



**INTERNATIONAL CIVIL AVIATION ORGANIZATION (ICAO)**

**REGIONAL AVIATION SAFETY GROUP – PAN AMERICA  
(RASG-PA)**

**FOURTH PAN AMERICA –  
AVIATION SAFETY TRAINING TEAM MEETING**

**ASTT/04**

**SUMMARY OF DISCUSSIONS**

**MIAMI, UNITED STATES, 17 TO 18 DECEMBER 2012**

The designations employed and the presentation of material in this publication do not imply the expression of any opinion whatsoever on the part of ICAO concerning the legal status of any country, territory, city or area or of its authorities, or concerning the delimitation of its frontiers or boundaries.

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## HISTORICAL

### ii.1 Place and Date of the Meeting

The Fourth Meeting of the RASG-PA Aviation Safety Training Team (ASTT/04) was held at the Airbus Training Center in Miami, United States, from 17 to 18 December 2012.

### ii.2 Opening Ceremony

Mr. Mike Preis, Safety Manager, Airbus, and Eduardo Chacin, Regional Officer, Flight Safety, ICAO NACC Regional Office, greeted the participants and opened the meeting. Mr. Chacin mentioned that in order to comply with the tasks the Team needs support from States/Territories, international organizations and industry by means of assignment of representatives to participate in its meetings and the contribution of training courses and material corresponding to the top three data-driven risk areas as published in the RASG-PA Annual Safety Report – 3<sup>rd</sup> Edition, viz:

- Runway Excursion (RE)
- Controlled Flight Into Terrain (CFIT)
- Loss of Control In-Flight (LOC-I)

### ii.3 Officers of the Meeting

Mr. Santiago Saltos, ALTA, was elected as rapporteur of the meeting; Mr. Eduardo Chacin, Regional Officer, Flight Safety, ICAO NACC Regional Office, served as Secretary of the meeting. Mr. Oscar Quesada, Deputy Regional Director, ICAO SAM Regional Office, also attended the meeting.

### ii.4 Working Language

The working language of the meeting was English.

### ii.5 Agenda

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|-----------------------|---|
| <b>Agenda Item 1:</b> | <b>Opening of the Meeting</b>   |
|                       | 1.1 Introductions   |
|                       | 1.2 Administrative Notes  |
|                       | 1.3 Approval of the Agenda  |
| <b>Agenda Item 2:</b> | <b>Review of 2012 activities</b>  |
| <b>Agenda Item 3:</b> | <b>Review of safety information from RASG-PA Annual Safety Report - 3<sup>rd</sup> Edition</b>                                      |
| <b>Agenda Item 4:</b> | <b>Review of RASG-PA Detailed Implementation Plans (DIPs) associated with training</b>  |
| <b>Agenda Item 5:</b> | <b>Review and assess the available aviation safety training material related with RASG-PA Safety Enhancement Initiatives (SEIs)</b> |

**Agenda Item 6: Update about the RASG-PA request to ICAO SAFE Fund for training**

**Agenda Item 7: ASTT Work Programme for 2013**  
7.1 Criteria for selecting locations for workshops/seminars  
7.2 Other activities

**Agenda Item 8: ASTT Train the Trainer (TTT) Project**

**Agenda Item 9: ASTT/05 Meeting**

9.1 Logistics  
9.2 Agenda

**Agenda Item 10: ASTT Recommended Actions for the RASG-PA**

**Agenda Item 11: Other Business**

**ii.6 Attendance**

The meeting was attended by 12 participants from States, international organizations and industry.

## **LIST OF PARTICIPANTS**

### **Brazil**

Joao Luis Barbosa

### **Costa Rica**

Alvaro Vargas

Ricardo Jimenez

### **Chile**

Lorenzo Sepúlveda

### **AIRBUS**

Mike Preis

### **ALTA**

Santiago Saltos

### **IATA**

Gabriel Acosta

### **IFALPA**

Germán Díaz-Barriga

### **LATAM Airlines**

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### **VOLARIS**

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### **ICAO Secretariat**

Oscar Quesada  
Eduardo Chacin

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**Agenda Item 1:           Opening of the Meeting**

**1.1                   Introduction**

1.1.1               *See Historical section of this report.*

**1.2                   Administrative Notes**

1.2.1               Mr. Mike Preis, Airbus representative and host of the ASTT/04, explained the schedule of activities for the event at the Airbus facilities.

**1.3                   Approval of the Agenda**

1.3.1               Mr. Santiago Saltos, ALTA, in his role as a rapporteur, presented the draft agenda for approval. The agenda was approved and is included in the historical section of this report.

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**Agenda Item 2:           Review of 2012 Activities**

2.1           The Secretary briefed on the training activities that were held in 2012 and the training material that has been collected and posted on the RASG-PA website.

2.2           The Meeting acknowledged that the delivery of workshops had fulfilled the regional objective to raise awareness of issues included in the RASG-PA work programme and promoted the efforts performed by the active RASG-PA members that had provided in-kind support to deliver the workshops. See programmes in the **Appendix** to this part of the report.

2.3           The Secretary mentioned that the following workshops were delivered in 2012:

- Mexico City, Mexico, 30-31 January, ICAO NACC Regional Office
- Bogota, Colombia, 21-22 June, in the framework of the Third Pan America Aviation Safety Summit

2.4           The Secretary informed that the rest of the originally planned programme was not conducted due to coordination issues and the selection criteria used to determine the location for the workshops. This issue was discussed in detail under Agenda Item 7.1.

2.5           The Secretary mentioned that the following training material was posted on the RASG-PA website: [www.rasg-pa.org/](http://www.rasg-pa.org/) for free downloading:

- Approach and Landing Accident Reduction Toolkit (ALAR) - Release 5.0, courtesy of Flight Safety Foundation (FSF)

2.6           Airbus also provided a link to its comprehensive Safety Library, which has been included on the RASG-PA website.



Organización de Aviación Civil Internacional



**Grupo Regional de Seguridad Operacional de la Aviación – Pan América (RASG-PA) de la OACI**  
**Tercer Taller de Seguridad Operacional de la Aviación del Grupo Regional de Seguridad Operacional de la Aviación – Pan América (RASG-PA)**

Ciudad de México, México, 30 y 31 de enero de 2012

**PROGRAMA FINAL**

<b>DÍA UNO</b> <i>Lunes, 30 de enero de 2012</i>	
08:00 – 08:30	<b>Registro</b>
08:30 – 08:45	<b>Apertura</b> Victor Hernandez Eduardo Chacin OACI
08:45 – 09:30	<b>Grupo Regional de Seguridad Operacional de la Aviación – Pan América (RASG-PA) de la OACI</b> Eduardo Chacin OACI
09:30 – 10:00	<b>Perspectiva de la OACI sobre el Programa de Seguridad Operacional del Estado (SSP) y los Sistemas de Gestión de Seguridad Operacional (SMS)</b> Eduardo Chacin OACI
10:00 – 10:30	<b>Receso</b>
10:30 – 12:00	<b>Perspectiva de la OACI sobre el Programa de Seguridad Operacional del Estado (SSP) y los Sistemas de Gestión de Seguridad Operacional (SMS) continuación</b> Eduardo Chacin OACI
12:00 – 13:00	<b>Almuerzo</b>
13:00 – 13:45	<b>Experiencias en la implementación del Programa de Seguridad Operacional del Estado (SSP) de la OACI</b> Enrique Herrera DGAC de México
13:45 – 14:30	<b>Experiencias en la implementación de los Sistemas de Gestión Seguridad Operacional (SMS)</b> Eric Mayett Aeromexico
14:30 – 15:00	<b>Receso</b>
15:00 – 15:45	<b>Fatiga en las tripulaciones de vuelo</b> German Diaz Barriga IFALPA
15:45 – 16:30	<b>Mantenimiento de la pista y su repercusión en la seguridad operacional</b> Susana Gonzalez Miranda ASA

ASTT/04  
Appendix to the Report on Agenda Item 2  
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<b>DÍA DOS</b> <i>Martes, 31 de enero de 2012</i>	
08:30 – 08:35	<b>Reflexiones del primer día</b> Eduardo Chacin OACI
08:35 – 10:00	<b>Piloto monitoreando</b> Juan Carlos Gonzales Curzio IFALPA
10:00 – 10:30	<b>Receso</b>
10:30 – 12:00	<b>ALAR</b> Javier Velasco MasAir Cargo
12:00 – 13:00	<b>Almuerzo</b>
13:00 – 13:45	<b>Iniciativas de CANSO sobre la seguridad operacional en la pista</b> Javier Vanegas CANSO
13:45 – 14:30	<b>APEX - Excelencia de aeropuertos en seguridad operacional</b> Javier Martinez Botacio ACI-LAC
14:30 – 15:00	<b>Receso</b>
15:00 – 15:30	<b>Equipo de seguridad operacional de pista (Runway Safety Team - RST)</b> Eduardo Chacin OACI
15:30 – 16:00	<b>Evaluación de la seguridad operacional en el espacio aéreo ATS</b> Victor Hernandez OACI
16:00 – 16:15	<b>Herramientas electrónicas de seguridad operacional de la OACI</b> Eduardo Chacin OACI
16:15 – 16:30	<b>Conclusiones del Taller</b> Eduardo Chacin OACI
16:30 – 16:45	<b>Ceremonia de clausura</b> Victor Hernandez Eduardo Chacin OACI



*International Civil Aviation Organization / Organización de Aviación Civil Internacional*  
**ICAO Regional Aviation Safety Group – Pan America (RASG-PA) / Grupo Regional de Seguridad Operacional de la Aviación – Pan América (RASG-PA) de la OACI**  
Bogota, Colombia 21 to 22 June 2012 / Bogotá, Colombia, 21 al 22 de junio de 2012

**Third Pan American Aviation Safety Summit 2012 / Tercera Cumbre Panamericana de Seguridad Operacional 2012**  
**Fourth RASG-PA Aviation Safety Workshop 2012 / Cuarto Taller de Seguridad Operacional de la Aviación de RASG-PA 2012**

**PROGRAMME / PROGRAMA**

<b>DAY ONE / DÍA UNO</b> <i>Thursday 21 June 2012 / Jueves 21 de junio de 2012</i>	
13:45 – 14:00	<b>Opening / Apertura</b> Eduardo Chacin, Regional Officer Flight Safety / Especialista Regional en Seguridad Operacional de Vuelo ICAO/OACI
14:00 – 15:00	<b>ICAO State Safety Programme (SSP) and Safety Management Systems (SMS) perspective / Perspectiva de la OACI sobre el Programa Estatal de Seguridad Operacional (SSP) y los Sistemas de Gestión de Seguridad Operacional (SMS)</b> Eduardo Chacin, Regional Officer Flight Safety / Especialista Regional en Seguridad Operacional de Vuelo ICAO / OACI
15:00 – 15:20	<b>Coffee Break / Pausa para el café</b>
15:20 – 16:00	<b>ICAO State Safety Programme (SSP) and Safety Management Systems (SMS) implementation strategy / Estrategia de implementación del Programa Estatal de Seguridad Operacional (SSP) de la OACI y los Sistemas de Gestión de Seguridad Operacional (SMS)</b> Olga Beatriz Martinez Mariño, SSP-SMS Implementation Coordinator / Coordinadora de la Implementación SMS - SSP U.A.E. Aeronáutica Civil de Colombia
16:00 – 16:30	<b>APEX Excelency in Airport Safety / APEX - Excelencia en seguridad operacional de aeropuertos</b> Javier Martinez Botacio, Regional Secretary / Secretario Regional ACI-LAC
16:30 – 17:00	<b>CANSO Initiative on Runway Safety / Iniciativas de CANSO sobre la seguridad operacional de la pista</b> Javier Vanegas, Director, Latin America and Caribbean Affairs / Director, Asuntos de Latinoamérica y Caribe CANSO
17:00	End of day one / Fin del día uno

<b>DAY TWO / DÍA DOS</b> <b>Friday 22 June 2012 / Viernes 22 de junio de 2012</b>
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08:30 – 08:40	<b>Reflections of previous day / Reflexiones del día anterior</b> Eduardo Chacin, Regional Officer Flight Safety / Especialista Regional en Seguridad Operacional de Vuelo ICAO / OACI
08:40 – 10:00	<b>Pilot Monitoring / Piloto monitoreando</b> Juan Carlos Gonzales Curzio, Regional Representative / Representante Regional IFALPA
10:00 – 10:20	<b>Coffee break / Pausa para el café</b>
10:20 – 12:00	<b>Approach and Landing Accident Reduction (ALAR) / Reducción de accidentes durante la aproximación y aterrizaje (ALAR)</b> Javier Velasco, Flight Safety Coordinator / Coordinador de Seguridad Aérea MasAir Cargo
12:00 – 13:30	<b>Lunch / Almuerzo</b>
13:30 – 14:30	<b>IATA Runway Excursion Risk Reduction Toolkit (RERR) / Herramienta de reducción de riesgo de excursión de pista de la IATA (RERR)</b> Gabriel Acosta, Manager Safety, Operations & Infrastructure / Gerente de Seguridad Operacional, Operaciones e Infraestructura IATA
14:30 – 15:00	<b>Runway Safety Team (RST) / Equipo de seguridad operacional de pista (RST)</b> Eduardo Chacin, Regional Officer Flight Safety / Especialista Regional en Seguridad Operacional de Vuelo ICAO / OACI
15:00 – 15:20	<b>Coffee break / Pausa para el café</b>
15:20 – 16:00	<b>Regional Safety Strategy / Estrategia Regional de Seguridad Operacional</b> Augusto Herrera, Flight Operations, Safety & Security Advisor / Consejero de Operaciones de Vuelo, Seguridad Operacional y Seguridad de la Aviación ALTA
16:00 – 16:30	<b>ICAO Electronic Safety Tools / Herramientas electrónicas de seguridad operacional de la OACI</b> Eduardo Chacin, Regional Officer Flight Safety / Especialista Regional en Seguridad Operacional de Vuelo ICAO / OACI

16:30 – 16:45	<b>Conclusions of the Fourth RASG-PA Workshop 2012 / Conclusiones del Cuarto Taller de RASG-PA 2012</b> Eduardo Chacin Regional Officer Flight Safety / Especialista Regional en Seguridad Operacional de Vuelo ICAO / OACI
16:45 – 17:00	<b>Closing Ceremony / Ceremonia de clausura</b> German García Aveledo, Secretario de Seguridad Aérea U.A.E. Aeronáutica Civil de Colombia Eduardo Chacin, Regional Officer Flight Safety / Especialista Regional en Seguridad Operacional de Vuelo ICAO / OACI
17:00	End of day two / Fin del día dos

— END / FIN —



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**Agenda Item 3:           Review of Safety Information from RASG-PA Annual Safety Report -  
3<sup>rd</sup> Edition**

3.1           The Secretary briefed on the outcomes of the RASG-PA Annual Safety Report (ASR) - 3rd Edition, in order to align the RASG-PA training strategy for 2013.

3.2           The Meeting was informed that the ASR presents analysis performed by the RASG-PA Annual Safety Report Team (ASRT) regarding aviation occurrences in the Pan American Region by extracting safety information collected from ICAO, Boeing, and IATA, and that the analysis of the reactive safety information showed that the three top fatal accident categories for the 2002-2011 period continues to be:

1. Loss of Control In-flight (LOC-I)
2. Runway Excursion (RE)
3. Controlled Flight Into Terrain (CFIT)

3.3           The Meeting noted that the ASR also showed the following information:

1. LOC-I and CFIT occurrences showed a decreasing trend.
2. System-Component Failure/Malfunction (non-powerplant) (SCF-NP) occurrences showed an emerging trend.
3. Unknown (UNK) occurrences showed an emerging trend.
4. ICAO Universal Safety Oversight Audit Programme (USOAP) showed a low level of ICAO Standards and Recommended Practices (SARPs) effective implementation in some States in the Region; specifically, in the area of qualification and training of technical staff.

3.4           The Meeting acknowledged the relevance of the information provided to design the content of the seminars/workshops and to collect and post the appropriate and relevant training material on the RASG-PA website.

3.5           The Meeting agreed that there is a need to deliver more training in the Region, and that the support of the different stakeholders is key for the success of the activity.

3.6           The Secretary mentioned that the ICAO NACC Regional Office scheduled several seminars and workshops for 2013, among them the Accident and Incident Investigation Seminar, which will be held in Mexico by mid-year.

3.7           The Meeting noted that the representative of Volaris offered to sponsor training seminars/workshops in Mexico.

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**Agenda Item 4: Review of RASG-PA Detailed Implementation Plans (DIPs) Associated with Training**

**4.1 RE/08: Guidance in Maintaining Runway in accordance with Annex 14**

4.1.1 The Meeting was informed that the “**Guidance for Maintaining Runways in Accordance with ICAO Annex 14,**” a DIP output related to runway maintenance guidance for airports in the Pan American Region prepared by ACI-LAC, was reviewed by ICAO Aerodromes and Ground Aids (AGA) experts.

4.1.2 Due to the difficulty to keep the above-mentioned document updated with current changes, the ICAO experts recommended that it would be more practical to use the guidance material developed by ICAO in this regard.

**4.2 RE/09: Specific Training for Pilots and Air Traffic Controllers to avoid Unstabilized Approaches**

4.2.1 The ALTA representative informed regarding the progress of a video to be used as self-training material. ALTA expects to have the draft ready by March 2013.

4.2.2 The ALTA representative asked Airbus about the possibility of using their facilities and simulator to film the video. The Airbus representative will coordinate with ALTA on the availability of the simulator as requested.

4.2.3 Another issue discussed was funding to develop the video. The Meeting considered that IATA and ALTA could provide some support; however, the issue would be elevated to the ESC.

**4.3 RE/11: Develop Guidance Material and Training Programmes to Create Action Plans for Runway Safety Teams**

4.3.1 The Secretary informed on the progress of the Runway Safety Team (RST) Implementation Toolkit as reported by the DGAC of Mexico, which will be presented at the PA-RAST/12 Meeting. The Toolkit will include the electronic checklist.

**4.4 CFIT/04: CRM/Situational Awareness for Pilots and Air Traffic Controllers**

4.4.1 IFALPA informed that the initiative to develop a video was not feasible due to lack of funding and resources to adequately produce it. Development of a Toolkit was considered instead. This proposal will be discussed at the PA-RAST/12 Meeting.

**4.5 Loss of Control Inflight (LOC-I)**

4.5.1 The Meeting was informed that all the LOC-I DIPs were completed. However, the Secretary informed the Meeting that ICAO is working on a LOC-I Toolkit to be released in 2013.

4.5.2 The Secretary invited IFALPA to update the Pilot Monitoring Toolkit with recent information as published in the RASG-PA Annual Safety Report - 3<sup>rd</sup> Edition.

4.5.3 Another issue discussed by the Meeting was the concept of Pilot Not Flying versus Pilot Monitoring. The Meeting agreed that there is need to adopt a single concept, considering that for a given air operator the two definitions exist according to different aircraft manufacturers.

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**Agenda Item 5: Review and Assess the Available Aviation Safety Training Material related with RASG-PA Safety Enhancement Initiatives (SEIs)**

5.1 The Meeting discussed the need to have more training organization participation in RASG-PA activities.

5.2 The Airbus representative informed that they have two different sites for material, one of them is private only for Airbus customers and the other is open to the public: [www.airbus.com/company/aircraft-manufacture/quality-and-safety-first/safety-library/](http://www.airbus.com/company/aircraft-manufacture/quality-and-safety-first/safety-library/)

5.3 The Meeting acknowledged that in the Airbus Safety Library link there are Briefing Notes, which have been developed to constitute a safety-awareness reference for all aviation actors, regardless of their role, type of equipment, and operation. They provide equal focus on Flight Operations (Volume 1), Cabin Operations (Volume 2), and Maintenance (Volume 3). The updated link will be added to the RASG-PA website.

5.4 The IATA representative informed that they are in the process of creating an ATC Phraseology Course. They are seeking funding to develop it. The initial aim of the course is to train the trainer in order to disseminate it throughout the Region.

5.5 The Meeting agreed with this initiative and asked the champions to prepare a business case to be presented to the ESC for consideration.

5.6 The Meeting also agreed that this course should be part of the initial and recurrent training programme for pilots and air traffic controllers, and that the CAAs must have an oversight programme that enforces compliance with course delivery as well as use of proper aeronautical phraseology.

5.7 The Volaris representative informed that they support any training activity and offered their facilities in Mexico City, Mexico, to conduct any training as recommended by RASG-PA.

5.8 The Meeting acknowledged the great source of information and material available in Skybrary, Flight Safety Foundation, and U.S. FAA websites. These links are available on the RASG-PA website.

5.9 In regard to Skybrary, the Meeting reviewed various toolkits available on this website with particular interest on the Stabilized Approach Awareness Toolkit for Air Traffic Control (ATC). The toolkit is aimed at raising air traffic controller awareness on the subject of stabilized approaches. It was developed jointly by the Civil Air Navigation Services Organisation (CANSO), the Flight Safety Foundation, EUROCONTROL and Cotswold Airport. The Meeting considered that it is a great aid and recommended that the link: [www.skybrary.aero/index.php/Toolkit:Stabilised Approach Awareness Toolkit for ATC](http://www.skybrary.aero/index.php/Toolkit:Stabilised_Approach_Awareness_Toolkit_for_ATC) be included on the RASG-PA website.

5.10 The Airbus representative informed that they delivered the following courses in 2012 in the Region:

- XG-14 OPERATOR SMS COURSE – Mexico City, Mexico – 3-6 July
- XG-15 FDA SAFETY ANALYST COURSE – Mexico City, Mexico – 9-11 July

5.11 Airbus also informed that the organizations in attendance were: DGAC Mexico, ICAO-NACC, Interjet and Volaris. The 2013 schedule for Latin America is in the planning process at this time.

**Agenda Item 6: Update about the RASG-PA Request to ICAO SAFE Fund for Training**

6.1 The Secretary informed that the funding request to the ICAO SAFE Fund for delivering the proposed RASG-PA seminars/workshops was not approved at this time.

6.2 There was disappointment with this outcome considering that the RASG-PA training programme addresses regional training needs to enhance safety.

6.3 The Meeting agreed that RASG-PA must try again to get funding for training in 2013.

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**Agenda Item 7:           ASTT Work Programme for 2013**

**7.1                   Criteria for Selecting Locations for Workshops/Seminars**

7.1.1               The Meeting considered that RASG-PA, as part of its regional safety activities, must deliver regional seminars/workshops in the Pan American Region free of charge, and due to resource constraints, must adopt criteria to select workshop/seminar locations.

7.1.2               The Meeting reviewed the criteria adopted by RASG-PA in 2012 for selecting States for delivery of seminars/workshops. The Meeting acknowledged that some States expressed their disagreement with these criteria even though it was approved at the RASG-PA/04 Annual Plenary Meeting.

7.1.3               Therefore, the Meeting agreed that RASG-PA Secretariat will send an invitation to all States to offer them an opportunity to host a seminar/workshop or any training activity promoted by RASG-PA in 2013, in order to avoid any disagreement regarding the criteria for selecting locations.

**7.2                   Other Activities**

7.2.1               Based on the safety information provided by the RASG-PA Annual Safety Report – 3<sup>rd</sup> Edition, the Meeting considered that the programme of the seminars/workshops is aligned with regional needs.

7.2.2               The Meeting was informed that Brazil had asked during the ESC/15 Meeting to include a Performance-Based Navigation (PBN) module as a Safety Enhancement Initiative (SEI) in the seminars/workshops programmes.

7.2.3               The Meeting considered that the delivery of safety training during any RASG-PA meeting would be very useful, considering that many of the experts from different States/Organizations would be on-site and the seminars/workshops add value to the event. The training events could become an incentive for States to host.

7.2.4               The Meeting suggested, as a minimum, the delivery of safety training and seminars/workshops in 2013 as follows:

- Mexico, Mexico City, first quarter, ICAO NACC Regional Office
- United States, Miami, 24 May, IATA Regional Office
- Costa Rica, San Jose, 25 June, 4<sup>th</sup> Pan American Aviation Safety Summit
- Peru, Lima, third quarter, ICAO SAM Regional Office

7.2.5               The Meeting considered that the outcome of the Information Analysis Team (IAT) would be useful for preparing training programmes for the Region.

**Agenda Item 8:           ASTT Train the Trainer (TTT) Project**

8.1           The Meeting discussed that due to the current limitation of resources, and in order to disseminate training throughout the Region, it would be necessary to look for an alternative way of doing business.

8.2           The Secretary proposed that RASG-PA could develop a Train-the-Trainer Programme to comply with this objective.

8.3           The Meeting agreed with the proposal, and the IATA representative offered to lead this initiative with the support of ALTA and IFALPA.

8.4           The IATA representative mentioned that they have a Train-the-Trainer course that could be adapted for use in this initiative.

8.5           The IATA, ALTA and IFALPA representatives will coordinate activity with the RASG-PA Secretariat in order to launch the initiative during the first quarter of 2013.



**Agenda Item 9:           ASTT/05 Meeting**

**9.1                   Logistics**

9.1.1               The Meeting agreed to convene the ASTT/5 Meeting in December 2013, in Miami, United States, hosted by ALTA.

9.1.2               The Meeting also agreed that another meeting may be planned, if needed, and that the use of virtual meetings to review and update the ASTT work programme may be scheduled, as required.

**9.2                   Agenda**

9.2.1               The Meeting was informed by the Secretariat that the draft agenda will be coordinated with the ASTT members and circulated by the RASG-PA Secretariat as part of the invitation letter to the ASTT meeting.

9.2.2               The Secretary encouraged the ASTT members to review the draft agenda upon its circulation and propose any changes or provide inputs, as required, in a timely manner.

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**Agenda Item 10:       ASTT Recommended Actions for the RASG-PA/ESC**

10.1           The ASTT Meeting invites RASG-PA/ESC to note the progress of ASTT activities as follows:

1. Training activities delivered by the ASTT in 2012:
  - Mexico City, Mexico, 30-31 January, ICAO NACC Regional Office
  - Bogota, Colombia, 21-22 June, in the framework of the Third Pan America Aviation Safety Summit
2. The Approach and Landing Accident Reduction Toolkit (ALAR) - Release 5.0 courtesy of Flight Safety Foundation (FSF) was uploaded on the RASG-PA website for free downloading by the aviation community.
3. SMS and FDA Safety Analyst training provided by Airbus in the Region in 2012.
4. Airbus provided a link to its Safety Library, which has been added to the RASG-PA website.
5. Airbus hosted the ASTT/04 Meeting.
6. Proposed RASG-PA training activity planned for 2013:
  - Mexico City, Mexico, first quarter, ICAO NACC Regional Office
  - Miami, United States, 24 May, IATA Regional Office
  - San Jose, Costa Rica, 25 June, 4<sup>th</sup> Pan American Aviation Safety Summit
  - Lima, Peru, third quarter, ICAO SAM Regional Office
7. IATA will host a seminar/workshop in Miami, United States.
8. Volaris offered to host safety training events in Mexico City, Mexico.
9. The ASTT/5 Meeting in Miami, United States, December 2013 will be hosted by ALTA.
10. Continue to seek additional funding for RASG-PA regional safety training activities and initiatives from the ICAO SAFE fund.
11. Include the Skybrary link about Stabilized Approach Awareness Toolkit for ATC developed by the Civil Air Navigation Services Organisation (CANSO), the Flight Safety Foundation, EUROCONTROL and Cotswold Airport on the RASG-PA website.
12. RASG-PA Secretariat will contact all the States to offer the opportunity to host a seminar/workshop or any training activity in 2013.
13. The ASTT will schedule delivery of safety training during all RASG-PA meetings.
14. A PBN module will be added to the seminars/workshops programmes as a safety enhancement initiative.

15. IATA, supported by ALTA and IFALPA, will lead the Train the Trainer Programme to increase the presence of RASG-PA training activities in the CAR/SAM Regions to enhance safety.
16. RASG-PA Project GSI-3A Proposal for Amendment to aeronautical legislation to protect safety information Sources has planned two CAR/SAM seminars/workshops:
  - ICAO SAM Regional Office: first semester
  - ICAO NACC Regional Office: second semester

**Agenda Item 11:      Other Business**

11.1            The Secretary informed that coordination is on-going with COCESNA/ACSA to deliver a bilingual CAR/SAM Regional seminar/workshop in 2013 on RASG-PA Project GSI-3A - *Proposal for Amendment to Aeronautical Legislation to Protect Safety Information Sources*.

11.2            The initial plan is to deliver one seminar at the ICAO SAM Regional Office during the first semester and the other at the ICAO NACC Regional Office in the second semester of 2013.