



**Seventh Regional Aviation Safety Group – Pan America Annual Plenary Meeting (RASG-PA/7)**  
Willemstad, Curaçao, 11-12 September 2014

**Agenda Item 5: Safety Initiatives**  
**5.3 ICAO High-level Safety Conference (HLSC 2015)**

**ICAO HIGH-LEVEL SAFETY CONFERENCE 2015**

(Presented by the Secretariat)

<b>EXECUTIVE SUMMARY</b>	
This information paper presents an invitation to participate in the ICAO Second High-level Safety Conference (HLSC 2015) to be held at ICAO Headquarters, in Montréal, Canada, from 2 to 5 February 2015.	
<i>Strategic Objective:</i>	<ul style="list-style-type: none"> <li>• Safety</li> </ul>
<i>References:</i>	<ul style="list-style-type: none"> <li>• HLSC 2010 Report</li> <li>• <a href="http://www.icao.int/meetings/HLSC2015/Pages/default.aspx">http://www.icao.int/meetings/HLSC2015/Pages/default.aspx</a></li> </ul>

**1. Introduction**

1.1 ICAO held the first High-level Safety Conference (HLSC) in ICAO Headquarters from 29 March to 1 April 2010.

1.2 The HLSC 2010 addressed five specific safety areas. The discussion outcomes are as follows:

- The Conference endorsed the transition to a Continuous Monitoring Approach (CMA) that will provide ICAO with valuable safety information to be shared with the international community
- The Conference provided the guidance needed for the aviation community to implement a truly international information sharing initiative
- The Conference affirmed the Regional Safety Oversight Organization (RSOO) role

- The Conference endorsed the ICAO proposed safety framework, a necessary step to ensure that many components of respective safety programmes are implemented in a strategic and coordinated manner
- The Conference endorsed the creation of a dedicated Safety Annex

## **2. Summary**

2.1 Based on the HLSC 2010 success, ICAO is organizing the Second High-level Safety Conference (HLSC2015) to be held at ICAO Headquarters, in Montreal, Canada, from 2 to 5 February 2015. The overall theme of the Conference is “*Planning for global aviation safety improvement.*”

2.2 The Conference goals are to gather the Directors General of Civil Aviation and strategic decision-makers to build consensus, obtain commitments and formulate recommendations deemed necessary for the effective and efficient progress of key aviation safety activities.

2.3 The HLSC 2015 will include various topics covering three major areas:

- Review of the current situation
- The future approach to aviation safety management
- Facilitating increased regional cooperation

2.4 For additional information refer to the enclosed **Appendix** or visit: <http://www.icao.int/meetings/HLSC2015/Pages/default.aspx>

## **3. Conclusion**

3.1 The RASG-PA/7 Meeting is invited note the information provided in this IP and participate in the HLSC 2015.

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المدني الدولي

国际民用  
航空组织

Tel.: +1 514-954-8053

Ref.: AN 8/13-14/55

5 August 2014

**Subject:** Second High-level Safety Conference 2015

**Action required:** a) confirm attendance, provide credentials and complete online registration by 2 December 2014; b) submit working papers requiring translation by 14 November 2014 and papers not requiring translation by 15 January 2015; and c) complete State Safety Programme gap analysis on website before the end of 2014

Sir/Madam,

I have the honour to refer to State letter AN 8/13-14/02 and to invite you to participate in the second High-level Safety Conference (HLSC2015) that will be held at ICAO Headquarters, in Montréal, from 2 to 5 February 2015. The overall theme of the Conference is "Planning for global aviation safety improvement".

The goals of the Conference are to bring together the Directors General of Civil Aviation and strategic decision-makers to build consensus, obtain commitments and formulate recommendations deemed necessary for the effective and efficient progress of key aviation safety activities. In particular, given the tragic and unusual events that occurred on 8 March and 17 July 2014 which resulted in the loss of the passengers and crew aboard Malaysia Airlines Flights MH370 and MH17, I wish to draw your attention to Topic 1.2: Emerging Safety Issues in Attachment A, during which the Conference will be invited to discuss and make recommendations on means to address the issues that may arise related to these events. Overall, the Conference will include various topics covering three major themes: reviewing the current situation, the future approach to manage aviation safety and facilitating increased regional cooperation.

An agenda with explanatory notes, the rules for the conduct of the Conference and the schedule, including pre- and post-Conference activities, are provided in the attachments. Registration will be held from 1300 to 2200 hours on Sunday, 1 February 2015 and from 0800 to 1700 hours, Monday through Thursday, from 2 to 5 February 2015.

Please ensure that your State's representatives have registered on the Conference website at [www.icao.int/meetings/HLSC2015](http://www.icao.int/meetings/HLSC2015) and that credential letters are sent to [HLSC2015@icao.int](mailto:HLSC2015@icao.int) as soon as possible, but no later than 2 December 2014. Additional information for participants will be provided on a regular basis through the Conference website.

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

Raymond Benjamin  
Secretary General

**Enclosures:**

- A — Agenda and explanatory notes
- B — Rules for the conduct of the Conference
- C — Schedule

**ATTACHMENT A to State letter AN 8/13-14/55****SECOND HIGH-LEVEL SAFETY CONFERENCE 2015  
Montréal, 2 to 5 February 2015****AGENDA AND EXPLANATORY NOTES**

**General** Topic 1.1 under Theme 1 is of an informative nature, intended to provide the broader safety context for the Conference. Topic 1.2 under Theme 1 and Themes 2 and 3 are of an executive nature, intended to seek commitments and generate recommendations deemed necessary for the effective and efficient progress of key activities underway by ICAO, States and Aviation Safety Partners.

**Theme 1: REVIEWING THE CURRENT SITUATION****Topic 1.1 Achievements and Remaining Work**

The Conference will review progress achieved on the recommendations of the first High-level Safety Conference (HLSC) held in 2010 and the status of implementation of the current Global Aviation Safety Plan (GASP) objectives. In addition, the Conference will identify existing needs and develop strategic and tactical means to address safety deficiencies with the intent of promoting effective implementation of safety-related Standards and Recommended Practices (SARPs) amongst ICAO Member States.

**Topic 1.2: Emerging Safety Issues**

The Conference will identify and seek commitment for concrete actions to address emerging safety issues such as global tracking of airline flights, coordination of search and rescue missions and extreme weather events. The Conference will also be invited to discuss and provide recommendations on means to address the issues that may arise related to the event that occurred on 17 July 2014 which resulted in the loss of the passengers and crew aboard Malaysia Airlines Flight MH17.

**Theme 2: FUTURE APPROACH TO MANAGE AVIATION SAFETY****Topic 2.1 State Safety Programme**

The Conference will discuss and seek agreement on the need for harmonized safety performance indicators used to determine the acceptable level of safety performance within the context of the State Safety Programme (SSP). The Conference will be invited to recommend areas for further development of Annex 19, and express its views regarding the merger of the eleven elements of a State Safety Programme framework and the eight critical elements of a State safety oversight system. The Conference will also provide an opportunity to discuss strategies to make SSP and safety management systems (SMS) training accessible for everyone and scalability needs in order to facilitate the implementation of the GASP objectives for all States.

**Topic 2.2 Safety Information Protection**

The Conference will be invited to note the steps taken by ICAO to balance the use and protection of safety information and related sources with the intent of supporting accident and incident investigations and safety management practices. The Conference will also be invited to commit to meaningful progress towards the effective implementation of planned provisions related to safety management practices.

**Topic 2.3 Safety Information Sharing**

The Conference will discuss the benefits derived from the collaborative analysis of multiple aggregated sources of data provided by States and international organizations. The Conference will be invited to provide recommendations on the development of a global information sharing initiative, leveraging the core competencies of all participants including ICAO, Member States and Aviation Safety Partners.

**Topic 2.4 Evolution of the Global Aviation Safety Plan**

The Conference will be invited to consider how the objectives of the current GASP will be realized and discuss how the plan may be further enhanced to provide a clear roadmap for States, in collaboration with industry, to achieve and demonstrate safety improvements at a global, regional and State level. The Conference should identify means to support the objectives of the GASP, including the establishment and sustainment of effective safety oversight systems. It will also provide an opportunity to identify the safety issues of global priority.

**Theme 3: FACILITATING INCREASED REGIONAL COOPERATION****Topic 3.1 Effective and Efficient Regional Collaboration**

Many States have insufficient resources to cover all their safety implementation requirements. Under this objective, the Conference will explore how ICAO and regional mechanisms and bodies such as the regional aviation safety groups (RASGs), regional civil aviation commissions (CACs), regional safety oversight organizations (RSOOs), regional accident and incident investigation organizations (RAIOs), cooperative development of operational safety and continuing airworthiness programmes (COSCAPs) as well as international organizations, investment institutions and industry partners can collaborate and combine available resources to support States in achieving established regional safety targets. This objective will seek an agreement from the Conference on a strategy to further develop assistance and fundraising capabilities in support of regional safety initiatives.

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**ATTACHMENT B to State letter AN 8/13-14/55**  
**SECOND HIGH-LEVEL SAFETY CONFERENCE 2015**  
**Montréal, 2 to 5 February 2015**  
**RULES FOR THE CONDUCT OF THE CONFERENCE**

**1. Credentials**

1.1 A letter giving the name of a person authorized to participate in the meeting and stating the particular capacity in which that person is empowered to act, when signed by an appropriate authority of the State, International Organization or other Body represented, will be acceptable as credentials. A single letter may be used to provide the necessary information for more than one person.

**2. Documentation and preparation for the Conference**

2.1 The documentation of the Conference will be posted regularly on the ICAO website at [www.icao.int/meetings/HLSC2015](http://www.icao.int/meetings/HLSC2015). Templates for working and information papers will also be placed on the website for use when preparing the documentation.

2.2 Member States and international organizations are invited to present their views ahead of the Conference through working papers (papers calling for specific action) and information papers and submit them as early as possible to facilitate their timely publication and use by the Conference.

2.3 The deadline for submission of working papers is **14 November 2014** for papers to be translated by ICAO (working papers submitted by States only) and **15 January 2015** for papers not requiring translation by ICAO. All papers submitted between **15 and 26 January 2015** will be considered as information papers only and no papers will be accepted after this date. States and international organizations are invited to submit their papers in more than one language. All papers, including Secretariat papers **are limited to four pages** of text including attachments.

2.4 Working papers will be prepared by the Secretariat for each agenda item and are expected to form a basis for discussions, conclusions and recommendations. These will be posted in all working languages (Arabic, Chinese, English, French, Russian and Spanish) on the event's website when they become available and no later than **mid-October 2014**.

2.5 States, especially those with a USOAP effective implementation above 60 per cent, are also invited to complete the State Safety Programme (SSP) gap analysis using the tool found on iSTARS 2.0/SPACE (<https://portal.icao.int/space/Pages/SSP-Gap-Analysis.aspx>) before the **end of 2014**.

**3. Conduct of the Conference**

3.1 The organization of the Conference does not contemplate oral opening general statements by participants. Written statements are permissible, provided that they are made available in advance for distribution at the Conference.

3.2 Interventions from the floor are encouraged, but will need to be brief, to allow for broad participation and the determination of a consensus.

3.3 The meeting shall endeavour to reach unanimous agreement on the substance of all items on its agenda. Should it not be possible to do so, the meeting shall reach a decision by taking a vote (*Directives to Divisional-type Air Navigation Meetings and Rules of Procedure for their Conduct* (Doc 8143), Part II, paragraph 4.1 refers).

3.4 Interpretation and translation will be provided in six languages.

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**ATTACHMENT C to State letter AN 8/13-14/55**  
**SECOND HIGH-LEVEL SAFETY CONFERENCE 2015**  
**Montréal, 2 to 5 February 2015**  
**SCHEDULE**

	Saturday 31 Jan 2015	Sunday 1 Feb 2015	Monday 2 Feb 2015	Tuesday 3 Feb 2015	Wednesday 4 Feb 2015	Thursday 5 Feb 2015
<b>AM</b>	Directors General of Civil Aviation Course <sup>1</sup>	Directors General of Civil Aviation Course (cont.)	Information Session <ul style="list-style-type: none"> <li>Exchange of ideas and progress reports</li> <li>Current industry initiatives</li> <li>USOAP CMA update</li> </ul>	<b>Theme 2: Future Approach to Manage Aviation Safety</b> Topic 2.1 State Safety Programme Topic 2.2 Safety information protection	<b>Theme 2 (cont.): Future Approach to Manage Aviation Safety</b> Topic 2.4 Evolution of the Global Aviation Safety Plan	<b>Report and Closing</b>
<b>Breaks/ Lunch</b>			SSP Gap Analysis Tool Workshop  USOAP CMA Online Framework demo	ICAO Safety Management Training demo	Electronic Filing of Differences (EFOD) demo	
<b>PM</b>	Directors General of Civil Aviation Course (cont.)	Directors General of Civil Aviation Course (cont.)	<b>Opening and Theme 1: Reviewing the Current Situation Briefing</b> Topic 1.1 Achievements and remaining work Topic 1.2 Emerging safety issues	<b>Theme 2 (cont.): Future Approach to Manage Aviation Safety</b> Topic 2.3 Safety information sharing	<b>Theme 3: Facilitating Increased Regional Cooperation</b> Topic 3.1 Effective and efficient regional collaboration	<b>Safety Partnership Meeting<sup>2</sup></b>

<sup>1</sup> Enrollment for the DGCA course will be on a first-come, first-served basis. Registration and relevant information will be available at [www.icao.int/meetings/HLSC2015](http://www.icao.int/meetings/HLSC2015).

<sup>2</sup> Meeting with aviation donors aiming at building stronger strategic partnerships and enhancing prioritization of technical assistance activities. Invitation to this meeting will follow.