



International Civil Aviation Organization

CAR/SAM REGIONAL PLANNING IMPLEMENTATION GROUP (GREPECAS)

**Fifth Meeting of the GREPECAS Aviation Security Committee (AVSEC/COMM/5)**

Buenos Aires, Argentina, 11 to 13 May 2006

AVSEC/COMM/5-WP/05

27/04/06

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**Agenda Item 4**

**Development of the AVSEC/COMM Work Programme**

**4.1 Hold Baggage Screening Task Force Developments (AVSEC/HBS/TF)**

**4.1.2 HBS Action Plan**

**ACTION PLAN PROPOSAL FOR REGIONAL AVSEC EQUIPMENT NEGOTIATION, ACQUISITION, PARTS, MAINTENANCE, TRAINING**

(Presented by the Rapporteur)

<p><b>SUMMARY</b></p> <p>This paper provides the Meeting with a discussion of an Action Plan proposal for Regional Equipment Negotiation, Acquisition, Parts, Maintenance, and Training.</p>
<p><b>References:</b></p> <ul style="list-style-type: none"><li>• Final Report of the HBS Task Force Meeting (Monterrey, Nuevo Leon, Mexico, December 2005)</li></ul>



**1. Introduction**

1.1 The First Meeting of the Hold Baggage Screening Task Force (AVSEC/HBS/TF/1) met in Monterrey, Nuevo Leon from 1 to 2 December 2005 in order to analyse the results and recommendations made by the ICAO Hold Baggage Screening Seminar for the NAM/CAR/SAM Regions that also took place in Monterrey, Nuevo Leon, from 28 to 30 November 2005.

1.2 An Action Plan was developed by the HBS Task Force as a result of the Final Report and it is divided into six (6) Sections, Formulation of Regional Committee, Manufactures, Maintenance, Operational Test Pieces, Training and Airports (small, medium, large) with HBS Systems. This Action Plan is included in the **Appendix** to this Working Paper.

**2. Action required by the Meeting**

2.1 The Meeting is invited to:

- a) establish an Ad Hoc Group to review the HBS Action Plan; and
- b) fill out the data in the Appendix and use the Final HBS Report as a reference and, if necessary, to prepare the relevant Draft Conclusions related to the subject.

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## HBS TASK FORCE

### ACTION PLAN PROPOSAL FOR REGIONAL AVSEC EQUIPMENT NEGOTIATION, ACQUISITION, PARTS, MAINTENANCE, TRAINING

No.	ACTION ITEM	PROPOSED ACTION(S)	ACTION OFFICE	COMPLETION TIMELINE	CONSTRAINTS	IMPLEMENTATION DATE(S)
1.	<b>Formation of Regional Committee(s)</b>	<p>1. Obtain ICAO agreement for involvement in setting up &amp; assisting in the formation of a Regional Committee for AVSEC equipment negotiation and acquisition.</p> <p>2. Promulgate HBS system research and proposal for Regional negotiation and acquisition of AVSEC screening equipment.</p> <p>3. Letter to ICAO registered State Authorities responsible for AVSEC in the CAR/SAM/NAM Regions requesting formal acceptance of the Regional proposal by a set date.</p> <p>4. Identify and decide on a central location(s) to hold meeting(s) of the interested States, to select persons to sit on the committee (Committee to comprise of or have available: AVSEC specialists, certified screening equipment technicians, an int'l aviation lawyer, a financial expert/negotiator, consultant versed in HBS screening systems &amp; airport design).</p> <p>5. Committee should request manufacturers to include the Regional Committee when advising States and companies of screening equipment upgrades or modifications.</p> <p>6. Consider a sub-committee to assist States that lack technical expertise to determine their needed HBS screening system based on the accepted standard of peak passenger bag throughput plus 30.</p> <p>7. (a) Recommendations of the sub-committee goes directly to the Regional Committee who forwards the proposal to the State's Authority that is responsible for aviation security, with a copy to the relevant airport operator(s).</p> <p>(b) This proposal includes all financial and operational details for State's to make informed decisions.</p>				

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2.	<b>Screening Equipment Manufacturers</b>	<p>1. Establish a list with contact information of screening equipment manufacturers for each type of equipment: conventional X-ray, ATX, EDS, ETD, WTMD, HHMD.</p> <p>2. Establish list of conveyor providers, contact information and cost for each.</p> <p>3. Obtain maintenance costs for procurement, depreciation costs, lifespan of the equipment till withdrawn from service.</p> <p>4. Obtain equipment upgrade capability information and how purchasers are alerted, including costs.</p> <p>5. In negotiations, factor in the need for equipment redundancy to ensure standards are maintained at all times.</p> <p>6. New equipment technology and proposed timelines for obtaining State certification should be obtained.</p> <p><b>Note:</b> Factor in equipment weight and size and the possible need to have airport expansion plans to facilitate the HBS system.</p>				

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3.	<b>Security Equipment Maintenance</b>	<ol style="list-style-type: none"> <li>1. Establish a model maintenance training programme.</li> <li>2. Establish a model equipment maintenance programme.</li> <li>3. Establish a model preventive maintenance programme to minimize equipment failure.</li> <li>4. Establish a model sub-contractors contract detailing requirements for airport operators that don't have personnel for in-house maintenance.</li> <li>5. Establish a model equipment service record keeping form(s).</li> <li>6. Establish a "parts inventory" of replacement equipment model</li> </ol> <p><i>Note:</i> A Regional data base should be established to track equipment parts with a high replacement need, manufacturer's timeline for order and delivery of replacements.</p>				
4.	<b>Screening Equipment Operational Test Pieces</b>	<ol style="list-style-type: none"> <li>1. Identify the type of Operational Test Pieces (OTP) that are available from each manufacturer.</li> <li>2. Obtain manufacturers manual on how the equipment is to be used.</li> <li>3. Obtain cost of purchasing additional OTP or combined test piece equipment.</li> <li>4. Consider drafting guidance or standards that States, without technical expertise can use to establish and meet calibration, testing and increase threat level standards.</li> </ol>				

No.	ACTION ITEM	PROPOSED ACTION(S)	ACTION OFFICE	COMPLETION TIMELINE	CONSTRAINTS	IMPLEMENTATION DATE(S)
5.	<b>Security Equipment Training</b>	<p>1. Determine <u>ideal</u> number of staff needed for the implementation of various HBS screening systems for small/medium/large airports: That is:</p> <p>(a) fully automated HBS system;</p> <p>(b) automated system linked with airport CCTV systems;</p> <p>(c) manual system</p> <p>2. Show the pros and cons for staffing each system.</p> <p>3. Show the Committee recommendation(s) for type of system and staffing.</p> <p>4. Show training times for each equipment, who provides the training, who approves the training, etc.</p> <p>5. Consider developing or having ICAO develop a model equipment training programme.</p>				
6.	<b>Airports (small/medium/large) with HBS Systems</b>	<p>1. Establish a list of airports meeting the IATA categorization for small/medium/large that recently implemented a HBS screening system.</p> <p>2. Establish contact persons, etc. with these airports and determine the pros and cons of each equipment type in the operational environment.</p> <p>3. Determine the equipment training syllabi and times that is given by each manufacturer.</p> <p>4. Query any negotiated omissions that could have been helpful to the airport.</p> <p>5. Query airport expansion needs based on the type(s) of equipment being installed.</p> <p>6. Query electrical voltage needs &amp; impact for contingency planning.</p>				