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*International Civil Aviation Organization***Ninth Meeting of the Aerodromes Operations and Planning Sub-Group (AOP/SG/9)***Bangkok, Thailand, 30 June to 4 July 2025***Agenda Item 5: State's/Aerodrome Operator's update and best practices on:**

- **Runway safety programme including the establishment of runway safety team**

RUNWAY SAFETY TEAM (RST) AND RUNWAY SAFETY GO-TEAM*(Presented by the Secretariat)***SUMMARY**

This paper presents the ICAO requirements on RST and relevant guidance for its establishment at aerodromes. The paper also highlights the benefits in availing ICAO Runway Safety Go-Team assistance by States and airports in the area of runway safety.

1. INTRODUCTION

1.1 Runway Incursions and Excursions are among the five global high-risk categories of occurrences (G-HRCs) maintained in the Global Aviation Safety Plan (GASP) (Doc 10004), 2023-2025 Edition.

1.2 Global Runway Safety Action Plan (GRSAP), Second Edition, February 2024 developed by ICAO with Runway Safety Programme Partners provides recommended actions for all runway safety stakeholders, with the aim of reducing the global rate of runway excursions and runway incursions. GRSAP is available at URL:
<https://www.icao.int/Aerodromes/RunwaySafety/Pages/default.aspx>.

1.3 Provisions pertaining to runway safety are provided in Chapter 8, Part II of the Procedures for Air Navigations (PANS) – Aerodromes (Doc 9981), 3rd Edition, July 2020. This chapter deals with the prevention of runway incursions, excursions and confusion through different strategies.

1.4 The Runway Safety Team plays a vital role in proactively identifying hazards related to runway safety, risk mitigation, coordination and cooperation between different stakeholders, establishment of runway safety action plans, and the collection, sharing and exchange of safety information.

2. DISCUSSION

Runway Safety Team (RST)

2.1 An aerodrome operator shall establish a Runway Safety Team (RST) comprised of relevant organizations operating or providing services on the aerodrome in accordance with 8.2.1 of *PANS-Aerodromes (Doc 9981)*.

2.2 The terms of reference and composition of the RST should be established and included in the aerodrome manual. Activities to be included in the terms of reference as well as the proposed composition of an RST are included in the *Appendix to the Chapter 8 of Part II of PANS-Aerodromes (Doc 9981)*.

2.3 The primary role of the RST should be to develop a runway safety action plan. This action plan should, as a minimum, facilitate the identification of runway safety hazards and the conduct of runway safety risk assessments and recommend measures for hazard removal and mitigation of the residual risk.

2.4 Detailed information on the establishment of a RST is available in the ICAO RST Handbook which can be downloaded from:
<https://www.icao.int/safety/RunwaySafety/Pages/Documents%20and%20Toolkits.aspx>.

2.5 APANPIRG/31 adopted the following Conclusion:

Conclusion APANPIRG/31/6: Runway Safety Team

That, States/Administrations to urge operators of aerodromes used for international operations to:

- a) establish runway safety teams (RSTs) in accordance with PANS-Aerodromes (Doc 9981) and ICAO RST Handbook; and*
- b) participate in the ICAO RST Survey to register their RSTs.*

2.6 To gather information from the States/Administrations on the establishment and operation of the RST at aerodromes, AOP/SG/8 adopted the following Conclusion formulated by AP-AA/WG/6:

Conclusion AOP/SG/8-6: Framework for Monitoring the Establishment and Implementation of Runway Safety Team (RST) at aerodromes in APAC States

*That, the “Framework for Monitoring the Establishment and Implementation of Runway Safety Team (RST) at aerodromes in APAC States” provided in **Appendix G** to the Report of AOP/SG/8 be circulated to States/Administrations for their response. The Framework be also published on the ICAO APAC eDocuments Webpage under AGA Heading.*

2.7 The “Framework for Monitoring the Establishment and Implementation of Runway Safety Team (RST) at aerodromes in APAC States” (RST Questionnaire) is now available on the ICAO Asia/Pacific Regional Office eDocuments webpage: <https://www.icao.int/APAC/Pages/eDocs.aspx> under AGA heading. The RST Questionnaire is also provided in **Attachment A** for easy reference.

2.8 ICAO APAC has circulated the RST Questionnaire to States/Administrations via State Letter Ref.: T 11/5.13.2 – AP111/24 (AGA) on 3 September 2024 and requested to send back to ICAO APAC Office the completed questionnaire by 30 December 2024. In response to the above State Letter, the following **Eight** States have submitted the completed questionnaire to ICAO APAC Office:

- 1) Hong Kong, China;
- 2) Nepal;
- 3) New Zealand;
- 4) Pakistan;
- 5) Philippines;
- 6) Republic of Korea;
- 7) Singapore; and
- 8) Thailand.

2.9 Noting that the majority of APAC States are yet to submit the completed RST questionnaire to the ICAO APAC Office and as requested by the AP-AA/WG/7 Meeting the ICAO APAC Office forwarded the above State Letter (State Letter Ref.: T 11/5.13.2 – AP111/24 (AGA) dated 3 September 2024) to the AOP/SG Focal Persons on 11 June 2025 requesting them to submit the completed RST survey questionnaire to ICAO APAC Office by 31 December 2025.

2.10 Out of **384** aerodromes used for international operations in Asia/Pacific Region, only **208 aerodromes** established the RST. The details of RST establishment are provided in **Attachment B**.

ICAO Runway Safety Go-Team “FULL” Version

2.11 The ICAO Runway Safety (RS) Go-Team is a collaborative effort with the objective to provide assistance from ICAO, Runway Safety Programme (RSP) partner organisations and other safety related organizations (including existing RST's, RSOO's, etc.) to a State and airport when establishing an RST. It may also review an RST performance if already established. The RS Go-Team achieves its objective by providing technical assistance, including expert advice and guidance based on ICAO documents (e.g. *Doc. 9981 PANS-Aerodromes*), State and Industry best practices and recommendations.

2.12 The detailed information on RS Go-Team is available in *ICAO RS Go-Team Methodology* posted on ICAO Website at the following URL:
<https://www.icao.int/Aerodromes/RunwaySafety/Pages/Toolkits.aspx>.

2.13 Recognising the benefits the RS Go-Team brings to States and runway safety stakeholders, the RASG-APAC at its 5th Meeting had taken a Decision, which is reproduced below:

Decision RASG-APAC 5/6 (2015)

That, ICAO APAC RO, with assistance from the COSCAP Chief Technical Advisors, coordinate the implementation of ICAO Runway Safety Go-Teams in the APAC region, and share relevant information on implementation with States/Administrations and industry.

2.14 Two RS Go-Team missions in the APAC Region were conducted in March 2020 – to Manila, Philippines and Makassar, Indonesia. Recommendations were provided to the States and airports for enhancing runway safety. The two missions utilized the funding available under COSCAP-SEA and were therefore available free-of-charge to the two States.

2.15 With the applicability of GRF-related SARPs and PANS, the scope of RS Go-Teams may be extended to assist States and airports in the implementation of GRF. In such cases, the duration of RS Go-Team on-site activities may be slightly extended to incorporate additional activities.

RS-Go Team “LITE” Version

2.16 To date, RS-Go Teams have been delivered using a 3 to 5 days on-site format, preceded by a virtual preparation phase. Due to COVID-19 restrictions, a “LITE” version of the RS Go-Team (i.e. Go-Team LITE) has been designed, facilitating a flexible approach, whilst ensuring that the important function performed by Go-Teams can continue. A Go-Team LITE is less comprehensive, does not include a site visit and would result in a set of recommendations that will focus upon facilitating the establishment of an RST, or improving performance of an existing RST, rather than the comprehensive set of runway safety-related agreed actions and timelines of a full Go-Team.

2.17 Characteristics of the Go-Team LITE are:

- it is entirely on-line;
- may be followed by a “FULL” Go-Team mission in the future, including more activities at site visit and the more comprehensive set of action and timelines;
- However, a Go-Team LITE will fulfil the objectives of preparing for the implementation of an RST or improving the performance of an existing RST;
- The benefits of a Go-Team LITE are ease of organisation and execution, reduced cost and effort.

2024 Edition of USOAP CMA Protocol Questions

2.18 As announced in Electronic Bulletins 2024/22 and 2025/8, the 2024 Edition of the Universal Safety Oversight Audit Programme (USOAP) Continuous Monitoring Approach (CMA) Protocol Questions (PQs) is posted on the USOAP CMA online framework, under the heading “CMA Library”.

2.19 ICAO has formulated USOAP CMA AGA **PQ 8.204** based on PANS-Aerodromes, Part II, Chapter 8, Annex 14 Volume I, Attachment A, Section 21.3 and Manual on the Prevention of Runway Incursions (Doc 9870) regarding runway safety including establishment of and implementation of RST. The PQ is extracted as below:

PQ No.	Protocol Question	Guidance for Review of Evidence	ICAO References	PPQ	CE
8.204	Does the State ensure that aerodrome operators comply with requirements related to runway safety, including the establishment of a runway safety team?	1) Evaluate mechanism to ensure effective implementation. 2) Review evidence of a systematic approach to runway safety and collision avoidance strategy, e.g. establishment of runway safety teams.	PANS Doc 9981 (AGA) Part II, C8 GM A14 Vol. I, Att. A, Section 21.3 Doc 9870 C3	Yes	CE-6

USOAP CMA PQ – AGA 8.204

3. ACTION BY THE MEETING

3.1 The meeting is invited to note the information contained in this paper and:

- 1) urged States/Administrations to take actions on RST establishment (**Conclusion APANPIRG/31/6** in paragraph 2.5 refers);
- 2) urged States/Administrations to response to ICAO APAC State Letter Ref.: T 11/5.13.2 – AP111/24 (AGA) dated 3 September 2024 regarding RST Questionnaire (paragraphs 2.8 and 2.9 refer);
- 3) encouraged States/Aerodrome Operators in need of assistance in the areas of runway safety to request for RS Go-Team Missions through ICAO APAC Office and/or its corresponding COSCAP and PASO Office; and
- 4) discuss any other relevant matters.

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FRAMEWORK FOR MONITORING THE ESTABLISHMENT AND IMPLEMENTATION OF RUNWAY SAFEY TEAM (RST) AT AERODROMES IN APAC STATES

ICAO APAC RST QUESTIONNAIRE

STATE / ADMINISTRATION:

#	Questions	AIRPORT		AIRPORT	
1	Has the airport established the Runway Safety Team (RST)?	Yes/No		Yes/No	
2	If answer to Question 1 is "Yes", then when the RST was established?	Year		Year	
3	Has the airport established the Terms of Reference (TOR) of the RST?	Yes/No		Yes/No	
4	Who are the members of the RST?	Select	Aerodrome Operator	Select	Aerodrome Operator
		Select	Air Navigation Services Provider	Select	Air Navigation Services Provider
		Select	Representative of National Airline Operator	Select	Representative of National Airline Operator
		Select	Representative of International Airline Operator	Select	Representative of International Airline Operator
		Select	Representative of Gerenal Aviation	Select	Representative of Gerenal Aviation
		Select	Ground Handling Services Provider	Select	Ground Handling Services Provider
		Select	Military	Select	Military
		Select	Meteorology Authority	Select	Meteorology Authority
		Select	If other, please specify	Select	If other, please specify
5	Who is the Chairperson of the RST?	Select		Select	
6	Is the Chairmanship of the RST is on the rotational basis or permanent?	Rotational basis/Permanance		Rotational basis/Permanance	
7	If the Chairmanship of the RST is on the rotational basis then what is the duration of the term?	Period		Period	
8	How many times in year the RST meet?	Select		Select	
9	Does the CAA also participate in the RST?	Yes/No		Yes/No	
10	Does the RST prepare and maintain the record of discussion of the RST Meetings?	Yes/No		Yes/No	
11	Has the RST prepare the Register/Log of the RST Action Plan with the responsible entity for taking action with the defined timeline?	Yes/No		Yes/No	
12	Does the RST review and update the implementation of the RST Action Plan in the meeting?	Yes/No		Yes/No	
13	On what topic/matter does the RST discuss during their meetings?	Select	Runway Incursion	Select	Runway Incursion
		Select	Runway Excursion	Select	Runway Excursion
		Select	Runway Safety	Select	Runway Safety
		Select	Apron Safety	Select	Apron Safety
		Select	Wildlife Hazard	Select	Wildlife Hazard
		Select	Proposed Aerodrome Expansion	Select	Proposed Aerodrome Expansion
		Select	Proposed Aerodrome Reconstruction or Rehabilitation	Select	Proposed Aerodrome Reconstruction or Rehabilitation
		Select	Obstacle Limitation Surface	Select	Obstacle Limitation Surface
		Select	Specify if other	Select	Specify if other
14	Who assess the effectiveness of the work of the RST including implementation of the RST Action Plan?	Please Specify		Please Specify	

Status of RST Establishment based on ICAO RST Survey and State's Response to ICAO APAC SL
Ref.: T 11/5.13.2 – AP111/24 (AGA) on 3 September 2024

	Established	% Established	No info or Not Established	Total
Afghanistan	0	0%	4	4
American Samoa	0	0%	1	1
Australia	4	14%	24	28
Bangladesh	0	0%	3	3
Bhutan	1	50%	1	2
Brunei	0	0%	1	1
Cambodia	0	0%	3	3
China	88	95%	5	93
Cook Islands	0	0%	2	2
DPR Korea	0	0%	2	2
Fiji	1	50%	1	2
French Polynesia	0	0%	1	1
Guam	0	0%	1	1
Hong Kong, China	1	100%	0	1
India	20	47%	23	43
Indonesia	23	70%	10	33
Japan	0	0%	38	38
Kiribati	0	0%	2	2
Lao PDR	0	0%	4	4
Macao, China	1	100%	0	1
Malaysia	18	95%	1	19
Maldives	1	20%	4	5
Marshall Islands	0	0%	1	1
Micronesia	0	0%	4	4
Mongolia	1	33%	2	3
Myanmar	3	100%	0	3
Nauru	0	0%	1	1
Nepal	3	100%	0	3
New Caledonia	0	0%	1	1
New Zealand	3	43%	4	7
Niue	0	0%	1	1
N. Mariana Is.	0	0%	3	3

Pakistan	9	90%	1	10
Palau	0	0%	1	1
Papua New Guinea	0	0%	1	1
Philippines	9	100%	0	9
Rep. of Korea	8	100%	0	8
Samoa	0	0%	2	2
Sinagpore	2	100%	0	2
Solomon Islands	0	0%	2	2
Sri Lanka	1	25%	3	4
Thailand	10	100%	0	10
Timor Leste	0	0%	2	2
Tonga	0	0%	2	2
Tuvalu	0	0%	1	1
Vanuatu	0	0%	3	3
Viet Nam	1	10%	9	10
Wallis et Futuma	0	0%	1	1
Total	208	54.17%	176	384