



International  
Civil Aviation  
Organization

Organisation  
de l'aviation civile  
internationale

Organización  
de Aviación Civil  
Internacional

Международная  
организация  
гражданской  
авиации

منظمة الطيران  
المدني الدولي

国际民用  
航空组织

LT 2/11 – SA572

17 July 2008

To: Mr. Mr. Vincent Carmigniani, Directeur Regional a.i. de l'Aviation Civile aux Antilles et en Guyane  
cc: Mr. Philippe Guivarc'h, Chef du Service de la Navigation Aérienne Antilles-Guyane  
Mr. Zulficar Mohamed, Director General a.i., Guyana Civil Aviation Authority  
Mr. John Veira, Director, Civil Aviation, Suriname  
Mr. Vivian Hanenberg, Director, Civil Aviation Safety Authority Suriname (CASAS)

Subject: **First Regional Aviation Safety Group – Pan American Meeting  
(San Jose, Costa Rica, 10-14 November 2008)**

Dear Sir/Madam:

I have the honour to invite you to the First Regional Aviation Safety Group – Pan American Meeting, which is being hosted through the generous support of the Costa Rican DGAC, in Costa Rica the week of 10-14 November 2008.

The RASG-PA was established not only to support implementation of the ICAO Global Aviation Safety Plan (GASP) and Global Aviation Safety Roadmap (GASR), but its formation will fill the existing gap between air navigation and operational safety implementation efforts. It will serve as a forum to centralize coordination of safety related implementation measures with States, International Organizations and industry including airports, manufacturers, and regional safety groups throughout the Pan American region. The RASG-PA will also provide a foundation to achieve efficient and effective use of resources intended for implementation of safety requirements by avoiding duplication of efforts.

A copy of the background and draft terms of reference distributed at the Global Aviation Safety Roadmap Workshop conducted in Bogota, Colombia, 19-23 May, which outlines the short and long-term focus of the RASG-PA, is attached for further reference.

A planning and coordination meeting with key organizers of the GASR Workshop has been scheduled at the ICAO Offices in Mexico City to set the stage for the inaugural meeting of this very important group. The provisional agenda and general information for the meeting will be forwarded to you as soon as they become available.

I would be pleased to receive any comments you may have regarding this exciting undertaking, and hope that you will reserve these dates to attend the inaugural meeting this November and become part of the effort to collaboratively advance our work in the safety arena for the benefit of all concerned stakeholders.

Please accept, Sir/Madame, the assurances of my highest consideration.



**Jose Miguel Ceppi**  
**Regional Director**  
**South American Office**  
**Lima**

Att.

## **DRAFT TERMS OF REFERENCE OF THE REGIONAL AVIATION SAFETY GROUP (PAN AMERICAN)**

### **Background**

*Quote from Assembly Resolution A36-7 - Global Planning for Safety and Efficiency*

*Resolved* that these global plans [*Global Aviation Safety Plan and Global Air Navigation Plan*] shall provide the framework in which regional, sub-regional and national implementation plans will be developed and implemented thus ensuring harmonization and coordination of efforts aimed at improving international civil aviation safety and efficiency;

*Recognized* the importance of regional and national plans and initiatives based on the global framework for effective implementation;

*Recognized* that further progress in improving global safety and efficiency of civil aviation is best achieved through a cooperative, collaborative and coordinated approach in partnership with all stakeholders under the leadership of ICAO;

*Urged* Contracting States and the industry to apply the Global Aviation Safety Plan and Global Aviation Safety Roadmap principles and objectives and to implement its methodologies in partnership with all concerned stakeholders to reduce the number and rate of aircraft accidents;

### **Draft Terms of Reference**

The RASG-PA is established to be the focal point to ensure harmonization and coordination of safety efforts aimed at reducing aviation risks in the North American, Central American, Caribbean (NACC), and South American (SAM) Regions and to promote the implementation of resulting safety initiatives by all stakeholders.

This will be achieved through the involvement of all stakeholders including ICAO, States, International Organizations and the industry.

#### ***Short term***

Develop and implement a work programme to continue implementation of the Global Aviation Safety Plan (GASP) and Global Aviation Safety Roadmap (GASR) in the region to ensure implementation of resulting action plans.

### ***Longer term***

- 1) Using the framework provided by the GASP and GASR, support the establishment and operation of a performance-based safety system for the Pan American region by:
  - a) Ensuring that all safety activities at the regional and sub-regional level are properly coordinated to avoid duplication of efforts;
  - b) Facilitating the sharing of safety information and experiences among all stakeholders from the region;
  - c) In part of the region where such a performance-based safety system does not exist, analyzing the risks to civil aviation at the regional level, develop action plans necessary to mitigate the risks and coordinate and support their implementation; and
  - d) Conducting follow-up activities as required.
- 2) Provide feedback to ICAO and the ISSG to continually improve and ensure an up-to-date global safety framework (GASP and GASR).

### ***Organizational Structure***

#### ***RASG-PA Membership***

NAM/CAR/SAM States/Territories.

- For the purpose of electing the Chairperson and Vice-Chairpersons, the CAR region will be divided into sub-regions as English speaking States and Spanish speaking States. Therefore, regions/sub-regions for election of the Chairperson and Vice-Chairpersons are the following:
  - (a) NAM;
  - (b) CAR-English speaking states (CAR-E);
  - (c) CAR-Spanish speaking states (CAR-S);
  - (d) SAM.In total, there will be four regional/sub-regional representatives including the Chairperson.

Chairperson (NAM/CAR-E/CAR-S/SAM State).

- After election of the Chairperson, the Vice-chairpersons will be selected from the three remaining unrepresented regions/sub-region(s).

Vice-Chairpersons (3)

ICAO NACC/SAM Directors (1 to serve as Secretary)

ICAO HQ

NAM/CAR/SAM States/Territories

International Organizations

NAM/CAR/SAM Safety Groups

Manufacturers

- ICAO Contracting States from outside the region, other representative organizations, or any entity directly involved in aviation safety may be invited by the RASG-PA to join the group as a full member or observer as decided by RASG-PA.

### ***Steering Committee***

A Steering Committee composed of representatives from States, International Organizations and industry will be established to guide the work of the RASG-PA and ensure that safety initiatives are discharged in a timely and efficient manner. To that end, the Steering Committee will:

- a) propose the RASG-PA work programme;
- b) coordinate the activities of the RASG-PA and all GASP/GASR safety related initiatives and adjust strategy as necessary;
- c) act as an advisory body to the RASG-PA membership;
- d) provide regular safety environment assessments to the RASG-PA; and
- e) undertake any action required to ensure that the RASG-PA achieves its objective to reduce aviation risks in the NACC and SAM Regions.

### ***RASG-PA Steering Committee Membership***

RASG-PA Chairperson  
RASG-PA Vice-Chairpersons (3)  
ICAO NACC/SAM Directors  
ICAO HQ Representative  
ISSG Representative  
ACI Representative  
IATA/ALTA Representative  
IFALPA Representative  
IFATCA Representative

## **REGIONAL AVIATION SAFETY GROUP - PAN AMERICAN (RASG-PA)**

### **WORK PROGRAMME**

#### **STATES:**

- GSI – 1 Consistent implementation of international standards and industry best practices
- GSI – 2 Consistent regulatory oversight
- GSI – 3 Effective errors and incident reporting
- GSI – 4 Effective incident and accident investigation

#### **REGIONS**

- GSI – 5 Consistent coordination of regional programmes

#### **INDUSTRY**

- GSI – 6 Effective errors and incidents reporting and analysis
- GSI – 7 Consistent use of Safety Management Systems (SMS)
- GSI – 8 Consistent compliance with regulatory requirements
- GSI – 9 Consistent adoption of industry best practices
- GSI – 10 Alignment of industry safety strategies
- GSI – 11 Sufficient number of qualified personnel
- GSI – 12 Use of technology to enhance safety

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