

DISCLAIMER

The following procedure is purely fictitious, intended exclusively for educational purposes, and ICAO is not responsible for the adoption of its text without due care for adapting to the characteristics of the civil aviation system in place.

PROCEDURE No 26 - IDENTIFICATION AND NOTIFICATION OF DIFFERENCES IN AIG

INTRODUCTION

Although it has as a general principle the search for the uniformity and conformity of our standards in relation to the requirements issued by the ICAO, it is recognized that in some situations this will not be possible, giving rise to differences between the requirements adopted in Coronaland and those accepted internationally.

Basically, these differences can arise from:

- The impossibility of implementing an amendment to any ICAO document; or
- The need to promote changes to AIG documents by legal imposition that make them non-compliant with ICAO requirements.

The present procedure covers both situations in Parts A and B.

The Regulatory Section of CAAC (REG-S) is responsible for the management of the rulemaking process within the CAAC, done through the *Procedure 07/CAAC (Rulemaking in CAAC)* that establishes the macro process for the development and amendment of regulations and procedures within the CAAC.

This procedure is complementary to Procedure 07/CAAC, working like an extension, having all its steps been developed in coordination with the REG-S.

Note 1: For the purposes of this procedure, the expressions below are used according to the meanings mentioned after them:

- **AIG Document** - refers to any document, whether technical or not, approved by a competent authority within the scope of the CAAC to regulate, standardize and / or guide activities related to the investigation of accidents and aviation incidents.
- **National legislation** - refers to any normative document of a non-technical nature originating from a competent authority in Coronaland.

PROCEDURE PART A

1A-The Chief Investigator will, within 20 working days after the receipt of the State Letter with the proposal, assess any proposal of amendment of ICAO Annexes or changes in other ICAO documents, by evaluating the feasibility of complying with the new requirement, and identifying any potential conflicts arising from the implementation of the proposed amendment, delivering the results (*Form 16/REG-S*) to the Administrative Assistant, for preparation of the response IOM.

Note 1: The results of the assessment shall be register in the Form 16/REG-S (Template for the Assessment of Amendment Proposals from ICAO).

Note 2: Depending on the characteristics of the amendment, the Chief Investigator may require technical support (external to the AIG Section), following step 2A.

Note 3: Whenever required by the Regulatory Section, a representative of the AIG Section (designated by the Chief Investigator) will participate in any coordination meeting related to the evaluation of proposed amendments (under the terms of Procedure 07 / CAAC). In such cases, the results of any assessment to be made by the AIG Section (including those related to Annexes 13 and 19) will be subject to the deliberations of those meetings.

2A-The Chief Investigator will, within 5 working days after the receipt of the State Letter with the proposal, request the Chief of Regulatory Section (by e-mail) to coordinate support from the necessary areas, proposing a timetable for completing the assessment.

Note 1: Form 23/AIG (Request for Technical Support) shall be used to detail the support required.

Note 2: If assistance is not required, skip this step.

3A-The Administrative Assistant will, within 2 working days after receiving the Form 16/REG-S approved by the Chief Investigator, prepare the response IOM and get its approval from the Chief Investigator.

Note: The IOM shall have as appendix the Form 16/REG-S approved by the Chief Investigator.

4A-The Administrative Assistant will, within 3 working days after receiving the Form 16/REG-S approved by the Chief Investigator, forward the response IOM with the approved Form 16/REG-S (with the results of the assessment, including any differences identified and proposals for changes in AIG documents) to the Chief of Regulatory Section.

Note: The Administrative Assistant shall monitor the information on the Investigation Control Spreadsheet to be aware of all the necessary administrative actions related to the occurrence.

PROCEDURE PART B

1B-The Chief Investigator will, within 25 working days after becoming aware of, or receiving any national legislation imposing the need to change AIG documents, conduct an assessment of the impact of such changes in relation to the compliance with ICAO requirements, delivering the results (*Form 17/REG-S*) to the Administrative Assistant, for preparation of a forwarding IOM.

Note 1: The results of this assessment, including the identification of differences to be notified, shall be register in the Form 17-REG-S (Template for the Assessment of Changes in Technical Documents Imposed by National Legislation Modifications).

Note 2: Depending on the characteristics of the amendments required in the AIG documents, the Chief Investigator may request technical support (external to the AIG Section), following step 2B.

Note 3: Whenever required by the Regulatory Section, a representative of the AIG Section (designated by the Chief Investigator) will participate in any coordination meeting related to the evaluation of compulsory amendments (under the terms of Procedure 07 / CAAC). In such cases, the results of any assessment to be made by the AIG Section (including those related to Annexes 13 and 19) will be subject to the deliberations of those meetings.

2B-The Chief Investigator will, within 5 working days after becoming aware of, or receiving any national legislation imposing the need to change AIG document, request the Chief of Regulatory Section (by e-mail) to coordinate support from the necessary areas, proposing a timetable for completing the assessment.

Note 1: Form 23/AIG (Request for Technical Support) shall be used to detail the support required.

Note 2: If assistance is not required, skip this step.

3B-The Administrative Assistant will, within 2 working days after receiving the Form 17/REG-S approved by the Chief Investigator, prepare a forwarding IOM and get its approval from the Chief Investigator.

Note: The IOM shall have as appendix the Form 17/REG-S approved by the Chief Investigator.

4B-The Administrative Assistant will, within 3 working days after receiving the Form 17/REG-S approved by the Chief Investigator, forward an IOM with the approved Form 17/REG-S (with the results of the assessment, including any differences identified and proposals for changes in AIG documents) to the Chief of Regulatory Section.

Note: As per Procedure 07/CAAC (Rulemaking in CAAC), the notification of differences to ICAO, as well as the publication of significant differences in AIP are under the responsibility of the Chief of Regulatory Section.