



International Civil Aviation Organization
Third Meeting of the Regional Aviation Safety Group
– Pan America
(RASG-PA/03),

RASG-PA/03 – WP/02
18/10/10

(Punta Cana, Dominican Republic, 27-29 October 2010)

Agenda Item 2: Review of Conclusions and Decisions from RASG-PA/02 Meeting and RASG-PA ESC/04, ESC/05 and ESC/06 Meetings

REVIEW OF CONCLUSIONS AND DECISIONS FROM RASG-PA/02 MEETING AND RASG-PA ESC/04, ESC/05 AND ESC/06 MEETINGS

(Presented by the Secretariat)

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| SUMMARY | |
| The Regional Aviation Safety Group – Pan America and its Executive Steering Committee record their activities as Conclusions and Decisions. | |
| This working paper presents the current status of those RASG-PA and ESC conclusions and decisions which were valid at the end of the RASG-PA/02 Meeting and all subsequent ESC conclusions and decisions. | |
| References: | |
| <ul style="list-style-type: none">• RASG-PA/02 Meeting Report• ESC/04, 05 and 06 Meeting Reports. | |
| <i>Strategic Objective</i> | <i>This working paper is related to Strategic Objective A.</i> |

1. Introduction

1.1 The Regional Aviation Safety Group – Pan America (RASG-PA) records its activities as conclusions and decisions.

1.2 Conclusions are RASG-PA actions requiring communication to and action by ICAO, States, Territories, and/or International Organizations. Decisions are internal agreements of the RASG-PA.

2. RASG-PA Conclusions and Decisions

2.1 **Appendix A** presents the conclusions and decisions and their current status, which were valid at the end of the RASG-PA/02 Meeting.

3. **RASG-PA ESC Conclusions and Decisions**

3.1 The RASG-PA Executive Steering Committee (ESC) has held 3 meetings since RASG-PA/02, and holds monthly teleconference to accomplish its agenda. The ESC also records its activities as conclusions and decisions. **Appendix B** presents the list of conclusions and decisions from previous meetings that were valid at the end of RASG/PA/02 and all adopted since that meeting. The status has been recorded and updated by the ESC and the Secretariat.

4. **Suggested Action**

3.1 The Meeting is invited to take note of the status of valid conclusions of the RASG-PA and the ESC, and provide updated information and input for future RASG-PA activities.

APPENDIX A

**STATUS OF OUTSTANDING CONCLUSIONS (C) AND DECISIONS (D)
VALID AT THE END OF THE RASG-PA/02 MEETING (BOGOTA, COLOMBIA, NOVEMBER 2009)**

| C/D No. | Area | Title of Conclusion/Decision | Text of Conclusion/Decision | Follow-up and Remarks | Responsibility | Deliverable | Target Completion Date | Status (Valid, Completed, Superseded) |
|---------|------|---|---|--|---------------------------|--|------------------------|---------------------------------------|
| D | 2/1 | PROGRESS REPORT ON THE IMPLEMENTATION OF LEGISLATIVE FRAMEWORKS TO PROTECT SAFETY HAZARD INFORMATION | That States document their progress with the implementation of a legislative framework to protect safety hazard information and provide regular progress reports to their respective ICAO Regional Office | In order to comply with objective 3b of the GASP the Meeting agreed on an implementation plan that will be periodically updated by ICAO Regional Offices through State Letters and reviewed at RASG-PA annual meeting This plan includes the formation of a national team led by each Civil Aviation Authority, supported by industry, to work on the development of their own proposal and to promote its approval. State letters requesting status of implementation was forwarded in March 2010 Received only limited responses from States | STATES | Implementation plan as documented in RASG-PA/02 final report | Ongoing | Valid |
| C | 2/2 | RASG-PA FUNDING MECHANISM | That a RASG-PA dedicated funding account be created for management by the Secretariat (Regional Office) of the RASG-PA to support RASG-PA projects that would allow for the flexible use of donor funding and allow funds to be carried over from financial year to financial year. | RASG-PA fund was created. | ICAO | Dedicated RASG-PA Fund to support identified projects | ESC/06 | Completed |
| D | 2/3 | STANDARDIZED LAYOUT FOR THE RASG-PA ANNUAL SAFETY REPORT | That a RASG-PA Annual Safety Report be developed for presentation at the regular annual meeting of RASG-PA to support a data-driven approach using forensic, proactive and predictive information for the identification, prioritization and implementation of safety mitigating measures within the region using the format as shown in Appendix A to this part of the Report. | Draft report was presented to ESC/06 Meeting. ESC provided recommendations to standardize report. Final report was completed. | Annual Safety Report Team | Annual Safety Report | RASG-PA/03 | Completed |

| C/D No. | Area | Title of Conclusion/Decision | Text of Conclusion/Decision | Follow-up and Remarks | Responsibility | Deliverable | Target Completion Date | Status (Valid, Completed, Superseded) |
|---------|------|---|--|--|----------------|--|------------------------|---------------------------------------|
| D | 2/4 | ESTABLISHMENT OF A REGIONAL AVIATION SAFETY TEAM | That the RASG-PA establish a working group (Regional Aviation Safety Team – RAST) to analyze safety risks using the Global Aviation Safety Roadmap process; recommend mitigation measures to address identified risks; prioritize the mitigation measures; and recommend the establishment of projects to RASG-PA for further action. | <p>RAST Established</p> <p>RAST has held three meetings and held numerous teleconferences to develop safety enhancement initiatives for top aviation safety risk areas.</p> <p>Detailed Implementation Plans have been developed and approved by RASG-PA ESC</p> | RAST | Analyze safety Risks, Recommend mitigation measures and recommend RASG-PA projects | ESC/06 | Completed |
| D | 2/5 | AVAILABLE FLIGHT SAFETY TRAINING | <p>That a working group be established to assess, identify and categorize available flight safety training, which will be made available to all RASG-PA members through the RASG-PA website. Identified training will also be aligned to the three data-driven risk areas as identified by the RASG-PA ESC and catalogued by regional needs. The following Organizations/States volunteered to be members of the Safety Training Working Group:</p> <p>Airbus Brazil Boeing FAA COCESNA/ACSA CASSOS MECHTRONIX Mexico IFALPA ALTA SENASA/SPAIN</p> | <p>FSTT Established</p> <p>FSTT held inaugural meeting in Mexico during March 2010-10-19</p> <p>As a result of RAST initiatives and associated training, FSTT workgroup will work in collaboration with RAST to identify and upload available training to RASG-PA website.</p> <p>FSTT has uploaded identified training and training links on RASG-PA website.</p> | FSTT | Assess, identify and categorize available flight safety training and make available on RASG-PA website | ESC/06 | Completed |

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APPENDIX B

**STATUS OF OUTSTANDING CONCLUSIONS (C) AND DECISIONS (D) OF THE
EXECUTIVE STEERING COMMITTEE OF THE REGIONAL AVIATION SAFETY GROUP – PAN AMERICA**

| C/ D No | Area | Title of Conclusion/ Decision | Text of Conclusion/Decision | Follow-up and Remarks | Responsibility | Deliverable | Target Completion Date | Status (Valid, Completed Superseded) |
|---------------|-----------------------------|--|--|---|----------------|--|---------------------------------------|--|
| D | ESC 3/2 | Finance Committee | The ESC establishes a finance committee to develop the 2010 RASG-PA budget. | ESC agreed to move this item to RASG-PA Handbook | ESC ICAO | Soliciting of Funding and recommending project priorities. | ESC/06 | Completed |
| D | ESC 4/2 | ISSG FUNDING REQUEST FOR RASG-PA PROJECTS | It was decided that once the outcomes of RASG-PA/02 are clearly defined by the ESC and activities more clearly defined, then the ISSG could be informed about the needs for funds to implement RASG-PA projects. | Now that funding account is established ESC can move forward with this decision. Hdqtrs will forward to ISSG | ESC ICAO | Soliciting funds for RASG-PA initiatives | On-Going | Valid |
| D | ESC 4/4 | RASG-PA WORKING PAPER | A working paper be prepared and presented at the next ICAO Assembly Meeting. | Information paper to be developed and submitted for assembly. ESC/06 No longer applicable as council gave formal recognition to RASG's. | ICAO | Formal ICAO recognition of RASG-PA | ICAO Assembly | Completed |
| D | ESC/ T/14 0410/ 01 | EVALUATE WORKING GROUP MEMBERSHIP | Evaluate membership of the working groups and consolidate the meetings when possible using currently scheduled meetings as venues to also conduct working group meetings to move forward on RASG-PA initiatives. | Will be addressed in handbook. | ICAO | Identify/Assess working group activities and combine when possible to reduce financial and resource requirements | RASG-PA ESC June Teleconference | Completed |
| D | ESC 5/1 | SIMULTANEOUS INTERPRETATION | The ESC agreed that it would be desirable to provide simultaneous interpretation services when possible | Will be addressed in handbook | ICAO | Simultaneous interpretation | ESC/ 07 | Completed |
| D | ESC 5/2 | Update GSI/3a Report | The ESC agreed that the document "Legislative Framework to Protect Safety Hazard Information" must be evaluated and updated to clarify what data needs to be protected. | Ms. Padilla briefed ESC on updated document during ESC/06. ESC requested further legal review. Ms. Padilla will coordinate. | ACSA | GSI-3 | RASG-PA/3 | Completed |
| D | ESC 5/3 | ESC SUPPORTS SECOND ANNUAL SAFETY SUMMIT | ESC supports the efforts to hold a second annual Safety Summit in 2011. | ALTA in coordination with Secretariat held a meeting to discuss tentative plans for next year's safety summit. Discussion held at ESC/06. ESC supported initiative. Superseded by Decision ESC/6/2 | ICAO ALTA | 2 nd safety Summit 2011 | 2011 | Superseded |
| D | ESC 5/7 | RASG-PA PROCEDURAL HANDBOOK | Prepare draft RASG-PA procedural handbook for review at ESC/6 Meeting in Seattle. | During ESC/06 meeting, ESC reviewed and agreed to changes in organizational structure of RASG-PA ESC Secretariat will update handbook with guidance from ESC and redistribute for additional ESC comments | ICAO | RASG-PA Procedural Handbook | RASG-PA/03 | Completed |
| C | ESC 6/1 | Convene side meetings with other ICAO RDs during 37th Assembly | Mr. Mitch Fox (ICAO) and Mr Gerardo Hueto (ISSG) will contact Nancy Graham, Director, ICAO Air Navigation Bureau, to determine if a side meeting can be arranged with the RDs. | This conclusion was to address the opportunity to discuss RASG-PA initiatives with other ICAO RDs during the assembly FSMG | ICAO ISSG | Share RASG-PA initiatives with other ICAO regions | ICAO 37th Assembly | Completed |
| D | ESC 6/1 | Development of Terms of Reference (TORs) | ICAO will present a working paper at the next ESC on how terms of reference are developed by the ICAO Council | | ICAO | Working Paper | ESC/07 | Valid |

| C/ D No | Area | Title of Conclusion/ Decision | Text of Conclusion/Decision | Follow-up and Remarks | Responsibility | Deliverable | Target Completion Date | Status (Valid, Completed Superseded) |
|---------------|------------|---|---|---|----------------|---|---------------------------------|--|
| D | ESC 6/2 | Support the Second Pan American Aviation Safety Summit in 2011 | The ESC agreed to support the Pan American Aviation Safety Summit in 2011 | ALTA and ICAO will begin the preliminary planning for next year's summit. Several dates and venues were discussed; preliminary venues are Mexico City, Mexico, and Bogota, Colombia. The tentative dates are 8-10 June 2011 | ICAO ALTA | Safety Summit | 2011 | Completed |
| D | ESC 6/3 | The Second Pan American Aviation Safety Summit must include more airport safety issues, especially in the area of runway excursions | The ESC discussed the possibility of supporting a separate airports summit in addition to the Pan American Safety Summit. The general consensus was to promote the inclusion of more airport safety issues in the RASG-PA annual meeting and the aviation safety summit rather than support a separate RASG-PA sponsored airports summit in order to minimize resource expenditures. | ACI will coordinate with American Association of Airports Executives (AAAE) to develop agenda items | ICAO/ACI | Airports safety issues are to be included in RASG-PA work program | 2011 Pan American Safety Summit | Valid |
| D | ESC 6/4 | Invite the American Association of Airport Executives (AAAE) to RASG-PA/03 | The ESC agreed to support the participation of AAAE | It was agreed that ACI would play the key role as a member of the ESC with participation by AAAE to coordinate the inclusion of those safety issues in the summit | ACI | AAAE participation | RASG-PA/03 | Valid |
| D | ESC 6/5 | That the RASG-PA agenda include more focus on airport safety issues | Promote more airports safety issues be included in RASG-PA/03 | ACI asked the ESC to include more airport focus areas on the RASG-PA agenda | ICAO | Airport Safety Agenda item | RASG-PA/03 | Valid |
| D | ESC 6/6 | Invite LACAC to the RASGPA/03 Meeting to provide a presentation on how LACAC can contribute to RASG-PA safety enhancement initiative(s) implementation in the region | Promote the participation of LACAC in RASG-PA | The ESC decided to invite LACAC to the RASG-PA/03 Meeting in order to align regional aviation safety initiatives | ICAO | Invite LACAC to RASG-PA/03 | RASG-PA/03 | Completed |
| D | ESC 6/7 | The RASG-PA Newsletter will be published every four months | The ESC approved the publication of a RASG-PA newsletter | http://www.mexico.icao.int/RASGPA/NewsletterYear1No1.html | ICAO | Newsletter | RASG-PA/03 | Completed |
| D | ESC 6/8 | Investigate Miami, United States as the possible location for the 2011 RASG-PA/04 Annual Meeting | The ESC discussed possible locations for RASG-PA/04. | Initial discussions to validate possible locations are on-going. | ICAO Airbus | RASG-PA/04 in Miami | 2011 | Valid |