



**Twenty - Ninth Regional Aviation Safety Group — Pan America Executive Steering Committee Meeting
(RASG-PA ESC/29)**

ICAO NACC Regional Office, Mexico City, Mexico, 29 – 30 November 2017

Summary of Discussions

Date	29 -30 November 2017
Location	ICAO NACC Regional Office, Mexico City, Mexico
Opening Ceremony	<p>The Meeting was attended by 26 participants from 7 States/Territories, and 9 international organizations and industry. The list of participants is in Appendix A.</p> <p>Mr. Melvin Cintron, Regional Director of the ICAO North American, Central American and Caribbean (NACC) Regional Office, welcomed participants and announced to the Meeting the transition of the CAR/SAM Regional Planning and Implementation Group (GREPECAS) and the Regional Aviation Safety Group – Pan America (RASG-PA). In 2018, the Secretariats of the Groups will change, the ICAO NACC Regional Office will be the Secretariat of GREPECAS and the ICAO SAM Regional Office will be the Secretariat of RASG-PA. Mr. Cintron noted that before the transition, an assessment should be done in order to identify the processes that are working in GREPECAS and RASG-PA, in order to enhance the work methodology and improve their outcomes.</p> <p>The Director of the ICAO NACC Regional Office, as Secretary of RASG-PA, also highlighted the critical importance of RASG-PA maintaining the autonomous and collaborative nature that has made it such a successful programme and that in its transition, it should not be diminished as a side project of any other programme to ensure the collaborative, yet independent nature of RASG-PA. For example, the NACC Regional Office has had a tremendously successful program under its No Country Left Behind (NCLB) Strategy; however, it has ensured that RASG-PA maintains its autonomy, and while it is recognized that it contributes to the NCLB, it is not subjugated nor a side programme of that strategy, but rather, it is kept as an independent programme that continues to produce great success in contributing to the overall global safety initiatives of ICAO and its member States.</p> <p>Messrs. Antonio Melchiorre, representing Mr. Juan Pedro Irigoien, and Carlos Cirilo, as RASG-PA/ESC Co-Chairpersons representing States/Territories and international organizations/industry, respectively, chaired the meeting.</p>

Mr. Melvin Cintron served as Secretary of the Meeting and was assisted by Messrs. Oscar Quesada, Acting Regional Director, ICAO SAM Regional Office; Julio Siu, Deputy Regional Director (DRD), Mrs. Mayda Avila, Regional Officer, Communications, Navigation, and Surveillance (RO/CNS) and Mr. Eddian Méndez, Regional Officer, Air Traffic Management and Search and Rescue (RO/ATM-SAR), from the ICAO NACC Regional Office.

Discussion Items

Agenda Item 1

Approval of the Provisional Agenda

1.1 The Meeting approved the provisional agenda and schedule as presented in WP/01, only changing Agenda Item 8 – *RASG-PA Work Programme* to the end of Agenda Item 3. The documentation for the Meeting was listed in IP/02 Rev.

Agenda Item 2

Review of RASG-PA Valid Conclusions and Decisions

2.1 The Meeting reviewed the valid Conclusions and Decisions from previous RASG-PA ESC Meetings, and concluded as follows:

- Completed:
 - RASG-PA ESC/22/D/1 - with WP/7 Information
 - RASG-PA ESC/27/D/4 - with WP/4 actions
 - RASG-PA ESC/28/D/1 and D/5
- Still valid:
 - RASG-PA ESC/23/D/1 - PA-RAST to develop Appendix B with the Go-Team concept by RASG-PA ESC/30 Meeting
 - RASG-PA ESC/28/D/2 - PA-RAST to report by the RASG-PA ESC/30 Meeting
 - RASG-PA ESC/28/D/3 and D/4

Agenda Item 3

Items/Briefings of Interest to the RASG-PA ESC

3.1 Regarding the progress on the State Safety Plan (SSP)/Safety Management System (SMS) implementation, under P/5, the ICAO NACC Regional Office presented its strategy to promote implementation under the No Country Left Behind (NCLB) strategy framework. The strategy is supported by the identification of Champion States, using the iStars SSP Foundation tool to engage in an implementation action plan, with a follow-up project under the NACC NCLB strategy. This could include a dual approach to cover the SSP and the Safety Management System (SMS) for the Air Navigation Service Provider (ANSP).

3.2 Under IP/02, the Secretariat informed the Meeting on the results of the Runway Safety Team (RST) mission to Aruba, which focused on the creation of an RST at Reina Beatrix International Airport (TNCA), as a pilot project for the Territories of the Kingdom of the Netherlands using the updated *ICAO RST Handbook* and considering the RASG-PA Safety hotspot identified in this area related to unstable approaches. The Meeting was also informed that this mission was a joint activity of the ICAO NACC Aerodromes and Ground Aids (AGA) Technical Assistance Programme and RASG-PA, which included an initial workshop on the prevention and mitigation of runway safety-related events and promotes the establishment and enhancement of airport-specific, multidisciplinary Runway Safety Teams (RSTs) in an effort to improve runway safety outcomes. The Meeting recognized this mission as an example of good collaboration among the different Air Navigation Implementation Groups and RASG-PA, for which more future similar activities should be conducted for the benefit of the States.

3.3 Under P/4, the Secretariat presented the outcomes of the CAR/SAM Regional Planning and Implementation Group (GREPECAS) Scrutiny Group (GTE)/17 meeting held at the ICAO SAM Regional Office in Lima, from 30 October to 3 November 2017. The Meeting concluded that there appears to be no duplication of efforts between the GREPECAS and RASG-PA processes; however, there are opportunities for greater collaboration among the two groups, suggesting that Civil Aviation Authorities (CAAs) should include within their surveillance activities the verification that the ANSP effectively prepares the data for the GREPECAS CAR/SAM Monitoring Agency (CARSAMMA). To this extent, the Meeting agreed on the possible benefits of enhanced collaboration between the GTE and the RASG-PA Mid Air Collision (MAC) Group, as the work and goals are related. The Meeting recognized that this was an opportunity area to emphasize the coordination of GREPECAS and RASG-PA's activities. In this regard, the Meeting adopted the following Conclusion:

CONCLUSION

RASG-PA-ESC/29/1

**ENHANCEMENT OF SAFETY DATA ANALYSIS BY
GREPECAS AND RASG-PA**

That, in order to enhance the safety performance analysis in the CAR/SAM Regions, and considering the existing work conducted by the PA-RAST MAC Group and the GREPECAS GTE; and to strengthen the coordination between RASG-PA and GREPECAS:

- a) the Secretariat coordinate with both groups to ensure a review of the data analysis work being conducted by each of them, identifying synergies and strengthening their work programme and outcomes; and
- b) report the results and findings to the RASG-PA ESC/30 Meeting.

3.4 As such, similar joint opportunities to enhance the RASG-PA and GREPECAS coordination and outcomes were identified in the recent RST Technical Assistance mission by ICAO and the RASG-PA Runway Excursion (RE) Group.

3.5 Under P/5, the Secretariat presented the results of mitigation actions conducted to improve safety following the identification of a safety hot spot noted by the GREPECAS GTE.

3.6 Under WP/04 and P/6, Flight Safety Foundation (FSF) suggested broader implementation of Flight Data Monitoring Programme (FDMP)/Flight Data Analysis Program (FDAP) throughout the NACC and SAM Regions and that consideration be given to amend the existing ICAO worldwide standard, (Annex 6), refers as well as presenting to States the results of the recently conducted Cost Benefit Analysis (CBA) document. The Meeting discussed details on how the FSF suggestion could be implemented through a fast track process with the RASG-PA Members and also to have the ICAO Air Navigation Commission (ANC) consider this amendment. The Meeting also discussed the dual track of implementing this which could occur through:

- a) States encouraging operators to take note of the CBA document. Many operators have already implemented these programmes, regardless of their countries' regulations.
- b) RASG-PA can recommend changes on *ICAO Standards and Recommended Practices (SARPs)* to the ICAO ANC to expand current recommended and required elements.

3.7 Similarly, States were urged to take note of the results of the CBA document developed by RASG-PA FDAP Adhoc working group for the implementation of FDAP on airplanes over 5700 kg. In this regard, the RASG-PA ESC convened on using the fast track procedure to obtain approval from all RASG-PA Members States on the following conclusion :

CONCLUSION

RASG-PA-ESC/29/2

**FLIGHT DATA ANALYSIS PROGRAMME (FDMP)/
FLIGHT DATA ANALYSIS PROGRAMME FDAP
IMPLEMENTATION IN THE NACC AND SAM
REGIONS**

That, in order to broaden FDMP/FDAP throughout the NACC and SAM Regions:

- a) States take note of the results of the CBA developed by RASG-PA FDAP Ad hoc working group for the implementation of FDAP on airplanes over 5 700 kg;
- b) States and RSOOs encourage operator's review of the CBA document for them to decide their own implementation
- c) States and RSOOs analyze the aviation safety benefits if an amendment to the aviation regulations is incorporated to request FDAP on aeroplanes above 5,700 Mass Take-off Weight (MTOW); and
- d) RASG-PA request the ICAO ANC to take note of the results of the CBA document and consider an amendment to Annex 6 Part I, FDAP Recommendation 3.3.1 and Standard 3.3.2 of Section 3.3, as follows:

3.3.1 Recommendation — All aeroplanes of a maximum certificated take-off mass over 5 700 kg should be equipped with a Quick Access Recorder (QAR). This QAR should record at a minimum the parameters recorded by the Flight Data Recorder and the operator should establish and maintain a flight data analysis programme as part of its safety management system.

3.3.2 All aeroplanes of a maximum certificated take-off mass over 5 700kg for which the individual certificate of airworthiness has been first issued on or after 1 January 2005 shall be equipped with a Quick Access Recorder (QAR). This QAR shall record at a minimum the parameters recorded by the Flight Data Recorder and the operator shall establish and maintain a flight data analysis programme as part of its safety management system.

Agenda Item 4

RASG-PA Project Reports

4.1 Under WP/07 and P/7, the Meeting was updated on the Safety Information Project initiative in which Flight Safety Foundation, with support from United States and the Commercial Aviation Safety Team (CAST), is leading an international initiative focused on the Pan American and Asia-Pacific Regions to identify and address issues surrounding the collection, analysis, protection, and use of safety information. The Meeting noted the current status of this initiative, particularly the construction of specific case studies based upon the public release of the toolkits. The launch of these toolkits is expected by the end of 2017. Additional workshops and webinars will be created to review the case studies. In this regard, the Meeting encouraged stakeholders to participate in the 2018 webinars and to complete the website survey. The access to register for future webinars and workshops is provided at: www.flightsafety.org website. In this regard, the following Conclusion was adopted:

CONCLUSION

RASG-PA/ESC/29/3

ENHANCEMENT OF DATA COLLECTION

That, in order to enhance data collection, the Flight Safety Foundation:

- a) work with the PA-RAST co-chairs to determine the gaps in data collection that will serve the PA-RAST processes,
- b) identify and prioritize desired information to be shared for effective safety improvements, and
- c) report the results of this task to the RASG-PA/ESC/31 Meeting.

4.2 No updates were available for the GRIAA and PASO projects.

Agenda Item 5

RASG-PA Team Report

5.1 Under WP/06, the Secretariat informed the Meeting on:

- the results of the review to the Annual Safety Report (ASR), Special Edition
- the latest decisions of the RASG-PA ESC regarding subsequent editions of the report
- the distribution of the ASR Special Edition; and
- the work plan for the elaboration of the ASR 8th Edition

5.2 The Meeting noted that the ASR continues to show that the main safety categories of interest in the Region remain: Loss of Control In Flight (LOC-I), Runway Excursions (REs), Controlled Flight Into Terrain (CFIT), and Mid-Air Collision (MAC), all of them showing decreasing trends during the analysis periods.

5.3 It was also noted that the levels of Effective Implementation (EI) of the ICAO SARPs below 60% exist for 10 States in the Pan American Region according to the ICAO Universal Safety Oversight Audit Programme – Continuous Monitoring Approach (USOAP CMA).

5.4 Under P/1, the PA-RAST provided a report based on the recent progress made from PA-RAST/29 meeting (United States) and PA-RAST/30 meeting (Port of Spain, Trinidad and Tobago), giving a detailed status of Detailed Implementation Plans (DIPs) and PA-RAST deliverables to the ESC.

5.5 The Meeting noted the current active DIPs as follows:



5.6 The Meeting congratulated the PA-RAST for the work completed and recognized the limited resources available. The ESC continues to support the idea for building synergies with technical assistance opportunities currently available in the region. **Appendix B** shows the DIP status and actions agreed.

5.7 The PA-RAST informed on the following deliverables and actions as requested by the RASG-PA/ESC/28 meeting:

1. *RASG-PA Tactical Go-Team Concept*: strongly considered by the PA-RAST for implementation, but needs funding sources/deployment methods. The PA-RAST requested support for the development and possible implementation of National Safety Teams. **PA-RAST Action**: *Develop Terms of References (ToRs) for this concept in order to be included in the RASG-PA Handbook.*

2. Analyse global and regional safety targets: PA-RAST can assist, but is not a PA-RAST task. **ESC Action:** *Analyse the task for the redefinition and assignment of accountability.*
3. Coordination of RE activity with the Regional Safety Oversight Cooperation System (SRVSOP): On-going activity between RE Team and the SRVSOP. **ESC Action:** *include the ICAO NACC Regional Office in the development of this DIP.*
4. Evaluation of Flight Safety Foundation Go-Around Decision Making and Execution Project: Noted that many organizations provided separate input/a timely project, and raised interesting questions/outcomes and conclusions in the report; however, this may not be acceptable to industry and operators.

5.8 The detailed DIP information will be available in the RASG-PA website.

5.9 The Meeting recognized the importance of the work of the PA-RAST and the need to make available and visible the deliverables accomplished by the Group. In this regard, the following conclusion was formulated:

CONCLUSION

RASG-PA ESC/29/4

PA-RAST DELIVERABLES

That, in order to make available and visible the deliverables accomplished by the RASG-PA PA-RAST:

- a) the PA-RAST shall prepare information packages on the accomplishments of PA-RAST DIPs for States awareness, as well as for DCA Meetings and Safety Directors Meetings;
- b) the PA-RAST to follow-up on the actions agreed by the ESC, as detailed in paragraph 5.6;
- c) the Secretariat shall publish all PA-RAST deliverables and DIP information in the RASG-PA website, and
- d) PA-RAST and Secretariat to report the results of these tasks to the RASG-PA/ESC/30 meeting.

5.10 It was also noted that the PA-RAST should take the task of noting when States need to be involved in implementation of DIPs. The ESC noted the need for greater involvement by the States when needed, but needs to have the ESC recommend when it is appropriate to have States and/or Industry involved in implementation.

Agenda Item 6

RASG-PA Strategic Plan

6.1 CANSO, on behalf of the Strategic Plan Ad-hoc Group, presented a draft proposal for the RASG-PA Strategic Plan, in accordance with *Decision RASG-PA ESC/28/D/3*. The Meeting commented that the vision; mission and content of this proposal has to be updated and aligned with the RASG-PA Handbook, among other observations. The Meeting agreed that the Strategic Plan and the Communication Plan shall remain as two different documents. Trinidad and Tobago was accepted as a member of this Ad-hoc Group. The Strategic Plan Ad-hoc Group will continue its work and prepare a final draft for approval at the RASG-PA/ESC/30 Meeting.

6.2 Under WP/05, the Secretariat proposed gathering feedback from States/Industry on the RASG-PA and GREPECAS processes; to identify actionable gaps in the implementation of ICAO Global Plans, and follow a more client-oriented and performance based approach. Similarly, the Secretariat recalled that the Secretariat responsibilities for the RASG-PA and the GREPECAS shall alternate, in accordance with the instructions found in ICAO's Regional Office Manual (ROM), the RASG-PA Procedural Handbook 4th Edition, and the GREPECAS Procedural Handbook.

6.3 The Meeting recalled that the RASG-PA/ESC/28 meeting identified ideas for improving the group's performance to accomplish the Global Aviation Safety Plan (GASP) goals and contribute to the Region's Safety enhancement goals. The ideas identified were the following:

- Implement a Project management approach to RASG-PA and use the RASG-PA budget for studies
- The PA-RAST to detail and make visible its outcomes
- Improve RASG-PA/PA-RAST web information/reports and general documentation
- PA-RAST Coordinator needs to ensure that the RASG-PA outcomes (hotspots/DIPs/etc.) are tracked and linked with other Regional Office efforts, such as: RSTs, Large Height Deviation (LHD), Performance-Based Navigation (PBN) implementation, etc.

6.4 Considering the above, the Meeting agreed that RASG-PA States and industry members will be consulted on their level of satisfaction with ICAO's support, and for ensuring the identification of actionable gaps in the implementation of ICAO Global Plans. It is expected that once feedback is received, it will support improvements on the performance and results foreseen by each group, (GREPECAS and RASG-PA), following a more client-oriented and performance based approach.

6.5 The feedback shall be obtained through a survey to the members of each Group (GREPECAS and RASG-PA), and subsequent actions with their agreement of each Group. As such, the Meeting adopted the following draft conclusion:

CONCLUSION

RASG-PA/ESC/29/05

**FEEDBACK ON THE IMPLEMENTATION OF
GLOBAL AVIATION SAFETY PLAN GASP AND
RASG-PA**

That, in order to seek feedback from States and Industry to identify actionable gaps in the implementation of ICAO Global Plans, following a more client-oriented and performance-based approach by the RASG-PA, the RASG-PA Secretariat (NACC and SAM Regional ICAO Offices):

- a) conduct a survey on the level of satisfaction and the performance results provided by RASG-PA;
- b) in consultation and agreement with the ESC Members, develop an action plan based on the survey results; and
- c) present the survey results and respective action plan to the RASG-PA Members by 30 June 2018 and inform them to the ICAO ANC.

Agenda Item 7

RASG-PA Communications Plan

7.1 Under WP/09, FSF in accordance with RASG-PA ESC/28/04, presented a draft proposal on the RASG-PA Communication Plan integrated with the RASG-PA Strategic Plan to disseminate information to States and stakeholders to ensure consistent and direct communications with the objective to enhance communication regarding RASG-PA outputs or requests to States and industry, and to expand participation for future RASG-PA events. This proposal listed the following deliverables for the Plan:

- 1. Update the RASG-PA website.
- 2. Post RASG-PA Safety Enhancement Initiatives (SEIs), ASRs, etc., in the SKYbrary.
- 3. Work with web experts from ICAO on search engine optimization in order to drive traffic to the RASG-PA web page.
- 4. Work with the editors of FSF's AeroSafety World to place articles on RASG-PA initiatives and accomplishments in the magazine.
- 5. Develop and distribute a semi-annual electronic RASG- PA newsletter.
- 6. Use social media for the information distribution on RASG-PA activities and publish the accomplishments and engage stakeholders on pertinent safety issues by creating curated RASG-PA Twitter, LinkedIn and Facebook accounts.
- 7. Support the provision on the RASG-PA safety seminar annually and States to carry out seminar recommendations.

Agenda Item 8

8. Actions to promote RASG-PA, such as: placing ICAO RASG-PA link in their own websites.

7.2 The Meeting designated the Members of the Communication Plan Ad-hoc group, Members to continue working towards completing this Communication Plan: Brazil, Canada, United States, ALTA, FSF and ICAO as leaders. The Communication Plan shall be presented for approval to the RASG-PA ESC/31 Meeting.

RASG-PA Work Programme

8.1 Under WP/03, the Meeting was briefed and reminded on the success of PA-RAST meetings, both to be held in South Florida, United States, and the scheduling of meetings in the NAM/CAR and SAM Regions, as previously approved by RASG-PA ESC/28/Decision/5. After discussion, the Meeting agreed to support the four PA-RAST Meeting as follows:

- a) 20-22 February 2018 – South Florida, United States (3 days)
- b) 15-17 May 2018 – Ottawa, Canada (3 days)
- c) 7-9 August 2018 – South Florida, United States (3 days)
- d) November 2018 – SAM State TBD (3 days)

8.2 The PA-RAST Co-chairs explained that the two meetings to be held in United States in the South Florida area will continue to discuss PA-RAST technical business (data analysis) and focus on the work of the four SETs. The other two 3-day meetings shall be held in States where the membership feels will greatly benefit from the information provided through the data analysis process, and to encourage the implementation of the predictive process for safety implementation.

8.3 The Meeting discussed the need for improving the preparation of each ESC meeting, allowing enough time between events (ESC and PA-RAST). The Meeting approved two RASG-PA ESC meetings per year, for 2018 and 2019, as follows:

2018

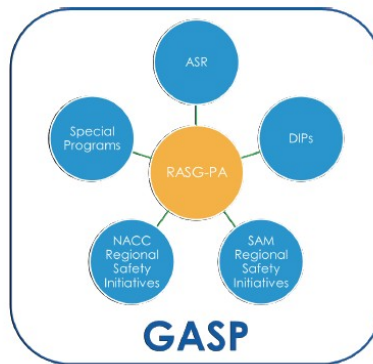
- a) 22-23 March – Washington, D.C., United States
- b) 25-26 September– Argentina

2019

- a) 19-20 March – ICAO NACC Regional Office
- b) 11-12 September– ICAO SAM Regional Office

8.4 The Secretariat under P/2 provided an overview of the actual structure for each of the RASGs in each Region, reconfirming that RASG-PA is the most effective group and that all RASGs are different and unique. The Meeting was informed on the trends in other regions for grouping the PIRGs and RASGs and even merging them. Similarly, for clarification purposes, the Secretariat noted that even though RASG-PA scope is very focused on data analysis and data sharing, it works together alongside with other regional safety activities and projects satisfying the GASP requirements, as highlighted below:

RASG-PA Framework



8.5 After discussion on the causes and doubts of these trends, the Meeting agreed that RASG-PA needs to show its strengths, outcomes, deliverables and in general, all the good aspects of the Group. The Meeting also concurred that the option of merging the PIRG and RASG was not acceptable. Moreover, the Meeting supported to keep RASG-PA and GREPECAS separated, but improving the coordination between them.

8.6 Airbus highlighted that RASG-PA is the most productive group they support worldwide, and due to its results it benchmarks RASG-PA to other regions in the world.

8.7 FSF reaffirmed the success of the RASGPA process with its Safety Management effective use as follows:

1. Good data sources;
2. a strong analytics group;
3. leadership in the governance body;
4. Wiliness from body industry and government, and
5. Commitment on the mitigation actions.

8.8 Looking towards the PIRG-RASG Coordination meeting in Montreal (13 December 2017), which will be represented by the RASG-PA industry Co-Chair, the Meeting agreed on the following conclusion:

CONCLUSION

RASG-PA ESC/29/6

RASG-PA PREPARATION FOR PIRG-RASG MEETING

That, in order to organize a common position and ideas for the RASG-PIRG coordination Meeting on 13 December, the PIRG-RASG Preparation Ad-hoc Group (Brazil, Canada, United States, IATA and ICAO (NACC and SVRSOP) prepare a paper to include RASG-PA's achievements, evolution/strengths and Coordination with GREPECAS, for the RASG-PA representative to present at the meeting by 7 December 2017.

8.9 A teleconference will be arranged on 6 December 2017 at 10 ET by ICAO for the PIRG-RASG Preparation Ad-hoc group.

Agenda Item 9

Other Business

9.1 Under WP/08, IATA presented its concern with State's interpretation of the amended Annex 19 SARPs, and the impact this may have on IATA's members, particularly in the area of establishing a Safety Data Collection Processing System. IATA also raised its concerns with the ICAO Safety Information Management System programme.

9.2 In this regard, the Meeting agreed that this paper should be submitted to ICAO Headquarters in order to review the concerns on SSP/SMS and safety data reporting, therefore enhancing the implementation of these matters in States.

9.3 In order to effectively support the PA-RAST, Airbus commented that they will appoint a new PA-RAST Industry Co-Chair in order to replace the outgoing Co-chair, Mr. David Zwegers.
