



International Civil Aviation Organization

**First Meeting of the MID Safety Support Team
(MID-SST/1)**

(Cairo, Egypt, 18-20 March 2014)

Agenda Item 2: MID-SST Work Programme

**ADDITIONAL DETAILED IMPLEMENTATION PLANS (DIPs)
FOR SEI (MID-SST/01)**

(Presented by COSCAP-GS)

SUMMARY

This paper discusses COSCAP-GS proposal for additional Detailed Implementation Plans (DIPs) regarding the implementation of SSP/SMS in the MID Region.

Action by the meeting is at paragraph 3.

1. INTRODUCTION

1.1 This paper discusses the Detailed Implementation Plans (DIPs) associated to the support to MID region States for the implementation of SSP/SMS. The references taken for the development of the DIPs are the Global Aviation Safety Plan (GASP), and the latest updates of ICAO provisions contained in Annex 19 to the Convention and the 3rd Edition of Doc 9859 (SMM).

2. DISCUSSION

2.1 COSCAP-GS is providing safety management related assistance and training on a regional as well as on an individual basis to Administrations. It commenced in April 2012, by a Workshop on SMS (Dubai), in December 2012, by a 5 day training course on ICAO/SMS, in Bahrain, and thereafter added a 2 day training course “Updates on Annex 19/SMM”, in Dubai on 18-19 February 2014.

2.2 Under ICAO recommendations, and the Gulf States approval, COSCAP-GS Project is preparing an assistance program to States as well as a comprehensive training plan, relating to SSP implementation. Some of the materials are already completed. Others are under development for a quick implementation (Refer to the DIPs here attached).

2.3 The assistance program to States comprises:

- Visit missions (Assessment/Evaluation missions) during which, the experts will assess the situation, SSP implementation status and CAAs capabilities for implementation.
- Generic guidance material (regulations and procedures) to be implemented by the States.

- Support for the review of the national regulations, in order to revise them using ICAO recent provisions contained in Annex 19 and Doc 9859.

2.4 The safety management training proposed includes concept courses, implementation workshops and support to develop SMS safety oversight procedures.

2.5 Using ICAO references and training material, a comprehensive training program will be proposed on 25-26 March 2014 to COSCAP-GS Steering Committee for approval.

2.6 Knowing that the latest updates of ICAO training and seminar materials will appear soon on ICAO websites (the latest developments in ICAO's safety management provisions and guidance material). COSCAP-GS will use in preference, this guidance for the training to be provided in the MID States.

2.7 ICAO has begun to update its safety management training and seminar materials, using training methods as described in the TRAINAIR PLUS, Training Development Guide (ICAO DOC 9941). Revised ICAO Safety Management Training is anticipated shortly, in 2014.

2.8 Challenges that might be faced:

- security issues in some States (jeopardizing the experts missions);
- lack of commitment of some administrations;
- political tensions in some States;
- shortage of qualified personnel (for the upcoming 2 years (2014 & 2015), COSCAP-GS will provide the trainers and auditors); and
- lack of financial resources (for the upcoming 2 years (2014 & 2015), COSCAP-GS will take in charge the training and audits related expenses).

3. ACTION BY THE MEETING

3.1 The meeting is invited to:

- a) review and endorse the 3 associated DIPs as at **Appendices A, B and C** to this working paper; and
- b) encourage States to participate in the SSP implementation efforts.

APPENDIX A

Detailed Implementation Plan Template

No	Safety Enhancement Action	GASP Safety Initiative (ICAO Doc 10004)	Best Practices Supporting GASP Safety Initiative (ICAO Doc 10004, Appendix 2)	Safety Impact	Changeability	Indicator	Priority
MID-SST/01	Establish and Implement an SSP action plan in the MID - Region States	Refer to the SEI	Refer to the SEI	High	Difficult	P3	1
Safety Enhancement Action (expanded)		The first action required from the States, under the <u>Action Plan for the SSP establishment and implementation</u> , is to provide a <u>Regulatory framework</u> for the public (Specific Regulation), and to provide <u>Guidance</u> for its personnel (Procedures and any other material (check-lists, and others)) to be followed and used by the inspectors during their inspections and audit missions.					
Statement of Work		Development of <u>generic Regulation</u> and associated <u>Procedures/Check-list</u> for the use of the CAAs inspectors. Indeed, the Inspectors need to be familiar with the CAA 's requirements (Regulation) in terms of SMS implementation by the operators. They also need to have guidance to use during their audits of the operators.					
Champion Organization		ICAO, COSCAP-GS (already developed a <u>generic regulation</u> and a <u>set of procedures</u> to be customised to the special context of each MID region States).					
Human Resources		<ol style="list-style-type: none"> 1. SST 2. ICAO/ COSCAP-GS 3. States 					
Financial Resources		No special finance needed, since the material is already developed.					
Relation with Current Aviation Community Initiative							

No	Safety Enhancement Action	GASP Safety Initiative (ICAO Doc 10004)	Best Practices Supporting GASP Safety Initiative (ICAO Doc 10004, Appendix 2)	Safety Impact	Changeability	Indicator	Priority
Performance Goal	<ol style="list-style-type: none"> 1. Comply with ICAO SARPS ; 2. Achieve acceptable level of safety in civil aviation. 3. Achieve MID- Region safety strategy targets. 						
Indicators	<p>Number of States having completed the promulgation of the regulatory provisions (amended their regulation accordingly) and published the Procedures for the technical staff (including the inspectors):</p> <ol style="list-style-type: none"> a. 5 States by the end of 2014; and b. all the 15 MID States by the end of 2015. 						
Key Milestones (Deliverables)	<ol style="list-style-type: none"> 1- the Generic Regulation has already been completed by COSCAP-GS. It can immediately be disseminated to the States; 2. Thirteen (13) Procedures and Check-lists have already been developed by COSCAP-GS. They are also ready for dissemination to the States. <p>For a better understanding and use of this Guidance Material, we propose a familiarisation training, which could be joined to the other scheduled training courses, such as (Annex 19 & SMM, the Workshop on SMS, ..).</p>						
Potential Blockers	<ol style="list-style-type: none"> 1. Institutional issues particular to some States, to review and promulgate the revised regulations. 2. Shortage in Human resources. 3. Security and political issues in some States that could jeopardise the communication with them. 4. Regional Cooperation. 						
Responsible	<p>Core Team: ICAO, COSCAP-GS and MID Region States.</p>						
DIP Notes							

APPENDIX B

Detailed Implementation Plan Template

No	Safety Enhancement Action	GASP Safety Initiative (ICAO Doc 10004)	Best Practices Supporting GASP Safety Initiative (ICAO Doc 10004, Appendix 2)	Safety Impact	Changeability	Indicator	Priority
MID-SST/01	Establish and Implement an SSP action plan in the MID - Region States	Refer to the SEI	Refer to the SEI	High	Difficult	P3	1
Safety Enhancement Action (expanded)		For an effective and efficient implementation of the SSP Action Plan, the second action required is the <u>training of respectively the CAAs' and the industry involved personnel</u> (Awareness raising and information of the the CAAs' managers and decision makers, training of the technical staff, and interactive workshops for cases studies, best practices, and exchange on any implementation issues).					
Statement of Work		Development of a <u>comprehensive Training Program</u> : 1. One (1) day <u>Workshop to CAAs' personnel</u> , on ICAO provisions regarding the establishment and implementation of SSP (in addition to the presentation of the provisions, presentation and interpretation of the SSP Action Plan). Schedule to be agreed with the States. 2. Two (2) to three (3) days <u>training of CAAs technical personnel</u> on ANNEX 19 / SMM / Familiarisation with the Guidance Material. Schedule to be agreed with the States. 3. Four (4) to Five (5) day-Training on Advanced Audit of SMS implementation (How to audit the industry). to be planned by COSCAP-GS for around mid-2014. 4. Workshop on practical and cases study relating to SMS implementation, return on experience and best practices, planned for 23-26 November 2014 in Cairo.					
Champion Organization		COSCAP-GS with the support of ICAO for the technical matters (material..)					
Human Resources		1. ICAO/ COSCAP-GS 2. Short term experts/trainers to be hired by the Project for the purpose of the training missions.					

No	Safety Enhancement Action	GASP Safety Initiative (ICAO Doc 10004)	Best Practices Supporting GASP Safety Initiative (ICAO Doc 10004, Appendix 2)	Safety Impact	Changeability	Indicator	Priority
	Financial Resources	Under the approval of member States, COSCAP-GS budget will be used. Sponsoring will also be needed. COSCAP-GS will manage the cooperation and agreement with Safety partners in addition to ICAO experts/trainers.					
	Relation with Current Aviation Community Initiative						
	Performance Goal	<ol style="list-style-type: none"> 1. Awareness raising od CAAs' managers, decision makers and technical personnel. 2. Enhancement od the knowledge and technical qualification of the CAAs technical personnel. 3. Achieve MID- Region saftey strategy targets. 					
	Indicators	Completion of the Training Sessions and workshops to: <ol style="list-style-type: none"> a. at least 6 States representatives by end of 2014; and b. all the 15 MID States by end of 2015. 					
	Key Milestones (Deliverables)	<ol style="list-style-type: none"> 1- the material is already developped for the training number 2. here above mentioned. 2.The training material for the workshop on SSP, will be delopped by COSCAP-GS. 3. The training material for the Advanced training on SMS auditing will be provided by the trainers. 					
	Potential Blockers	<ol style="list-style-type: none"> 1. Shortage in Human resources (inspectors) to be trained. 3.Security and political issues in some States that could jorparidise the travel missions. 4. Regional Cooperation. 					
	Responsible	Core Team: ICAO, COSCAP-GS, Safety Partners and MID Region States.					
	DIP Notes						

APPENDIX C

Detailed Implementation Plan Template							
No	Safety Enhancement Action	GASP Safety Initiative (ICAO Doc 10004)	Best Practices Supporting GASP Safety Initiative (ICAO Doc 10004, Appendix 2)	Safety Impact	Changeability	Indicator	Priority
MID-SST/01	Establish and Implement an SSP action plan in the MID - region States	Refer to the SEI	Refer to the SEI	High	Difficult	P3	1
Safety Enhancement Action (expanded)		For a better definition of the States' needs, context and <u>SSP implementation status</u> , Assessment/Evaluation missions will be conducted in all the MID States (except for those, who have already transmitted a detailed report on their situation). The objective will be to develop a <u>detailed report on the SSP implementation Status in the State</u> , the number and <u>level of qualified personnel involved</u> , as well as the capacity of the CAA to conduct the SMS auditing of the industry.					
Statement of Work		A Gap Analysis, check-list has been developed by COSCAP-GS in order to be used by the assessment experts during the assessment/evaluation missions to the States. The Check-list is build in compliance with ICAO SARPS provisions (Annex 19 and Doc 9859, 3rd Edition).					
Champion Organization		COSCAP-GS with the support of ICAO for the nomination of the assessment experts.					
Human Resources		<ol style="list-style-type: none"> 1. ICAO/ COSCAP-GS 2. Short term experts to be hired by the Project for the purpose of the Assessment/Evaluation missions. 					
Financial Resources		Under the approval of member States, COSCAP-GS budget will be used.					

No	Safety Enhancement Action	GASP Safety Initiative (ICAO Doc 10004)	Best Practices Supporting GASP Safety Initiative (ICAO Doc 10004, Appendix 2)	Safety Impact	Changeability	Indicator	Priority
Relation with Current Aviation Community Initiative							
Performance Goal		1. To provide a real capture of the <u>existing situation</u> in the MID region regarding the SSP implementation and the <u>CAAs capacity</u> in discharging their role in the oversight regarding the SMS implementation by the industry.					
Indicators		Completion of the Assessment/Evaluation missions in the MID region: a. At least in 6 States in 2014; b. All the 15 States in 2015.					
Key Milestones (Deliverables)		Comprehensive Evaluation Report, relating to each State, comprising the following: 1- GAP ANALYSIS and list of discrepancies, in reference to ICAO SARPS provisions. 2. Effective status of the SSP implementation by the State; 3. Capacity of the CAA to implement the SSP related Action Plan (Human & financial resources). 4. Needs of the State in terms of support and assistance for the implementation of the SSP related Action Plan.					
Potential Blockers		1. Security and political issues in some States that could block the travel missions. 2. Regional Cooperation.					
Responsible		Core Team: ICAO/COSCAP-GS, Safety Partners and MID Region States.					
DIP Notes							

-END-