International Civil Aviation Organization
**Sixth Annual Plenary Meeting of the Regional Aviation
Safety Group – Pan America (RASG-PA/6)**
San Jose, Costa Rica, 27 – 28 June 2013

Agenda Item 2: **Review of Conclusions and Decisions from the RASG-PA and ESC Meetings**

**REVIEW OF CONCLUSIONS AND DECISIONS FROM RASG-PA/05 MEETING AND
RASG-PA ESC/15 and ESC/16 MEETINGS**

(Presented by the Secretariat)

SUMMARY
The Regional Aviation Safety Group–Pan America and Executive Steering Committee (ESC) record their activities as Conclusions and Decisions.   This working paper presents the current status of those RASG-PA and ESC conclusions and decisions, which were valid at the conclusion of the RASG-PA/05 Meeting and all subsequent ESC meeting conclusions and decisions.

	References: • RASG-PA/05 Meeting Report • RASG-PA ESC/15 and 16 Meeting reports
Strategic Objective	*This working paper is related to Strategic Objective: A – Safety*

1. Introduction

1.1   The Regional Aviation Safety Group–Pan America (RASG-PA) records its activities as conclusions and decisions.

1.2   Conclusions are RASG-PA actions requiring communication to and action by ICAO, States, Territories, and/or international organizations. Decisions are RASG-PA internal agreements.

2. RASG-PA Conclusions and Decisions

2.1   **Appendix A** presents the conclusions and decisions and their current status, which were valid at the conclusion of the RASG-PA/05 Meeting held in Santiago, Chile, from 22 to 24 October 2012.

3.   **RASG-PA ESC Conclusions and Decisions**

3.1   RASG-PA ESC has held two meetings since RASG-PA/05 and holds bi-monthly teleconferences to accomplish its agenda. The ESC also records its activities as conclusions and decisions. **Appendix B** presents the list of conclusions and decisions from previous meetings that were valid at the conclusion of RASG/PA/05 and those adopted since that meeting. The status has been recorded and updated by the ESC and the Secretariat.

4.   Suggested Action

4.1   The Meeting is invited to take note of the status of valid conclusions of the RASG-PA and ESC and provide updated information.

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Meeting	C/D	No.	Area	Title of Conclusion / Decision	Text of Conclusion / Decision	Follow-up and Remarks	Responsiblility	Target Completion Date	Deliverable	Status (Valid, Completed, Superseded)
RASG-PA3	C	6	FS	PROTECTION OF SAFETY INFORMATION REPORT	That: a) RASG-PA accept the "Proposal for amendment to the aeronautical legislation in order to protect safety information sources" document prepared under the GSI-3 Project and presented in the Appendix to WP/12; b) Airbus, ALTA, Boeing and IATA provide comments on the document to the RASG-PA Secretary by 14 January 2011; c) the RASG-PA GSI-3 Project team review the comments received, revise and submit the final document to the RASG-PA Secretary by 31 January 2011; and d) the RASG-PA Secretary send the final document to States and International Organizations by 14 February 2011, and recommend that States use the guidance material in their efforts to create legal protection for sources of safety hazard information.	Follow-up action to be monitored by RASG-PA ESC. During January ESC teleconference, ESC agreed to extend comment period until 28 February 2011. During RASG-PA ESC Meeting in March 2011, ESC agreed to extend comment period until several stakeholders could meet and review the document in a face to face meeting. 07/2011: The Boeing representative briefed the ESC that one of the Boeing attorney's that was working on this project has recently left on extended sick leave. This will further delay the coordination meeting between stakeholders in the project as new Boeing attorneys are brought into the project and brought up to speed. 08/2011: During ESC/10 Meeting it was agreed that Boeing will coordinate a presentation by one of their attorney's to present their concerns reference GSI/3 document at the ESC/11 Meeting in Miami. 12/2011: Boeing attorneys are reviewing document. 02/2012: Airbus, Boeing and RASG-PA Legal representatives met in ICAO NACC office to review comments provided by Airbus and Boeing. 03/2012: Ms. Sagrario Padilla mission to Mexico City to incorporate Airbus and Boeign comments. 04/2012: COCESNA/ACSA will provide translation service for document. 05/2012: Legal Framework document translated and is being reviewed by Airbus and	RASG-PA Secretary		Final guidance material	Completed

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	C	6	FS			Boeing legal representatives. 05/2012: ESC agreed to final review of document by ESC during August ESC meeting in Seattle. 08-2012: Airbus and Boeing are finalizing comments on the last version of the document. 10-2012: All comments from Stakeholders were received and the final draft was approved during the RASG-PA/05 Meeting in Santiago, Chile. A tentative seminar schedule was proposed and approved by the Meeting to disseminate the document in the CAR/SAM regions.				
RASG-PA4	D	1	FS	DETAILED IMPLEMENTATION PLANS (DIPs)	RASG-PA approved the Detailed Implementation Plans and timelines contained in Appendix C to this part of the report.	Closed on approval of DIPs during RASG-PA/4.	RASG-PA		Approved DIPs	Completed
RASG-PA4	D	2	FS	NEW NAME FOR THE REGIONAL AVIATION SAFETY TEAM	RASG-PA approves renaming the Regional Aviation Safety Team – Pan America as the Pan American Regional Aviation Safety Team (PA-RAST).	Closed on approval of new name during RASG-PA/4.	RASG-PA		Renamed Team	Completed
RASG-PA4	C	3	FS	RASG-PA ANNUAL SAFETY REPORT	That: a) The RASG-PA Annual Safety Report Second Edition is approved for publication; b) RAST continue to develop mitigation actions based on the report; and c) RASG-PA publish the report by 15 December 2011.	Report is final and is in final preparation to be published. 06/12/11. Report final bilingual version to be ready by 10 January 2012. Final report received 3 February. NACC office preparing to distribute to DGACs in Pan American region. Report sent for printing 06/03/2012.	RASG-PA Secretary, RASG-PA ASRT		Approved Annual Safety Report, Published Safety Report	Completed

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RASG-PA4	D	4	FS	STANDARD SPANISH PHRASEOLOGY	That the RASG-PA ESC create a project to promote and develop an implementation strategy for the consistent use of ATC standard Spanish phraseology in accordance with the ICAO PANS-ATM (Doc 4444).	Chile is reviewing the Mexico Circular to validate adherence to PANS-ATM. ALTA is coordinating a survey to validate risk. 12-01-2012: ALTA survey distributed. 02-2012: ALTA provided initial survey results during RASG-PA ESC teleconference. 03-2012: Chile completed review of the Mexico Circular and presented results to ESC during March 2012 meeting. 03-2012: Secretariat will coordinate this project with GREPECAS PPRC during April 2012 meeting to avoid duplication of efforts. PPRC agreed to continue project with RASG-PA. 04/2012: RASG-PA Secretariat presented project to GREPECAS PPRC/1 Meeting. Meeting agreed that efforts were not duplicated and that the initiative should be continued by RASG-PA.	RASG-PA ESC	15/12/2011	Project	Completed
RASG-PA4	D	5	FS	RASG-PA 2012 WORK PROGRAMME	The RASG-PA 2012 work programme presented in Section 5.2.3 of this report is approved by RASG-PA as recommended by the ESC.	Closed during January ESC teleconference.	RASG-PA		Approved work programme	Completed

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RASG-PA4	C	6	FS	REGIONAL RUNWAY SAFETY TEAMS (RSTs)	That States, Territories, International Organizations and industry: a) support the creation of Runway Safety Teams (RSTs) in the NAM/CAR/SAM Regions as well as those already established; b) consider the creation of an RST Go Team under ICAO leadership with the participation of ICAO's Runway Safety Partners to assist States with the development of RSTs; c) support launching the RST pilot project at Aeropuerto Internacional de la Ciudad de Mexico (AICM), supported by the Mexican DGAC, local and international stakeholders; d) support, monitor, follow-up and report on the implementation status, and regional and local actions performed to reduce associated risks as required; e) task the RASG-PA Aviation Safety Training Team (ASTT) to include RST implementation plans and runway safety best practices in the 2012 RASG-PA Safety Workshops syllabi, and post the related training material on the RASG-PA website; and f) support the NAM/CAR Runway Safety Seminar/Workshop sponsored by the Mexico DGAC and ACI, and the SAM Runway Safety	ICAO has coordinated RST implementation activities with Mexico MMMX, AICM and main stakeholders, beginning in January 2012. Two meetings have been held at MMMX in 2012 in order to first define the focal points, the terms of reference, and the methodology to be followed for developing a runway safety action plan at this airport. The work is on-going and the outcome of the pilot programme will be presented during the RASG-PA/ESC/13 Meeting to be held in June 2012 in Bogotá, Colombia. 06/2012: Objectives met. No funding for RST Go-Teams.	States/Territories/International Organizations and Industry		Creation of Regional Runway Safety Teams, RST implementation plans and runway safety best practices included in the 2012 RASG-PA Safety Workshop syllabus; Successful NAM/CAR Runway Safety Seminar.	Completed

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	C	6	FS		Seminar/Workshop to be held in 2012.					
RASG-PA4	D	7	FS	RASG-PA 2012 MEETING	Chile agreed to host the next RASG-PA meeting during October 2012, which was approved by the Meeting.	Coordinate dates with Chile DGAC. Chile approved support. RASG-PA/05 Meeting to be rescheduled due to dates conflicting with FSF event in Santiago, Chile. Was discussed during December ESC teleconference. Coordinating with FSF to hold joint meeting. 12-01-2012: Request has been made to support RASG-PA/05 event jointly with FSF. 02/2012: Awaiting Chile response to hold RASG-PA/05 event in same location as FSF event. 06/2012: Chile has advised that they have secured the same hotel for RASG-PA/05 which will also host the FSF events in October.	Chile	31/10/2012	RASG-PA/5 Meeting location host	Completed
RASG-PA5	D	1	FS	FINAL VERSION OF THE "MODEL LEGISLATION FOR THE PROTECTION OF SAFETY INFORMATION	RASG-PA membership approved the final version of the document to protect safety information. RASG-PA will disseminate the document to States and promote the incorporation of the document´s principles as guidance to modify and amend State legislation in regard to protection of safety information.		RASG-PA		final version of the document to protect safety information	Completed
RASG-PA5	C	2		COST-BENEFIT ANALYSIS OF ON-BOARD TECHNOLOGY TO MITIGATE RUNWAY EXCURSIONS (REs)	That ALTA coordinate with its member airlines to consider the preliminary results of the cost-benefit analysis for on-board technology to mitigate Runway Excursions (REs) in order to provide RASG-PA with feedback at its next meeting.		ALTA with its member airlines		feedback	Valid

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RASG-PA5	D	3		FOURTH PAN AMERICAN AVIATION SAFETY SUMMIT TO BE HELD JOINTLY WITH THE RASG-PA/06 ANNUAL PLENARY MEETING IN SAN JOSE, COSTA RICA, JUNE 2013	RASG-PA and ALTA will co-host the Fourth Pan American Aviation Safety Summit to be held jointly with the RASG-PA/06 Annual Plenary Meeting in San Jose, Costa Rica, in June 2013.		RASG-PA and ALTA	01/06/2013	Fourth Pan American Aviation Safety Summit	Completed
RASG-PA5	D	4		2013 RASG-PA WORK PROGRAMME	The 2013 RASG-PA work programme was approved by the RASG-PA plenary as presented in the Appendix to this part of the report.		RASG-PA plenary		2013 RASG-PA work programme	Completed
RASG-PA5	D	5		SCHEDULE FOR THE RASG-PA/06 ANNUAL PLENARY MEETING TO BE HELD JOINTLY WITH THE FOURTH ANNUAL PAN AMERICAN AVIATION SAFETY SUMMIT	The RASG-PA membership approved holding both the fourth Pan American Aviation Safety Summit and the sixth RASG-PA Annual Plenary Meeting in San Jose, Costa Rica, during the week of 24 June 2013.		RASG-PA membership	24/06/2013	the fourth Pan American Aviation Safety Summit and the sixth RASG-PA Annual Plenary Meeting	Completed
RASG-PA5	D	6		RASG-PA PROCEDURAL HANDBOOK	RASG-PA approves the change to the RASG-PA Procedural Handbook in order to realize the new proposed date for the 2013 RASG-PA Annual Plenary Meeting and provide flexibility with scheduling future meetings.		RASG-PA		change to the RASG-PA Procedural Handbook	Completed
RASG-PA5	D	7		RASG-PA DRAFT REPORTS WILL BE PROVIDED TO RASG-PA ANNUAL PLENARY MEETING PARTICIPANTS WITHIN 3 BUSINESS DAYS OF CONCLUDING THE ANNUAL RASG-PA MEETING	The RASG-PA Secretary will provide a draft report within 3 business days to participants of the RASG-PA Annual Plenary Meeting, requesting that all comments to the draft be provided to the Secretariat no later than 10 days after receipt of draft report.		The RASG-PA Secretary		draft report	Completed

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RASG-PA ESC04	D	2	FS	ISSG FUNDING REQUEST FOR RASG-PA PROJECTS	It was decided that once the outcomes of RASG-PA/02 are clearly defined by the ESC and activities more clearly defined, then the ISSG could be informed about the needs for funds to implement RASG-PA projects.	Funding account is established. ICAO HQs will forward information to ISSG. Now ESC can move forward with this decision. RASG-PA ESC/09 Meeting clarified this decision and it will be championed by Mr. Hueto (Boeing) during next ISSG Meeting. 06 2012: Item not deemed feasible and ESC agreed to close this decision.	RASG-PA		RASG-PA funding	Superseded

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RASG-PA ESC08	D	4	FS	GSI/3.A PROJECT STAKEHOLDER MEETING	That RASG-PA Secretary to coordinate a meeting between Boeing, Airbus and IATA representatives and project GSI/3.A legal experts to redraft the legal framework guidance document for States. b) Boeing, Airbus and IATA to provide specific comments/concerns and proposals for amendments to the legal framework guidance document by 13 May 2011	RASG-PA Secretary has sent letter to Boeing ESC representative requesting initial coordination meeting be arranged. During RASG-PA ESC/09 Meeting, the RASG-PA Secretary urged that all stakeholders move forward as soon as possible to complete this action. Boeing representative committed to working towards a resolution to complete task. During July 2011 ESC teleconference, Mr. Hueto, Boeing representative, briefed the ESC that the Boeing attorney that was responsible for working on the project has taken an extended period of sick leave which will delay the planned meeting to review document. Mr. Hueto had no timeframe for when the meeting would be rescheduled. During RASG-PA ESC/11 Meeting, the Boeing representative agreed to arrange a briefing by a Boeing attorney to explain the concerns that they have with RASG-PA GSI/3 document. Boeing attorney have completed review. Tentative meeting between RASG-PA GSI/3 rapporteur and Boeing/Airbus scheduled in ICAO NACC office for the end of February to discuss comments. 12/01/2012. GSI/3 Project meeting held 23/02/2012 in ICAO NACC office.	RASG-PA Secretary/Boeing, Airbus and IATA		Legal framework guidance document	Completed

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RASG-PA ESC08	D	6	FS	RAST-PA DATABASE GUIDE	That RAST-PA develop a guide for members to access the DIP database.	RAST-PA will develop guide to access and use RAST database. During ESC August teleconference it was clarified that a user guide to register as a user would be developed in lieu of a user guide for the application. No new status as of ESC/12 Meeting. 06 2012: Item superseded due to transfer of DIP database to Excel.	PA-RAST		DIP database guide	Superseded
RASG-PA ESC10	D	2	FS	DISTRIBUTE PILOT MONITORING TRAINING DEVELOPED FOR RAST-PA/LOC-I/9	RASG-PA ESC to approve the dissemination of the Pilot Monitoring Training developed for RAST-PA/LOC-I/9 DIP to States through the use of the RASG-PA Safety Recommendation (RSR) document.	The RAST-PA requested that the RASG-PA ESC approve the distribution of the Pilot Monitoring Training through an RSR. The ESC requested further clarification of the training prior to approval of the initiative.The ESC agreed to disseminate Pilot Monitoring Training as part of the RASG-PA Safety Seminars which are scheduled for 2012. It was determined that this was a more effective way of disseminating the information versus sending through a RASG-PA RSR.	RASG-PA ESC		Pilot Monitoring Training disseminated.	Completed

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RASG-PA ESC10	D	3	FS	ATC SPANISH PHRASEOLOGY IN THE PAN AMERICAN REGION	Proposal to implement Spanish version of ICAO Doc 4444 for the purpose of ensuring consistent phraseology in the ATC environment in Spanish speaking states.	ICAO Air Navigation Bureau representative to RASG-PA briefed the ESC on the need to implement Spanish ATC phraseology in accordance with ICAO Doc 4444. There had been a previous initiative to bring consistency to Spanish ATC phraseology which culminated in an amendment to Doc 4444. The request is for RASG-PA to develop a strategy to promote the use of standard ATC Spanish phraseology among Spanish speaking States. ESC asked that a working paper be prepared for presentation at the RASG-PA/04 Meeting.	ICAO		Consistency and uniformity in Spanish ATC phraseology	Superseded
RASG-PA ESC10	D	4	FS	2010 RASG-PA ANNUAL SAFETY REPORT	That the RASG-PA 2010 Annual Safety Report be prepared and ready to present to the RASG-PA membership during RASG-PA/04 Meeting.	ESC agreed that the report should be available to present to RASG-PA membership during RASG-PA/04 Meeting.	Secretariat		RASG-PA 2010 Annual Safety Report	Superseded

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RASG-PA ESC10	D	5	FS	RESCHEDULING OF PROPOSED RASG-PA SAFETY WORKSHOP	Reschedule the second of the two RASG-PA Safety Workshops in the Caribbean region between October 2011 and January 2012.	The RASG-PA ASTT had previously received approval from the ESC to hold two safety workshops in the SAM Region in coordination with the ICAO SAM office. The second workshop was not able to be scheduled in the SAM Region and therefore it was proposed that it be rescheduled for the CAR Region in the proposed timeframe. The ESC agreed to this proposal. The workshop had been tentatively rescheduled for Suriname. Coordination was ongoing between ICAO SAM office and Suriname but no confirmed date as of ESC/12 Meeting. 08-2012: This decision was superseded by a plan to review the methodology on how Safety Workshop locations are selected.	Secretariat	31/01/2012	RASG-PA Safety Workshops	Superseded
RASG-PA ESC10	D	6	FS	AVIATION SAFETY INFORMATION ANALYSIS AND SHARING (ASIAS) SYSTEM MOU	The RASG-PA ESC will coordinate with the ASIAS Executive Board to sign MOU for sharing ASIAS Safety Data.	The ESC was presented with a draft MOU outlining the agreement to share data with ASIAS. The ESC agreed to the MOU and will coordinate the signatures with ASIAS executive board representatives. CAST has formally approved the sharing of data with RASG-PA and will forward Sharing Agreement MOU to RASG-PA for signatures by Co-Chairs and Secretary (ESC/11 Meeting). RASG-PA response letter drafted and being circulated to RASG-PA Co-Chairs for signature 06/12/11. Letter signed and sent on 14/12/11.	RASG-PA ESC		Signed MOU	Completed

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RASG-PA ESC10	D	7	FS	DEVELOP A BUSINESS CASE FOR TECHNOLOGY TO MITIGATE RUNWAY EXCURSIONS	That the RASG-PA ESC investigate the process to build a business case for RASG-PA to assess the cost and/or benefit of retrofitting a fleet of aircraft with a new technology to mitigate Runway Excursions.	During the RASG-PA ESC/10 Meeting the ESC discussed the benefits and resources required to develop a business case for technology to mitigate runway excursions. The consensus was to investigate the resources required for a business case and whether there were other alternatives to developing an official business case. Some ESC members felt that to develop a full business case would be cost and resource intensive. An alternative was offered by the CAST and will be presented to ESC during the RASG-PA ESC/11 Meeting in Miami. During ESC/11 Meeting it was agreed that ICAO SAM Office Deputy Director would provide the ESC with a business case for Technology to Mitigate Runway Excursions. During January 2012 ESC teleconference it was identified that a CAST/JMDAT team would be working this year to identify SEs for runway excursions by the end of the year. The resources available for the JMDAT would be substantial and therefore the ESC agreed to review the possibility of suspending RASG-PA project covering the same item. During February 2012 ESC teleconference ESC decided to continue with this Decision. 06-2012: Target date for completion extended to October 2012.

10-2012: During RASG-PA/05 Meeting it was agreed that industry should undertake its own studies to consider | RASG-PA ESC | 21/10/2012 | Business Case to mitigate runway excursions using new technology | Valid |

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	D	7	FS			equipping their aircraft with on-board technologies that help mitigate REs and inform RASG-PA of the result at the RASG-PA/06 Meeting.				
RASG-PA ESC10	D	8	FS	2012 RASG-PA ESC MEETINGS	The RASG-PA ESC agreed to schedule the RASG-PA ESC meeting dates for 2012 during the months of March, June, August and October of 2012.	The ESC agreed to a tentative meeting schedule for 2012. RASG-PA Secretary will set tentative dates and location of events to be reviewed during RASG-PA ESC/11 Meeting in Miami. RASG-PA/04 Plenary approved RASG-PA 2012 meetings.	RASG-PA ESC	18/10/2011	RASG-PA ESC meeting schedule	Completed
RASG-PA ESC10	D	10	FS	USE OF ICAO SAFE FND FOR RASG-PA SAFETY RELATED ACTIVITIES	The RASG-PA ESC agreed to submit a SAFE funding request for RASG-PA Safety Workshops scheduled for 2012.	The RASG-PA Secretary will make a funding request on behalf of RASG-PA to fund safety related initiatives for 2012.

05-2012: Letter requesting funds for RASG-PA initiatives has been prepared and will be presented during RASG-PA ESC/13 Meeting.

06-2012: Safe Fund request approved by RASG-PA ESC in Bogota and sent on 28 June 2012. | RASG-PA ESC | 31/12/2012 | SAFE funding request for RASG-PA activities | Completed |
| RASG-PA ESC11 | D | 1 | FS | DETAILED IMPLEMENTATION PLAN (DIP) FOR GUIDANCE IN MAINTAINING RUNWAYS IN ACCORDANCE WITH ICAO ANNEX 14 | To mitigate runway condition/maintenance-related accidents and incidents, ACI-LAC will champion the compilation and development of runway maintenance guidance material for airports in the Pan American Region. | Detailed Implementation Plan (DIP) RAST-PA/RE/08 was approved during ESC/11 and RASG-PA/04 Meetings. | ACI-LAC | | Runway maintenance guidance material for airports | Completed |

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RASG-PA ESC11	D	2	FS	RENAME RASG-PA SAFETY RECOMMENDATIONS (RSR) TO RASG-PA SAFETY ADVISORY (RSA)	RASG-PA Safety Recommendations are renamed RASG-PA Safety Advisories to more accurately reflect the intent to provide an advisory to States in regard to RASG-PA safety initiatives in the Pan American Region.	Completed during ESC/11 meeting.	RASG-PA		RASG-PA Safety Advisories	Completed
RASG-PA ESC11	D	3	FS	NEW NAME FOR THE REGIONAL AVIATION SAFETY TEAM PAN AMERICA (RAST-PA)	RASG-PA ESC approves renaming the Regional Aviation Safety Team – Pan America to the Pan American - Regional Aviation Safety Team (PA-RAST).	Completed during ESC/11 meeting.	RASG-PA ESC		Renamed Team	Completed
RASG-PA ESC11	D	4	FS	PROPER USE OF SPANISH STANDARD PHRASEOLOGY	The RASG-PA ESC create a project and develop an implementation strategy to promote the use of standard ATC Spanish phraseology in accordance with the ICAO PANS-ATM (Doc 4444).	ALTA has developed a survey to validate the issue. Chile is reviewing the Mexico circular on phraseology.ALTA delivered an airline survey and will have results by end of January. 12/01/2012 ALTA provided tentative results during February 2012 ESC teleconference. 04-2012: RASG-PA Secretariat presented project to GREPECAS PPRC/1 Meeting. Meeting agreed that there were no duplicated efforts and that the initiative should continue through RASG-PA.	RASG-PA Secretariat		Standard Spanish phraseology guide for Pan American Region.	Completed
RASG-PA ESC12	D	1	FS	Reformat Detailed Implementation Plans for ease of access	The PA-RAST will reformat the Detailed Implementation Plans in order to allow ease of access to all RASG-PA members.	DIPs were incorporated into EXCEL format which were disseminated to RASG-PA ESC and PA-RAST members.	PA-RAST		Easier access to PA-RAST DIP initiatives	Completed

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RASG-PA ESC12	D	2	FS	Schedule monthly PA-RAST teleconferences	That PA-RAST establish monthly teleconferences in order to follow-up on current PA-RAST initiatives, and track future initiatives and the PA-RAST work programme.	PA-RAST Secretariat scheduled and held the first PA-RAST teleconference on 4 June. Teleconferences will be scheduled monthly to follow up on DIP activity.	PA-RAST		Follow-up of PA-RAST initiatives	Completed
RASG-PA ESC12	D	3	FS	PA-RAST Recommendation to ESC on future of DIPs	The PA-RAST will provide ESC with a recommendation on the future of DIPs RE/11 AND RE/08 by the ESC/13 Meeting in Bogota, Colombia, June 2012.	06 2012: PA-RAST recommended continuation of DIPs RE/11 and RE/08.	PA-RAST		Validate PA-RAST initiatives	Completed
RASG-PA ESC12	D	4	FS	Annual RASG-PA Newsletter	That the ASTT produce a yearly RASG-PA newsletter to announce RASG-PA training activities and upcoming events.	Newsletter has been prepared and is available at www.RASG-PA.org	RASG-PA Secretariat		Dissemination of RASG-PA safety initiatives	Completed
RASG-PA ESC12	D	5	FS	Coordinate GSI/1 RASG-PA Project to Standardize Spanish ATC Phraseology with GREPECAS	RASG-PA Secretary will coordinate the RASG-PA Project GSI/1 - ICAO Spanish Standard ATC Phraseology Project with the GREPECAS Programmes and Projects Review Committe (PPRC) to eliminate any duplication of efforts and resources and to coordinate future activities.	04-2012: RASG-PA Secretariat presented project to GREPECAS PPRC/1 Meeting. Meeting agreed that there were no duplicated efforts and that the initiative should continue through RASG-PA.	RASG-PA Secretariat		Ensure no duplicated efforts between GREPECAS and RASG-PA initiatives	Completed
RASG-PA ESC12	D	6	FS	Coordinate the ALTA and IATA Bird Strike Initiative with GREPECAS	The RASG-PA Secretary will coordinate the ALTA and IATA Bird Strike Risk Reduction Programme activities with the GREPECAS Programmes and Projects Review Committee (PPRC).	04-2012: RASG-PA Secretariat presented project to GREPECAS PPRC/1 Meeting. Meeting agreed that there were no duplication of efforts and that the initiative should continue through RASG-PA.	RASG-PA Secretariat		Ensure no duplication of efforts between GREPECAS and RASG-PA initiatives	Completed

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RASG-PA ESC12	D	7	FS	Develop a RASG-PA Mission and Vision Statement	The RASG-PA ESC will develop and disseminate RASG-PA's organizational goals through a mission and vision statement to be shared with members in order to promote opportunities for State and industry cooperation for safety improvements in aviation.	05-2012: A RASG-PA Mission and Vision Statement has been developed and incorporated into a brochure which will be printed and provided to ESC members and available to RASG-PA members.	RASG-PA Secretariat		Identify RASG-PA's goals and initiatives, intended to focus effort, change culture and improve safety in the Pan-America region.	Completed
RASG-PA ESC13	D	1	FS	New organizational structure for PA-RAST	The ESC approves the election of State and Industry Co-Chair and Vice-Chair positions to support and lead PA-RAST activities.					Completed
RASG-PA ESC13	D	2	FS	Establishment of Issue Analysis Team (IAT) to conduct directed studies and report to PA-RAST	The ESC approves the establishment of an Issue Analysis Team, which will conduct directed studies and support the ASIAS initiative. The IAT will report directly to the PA-RAST Co-Chairs.	08-2012: During ESC/14 Meeting PA-RAST submitted a plan to the ESC on how the IAT would be structured, it's membership and that it would analyze ASIAS data. Boeing will draft TOR's for IAT and submit during next PA-RAST meeting. 10-2012: IAT schedules its first meeting for December 2012 and submitted draft TORs.				Completed

Meeting	C/D	No.	Area	Title of Conclusion / Decision	Text of Conclusion / Decision	Follow-up and Remarks	Responsiblility	Target Completion Date	Deliverable	Status (Valid, Completed, Superseded)
RASG-PA ESC13	D	3	FS	Update PA-RAST Terms of References (TORs)	PA-RAST will update the group's TORs and present them to the RASG-PA ESC during the RASG-PA ESC/14 Meeting in Seattle.	08-2012: PA-RAST reviewing draft TORs. Will be part of the agenda at PA-RAST/10 Meeting in Seattle. 08-2012: PA-RAST received comments for PA-RAST TORS that could not be included in the draft TORs prior to the PA-RAST/10 Meeting. Secretariat will incorporate these comments into draft TORs and resubmit to PA-RAST Co-Chairs for discussion at next PA-RAST meeting. 10-2012: PA-RAST TORs were approved during the PA-RAST/11 Meeting in Santiago Chile.	FS Officer			Completed
RASG-PA ESC13	D	4	FS	Terms of Reference (TOR) for the RASG-PA Annual Safety Report Team	The RASG-PA ESC approves the ASRT TORs as presented and included as Appendix B to WP/05 of the ESC/13 Meeting.					Completed
RASG-PA ESC13	D	5	FS	PA-RAST, in coordination with project champions, will develop next steps and/or recommendations regarding the proper use of Spanish phraseology, to be completed based on project outcomes	RASG-PA ESC approves development of RASG-PA Project GSI/1 recommendations based on available data and coordinated through PA-RAST oversight mechanism.	08-2012: ALTA provided a draft implementation plan to be reviewed by PA-RAST during the next PA-RAST Meeting. PA-RAST will then forward the reviewed plan to the ESC for approval and follow-up. 10-2012: ESC approved updated implementation plan which will be reported through normal ESC agenda.				Completed
RASG-PA ESC13	D	6	FS	The Bird Strike Risk Reduction Programme will be included in the RASG-PA work programme as a standing project to be championed by ALTA/IATA	The Bird Strike Risk Reduction Programme will be championed by ALTA/IATA and will coordinate recommendations based on project outcomes through PA-RAST.					Completed

Meeting	C/D	No.	Area	Title of Conclusion / Decision	Text of Conclusion / Decision	Follow-up and Remarks	Responsiblility	Target Completion Date	Deliverable	Status (Valid, Completed, Superseded)
RASG-PA ESC13	D	7	FS	The ESC votes to include the Flight Safety Foundation as a permanent member of the ESC	As a result of Flight Safety Foundation's continued participation and commitment to RASG-PA initiatives, the ESC voted to include the Flight Safety Foundation as a permanent member of the RASG-PA Executive Steering Committee.					Completed
RASG-PA ESC14	D	1	FS	A RASG-PA Safety Advisory (RSA) will be provided to States upon completion of RASG-PA Safety Enhancement Initiatives	A RSA will be sent to States informing on completed RASG-PA Safety Enhancement Initiatives including any associated recommendations.	1/10/13				Valid
RASG-PA ESC14	D	2	FS	A RASG-PA Safety Advisory (RSA) will be sent to States and industry to promote the FAA FASAP programme	RASG-PA will send a RSA to States and industry to promote the use of the FASAP methodology in support of the assessment of acceptable airport standards. The methodology is intended to be used as an additional tool and not to replace any existing ICAO or CAA guidance with regard to airport safety and design.					Completed
RASG-PA ESC14	D	3	FS	Amend RASG-PA Procedural Handbook to modify the month of RASG-PA membership meeting	Amend the RASG-PA Procedural Handbook to remove the month in which the RASG-PA annual meeting is to scheduled. The amendment will allow the annual membership meeting to be held at any time during the year with 60 day's notice.	The amendment was presented and approved during the RASG-PA/05 Meeting.				Completed
RASG-PA ESC15	D	1	FS	SPANISH STANDARD PHRASEOLOGY IMPLEMENTATION PLAN	The RASG-PA ESC approves supporting the Spanish standard phraseology implementation plan in the Pan American Region as presented by ALTA.					Completed

Meeting	C/D	No.	Area	Title of Conclusion / Decision	Text of Conclusion / Decision	Follow-up and Remarks	Responsiblility	Target Completion Date	Deliverable	Status (Valid, Completed, Superseded)
RASG-PA ESC15	D	2	FS	RASG-PA SUPPORT FOR 2013 FOURTH ANNUAL PAN AMERICAN AVIATION SAFETY SUMMIT	The RASG-PA ESC unanimously supports the Fourth Annual Pan American Aviation Safety Summit to be held jointly with the 2013 Sixth RASG-PA Annual Plenary Meeting.					Completed
RASG-PA ESC15	D	3	FS	RASG-PA 2013 WORK PROGRAMME	The RASG-PA ESC approved the RASG-PA work programme for 2013. The work programme was modified to held the Fourth Annual Pan American Aviation Summit and the Sixth RASG-PA Annual Plenary Meeting during the same week.					Completed
RASG-PA ESC16	D	1	FS	RASG-PA ANNUAL SAFETY REPORT HIGH-LEVEL PRINCIPLES	The RASG-PA ESC will develop high-level principles to assist with production of the Annual Safety Report to maintain consistency with stated objectives to provide data to support safety initiatives in the Pan American Region.					Completed
RASG-PA ESC16	D	2	FS	ESC WORKING PAPERS	RASG-PA working papers not submitted by the established deadlines for translation will be translated based on Secretariat workload.					Completed
RASG-PA ESC16	D	3	FS	RASG-PA STRATEGIC PLAN FOR COMMUNICATION	RASG-PA will develop a plan for disseminating information to States to ensure consistent and direct communications with the objective of involving all States in RASG-PA activities.					Valid

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