RASC/8 – APPENDIX-2: TERMS OF REFERNCE OF THE REGIONAL AVIATION SAFETY GROUP FOR AFRICA – INDIAN OCEAN (RASG-AFI) REGION SAFETY SUPPORT TEAMS (SSTs)

1. Introduction.

1.1 To assist in its work and support the development, implementation and prioritization of the Regional Aviation Safety Group for Africa – Indian Ocean Region (RASG-AFI) safety initiatives, the Group may create contributory bodies (Safety Support Teams) to discharge the RASG-AFI work programme by working on defined subjects requiring detailed technical expertise. A contributory body shall only be formed when it has been clearly established that it is able to make a substantial contribution to the required work. A contributory body will be dissolved by the RASG-AFI when it has completed its assigned tasks or if the tasks cannot be usefully continued.

1.2 The Safety Support Teams (SSTs) will operate in coordination with and under the guidance of the RASG-AFI Steering Committee (RASC). The SSTs should accomplish their tasks by developing mitigation strategies by means of a Regional Aviation Safety Plan (AFI – RASP), based on gathering and processing safety data and information. These mitigation strategies shall be focused on the Global Aviation Safety Plan (GASP), corresponding Safety Enhancement Initiatives (SEIs) and the associated Global Aviation Safety Roadmap (GASR), which serves as an action plan to assist the aviation community in achieving the GASP goals through a structured, common frame of reference for all stakeholders.

1.3 Participation in Safety Support Teams should be by specialists or experts in the subjects under consideration. Such specialists should have relevant experience in the field concerned. Secretaries of Safety Support Teams established by the Group will be appointed by the Secretary of the RASG-AFI.

1.4 Proposals are made herein for the restructuring of the existing four Safety Support Teams: Significant Safety Concerns (SSCs); Fundamentals of Safety Oversight (FSO); Aircraft Accident and Incident Investigation (AIG); and Emerging Safety Issues (ESI), designed to better align their functions to the GASP.

2.0 TERMS OF REFERENCE OF THE SAFETY SUPPORT TEAMS.

2.1 State Safety Oversight System Support Team (SSO-SST).

2.1.1 Purpose of the SSO Support Team:

The purpose of the Team is to assist States improve their effective implementation (EI) of the critical elements of a State's safety oversight system, including safety indexes in the Operations, Air Navigation and Supporting functional categories; prevent SSC and resolve existing ones within the set deadline. Priority will be given to States with existing Significant Safety Concerns (SSCs) and those with low EI score to achieve the relevant AFI safety target in line with the current Edition of the Global Aviation Safety Plan (GASP):

> **Goal 2** - Strengthen States' safety oversight capabilities;
> **Goal 4** - Increase collaboration at the regional level and
> **Goal 5** - Expand the use of industry programmes.

In this respect, the team is to:

a) Analyze data-driven safety risk areas identified by RASG-AFI using the Safety Performance Areas and Best Practices for ICAO, States and Industry as contained in the Global Aviation Safety Plan (GASP)
b) Identify possible mitigation measures and recommend implementation actions
c) Recommend establishment of and develop proposals for achievable projects based on prioritized mitigation measures with well-defined deliverables (including metrics to assess the effectiveness of the proposed mitigation actions) and clear timeframes established and proposed to RASG-AFI for further action. Additional consideration should be given to Organizational and Operational Issues, as well as Safety Performance Measurement as necessary.

2.1.2 **Membership:**

- RASG-AFI States
- AAMAC
- AFCAC
- ASSA-AC
- BAGAIA
- BAGASOO
- CASSOA
- iSASO
- URSAC
- Other representative organizations, or entities directly involved with aviation safety may be invited to join the working group either as a full member or observer as may be decided by the RASG-AFI Secretariat

2.1.3 **Roles and Responsibilities:**

a) ICAO Regional Offices to serve as Secretariat
b) SSO Support Team members – provide technical expertise in analyzing and identifying achievable mitigation measures for identified safety risk areas in the AFI region, especially to avoid emergence of Significant Safety Concerns (SSCs).

2.1.4 **Working methods/arrangements:**

The SSO-SST discharges the RASG-AFI work programme by working on defined subjects as per the RASG-AFI Procedural Handbook.

2.2 Operational Safety Issues Support Team (OSI-SST).

2.2.1 **Purpose of the OSI-SST:**

The purpose of the Team is to assist States to progressively reduce the rate of accidents and serious incidents in Africa-Indian Ocean Region by first addressing the High Risk Categories of occurrences (HRCs) and mitigate the risk of fatalities through Runway Excursion (RE),Runway Incursion (RI), Controlled Flights Into Terrain (CFIT), Loss of Control In-flight (LOC-I), and Mid-Air Collision (MAC). The Team will also assist States to establish and maintain a regulatory framework and technical guidance materials for operations

and integration of Remotely Piloted Aircraft Systems (RPAS) in the conventional Air Traffic Management system at both national and regional levels. The ultimate purpose is to achieve the relevant AFI safety targets and the Global Aviation Safety Plan (GASP) goals and targets:

Goal 1 - Achieve a continuous reduction of operational safety risks; and
Goal 5 - Expand the use of industry programmes.

In this respect, the team is required to:

a) Analyze data-driven safety risk areas identified by RASG-AFI using the Safety Performance Areas and Best Practices for ICAO, States and Industry as contained in the Global Aviation Safety Plan (GASP)
b) Share reports on operation of RPAS among AFI Aviation stakeholders;
c) Establish a RASG-AFI Dashboard, periodically collect Safety data and utilize Safety Performance Indicators (SPIs) to maintain the Dashboard, which should be available to the member States.
d) Monitor the SPIs and share data with other SSTs. If deviation from expected relevant performance is noted on the SPIs, other SSTs will be notified for further analysis.
e) Contribute key regional safety information from the previous year to the RASG-AFI Annual Safety Report.
f) Periodically propose updates to the AFI Regional Safety Plan for alignment with the current GASP
g) Adopt and use relevant guidance materials relating to the prevailing safety issues
h) Identify possible mitigation measures and recommend implementation actions
i) Recommend establishment of achievable projects based on prioritized mitigation measures with well-defined deliverables (including metric to assess the effectiveness of the proposed mitigation actions) and clear timeframes established and proposed to RASG-AFI for further action. Consideration should also be given to Organizational and Operational Issues, as well as Safety Performance Measurement, especially as they relate to the HRCs (RE; RI; CFIT; LOC-I; and MAC).

2.2.2 **Membership:**

- RASG-AFI States
- AFRAA
- AIRBUS
- BOEING
- EASA
- FSF
- IFALPA
- FAA
- IATA
- IFATCA
- CANSO
- ASECNA
- Other representative organizations, or entities directly involved with aviation safety may be invited to join the working group either as a full member of as an observer as decided by RASG-AFI Secretariat

2.2.3 **Roles and Responsibilities:**

    a) ICAO Regional Offices as Secretariat
    b) HRC Support Team members – provide technical expertise in analyzing and identifying achievable mitigation measures for identified safety risk areas in the AFI region.

2.2.4 **Working methods/arrangements:**

The OSI-SST discharges the RASG-AFI work programme by working on defined subjects as per the RASG-AFI Procedural Handbook.

2.3   **State Safety Programme Support Team (SSP – SST)**

2.3.1   **Purpose of the SSP Support Team:**

The purpose of the Team is to assist States establish and implement an effective State Safety Programme (SSP) to achieve the relevant AFI safety target and the Global Aviation Safety Plan (GASP) goals and targets:

      Goal 3 - Implement effective State safety programmes (SSPs);
      Goal 4 - Increase collaboration at the regional level ; and
      Goal 5 - Expand the use of industry programmes.

In this respect, the team is required to:

    a) Analyze data-driven safety risk areas identified by RASG-AFI using the Safety Performance Areas and Best Practices for ICAO, States and Industry as contained in the Global Aviation Safety Plan (GASP)

    b) Identify possible mitigation measures and recommend implementation actions
    c) Recommend establishment of achievable projects based on prioritized mitigation measures with well-defined deliverables (including metrics to assess the effectiveness of the proposed mitigation actions) and clear implementation timeframes established and proposed to RASG-AFI for further action. In this regard, consideration should be given to Organizational and Operational Issues, as well as Safety Performance Measurement.

2.3.2   **Membership:**

- RASG-AFI States
- AAMAC
- AFCAC
- ASSA-AC
- BAGAIA
- BAGASOO
- CASSOA
- EASA
- Isaso
- URSAC

- Other representative organizations, or entities directly involved with aviation safety may be invited to join the working group either as a full member or observer as may be decided by the RASG-AFI Secretariat.

2.3.3 **Roles and Responsibilities:**

a) ICAO Regional Offices to serve as the Secretariat
b) SSP Support Team members – provide technical expertise in analyzing and identifying achievable mitigation measures for identified safety risk areas in the AFI region.

2.3.4 **Working methods/arrangements:**

The SSP-SST discharges the RASG-AFI work programme by working on defined subjects as per the RASG-AFI Procedural Handbook.

2.4 **Air Navigation Services Safety Support Team (ANS – SST)**

2.4.1 **Purpose of the ANS Safety Support Team:**
The purpose of the Team is to assist States to establish and maintain appropriate air navigation infrastructure to support safe aviation operations, this will include an effective and efficient Aeronautical Information Management system at both national and regional levels to achieve reliable aeronautical information from trusted sources; and the relevant AFI and current GASP targets and in particular:

Goal 4 - Increase collaboration at the regional level
Goal 6 - Ensure the appropriate infrastructure is available to support safe operations.

In this respect, the team is required to deal with issues related to:

a) Safety improvements in the areas of air navigation services (ANS) in the fields of Air Traffic Management (ATM), Procedures for Air Navigation Services — Aircraft Operations (PANS-OPS), Aeronautical Information Services (AIS), Aeronautical Charts (Chart), Communications, Navigation and Surveillance (CNS), Aeronautical Meteorology (MET), and Search and Rescue (SAR).

b) Data-driven analyses on safety risk areas identified by RASG-AFI using the Safety Performance Areas and Best Practices for ICAO, States and Industry and:

  i. Share reports on missing flight plans among AFI Aviation stakeholders;
  ii. Review current best practices in improving ANS safety and oversight and other relevant guidance materials;
  iii. Review existing Safety Enhancement Initiatives (SEIs) related to ANS safety and oversight and, when available, detailed Implementation Plans, including outputs, developed by other regional aviation safety groups (including other RASGs, PIRGs);
  iv. Develop and propose SEIs pertaining to ANS safety and oversight in the RASG-AFI;
  v. Ensure coordination of activities with APIRG and its contributory bodies in the areas of safety implementation, where required;
  vi. Analyse the List of Air Navigation Deficiencies.

vii. Implement facilities and procedures that enable the timely supply of required MET information to flight information Centres, Area Control Centres, Approach Control Units, Aerodrome Control towers, and Communication stations.

viii. Maintain close coordination with stakeholders, including aeronautical meteorological information users, World Meteorological Organization (MWO) and other Partners dealing with MET.

c) Identify possible mitigation measures and recommend implementation actions;

d) Recommend establishment of achievable projects based on prioritized mitigation measures with well-defined deliverables (including metrics to assess the effectiveness of the proposed mitigation actions) and clear timeframes established and proposed to RASG-AFI for further action. Consideration should also be given to Organizational and Operational Issues, as well as Safety Performance Measurement.

2.4.2 **Membership:**

- RASG-AFI States
- ASECNA
- ATNS
- IATA
- CANSO
- ACI
- RSOOs
- Other representative organizations, or entities directly involved with aviation safety may be invited to join the working group either as a full member of as an observer as decided by RASG-AFI Secretariat

2.4.3 **Roles and Responsibilities:**

a) ICAO Regional Offices as Secretariat

b) ANS Support Team members – provide technical expertise in analyzing and identifying achievable mitigation measures for identified safety risk areas in the AFI region.

2.4.4 **Working methods/arrangements:**

The ANS-SST discharges the RASG-AFI work programme by working on defined subjects as per the RASG-AFI Procedural Handbook.

--END--