

GRF IMPLEMENTATION CHECK LIST

ID	TASK	WHO	WHEN	Remarks
GRF 1	Establish a <i>National GRF implementation team</i> at the State Level	State GRF implementation team to include: - CAA (<i>responsible entity for implementation</i>) - Aerodromes - ANSP(ATM/AIM/MET) - Airlines/Flight Ops - Any other relevant stakeholder, as required		
GRF 1-1	Develop a <i>National GRF Implementation Plan</i> , detailing tasks, champions and timelines	State GRF implementation team		
GRF 2	Educate by reviewing the following documentation : - PANS ADR - ICAO Circular 355 - Annex 14 - ICAO GRF global Symposium presentations https://www.icao.int/Meetings/grf2019 - ICAO Doc 10064 (check when available with HQ) - Other relevant ICAO provisions – consequential amendments due to GRF (e.g. PANS-AIM, PANS-ATM, etc.) Educate by attending : - ICAO Regional Workshops (GRF Workshop (Paris)) - Educate by conducting : - State Level Workshops/Seminars	State GRF implementation team - In coordination with national bodies representing airports, ANSPs, Airlines		

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GRF 3	Promote GRF at the national level in context of safety by developing: - brochures - website material - AIC (Aeronautical Information Circular)	State GRF implementation team - distribution should also include GA/BA and Military		
GRF 4	Train relevant stakeholders on GRF 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.) Train relevant groups that interface with customers on GRF so they can brief their customers when on audit/inspections	Relevant stakeholders: - ACI - IATA - IFATCA - IFALPA State GRF implementation team assures training for: - ADR/ATM - CAA/FO inspectors		
GRF 5	Update SNOWTAM Format/template (NOTAM/SNOWTAM systems)	State GRF implementation team assures SNOWTAM template is updated by: - AIM		
GRF 6	Train on the new SNOWTAM Format	State GRF implementation team assures training on SNOWTAM format by: - AIM		
GRF 7	Update AIP , as required	State GRF implementation team assures AIP is updated		

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		by: - AIM		
GRF 8	Conduct parallel test of GRF Conduct analysis using archives of SNOWTAM & AIREPS (this should also be considered after implementation to identify errors)	State GRF implementation team coordinates parallel test with the necessary stakeholders: - Airport operators - ANSP - Regional CAA - Airlines - AIS		