

Global Aviation Safety Roadmap Workshop

(The Roadmap was developed jointly by ACI, Airbus, Boeing, CANSO, FSF, IATA and IFALPA for ICAO)

19 to 23 May, 2008

Bogotá, Colombia

Host: Colombia Civil Aviation Administration

Purpose:

Familiarize participants with the GASR and clearly identify the roles of States/Territories/International Organizations and each sector of the industry in relation to the GASR, and determine the initial steps to develop a regional implementation plan incorporating GASR and the Global Aviation Safety Plan (GASP).

Outcome:

Participants completely familiarized with the GASR, including their roles, and determination of the initial steps (including resolution of the issues above) to develop a course of action that will incorporate the GASR in the regional action plan.

Attendees:

Approximately 200, distributed amongst key regional organizations, subject matter experts, and academic observers.

Government Authorities, Air Lines, Pilot Organizations, Air Line Organizations, Manufacturers, Universities.

Steering Committee:

Civil Aviation Administration, ICAO, Boeing, Airbus, IATA, IFALPA, FSF, ACI, CANSO.

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Workshop Details

Five days of work structured to produce results but with enough flexibility to adapt to participants' needs and workshop goals.

On the first afternoon several speakers will describe the Global Aviation Safety Roadmap, its implementation process, and the structure of the workshop. Participants will be notified of the key issues beforehand so they can come prepared to work in the breakout groups.

During the following three days multidisciplinary workgroups will be formed, focused on the key areas. Each group will have facilitators which will steer discussion to keep the group focused. At the end of each day a progress report will be produced by each group.

On the fifth morning a general report will be presented, as well as a regional proposal for roadmap implementation.

Workshop Participation Guidelines

Representation is not considered important; participants are encouraged to exercise their individual freedom to explore alternatives.

Any interaction with the media concerning this workshop will be conducted and coordinated by members of the Executive Committee.

In order to promote an informative and open forum participants agree that they will not quote statements or opinions of others outside of the workshop.

Cell phones should be turned off or set to vibrate mode during workshop sessions. Computers will not be required during sessions.

Plenary Session Presentation Guidelines

The opening plenary session is intended to provide participants with a broad, but fairly complete, overview of the roadmap.

The plenary session is not intended to provide a platform for stating positions or recommendations.

PowerPoint slides should be transmitted by email to the organizers no later than April 30 so they can be reproduced as handouts for participants.

The presentations may also be used by the Steering Committee to help develop questions and targets for the subgroups.

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Group Discussion Guidelines

Participants are expected to contribute their knowledge to the discussion and to raise questions that will further the group's understanding of the issues.

Mutual respect for other's ideas will be maintained.

The facilitators will seek to involve everyone in the discussion; any participant may submit a point anonymously to the group in written format

Participants can change their minds at any time.

The facilitator will select a participant to keep notes of the ideas, facts, consensus, and questions raised during the discussion.

Facilitators will be mindful of potential language barriers and will attempt to ensure that communication is successful.

Facilitators and members of the group are expected to remind others of these guidelines during breakout sessions.

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Subgroup Report Out Form

Subgroup: _____

Key Issues:

What we know (Sources):

What we don't know:

Consensus Points:

Potential Courses of Action:

Parking lot issues:

**Global Aviation Safety Roadmap Workshop
Master Schedule**

| Time | Monday, May 19 2008 |
|---|---|
| Format | Auditorium Seating |
| 08:00 – 9:00 | Registration |
| 09:00 -10:30 | Opening Ceremony: Colombia Minister of Transportation (Mr. Andrés Uriel Gallego Henao) Colombia Director General of Civil Aviation (Dr. Fernando Augusto Sanclemente Alzate) ICAO (Mr. Paul Lamy) Transport Canada (Mr. Merlin Preuss) Federal Aviation Administration (Mr. Jim Filippatos) |
| 10:30 – 11:00 | Coffee and Appetizers |
| Purpose: High level Introduction to the Concept and Implementation of the Global Aviation Safety Roadmap | |
| 11:00 – 11:30 | The Global Aviation Safety Roadmap and the Global Aviation Safety Plan: ICAO (Paul Lamy) |
| 11:30 – 12:00 | The Global Aviation Safety Plan (GASP) in Latin America: ICAO (José Miguel Ceppi) |
| 12:00 – 13:00 | Overview of the Global Aviation Safety Roadmap: ISSG (William Voss) |
| 13:00 – 13:30 | Coffee and Appetizers |
| Purpose: Overview of the Workshop Purpose, Structure, Goals, and Objectives. | |
| 13:30 – 14:15 | Overview of the Workshop and the Global Aviation Safety Roadmap: ISSG Members (Curt Graeber, Mike Comber) <ul style="list-style-type: none"> ▪ Roadmap Implementation – Discuss Part II of the Roadmap ▪ Overview of each of the roads in the roadmap |
| 14:15 – 15:00 | Overview of workshop structure, goals, objectives: Facilitators: Peter Cerda, Gerardo Hueto, Oscar Quesada, Alfonso Escobar, Bonnie Ahumada, <ul style="list-style-type: none"> ▪ Introduce facilitators and assistant facilitators. ▪ Workshop structure and logistics. ▪ Workgroup division and structure (pre-assigned numbers that correspond with tables) ▪ Documentation to complete each day and designation of a scribe for each table. ▪ The Roadmap process. ▪ Workshop goals and objectives. |
| 18:00 | Welcome Reception (Boeing) |

**Global Aviation Safety Roadmap Workshop
Master Schedule**

| Time | Tuesday, May 20 2008 |
|---------------|--|
| Format | Work Groups (Large Conference Room – 15 people per table) |
| 07:30 – 08:00 | Facilitator and Speaker Breakfast /Discussion |
| 08:00 - 08:50 | <p>Area: States Road: Impediments to the reporting of errors and incidents.</p> <p>Facilitator: Remind work groups of the process and goals for Day 2. Introduce the speakers.</p> <p>Speaker 1: Explains Annex 13, Chapter 8, Part E: the manner in which ICAO creates laws to Protect information and reporting systems of errors and incidents (ICAO – Loretta Martin 15’)</p> <p>Speaker 2: Explains how pilots report errors and incidents, and best practices (IFALPA - 15’)</p> |
| 9:00 - 10:00 | <p>Work groups begin the process:</p> <p>Facilitator: Requests a list from each table that identifies: (1) Key people/organizations (2) Strengths and enablers.</p> |
| 10:00 - 10:30 | Coffee and Appetizers |
| 10:30 - 11:30 | <p>Facilitator (10’): Reminds work groups of the process for (3) Identifying existing and emerging risks and (4) Performing gap analysis. Offer a break at 11:30.</p> <p>Work groups: (3) Identify existing and emerging risks</p> |
| 11:45 -12:45 | <p>Work Groups: (4) Perform gap analysis.</p> |
| 12:45 – 13:15 | Coffee and Appetizers |
| 13:15 - 13:30 | <p>Facilitator (15’): Reminds work groups of the process for (5) Develop recommendations for action plans and priorities and (6) Develop implementation plans.</p> |
| 13:30 - 14:15 | <p>Work Groups: (5) Develop recommendations for action plans and priorities.</p> |
| 13:15 - 15:00 | <p>Work Groups: (6) Develop implementation plans.</p> |
| 15:00 | Work Groups: Turn in their summaries of (1)-(6) to the assistant facilitator for their table. |

**Global Aviation Safety Roadmap Workshop
Master Schedule**

| Time | Wednesday, May 21 2008 |
|---------------|---|
| Format | Work Groups (Large Conference Room – 15 people per table) |
| 07:30 – 08:00 | Facilitator and Speaker Breakfast /Discussion |
| 08:00 - 08:50 | <p>Area: Industry Road: Gaps in the use of technology to enhance safety.</p> <p>Facilitator: Remind work groups of the process and goals for Day 3. Introduce the speakers.</p> <p>Speaker 1: Explains GASR Objective 2.3.7.1 (ICAO)</p> <p>Speaker 2: Explains GASR Appendix G: Use of technology to enhance safety (IATA, Boeing)</p> |
| 9:00 - 10:00 | <p>Work groups begin the process:</p> <p>Facilitator: Requests a list from each table that identifies:</p> <ul style="list-style-type: none"> (1) Key people/organizations (2) Strengths and enablers. |
| 10:00 - 10:30 | Coffee and Appetizers |
| 10:30 - 11:45 | <p>Facilitator (10’): Reminds work groups of the process for (3) Identifying existing and emerging risks and (4) Performing gap analysis. Offer a break at 11:30.</p> <p>Work Groups: (3) Identify existing and emerging risks</p> |
| 11:45 -12:45 | <p>Work Groups: (4) Start gap analysis.</p> |
| 12:45 – 13:15 | Coffee and Appetizers |
| 13:15 - 13:30 | Facilitator (15’): Reminds work groups of the process for (5) Develop recommendations for action plans and priorities and (6) Develop implementation plans. |
| 13:30 - 14:15 | <p>Work Groups: (4) Complete gap analysis and (5) Develop recommendations for action plans and priorities.</p> |
| 13:15 - 15:00 | <p>Work Groups: (6) Develop implementation plans.</p> |
| 15:00 | Work Groups: Turn in their summaries of (1)-(6) to the assistant facilitator for their table. |

**Global Aviation Safety Roadmap Workshop
Master Schedule**

| Time | Thursday, May 22 2008 |
|---------------|---|
| Format | Work Groups (Large Conference Room – 15 people per table) |
| 07:30 – 08:00 | Facilitator and Speaker Breakfast /Discussion |
| 08:00 – 09:30 | <p>Area: Region Road: Inconsistent coordination of regional programmes. Facilitator: Remind work groups of the process and goals for Day 4. Introduce the speakers. “Design and build on existing regional mechanisms” Speaker 1: General explanation of the roadmap and how to structure a regional plan (Boeing – Airbus) Speaker 2: Existing regional efforts and the possible integration of the roadmap into those efforts (ICAO – José Miguel Ceppi). Speaker 3: PAAST (IATA - P. Cerda)</p> |
| 09:30 - 10:00 | <p>Work Groups begin the process: Facilitator: Requests a list from each table that identifies: (1) Key people/organizations (2) Strengths and enablers.</p> |
| 10:00 - 10:30 | Coffee and Appetizers |
| 10:30 - 11:45 | <p>Facilitator (10’): Reminds work groups of the process for (3) Identifying existing and emerging risks and (4) Performing gap analysis. Offer a break at 11:30.</p> <p>Work Groups: (3) Identify existing and emerging risks</p> |
| 11:45 -12:45 | <p>Work Groups: (4) Start gap analysis.</p> |
| 12:45 – 13:15 | Coffee and Appetizers |
| 13:15 - 13:30 | <p>Facilitator (15’): Reminds work groups of the process for (5) Develop recommendations for action plans and priorities and (6) Develop implementation plans.</p> |
| 13:30 - 14:15 | <p>Work Groups: (4) Complete gap analysis and (5) Develop recommendations for action plans and priorities.</p> |
| 14:15 - 15:00 | <p>Work Groups: (6) Develop implementation plans.</p> |
| 15:00 | <p>Work Groups: Turn in their summaries of (1)-(6) to the assistant facilitator for their table.</p> |

**Global Aviation Safety Roadmap Workshop
Master Schedule**

| Time | Friday, May 23 2008 |
|---------------|---|
| Format | Auditorium Seating |
| 07:30 – 08:00 | Facilitator and Speaker Breakfast /Discussion |
| 08:00 - 08:50 | Facilitator/Assistant Facilitators: <ul style="list-style-type: none"> ▪ Explanation of discussion and results of previous days and how they will be used by regional organizations ▪ Revisits the process and the value of the process in establishing common goals and objectives between organizations. ▪ Overview of the path forward for continuation of this dialogue. ISSG Representatives: <ul style="list-style-type: none"> ▪ Overview of the importance of a dialogue guided by the Roadmap. |
| 08:50 - 09:40 | Presentation by the Civil Aviation Administration (UAEAC) of Colombia. |
| 09:40 - 10:40 | Closing Ceremonies: Speakers close the workshop and invite the participants to sign the roadmap poster (signature page). Participants sign the Roadmap Poster to show their participation in the Workshop. |
| 10:40 -11:10 | Coffee and Appetizers |