

CAR/SAM Planning and Implementation Regional Group (GREPECAS) and Regional Aviation Safety Group – Pan America (RASG-PA) Collaboration

Terms of Reference (ToR)

The Terms of Reference of CAR/SAM Planning and Implementation Regional Group (GREPECAS) and Regional Aviation Safety Group – Pan America (RASG-PA) Collaboration Group is aimed at strengthening the coordination of reported occurrences for the purpose of safety risk mitigation in the North American, Central American and Caribbean (NACC) and South American (SAM) region by GREPECAS Scrutiny Group (GTE) and Regional Aviation Safety Team – Pan America (RASG-PA). To this end, the GTE/RAST-PA Joint coordination group will:

1. For the purpose of fostering cooperation, information exchange, sharing of experiences and best practices among States and stakeholders.
2. For the purpose of trend analysis, reported occurrences (Large Height Deviation (LHD's), Traffic Collision Avoidance System – Resolution Advisories (TCAS-RA's) within FL245 and above will be reviewed and monitored.
3. For the purpose of safety management activities, reviewed and monitored occurrences in the region, will be as directed by the RAST-PA and GTE.
4. Identify safety opportunities for improvements and perform a strategic review.
5. Review analyzed occurrences in order to proactively monitor trends.
6. Work in close co-operation with CARSAMMA, NAARMO, and Industry organizations to compile information necessary for safety analysis in the region.
7. Identify and work with aggregate, de-identified information such as the IATA Global Aviation Data Management (GADM) program and FAA Aviation Safety Information Analysis and Sharing (ASIAS) system programs.
8. Address other related issues as directed by the RAST-PA and GTE.
9. Evaluate the effect of and provide advice and recommendations to the RAST-PA and GTE.
10. Report once per year, outcomes of the joint collaborative work to the RASG-PA and GREPECAS.

Composition

The Joint collaboration group is composed of nominated experts from the RAST-PA and GTE, which will include industry and States. ICAO NACC and SAM Office Regional Officers on ANS matters will be permanent representatives of the group.

The coordinator of the group will be reviewed and confirmed by group participants every two years.

Each group participant shall sign and be subject to the confidentiality agreement found in Appendix A.

Working Methods and frequency of meetings

Two in-person meetings conducted in conjunction with a PA-RAST and GTE meetings once per year. Meetings will be conducted virtually and in-person to the extent possible.

Appendix A: Confidentiality Agreement

This is not a public meeting; it is by invitation only. Due to the sensitivity of the information presented, by signing below you agree to the following Rules of the Road.

We will hold each participant accountable for the following:

- 1) The Participant will consider all information to be proprietary property of the presenting organization, since the information being disclosed is highly sensitive.
- 2) The Participant shall not use any information presented by another participating organization for commercial, competitive, punitive, or litigation purposes.
- 3) The Participant shall not share or disclose the proprietary information of participants with external parties without the written consent of the owner.
- 4) The Participant shall not record (audio or video) or take photographs of presentations, discussions or expositions.
- 5) The Participant shall not discuss or share information from this meeting using social media
- 6) The Participant agrees to work to implement solutions to safety issues identified during this meeting with the help of the information presented.
- 7) The Participant shall treat all participants with equality, respecting all viewpoints as worthy of consideration.
- 8) The Participant agrees that the level and method of information sharing rests with the participants, and it is expected that each participant will speak with honesty and candor.
- 9) Anyone not following the Rules of the Road may be asked to leave and may not be allowed to attend any future meetings.

Name of Participant: _____

Signature: _____

Employer or Organization: _____

Title: _____

Address: _____

Phone: _____

Email: _____