



**Thirty Sixth Regional Aviation Safety Group — Pan America Executive Steering Committee Meeting  
(ESC/36)**

19 to 20 May 2021

**Asunto 3 de la  
Agenda : RASG-PA and GREPECAS Coordination**

**RASG-PA AND GREPECAS BACK-TO-BACK PLENARY MEETING**

(Presented by the Secretariat)

**EXECUTIVE SUMMARY**

With reference to the generic Terms of Reference (ToRs) of the Planning and Implementation Regional Groups (PIRGs) and the Regional Aviation Safety Groups (RASGs) reviewed and approved by the ICAO Council, this document presents the recommendation of the incorporation of the required changes in the procedural handbooks of the Regional Aviation Safety Group–Pan America (RASG-PA) and the CAR/SAM Planning and Implementation Regional Group (GREPECAS); as well as the requirement to hold the RASG-PA & GREPECAS Back-to-back Plenary Meeting every year.

<b>Action:</b>	Presented in Section 5
<b>Strategic Objectives:</b>	<ul style="list-style-type: none"><li>• Safety</li><li>• Air Navigation Capacity and Efficiency</li></ul>
<b>References:</b>	<ul style="list-style-type: none"><li>• <i>Global Air Navigation Plan (GANP) (Doc 9750)</i></li><li>• <i>ICAO Global Aviation Safety Plan (GASP) (Doc 10004)</i></li><li>• <i>GREPECAS Procedural Handbook, 7TH Edition</i></li><li>• <i>RASG-PA Procedural Handbook, 5th Edition</i></li><li>• <i>Technical Commission Report on Agenda Item 29 (A40-WP/608) of the Assembly 40th Session</i></li><li>• <i>Resolutions and Decisions of the Assembly, C-NE / 14983 Rev.2</i></li></ul>

**1. Introduction**

1.1 The ICAO Council through the Air Navigation Commission (ANC), has established Planning and Implementation Regional Groups (PIRGs) and Regional Aviation Safety Groups (RASGs) to identify regional priorities, implementation objectives and the indicators related to air navigation and aviation safety for the regional implementation of the *Global Air Navigation Plan (GANP)* (Doc 9750) and the *Global Aviation Safety Plan (GASP)* (Doc 10004), in order to provide practical recommendations to the Council.

1.2 In 2019, the ANC approved new generic Terms of Reference (ToRs) for PIRGs and RASGs, in order to clarify the roles of stakeholders and promote partnership between them, harmonize working methods and improve the presentation of regional reports through more frequent meetings. Furthermore, it was agreed that the option to further expand the ToRs to suit the regions needs will ensure flexibility of the work and lay the foundation for a more efficient meeting model and reporting.

1.3 During the 40<sup>th</sup> Session of the ICAO Assembly (from 24 September to 4 October 2019), it was decided to align the PIRGs and RASPs meetings schedule with the requirement to submit annual reports to the Council (A40-WP / 608). The Council (C-DEC 219/7), during the review of the Resolutions and Decisions of the Assembly (C-WP / 14983 Rev. 2) approved the Assembly Decision that the PIRGs and RASGs meet and report annually to the Council. On 5 August 2020, the President of the Council, under delegated authority, modified the ToRs of the PIRGs and RASGs to include annual meetings.

1.4 Similarly, the aforementioned ToRs set forth that the meetings of the RASGs and PIRGs must be held back-to-back, or jointly, to facilitate the coordination and ensure the efficient use of the resources, having to inform the ICAO Council through the ANC on the matter.

1.5 For the ICAO Council, the official reports that are submitted for their review and consideration are those resulting from plenary meetings of the PIRGs and RASGs.

1.6 In the new edition of the *CAR/SAM Planning and Implementation Regional Group (GREPECAS) Procedural Handbook*, the changes required in the new generic PIRGs and RASGs ToRs were included; however, it is stated that the GREPECAS plenary meetings must be held every three years, with a duration that will be determined by the scope of the Agenda trying to reach a three-day meeting, if possible. The meetings of the GREPECAS Programmes and Projects Review Committee (PPRC) will be held as necessary, either through teleconferences or face-to-face meetings, depending on the GREPECAS budget; likewise, it is indicated that preference will be given to meetings held by teleconference and at least one annual face-to-face plenary meeting of the PPRC will be held, preferably at the NACC or SAM Regional Offices.

1.7 Similarly, in the recent edition of the *Regional Aviation Safety Group – Pan America (RASG-PA) Procedural Handbook*, it has been established that this regional group carry out meetings with different scope and periodicity, where it is also considered that plenary meetings are held every three years, and that the Executive Steering Committee (ESC) meetings are held according to the work schedule previously approved by the ESC.

## **2. Annual Meetings of RASGs and PIRGs**

2.1 Regarding the schedule of meetings of both regional groups, GREPECAS held a face-to-face PPRC meeting in 2019 and two virtual meetings of the PPRC during 2020. GREPECAS as a Plenary Meeting has not met in the cycle originally planned during 2020 (meeting plenary number 19), to be held in Paraguay; because of the current health emergency due to COVID-19, which affected the face-to-face participation of States and the organization arrangements by the host State.

2.2 Due to the Council update, where the ToRs were modified indicating that the GREPECAS and RASG-PA groups will meet annually and taking into account that the PPRC and the ESC respectively, do not have the scope of plenary meetings of these groups in view of the ICAO Council, both GREPECAS and RASG-PA have planned since 2020 to hold their GREPECAS and RASG-PA Back-to-back plenary meeting in October 2021. In this way, both regional groups plan and carry out plenary meetings annually as agreed by the ICAO Council, which leads to taking the necessary measures to modify the procedural handbooks. GREPECAS is making a new update to its Handbook in coordination with RASG-PA.

2.3 Despite the reports of the PPRC and ESC from GREPECAS and RASG-PA and as required by the ICAO Council, it is required to hold these annual plenary meetings to submit official reports for the Council's consideration. As plenary meetings, the last time that GREPECAS reported to the Council was in 2018, while RASG-PA did in 2019. However, the progress and the implementation status in the region has been reported through the regional offices in the report sent to the Council on PIRGs and RASGs.

## **3. Annual Report to the ICAO Council**

3.1 The Council (C-DEC- 219/7), during the review of the Resolutions and Decisions of the Assembly (C-WP/14983 Rev. 2) approved the Assembly Decision that the PIRGs and RASGs meet and report to the Council annually.

3.2 For their part, the ToRs for RASGs approved by the ICAO Council establish that:

### *Notification*

*3.5.1 The RASG reports the results to the ICAO Council through the Air Navigation Commission (ANC) with the support of the ICAO Secretary.*

*3.5.2 The RASGs meeting reports should reflect the structure of the GASP (challenges of the organization, safety risks, infrastructure and the safety performance measurement) and the RASG expected results should show the objectives and goals envisaged in the GASP.*

3.5.3 *The RASGs meeting reports should be submitted in a standard format to ICAO governing bodies to identify the regional and emerging problems.*

3.3 The minimum required content of the annual reports to the Council is presented as **Appendix A.**

#### 4. Conclusions:

4.1 In order to comply with the ToRs established for the RASGs by the ICAO Council, the following Decision is submitted to the ESC for its approval:

DECISION RASG-PA ESC/36/D1		Amendment to the RASG-PA Procedural Handbook to include annual plenary meetings	
<b>What:</b>  That the Secretariat proceeds to amend the RASG-PA Procedural Handbook as necessary and approve it by the fast track mechanism, to indicate the annual frequency of the plenary meetings one after other with the GREPECAS plenary meetings to facilitate coordination and achieve the efficient use of the resources.		<b>Expected impact:</b>  <input type="checkbox"/> Political/Global <input checked="" type="checkbox"/> Inter-regional <input type="checkbox"/> Economic <input type="checkbox"/> Environmental <input checked="" type="checkbox"/> Operational/Technical	
<b>Why:</b> To comply with the content of the Terms of Reference developed the ICAO Council for RASGs and PIRGs.			
<b>When:</b> By 21 July 2021	<b>Status:</b> Valid		
<b>Who:</b> <input type="checkbox"/> States <input type="checkbox"/> ICAO <input type="checkbox"/> PA-RAST Co-Chairs <input checked="" type="checkbox"/> ICAO SAM Office (Secretariat) ICAO NACC		<b>Responsible:</b> Javier Puente / Sereya Schotborgh	

4.2 Additionally, in order to comply with the mandate of the ICAO Council regarding to the presentation of annual reports, and the minimum content of such reports, the Secretariat considers that the plenary meetings should focus on agreeing and approving the content of the annual report that will be submitted to the ANC and subsequently presented to the Council. For this purpose, the following Decision is submitted for consideration to the ESC for its approval:

DECISION RASG-PA ESC/36/D2		Structure of the plenary meeting for the approval of the RASG-PA Annual Report	
<b>What:</b> That the Secretariat begins Planning the RASG-PA Eleventh Plenary Meeting and coordinates it Back-to-back with the GREPECAS Nineteenth Plenary Meeting, which will have the purpose to discuss, comment and approve the contents of the RASG-PA annual report presented to the ICAO Council. For this purpose, the provisional agenda presented at <b>Appendix B</b> of WP/05 will be considered which is harmonized with the content of the annual report.		<b>Expected impact:</b> <input type="checkbox"/> Political/Global <input checked="" type="checkbox"/> Inter-regional <input type="checkbox"/> Economic <input type="checkbox"/> Environmental <input checked="" type="checkbox"/> Operational/Technical	
<b>Why:</b> To comply with the content of the Terms of Reference developed the ICAO Council for RASGs and PIRGs.			
<b>When:</b> The complete agenda will have to be available for the ESC approval at least 90 days prior the Plenary Meeting.		<b>Status:</b> Valid	
<b>Who:</b> <input type="checkbox"/> States <input type="checkbox"/> ICAO <input type="checkbox"/> PA-RAST Co-Chairs <input checked="" type="checkbox"/> ICAO SAM Office (Secretariat) ICAO NACC		<b>Responsible:</b> Javier Puente / Sereya Schotborgh	

**5. Suggested Actions**

5.1 The Meeting is invited to:

- a) review the content of this Working Paper and its Appendices A and B; and
- b) comment and approve the proposed Decisions in Section 4.1 and 4.2 of this Working Paper.

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## APPENDIX A

### Extract form the RASGs Generic Terms of Reference

#### 3.5 Reporting

3.5.1 The RASG reports outcomes to the ICAO Council through the Air Navigation Commission (ANC) as facilitated by the ICAO Secretariat.

3.5.2 RASG meeting reports should reflect the structure of the GASP (organizational challenges, operational safety risks, infrastructure and safety performance measurement) and RASG deliverables should map the expected GASP goals and targets.

3.5.3 RASG meeting reports should be provided in a standardized format to the governing bodies of ICAO to identify regional and emerging challenges, and shall include as a minimum:

- a) a brief history of the meeting (duration and agenda);
- b) a list of meeting participants, affiliation and number of attendees;
- c) a list of conclusions and decisions with a description of their rationale (what, when, why and how);
- d) a list of safety enhancement initiatives (SEIs) linked to the associated GASP targets and indicators, and the appropriate mechanism used to measure their effectiveness;
- e) common implementation challenges identified amongst RASG members and possible solutions, assistance required and estimated timelines to resolve, if applicable, by sub-region;
- f) identification of and recommendations on particular actions or enhancements that would require consideration by the ANC and Council to address particular challenges;
- g) a list of issues cross-referenced to actions to be taken by ICAO Headquarters and/or Regional Offices;
- h) based on the GASP, and associated SPIs and tools, report to the extent possible on the status of implementation of safety goals, targets and indicators, including the priorities set by the region in their regional safety plans exploring the use of regional dashboards to facilitate monitoring regional progress being made;
- i) a list of items for coordination with the PIRG and a concise summary of the outcome of related discussions;
- j) feedback on implementation issues and actionable recommendations to the ICAO Council to continually improve future editions of the GASP that identify regional safety objectives and priorities to ensure proper focus on emerging safety concerns; and
- k) the work programme and future actions to be taken by the RASG.

3.5.4 A technical officer from Headquarters (Air Navigation Bureau) will participate and provide support to the meeting and subsequently arrange for the presentation of reports, in coordination with the Regional Office(s) and chairpersons of the RASG, to the ANC and Council for review and harmonization.

3.5.5 The final RASG report will be approved at the end of the meeting. Where the report requires translation, it will be made available within fifteen working days of the meeting closure.

3.5.6 Headquarters will provide feedback to the RASGs highlighting the actions taken by the ANC and Council related to their previous meeting outcomes.

3.5.7 The RASG will report to Council on an annual basis through the consolidated report on PIRGs and RASGs.

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**APPENDIX B**

**Eleventh Plenary Meeting of the Regional Group of  
Aviation Safety — Pan America  
(RASG - PA / 11)  
Schedule**

**Issue 1 – Status of GASP implementation in the Pan American Region**

Presentation of the status of the RASG-PA Safety Indicators

**Issue 2 – Implementation problems and possible solutions**

Based on the results of the RASG-PA indicators, identification of the main implementation gaps and their possible solutions. If the solutions involve the intervention of the ANC or the Council, they will be presented in Item 3.

**Issue 3 – Specific measures and improvements that require consideration by the ANC and the Council**

Identification of specific elements of regional implementation that could require the intervention of the ANC and / or the ICAO Council to obtain an adequate and timely solution.

**Issue 4 – Status of RASG-PA Safety Improvement Initiatives and Projects (SEI)**

Report on the status of RASG-PA projects and SEIs, and their relationship with the priorities described in Item 2.

**Issue 5 – Coordination Aspects between RASG-PA and GREPECAS**

Report on the joint activities developed by RASG-PA and GREPECAS, and on those activities that, without being joint, could have some kind of relationship with the work program of the other group.

**Issue 6 – Specific recommendations to the ICAO Council to improve future editions of the GASP**

Recommendations to the ICAO Council to improve future editions of the GASP, which would ease or strengthen regional implementation activities.