



**RASG-PA ESC/6**

**INTERNATIONAL CIVIL AVIATION ORGANIZATION**  
**REGIONAL AVIATION SAFETY GROUP – PAN AMERICA**  
**(RASG-PA)**

**SIXTH MEETING OF THE RASG-PA**  
**EXECUTIVE STEERING COMMITTEE**  
**(RASG-PA ESC/6)**

**SUMMARY OF CONCLUSIONS AND DECISIONS**

**SEATTLE, UNITED STATES**

**17 TO 19 AUGUST 2010**

The designations employed and the presentation of material in this publication do not imply the expression of any opinion whatsoever on the part of ICAO concerning the legal status of any country, territory, city or area or of its authorities, or concerning the delimitation of its frontiers or boundaries.

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## **History of the Meeting**

### **ii.1 Place and Duration of the Meeting**

The Sixth RASG-PA Executive Steering Committee Meeting (RASG-PA ESC/6) was held at Boeing's facilities in Seattle, United States, from 17 to 19 August 2010.

### **ii.2 Opening Ceremony and other matters**

Mrs. Loretta Martin, Regional Director of the ICAO NACC Office, welcomed the participants, highlighting the support required by States and industry to continue implementation of the Global Aviation Safety Roadmap (GASR) and the need to show work programme results. Mr. Oscar Derby, Chairman of the RASG-PA, also encouraged the ESC to continue working on assigned tasks in order to produce tangible outcomes.

### **ii.3 Organization, Officers and Secretariat**

Mrs. Martin, led the meeting discussions conducted under the agenda items, and Mr. Oscar Derby, as Chairman of the RASG-PA, chaired the meeting. Mrs. Martin also acted as Secretary of the meeting and was assisted by Mr. Mitch Fox, Chief Flight Operations Section at ICAO Headquarters, Mr. Oscar Quesada, Deputy Director, ICAO SAM Office, Mr. Eduardo Chacin, Flight Safety Officer, NACC Office, and Mr. Adolfo Zavala, ICAO/FAA Officer.

### **ii.4 Working Language**

The working language of the meeting was English. Meeting documentation and the Report of the meeting were issued in English.

### **ii.5 Agenda**

The meeting reviewed the agenda, which was adopted with the additions of items under "Other Business" as follows:

- Agenda Item 1:** Approval of Draft Agenda
- Agenda Item 2:** Working Group Status and Next Steps
- Agenda Item 3:** Review of RASG-PA Conclusions and Decisions
- Agenda Item 4:** Project Status Update: RASG-PA GSI-3 Protection of Safety Information
- Agenda Item 5:** Project Status Update: RASG-PA GSI-12 Flight Data Analysis

- Agenda Item 6:** RASG-PA/03 Agenda
- Agenda Item 7:** Pan American Aviation Safety Summit 2011
- Agenda Item 8:** Airport Safety Summit and Training Event 2011 (collaboration with the American Association of Airport Executives (AAAE) and /or Airports Council International (ACI)
- Agenda Item 9:** Latin American Civil Aviation Commission (LACAC) RASG-PA ESC Membership
- Agenda Item 10:** Review RASG-PA Procedural Handbook
- Agenda Item 11:** Industry Safety Strategy Group (ISSG) Update (input from RASG-PA) and Future Updates to the ICAO Global Aviation Safety Plan (GASP)
- Agenda Item 12:** Other Business:  
 - Regional Aviation Safety Team (RAST) Future Status  
 - RASG-PA/04 Logistics  
 - Finance Committee

## ii.6 **Schedule and Working Methods**

The meeting held its sessions from 08:30 to 16:00 hours with three breaks.

## ii.7 **Attendance**

The meeting was attended by 20 members of the RASG-PA Executive Steering Committee (ESC) from Costa Rica, Jamaica, United States, ACI, Airbus, ALTA, BOEING, COCESNA/ACSA, IATA, IFALPA, IFATCA, as well as ICAO members.

## ii.8 **Conclusions and Decisions**

The Regional Aviation Safety Group – Pan America (RASG-PA) recorded its activities as Conclusions and Decisions.

## ii.9 **List of Conclusions**

The RASG-PA ESC/6 Meeting formulated 01 Conclusion.

<b>No. RASG-PA ESC</b>	<b>Title</b>	<b>Page</b>
RASG-PA ESC/6/01	Convene side meetings with other ICAO RDs during 37th Assembly	6-1

ii.10 **List of Decisions**

The RASG-PA ESC/6 Meeting formulated 08 Decisions.

<b>No. RASG-PA ESC</b>	<b>Title</b>	<b>Page</b>
RASG-PA ESC/6/01	Development of Terms of Reference (TORs)	6-1
RASG-PA ESC/6/02	Support the Second Pan American Aviation Safety Summit in 2011	7-1
RASG-PA ESC/6/03	The Second Pan American Aviation Safety Summit must include more airport safety issues, especially in the area of runway excursions	8-1
RASG-PA ESC/6/04	Invite the American Association of Airport Executives (AAAE) to RASG-PA/03	8-1
RASG-PA ESC/6/05	That the RASG-PA agenda include more focus on airport safety issues	8-1
RASG-PA ESC/6/06	Invite LACAC to the RASG-PA/03 Meeting to provide a presentation on how LACAC can contribute to RASG-PA safety enhancement initiative(s) implementation in the region	9-1
RASG-PA ESC/6/07	The RASG-PA Newsletter will be published every four months	12-1
RASG-PA ESC/6/08	Pursue Miami, United States, for the 2011 RASG-PA/04 annual meeting	12-1



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RASG-PA ESC/6  
List of Participants

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**LIST OF DOCUMENTATION**

<b>Agenda Item</b>	<b>Title</b>	<b>Presented by</b>
1	Draft agenda	Secretariat
2	RAST Detailed Implementation Plans (DIPs)	Secretariat
2	RASG-PA Annual Safety Report 2009 (draft version 2.5)	Secretariat
3	RASG-PA Conclusions and Decisions	Secretariat
4	Document on the framework for legislative amendments to protect safety information (English version draft version 1.0)	COCESNA/ACSA
4	Presentation about the updates of the document on the framework for legislative amendments to protect safety information	COCESNA/ACSA
5	Presentation about the progress of the RASG-PA GSI-12 Flight Data Analysis	COCESNA/ACSA
7	Presentation about the Second Pan American Aviation Safety Summit 2011	ALTA
10	RASG-PA Procedural Handbook (draft version 4.0)	Secretariat
11	RASG-PA Newsletter (draft version 1.0)	Secretariat



**Agenda Item 1:                      Approval of Draft Agenda**

1.1                      The draft agenda for ESC/06 was presented to the Executive Steering Committee (ESC) and approved with the addition of the following items under “Other Business”:

- Regional Aviation Safety Team (RAST) Future Status
- RASG-PA/04 Logistics
- Financial Committee

1.2                      The approved version is presented in the historical section of this Report (paragraph ii.5 refers)



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**Agenda Item 2: Working Group Status and Next Steps**

2.1 The ESC discussed on progress to date of the three Working Groups: Regional Aviation Safety Team (RAST), Flight Safety Training Team (FSTT) and the group in charge of developing the RASG-PA Annual Safety Report for 2009.

2.2 **Regional Aviation Safety Team (RAST):** after RAST members briefly informed on the Detailed Implementation Plans (DIPs), the ESC requested that a matrix be developed in order to facilitate comparison for approval and prioritization. The presentation of the DIPs was tabled until a one-page matrix containing all DIPs could be distributed. DIPs are attached as **Appendix** to this part of the Report.

2.3 On the third day of the meeting, the ESC received the DIPs presentation and a matrix that captured the main components of each DIP. The ESC approved the implementation of the DIPs with the following comments:

- Champions are the owners of their respective DIP.
- Implementation teams will not be formed.
- ICAO will be listed as a resource on each DIP.
- Revisit the timeframe to complete each DIP to expedite completion where possible.
- List DIPs in the following priority: Loss of Control – In-flight (LOC-I), Runway Excursions (RE), Controlled Flight into Terrain (CFIT).
- Finalize the remaining RE DIP that had been previously tabled (RAST-PA/RE/09).

2.4 **Flight Safety Training Team (FSTT):** the Team reported on efforts to acquire and post flight safety training on the RASG-PA website. Logistically, it may be necessary to contract an additional server dedicated for RASG-PA training materials. The training materials that have been secured by FSTT are very large in size; it may also be necessary to upgrade outgoing data transfer speed to accommodate a large download.

2.5 In addition, FSTT is working with the RAST to upload any training made available through the implementation of the DIPs. A calendar of events has been placed on the RASG-PA website for the coordination of training activities related to RASG-PA initiatives.

2.6 **RASG-PA Annual Safety Report Team:** the Team briefed the ESC on the draft RASG-PA Annual Safety Report 2009, version 2.5., explained the sections of the report and invited the ESC to provide comments and recommendations. The final 2009 Annual Safety Report will be presented at the RASG-PA/03 Meeting in Punta Cana, Dominican Republic.

2.7 The ESC made the following recommendations to finalize the report:

1. Reprocess the reactive information of ADREP/ECCAIRS and consider only fatal accident information.
2. IDISR (Program for data interchange of safety ramp inspections) results statistics needed a bigger sample for providing more meaningful results, therefore ESC decided not to include this information on this report. One ESC member questioned the value of this tool as a mean to identify aviation safety risks.

3. All data sources should cover the same time period (2000-2009); IATA will provide additional data for this time frame.
4. Incorporate text into the predictive section about the advances made in Costa Rica under the project to share flight data information (RASG-PA GSI-3).
5. Incorporate text into the predictive section about the advances made in developing a framework document to protect safety information through legislative amendments.

2.8 It was agreed that the Team will reconvene as soon as possible to make the necessary changes and then forward the updated version of the Report to the ESC for review.

2.9 The RASG-PA Annual Safety Report will be available in English and Spanish language.

Rast No	Safety Enhancement Action	Reference:	GSI	Safety Impact	Change-ability	Indicator	P	Time Frame	Champion
RAST-PA/CFIT/02	<p>Specific ALAR/CFIT Training for Pilots:</p> <p>Promote specific ALAR/CFIT prevention training and procedures to be included in operators approved training curriculums, emphasizing pilot situational awareness and escape procedures for flight crews to use in the event of a terrain warning indication.</p>	SE-12, ALAR Toolkit, FSF CFIT Training	9	Medium	Moderate	<p>P5</p> <p>Safety Impact – Medium Changeability - Moderate</p>	1	<p>Short</p> <p>8 Months</p>	<p>IATA</p> <p>CAA's, IATA, ATA, ALTA and industry partners</p>
RAST-PA/CFIT/04	<p>CRM/Situational Awareness for pilots and air traffic:</p> <p>Include specific CRM/situational awareness training and procedures to all pilots and air traffic controller training curriculums, emphasizing pilot and controller situational awareness with respect to CFIT.</p>	SE -11, SE-46, SE-47	12	Medium	Moderate	<p>P5</p> <p>Safety Impact – Medium Changeability - Moderate</p>	2	<p>Medium</p> <p>24 Months</p>	<p>IFALPA/IFATCA</p> <p>CAA's, ANSP's, IFALPA, IFATCA, IATA and industry partners</p>
RAST-PA/LOC-I/7	<p>LOC Training – Advanced maneuvers:</p> <p>Promote LOC Training – Advanced maneuvers. Pilots will be better trained to avoid and recover from excursions from normal flight and loss of control.</p>	SE-31	9	High	Moderate	<p>P2</p> <p>Safety Impact – High Changeability - Moderate</p>	1	<p>Short</p> <p>34 Months</p>	<p>ALTA</p> <p>Airline Associations, Pilot Associations; Safety, Flight Operations, and Training managers, aircraft manufacturers, flight simulation device manufacturers, training centers, existing training aids, and new materials developed by manufacturers.</p>

Rast No	Safety Enhancement Action	Reference:	GSI	Safety Impact	Changeability	Indicator	P	Time Frame	Champion
RAST-PA/LOC-I/9	<p>LOC Training – Pilot monitoring policies and procedure for the operator and training program for crews.</p> <p>Promote Pilot Monitoring Techniques and Training. Monitoring performance can be significantly improved by training these skills.</p>		9	High	Easy	<p>P1</p> <p>Safety Impact – High Changeability - Easy</p>	2	<p>Short</p> <p>21 Months</p>	<p>IFALPA</p> <p>Pilot Associations, IATA, ALTA, Flight Operations, and Training managers, training centers, existing training aids.</p>
RAST-PA/LOC-I/6	<p>LOC Training – Human factors and automation:</p> <p>To improve the overall performance of flight crews to recognize and prevent loss of control accidents, through effective use of automation.</p>	SE-30	9	High	Moderate	<p>P2</p> <p>Safety Impact – High Changeability - Moderate</p>	3	<p>Short</p> <p>25 Months</p>	<p>RASG-PA</p> <p>ALTA, IFALPA, IATA, Pilot Associations, Flight Operations, Safety and Training managers, and Aircraft Manufacturers. The estimated cost of a one-day meeting of the appropriate persons.</p>
RAST-PA/RE/04	<p>Promote pilot adherence to Standard Operating Procedures (SOPs) for approach procedures including go-around decision making process.</p> <p>Promoting pilot adherence to Standard Operating Procedures (SOPs) which would include stabilized approach criteria and go/no go take-off decision making procedures is key to preventing and reducing the risk of runway excursions. Reviewing existing operational policies, procedures and programs is also part of an overall strategy in mitigating runway excursion risk.</p>		9	High	Easy	<p>P1</p> <p>Safety Impact – High Changeability - Easy</p>	1	<p>Short</p> <p>12 Months</p>	<p>ALTA</p> <p>ICAO (NACC, SAM, HQ), IATA, ALTA, ACSA, FSF, CANSO, aircraft manufacturers, ALPA, IFALPA, IFATCA, CAA's, and other stakeholders</p>





**STATUS OF OUTSTANDING CONCLUSIONS (C) AND DECISIONS (D) OF THE  
REGIONAL AVIATION SAFETY GROUP – PAN AMERICA  
ATTACHMENT B**

C/D No	Area	Title of Conclusion /Decision	Text of Conclusion/Decision	Follow-up and Remarks	Responsibility	Deliverable	Target Completion Date	Status (Valid, Completed, Superseded)
D	ESC 3/2	Finance Committee	The ESC establishes a finance committee to develop the 2010 RASG-PA budget.	The Secretariat noted that the establishment of a finance committee would need to be delayed until ICAO finds a solution to establishing a RASG-PA account.	ESC	Soliciting of Funding and recommending project priorities.	On hold until establishment of RASG-PA dedicated account	Hold
D	ESC 4/2	ISSG FUNDING REQUEST FOR RASG-PA PROJECTS	It was decided that once the outcomes of RASG-PA/02 are clearly defined by the ESC and activities more clearly defined, then the ISSG could be informed about the needs for funds to implement RASG-PA projects.	Waiting for establishment of funding account  Will discuss with ISSG in August	ESC	Soliciting funds for RASG-PA initiatives	On-Going	Valid
D	ESC 4/4	RASG-PA WORKING PAPER	A working paper be prepared and presented at the next ICAO Assembly Meeting.	Information paper to be developed and submitted for assembly	Secretariat	Formal ICAO recognition of RASG-PA	ICAO Assembly	Valid
D	2/1	PROGRESS REPORT ON THE IMPLEMENTATION OF LEGISLATIVE FRAMEWORKS TO PROTECT SAFETY INFORM	That States document their progress with the implementation of a legislative framework to protect safety hazard information and provide regular progress reports to their respective ICAO Regional Office	In order to comply with objective 3b of the GASP the Meeting agreed on an implementation plan that will be periodically updated by ICAO Regional Offices through State Letters and reviewed at RASG-PA annual meetings This plan includes the formation of a national team led by each Civil Aviation Authority, supported by industry, to work on the development of their own proposal and to promote its approval.	ICAO RASG-PA STATES	Implementation plan as documented in RASG-PA/02 final report	Ongoing	Valid  State letters requesting status of implementation was forwarded in March 2010  Received only limited responses from states
C	2/2	RASG-PA FUNDING MECHANISM	That a RASG-PA dedicated funding account be created for management by the Secretariat (Regional Office) of the RASG-PA to support RASG-PA projects that would allow for the flexible use of donor funding and allow funds to be carried over from financial year to financial year.	Safety Fund being developed at ICAO Headquarters – RASG-PA Account will be established in this Fund	RASG-PA Secretariat	Dedicated RASG-PA Fund to support identified projects	Ongoing	Valid

RASG-PA ESC/6  
Appendix to the Report on Agenda Item 3

A3-2

C/D No	Area	Title of Conclusion/Decision	Text of Conclusion/Decision	Follow-up and Remarks	Responsibility	Deliverable	Target Completion Date	Status (Valid, Completed, Superseded)
D	2/3	STANDARDIZED LAYOUT FOR THE RASG-PA ANNUAL	That a RASG-PA Annual Safety Report be developed for presentation at the regular annual meetings of RASG-PA to support a data-driven approach using forensic, proactive and predictive information for the identification, prioritization and implementation of safety mitigating measures within the region using the format as shown in Appendix A to this part of the Report.	Oscar Quesada has asked for data from Boeing and IATA to complete report.  Mission to Lima is scheduled to prepare draft report  Mission completed will be presented to ESC during Meeting in August	RASG-PA Secretariat  RASG-PA ESC  Work group Members	Annual Safety Report RASG-PA/03	RASG-PA/03	Valid
D	2/4	ESTABLISHMENT OF A REGIONAL AVIATION SAFETY TEAM	That the RASG-PA establish a working group (Regional Aviation Safety Team – RAST) to analyze safety risks using the Global Aviation Safety Roadmap process; recommend mitigation measures to address identified risks; prioritize the mitigation measures; and recommend the establishment of projects to RASG-PA for further action.	RAST met in February and April 2010  ESC approved continued work on RAST DIPs during ESC/05  RAST currently conducting Teleconference meetings to finalize DIPs  ESC to discuss implementation at ESC/06	RASG-PA ESC  RAST Members	Analyze safety Risks, Recommend mitigation measures and recommend RASG-PA projects	RASG-PA/03	Valid
D	2/5	AVAILABLE FLIGHT SAFETY TRAINING	That a working group be established to assess, identify and categorize available flight safety training, which will be made available to all RASG-PA members through the RASG-PA website. Identified training will also be aligned to the three data-driven risk areas as identified by the RASG-PA ESC and catalogued by regional needs.	FSTT met in March 2010  Has completed first report and submitted summary of results.  Report available on RASG-PA website	RASG-PA ESC  Training Working Group	Assess, identify and categorize available flight safety training and make available on RASG-PA website	RASG-PA/03	Valid
D	ESC/T/140 410/01	EVALUATE WORKING GROUP MEMBERSHIP	Evaluate membership of the working groups and consolidate the meetings when possible using currently scheduled meetings as venues to also conduct working group meetings to move forward on RASG-PA initiatives.	RASG-PA working groups will be evaluated and meetings consolidated when possible.  Upcoming ESC meeting will not provide opportunity to combine working group efforts	Secretariat	Identify/Assess working group activities and combine when possible to reduce financial and resource requirements	RASG-PA ESC June Teleconference	Valid
D	ESC 5/1	SIMULTANEOUS INTERPRETATION	The ESC agreed that it would be desirable to provide simultaneous interpretation services when possible	Request ESC host to provide simultaneous interpretation services.	Secretariat	Collaboration	All ESC Meetings	Valid

RASG-PA ESC/6  
Appendix to the Report on Agenda Item 3

A3-3

C/D No	Area	Title of Conclusion/Decision	Text of Conclusion/Decision	Follow-up and Remarks	Responsibility	Deliverable	Target Completion Date	Status (Valid, Completed, Superseded)
D	ESC 5/2	Update GSI/3a Report	The ESC agreed that the document "Legislative Framework to Protect Safety Hazard Information" must be evaluated and updated to clarify what data needs to be protected.	Mission planned for Sagrario Padilla to Mexico to collaborate with Fernando Perfecto and update document  Mission completed will brief at ESC/06	Secretariat	GSI-3	RASG-PA/3	Valid
D	ESC 5/3	ESC SUPPORTS SECOND ANNUAL SAFETY SUMMIT	ESC supports the efforts to hold a second annual Safety Summit in 2011.	ALTA in coordination with Secretariat will schedule a meeting to discuss tentative plans for next year's safety summit  Meeting held to discuss tentative plans for next years Safety Summit  Discussion at ESC/06	Secretariat	Collaboration/Mitigation of Pan American Risk Areas	2011	Valid
D	ESC 5/7	RASG-PA PROCEDURAL HANDBOOK	Prepare draft RASG-PA procedural handbook for review at ESC/6 Meeting in Seattle.	RASG-PA Procedural Handbook to be developed.  Draft forwarded to ESC for comments	Secretariat	Clarify RASG-PA roles and responsibilities	ESC/6	Valid







**Agenda Item 5:                    Project Status Update: RASG-PA GSI-12 Protection of Safety Information**

5.1                    COCESNA/ACSA provided a briefing on the advances made with this project, which involves sharing safety information from FOQA data (**See RASG-PA Website [www.mexico.icao.int/RASGPA.html](http://www.mexico.icao.int/RASGPA.html)**), and that the agency was committed to continue efforts on this project. Airbus and ALTA were thanked for their participation in this project.



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**Agenda Item 6: RASG-PA/03 Agenda – Dominican Republic**

6.1 RASG-PA Secretary discussed the agenda and structure for the RASG-PA/03 Meeting and activities that will be held in Punta Cana, Dominican Republic, from 25-29 October 2010. It was proposed that 25 and 26 October, 2010 be available for sub-regional safety groups, e.g., CASSOS, CAST, COCESNA/ACSA, SRVSOP, RAST meetings. The RASG-PA plenary would be held 27-28 October, 2010 with the meeting report review and ESC/07 following on 29 October 2010.

6.2 General discussion followed regarding how the Terms of Reference for RASG-PA differed slightly from those approved by the ICAO Council for establishment of Regional Aviation Safety Groups (RASGs). The RASG-PA Secretary stated that there were no plans to change the current approved RASG-PA Terms of Reference (TORs) regarding member vs. observer status.

6.3 ICAO HQ explained to the ESC how the ICAO Council develops TOR's.

**Decision RASG-PA ESC/6/01 Development of Terms of Reference (TORs)**

ICAO will present a working paper at the next ESC on how terms of reference are developed by the ICAO Council.

6.4 Boeing asked about other RASGs under development since the ICAO Council decision and suggested inviting other ICAO regional directors to RASG-PA/03 to observe the work that the Group is doing. The Secretary mentioned an opportunity to address ICAO RDs at the upcoming ICAO 37<sup>th</sup> Assembly.

**Conclusion RASG-PA ESC/6/01 Side meetings with other ICAO RDs during 37th Assembly**

Mitch Fox (ICAO) and Gerardo Hueto (ISSG) will contact Nancy Graham, Director, ICAO Air Navigation Bureau, to determine if a side meeting can be arranged with the RDs.

6.5 There was discussion about where to promote RASG-PA activities. United States suggested that RASG-PA provide a history of efforts to other RASGs so they can avoid some of the issues that have hindered the advancement in the early stages.

6.6 Boeing and United States agreed to provide a presentation of RASG-PA activities at RASG-PA/03 that would highlight RASG-PA experiences and provide useful information to other RASGs.



**Agenda Item 7: Pan American Aviation Safety Summit 2011**

7.1 ALTA provided a presentation (See **RASG-PA Website [www.mexico.icao.int/RASGPA.html](http://www.mexico.icao.int/RASGPA.html)**) on the survey results received from the First Pan American Aviation Safety Summit held this year in Sao Paulo, Brazil. The presentation showed that a majority of the participants would attend a safety summit next year, and that it was considered a very productive effort by the respondents.

**Decision RASG-PA ESC/6/02 Support the Second Pan American Aviation Safety Summit in 2011**

The ESC agreed to support the Pan American Aviation Safety Summit in 2011.

7.2 ALTA and ICAO will begin the preliminary planning for next year's summit. Several dates and venues were discussed; preliminary venues are Mexico City, Mexico, and Bogota, Colombia. The tentative dates are 8-10 June 2011.

7.3 ALTA offered that if the summit were financially successful, the revenue could be re-invested into RASG-PA activities. The Secretary supported this idea and then discussed the possibility of creating a financial committee that would promote RASG-PA, obtain donors and recommend ways to finance RASG-PA initiatives.



**Agenda Item 8: RASG-PA/02 Meeting Venue, Events, Dates and Agenda Airport Safety Summit and Training Event 2011 (Collaboration with the American Association of Airport Executives (AAAE) and/or Airports Council International (ACI))**

8.1 The Secretary informed the ESC that discussions with AAAE during the regional meeting in Panama in July 2010 took place regarding holding an airport focused safety summit, similar to this year's aviation safety summit.

8.2 The ESC's general consensus was that it would be preferred if AAAE participated in the existing RASG-PA annual meeting and the aviation safety summit rather than support a separate RASG-PA sponsored airports summit in order to minimize resource expenditures.

**Decision RASG-PA ESC/6/03 The Second Pan American Aviation Safety Summit must include more airport safety issues, especially in the area of runway excursions.**

8.3 It was agreed that ACI would play the key role as a member of the ESC with participation by AAAE to coordinate the inclusion of those safety issues in the summit.

**Decision RASG-PA ESC/6/04 Invite the American Association of Airport Executives (AAAE) to RASG-PA/03.**

8.4 ACI asked the ESC to include more airport focus areas on the RASG-PA agenda.

**Decision RASG-PA ESC/6/05 That the RASG-PA agenda include more focus on airport safety issues.**



**Agenda Item 9: Latin American Civil Aviation Commission (LACAC) RASG-PA ESC Membership**

9.1 LACAC made an informal request with the Secretary to become a permanent member of the RASG-PA ESC. The ESC discussed the request and concluded that LACAC is a regional organization that already has representation on the ESC through their Safety Focal Point, Mr. Lorenzo Sepúlveda, Chile, who is a member of the ESC and one of the Vice-Chairpersons of RASG-PA. The ESC decided to invite LACAC to the RASG-PA/03 Meeting in order to aligned regional safety initiatives.

**Decision RASG-PA ESC/6/06 Invite LACAC to the RASG-PA/03 Meeting to provide a presentation on how LACAC can contribute to RASG-PA safety enhancement initiative(s) implementation in the region.**

9.2 A letter will be sent to LACAC signed by the RASG-PA Secretary presenting the decision of the ESC.



**Agenda Item 10: RASG-PA Procedural Handbook**

10.1 The ESC reviewed the draft handbook version 4.0, and made the following recommendations for presentation at the RASG-PA/03 meeting:

1. Replace a single Chairperson with Co-Chairpersons (one for States and one for industry).
2. Eliminate Vice-Chairperson titles.
3. Set term limit for Co-Chairpersons (two 3-year terms).
4. Have more general wording for working groups to permit necessary expansion or removal thereof.
5. Clarify procedure if an ESC representative abandons their position.
6. Clarify the required participation by a member of the ESC.
7. Add the necessary participation (quorum) for conducting business (50% + one).

10.2 The Secretariat will make the recommended changes and redistribute the draft handbook to the ESC for review.



**Agenda Item 11: ISSG Update (Input from RASG-PA) and Future updates to the ICAO Global Aviation Safety Plan (GASP)**

11.1 ICAO HQs briefed the ESC on the amendments being made to the ICAO Global Aviation Safety Plan (GASP), which is ready in first draft and will be circulated for comment. In general terms, the amendments include the State Safety Programme (SSP) and improved metrics. It is not a change to the document, but an overall improvement.

11.2 Boeing further explained that a new version of the Global Aviation Safety Roadmap (GASR) is expected to ease implementation issues and that RASG-PA experiences provide a good model and learning experience. The Industry Safety Strategy Group (ISSG) has requested RASG-PA ESC collaboration with this task and asked for input for improvement.

11.3 The Secretary pointed out that the two documents: ICAO GASP and ISSG GASR can be confusing to people unfamiliar with the documents and that more clarification and distinction should be sought.

11.4 ICAO HQs explained that, in fact, both documents are basically the same with a different style of writing, and suggested that the GASR is more of an implementation tool and GASP is a strategic document and should be dynamically amended.

11.5 ACI expressed that the GASR does not adequately address airport issues.



**Agenda Item 12      Other Business**

12.1            **RASG-PA Newsletter:** ICAO presented a proposal for the production of a RASG-PA newsletter that would be produced bi-annually, at a minimum. The newsletter would be sent electronically and would announce RASG-PA initiatives and events. Because it can be resource intensive to produce a newsletter, articles would be limited to 3 or 4 per newsletter.

**Decision RASG-PA ESC/6/07:      The RASG-PA Newsletter will be published every four months.**

12.2            **Clarifying GASR and GASP initiatives to States:** This item was covered during the discussion on ISSG.

12.3            **Regional Aviation Safety Team (RAST) – Future Status:** the ESC discussed the future of the RAST now that DIPs have been completed and approved. The ESC recommended that the RAST stay in place to provide the mechanism to progress and report on current approved DIP implementation and future DIP development.

12.4            **RASG-PA/04 – Logistics:** the ESC discussed possible venues for RASG-PA/04 in 2011. Since RASG-PA has already had meetings in Central America in 2008 (Puntarenas, Costa Rica), South America in 2009 (Bogota, Colombia), and the Caribbean in 2010 (Punta Cana, Dominican Republic), a suggestion to have a meeting in North America was presented.

**Decision RASG-PA ESC/6/08:      Pursue Miami, United States, for 2011 RASG-PA/04 annual meeting**

12.5            **Finance Committee:** the ESC considered establishing a finance committee as had previously been discussed during RASG-PA/02. The role of the finance committee would be geared towards establishing funding sources for RASG-PA initiatives. Prior to establishing a committee, Boeing suggested looking at Boeing funding guidelines, which will be disseminated to the ESC.