



*International Civil Aviation Organization*

**First Meeting the Runway and Ground Safety Working Group  
(RGS WG/1)**

*(Cairo, Egypt, 7-9 April 2014)*

**Agenda Item 2: Implementation of Aerodrome Safety Priorities and Objectives in the MID Region**

**RUNWAY SAFETY GO-TEAM**

*(Presented by the Secretariat)*

**SUMMARY**

This working paper presents proposals for an Airport Visit Outline and a process to be followed by RST GO-Team which has been established by RASG-MID/3.

Action by the meeting is at paragraph 3.

**1. INTRODUCTION**

1.1 The Third Meeting of the Regional Aviation Safety Group, - Middle East (RASG-MID/3, Kuwait, 27-29 January 2014) recognized the need to establish a Go-Team to support the RSTs in MID International Aerodromes and agreed to the following Conclusion:

*CONCLUSION 3/2: ESTABLISHMENT OF RUNWAY SAFETY GO-TEAM*

*That, the mechanism of Runway Safety Go-Team be endorsed to expedite the establishment of RSTs and improve Runway Safety in the MID Region.*

1.2 In addition, RASG-MID/3 tasked the RGS WG with the review and finalization of the Runway Safety Go-Team Airport Visit outline and process. The meeting urged MID States, International Organizations and Stakeholders to support the GO-Team and noted with appreciation the agreement of ACI to be part of the RST Go-Team.

**2. DISCUSSION**

2.1 The draft Airport Visit outline and the RST Go-Team Visit proposed process at **Appendices A** and **B** to this working paper have been developed in coordination with IATA and the RGS Coordinator.

**3. ACTION BY THE MEETING**

3.1 The meeting is invited to:

- a) reconsider the need for the Airport Visit Outline and the Runway Safety Visit Process, taking into consideration the development of the ICAO RST Handbook and RS Go-Team Guide; and
- b) review and amend, as deemed necessary, the Airport Visit Outline and the Runway Safety Visit Process.

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APPENDIX A

# **Aerodrome Technical Visit Outline**

## **MID Region**

**Aerodrome Technical Missions**

**I. Background**

Article 15 of the Convention on International Civil Aviation requires that all aerodromes open to public use under the jurisdiction of a Contracting State should provide uniform conditions for the aircraft of all other Contracting States. Furthermore, Articles 28 and 37 oblige each State to provide, in its territory, airports and other air navigation facilities and services in accordance with the Standards and Recommended Practices (SARPs) developed by ICAO. Volume I of Annex 14 to the Convention contains SARPs on the subject of aerodrome design and operation.

Under the auspices of RASG-MID, a MID Safety Strategy was developed for the region in 2013. This strategy outlines the safety indicators and targets that are adopted for MID Region, and was endorsed by the DGCA-MID/2 Meeting. Under this strategy document, Aerodrome Certification is one the safety metrics adopted for the MID Region, as follows:

Theme	Safety Indicator	Safety Target	Enabler
Aerodrome Certification	Number of certified international aerodrome as a percentage of all international aerodromes in the MID Region.	<ul style="list-style-type: none"> <li>➤ 50% of the international aerodromes certified by the end of 2015.</li> <li>➤ 80% of the international aerodromes certified by the end of 2016.</li> </ul>	<ul style="list-style-type: none"> <li>1. Establish process and identify a certification model.</li> <li>2. SMS implementation.</li> <li>3. Airport Emergency Plan.</li> <li>4. Review initial and refresher training to ensure aerodromes certification requirements are met.</li> <li>5. Develop regional guidance and a phased approach of aerodromes certification implementation.</li> <li>6. Conduct airport visits and airport technical missions to improve maintenance of runways and runway/taxiway related lighting and markings in accordance with Annex 14.</li> </ul>

This document outlines the scope for airport visits and airport technical missions. Such visits will include the following;

1. Airport Visit, including:
  - a) Review of airport specific Aerodrome Manual in accordance with ICAO SARPs
  - b) Site Visit
  - c) Flight Operations Assessment

2. Workshop and awareness training discussing outcome of Airport Visit.

The objective of such visits is to provide the authorities, (CAA, ANSP, ground service providers and airport authority) with factual observed information about deficiencies or issues that can potentially affect the level of operational efficiency, reliability and safety at the airport.

Any specific issue identified by the Mission Team will be disclosed to the authorities or the service providers during the onsite visit and during the closing meeting. The outcome of the visit would be made available to the authorities or the service providers to enable them taking any action they will deem relevant or necessary. Where possible, the Mission Team and other safety partners will work together to try and close gaps identified during the visit.

## II. Aerodrome Technical Missions Process

i. Selection of Aerodrome:

Key actions and considerations:

- a) Aerodromes and States will be invited to volunteer for a Visit, which shall be confirmed to ICAO in writing.
- b) ICAO MID Office will encourage States to organize a Visit prior to certification of their national aerodromes.
- c) Details of the visit to be communicated with the State.

ii. Data Collection:

The Aerodrome Manual will be reviewed prior to the visit.

iii. Technical Mission Coordination:

- a) High level summary of the Visit will be communicated to State by ICAO.
- b) Priority work areas and work proposals to be identified and agreed to by the Support Team members.
- c) Support members will develop a Statement of Work.

iv. Main outcome of a Technical Mission:

The main outcomes of any visit will at least include:

- a) Gap assessment.
- b) Transfer of knowledge and sharing of best practices.

## III. Construction of the Support Team

The following organizations will be the support group developing the scope and statement of work for each Technical Mission:

- a) ICAO MID Office
- b) IATA, MENA Office
- c) ACI
- d) UAE GCAA

For each visit, additional participants will be asked to join the Support Team:

- a) Hosting State including visited aerodrome
- b) Local ground handling agent(s)
- c) Local airline(s)
- d) Airlines operating into specific aerodrome

#### IV. Scope of a Technical Mission

##### i. Site Visit:

The objective of the site visit is to identify deficiencies or shortcomings and provide recommendations to rectify them. The site visit will include an assessment of the following areas:

1. On-site verification of:
  - aerodrome data;
  - Manuals, procedures, policies; and
  - Training records.
2. Checking of aerodrome facilities and equipment:
  - a) Dimensions and surface conditions of:
    - runway(s);
    - runway shoulders;
    - runway strip(s);
    - runway end safety areas;
    - stopway(s) and clearways;
    - taxiway(s);
    - taxiway shoulders;
    - taxiway strips; and
    - aprons;
  - b) The presence of obstacles in obstacle limitation surfaces at and in the vicinity of the aerodrome.
  - c) Availability and serviceability of the following aeronautical ground lights:
    - runway and taxiway lighting;
    - approach lights;
    - PAPI/APAPI or T-VASIS/AT-VASIS;
    - apron floodlighting;
    - obstacle lighting;
    - pilot-activated lighting, if applicable; and
    - visual docking guidance systems;
  - d) Standby power.
  - e) Wind direction indicator(s).
  - f) Illumination of the wind direction indicator(s).
  - g) Aerodrome markings and markers.
  - h) Signs in the movement areas.
  - i) Tie-down points for aircraft.
  - j) Ground earthing points.
  - k) Rescue and fire-fighting equipment and installations.

- l) Aerodrome maintenance equipment, particularly for the airside facilities maintenance including runway surface friction measurement.
- m) Runway sweepers and snow removal equipment.
- n) Disabled aircraft removal equipment.
- o) Wildlife management procedures and equipment.
- p) Two-way radios installed in vehicles for use by aerodrome operator in the movement area.
- q) The presence of lights that may endanger the safety of aircraft; and
- r) Fuelling facilities.

3. Review of incidents and complains, including:

- a) Operational deficiencies from IATA and ICAO databases
- b) Direct complains and ASRs received from airlines

ii. Flight Operations Assessment

Refer to guidelines under the ICAO Aerodrome Certification Manual.

**V. Reference Audit Programs that might be used as AMC**

i. Runway sweepers and snow removal equipment:

If an **IATA De-Icing/Anti-Icing Quality Control Audit** was conducted for that specific aerodrome under the **IATA De-Icing/Anti-Icing Quality Control Pool (DAQCP)** program, audit results will be used to support the site visit.

ii. Fuelling facilities:

If an **IATA Fuel Quality Audit** was conducted for that specific aerodrome under the **IATA Fuel Quality Pool (IFQP)** program, audit results will be used to support the site visit.

**VI. Liabilities and Consequences of the Visits**

The purpose of such Technical Missions outlines in this document is to identify gaps and work in collaboration with Aerodromes, Regulators, airlines, ANSPs, and organizations on closing gaps with the aim of enhancing safety and infrastructure at visited aerodromes.

At no point do these visits substitute or cancel oversight activities which shall remain with the national authorities.

Neither party contributing to and participating in such Technical Missions shall be responsible to the other for any claim for loss or damage, including third party loss or damage, or for loss of revenue, interest, consequential, incidental or special damages or additional cost which arises out of, or in connection with any conducted Technical Mission.

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## APPENDIX B

### RST Go-Team Visit Proposed Process

1.1.1 Selection of Airport: Airports in the MID Region will be invited to volunteer for an RST Go-Team Visit during the MID-RRSS/2.

1.1.2 Go-Team visit Coordination:

- a) High level summary of Go-Team Visit will be communicated to State and Airport by ICAO MID Regional Office.
- b) Priority work areas and work proposals to be identified and agreed to by the Go-Team members.
- c) Go-Team members will develop a Statement of Work.
- d) Hosting State and Airport will provide detailed data as required.
- e) Hosting State to appoint a Point of Contact in the regulator, ANSP, and airport.
- f) IATA and ICAO to co-ordinate each Go-Team visit details and handle communication to all concerned stakeholders.

1.1.3 Main objective of a Go-Team Visit:

- a) The main objective of any Go-Team visit will be the establishment of an RST in the visited airport.
- b) Continuous monitoring of progress will be done within the framework of RASG-MID, taking into consideration:
  - i. Baseline measurement: comparison between pre and post-establishment of an RST.
  - ii. Annual performance measurement: assessment of safety enhancements achieved.

1.1.4 Composition of RST Go-Teams:

1.1.4.1 Support Group: The following organizations will be the support group developing the scope and statement of work for each Go-Team Visit:

- a) ICAO MID Regional Office
- b) IATA MENA
- c) UAE GCAA
- d) Boeing



1.1.4.2 Go-Team Visit Members:

- a) Permanent Members for each visit: the Support Group shall be involved in each RST Go-Team Visit.
- b) Changing members invited per visit:
  - i. Hosting State including:
    - Regulator
    - ANSP
    - Airport
  - ii. Local airlines
  - iii. Airlines operating into State
- c) Ad-hoc guests invited on case-by-case basis:
  - i. Other States/Airports in the region that have already established RSTs.
  - ii. Regional or global organizations (FAA, AACO, etc.).

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