

**RASG-PA INTERIM STEERING COMMITTEE MEETING  
(Mexico City, Mexico, 4-5 August 2008)**

Mrs. Loretta Martin, ICAORD/NACC and Regional Aviation Safety Group – Pan America (RASG-PA) Secretary, acted as Chairperson and presented the draft agenda and working schedule for the RASG-PA Interim Steering Committee (ISC) Meeting, which was approved as presented. The list of participants is enclosed as **Attachment A** to this Report.

**Agenda Item 1:           Review of the RASG-PA Terms of Reference**

The Terms of Reference of the RASG-PA were reviewed; input, comments and changes were introduced and discussed until an agreed final version was presented.

It was agreed that:

Safety efforts of States/Territories, international organizations, regional safety groups and industry should be coordinated and harmonized.

In accordance with GSI/5, *Consistent Coordination of Regional Programmes*, periodic reviews should be conducted of different regional safety group activities with the goal of coordinating hemispheric safety initiatives in accordance with the GASP/GASR, avoiding duplication of efforts and making the best use of available resources. The RASG-PA is the regional entity that will have the mandate to coordinate hemispheric safety initiatives.

RASG-PA's work programme should be well defined in order for States to justify their attendance at the annual meetings and follow-up on aviation safety issues.

The results of this Meeting should be included in a follow-up letter to States/Territories for validation of the RASG-PA.

**Agenda Item 2:           Establishment of the RASG – PA “Steering Committee”**

It was agreed that RASG-PA membership should include representation from all States/Territories, appropriate international organizations, aviation safety groups, and industry from the NAM/CAR/SAM Regions. Steering Committee membership will have one representative from the NAM/SAM regions, respectively, and the CAR Region (Mexico, the Caribbean and Central America) will be divided into two sub-regions as English speaking States and Spanish speaking States each with their representative.

The profile of a Steering Committee member should reflect a high-level position within their organization, involved in safety activities, and with the authority to make decisions.

A letter including the revised RASG-PA and Steering Committee terms of reference, membership, and work programme will be circulated in order that States/Territories validate the RASG-PA by 29 August 2008.

After 29 August 2008, a second letter will be circulated formally establishing the RASG-PA and asking States/Territories to nominate their representative to the RASG-PA.

The day before the RASG-PA Meeting formally starts in Costa Rica, the ISC will meet to review and finalize the agenda and strategy for the meeting.

**Agenda Item 3: Structure of the RASG-PA, its Subgroups and Work Programme /Schedule of Meetings**

The work of the RASG-PA is linked to the Global Aviation Safety Plan (GASP) and the GASR, and it was agreed that its work should be based on the methodology of the GASP.

An organizational chart was presented for consideration as the RASG-PA structure. Discussions involved whether there was a need to establish subgroups with respect to developing tasks/projects and using business cases to support proposed projects. It was agreed that subgroups were not required and that business cases should be developed in support of projects in order to more easily secure funding.

It was agreed that the RASG-PA should implement the GSIs of the GASP as projects, which should be supervised by the RASG-PA Steering Committee.

In view of the above, the ISC agreed on the organizational chart presented as **Attachment B** to this summary.

At the Global Aviation Safety Roadmap (GASR) Workshop held in Bogota, Colombia, 19-23 May 2008, 4 safety initiatives from the 12 GASR safety initiatives were discussed and analyzed.

The establishment of the RASG-PA is the result of GSI/5. The work of GSI/3, and GSI/12 and 2 will focus on implementing projects resulting from GASR analyses.

Marketing the RASG-PA to achieve the maximum participation and support of States/Territories, international organizations, safety groups and industry was discussed. It was agreed that ISC members would promote RASG-PA and its inaugural meeting in Costa Rica at the following events.

ACI/LAC Annual Congress – Panama/November 2008  
ISSG meeting – September 2008  
IATA/AVIANCA Workshop – Colombia  
ICAO – GREPECAS/15 and NACC/DCA/3  
LACAC – Chile/October 2008  
RAAC Meeting 2009

**Agenda Item 4: Follow up on Global Aviation Safety Roadmap Workshop – Recommended Actions**

Under this agenda item, ICAORD/Lima presented proposals for three draft projects related to GSI/3, and GSI/12 and GSI/2) in accordance with the results of the Bogota workshop.

The draft projects refer to GSI/3 - *Effective Error and Incident Reporting* – Project 1: Effective Flow of Hazard Information; GSI/12 - *Effective Use of Technology to Enhance Safety* – Project 2: Elimination of Gaps in use of Technology to Enhance Safety; and, GSI/12 and GSI/2 - *Consistent Regulatory Oversight* - Project 3: Pilot Programme for the Development of Oversight Operations using New Technologies.

The ISC reviewed the projects to determine which project would be able to provide results in time for presentation to the RASG-PA Meeting in November in Costa Rica.

Funding for these projects was discussed involving funding by ISSG members, including BOEING, and other sources of funding from States/Territories, international organizations, and possibly IFAAS.

In this regard, IATA offered to support events through airline sponsorship and IFALPA offered the premises of the ASPA/ICAO Seminar to be held March/April 2009, and to provide experts at no cost. All of these offers were welcomed, but it was stated that secure funding is needed to start the projects.

Different forms of managing funds for projects were explained to the ISC members.

The representative from BOEING informed that after consulting with his Headquarters, BOEING might be able to reassign funds from the COSCAP fund in Headquarters to fund these projects. An official request will be made by BOEING to ICAO Headquarters in this regard.

Project 1 (GSI/3) was found to be both crucial and the most problematic as it involved assessing/revising State legislation regarding the flow of hazard information. It was mentioned that GSI/3 could be expanded beyond the questionnaire regarding the status of protection of safety information in State law to include a questionnaire regarding the inclusion of PBN and SMS in States' national regulations. It was noted that PBN is included in the GREPECAS work programme, and future action by the RASG-PA should be coordinated accordingly. As a result Victor Hernandez, A/DRD ICAO NACC Office, will join the teleconferences to ensure proper coordination of this issue.

Project 2 (GSI/12) – it was agreed that this project could provide the best results in the short term, which could be presented in Costa Rica to show States/Territories what the RASG-PA can achieve and encourage State support.

Project 3 (GSI/12, GSI/2) – it was agreed that IATA and BOEING will review their programmes and present relative information to the RASG-PA in Costa Rica for use as a pilot programme to be used in the NAM/CAR/SAM Regions.

The ISC voted that the best project to start with in order to present results at the RASG-PA Meeting in November in Costa Rica was Project 2; however, it was agreed to start all three projects in parallel, up to the point where no funding is required, in order to continue the work of the GASR Workshop in Bogotá.

A teleconference was scheduled for 13 August 2008, to coordinate the work programme for the projects, giving priority to Project 2.

**Agenda Item 5: Preparations for the First Meeting of the RASG-PA including Agenda and expected outcomes**

A working paper was presented on GSI/7 - *Consistent use of Safety Management Systems (SMS)* regarding implementation actions recommended in GSI/7 to resolve States' safety oversight deficiencies. It was suggested that this area could be addressed at a workshop included as part of the RASG-PA Meeting in November in Costa Rica.

The project strategy would start with the development of SMS standards and implementation guidance material. Once implementation guidance material is developed, material could be prepared to conduct a series of SMS seminars in the Regions with the objective to respond to the general concern of "how do you implement an SMS programme?" Seminars could be scheduled for 2009. It was noted that several States had implemented ATS and airport safety programmes, and that implementation of national SMS programmes, including related regulations, must be encouraged.

It was decided that a workshop on GSI/7 be included in the Draft Agenda for the RASG-PA Meeting in November.

To encourage participation, information on the GASR and GSIs/Focus Areas should be provided to regional safety entities to develop a common tool in order to organize information. It was mentioned that programming a meeting of the various regional safety groups and agencies would provide a means to identify and compare the activities of the various groups and initiate coordination of efforts in line with the GASP GSIs and GASR, which would be very useful to the work of the RASG-PA.

A draft agenda was proposed; the agreed draft agenda, which includes a workshop on GSI/7, is presented as **Attachment C** to this Summary.

**Agenda Item 6:           Other business**

It was agreed that during the 13 August 2008 telcon, dates for future telcons will be agreed upon. IATA and BOEING offered to host the necessary telcons.

Mrs. Loretta Martin, Secretary of the RASG-PA, thanked the participants, recognized that all members of the group have a share in improving aviation safety oversight in our regions, and closed the meeting.

**ATTACHMENT A**

**LIST OF PARTICIPANTS**

**RASG-PA INTERIM STEERING COMMITTEE MEETING**

**4-5 August 2008**

**ACI/LAC**

Eduardo Flores

**FAA**

Manuel Vega

**BOEING**

Gerardo Hueto

**IATA**

Peter Cerda  
Mauricio Morán

**CLAC/Chile**

Lorenzo Sepúlveda

**IFALPA**

Germán Díaz Barriga

**COLOMBIA**

Sergio Paris

**ICAO LIMA**

Jose Miguel Ceppi

**COSTA RICA**

Ricardo Arias

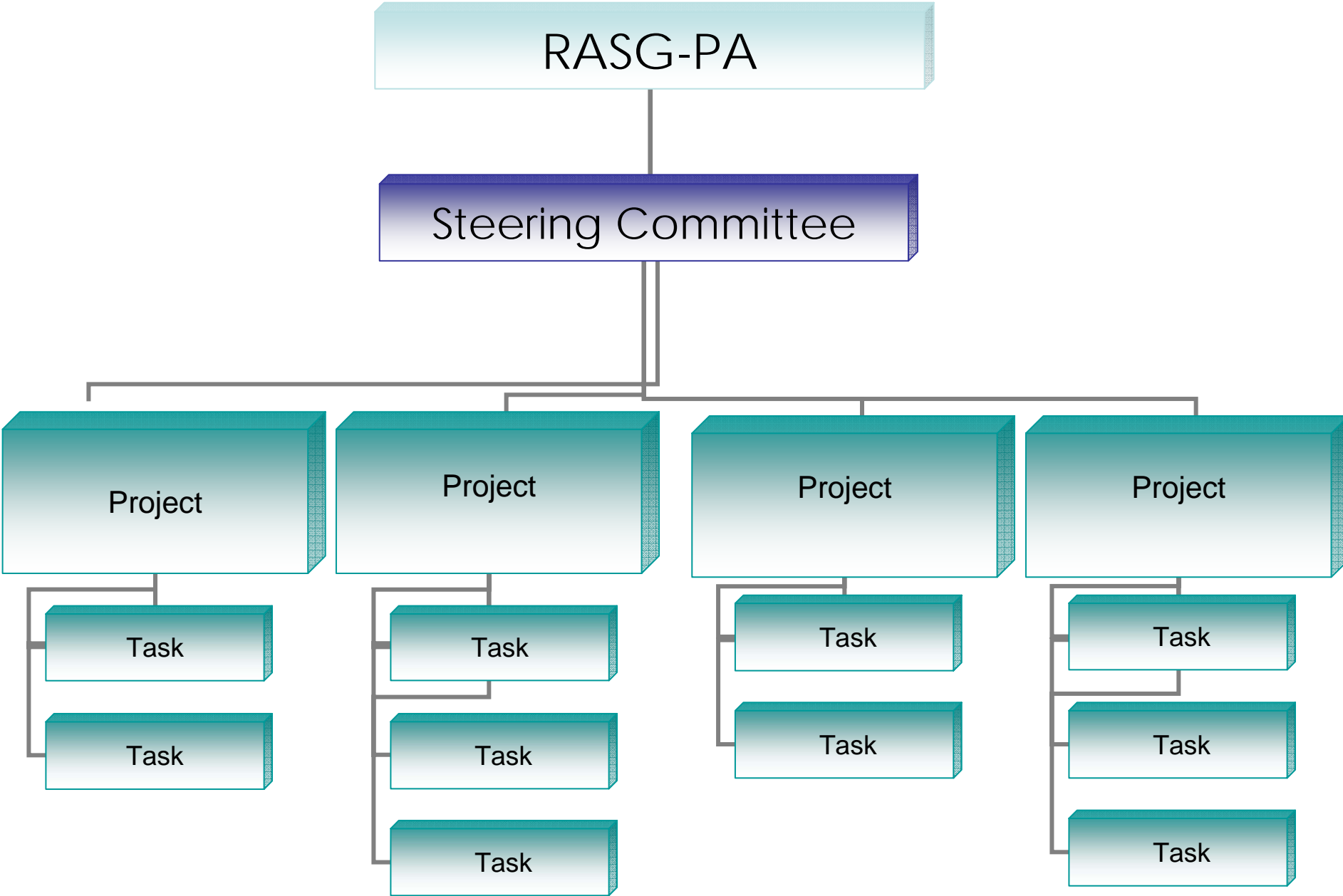
**ICAO Headquarters**

Paul Lamy

**ICAO NACC Office**

Loretta Martin  
Victor Hernández

ATTACHMENT B



**ATTACHMENT C**

**FIRST RASG-PA MEETING**

**DRAFT AGENDA  
(Costa Rica, 10 to 14 November 2008)**

- November 10: Interim Steering Committee Meeting
- November 11: SMS Workshop – Focus Area 7
- November 12/13: Review Terms of Reference  
Election of Chairperson and Vice-Chairpersons  
Review the results of the SMS Workshop (11 November)  
Safety Statistics/BOEING  
Creation of an analysis safety group
- NAM/CAR/SAM Safety Group Analysis
- CAST Presentation
  - EASA Presentation
  - ACSA Presentation
- Project Funding  
Prioritization/Action Plan  
Technology Project Result
- Presentation
- Status of Projects 1 and 3
- November 14: Review of the Draft Report  
Meeting of Interim and newlyelected Steering Committee members