



**Australian Government**  
**Civil Aviation Safety Authority**

# Stakeholder engagement and consultation: Australia's approach

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# Governance structure

Aviation Safety Advisory Panel



# Aviation Safety Advisory Panel

- Independent chair (not CASA)
- 6 to 10 representatives of the aviation community
- 2 CASA representatives (Relevant senior managers)
- Generally 3 to 4 meetings per year
- Subsidiary Technical Working Groups formed as needed with industry experts
- Can endorse/recommend/advise CASA - however the decisions always rest with CASA

**Source:** [About the Aviation Safety Advisory Panel](#)

# Technical Working Groups

- Industry members ([Technical experts](#)) may self-nominate for consideration by the ASAP to participate, via an online expression of interest process
- Technical experts ([via invitation](#)) can provide their input on specific technical issues and proposals and represent their own views or a stakeholder group
- CASA normally co-chairs the Technical Working Groups with industry
- Technical Working Groups are generally no larger than 8-12 persons

**Source:** [About the Aviation Safety Advisory Panel](#)



# Active groups

Source: [Technical Working Groups](#)

Civil Aviation Safety Authority

## Technical working groups

Technical working groups (TWG) support the Aviation Safety Advisory Panel's (ASAP) work. In these groups, industry members and technical experts review the issue and provide advice to the ASAP.

[About us](#) > [Who we work with](#) > [Aviation Safety Advisory Panel](#) > **Technical working groups**

### Information about

#### Aerodrome rescue and firefighting (Part 176) TWG

Read about Part 176 technical working group.

#### Air transport continuing airworthiness TWG

Read about air transport continuing airworthiness technical working group.

#### Aircraft engineer licensing (Part 66) TWG

Read about Part 66 technical working group.

#### Australian future airspace framework TWG

Read about Australian future airspace framework technical working group.

#### Aviation medicine colour vision deficiency TWG

Read about colour vision deficiency technical working group.

#### Ballooning (Part 131) Manual of Standards TWG

Read about Part 131 Manual of Standards (MOS) TWG.

#### Dangerous goods transport (Part 92) TWG

Read about Part 92 technical working group.

#### Flight crew licensing (FCL) TWG

Read about flight crew licensing (FCL) technical working group.

#### General aviation maintenance (Part 43) TWG

Read about Part 43 technical working group.

#### Sport aviation (Part 103) Manual of Standards TWG

Read about Part 103 Manual of Standards (MOS) TWG – sport and recreation aircraft.

#### Sport parachuting (Part 105) Manual of Standards TWG

Read about Part 105 Manual of Standards (MOS) TWG – parachuting operations.

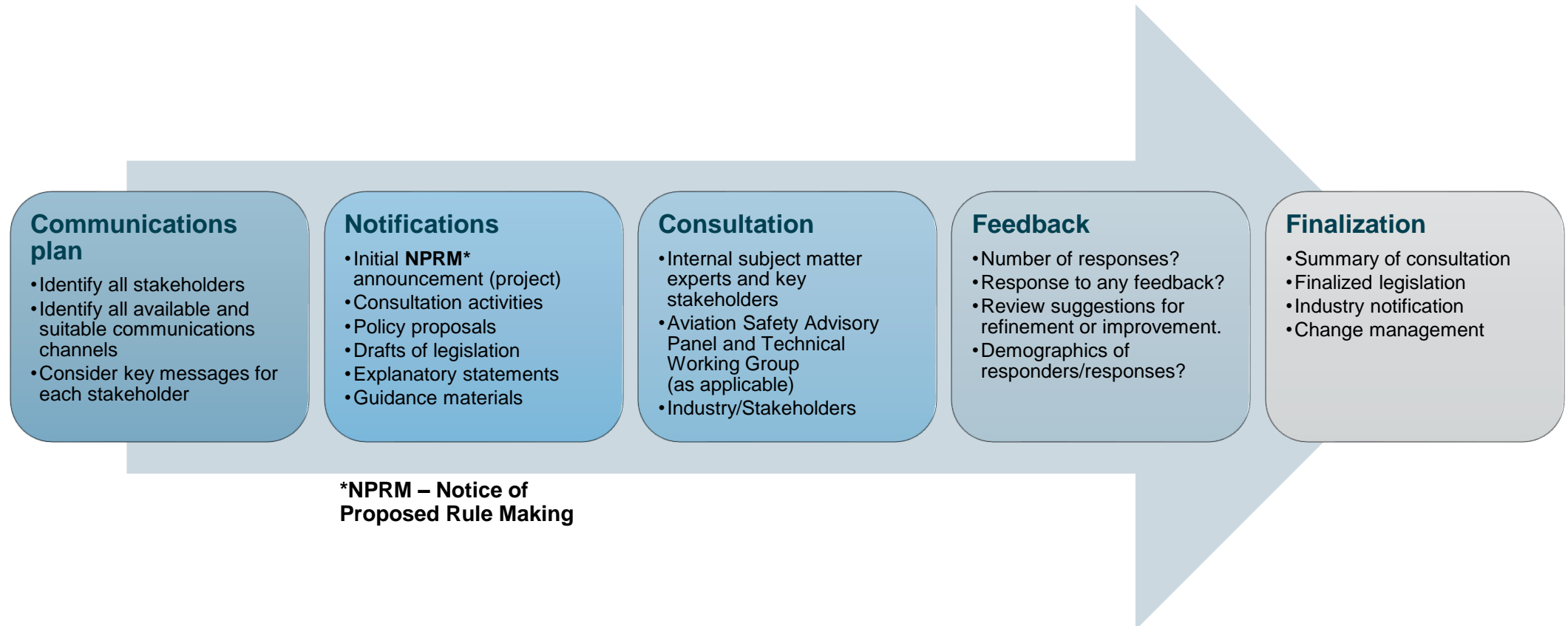
#### Vertiport design and operations TWG

Read about the vertiport design and operations TWG (VDOTWG).

# Stakeholder engagement journey



# Stakeholder engagement process



# Considerations and actions







# Benefits of a communications plan

- Identifies the key stakeholders
- Consideration of the best way to reach your audience
- Identifies the agreed key messages
- Assigns clear timeframes and deliverables
- Monitors the engagement process
- Allows affected stakeholders to have advanced notification of the proposed change

# Examples

## CASA Consultation Hub

The Civil Aviation Safety Authority (CASA) is committed to working cooperatively with the aviation industry and community to maintain and enhance aviation safety. This hub is a place for you to find and participate in consultations that interest you.

Your feedback is important and if you have any specific circumstances or challenges in participating during the current environment, please contact us using the details listed in each consultation.

Recently updated consultations are displayed below. Alternatively, [search for consultations](#) by keyword and interests.

## Open consultations

### [Draft guidance on radiotelephony procedures](#)

We would like your feedback on our draft advisory circular (AC) on radiotelephony procedures. Clear, concise and accurate radio communications is an essential component of aviation safety. The purpose of this AC is to provide a comprehensive resource of standardised and best practice radiotelephony procedures, to help ensure uniformity in radiotelephony communications. It includes sample communication exchanges as well as detailed lists of standard phrases. ...

Closes today



# Examples

## Related

[Annex A - Draft Civil Aviation Legislation Amendment \(Part 139\) Regulation 2017](#)  
399.1 KB (PDF document)

[Annex B - Summary of proposed changes—Part 139 of CASR](#)  
204.1 KB (PDF document)

[Annex C - Draft Part 139 Manual of Standards \(Aerodromes\) Instrument 2017](#)  
8.4 MB (PDF document)


[Annex D - Summary of proposed changes—Part 139 MOS](#)  
518.6 KB (PDF document)

A copy of the NPRM is provided below. You can read it on this screen using the scroll bar or save it to your computer using the popup options. Annexes to the NPRM are provided in the 'related' section further down this page.

Please read the documents before providing your feedback in the online survey.



# Examples



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Search

HomeFind consultationsWe asked, you said, we didSubscribe to CAAAviation State Engagement Forum

Notice of proposed rule making - Post-implementation review of the legislative framework for Part 139 - Aerodromes (NPRM 1426AS)

Results updated 10 Jul 2018

Closed 15 Dec 2017  
Opened 29 Aug 2017

Thank you for your feedback on this proposal.

CASA received 109 responses through the Consultation Hub survey, including 76 individual responses and 33 responses on behalf of an organisation.

A summary of consultation is available below with an overview of the responses.

Individual responses are also published here, where permission to publish has been received.

Files:

- [Summary of consultation on NPRM 1426AS](#), 336.4 KB (PDF document)

Published responses

[View submitted responses](#) where consent has been given to publish the response.

Contact

ATMS Standards Section  
131 757  
[regulatoryconsultation@casa.gov.au](mailto:regulatoryconsultation@casa.gov.au)

# Examples

## Respondents – aerodrome operators

Fifty-eight (58) respondents (53%) indicated they were aerodrome operators. Of these, 65% selected their 'aerodrome category' as 'regional' or 'rural' (26 and 24 respondents respectively), demonstrating strong engagement by those who would be directly impacted by the rules across a diversity of local operating environments in Australia.

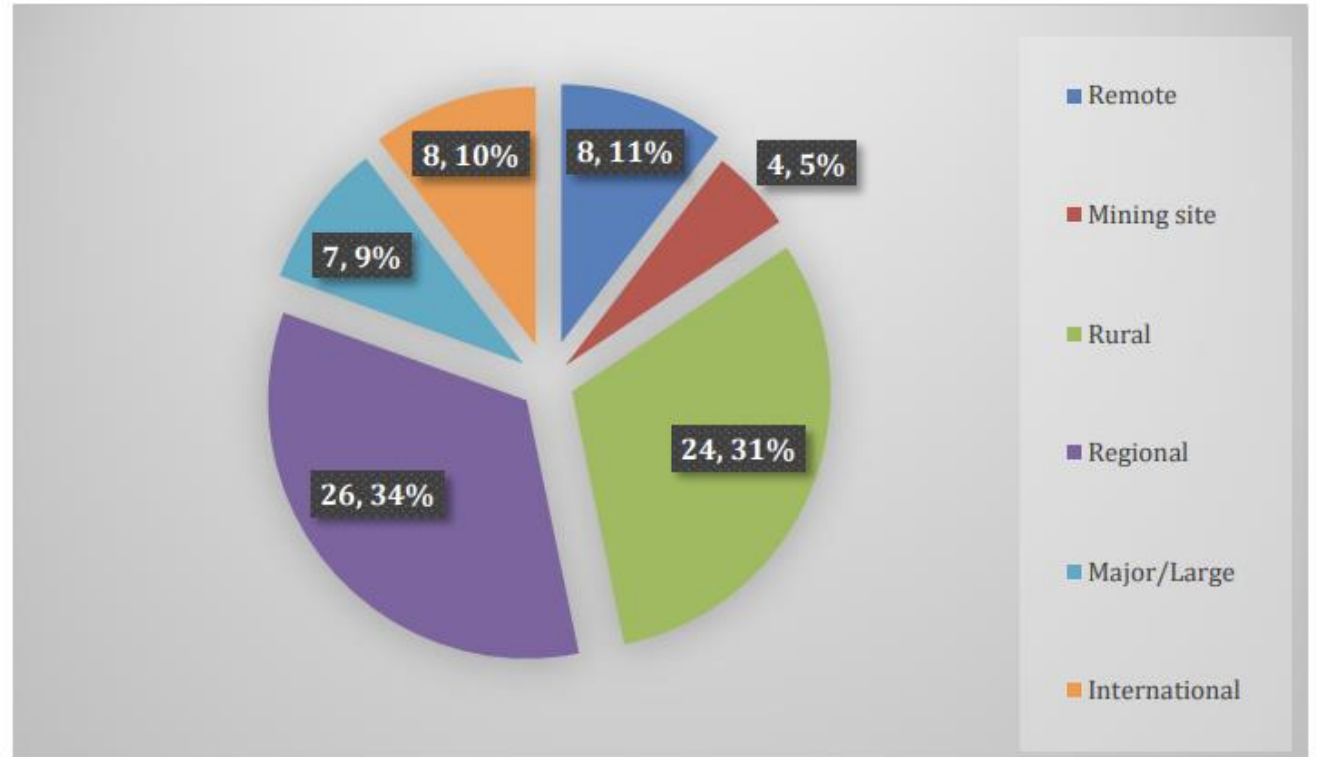


Figure 1.1 – Summary of respondents – aerodrome operators by aerodrome category



# Examples

## Proposal 2: Repeal and replace the existing Part 139 Manual of Standards

Of the 90 respondents that answered this question:

- Forty-eight (48) said the proposal was acceptable without change.
- Thirty-nine (39) said changes would make the proposal acceptable.
- Three (3) said the proposal was not acceptable under any circumstances.

Respondents suggesting changes generally noted:

- Some standards could be better aligned with the ICAO/international standards.
- The outcome-based approach is supported, but the required safety outcome that must be met could be clearer.
- Some technical standards and requirements for key personnel would be difficult to implement.
- The language around some technical standards is ambiguous and complex.
- Further guidance is required to clarify technical requirements.

Respondents who found the proposal unacceptable did not offer feedback through the Consultation Hub.



# Considerations

- Online webinars are a relative cost-effective way to present the changes and receive initial questions – [CASA has experienced high levels of engagement using this method](#)
- Publishing a **summary of consultation** at the conclusion ‘closes the loop’
- The regulator is not obliged to respond to the feedback provided, but has provided stakeholders with an opportunity to ‘have their say’
- Resource and cost impacts upon industry can be identified
- Desired timeframe for implementation can be adjusted as required
- CASA also uses the same process from an NPRM down to even the smallest project, including guidance drafting and publication





# Recommendations

- Change management is a ‘journey’ – lead your peers and stakeholders
- Engage early and genuinely
- Use clear and simple communications where possible
- Explain the ‘**why**’ – Why are we doing this? Why is it important?
- Be open to feedback, including any suggestions for alternative approaches



**Thank you in  
advance for any  
questions later**