

ICAO/SIP – 2010

MID REGIONAL SEMINAR ON AERODROME CERTIFICATION AND SAFETY OF AERODROME OPERATIONS

(Cairo, Egypt, 01 – 04 March 2010)

EXECUTIVE SUMMARY

1. INTRODUCTION

1.1 Annex 14, Volume I contains provisions relating to the requirements for States to certify their aerodromes. This has been difficult for some States to achieve in the MID Region. Lack of knowledge about certification requirements, the organizational and staffing arrangements necessary for the aviation regulatory authority, how to apply the requirements to an existing aerodrome operations and lack of knowledge regarding safety management systems, particularly when there is no clear separation between the Aerodrome Regulatory entity and the service provider (Aerodrome operator) where potentials behind low level of implementation of certification of aerodromes in the MID Region.

1.2 Recognizing the importance of aerodrome certification a Special Implementation project Seminar was conducted under the auspices of the ICAO Middle East Regional Office and the support of the AGA Section, ICAO - HQ, and was held at the ICAO MID Regional Office, Cairo from 01 to 04 March 2010.

1.3 The objectives of the seminar were aimed at providing an opportunity for the participants to update their knowledge and capability and to discuss, exchange views and to foster regional cooperation on aerodrome certification and safety of aerodrome operations by means of creating awareness and sharing of experience among the States in the region on aerodrome safety regulatory system; highlighting ICAO Safety Objectives and the requirement for aerodrome operators to implement Safety Management System.

1.4 To assess the status of implementation of Annex 14 Volume I requirements a pre-seminar questionnaire developed by MID Regional Office was circulated to all MID States. Feed-back provided by five States was an opportunity for Speakers and Participants to discuss the difficulties encountered during the full implementation and further; to develop recommended measures to improve the level and effectiveness of implementation of ICAO requirements.

2. SEMINAR PROGRAMME, ICAO SECRETARIAT AND OPENING

2.1 The seminar was attended by 47 participants from 6 States. The List of Participants is included at **Attachment A** to this Executive Summary.

2.2 At the beginning of the seminar, participants were provided with a CD containing the seminar detailed work programme and all presentations.

2.3 The four-day Seminar was covered by presentations, open discussions, questions and answers, in addition of a workshop on the last day during which, the participants were divided into two groups each was assigned with a study case. In a teamwork environment, participants shared their knowledge and experience and actively demonstrated the study cases.

2.4 Mr. Jehad Faqir Deputy Director of ICAO Middle East Regional Office in Cairo opened the seminar. Mr. Wang, Yong Chief Aerodromes, ICAO-HQ and Mrs. Nawal Abdel Hady, Regional Officer, Aerodromes and Ground Aids, ICAO MID Regional Office represented the ICAO Secretariat.

2.5 In his address, Mr. Jehad Faqir welcomed the participants to the seminar and to Cairo. He called on the participants to contribute actively to the seminar in an environment of cooperation and to exchange ideas, experiences and information that would foster the effective implementation of certification of aerodromes and safety management of aerodrome operations. He also urged the participants to use the seminar as an excellent opportunity for establishing networking for mutual benefit and consultations. On behalf of the ICAO Regional Office, RO/AGA welcomed the participants and thanked ICAO Headquarter for supporting the MID States.

3. SUMMARY OF DISCUSSIONS

3.1 The ICAO Secretariat, in presenting the topic on *ICAO Safety Initiatives - Introduction and Requirements* emphasized the need for States' commitments to safety as enshrined in the various Articles of the Convention on International Civil Aviation. The various elements of the ICAO Safety Oversight Assessment Programme and its successor, the ICAO Universal Safety Oversight Audit Programme and its approved expansion to Annex 14, were highlighted. The participants were briefed on the objectives of Aerodrome Certification, the tools and the various ICAO provisions including the Annexes, Manuals and guidance materials pertaining to aerodromes.

3.2 Recognizing that the methods of ownership, operation and surveillance of aerodromes differ among States, the worldwide growing trend toward "Aerodrome Liberalizations" would require an effective and transparent means of ensuring compliance with applicable specifications through a separate safety oversight State' entity with a well-defined safety oversight mechanism supported by appropriate legislation to be able to carry out the function of safety regulation of aerodromes. Participants were introduced to the ICAO Guidance material contained at Doc 9774 – *Manual on Certification of Aerodromes*, and started with legislative pre-requisites for the introduction of regulatory system required for certification of aerodromes.

3.3 Participants were apprised of a model legislations and regulations and gap analysis was recommended to insure existence of provisions and regulations that would enable the effective certification of aerodromes, continued surveillance, self-audits and inspections, as well as regulating cases of non-compliance and application of enforcement.

3.4 Presentation on procedures of certification of aerodromes was provided and was followed by an explanation on the main components of an Aerodrome Manual.

3.5 The ICAO Secretariat in presenting the topics on "*Exemptions*" and the "*Use of Aeronautical Studies in Annex 14, Volume I*" emphasized that aeronautical study should be carried out only for deviations permitted by ICAO Annex 14, Volume I. In presenting the subject on "Aeronautical Studies", the speakers shared their experiences on evaluation, safety factors, and responsibilities.

3.6 Guest speakers from Saudi Arabia, Jordan, and Egypt gave an overview and shared their experience including challenges faced in the implementation of certification of aerodromes and safety management system for aerodrome operations in their respective States.

3.7 The participants were apprised of the summary of the pre-seminar questionnaire as contained at **Attachment B** to this Executive Summary which summarized the feedback received from five States that represents less than 40% of MID States which can't be used to indicate status of implementation of ICAO requirement in the MID Region. However, it indicated that the five States have achieved a good progress in developing the basic documents for certification of aerodromes while the assessment of the content of aerodrome manuals and granting certificates for number of aerodromes open for international operations is not progressing well. States are having difficulties caused by several reasons which are summarized below:

- a) State' legislative provisions Perquisites for certification of aerodromes were not sufficient to fully, implement its procedures in a timely manner. (such as provisions that enable the delegation of specific authorities to aerodrome inspectors and allow them free access to aerodrome facilities, enforcement for non compliances, use of aeronautical studies and exemptions, etc..);
- b) non-existences of clear separation between State aerodrome regulatory entity and the provision of aerodrome operators (conflict of interest) in number of MID States;
- c) lack of human resources necessary to carry out effectively the assessment procedures before granting certificates and for the continuous monitoring of aerodrome safety oversight wide scope activities; and
- d) need for ICAO guidance material on aerodrome operations services processes and procedures for both regulatory and aerodrome operator staff.

3.8 Participants were briefed on new document on Procedures for Air Navigation for Aerodrome and Ground Aids (PANS/AGA) which is under development by ICAO and would be published by 2013, the need to expedite the issue of the new document to supplement the implementation of Aerodrome Operations SARPs was highly recommended by the participants.

3.9 Presentations on State self-audit activities for aerodrome operations, inspection requirements and post audit activities were of interest to all participants.

3.10 Participants were presented with several case studies and examples and were provided with two exercises in a form of one-day workshop. Participants were encouraged to team work, share experiences, and consider the steps necessary to expedite the implementation of certification of aerodromes and to introduce safety management of aerodrome operations within their respective States.

4. SEMINAR RECOMMENDATIONS AND CLOSING

4.1 The Participants developed a set of 7 (seven) key recommendations to be considered by States who have not yet implemented aerodrome certification and safety management of aerodrome operations in order to effectively expedite implementation within the MID Region, in addition to a request for ICAO to expedite the development and issuance of PANS/AGA as shown at **Attachment C** to this Executive Summary.

4.2 The administrative and logistic support given through the approved special implementation project was deeply appreciated by all participants. The States active participation in discussions was one of the key ingredients for the success of this event. The support provided by ICAO Chief Aerodromes and Ground Aids enriched the seminar activities and provided the participants with the ongoing development in the area of aerodromes. An evaluation of the seminar as expressed by Participants is contained at **Attachment D** to this Executive Summary.



International Civil Aviation Organization

Aerodrome Certification and Safety of Aerodrome Operations Seminar (CADS)

(Cairo, 01 to 04 March 2010)

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**ICAO MID/SIP 2010 SEMINAR ON AERODROME CERTIFICATION
AND SAFETY OF AERODROME OPERATIONS**
(Cairo, 01 – 04 March 2010)

ATTACHMENT B

PRE-SEMINAR QUESTIONNAIRE FEED-BACK

Requirement	STATES												
	Bahrain	Egypt	Iran	Iraq	Israel	Jordan	Kuwait	Oman	Qatar	Saudi Arabia	Syria	U.A.A	Yemen
A: IMPLEMENTATION OF AERODROME CERTIFICATION:													
1. Has the State promulgated aerodrome legislation/regulations?	yes	yes		yes		yes				yes			
2. Has the State developed and promulgated specific regulations to enable the implementation of the provisions of Annex 14 and its future amendments?	yes	yes		yes		yes				yes			
3. Does the State require aerodromes to be certified? Is there a criterion for aerodrome certification in the State?	yes	yes		yes		yes				yes			

Requirement	STATES												
	Bahrain	Egypt	Iran	Iraq	Israel	Jordan	Kuwait	Oman	Qatar	Saudi Arabia	Syria	U.A.A	Yemen
4. Provide the number of aerodromes and heliports in your State used for commercial purposes (open for International operations and Domestic operations), State and or private owned.	One State owned /operated by separate entity	14 State owned & 2 Private (BOT)		Five State owned and operated & one private		Three State owned /operated by separate entities				Four State owned/operated by separate entities			
5. In relation to aerodromes, how are the State's responsibilities and the provision of services organized within the State's civil aviation system?	separation	Clear separation		No clear separation		Clear separation				separation			
6. Does the State primary aviation legislation establish clear delegation of authority to the Minister, to the Director General of Civil Aviation (DGCA), to aerodrome inspectors?	no	yes		yes		yes				yes			
7. Has the State established an Aerodrome Standards and Safety entity vested with implementation of certification of aerodrome, aerodrome continuous safety oversight responsibilities?	yes	yes		yes		yes				yes			
8. Is there a distinct separation between the regulatory body and aerodrome owners/operators, particularly where the functions of a regulatory body and service provider are vested within the CAA?	yes	yes		no		yes				yes			

Requirement	STATES												
	Bahrain	Egypt	Iran	Iraq	Israel	Jordan	Kuwait	Oman	Qatar	Saudi Arabia	Syria	U.A.A	Yemen
9. Does the State primary aviation legislation provide for authority of access to aerodromes, and operators' facilities in order to enable inspections, safety audits and surveillance activities?	yes	yes		yes		yes				yes			
10. Does the primary aviation legislation provide for the enforcement of the aerodrome regulations and associated specifications, operating requirements and services?	no	yes partial		yes		yes				yes			
11. Has the State established official Aerodrome inspectorate staff credentials?	no	yes		yes		yes				yes			
12. Does your Administration have access to all relevant regulatory and guidance documents by ICAO (e.g. ICAO Annex 14 including Amendment 10, Doc 9774 and Doc 9859)? And, are these documents up to date?	yes	yes		yes		yes				yes			
13. Is there a regulatory requirement for certified aerodromes to have a safety management system (SMS) in operation? If not, is there a plan to introduce the requirement? If so, when will it be introduced?	yes	yes impl. in progress		yes		yes				yes			

Requirement	STATES												
	Bahrain	Egypt	Iran	Iraq	Israel	Jordan	Kuwait	Oman	Qatar	Saudi Arabia	Syria	U.A.A	Yemen
5. Has your Administration set aside a budget line for SM of aerodrome operations?	no	yes		no		AD Operat or Respo nsabili ty				yes			
6. Has your Administration earmarked who is the Aerodrome Safety Manager?	yes	yes		no		AD Operat or Respo nsabili ty				yes			
7. Has your Administration appointed a Safety Management Team for aerodrome operations?	no	yes		no		yes				yes			
8. Does your Administration have a Safety Management Policy? SM objectives?	yes	yes		in proces s		yes				yes			
9. Are your Administration’s processes followed in the production of data, products and services documented and have you defined lines of responsibilities for these (process owners)	yes	yes		no		yes				yes			
10.Are SMS requirements coordinated with other regulated areas, e.g. ATS and aircraft operations?	yes	yes		in process		yes				yes			
11.Has a process been established for	yes	yes		no		yes				yes			

Requirement	STATES												
	Bahrain	Egypt	Iran	Iraq	Israel	Jordan	Kuwait	Oman	Qatar	Saudi Arabia	Syria	U.A.A	Yemen
reporting, reviewing and following up aerodrome-related incidents and accidents?													
12. In providing the SMGCS, are the traffic density and visibility conditions at all aerodromes that are certified, or are to be certified, assessed on the SMGCS?	no	yes		no		N/A				yes			
13. Have emergency planning and rescue procedures been established for all aerodromes being used for commercial operations?	yes	yes		no		yes				yes			
14. Has the State established a national bird-strike reporting system?	yes	yes		no		yes				yes			
15. Dose the established a Maintenance Programme for:													
a. Pavement for the movement area	yes	yes				Yes				No Answer			
b. Visual aids (airfield lighting, marking, signs)	yes	yes				yes				yes			
C: TRAINING													
1. Are your Aerodrome Standards and Safety staff, trained and qualified according to the required qualifications as	no	yes		yes		yes				yes			

Requirement	STATES												
	Bahrain	Egypt	Iran	Iraq	Israel	Jordan	Kuwait	Oman	Qatar	Saudi Arabia	Syria	U.A.A	Yemen
laid down in Doc 9774?													
2. Do you have a complete and current record of staff qualifications, on-the job training and refresher courses attended by them?	yes	yes		no		yes				yes			
3. If your staff have obtained training outside your country, do you have any records and certificates of the trainees and the training institutions?	yes	yes		no		yes				yes			
4. Is an assessment of the competence and resources of aerodrome operators for operational safety part of the certification process? If so, are there a process and requirement for professional management accreditations?	no	yes		yes		yes				yes			
5. Have the Aerodrome operator key Staff' training and competency been assessed, including the review and evaluation of the adequacy of training provided to staff on safety-related duties and their competency as part of the certification system?	no	yes		Yes but not meeting qualifications required		yes				yes			

RECOMMENDATIONS FROM MID CADS SEMINAR

A. In order to effectively, expedite the implementation of aerodrome certification and safety management of aerodrome operations, the seminar, guided by Doc 9774, recommends that MID States that have not already done so, should:

- 1) Conduct a gap analysis and ensure that the basic aviation law includes , *inter alia*: provisions to:
 - a. Require certification of aerodromes according to specific criteria and well defined procedures;
 - b. provide for the adoption of aerodrome certification regulations;
 - c. authorize the establishment of the CAA, where appropriate, to be headed by a person (DGCA) with defined duties and responsibilities;
 - d. entrust the DGCA with the duties and responsibilities to issue, review, transfer, refuse and cancel aerodrome certificates; develop, issue and amend Aerodrome Directives, Bulletins, Orders, etc., consistent with the regulations;
 - e. establish an entity to assist in carrying out the functions and responsibilities of the DGCA;
 - f. require the CAA, as the certification authority, to be satisfied that the holder of an aerodrome certificate is competent to ensure that the aerodrome, its associated airspace and the operating procedures are safe for use by aircraft;
 - g. provide for the necessary coordination with other agencies and service providers, such as aeronautical information services, air traffic services, designated meteorological authorities, local land-use authorities and security, to ensure safe aircraft operations;
 - h. provide for authorized personnel to have right of access to such places as necessary to carry out safety audits, inspections and testing as provided for in the regulations; and
 - i. provide for the enforcement and imposition of sanctions for non-compliance with the regulations.
- 2) Conduct a gap analysis and ensure that necessary technical documentation, processes and procedures for both regulatory and aerodrome operators are available and maintained.
- 3) Ensure that adequate training and awareness is provided to all staff concerned. (training policy, develop a training programme and implement training plans).
- 4) Conduct a gap analysis to identify difficulties encountered, if any, during the implementation of certification process for each aerodrome and take appropriate measures to resolve them that might include request for ICAO TC assistance.
- 5) Take necessary measures to determine, satisfy and continuously monitor safety requirements of aerodrome operations (Aerodrome surveillance programme that include periodic and random audits and inspections).
- 6) Share experience and exchange safety information related to aerodrome operations amongst stakeholders.

- 7) Provide information on the status of certification of aerodromes to the appropriate aeronautical information services for promulgation in the Aeronautical Information Publication (AIP) in accordance with Annex 14 Chapter 2.13.1 and Annex 15, Appendix 1, AD 1.5.
- B. With a view to standardize and harmonize the implementation of Annex 14 SARPS relevant to aerodrome operations and management services, the Seminar requested ICAO to expedite the development and issuance of the PANS/AGA (Procedures for Air Navigation Services for Aerodromes and Ground Aids) as complementary to the implementation of the SARPs contained in Annex 14, Volume I.

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MIDSIP/2010 CADS Seminar Evaluation

