

SOUTH AMERICAN AIG REGIONAL COOPERATION MECHANISM (ARCM)

THIRD AIG AUTHORITIES MEETING OF SOUTH AMERICA (AIG-SAM/3)

(Lima, Peru, from 07 to 09 March 2016)

TENTATIVE AGENDA, SCHEDULE AND PROPOSED WORKING METHODS

(Working paper presented by the Secretariat)

Summary

This working paper presents for consideration and approval of the Meeting, the Tentative Agenda, explanatory notes, the schedule and the proposed working methods of the AIG-SAM/3 Meeting.

1. **Approval of the agenda and its explanatory notes**

The agenda and its explanatory notes proposed for consideration and approval by the Meeting are presented in Appendix A.

2. **Organization and working schedule**

2.1 Taking into consideration this working paper, as well as administrative aspects, it is suggested that the Meeting carry out its work in plenary sessions and adopt the organization and working schedule indicated in Appendix B.

3. **Suggested action**

3.1 The Meeting is invited to:

- a) consider and approve the agenda and its explanatory notes presented in **Appendix A**;
- b) consider and approve the organization and working schedule proposed in **Appendix B**.

- END -

APPENDIX A

**THIRD AIG AUTHORITIES MEETING OF SOUTH AMERICA
(AIG-SAM/3)**

(Lima, Peru, 07 to 09 March 2016)

TENTATIVE AGENDA

- Agenda Item 1: ARCM implementation progress**
- Agenda Item 2: Review and signature of the AIG Cooperation Agreement among the ARCM States**
- a) AIG Cooperation Agreement proposal among the ARCM States
- Agenda Item 3: AIG regulations review**
- a) Proposals for the amendment of the AIG State regulation
 - b) Proposals for the amendment of LAR 113
- Agenda Item 4: ARCM AIG procedures manual review**
- a) Proposals for the amendment of the accidents and incidents investigation procedures manual
- Agenda Item 5: ARCM AIG training programme review**
- a) Proposal for the amendment of the ARCM AIG training programme
- Agenda Item 6: ARCM Safety data collection and processing system (SDCPS) procedures review**
- a) Proposal on procedures for the implementation of the ARCM safety data collection and processing system (SDCPS).
- Agenda Item 7: Investigation of non-serious incidents**
- a) Role of the organizations involved in the investigation of non-serious incidents
- Agenda Item 8: 2016 ARCM activities programme approval**
- a) 2016 ARCM activities programme proposal
- Agenda Item 9: South American ARCM multinational investigator certification**
- a) South American ARCM multinational investigator certification manual proposal

Agenda Item 10: Other issues

- a) ARCM web page proposal review
- b) ARC logo proposal review
- c) ARCM Executive Committee meetings venue proposal
- d) ARCM organization and planning manual proposal review
- e) ARCM accidents and incidents investigation policies and procedures manual proposal
- f) 2016 ARCM activities programme progress
- g) Proposal for the incorporation of the BEA as ARCM member in condition of observer

EXPLANATORY NOTES TO THE TENTATIVE AGENDA**Agenda Item 1: ARCM implementation progress**

Regarding this agenda item, the Meeting will take note of the present AIG status in the SAM Region, and of the progress attained by the South American Regional in the ARCM implementation. These issues will be addressed through two presentations.

Agenda Item 2: Review and signature of the AIG Cooperation Agreement among the ARCM States

Under this agenda item, the Meeting will analyse through a working paper the ARCM Cooperation Agreement among the ARCM States.

If pertinent, the AIG authorities present in the meeting will proceed to sign this agreement.

Agenda Item 3: AIG regulations review

Under this agenda item, the Meeting will analyse through working papers the proposals for the amendment of the following regulations:

- a) State AIG Regulation
- b) LAR 113 Regulation

Agenda Item 4: ARCM AIG procedures manual review

Regarding this agenda item, the Meeting will analyse through a working paper the proposals for the amendment of the accidents and incidents investigation procedures manual.

Agenda Item 5: ARCM AIG training programme review

Regarding this agenda item, the Meeting will analyse through a working paper the proposals for the amendment of the ARCM AIG training programme.

Agenda Item 6: ARCM Safety data collection and processing system (SDCPS) procedures review

Under this agenda item, the Meeting will analyse the procedures proposal for the implementation of the ARCM safety data collection and processing system (SDCPS). The proposal will be analysed through a working paper.

Agenda Item 7: Investigation of non-serious incidents

With regard to this agenda item, the Meeting will analyse through a working paper on the organizations involved in the investigation of incidents that are not serious.

Agenda Item 8: 2016 ARCM activities programme approval

Under this agenda item, the Technical Committee will present for approval, through a working paper, the proposal of the activities to be developed in 2016 by the ARCM, in order to consolidate the implementation progress of this mechanism.

Agenda Item 9: South American ARCM multinational investigator certification

Under this agenda item, the Technical Committee will present through a working paper the manual proposal for the South American ARCM multinational investigator certification.

Agenda Item 10: Other issues

Under this agenda item, the Meeting will re view through working papers the following proposals:

a) ARCM webpage.

Functionality and utilization of the ARCM webpage will be analysed under this issue.

b) ARCM logo.

Regarding the ARCM logo, the Meeting will select the logo that will represent the ARCM.

c) ARCM Executive Committee meetings venue proposal.

Under this agenda item, the Meeting will propose a venue for the Fourth AIG Authorities Meeting of South America (AIG-SAM/4) and subsequent ARCM Executive Committee meetings.

d) ARCM organization and planning manual

The Meeting will be informed on the convenience of incorporating Doc 9756 Part I - Manual of Aircraft Accident and Incident Investigation -Organizations and Planning, within the ARCM manuals package.

e) ARCM accidents and incidents investigation policies and procedures manual

The Meeting will be informed on the convenience of incorporating Doc 9962 - Manual on Accident and Incident Investigation Policies and Procedures within the ARCM manuals package

f) 2016 ARCM activities programme progress

The Meeting will be informed on the progress of the 2016 ARCM activities programme

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- g) Proposal for the incorporation of the BEA as ARCM member in condition of observer

The Meeting will be informed on BEA request to be incorporated as ARCM member in condition of observer.

Besides the issues above described, any other issues that the Meeting considers appropriate will be discussed.

- END –

APPENDIX B
THIRD AIG AUTHORITIES MEETING OF SOUTH AMERICA, LIMA, PERU, FROM 07 TO 09 MARCH 2016
AGENDA SCHEDULE

Time	Monday, 7 March	Time	Tuesday, 8 March	Time	Wednesday, 9 March
08:30 09:00	Registration	08:30 09:30	Agenda Item 6: Safety data collection and processing system (SDCPS) procedures review (WP/07)	08:30 09:00	For the use of the Secretariat
09:00 09:30	Welcome and opening words Mrs. Ana Pamela Suarez, ARCM Chairperson Mr. Marcus Costa, Chief AIG Section, ICAO Mr. Oscar Quesada, Deputy Director, SAM Office				
09:30 10:00	✓ Election of the meeting chairperson ✓ Approval of the agenda, schedule and proposed working methods (WP/01)	09:30 10:00	Agenda Item 7: Non-serious incidents investigation (WP/08)	09:00 10:00	Revision of the report by the participants
10:00 10:30	Group picture and Coffee break	10:00 10:30	Coffee break	10:00 10:30	Coffee break
10:30 11:15 11:15 11:30	✓ Presentation: Enhancing protection of investigation records. Mr. Marcus Costa ✓ Agenda Item 1: ARCM implementation progress. Mr. Marcelo Ureña	10:30 11:30	Agenda Item 8: 2016 ARCM activities programme approval (WP/09)	10:30 11:30	Plenary revision of the report
11:30 12:15	Agenda Item 2: Review of the AIG Cooperation Agreement proposal among the ARCM States (WP/02)	11:30 12:15	Agenda Item 9: South American ARCM multinational investigator certification (WP/10)	11:45 12:15	Closure words Mrs. Ana Pamela Suarez, Chairperson ARCM Mr. Marcus Costa, Chief AIG Section, ICAO Mr. Oscar Quesada, DD, SAM Office
12:15 14:00	Lunch	12:15 14:00	Lunch		
14:00 15:00	Agenda Item 3: AIG regulations review (WP/03, WP/04)	14:00 15:00	France BEA Presentation		
15:00 16:00	Agenda Item 4: ARCM AIG Procedures Manual review (WP/05)		Agenda Item 10: Other issues (WP/11, WP/12, WP/13, WP/14, WP/15, WP/16, WP/17)		
16:00 16:30	Coffee break		Coffee break		
16:30 17:30	Agenda Item 5: ARCM AIG instructions programme review (WP/06)		Agenda Item 10: Other issues (Continuation)		