



RASG-PA ESC/12

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

**TWELFTH RASG-PA EXECUTIVE STEERING
COMMITTEE MEETING
(RASG-PA ESC/12)**

FINAL REPORT

Montego Bay, Jamaica

14 to 15 March 2012

Presented by the Secretariat

April 2012

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History of the Meeting

ii.1 Place and Duration of the Meeting

The Twelfth RASG-PA Executive Steering Committee Meeting (RASG-PA ESC/12) was held at the Montego Bay Convention Center, 14-15 March 2012.

ii.2 Opening Ceremony

The Hon. Michael Hylton Q.C., Chairman of the Board of the Jamaica Civil Aviation Authority, greeted the participants and officially opened the meeting. Mr. Hylton highlighted the importance of the meeting and noted how RASG-PA was crucial to aviation safety in the region.

ii.3 Organization, Officers and Secretariat

Mr. Alex de Gunten, RASG-PA Co-Chairperson (Industry), and Mr. Oscar Derby, RASG-PA Co-Chairperson (States/Territories), led the discussions conducted under the agenda items. Mrs. Loretta Martin, Regional Director of the ICAO NACC Regional Office, served as RASG-PA Secretary and was assisted by Messrs. Oscar Quesada, Deputy Regional Director, ICAO SAM Regional Office; Mr. Adolfo Zavala, ATM/2 Officer, ICAO NACC Office; and Mr. Eduardo Chacin, Flight Safety Officer, ICAO NACC Office.

ii.4 Working Languages

The working languages of the meeting were English and Spanish. Meeting documentation and the report of the meeting were issued in English and Spanish.

ii.5 Agenda

The ESC reviewed the agenda, which was adopted as follows:

Agenda Item 1: Review and approve the RASG-PA ESC/12 Draft Meeting Agenda and Schedule

Agenda Item 2: Review and approve February Teleconference Summary of Discussion including follow-up of RASG-PA Decisions and Conclusions

- 2.1 Approve February Teleconference Summary of Discussions
- 2.2 Review list of RASG-PA Decisions and Conclusions

Agenda Item 3: Status/update of RASG-PA Working Groups and Projects

- 3.1 Pan-America – Regional Aviation Safety Team (PA-RAST)
 - ASIAS Presentation (Scheduled for Wednesday Morning)
 - Status/Update – 2011 Report

- 3.2 Annual Safety Report Team (ASTT)
 - Status/update – 211 Report
- 3.3 Aviation Safety Training Team – Pan America (ASTT)
 - Status/update
 - RASG-PA Aviation Safety Workshop – Mexico City
 - ADREP/ECCAIRS Workshop
- 3.4 Project GSI/13.A – Protection of Safety Information
 - Status/update
 - Review GSI/12 WP for RASG-PA/4
- 3.5 Project GSI/12 – Sharing of Information Safety Data
 - Status/update
- 3.6 Project GSI/14 – Accident/Incident Regional Board
 - Status/update
- 3.7 ICAO Spanish standard phraseology project
 - Status/update

Agenda Item 4: Third Pan American Aviation Safety Summit

- 4.1 Agenda and logistics

Agenda Item 5: ALAR Toolkit Translation - Portuguese

Agenda Item 6: RASG-PA/5 Meeting

- 6.1 Agenda and Logistics

Agenda Item 7: Other Business

- 7.1 Bird Strikes Risk Reduction Program
- 7.2 IATA in partnership with ALTA 2012 Operations Conference
- 7.3 The future of RASG-PA

ii.6 Schedule and Working Methods

The meeting held its session from 08:30 to 16:30.

ii.7 Attendance

The meeting was attended by 21 members and staff of the RASG-PA Executive Steering Committee (ESC) including Ms. Dawn Veatch, FAA, and Ms. Marva Gordon Simmons, General Counsel Jamaica Civil Aviation Authority.

ii.7 **Decisions**

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

ii.8 **List of Decisions**

The RASG-PA ESC/12 Meeting formulated 7 decisions.

No. RASG-PA ESC	Title	Page
RASG-PA ESC/12/01	Reformat Detailed Implementation Plans for ease of access	3-1
RASG-PA ESC/12/02	Schedule monthly PA-RAST teleconferences	3-1
RASG-PA ESC/12/03	PA-RAST Recommendation to ESC on future of DIPs	3-2
RASG-PA ESC/12/04	Annual RASG-PA Newsletter	3-3
RASG-PA ESC/12/05	Coordinate GSI/1 RASG-PA Project to Standardize Spanish ATC Phraseology with GREPECAS	3-5
RASG-PA ESC/12/06	Coordinate ALTA and IATA Bird Strike Initiative with GREPECAS	7-2
RASG-PA ESC/12/07	Develop a RASG-PA Mission and Vision Statement	7-2

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Agenda Item 1: Review and approve the RASG-PA ESC/12 Draft Meeting Agenda and Schedule

1.1 Mr. Alex de Gunten, RASG-PA Co-Chairperson for Industry, presented WP/01 and invited the ESC to approve the draft agenda. The agenda was modified and approved and is included in the historical section of this report.

Agenda Item 2: Review and approve February Teleconference Summary of Discussion including follow-up of RASG-PA Decisions and Conclusions

2.1 Approve February Teleconference Summary of Discussion

2.1.1 The ESC reviewed and approved the February Teleconference Summary of Discussion, which included a clarification to correct the outcome of the project “Business Case to Mitigate Runway Excursions,” which had been prematurely closed in the summary of discussion for January 2012.

2.1.2 The ESC agreed during the February teleconference that the project was still valid and will continue as a deliverable for RASG-PA.

2.2 Review list of RASG-PA Decisions and Conclusions

2.2.1 The ESC reviewed the list of RASG-PA Decisions and Conclusions. The following remain valid and were updated: C3/6, D4/4, C4/6 and D4/7.

2.2.2 The following ESC Decisions remain valid and were updated: ESC 4/2, ESC 8/6, ESC 10/5, ESC 10/7, ESC 10/10, ESC 11/4.

Agenda Item 3: Status/update of RASG-PA Working Groups and Projects

3.1 Pan America – Regional Aviation Safety Team (PA-RAST)

3.1.1 Mr. Glenn Michael provided the ESC with a presentation on ASIAs and the data that is available using the associated Tableau software. This programme is required to view the CAST Metrics file.

3.1.2 The presentation included aggregate, de-identified data for U.S. operations to RASG-PA member selected airports.

3.1.3 PA-RAST recommended that ASIAs activities remain within the PA-RAST and that the terms of reference for PA-RAST be modified to include ASIAs initiatives. The ESC accepted this recommendation.

3.1.4 The PA-RAST Rapporteur, Mr. Gabriel Acosta, briefed the ESC on the current activities and status of PA-RAST initiatives resulting from the working group's meeting on the preceding days; 12-13 March, 2012.

3.1.5 During the PA-RAST Meeting, one of the main topics discussed was the difficulty in accessing the Detailed Implementation Plans (DIPs) by RASG-PA members. The group decided that it was necessary to make the Detailed Implementation Plans (DIPs) more accessible. The working group discussed several options and proposed the following decision to the ESC/12 Meeting:

RASG-PA ESC Decision 12/1: Reformat Detailed Implementation Plans for ease of access

The PA-RAST will reformat the Detailed Implementation Plans in order to allow ease of access to all RASG-PA members.

RASG-PA ESC Decision 12/2: Schedule monthly PA-RAST teleconferences

That PA-RAST establish monthly teleconferences in order to follow-up on current PA-RAST initiatives, and track future initiatives and the PA-RAST work programme.

3.1.6 The ESC discussed the status of all RASG-PA DIPs and agreed to close DIP CFIT/02 since all outputs for this DIP had been completed.

3.1.7 The ESC discussed DIPs RE/11 and RE/08 and agreed that they may overlap ICAO initiatives already being promoted. The ESC requested that the PA-RAST review the DIPs and provide a recommendation whether to continue work on these DIPs or to terminate these initiatives in order not to duplicate work being conducted by ICAO, regarding the guidance material in maintaining runway in accordance with Annex 14 and creating action plans for runway safety teams

RASG-PA ESC Decision 12/3: PA-RAST Recommendation to ESC on future of DIPs

The PA-RAST will provide ESC with a recommendation on the future of DIPs RE/11 and RE/08 by the ESC/13 Meeting in Bogota, Colombia, June 2012.

3.1.8 The ESC was briefed on the implementation status of the Runway Safety Team (RST) pilot programme in the CAR/SAM Regions. This pilot programme was approved by RASG-PA as conclusion RASG-PA/4/6 - Regional Runway Safety Teams (RSTs) during the RASG-PA/04 Meeting in Miami, United States. The main objective of the local Runway Safety Teams (RSTs) is to address the prevention and mitigation of runway excursions, runway incursions and other occurrences related to runway safety. The RASG-PA/4 Meeting supported this initiative, and Mexico is leading the pilot programme for the implementation of the RST at Mexico City International Airport (MMMX) with the support of the ICAO NACC Regional Office and other stakeholders.

3.1.9 The ICAO NACC Regional Office (FS, AGA and ATM Regional Officers) started coordination RST implementation activities with Mexico MMMX, AICM, and main stakeholders in January 2012.

3.1.10 As a result of this coordination, two meetings have been held at MMMX in 2012 in order to identify the focal points, the terms of reference, and the methodology to be followed for developing a runway safety action plan at this airport. The work is on-going, and the outcome of the pilot programme will be presented during the RASG-PA/ESC/13 Meeting to be held in June 2012 in Bogotá, Colombia.

3.1.11 As an additional mandate of Conclusion RASG-PA/4/6, the RASG-PA Aviation Safety Training Team (ASTT) included an overview of the RST implementation plans and runway safety best practices in the RASG-PA Aviation Safety Workshop to be conducted in 2012.

3.1.12 Regarding the role of RASG-PA in the implementation of the RSTs, the RASG-PA/ESC/12 did not consider the allocation of funding at this moment for RST Go Teams under the ICAO leadership and the participation of ICAO's Runway Safety Partners to assist States with the establishment of RSTs as endorsed in Conclusion RASG-PA/4/6 - Regional Runway Safety Teams (RSTs) due to the lack of resources.

3.2 Annual Safety Report Team (ASRT)

3.2.1 ICAO presented the ESC with the current status of the 3rd edition of the RASG-PA Annual Safety Report.

3.2.2 The milestones for the production of this year's safety report were presented with a significant increase in efficiency due to a standardized layout and a request for report data to be provided by 15 April 2012.

3.2.3 The ESC discussed adding additional information to the report and requested the Annual Safety Report Team (ASRT) to provide a recommendation to the ESC by the RASG-PA ESC/14 Meeting in August 2012.

3.2.4 Based on the tentative dates for receiving report data, analysis and drafting and review sessions of the report, the ESC requested that the report be finalized and completed by September 2012.

3.3 Aviation Safety Training Team - Pan America (ASTT)

3.3.1 ICAO briefed the ESC on the current activities of the ASTT. The Third RASG-PA Aviation Safety Workshop was held at the ICAO NACC Regional Office in Mexico City, Mexico, on 30 and 31 January 2012. Over 90 participants from different sectors of the Mexican aviation community were in attendance.

3.3.2 The ESC was advised that the next scheduled aviation safety workshop will be held in Bogota, Colombia, immediately following the Pan American Aviation Safety Summit.

3.3.3 ICAO also briefed the ESC that RASG-PA had obtained the support of the Colegio de Pilotos Aviadores de Mexico to provide the ALAR Toolkit II course in Spanish as in-kind support to RASG-PA.

3.3.4 The ESC requested that the ASTT produce an annual RASG-PA newsletter to promote RASG-PA activities. ALTA will provide support in disseminating the newsletter.

RASG-PA ESC Decision 12/4: Annual RASG-PA Newsletter

That the ASTT produce a yearly RASG-PA newsletter to announce RASG-PA training activities and upcoming events.

3.4 Project GSI/3 - Protection of Safety Information

3.4.1 The ESC was provided with the current status of the GSI/3 Project. On 23 February 2012, RASG-PA representatives met with Airbus and Boeing representatives to discuss the draft GSI/3 document. All parties agreed on the importance of the project and Airbus and Boeing provided written comments in order to assist RASG-PA in revising the document.

3.4.2 All parties agreed to the proposed revisions and set a tentative schedule to complete the work for presentation to the ESC. Ms. Sagrario Padilla will travel to Mexico City the last week of March 2012 to make necessary revisions; she will be assisted by Capt. Fernando Perfecto. The document will be then be presented to Airbus and Boeing for review with the final document scheduled to be presented to ESC during the ESC meeting in Bogota, Colombia, 19th June.

3.5 Project GSI/12 - Sharing of Information Safety Data

3.5.1 Mr. Ricardo Jimenez Paniagua, Costa Rica, provided the ESC with the current status of the GSI/12 Project. The objective is to share flight trend information with participating airlines and civil aviation authorities to better understand the associated risks with routine operations and implement methods to manage and mitigate those risks.

3.5.2 The ESC was briefed that the GSI/12 Project was obtaining considerable data and at this point in the project it would be beneficial if the data could be analyzed by an expert in order to provide the project with specific strategic initiatives to mitigate the identified risks.

3.5.3 In addition, the ESC was briefed that a long standing barrier to full FOQA data sharing within the project was the lack of a legal agreement limiting the liability of cooperating operators. The PASO team felt that the completion of the GSI/3 project could provide additional incentives for operators to participate in the programme and looked forward to receiving a final version of the GSI/3 legal framework document.

3.6 Project GSI/4 - Accident/Incident Regional Board

3.6.1 The ESC reviewed the working paper presented by COCESNA/ACSA, which updated the status of the GSI/4 Project as follows:

Phase I (2010-2011) Documentation Phase: 90% complete

- a. Development of MRAC-13 and related documents for approval in accordance with ICAO Annex 13 (Harmonized and Standardized regulations for the Central American area).
- b. Development of an Accident Investigator Manual and Procedures Manual standardized on a regional level.

Phase II (2011-2012) Implementation Phase: 80% complete

- a. Evaluate the possibility of forming a GO TEAM on a regional level to provide support to the States with investigations of accidents and serious incidents.
- b. Select a person from each member State to function as an IIC (Investigator-in-Charge)
- c. Evaluate the system database that will be deployed in the region for investigation of accidents and serious incidents and ensure compatible with the SMS database.

Phase III (2012-2014) Prevention Phase:

- a. Creation of an accident investigation laboratory to assist member States with technical and accident reconstruction capabilities.

3.6.2 In addition, COCESNA/ACSA has committed to providing additional resources to ensure completion of this project.

3.7 ICAO Spanish standard phraseology project

3.7.1 ALTA briefed the ESC on the current status of the RASG-PA GSI/1 Project. ALTA developed and distributed a survey for pilots of 6-9 airlines in the Region requesting data on the consistent use of standard ICAO Spanish phraseology in Spanish-speaking States.

3.7.2 During the February 2012 RASG-PA ESC teleconference, ALTA provided preliminary results of the surveys, which showed that a majority of the respondents agreed that there is a lack of standardization within the Spanish-speaking States of the Pan American region. Mr. Alex de Gunten presented the final results of the surveys to the ESC, which is available in the appendix of WP/09.

3.7.3 As part of the project to promote the standardization of Spanish ATC phraseology, Chile had agreed to review the Mexico DGAC Spanish ATC Phraseology Guide they had recently developed, so that it could be used as a template for other States to develop similar guidance. Chile provided the results of that review to the ESC during the RASG-PA ESC/12 Meeting. The review by Chile indicated that the circular did not meet all the phraseology standards as set forth in ICAO Doc 4444.

3.7.4 As an additional resource, COCESNA/ACSA advised the ESC that COCESNA had already developed a Spanish Phraseology Guide in Central America resulting from a project that began in 2007. They volunteered to provide assistance with the RASG-PA phraseology project and share their experiences.

3.7.5 ALTA, with the assistance of COCESNA/ACSA, has also proposed expanding the phraseology survey to air traffic controllers in the region to expand the responses and determine the extent of the problem involving standardized ATC Spanish phraseology.

3.7.6 The RASG-PA Secretariat noted that GREPECAS had previously championed an initiative to streamline ICAO phraseology, which culminated with an amendment to Chapter 12, Phraseologies (Spanish only), of the PANS/ATM (Doc 4444) applicable since 2009. However, the amendments to the phraseology have not been widely adopted by the Spanish-speaking community.

3.7.7 The ESC agreed that it was necessary to coordinate the initiative and results of the survey with GREPECAS during the Programmes and Projects Review Committee (PPRC), being held 25-27 April at the ICAO Mexico City office.

RASG-PA ESC Decision 12/5: Coordinate GSI/1 RASG-PA Project to Standardize Spanish ATC Phraseology with GREPECAS

RASG-PA Secretary will coordinate the RASG-PA Project GSI/1 - ICAO Spanish Standard ATC Phraseology Project with the GREPECAS Programmes and Projects Review Committee (PPRC) to eliminate any duplication of efforts and resources and to coordinate future activities.

Agenda Item 4: Third Pan American Aviation Safety Summit

4.1 Mr. Alex de Gunten, RASG-PA Co-Chair, briefed the ESC on the current status and logistics for the Third Pan American Aviation Safety Summit, which will be held the 20th and 21st June, 2012 in Bogota, Colombia. A draft agenda for the Safety Summit was provided to the ESC for review and comment.

4.2 In conjunction with the Safety Summit the PA-RAST/9 and RASG-PA ESC/13 Meetings will also be held in Bogota, 18 and 19 June 2012, respectively.

4.3 RASG-PA will also host an Aviation Safety Workshop immediately after the Summit, which will be conducted from 21 to 22 June 2012.

Agenda Item 5: ALAR Toolkit Translation –Portuguese/Spanish

5.1 The ESC noted the ongoing activities to translate the Flight Safety Foundation (FSF) Toolkit II into Spanish and Portuguese.

5.2 During the January 2012 RASG-PA ESC teleconference, it was suggested that the ESC consider promoting the translation or subtitling of FSF's updated ALAR Toolkit into Portuguese and Spanish to promote mitigation factors and safety initiatives identified in the Toolkit.

5.3 The FSF gave RASG-PA formal approval on 7 February 2012, for the translation of the Toolkit into Portuguese and Spanish.

5.4 The ESC was briefed that the ALAR II Toolkit had already been developed and updated as a course by the Colegio de Pilotos Aviadores de México (CPAM). On 28 February 2012, the RASG-PA Secretary requested an in-kind donation from CPAM to use the ALAR II Course they developed in Spanish.

5.5 The ESC also requested that FSF approve the uploading of the translated ALAR Toolkit for RASG-PA members. The RASG-PA FSF member will coordinate this request and provide a response by the April ESC teleconference.

Agenda Item 6: RASG-PA/5 Meeting

6.1 The ESC was briefed on the current status of the RASG-PA/05 activities accomplished in order to combine the event with the Flight Safety Foundation (FSF) Meeting also being held in Santiago, Chile, during the same week.

6.2 It was determined that the first step to coordinate the combined event would be to make a request to the Chilean DGAC to consider providing the necessary meeting space at the same venue as the FSF event.

6.3 Coordination was made through the ICAO SAM Regional Office, which sent a formal request to Chile to support this initiative.

6.4 The Chilean DGAC responded that they were in favor of the initiative, but that current government regulations did not allow them to sole-source the venue. They are required to request bids to host the event and then select the lowest bid; they are awaiting the outcome of this process.

6.6 In order to host both events at the same venue, it was agreed that RASG-PA would need to alter its normal schedule and hold the PA-RAST Meeting on the preceding Saturday, the ESC Meeting on Sunday, and a one-day RASG-PA Meeting on Monday in order to join the FSF event on Tuesday. An additional day or half day to conclude RASG- PA business could be scheduled later in the week, if required.

6.7 The ESC also agreed that in the event the RASG-PA events need to be held at a different hotel, the benefits of joint participation outweighed the negatives of being located at different venues.

Agenda Item 7: Other Business

7.1 Bird Strike Risk Reduction Programme

7.1.1 ALTA and IATA briefed the ESC that they have been working on a Bird Strike Risk Reduction Programme for airports in the Latin American and Caribbean Regions. Twenty-five airlines have provided ALTA/IATA their historical bird strike data in order to produce a data-driven approach for the programme and increase awareness of the problem in the region.

7.1.2 ALTA and IATA have also partnered with the FAA and USDA to use their expertise in the region with a pilot programme.

7.1.3 A Bird Strike Sub-committee was created to drive the programme, headed by ALTA and IATA, with the participation of representatives from COPA, Avianca and LAN. The Sub-committee has met four times (conference call and as a group) to share experiences with bird strike programme and to design the Bird Strike Risk Reduction Program. The meeting was attended by representatives and bird strike experts from the FAA, USDA, Airbus, Boeing, IFALPA, ACI-LAC, LACSA, Avianca, Copa, Copa Colombia, LAN Peru and LAN Ecuador.

7.1.4 After considering the proposal of the FAA/USDA and the available data, it was decided that a pilot programme would be initiated at Panama's Tocumen and Ecuador's Guayaquil international airports. They were chosen based on their high bird strike incident rates, support from airlines and aeronautical authorities, and the similar situation of their natural environments.

7.1.5 The FAA and USDA have allocated funds for this project for 2012 and letters signed by the FAA, USDA, ALTA, IATA and ACI-LAC were sent to Ecuador and Panama DGCAs and airport concessionaires to present the programme.

7.1.6 The local DGCAs, airport concessionaires and local airlines associations of Panama and Ecuador approved the project and provided the necessary support and funding to carry out the first phase of the project.

7.1.7 The FAA and USDA are working on schedules for their bird strike experts in order to set a date for the first visit to the two airports. Once a date is agreed upon, initial preparations will commence to supply all the necessary data to the experts prior to their visit and arrange the logistics.

7.1.8 ALTA and IATA requested that this programme be included as an official RASG-PA project and invited its members to join the projects sub-committee.

7.1.9 The RASG-PA Secretary noted that GREPECAS may also have an initiative on bird strikes and that it would be necessary first to coordinate these activities with the GREPECAS at the next GREPECAS Programmes and Projects Review Committee (PPRC), being held from 25 to 27 April at the ICAO Mexico City office.

RASG-PA ESC Decision 12/6: Coordinate the ALTA and IATA Bird Strike Initiative with GREPECAS

The RASG-PA Secretary will coordinate the ALTA and IATA Bird Strike Risk Reduction Programme activities with the GREPECAS Programmes and Projects Review Committee (PPRC).

7.2 IATA 2012 Operations Conference in partnership with ALTA

7.2.1 Mr. Alex de Gunten briefed the ESC on the upcoming IATA 2012 Operations Conference, in partnership with ALTA, being held from 16 to 18 April at the Windsor Barra Hotel in Rio de Janeiro, Brazil.

7.2.2 The conference will feature prominent industry leaders and key industry decision-makers from around the globe to shape constructive industry solutions including: airport expansion and redevelopment; regulatory harmonization; fuel and the environment, safety data-sharing; checkpoint of the future; and cargo safety.

7.3 The future of RASG-PA

7.3.1 Mr. Peter Cerda, IATA representative, presented WP/15 on the future of RASG-PA. The working paper focused on the potential of RASG-PA to drive much needed safety initiatives that will help reduce the accident rate and enhance the safety culture in the region. In order to do so, he stated that it needed to “shift gears” towards more strategic and result-driven programmes with enhanced coordination between its members.

7.3.2 The working paper invited RASG-PA to review its current process, objectives and communication strategies to ensure that they are relevant and accessible to the rest of the industry, and proves itself to be in the vanguard of safety enhancement and leadership.

7.3.3 The ESC concurred that there was a need to heighten organizational strategies to ensure that RASG-PA remains a relevant and valuable source of leadership and solutions for the region.

7.3.4 The ESC agreed to create a mission and vision statement that clearly identified organizational goals and strategic plans for the future.

RASG-PA ESC Decision 12/7: Develop a RASG-PA Mission and Vision Statement

The RASG-PA ESC will develop and disseminate RASG-PA’s organizational goals through a mission and vision statement to be shared with members in order to promote opportunities for State and industry cooperation to safety improvements in aviation.

7.4 Rescheduling of RASG-PA ESC/14 and PA-RAST/10 Meetings

7.4.1 The ESC agreed to reschedule the RASG-PA ESC/14 and PA-RAST/10 Meetings to the week of 13 August 2012, in Seattle, United States. The meetings will be hosted by Boeing.