



**Thirty Eighth Regional Aviation Safety Group — Pan America Executive Steering Committee Meeting
(ESC/38)**

Lima, Peru, 24 to 25 May 2023

Agenda Item 1: Items related to RASG-PA’s internal operation

SIMULTANEOUS INTERPRETATION SERVICES AT PA-RAST MEETINGS

(Presented by Canada)

EXECUTIVE SUMMARY	
This working paper presents a proposal for the use of RASG-PA financial resources to support provision of simultaneous interpretation services during PA-RAST meetings.	
Action:	a) Approve proposed approach and use by PA-RAST of RASG-PA financial resources;
<i>Strategic Objectives:</i>	<ul style="list-style-type: none"> • Safety

1. Introduction

1.1 Over the past year, the Pan America Regional Aviation Safety Team (PA-RAST) has been working to increase engagement of ICAO member States and Industry partners of the Pan America Region in PA-RAST. The group is also dedicating efforts to the promotion of Collaborative Safety Teams (CSTs) in the region. As a result of these efforts, the group has observed a steady increase of new participants from across the Americas, resulting in an average attendance of over 30 individuals at each meeting.

1.2 While the increase in engagement and participation is a very positive outcome for the group, the increased diversity of participants, in particular the various levels of fluency to understand and/or express ideas in a given language does present challenges for PA-RAST to provide an environment that facilitates effective collaboration and sharing of safety information from all participants.

1.3 In the last year, it has been a regular occurrence at PA-RAST meetings to have both Spanish speaking participants that were not fluent in English, concurrently with English speaking participants that were not fluent in Spanish. As such, during PA-RAST meetings, when discussions are held in either language, there is always a portion of the meeting where some participants cannot actively participate in the discussions.

1.4 This language barrier introduces significant limitations in the effective engagement during PA-RAST meetings and in PA-RAST work activities achieving the greatest possible impact in strengthening regional operational safety.

2. Discussion - Proposal for utilization of financial resources

2.1 Simultaneous interpretation services during PA-RAST meetings

2.1.1 In order to ensure effective engagement during PA-RAST meetings, it is considered important to provide simultaneous interpretation services to enable all participants to fully benefit from and contribute to safety discussions at PA-RAST.

2.1.2 Given that the use of RASG-PA resources to hold and participate in RASG-PA meetings is subject to the ESC's approval, and per the RASG-PA Policy for the utilization of financial resources, this WP is submitted to propose that RASG-PA allocate financial resources over the next 3 years to provide simultaneous interpretation services during PA-RAST quarterly meetings.

2.1.3 The financial resource requirements of \$56,500 USD over 3 years are broken down as follows:

- a) Simultaneous interpretation services:
 - a. \$1,260 USD/day
 - b. 10 days/year (4 quarterly meetings of 2.5 days each)
- b) Rental of equipment for 2 meetings (when location is not at ICAO regional offices)
 - a. \$5,000 USD/meeting (estimate)
- c) Cost/year: \$22,600 USD = \$12,600 USD (interpreters) + \$10,000 USD (equipment rental)
- d) Annual cost breakdown of the 3-year commitment of \$56,500 USD:
 - a. 2023 – 2 meetings remaining = \$11,300 USD
 - b. 2024 – 4 meetings = \$22,600 USD
 - c. 2025 – 4 meetings = \$22,600 USD

2.1.4 Taking into consideration the best financial interests of the group, simultaneous interpretation services may not be used at all quarterly meetings or for the full duration of each quarterly meeting. PA-RAST co-chairs and the secretariat will determine, ahead of each quarterly meeting, the need to procure simultaneous interpretation services depending on circumstances and based on the expected attendance.

3. Suggested actions

3.1 The meeting is invited to approve the proposed approach and use by PA-RAST of RASG-PA financial resources.