



ICAO



Federal Aviation
Administration



**Workshop on Building Effective Safety Oversight of Aeronautical Information Services (AIS) and
Aeronautical Information Management (AIM)**

Bangkok, Thailand, 13 to 17 January 2020

Order of Business

NO.	TITLE	TIME	PRESENTED BY
Day 1: Essential Aviation Safety Oversight Responsibilities			
1	Introduction <i>Welcome and Introductions, Workshop Goals, Participant Introductions, Group Workshop Activity (Icebreaker), Morning Break</i>	0900 – 1230	ICAO/FAA NGA/All
	Lunch Break	1230 – 1330	All
2	Essential Aviation Safety Oversight Responsibilities <i>Presentation</i>	1330 – 1430	FAA
3	Basic Safety Oversight of an Air Navigation Service Provider (ANSP) <i>Presentation</i>	1430 – 1530	FAA
	Afternoon Break	1530 – 1600	All
4	Applying USOAP Critical Elements to AIS Oversight <i>Presentation</i>	1600 – 1630	FAA
	Wrap-Up and Questions	1630 – 1700	All
Day 2: ICAO Annex 15 and Surveillance Activities			
5	Recap/Today's Topics <i>Presentation</i>	0900 – 0915	FAA
6	ICAO Annex 15 Requirements <i>Presentation</i>	0915 – 1015	FAA
	Morning Break	1015 – 1045	All
7	Variation in Aeronautical Products-Services <i>Presentation</i>	1045 – 1130	FAA/NGA

No.	TITLE	TIME	PRESENTED BY
8	Overview of Safety Risk Management – Data Risks and Mitigations <i>Presentation</i>	1130 – 1215	FAA
9	State Safety Oversight Surveillance Activities <i>Presentation</i>	1215 – 1300	FAA
	Lunch Break	1300 – 1400	All
10	Develop an AIS Audit <i>Presentation</i>	1400 – 1530	FAA
	Afternoon Break	1530 – 1600	All
11	Workshop Exercise: Develop an Audit Proposal <i>Presentation and Group Workshop Activity</i>	1600 – 1645	FAA/All
	Wrap-Up and Questions	1645 – 1700	All
Day 3: QMS as the Safety Risk Control			
12	Recap/Today’s Topics <i>Presentation</i>	0900 - 0915	FAA
13	Data and Information Management <i>Presentation</i>	0915 – 1000	FAA/NGA
14	Quality Management System <i>Presentation</i>	1000 – 1030	FAA
	Morning Break	1030 – 1100	All
14	Quality Management System (cont’d) <i>Presentation</i>	1100 – 1200	FAA/NGA
15	Production Control and Configuration Management <i>Presentation</i>	1200 – 1300	FAA
	Lunch Break	1300 – 1400	All
16	Workshop Exercise: Understanding Metadata in Safety Oversight <i>Presentation and Group Workshop Activity</i>	1400 – 1500	FAA/NGA
17	Workshop Exercise: Build an Audit Checklist <i>Presentation and Group Workshop Activity</i>	1500 – 1530	FAA/All
	Afternoon Break	1530 – 1600	All
17	Workshop Exercise: Build an Audit Checklist (cont’d) <i>Group Workshop Activity</i>	1600 – 1645	All
	Wrap-Up and Questions	1645 – 1700	All

No.	TITLE	TIME	PRESENTED BY
Day 4: AIS Oversight			
18	Recap/Today's Topics <i>Presentation</i>	0900 - 0915	FAA
19	Workshop Exercise: AIP Audit <i>Presentation and Group Workshop Activity</i>	0915 – 1030	FAA/All
	Morning Break	1030 – 1100	All
20	Workshop Exercise: Validation of Observations <i>Presentation and Group Workshop Activity</i>	1100 – 1230	FAA/All
	Lunch Break	1230 – 1330	All
21	Develop a Surveillance Strategy <i>Presentation</i>	1330 – 1500	FAA
22	Workshop Exercise: Self-Assessment and Action Plan <i>Presentation and Group Workshop Activity</i>	1500 – 1530	FAA/All
	Afternoon Break	1530 – 1600	All
22	Workshop Exercise: Self-Assessment and Action Plan (cont'd) <i>Group Workshop Activity</i>	1600 – 1645	All
	Wrap-Up and Questions	1645 – 1700	All
Day 5: Collaboration and Next Steps			
23	Recap/Today's Topics <i>Presentation</i>	0900 - 0915	FAA
24	Going Digital and Data Sets <i>Presentation</i>	0915 – 1000	NGA/FAA
	Morning Break	1000 – 1030	All
25	Collaboration and Sharing of Safety Work <i>Presentation</i>	1030 – 1130	FAA
26	Closing Remarks	1130 – 1300	ICAO/FAA NGA
<i>Notes:</i>			

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