



RASG-PA ESC/7

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

**SEVENTH RASG-PA EXECUTIVE STEERING
COMMITTEE MEETING
(RASG-PA ESC/7)**

PUNTA CANA, DOMINICAN REPUBLIC

29 OCTOBER 2010

INTERNATIONAL CIVIL AVIATION ORGANIZATION

**SEVENTH RASG-PA EXECUTIVE STEERING COMMITTEE MEETING –
(RASG-PA ESC/7)**

SUMMARY OF CONCLUSIONS AND DECISIONS

PUNTA CANA, DOMINICAN REPUBLIC 29 OCTOBER 2010

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History of the Meeting

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

The Seventh RASG-PA Executive Steering Committee Meeting (RASG-PA ESC/7) was held at the Moon Palace Hotel, Punta Cana, Dominican Republic, 29 October 2010.

ii.2 **Organization, Officers and Secretariat**

Mr. Oscar Derby, RASG-PA Chairman, led the discussions conducted under the agenda items and was joined by newly elected RASG-PA Co-Chair, Mr. Alex de Gunten, Executive Director, ALTA. The co-chairs were assisted in the meeting by Mrs. Loretta Martin, RASG-PA Secretary and Regional Director of the ICAO NACC Office. Mrs. Martin was assisted by Mr. Franklin Hoyer, Regional Director of the ICAO SAM Office; Mr. Eduardo Chacin, Flight Safety Officer, NACC Office; and Mr. Adolfo Zavala, ATM/2 Officer, NACC Office; and Mr. Miguel Marin, Technical Officer, ICAO Headquarters.

ii.3 **Working Languages**

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

ii.4 **Agenda**

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

- Agenda Item 1:** Review and Approval of the Draft Meeting Agenda and Schedule
- Agenda Item 2:** RASG-PA/03 Meeting Follow-up Actions for the ESC
- Revised Organization and Implementation Plan, e.g., election of co-chairperson from international organization/industry
 - Translation of DIPs into Spanish and greater State participation in RAST-PA
 - Interpretation for ESC Meetings
 - COCESNA/ACSA proposal of a new RASG-PA project to study the feasibility of a regional accident investigation board
 - 2011 Aviation Safety Summit hosts and venue
 - RASG-PA/4 meeting dates
- Agenda Item 3:** RAST-PA/03 Meeting Report
- Agenda Item 4:** RASG-PA 2011 Activity Schedule
- Agenda Item 5:** RASG-PA 2011 Budget and Voluntary Contributions
- Boeing financial contribution
 - ICAO SAFE Fund
 - 2011 event host
- Agenda Item 6:** Other Business

ii.5 Schedule and Working Methods

The meeting held its session from 1030 to 1430, immediately following the reading of RASG-PA/03 draft report.

ii.6 Attendance

The meeting was attended by 22 members of the RASG-PA Executive Steering Committee (ESC) from Brazil, Costa Rica, Jamaica, United States, ACI, Airbus, ALTA, BOEING, COCESNA/ACSA, CASSOS, IATA, as well as ICAO members and one observer from Mexico.

ii.7 Conclusions and Decisions

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

ii.8 List of Conclusions and Decisions

The RASG-PA ESC/7 Meeting formulated three Decisions.

ii.9 List of Decisions

No. RASG-PA ESC	Title	Page
RASG-PA ESC/7/01	Translation of Detailed Implementation Plans (DIPs) into Spanish	2-1
RASG-PA ESC/7/02	RASG-PA Project supporting COCESNA/ACSA proposed Regional Accident and Incident Investigation Board	2-1
RASG-PA ESC/7/03	RASG-PA will publish 2009 Annual Safety Report in hard copy prior to the Second Pan American Aviation Safety Summit 2011	2-2

LIST OF PARTICIPANTS

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RASG-PA ESC/7
iii - List of Participants

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LIST OF DOCUMENTATION

Agenda Item	Title	Presented by
1	Draft Agenda	Secretariat
3	RAST-PA/03 Meeting Report	Secretariat
4	RASG-PA Activity Schedule	Secretariat

All documentation is available for download at: <http://www.mexico.icao.int/Metings/RASGPAESC.html>

Agenda Item 2: RASG-PA/03 Meeting Follow-up Actions for the ESC

2.1 The ESC discussed the need to elect a co-chair representing international organizations/industry in order to implement the organizational changes approved by RASG-PA members during RASG-PA/03, resulting from the approval of the RASG-PA Procedural Handbook. ACI nominated ALTA as co-chair, which was then seconded by COCESNA/ACSA. The remainder of the ESC members further supported the nomination, and by acclamation, Mr. Alex de Gunten from ALTA was elected as the new RASG-PA international organization/industry co-chair.

2.2 The ESC discussed the need to increase participation of States in the Regional Aviation Safety Team – Pan America (RAST-PA) and to also have the seven approved Detailed Implementation Plans (DIPs) translated into Spanish. Several industry ESC members agreed that having the DIPs translated into Spanish would provide an incentive for participation. The ESC supported translating the DIPs into Spanish.

DECISION RASG-PA ESC/7/01 TRANSLATION OF DETAILED IMPLEMENTATION PLANS (DIPS) INTO SPANISH.

ICAO NACC and SAM offices will translate the seven approved DIPS into Spanish.

2.3 The RASG-PA Vice-chairperson from Costa Rica informed the ESC that a representative of the Costa Rican DGAC would join RAST-PA. Additionally, RASG-PA Co-chairperson, Mr. Oscar Derby, announced that the Flight Safety Director from the Jamaican CAA, Mr. Nari Singh, would also join RAST-PA. The Mexican representative also agreed to participate in future RAST-PA meetings.

2.4 The RASG-PA Secretariat provided a brief history on the decision to hold ESC meetings in English. However, as a result of increased RASG-PA activities in the Pan American region, and to ensure increased participation, the ESC agreed that it would be beneficial to have simultaneous interpretation for ESC meetings as is the standard for RASG-PA meetings. The Secretariat agreed and reminded the Meeting that a section was included in the RASG-PA Procedural Handbook requesting simultaneous interpretation from ESC meeting hosts.

2.5 The representative from COCESNA/ACSA asked the ESC to consider a RASG-PA project regarding the feasibility of establishing a proposed COCESNA/ACSA regional accident and incident investigation board and go-team. He explained that the COCESNA/ACSA Board of Directors had already approved the concept and that with RASG-PA support the concept could be implemented sooner. The Secretariat requested that COCESNA/ACSA provide a detailed briefing on what the next steps would be to create such a team and how RASG-PA could assist in this endeavour.

DECISION RASG-PA ESC/7/02 RASG-PA PROJECT TO SUPPORT PROPOSED COCESNA/ACSA REGIONAL ACCIDENT AND INCIDENT INVESTIGATION BOARD.

COCESNA/ACSA will provide a detailed implementation plan to the RASG-PA ESC outlining next steps and support requested from RASG-PA to assist in creating a regional accident/incident investigation board.

2.6 Mr. Alex de Gunten, newly elected RASG-PA Co-Chairperson, briefed the Meeting on the plans for the Second Pan American Aviation Safety Summit (Safety Summit) in 2011. He said that his organization had been reviewing possible sites, and Mexico City would most likely be the site for the Safety Summit in 2011. The Secretariat requested that ESC members assist in securing additional financial or in-kind support to ensure a successful summit. The representative from Boeing suggested that we allocate a portion of next year's RASG-PA budget to assist in financing the Safety Summit. ALTA mentioned that they have already been in contact with possible contributors. ALTA also mentioned that they plan to double the size of last year's participation. The ACI representative stated their intention to support the summit as a co-sponsor.

2.7 The Meeting also agreed to support a cooperative agreement with other organizations and use the location and logistics of the Safety Summit to support other group meetings prior to the summit in an effort to increase participation.

2.8 The Vice-Chairperson from Brazil discussed the need to encourage more corporate participation as exhibitors to assist in funding the Safety Summit. Airbus requested that any publicity reference the Safety Summit be provided as soon as possible to assist with requesting funds to support the event.

2.9 There was a brief discussion about tentative dates for the Safety Summit, which was tentatively set for 8-10 June 2011; however, due to possible conflicts with other meetings, the Secretariat asked for the final date to be tabled until the ESC can complete a more detailed review of possible conflicts with other scheduled meetings.

2.10 The Meeting discussed the date for the RASG-PA/4 Meeting. Due to other conflicts it was decided to tentatively set the week of 17 October 2011, as the date for the next RASG-PA meeting. The Secretariat will review calendar for possible conflicts and advise the ESC during next monthly teleconference.

2.11 Boeing asked the ESC to consider holding RASG-PA/5 in South America, which was tentatively supported by the ESC.

2.12 The Meeting discussed the publication of the RASG-PA 2009 Annual Safety Report that was approved by the RASG-PA/3 Meeting. The general consensus was to publish a hard copy and distribute it to key stakeholders. The Meeting agreed to publish the report as approved by the RASG-PA members to maintain consistency in future publications.

2.13 The Meeting discussed the number of copies needed to print and if it would be more advantageous to distribute on CD-ROM rather than print hard copies. Brazil spoke about their experience in publishing their annual safety report as background information.

2.14 Mr. Franklin Hoyer, Regional Director, ICAO SAM, discussed the possibility of having sponsors help offset the cost of publication. The Meeting agreed with this approach in theory but agreed that sponsors should be limited to RASG-PA members. The Meeting agreed that the report should stay as neutral as possible and not be dependent on outside sources for publication.

2.15 The Meeting agreed that the report should be published prior to Second Pan American Aviation Safety Summit. The Boeing representative agreed to assist the Secretariat with investigating possible options in publishing the report.

**DECISION RASG-PA ESC/7/03 RASG-PA WILL PUBLISH ANNUAL SAFETY REPORT
IN HARD COPY PRIOR TO THE 2011 SECOND PAN
AMERICAN AVIATION SAFETY SUMMIT**

RASG-PA will publish the RASG-PA Annual Safety Report in hard copy with support from Boeing and distribute to stakeholders prior to the Second Pan-American Aviation Safety Summit 2011.

**Agenda Item 3: Regional Aviation Safety Team-Pan American (RAST-PA)
Meeting Report**

3.1 Mr. Miguel Marin, ICAO Headquarters and Secretary for the RAST-PA, briefed the Meeting on the outcomes from the RAST-PA Meeting that was held 26 October 2010. The ESC was informed that the DIP for RAST-PA/RE/09 was completed with no change of dates for completion.

3.2 Mr. Marin advised the ESC that Detailed Implementation Plan (DIP) champions would continually update DIP completion dates and advise the ESC on the possibility of shortening completion dates or whether there would be a delay in completing the assigned tasks. The Meeting agreed that completion dates would be included as a standing item in the monthly ESC teleconference to monitor status.

3.3 Mr. Marin also briefed the Meeting that the RAST-PA was able to identify three more Safety Enhancement Initiatives (SEIs) that would be priorities for RAST-PA to complete, as resources permit, and in conjunction with the completion of the current list of DIPs.

3.4 The Meeting agreed to include a brief report on DIP progress by the champion on the monthly ESC teleconference.

Agenda Item 4: RASG-PA 2011 Activity Schedule

4.1 The Secretariat presented the ESC with the RASG-PA Activity Schedule for 2011. The ESC discussed the RASG-PA planned activities schedule and set tentative dates for several planned activities where possible.

4.2 Due to the possibility of conflicting schedules for several of the ESC members, it was not possible to set dates for all RASG-PA activities as this time. The Secretariat agreed to review the list and propose dates to the ESC on the December ESC teleconference. Mr. Eduardo Chacin, ICAO NACC Office, will be the point-of-contact for coordinating RASG-PA activities.

Agenda Item 5: RASG-PA 2011 Budget and Voluntary Contributions

5.1 Boeing informed the ESC that it would provide financial support equal to what it provided in 2010.

5.2 Airbus advised the ESC that it currently supports SRVSOP (Systema Regional de Vigilancia de la Seguridad Operacional) safety initiatives in South America. However, Airbus is also committed to supporting RASG-PA activities throughout 2011 and will provide in-kind and financial support to the extent possible after reviewing its other commitments for support in 2011.

5.3 COCESNA/ACSA, Ms. Sagrario Padilla, advised the Meeting that after attendance at the ICASS (International Confidential Aviation Systems Group), ICASS was interested in providing support to RASG-PA GSI/3.A Project initiatives and continued collaboration on common goals and objectives.

5.4 Mr. Marin briefed the Meeting on the ICAO establishment of a safety fund (SAFE Fund). The information was also presented during RASG-PA/3; the ESC was informed that as the SAFE Fund had just been created, clear guidelines in proposing projects and receiving funding approval for the projects had not yet been established. The ESC agreed that this could be a possible funding mechanism for future RASG-PA projects as the Fund's objective is to improve the safety of civil aviation through the use of a performance-based approach. The Fund will be used in support of projects that are consistent with the ICAO Strategic Objectives on Safety.

Agenda Item 6:

Other Business

6.1 Mr. Eduardo Chacin, ICAO NACC Regional Officer, mentioned that there would be an ICAO course on ADREP/ECCAIRS Systems for the NAM/CAR/SAM Regions 22-26 November 2010, and a Safety Management System (SMS) course for aircraft operators in Spanish in the ICAO NACC office tentatively scheduled for April 2011.