



RASG-PA ESC/20

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

**TWENTIETH RASG-PA EXECUTIVE STEERING
COMMITTEE MEETING
(RASG-PA ESC/20)**

Washington, D.C., United States

15 - 16 July 2014

Presented by the Secretariat

July 2014

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**ESC/20 Meeting
Summary of Discussions**

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|-------------------------|--|
| Date | 15-16 July 2014 |
| Location | Washington, D.C., United States |
| Opening Ceremony | <p>The meeting was attended by 30 participants from Brazil, Costa Rica, Curaçao, Honduras, United States, Airbus, ALTA, Boeing, CANSO, Embraer, IATA, Flight Safety Foundation (FSF) and ICAO. The list of participants is attached at Appendix A.</p> <p>Ms. Peggy Gilligan, FAA Associate Administrator for Aviation Safety, United States, welcomed participants to the meeting.</p> <p>Mrs. Loretta Martin, Regional Director, ICAO North American, Central American and Caribbean (NACC) Regional Office and RASG-PA Secretary, welcomed the participants and extended appreciation to the United States on behalf of the ESC for hosting the meeting.</p> <p>Messrs. Oscar Derby, Curaçao, and Gerardo Hueto, Boeing, as RASG-PA/ESC Co-Chairpersons representing States/Territories and international organizations/industry, respectively, chaired the meeting.</p> <p>Mrs. Loretta Martin served as Secretary of the meeting and was assisted by Messrs. Oscar Quesada, Deputy Regional Director, ICAO SAM Regional Office; Eduardo Chacin, Regional Officer, Flight Safety; and Julio Garriga, Regional Officer, Technical Assistance; both from the ICAO NACC Regional Office.</p> |
| Discussion Items | |
| Agenda Item 1 | <p>Review and Approval of the Provisional Meeting Agenda</p> <p>1.1 Mr. Derby presented WP/01, inviting the participants to approve the provisional agenda and schedule. The Meeting approved the agenda and schedule with the following changes under Agenda Item 11 - <i>Other Business</i>: Loss of Control - In Flight (LOC-I) Workshop Agenda review; IATA-RASG-PA Memorandum of Understanding (MoU) (Information Sharing Agreement) signing; and addition of Information Paper (IP/06) regarding Strategic and Proactive Coordination between GREPECAS and RASG-PA for Aviation System Block Upgrade (ASBU) implementation prepared by the United States.</p> |
| Agenda Item 2 | <p>Review of Conclusions and Decisions from Previous RASG-PA and ESC Meetings</p> <p>2.1 The Secretariat presented WP/02 on the status of valid RASG-PA and RASG-PA/ESC meeting conclusions and decisions with the following changes:</p> <ul style="list-style-type: none">• In regard to RASG-PA/5/C/2 — <i>Cost/Benefit Analysis of On-Board Technology to Mitigate Runway Excursions (REs)</i> and RASG-PA/6/C/2 — <i>Cost/Benefit Analysis of On-Board Technology to Mitigate Runway Excursions</i> and — ALTA informed the Meeting that the activity is on-going, and an update will be provided at the RASG-PA/7 Meeting. Therefore, both conclusions remain “valid.” |

- In regard to **RASG-PA/ESC/18/D/1** — *RASG-PA Strategic Communications Plan* - the outcome of the discussion is presented under Agenda Item 7 of this report. The status remains “valid.”
- In regard to **RASG-PA/ESC/18/D/2** — *RASG-PA Strategic Plan* - the outcome of the discussion is presented under Agenda Item 8 of this report. The status remains “valid.”
- In regard to **RASG-PA/ESC/18/D/6** — *5th Pan American Aviation Safety Summit* - ALTA provided an update under Agenda Item 5. The status remains “valid.”
- In regard to **RASG-PA/ESC/19/D/5** — *Development of Metrics to Measure the Institutional Strengths of Civil Aviation Authorities* — ICAO SAM Regional Office provided an update under Agenda Item 6. The status remains “valid.”

2.2 The lists of valid RASG-PA and ESC meeting conclusions, decisions, and action items are presented in **Appendices B, C, D and E**, respectively.

Agenda Item 3:

RASG-PA Working Group Reports

3.1 Pan America — Regional Aviation Safety Team (PA-RAST)

3.1.1 The PA-RAST Co-Chairperson (international organizations/industry) provided an update on activities that have occurred since the RASG-PA/ESC/19 Meeting held in Lima, Peru, from 10 to 12 June 2014, by means of WP/03 prepared by the Secretariat.

3.1.2 The Meeting was informed that the Information Analysis Team (IAT) will use a three-year rolling average taking 2010 as the baseline for measuring achievement of the RASG-PA goal regarding fatal accident risk reduction.

3.1.3 The Meeting was provided with an overview of the Aviation Safety Information Analysis and Sharing (ASIAS) database. The data from IATA FDX is consistent with the trends shown in the ASIAS database.

3.1.4 The Meeting was informed that the PA-RAST reviewed the progress of Safety Enhancement Team (SET) activities for Detailed Implementation Plans (DIPs) related to LOC-I, CFIT and RE. The work is ongoing and the developments will be presented at the PA-RAST/20.

3.1.5 The new ICAO RASG-PA website was reviewed. The Meeting considered that the revamped site, which is aligned with ICAO HQs policy, complies with the requirements of the RASG-PA Communication Plan. The Meeting considered that further actions need to be taken to improve the site as follows:

- Have a log-in area with access limited to RASG-PA and PA-RAST members
- Combine training materials and guidance
- Reformat the training and guidance material section to draw attention to the section (Bold the Training Material Section or move it to the top, etc.)
- Include a number of visitors count

3.1.6 See Appendix E, Action Item: RASG-PA Website, RASG-PA/ESC/20/A1

3.1.7 The ESC approved the PA-RAST/17 Meeting Summary of Discussions as presented in WP/03.

DECISION

RASG-PA/ESC/20/1

PA-RAST/17 MEETING SUMMARY OF DISCUSSIONS

The ESC approved the PA-RAST/17 Meeting Summary of Discussions as presented to the ESC.

3.2 Annual Safety Report Team (ASRT): Status of the Annual Safety Report — 5th Edition

3.2.1 The Secretariat presented the Annual Safety Report (ASR) - 4th Edition hard copy.

3.2.2 The ESC was informed that the ASRT met at the ICAO SAM Regional Office in Lima, Peru, from 17 to 19 June 2014, to work on the draft ASR - 5th Edition, which will be distributed for review during the fourth quarter of 2014.

3.3 Aviation Safety Training Team (ASTT) update

3.3.1 The Aviation Safety Training Team (ASTT) updated the ESC on the RASG-PA Aviation Safety Seminar hosted by Nova Southeastern University (NSU) and Embraer in Fort Lauderdale, United States, from 22 to 23 May 2014. The objective of the seminar, as agreed at the ASTT/5 Meeting, was to expand participation (States, aeronautical universities, flight academies, aircraft manufacturers, international organizations, cross industry participants, etc.). The event will be repeated in 2015 and will be sponsored by Embraer and NSU.

3.3.2 The Legal Protection of Safety Information Seminar/Workshop (LEG/1), held at the ICAO SAM Regional Office will not be replicated this year. The key presenter is no longer employed by COCESNA/ACSA and requires sponsorship to continue. There was considerable participation at the previous seminar from the States from CAR and SAM Regions. The seminar raised awareness among legal experts from civil aviation authorities about the need for modifying legislation in order to protect safety information and its sources to achieve successful implementation of the ICAO State Safety Programme (SSP) and Safety Management Systems (SMS).

3.3.3 The Meeting was informed that the RASG-PA Proposal for Amendment to Aeronautical Legislation to Protect Safety Information Sources document does not align with the on-going work of the ICAO Safety Information Protection (SIP) Task Force as mentioned by Boeing and supported by Airbus.

3.3.4 Airbus and Boeing volunteered to review and update the above-mentioned RASG-PA document as required and report to the ESC. This action was supported by the ESC.

3.3.5 In order to avoid confusion among RASG-PA Member States, the Meeting decided to postpone additional RASG-PA Legal Protection of Safety Information Seminar/Workshops until further notice.

3.3.6 See Appendix E, Action Item: Aviation Safety Training Team (ASTT) activity, RASG-PA/ESC/20/A2; and RASG-PA document Proposal for Amendment to Aeronautical Legislation to Protect Safety Information Sources, RASG-PA/ESC/20/A3.

Agenda Item 4:

RASG-PA Project Reports

4.1 Flight Operations Quality Assurance (FOQA) Data Sharing (PASO) Update

4.1.1 In the absence of COCESNA/ACSA, Costa Rica informed the ESC on the on-going PASO activities to reduce safety risks at MROC airport, San Jose, Costa Rica, as outlined in information paper 05 (NI/05). The Meeting was informed on discrepancies between the MROC Jeppesen approach plate and the AIP.

4.1.2 See Appendix E, Action Item: Flight Operations Quality Assurance (FOQA) Data Sharing (PASO), RASG-PA/ESC/20/A4.

4.2 Central American Accident and Incident Investigation Commission Update

4.2.1 In the absence of COCESNA/ACSA, the Secretariat presented NI/04, which expressed the need for accident investigation personnel training.

4.2.2 The ESC requested that COCESNA/ACSA provide clarification on the type of training being requested and recalled the training previously offered by Brazil (CENIPA).

4.2.3 See Appendix E, Action Item: Aviation Safety Training Team, RASG-PA/ESC/20/A5.

4.3 Standardization of Spanish and English Air Traffic Control (ATC) Phraseology in Accordance with the ICAO PANS-ATM (Doc. 4444) Update

4.3.1 ALTA presented WP/05 regarding the IATA toolkit status regarding the *Standardization of Spanish and English Air Traffic Control (ATC) Phraseology in Accordance with the ICAO PANS-ATM (Doc. 4444)*. IATA mentioned that the material for the course will be available to initiate the training during the third quarter of 2014. The participants list for the “Train-the-Trainer” course as well as the dates will be coordinated with both the ICAO NACC and SAM Regional Offices.

4.3.2 See Appendix E, Action Item: *Standardization of Spanish and English Air Traffic Control (ATC) Phraseology in Accordance with the ICAO PANS-ATM (Doc 4444)*, RASG-PA/ESC/20/A6 and A7.

4.4 Bird Strike Reduction Programme Update

4.4.1 ALTA presented WP/06 regarding the project conclusion and informed that there is a three-day workshop planned in Brazil with attendees from environmental agencies as well as local, state and federal agencies. The United States (FAA) will be supporting the workshop.

Agenda Item 5:

5th Pan American Aviation Safety Summit: Preliminary Agenda and Logistics Update

5.1 ALTA delivered a presentation that included the preliminary agenda for the Fifth Pan American Safety Summit, which was reviewed by the ESC. ALTA reminded the participants to book the hotel by 2 August 2014. Preliminary registrations indicate that the Summit will have greater attendance than past years.

5.2 See Appendix E, Action Item: 5th Pan American Aviation Safety Summit, RASG-PA/ESC/20/A8.

Agenda Item 6: Development of Metrics to Measure the Institutional Strengths of the Civil Aviation Authorities Update

6.1 ICAO SAM Regional Office briefed the ESC on the project progress and informed that a State Letter with an attached survey had been circulated. Many States have responded to the survey.

Agenda Item 7: RASG-PA Strategic Communications Plan Update

7.1 Brazil presented the revised RASG-PA Strategic Communications Plan. Discussion was held regarding preparation and distribution of a newsletter. A decision was made to publish two newsletters per year; one to be released after the annual Safety Summit and the other to be released after publication of the Annual Safety Report. Flight Safety Foundation will also explore ways to use social media to promote RASG-PA activity.

7.2 See Appendix E, Action Item: RASG-PA/ESC/20/A9

Agenda Item 8: RASG-PA Strategic Plan Update

8.1 Brazil briefed the ESC on the RASG-PA Strategic Plan. The RASG-PA objectives related to risk reduction in the CAR and SAM Regions have been communicated to States through the Port-of-Spain and Bogota Declarations, respectively.

Agenda Item 9: 9.1 ICAO Regional Safety Initiatives**9.1 *Port-of-Spain Declaration***

9.1.1 The Secretariat presented IP/02, summarizing the ICAO establishment of safety and air navigation targets, which are posted on the new ICAO Regional Performance Dashboards in support of transparency and information sharing.

9.1.2 In order to develop and prioritize the targets, the First CAR Region Safety and Air Navigation Directors Meeting (CAR/DCA/OPSAN/1) was convened to review and agree on the preliminary safety and air navigation targets and respective metrics for the NAM/CAR Regions in alignment with the framework of the ICAO Global Aviation Safety Plan (GASP) and the Global Air Navigation Plan (GANP). In this regard, the CAR/DCA/OPSAN/1 Meeting adopted Conclusion 1 – *Approval of the Port-of-Spain Declaration*.

9.2 ICAO Regional Project RLA/09/801 - *Go-Team* Concept

9.2.1 The Secretariat presented IP/03 summarizing the establishment of *Go-Teams* under the ICAO NACC Regional Project RLA/09/801 framework, which was developed to assist project member States with implementation of the ICAO State Safety Programme (SSP) and Safety Management Systems (SMS), aerodrome certification and Runway Safety Teams (RSTs).

Agenda Item 10: RASG-PA/ESC/21 Meeting Logistics

10.1 The Secretariat reminded the participants that the ESC/21 Meeting will take place in Willemstad, Curaçao, on 8 September 2014. The main focus of the meeting will be RASG-PA/7 Annual Plenary Meeting documentation review.

Agenda Item 11: Other Business

11.1 LOC-I Workshop

11.1.1 Boeing presented the draft agenda for the LOC-I Workshop to be held 12 September 2014. It was reviewed by the ESC and agreed that it should be forwarded to ICAO Headquarters.

11.2 Strategic and Proactive Coordination between GREPECAS and RASG-PA for ASBU Implementation

11.2.1 The United States presented IP/06 regarding Strategic and Proactive Coordination between GREPECAS and RASG-PA for ASBU Implementation. This IP will be also presented at the GREPECAS/17 Meeting.

11.3 Memorandum of Understanding (MOU) between IATA and RASG-PA

11.3.1 The RASG-PA Co-Chairs and Secretary signed the safety information sharing MOU with IATA. Corresponding safety information/data will be used in the same manner as ASIAS safety information/data. The MOU will enhance IAT safety data mining capability.

11.4 Brazil Representative and RASG-PA/ESC First Vice-President

11.4.1 Mr. Carlos Pellegrino, Brazil Representative and RASG-PA/ESC First Vice-President informed of his departure from ANAC. The ESC acknowledged his contribution to the success of RASG-PA activities and honoured him with a plaque. Mr. Bruno Dalcolmo from Brazil ANAC will assume the RASG-PA vice-president position.

APPENDIX / APÉNDICE A

LIST OF PARTICIPANTS / LISTA DE PARTICIPANTES

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STATUS AND FOLLOW-UP OF CONCLUSIONS (C) AND DECISIONS (D) OF THE RASG-PA

| Meeting | C/D | No. | Area | Title of Conclusion / Decision | Text of Conclusion / Decision | Follow-up and Remarks | Responsibility | Target Completion Date | Deliverable | Status (Valid, Completed, Superseded) |
|-----------|-----|-----|------|--|---|--|----------------|------------------------|----------------|---------------------------------------|
| RASG-PA/5 | C | 2 | FS | COST-BENEFIT ANALYSIS OF ON-BOARD TECHNOLOGY TO MITIGATE RUNWAY EXCURSIONS (REs) | That ALTA coordinate with its member airlines to consider the preliminary results of the cost-benefit analysis for on-board technology to mitigate Runway Excursions (REs) in order to provide RASG-PA with feedback at its next meeting. | The Meeting agreed to supersede Decision RASG-PA/ESC10/7 and track progress through Conclusion RASG-PA/5/2. ALTA will inform the ESC the viability of continuing with the activity at ESC/21. | ALTA | 9/11/2014 | Feedback | Valid |
| RASG-PA/6 | C | 2 | FS | COST-BENEFIT ANALYSIS OF ON-BOARD TECHNOLOGY TO MITIGATE RUNWAY EXCURSIONS | That ALTA continue to survey its member airlines regarding cost-benefit analysis for on-board technology to mitigate Runway Excursions (REs), update the ESC, and provide the survey results at the RASG-PA/07 Meeting. | ALTA will inform the ESC the viability of continuing with the activity at ESC/21. | ALTA | 9/11/2014 | Survey results | Valid |

STATUS AND FOLLOW-UP OF DECISIONS (D) OF THE RASG-PA ESC

| Meeting | C/D | No. | Area | Title of Conclusion / Decision | Text of Conclusion / Decision | Follow-up and Remarks | Responsibility | Target Completion Date | Deliverable | Status (Valid, Completed, Superseded) |
|---------------|-----|-----|------|--|--|---|------------------|------------------------|--|---------------------------------------|
| RASG-PA ESC18 | D | 1 | FS | RASG-PA STRATEGIC COMMUNICATIONS PLAN | That RASG-PA develop a plan for disseminating information to States to ensure consistent and direct communications with the objective of enhancing communication regarding RASG-PA outputs or requests to States and industry and provide an avenue to receive feedback from States and industry on the level of safety enhancement implementation, including information on any aviation safety challenges being confronted | FSF, in partnership with Brazil, presented a WP at the PA-RAST/16. The Meeting requested FSF to present a WP on an updated RASG-PA Strategic Plan for Communication. ESC/20: <ul style="list-style-type: none"> RASG-PA Newsletter (twice a year) ESC will request articles from members for the newsletter <ul style="list-style-type: none"> One to be released after the annual Safety Summit The other newsletter will be released after publication of the RASG-PA Annual Safety Report FSF will explore ways to use social media to promote RASG-PA | ALTA and FSF | 12/31/2014 | RASG-PA Strategic Communications Plan | Valid |
| RASG-PA ESC18 | D | 2 | FS | RASG-PA STRATEGIC PLAN | That RASG-PA develop a strategic plan for establishing goals, metrics, and targets to be achieved by States and industry in alignment with the new ICAO Global Aviation Safety Plan (GASP) | ESC/20: RASG-PA objectives related to risk reduction in the CAR and SAM Regions have been communicated to States through the Port-of-Spain and Bogota Declarations. | RASG-PA | 12/31/2014 | Strategic Plan | Valid |
| RASG-PA ESC18 | D | 6 | FS | 5th PAN AMERICAN AVIATION SAFETY SUMMIT TO BE HELD JOINTLY WITH THE RASG-PA/07 ANNUAL PLENARY MEETING IN CURACAO FROM 8 TO 12 SEPTEMBER 2014 | RASG-PA and ALTA will co-host the 5th Pan American Aviation Safety Summit to be held jointly with the RASG-PA/07 Annual Plenary Meeting in Curaçao from 8 to 12 September 2014 | Coordination among ALTA, Curacao CAA, and ICAO NACC Regional Office is ongoing. | RASG-PA and ALTA | | Pan American Aviation Safety Summit and RASG-PA/7 Meeting | Valid |
| RASG-PA ESC19 | D | 5 | FS | DEVELOPMENT OF METRICS TO MEASURE THE INSTITUTIONAL STRENGTHS OF CIVIL AVIATION AUTHORITIES | The ESC approved initiating the project for the development of metrics to measure the institutional strengths of regional civil aviation authorities. | ESC/20: <ol style="list-style-type: none"> Contracted specialist to manage the project Conducted survey to States | ICAO SAM | 3/31/2015 | Metrics to measure the institutional strengths of civil aviation authorities | Valid |

APPENDIX D

**RASG-PA/ESC/19 Meeting
Action Items**

| Item # | Description | Action Owner | Provision | Status |
|-------------------|---|---------------------|------------------|---------------|
| RASG-PA/ESC/19/A1 | Verify and present conclusions from the cost-benefit analysis of on-board technology to mitigate REs at the next RASG-PA Summit in June 2014 Agenda Item 2 | ALTA | | Valid |
| RASG-PA/ESC/19/A3 | Provide the world wide accident rate charts at the 5 th Pan American Aviation Safety Summit Agenda Item 3.1 | Boeing | | Valid |
| RASG-PA/ESC/19/A4 | Develop process to include hot spot/emergent areas of concern in the Terms of Reference, to be ready for presentation at ESC/20 Agenda Item 3.1 | IAT | | Valid |
| RASG-PA/ESC/19/A5 | Arrange for Boeing pilot to travel to Miami to assist ALTA in simulator for the training video Agenda Item 3.1 | Boeing | | Valid |
| RASG-PA/ESC/19/A6 | Training PowerPoint presentation: Add talking points about flight mode annunciation, pilot monitoring and pilot flying duties, flight mode and automation monitoring, and appropriate levels of automation Agenda Item 3.1 | ALTA | | Valid |

| Item # | Description | Action Owner | Provision | Status |
|--------------------|--|---------------------|------------------|---------------|
| RASG-PA/ESC/19/A7 | Provide a checklist for CAA inspectors to comply with CFIT Agenda Item 3.1 | ASSI, FAA | | Valid |
| RASG-PA/ESC/19/A8 | Promote PBN/vertical guidance implementation Agenda Item 3.1 | COCESNA/ACSA | | Valid |
| RASG-PA/ESC/19/A10 | Create a list of appropriate candidates to receive the training videos (such as ATC and pilots). Agenda Item 3.3 | ALTA and IATA | | Valid |
| RASGPA/ESC/19/A11 | Look into training and standard phraseology for ATC. Also look into including “Train the Trainer” at the next CANSO seminar/programme Agenda Item 4.3 | CANSO | | Valid |
| RASG-PA/ESC/19/A14 | Coordinate having the Bogota and Port-of-Spain Declarations added to the September 2014 InfoShare agenda. Agenda Item 6 | Airbus | | Valid |
| RASG-PA/ESC/19/A16 | Suggest specific data driven goals related to CFIT, RE, LOC-I, MAC reduction over time. Agenda Item 8 | PA-RAST | | Valid |

APPENDIX E

**RASG-PA/ESC/20 Meeting
Action Items**

| Action Item # | Description | Action Owner | Provision | Status |
|-------------------|--|---------------------|-----------|--------|
| RASG-PA/ESC/20/A1 | RASG-PA Website: <ul style="list-style-type: none"> • Consider having a log-in area with access limited to PA-RAST members • Reformat the training and guidance material section to draw attention RASG-PA/ESC/20, Agenda Item 3.1 | RASG-PA Secretariat | | Valid |
| RASG-PA/ESC/20/A2 | Aviation Safety Training Team (ASTT) activity: <ul style="list-style-type: none"> • RASG-PA to postpone future legal protection of safety information seminars RASG-PA/ESC/20, Agenda Item 3.3 | RASG-PA Secretariat | | Valid |
| RASG-PA/ESC/20/A3 | Review/update the RASG-PA document Proposal for Amendment to Aeronautical Legislation to Protect Safety Information Sources according to latest ICAO developments RASG-PA/ESC/20, Agenda Item 3.3 | Airbus and Boeing | | Valid |
| RASG-PA/ESC/20/A4 | Flight Operations Quality Assurance (FOQA) Data Sharing (PASO): The chart on the Jeppesen approach plate MROC is different from the AIP. The chart is to be split into two charts (one for Juan Santamaria Intl. Airport, and a separate chart for Tobias Bolaños Intl. Airport) <ul style="list-style-type: none"> • Boeing to contact Jeppesen RASG-PA/ESC/20, Agenda Item 4.1 | Boeing | | Valid |

| Action Item # | Description | Action Owner | Provision | Status |
|-------------------|--|--|-----------|--------|
| RASG-PA/ESC/20/A5 | <p>Central American Accident and Incident Investigation Commission:</p> <ul style="list-style-type: none"> • ESC to request the Investigation Commission provides clarification on the type of training being requested by COCESNA/ACSA • ESC to remind the Investigation Commission about the training opportunity previously identified by Brazil (CENIPA) <p>RASG-PA/ESC/20, Agenda Item 4.2</p> | RASG-PA ESC and COCESNA/ ACSA | | Valid |
| RASG-PA/ESC/20/A6 | <p>Standardization of Spanish and English Air Traffic Control (ATC) Phraseology in Accordance with the ICAO PANS-ATM (Doc 4444):</p> <ul style="list-style-type: none"> • The attendee list for the training course will be coordinated with both the ICAO NACC and SAM RO • Separate letters should be sent to States to request participation from trainers <p>RASG-PA/ESC/20, Agenda Item 4.3</p> | ALTA/IATA | | Valid |
| RASG-PA/ESC/20/A7 | <p>Standardization of Spanish and English Air Traffic Control (ATC) Phraseology in Accordance with the ICAO PANS-ATM (Doc 4444):</p> <ul style="list-style-type: none"> • ALTA to send link to phraseology training course to CANSO <p>RASG-PA/ESC/20, Agenda Item 4.3</p> | ALTA | | Valid |

| Action Item # | Description | Action Owner | Provision | Status |
|-------------------|---|--------------|-----------|--------|
| RASG-PA/ESC/20/A8 | 5th Pan American Aviation Safety Summit: <ul style="list-style-type: none"> • Boeing volunteered to provide an automation subject matter expert to participate in Seminar B on 10 September 2014 • Boeing will forward LOC-I Workshop agenda accepted by the ESC to ICAO HQs for review RASG-PA/ESC/20, Agenda Item 5 | Boeing | | Valid |
| RASG-PA/ESC/20/A9 | RASG-PA Strategic Communications Plan: <ul style="list-style-type: none"> • RASG-PA Newsletter (twice a year) • ESC will request articles from members for the newsletter <ul style="list-style-type: none"> ○ One to be released after the annual Safety Summit ○ The other newsletter will be released after publication of the RASG-PA Annual Safety Report • FSF will explore ways to use social media to promote RASG-PA RASG-PA/ESC/20, Agenda Item 7 | ALTA and FSF | | Valid |