> Spanish version provided by the Bolivarian Republic of Venezuela.

1.3 The successful operation of any system depends to a great extent on two variables: a user's manual and training in the system. For this reason, ICAO needs to develop materials providing guidance on the use and operation of the system in order to enhance the system's effectiveness and expand its reach.

## 2. ANALYSIS

2.1 The CMA approach provides ICAO, Member States and other authorized users with a set of web-based integrated applications making it possible to monitor and notify on a continuous basis information and documentation relating to safety received from a variety of sources. This improves the efficacy and efficiency of USOAP-CMA in identifying related safety deficiencies and risks.

2.2 In ICAO Doc 9735 – *Universal Safety Oversight Audit Programme Continuous Monitoring Manual*, ICAO indicated that it would provide a user's manual to support States in the use of the CMA online framework. It is proposed, however, that these guidelines should be expanded, consolidated and annotated in greater detail in a technical document, or, as it is called in information science, a user manual, given that it is a tool that has a long reach and is long lasting.

2.3 The user's manual is a technical document intended to provide assistance to individuals using the system in question. As a rule, such manuals are drafted by a technical writer, such as a system programmer or a project director involved in the development of the system, and are intended to instruct the user in the use of the system and in solving problems that may arise in its use.

2.4 In the light of these considerations, there is a need for ICAO to develop technical documentation on the CMA online framework, which could serve as a user's manual. One would hope that at a minimum it would cover the following: introduction, purposes of the system, intended audience, a description of the system, operation of the system, instructions for use, trouble shooting, etc.

2.5 It should be stressed that ICAO has made great efforts to train States in the CMA online framework, as evidenced by the holding of a workshop under the auspices of the regional offices in the first quarter of the year, in which National Continuous Oversight Coordinators receive theoretical and practical training in the use of the CMA online framework.

2.6 The proposal to develop the document described above is, however, intended to upgrade knowledge and expand the latter's strengthen reach from a dual perspective: firstly, to respond to situations where the National Continuous Monitoring Coordinator is replaced, and secondly, to provide training for alternate staff responsible for providing safety information, such as the SAAQ, CC and CAP, and identifying and notifying discrepancies.

## 3. CONCLUSION

3.1 Having regard to all the benefits outlined above, this working paper proposes, in support of a transition to a continuous monitoring approach (CMA), the development of a technical document to be prepared by ICAO specifying the technical features of the CMA online framework and providing clear guidance on its operation and use.