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Ref.: NT-N1-8.1.17— **E.OSG-NACC96288**

20 February 2023

To: States, Territories and International Organizations

Subject: **Invitation — Workshop on Runway Safety Team (RST)**  
Mexico City, Mexico, 23 to 26 May 2023

Action

Required: Register participants by **1 May 2023**

Dear Sir/Madam,

I wish to invite your Administration/Organization to participate in the Workshop on Runway Safety Team (RST) to be convened at the ICAO NACC Regional Office, in Mexico City, Mexico, from 23 to 26 May 2023.

Runway safety is one of the high-risk categories of occurrences that needs to be addressed to mitigate the risk of fatalities in international civil aviation. The Global Aviation Safety Plan, in its 2020-2022 edition (GASP Doc 10004), recommends actions to promote the establishment and implementation of State Runway Safety Programmes and local Runway Safety Teams to the States, regions and the industry. Therefore, this event aims at promoting the identification and mitigation of risks related to runway safety at international aerodromes.

Civil Aviation Authorities and airport services providers of States and Territories of the ICAO NAM/CAR/SAM Regions and representatives of invited international organizations are expected to attend. The working languages of the workshop will be English and Spanish, and simultaneous interpretation will be provided if sufficient participants of both languages provide timely registration.

The Provisional Programme of the event is at the **Appendix**. We would appreciate confirmation of your participation by **1 May 2023** by registering here: <https://bit.ly/3YzPi5n>

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The list of suggested hotels, ICAO NACC Regional Office location, hotel sector maps, as well as other useful information are available on the “*Visiting Our Office?*” Section of the ICAO NACC Regional Office website ([http://www.icao.int/NACC/Pages/visitors\\_info.aspx](http://www.icao.int/NACC/Pages/visitors_info.aspx)). Participants are encouraged to make reservations directly with the hotel(s) in a timely manner.

All event presentations will be placed in the Meetings Section of the following web page: <http://www.icao.int/NACC/Pages/default.aspx> as it becomes available. Taking into consideration the availability of presentations in electronic format, no hard copies will be distributed during the event.

If you require any further information regarding the event, please contact Mrs. Fabiana Todesco, Regional Officer, Aerodromes and Ground Aids (AGA) or her Assistant Mrs. Leslie Gándara ([nacc-aga@icao.int](mailto:nacc-aga@icao.int)).

Accept, Sir/Madam, the assurances of my highest consideration.

A digital signature in black ink, appearing as a stylized cursive 'JCS', is overlaid on a circular blue stamp. The stamp contains the text 'Firma Digital' on the left and 'Digital Signature' on the right, with 'ICAO' and other smaller text in the center.

Julio César Siu  
Acting Regional Director  
North American, Central American and  
Caribbean (NACC) Regional Office

**Enclosure:** *As indicated*

ICAO



OACI

North American, Central American and Caribbean Office (NACC)  
Oficina para Norteamérica, Centroamérica y Caribe (NACC)

**Workshop on Runway Safety Team (RST)**

**Taller sobre el Equipo de Seguridad Operacional de Pista (RST)**

Mexico City, Mexico, 23 to 26 May 2023 / Ciudad de México, México, del 23 al 26 de mayo de 2023

**PROGRAMME / PROGRAMA**

**DAY ONE / DÍA UNO**

**Tuesday 23 May 2023 / Martes 23 de mayo de 2023**

08:00 – 08:30 Registration / Registro

08:30 – 09:45 Opening Ceremony / Inauguración

**Group Picture / Foto de Grupo**

**Seminar module topics / Temas de los módulos del Seminario:**

10:00 – 12:30

**ICAO and Regional Aviation Safety Group – Pan America (RASG-PA) work on Runway Safety Teams (RSTs)**  
**Trabajo de la OACI y del Grupo de Seguridad Operacional de la Aviación – Panamerica (RASG-PA) en Equipos de seguridad en Pista (RST)**

*Remarks: Under this topic ICAO will present data and information on RST Projects under RASG-PA, with details on objectives, deliverables, participants and action plans for 2023 and 2024.*  
*Observaciones.: Bajo este tema, la OACI presentará datos e información sobre los Proyectos RST bajo el RASG-PA, con detalles sobre los objetivos, resultados entregables, participantes y planes de acción para 2023 y 2024.*

13:30 – 16:00

- **States's experience**
- **Experiencia de los Estados:**

- 01. United States Runway Safety Program – FAA**  
**01. Programa de Seguridad operacional de pista de Estados Unidos – FAA**
- 02. Brazil Runway Safety Programme – ANAC**  
**02. Programa de Seguridad operacional de pista de Brasil – ANAC**

*Remarks: Under this topic, Brazil and United States will present their Runway Safety Programmes, with regulatory references, objectives and attributions, and the phases of the RTS implementation process.*  
*Observaciones.: Bajo este tema, Brasil y Estados Unidos presentarán su programa de seguridad operacional en pista, con referencia normativas, objetivos y atribuciones, y fases del proceso de implementación de las RTS.*

DAY TWO / DÍA DOS  
Wednesday 24 May 2023 / Miércoles 24 de mayo de 2023

**Seminar module topics / Temas de los módulos del Seminario: (Cont'd)**

08:00 – 16:00

- **Implementation**
- **Implementación**

**01. RST Implementation Challenges – Airport Operators – ACI-LAC**

**01. Retos de implementación de RST - Explotadores Aeroportuarios – ACI-LAC**

Remarks: Under this topic, ACI-LAC will present the airport operator's challenges in implementing effective RST. In addition, successful case studies, lessons learned and main questions will be presented.

Observaciones.: Bajo tema, ACI-LAC presentará los desafíos del explotador aeroportuario para implementar RST efectivos. Además, se presentarán estudios de casos de éxito, lecciones aprendidas y principales dudas.

**02. United States Case Studies – Runway Incursions(RIs)/Runway Excursions (REs) Mitigation Actions in United States**

**02. Casos de estudio de Estados Unidos - Acciones de mitigación de Incursiones (RI) y Excursiones (RE) de pista en Estados Unidos**

Remarks: Under this topic, United States will present cases studies, mainly on mitigation actions of a RI and RE.

Observaciones.: Bajo este tema, Estados Unidos presentará los estudios de casos, principalmente, sobre acciones de mitigación de una RI y una RE.

**03. Brazil Case Studies – Implementation of action plans**

**03. Casos de estudio Brasil - Implementación de planes de acción**

Remarks: Under this topic, Brazil will present the process for preparing and monitoring the RST action plan. In addition, it will address the relationship between the RST and Safety management system (SMS), as well as the process of analysis and aeronautical studies.

Observaciones.: Bajo este tema, Brasil presentará el proceso de elaboración y seguimiento del plan de acción del RST. Además, se abordará la relación entre el RST y el Sistema(s) de gestión de la seguridad operacional (SMS), así como el proceso de análisis y estudios aeronáuticos.

DAY THREE / DÍA TRES  
Thursday 25 May 2023 / Jueves 25 de mayo de 2023

**Seminar module topics / Temas de los módulos del Seminario: (Cont'd)**

08:00 – 16:00

- **Continuation / Continuación**

Remarks, Brazil, United States and ACI-LAC will continue the previous day's topics.

Observaciones.: , Brasil Estados Unidos y ACI-LAC continuarán con el tema del día anterior.

DAY FOURTH / DÍA CUARTO  
Friday 26 May 2023 / Viernes 26 de mayo de 2023

**Seminar module topics / Temas de los módulos del Seminario: (Cont'd)**

08:00 – 12:30	<ul style="list-style-type: none"><li>• <b>Exercise (workshop) - role play on RST implementation</b></li><li>• <b>Ejercicio (taller) - juego de roles en la implementación de RST</b></li></ul> <p><i>Remarks: Under this topic, ICAO, Brazil, United States, and ACI-LAC will propose exercises on RST implementation.</i> <i>Observaciones.: Bajo este tema, la OACI, Brasil, Estados Unidos y ACI-LAC propondrán ejercicios de implementación de RST.</i></p>
13:30 – 15:00	<ul style="list-style-type: none"><li>• <b>Forum</b></li><li>• <b>Foro</b></li></ul> <ol style="list-style-type: none"><li>1. <b>Forum on RST implementation challenges and opportunities</b></li><li>2. <b>Foro sobre retos y oportunidades de implementación de RST</b></li></ol> <p><i>Remarks: Under this topic, ICAO will lead a discussion and debate on the challenges and opportunities of implementing RST.</i> <i>Observaciones.: Bajo este tema, la OACI liderará una discusión y debate sobre los desafíos y oportunidades de implementar RST.</i></p>
15:00 – 16:00	<p><b>Closing</b> <b>Clausura</b></p>