

Appendix B – GRF Implementation Checklist

ID	TASK	WHO	Remarks
GRF 1	Establish a <i>National GRF implementation team</i> at the State Level	State GRF implementation team to include: <ul style="list-style-type: none"> - CAA (<i>responsible entity for implementation</i>) - Aerodromes - ANSP (ATM/AIM/MET) - Airlines/Flight Ops - Any other relevant stakeholder, as required 	<i>As part of the State Plan, tasks to develop local GRF implementation teams may be given to Local RST's at each airport.</i>
GRF 1-1	Develop a <i>National GRF Implementation Plan</i> , detailing tasks, champions and timelines	State GRF implementation team	
GRF 2	<p>Educate by reviewing the following documentation:</p> <ul style="list-style-type: none"> - PANS Aerodromes (Doc 9981) - ICAO Circular 355 - Annex 14 Vol I. - ICAO GRF global Symposium presentations https://www.icao.int/Meetings/grf2019 - ICAO Doc 10064 - Other relevant ICAO provisions – consequential amendments due to GRF (e.g. PANS-AIM, PANS-ATM, etc.) - SRVSOP website: https://www.srvsop.aero <p>Educate by attending:</p> <ul style="list-style-type: none"> - ICAO Regional Workshops (GRF Workshop (Lima)): https://www.icao.int/SAM/Pages/MeetingsDocumentation.aspx?m=2019-GRF - SRVSOP Regional Workshop (Lima, March 2020) <p>Educate by conducting:</p> <ul style="list-style-type: none"> - State Level Workshops/Seminars 	State GRF implementation team <ul style="list-style-type: none"> - In coordination with national bodies representing airports, ANSPs, Airlines 	<i>Advise difficulties to ICAO SAM Office</i> icaosam@icao.int
GRF 3	<p>Promote GRF at the national level in context of safety by developing:</p> <ul style="list-style-type: none"> - brochures - website material / videos - AIC (Aeronautical Information Circular) 	State GRF implementation team <ul style="list-style-type: none"> - distribution should also include GA/BA and Military 	Video presented by ANAC Brasil is available at: https://www.anac.gov.br/rcc

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GRF 4	<p>Train relevant stakeholders on GRF</p> <p>Note that different stakeholders may have different training needs (e.g. aerodromes, pilots, ATS, AIS, aerodromes in warm climates vs. operators that fly to locations with winter conditions, etc.)</p> <p>Train relevant groups that interface with customers on GRF so they can brief their customers when on audit/inspections</p>	<p>Relevant stakeholders:</p> <ul style="list-style-type: none"> - ACI - IATA - IFATCA - IFALPA <p>State GRF implementation team assures training for:</p> <ul style="list-style-type: none"> - ADR/ATM - CAA/FO inspectors 	<p>Online training (ICAO/ACI) available at https://www.olc.aero</p>
GRF 5	<p>Update SNOWTAM Format/template (NOTAM/SNOWTAM systems)</p>	<p>State GRF implementation team assures SNOWTAM template is updated by:</p> <ul style="list-style-type: none"> - AIM 	
GRF 6	<p>Train on the new SNOWTAM Format</p>	<p>State GRF implementation team assures training on SNOWTAM format by:</p> <ul style="list-style-type: none"> - AIM - Aerodrome Operator 	
GRF 7	<p>Update AIP, as required</p>	<p>State GRF implementation team assures AIP is updated by:</p> <ul style="list-style-type: none"> - AIM 	
GRF 8	<p>Conduct parallel test of GRF</p> <p>Conduct analysis using archives of SNOWTAM & AIREPS</p> <p>(this should also be considered after implementation to identify errors)</p>	<p>State GRF implementation team coordinates parallel test with the necessary stakeholders:</p> <ul style="list-style-type: none"> - Airport operators - ANSP - Regional CAA - Airlines - AIS 	

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