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Ref.: LN3/24.1 – SA7125

Lima, 31 May 2023

To: Mr. Yves Tatibouet, Regional Director of Civil Aviation Authority (DSAC)  
for French Antilles and French Guiana  
Mr. Philippe Versi, Regional Director, West Indies and French Guiana  
Lt. Col. Egbert Field, Director General, Guyana Civil Aviation Authority  
H.E. Albert Egbert Jubithana BBA, Minister of Transport, Communication and Tourism,  
Suriname

Subject: **RLA/06/901 - Workshop for the implementation of the Normal Operations Safety Survey (NOSS) at ATS (Lima, August 14 to 18, 2023).**

Action  
Required: Nominate participants no later than July 28, 2023.

Dear Sir/Madam:

Within the framework of the program of activities of the Regional Project RLA/06/901 adopted at the Sixteenth Meeting of the Coordination Committee (RCC/16, Virtual, December 12, 2022), I am pleased to invite your Administration to participate in the **Workshop for the implementation of the Normal Operations Safety Survey (NOSS) in the ATS**, which will be held from August 14 to 18, at the premises of this Regional Office in Lima, Peru.

This workshop is aimed at strengthening the capacity, efficiency and safety of air traffic services, through the implementation of a system for the collection of operational safety data in ATS, by means of the Normal Operations Safety Survey (NOSS). The workshop is framed in ICAO Doc. 9910, Annex 11 and 19 and will be given in Spanish language with simultaneous interpretation to English language, only in face-to-face mode.

The tentative schedule is provided as **Appendix A**. The participant profile and details of the workshop objectives are presented in the Mnemotecnica Paper as **Appendix B**.

In this regard, I am pleased to invite your Administration to designate the specialist(s) who will participate in this Workshop, by sending the corresponding registration form (**Appendix C**) duly completed for each participant, by e-mail ([icaosam@icao.int](mailto:icaosam@icao.int)) no later than **July 28, 2023**.

Mr. Roberto Sosa, Regional ATM/SAR Officer ([rsosa@icao.int](mailto:rsosa@icao.int)), is at your disposal should you require any additional information.

Accept, distinguished Sir/Madam, the assurances of my highest consideration and esteem.



Fabio Faizi Rahnemay Rabbani  
Regional Director  
ICAO South American Office  
Lima

cc: Mr. Patrick Pezzeta, Deputy Director, Antilles-Guyane, French Antilles  
Mr. Alain Kerhascoet, Head of French Guiana Air Control Centre Cayenne-Félix Eboué Airport, Head of the Aircraft Search and Rescue RCC  
Mr. Jean-Jacques Deschamps, Directeur Adjoint, ANSP Martinique, French Antilles-Guyane  
Mr. Damien Cazé, Director General of Civil Aviation, France  
Mrs. Estrea Noordzee, Permanent Secretary, Directorate of Transport, Suriname  
Mrs. Cindy Toemin, Acting Head of Civil Aviation Department, Suriname  
Mr. Brian de Souza, Director a.i, Civil Aviation Safety Authority Suriname, CASAS, Suriname  
Mr. Marcus Doller, Air Safety Support Intl. (ASSI), United Kingdom  
Mr. Bruce D'Ancey, Policy Specialist, Flight Ops, Air Safety Support International (ASSI), United Kingdom  
ICAO EUR/NAT (*For retransmission to DGAC France*)



**APPENDIX A**

**ICAO SOUTH AMERICAN REGIONAL OFFICE**

**TENTATIVE SCHEDULE**

**WORKSHOP FOR THE IMPLEMENTATION OF THE NORMAL OPERATIONS SAFETY SURVEY (NOSS) IN THE ATS  
(Lima, August 14 to 18, 2023)**

<i>Hour</i>	<i>Monday 14</i>	<i>Tuesday 15</i>	<i>Wednesday 16</i>	<i>Thursday 17</i>	<i>Friday 18</i>
0830 0900	Registration and Opening	NOSS	SMS ATS and NOSS	NOSS	NOSS
0900 0945	SMS ATS and NOSS				
0945 1000	Coffee Break				
1000 1200	NOSS	NOSS	NOSS	SMS ATS and NOSS	NOSS
1200 1330	Lunch Break				
1330 1430	NOSS	NOSS	NOSS	NOSS	Closing
1430 1530	NOSS	NOSS	NOSS	NOSS	



**APPENDIX B**

**ICAO SOUTH AMERICAN REGIONAL OFFICE**

**MNEMOTECNIC PAPER**

<b>WORKSHOP FOR THE IMPLEMENTATION OF THE NORMAL OPERATIONS SAFETY SURVEY(NOSS) IN THE ATS (Lima, August 14 to 18, 2023)</b>	
<b>NOSS IMPLEMENTATION WORKSHOP</b>	<p>This workshop, developed under the RLA 06901 project, is part of the activities of the regional office to strengthen operational safety in support of capacity and efficiency improvements in air traffic services, through the implementation of a system for the collection of operational safety data in the ATS, through the study of normal operations (NOSS). The workshop is framed in ICAO Doc. 9910, Annex 11 and 19.</p>
<b>ICAO Strategic Objectives</b>	<ul style="list-style-type: none"> <li>- Operational safety</li> <li>- Capacity and efficiency</li> </ul>
<b>Meeting Objectives</b>	<p>The workshop has the following objectives:</p> <ul style="list-style-type: none"> <li>- Reinforce participants' knowledge for the implementation of an air traffic services normal operations observation survey (NOSS) as a data collection tool in support of air traffic services SMS.</li> <li>- Demonstrate the integration of NOSS with the ATS SMS as part of the data collection tools.</li> <li>- Improve participants' knowledge of the SMS acceptance and surveillance process including data collection tools and systems.</li> </ul>
<b>Activities carried out by</b>	<p>This is the second activity developed by the regional office for the implementation of NOSS in air traffic services; however, it is the first face-to-face meeting to address this important topic.</p> <p>This workshop is supported by the regional project RLA 06901 recognizing that the improvement of air traffic services capacity and efficiency must be supported by a solid safety improvement strategy.</p>

<p><b>Current situation of the MAR Region</b></p>	<p>The SAM Office has implemented a strategy to support ATS service providers and regional authorities in the implementation of the air traffic services safety management system.</p> <p>As part of this strategy, one of the objectives is to generate the necessary knowledge for the implementation of tools and systems that expedite the collection of data for operational safety decision-making in air traffic services.</p> <p>One of the systems identified as best practices refers to NOSS, as a system for collecting data from normal air traffic services operations in support of the ATS safety management system (SMS).</p>
<p><b>Nature of the event</b></p>	<p>The event consists of a face-to-face workshop in English and Spanish to address issues related to NOSS implementation, ATS SMS integration, NOSS and SMS best practices.</p>
<p><b>Competencies to be generated by the event</b></p>	<ul style="list-style-type: none"> <li>- Improve the participants' knowledge for the implementation of a normal operations observation system (NOSS) for air traffic services, including data collection and processing.</li> <li>- Improve participants' knowledge of NOSS integration with the ATS SMS as part of the data collection tools.</li> <li>- Identify the profile of personnel who should participate in normal observations as part of NOSS.</li> <li>- Improve participants' knowledge of the process of acceptance and monitoring of data collection tools in support of SMS in the HTM.</li> </ul>
<p><b>Participant profiles</b></p>	<ul style="list-style-type: none"> <li>- Air traffic services experts involved in the implementation and management of the air traffic services safety management system (SMS).</li> <li>- Civil aviation authority inspectors with oversight and regulatory responsibilities for air traffic services.</li> <li>- Other air traffic service provider or civil aviation authority personnel related to safety in ATS.</li> </ul>
<p><b>Next steps in strategy development</b></p>	<p>The SAM office will continue to support the region in strengthening air traffic services safety, including support in the identification of tools, systems and best practices for the collection and analysis of safety data in NSAs.</p>
<p><b>Contact personnel at the SAM Office</b></p>	<p>Mr. Roberto Sosa Regional Air Traffic Management and Search and Rescue Services Officer ICAO South American Regional Office <a href="mailto:rsosa@icao.int">rsosa@icao.int</a></p>