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Международная
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منظمة الطيران
المدني الدولي

国际民用
航空组织

Eastern and Southern African Regional Office/Bureau régional Afrique orientale et australe

Ref: ES AN 3/19 - 0486

8 August 2014

**Subject: ICAO/CANSO Regional Runway Safety Seminar
(Zambezi Sun, Livingstone, Zambia, 9 – 10 October 2014)**

Action Required: Reply at your earliest convenience, preferably not later than 19 September 2014

Sir/Madam,

I have the honour to inform you that the International Civil Aviation Organization (ICAO), in partnership with the Civil Air Navigation Services Organization (CANSO), invites its Member States, participants, sponsors and exhibitors to a Regional Runway Safety Seminar to be held in Livingstone, Zambia, from 9 to 10 October 2014.

ICAO and its Runway Safety Partners are committed to presenting Regional Runway Safety Seminar (RRSSs) across the globe over the next two years to promote the establishment of Runway Safety Teams (RSTs) as a means of addressing runway safety issues. You are invited to be part of this important regional event that will bring together experts from diverse professional domains to promote a multidisciplinary approach to improving runway safety in Africa.

The seminar will discuss among other things the runway incursions/excursions statistics, the regulators and industry perspective on runway safety and the importance of Runway Safety Teams. The second day will assist participants to identify safety hazards; and also analyze and assess safety risks. All the duly nominated State officials are required to register online at <http://www.icao.int/ESAF/reg/Pages/default.aspx>

Please note that information on the venue and information bulletin for Zambia will be provided in due course.

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

**Meshesha Belayneh
ICAO Regional Director
Eastern and Southern African Office**

Attachment: Work Schedule

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Day 1 - Thursday, 9 October 2014

Registration

09.30 – 10.15

Opening Ceremony

- **Robinson Misitala**, CEO Zambia Airports
- ICAO Representative
- **Ruben Morales**, Assistant Director Safety, IATA
- **Boni Dibate**, CANSO African Regional Director

10.15 – 10.45

Tea & Coffee

10.45 – 11.00

The African Big Picture

African Data and statistics on runway incursions/excursions

- ICAO Representative

11.00 – 12.00

Regulator Perspective on Runway Safety

- ICAO Representative
- **Gabriel Lesa**- Director General, Department of Civil Aviation Authority, Zambia

12.00 – 13.00

Industry Partner Perspective

- **SEDA Protus**, Safety & Flight Operations, Africa , IATA
- **Barry Kashambo**, Executive Director, Civil Aviation Safety and Security Oversight Agency East African Community

13.00 – 14.00

Lunch

14.00 – 16.00

Runway Safety Team Importance

The importance of runway safety teams, structure and collaboration of multi-disciplinary mitigation strategies within Africa.

Activity: Building Runway Safety teams and defining types of issues to mitigate collaboratively

- **SEDA Protus**, Safety & Flight Operations, Africa IATA-Runway Safety Go Teams
- **IATA- Airline perspective on Runway Safety**
- Zambia Airports (ATM view point)
- **Captain Begin** : IFALPA

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16.00 – 16.30

Break

16.30 – 17.00

Day 1 Summary & Day 2 Context

Recap of Day 1 and Video and description of Case Study for Day 2 Workshop

- **Gwyneth Howell**, Investigation and Standard Specialist (ATNS), Chair, CANSO SMS Implementation Safety Team Africa
- **Ifeanyi F. Uzoma-Fyneboy**, General Manager (SMS/QA)NAMA; Co Lead
- **SEDA Protus**, Safety & Flight Operations, Africa IATA

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Day 2 - Friday, 10 October 2014

08.30 – 09.15

Scoping the Project

Introduction – 10 minutes

Workshop to Scope Risk and Project (5 M)– 20 minutes

Report-back – 15 minutes

- Facilitator:
 - **Eric Saldana**, CANSO Safety Programme Manager
 - **Gwyneth Howell**, Investigation and Standard Specialist (ATNS), Chair, CANSO SMS Implementation Safety Team Africa
 - **Ifeanyi F. Uzoma-Fyneboy**, General Manager (SMS/QA)NAMA; Co Lead
 - **SEDA Protus**, Safety & Flight Operations, Africa IATA
 - **Ruben Morales**, Assistant Director Safety, IATA

09.15 – 10.45

Identifying Hazards

Introduction – 15 minutes

Workshop to Identify Hazards, Cause and Effects – 30 minutes

Report-back – 45 minutes

- Facilitator:
 - **Eric Saldana**, CANSO Safety Programme Manager
 - **Gwyneth Howell**, Investigation and Standard Specialist (ATNS), Chair, CANSO SMS Implementation Safety Team Africa
 - **Ifeanyi F. Uzoma-Fyneboy**, General Manager (SMS/QA)NAMA; Co Lead
 - **SEDA Protus**, Safety & Flight Operations, Africa IATA
 - **Ruben Morales**, Assistant Director Safety, IATA

10.45 – 11.15

Coffee Break

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11.15 – 12.30

Analyzing and Assessing Risk

Introduction – 15 minutes

Workshop to Analyze and Assess Risk – 30 minutes

Report-back – 30 minutes

- Facilitator:
 - **Eric Saldana**, CANSO Safety Programme Manger
 - **Gwyneth Howell**, Investigation and Standard Specialist (ATNS), Chair, CANSO SMS Implementation Safety Team Africa
 - **Ifeanyi F. Uzoma-Fyneboy**, General Manager (SMS/QA)NAMA; Co Lead
 - **SEDA Protus**, Safety & Flight Operations, Africa IATA
 - **Ruben Morales**, Assistant Director Safety, IATA

12.30 – 13.30

Lunch

13.30 – 15.00

Mitigating Risks

Introduction – 15 minutes

Workshop to identify mitigations and safety performance targets – 30 minutes

Report-back – 45 minutes

- Facilitator:
 - **Eric Saldana**, CANSO Safety Programme Manger
 - **Gwyneth Howell**, Investigation and Standard Specialist (ATNS), Chair, CANSO SMS Implementation Safety Team Africa
 - **Ifeanyi F. Uzoma-Fyneboy**, General Manager (SMS/QA)NAMA; Co Lead
 - **SEDA Protus**, Safety & Flight Operations, Africa IATA
 - **Ruben Morales**, Assistant Director Safety, IATA

15.00 – 15.30

Coffee Break

15.30 – 16.45

Monitoring & Reporting

Introduction – 15 minutes

Workshop to design a successful monitoring process – 30 minutes

Report-back – 30 minutes

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- Facilitator:
 - **Eric Saldana**, CANSO Safety Programme Manger
 - **Gwyneth Howell**, Investigation and Standard Specialist (ATNS), Chair, CANSO SMS Implementation Safety Team Africa
 - **Ifeanyi F. Uzoma-Fyneboy**, General Manager (SMS/QA)NAMA; Co Lead
 - **SEDA Protus**, Safety & Flight Operations, Africa IATA
 - **Ruben Morales**, Assistant Director Safety, IATA

16.45 – 17.15

Runway Safety Team Next Steps

- **Gwyneth Howell**, Investigation and Standard Specialist (ATNS), Chair, CANSO SMS Implementation Safety Team Africa
- **Ifeanyi F. Uzoma-Fyneboy**, General Manager (SMS/QA)NAMA; Co Lead
- ICAO Representativa

17.15 – 17.30

Closing

Certificates Distribution

- **Robinson Misitala**, MD/CEO Zambia Airports
- **Boni Dibate**, CANSO African Regional Director

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