



**INTERNATIONAL CIVIL AVIATION ORGANIZATION
EASTERN AND SOUTHERN AFRICAN OFFICE**

**TENTH MEETING OF THE AERODROME OPERATIONS PLANNING SUB-GROUP
(AOP/SG/10) (NAIROBI, KENYA, 5-7 AUGUST 2013)**

Agenda Item 6: ICAO-ACI APEX Programme

(Presented by Secretariat)

SUMMARY

This paper presents the Airports Council International's Airport Excellence (APEX) in Safety Programme. It discusses the benefits APEX provides as a dynamic, systematic, peer review approach to safety from the industry. It fosters regional cooperation in the aerodrome field, with the goal of improving safety thus contributing to decreasing the number of runway incursions and excursions, reducing the number of fatal accidents, and decreasing the number of safety incidents.

Action by the Meeting: As at paragraph 20.

References:

ICAO-ACI Memorandum of Cooperation

Background

1. The mission of Airports Council International (ACI) is to promote the collective interest of the world's airports and the communities they serve, and to promote professional excellence in airport operations and management.
2. The APEX in Safety Programme is an ACI initiative announced at the ICAO Global Runway Safety Symposium in Montreal in May 2011. The aim is to assist aerodrome operators with the improvement of level of safety and compliance with ICAO Standards and Recommended Practices.
3. ICAO, represented by the president of the council Roberto Kobeh Gonzalez, and ACI, represented by the Director General Angele Gittens, signed the Memorandum of Cooperation on 15 June 2012.
4. The APEX in Safety Programme was launched in September 2011, with a pilot Safety Review being performed in Lomé, Togo. Following this first successful mission and by the end of 2012, five other pilot Safety Reviews have been conducted, covering four regions, namely Africa, Asia-Pacific, Europe and Latin America.

5. The APEX in Safety Programme is based on ICAO standards, as well as ACI Best Practices. APEX in Safety combines the mandate for regulatory compliance with the day to day operational needs of airports to maximize operational efficiency, while enhancing the safety standards.

Procedures of ACI APEX in Safety Programme

6. On 15 June 2012, ACI signed a Memorandum of Cooperation (“MoC”) with ICAO to provide a framework in order to jointly pursue the highest possible levels of safety at airports worldwide. The MoC, i.e. the Memorandum of Cooperation between ICAO and ACI for Enhanced Cooperation to Improve Safety Standards at Airports Worldwide was signed by ICAO Council President, Mr. Roberto Kobeh González and ACI Director General, Ms. Angela Gittens during a ceremony at ICAO Headquarters in Montreal.

The objectives of the MoC are to:

- ✓ Support the development of the ACI APEX in Safety Program, designed to help airports worldwide to identify and address safety vulnerabilities;
- ✓ Perform joint technical assistance projects;
- ✓ Exchange regularly safety-relevant information and data and by providing mutual access to databases;
- ✓ Exchange experts and providing training; and
- ✓ Promote regional cooperation.

7. APEX in Safety programme is based on ICAO Annex 14 Standards and Recommended Practices (SARPS) and ACI Best Practices. It takes the form of a peer review process called a Safety Review, including a self-assessment of the safety level, gap analysis, recommended solutions and design of an action plan following an on-site visit at an airport (the “Host Airport”) which has requested assistance to enhance its level of safety.

8. Prior to the Safety Review, the Host Airport will fill out and send ACI a self-evaluation questionnaire, called the Questionnaire, which is aimed at identifying the key areas where additional time should be spent by the ACI Safety Review Team while conducting the on-site assessment. When submitting the Questionnaire, the Host Airport needs to provide an electronic version of the relevant procedures and documentation as well. This is an important step in the evaluation of the operational needs and the selection of the appropriate Safety Partners.

9. The Safety Partner is an airport, World Business Partner or other strategic ACI associate that has the required know-how and volunteers to provide the Host Airport with one or more experts for the purpose of performing the Safety Review. The services of the Safety Partner are provided without charge for the entire duration of the Safety Review with the objective of assisting the Host Airport to improve their safety standards.

10. ACI coordinates and dispatches an ACI Safety Review Team of experts to the Host Airport, with the goal of improving safety in specific areas of interest:

- ✓ Runway Safety;
- ✓ Safety Management Systems (SMS);
- ✓ Aerodrome Certification;
- ✓ Wildlife Hazard Management;

- ✓ Markings, Signs and Lighting;
- ✓ Rescue and Firefighting; Emergency Response;
- ✓ Airside Driver and Vehicle Management;
- ✓ Management of Ground Handlers, Contractual and Legal Issues;
- ✓ Improvement of AIP Documentation;
- ✓ Low Visibility Procedure;
- ✓ Obstacle Management;
- ✓ Winter Operations;
- ✓ FOD Management;
- ✓ Movement Area Maintenance;
- ✓ Movement Area Access;
- ✓ Aerodrome Works Safety;
- ✓ Apron Safety Management;
- ✓ Removal of Disabled Aircraft;
- ✓ Hazardous Material Handling;
- ✓ Etc.

11. The estimated time required to complete the entire process, from the time the agreement is signed with the Host Airport until the final report is issued, is approximately 16 weeks. The Safety Review should last up to one week. The number of ACI Safety Review Team members depends on the complexity of the assessment requested. The team should normally include an ACI Regional Office Safety Assessor, an ICAO-designated Safety Officer, and one or more Safety Partners, under the supervision of a Team Leader (which could be one of the above mentioned team members). Other experts may be included in the team if the extent of the Safety Review so demands.

12. The Host Airport is responsible for covering the following direct costs for the ACI Safety Review Team for the duration of the Safety Review: Air travel and per diem, transfer to/from the hotel and the airport, accommodation and meals.

13. The Host Airport will directly benefit from dedicated ACI support to achieve the goals set in the action plan. Various means of assistance are available, such as access to experts, training, workshops and seminars, working groups at local, regional and international levels.

14. The enhanced level of safety will directly benefit the State, especially in regard to the design and implementation of the State Safety Programme (SSP). The State oversight capabilities will receive a boost, as the aerodrome participating in the APEX in Safety Programme will display a greater level of compliance with SARPS and the national regulations applicable. The Programme will benefit ICAO by providing a valuable insight regarding the current safety standing and the future capabilities of the visited aerodromes to close the safety gaps identified. The data collected will be used by ICAO in a de-identified form as part of the integrated global aviation safety net, with the ultimate goal of improving aviation safety worldwide.

15. The APEX in Safety Programme offers a unique opportunity for airports to assess their current level of safety in a manner which is non-punitive and all-inclusive, as well as ensuring that their safety needs are addressed and appropriate solutions are developed. The airports being reviewed benefit from ACI best practices, operational expertise from peer airports and other Programme partners, and contribution from ICAO for the regulatory and SARPS compliance perspective.

16. An important part of the APEX in Safety Programme is to ensure that effective assistance is provided to the Host Airport for the implementation of a Safety Management System capable of capturing and addressing safety-related hazards and risks.

17. As the Host Airport implements mitigating measures, a periodic evaluation of the airport's safety performance is needed and highly recommended. The Safety Review results should be updated accordingly to reflect the progress made which will also help in maintaining consistency with ICAO's continuous monitoring approach.

18. The results from the Safety Review will be confidential. ACI and ICAO will cooperate to ensure the protection of the data related to the Safety Review. The data will be used for the purposes of the Safety Review, and for designing mitigating measures and ensuring safety oversight under the ICAO-ACI cooperation framework.

19. ACI has finished the pilot phase of the programme, which has included Safety Reviews performed in Lomé, Togo; San Pedro Sula, Honduras; Maputo, Mozambique; Lusaka, Zambia; Jakarta, Indonesia; and Cluj-Napoca, Romania. The APEX in Safety Programme has entered into full implementation phase as of Q4, 2012.

Action by the meeting

20. **The meeting is invited to:**

- ✓ note the information provided about the APEX in Safety Programme;
- ✓ support the use of the APEX in Safety Programme at airports in the AFI region;
- ✓ encourage airport operators to approach ACI for assistance through the APEX in Safety Programme; and recommend airports operators in the AFI region to participate in the APEX Safety Reviews Programme and share relevant information on safety.
