



| ICAO

CAPACITY & EFFICIENCY

AIG & RAIO Workplan

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Agenda Item 4

Mexico City, Mexico 12 to 14 November 2018



RAIO Meeting Overview

- ✈ Agenda Item 2 – Snapshot of what we **HAVE**
 - ✈ where we are at the moment
- ✈ Agenda Item 3 – Overview of what we **WANT**
 - ✈ in order to ensure an effective, sound and sustainable investigation capacity
- ✈ Agenda Item 4 – Agree on what we need to **DO**
 - ✈ Based on the historical project plan from previous meetings, develop a workplan



AIG Vision

The ultimate and overall goal is to help States in CAR and CENAM regions

- ✈ Establish adequately resourced and staffed Investigation Authorities to respond to and conduct investigations into accidents and incidents or potential safety issues in a competent, and independent and objective manner,
- ✈ With the view to actively assume their key role within the States SSP to effectively Identify Hazards and communicate their related Findings in a way that results in prompt and effective Safety Actions being taken by key risk stakeholders to prevent losses from damage or injury and improve aviation safety overall.



✈ Investigation Authorities that are effectively meeting those two key points would be meeting their mandate and would thus have in place the key AIG components identified in the PQs.



RAIO-C Project Historical Timeline

✈ This an overview of outstanding actions from previous RAIO-C project meetings.



PROJECT FOR THE ESTABLISHMENT OF RAIIO-C PHASE 1 – Planning (2017-2019)							
ID	Activity	Start	Finish	Responsible	Status	Remarks-ICAO	Remarks-CASSOS
1	1 st Meeting, Mexico City, Mexico	21/02/17	22/02/17	ICAO-NACC-RO	Completed	Kick-off Meeting of Project	
2	Update of ToRs of CASSOS-AIG Standing Committee- RAIIO	23/02/17	11/08/17	CASSOS	Ongoing	Reference to NACC/DCA/6-Decision	
3	Update of MoA of RAIIO		11/08/17	CASSOS	Ongoing		<p>Comments provided by ECCAA- Barbados gave interim approval Pending for comments from other States for approval by the board The following CASSOS States need to appoint AIG working group members: Haiti, Jamaica and Barbados.</p> <p>Note: 1. Suriname has ceded responsibility for the AIG to the Attorney General 2. Guyana has established an AAIA with a qualified accident investigator in charge.</p> <p>This item is not finalized as the RAIIO will have to fall under the umbrella of CARICOM. This body will have to be involved in any of the legal processes to finalize the RAIIO. MoA will be sent to CARICOM.</p>
4	Update of CASSOS-AIG Protocol following ICAO guidance and integrate it into AIG Manuals	23/02/17	11/08/17	CASSOS	Ongoing		The ToRs will be applied to the RAIIO-AIG Manual



PROJECT FOR THE ESTABLISHMENT OF RAIO-C PHASE 1 – Planning (2017-2019)							
ID	Activity	Start	Finish	Responsible	Status	Remarks-ICAO	Remarks-CASSOS
5	Develop RAIOC AIG Organizational and Procedures Manual	30/06/17	11/08/17	CASSOS	Pending		Draft to be presented by 11/08/17. COCESNA/ACSA AIG Procedures Manual must be used as a guide
6	Inform of CASSOS pool of accident investigators including current training status and areas of expertise	23/02/17	31/03/17	CASSOS	Ongoing		This was forwarded to Officer Manager for transmission to Deputy Director ICAO NACC RO. Needs to be updated (30/06/17)
7	This was forwarded to Officer Manager for transmission to Deputy Director ICAO NACC RO. Needs to be updated (30/06/17)	23/02/17	19/04/17	CASSOS	Completed		None
8	COCESNA/ACSA to share their AIG Manual to CASSOS for RAIOC documentation development	23/02/17	31/03/17	COCESNA/ACSA	Completed		
9	Contact other organizations to seek training support for RAIOC establishment	23/02/17	29/12/17	ICAO	Ongoing		Asked ICAO assistance with TIKA, ARCM and Regional Training Centres (30/06/17)
10	Development of AIG course for the CAR Region	23/02/17	29/12/17	ICAO	Ongoing	Coordination with CPAM, COCTAM, ASPA, CIMA, etc. is on-going. Next meeting at ICAO NACC RO 01/06/17 (done). A recurrent training is under development for 2017 and a basic course for 2018	
11	ToR of Subject Matter Expert for feasibility study, training plan and support for workshop	23/02/17	08/03/17	ICAO	Completed		



PROJECT FOR THE ESTABLISHMENT OF RAIO-C PHASE 1 -- Planning (2017-2019)							
ID	Activity	Start	Finish	Responsible	Status	Remarks-ICAO	Remarks-CASSOS
12	Data gathering for CASSOS-AIG Standing Committee	09/03/17	30/06/17	All	Completed	ICAO Model AIG Regulation and Model AIG Act delivered	
13	20th Meeting of the CASSOS Board of Director -- RAIO update	16/05/17	18/05/17	ICAO	Completed	Report from the First Meeting presented including the Project Phase I, work plan, MoA	
14	2 nd Meeting, Georgetown, Guyana	26/06/17	30/06/17	ICAO-NACC-RO	Completed		
15	SME contracting period	01/07/17	30/09/17	ICAO	Pending Superseded Ref. ID-37	Pending by TCB	
16	SME work / part 1 (feasibility analysis, training plan)	01/07/17	30/09/17	SME	Pending Superseded Ref. ID-37		
17	Document review and updates development	01/07/17	30/09/17	SME	Pending Superseded Ref. ID-37		
18	3rd Meeting, Georgetown, Guyana	07/08/17	11/08/17	ICAO	Pending Superseded Ref. ID-38	Nil meeting took place. Superseded by Nov-2018 First RAIO Meeting	The Director General of Guyana CAA has agreed to host the 3rd Meeting
19	Presentation of Working Paper on RAIO at NACC/DCA/7 Meeting	19/09/17	22/09/17	CASSOS	Completed		Need assistance/guidance to prepare the Working Paper. To add deadline for WP



PROJECT FOR THE ESTABLISHMENT OF RAI0-C
PHASE 1 – Planning (2017-2019)

ID	Activity	Start	Finish	Responsible	Status	Remarks ICAO	Remarks CASSOS
20	Adoption of Amendment 15 to Annex 13 Meeting/Workshop, Mexico City, Mexico	25/10/17	27/10/17	ICAO	Ongoing		
21	AIG Seminar, Mexico City, Mexico TBC	30/10/17	03/11/17	ICAO	Ongoing		
22	4th Meeting, Georgetown, Guyana	13/11/17	17/11/17	ICAO	Pending Superseded Ref ID 39	Further meetings TBD subsequent to Nov 2018 First RAI0 Meeting	The Director General of Guyana CAA has agreed to host the 3rd Meeting
23	21st Meeting of the CASSOS Board of Directors - RAI0C update - Phase II proposal, Barbados	11/10/17	12/10/17	ICAO	Completed		MoA and the ToRs will be tabled
24	Transition Phase for RAI0C separation from CASSOS	01/06/18	30/06/18	CASSOS	Pending Superseded Ref. ID 40		
25	RAI0C establishment agreement to be registered in ICAO as per Art. 83 of Chicago Convention	31/07/18	31/08/18	CASSOS	Pending Superseded Ref. ID 41		
26	Consultation to CASSOS RSC about: - Differences in AIG regulations among CASSOS Member States - If the regulations of CASSOS Member States include Annex 13 Amendment 15 and Annex 19 provisions	30/06/17	11/08/17	CASSOS	Pending	To be provided to the SME	



PROJECT FOR THE ESTABLISHMENT OF RAIO-C PHASE 1 – Planning (2017-2019)							
ID	Activity	Start	Finish	Responsible	Status	Remarks ICAO	Remarks CASSOS
27	CASSOS AIG Standing Committee is to work collectively with the legal experts to achieve harmonization among CASSOS Members States of the AIG regulations	01/07/18	31/12/18	CASSOS	Pending		
28	Haiti needs assistance for improving its AIG regulations	01/07/17	31/12/18	CASSOS	Pending		
29	AIG Manuals for Barbados, Guyana, Jamaica, Suriname and ECCAA need to be updated to reflect the role of RAIOC. Haiti does not have an AIG Manual.	01/07/17	31/05/18	CASSOS	Pending		
30	Aviation Medical Examiners should be exposed to the Specialized Human Factors Course for Aircraft Accident Investigation	01/01/18	31/12/18	CASSOS	Pending		
31	Need for training on ECCAIRS and also for having a regional instructor on this System	01/01/18	31/12/18	CASSOS	Pending		
32	ICAO Regional workshop on Safety Information Protection, Mexico City, Mexico	4/12/17	6/12/17	ICAO HQs	Completed		
33	Canada AIG SME to provide assistance to the Phase 1 of the project	2Q/2018	4Q/2018	ICAO NACC RO	Ongoing	AIG Expert ToRs submitted to Canada	
34	ICAO NACC Regional Office LEG Consultant to provide assistance to the Phase 1 of the project	2Q/2018	4Q/2018	ICAO NACC RO	Ongoing		LEG SME to support Project



**PROJECT FOR THE ESTABLISHMENT OF RAIIO-C
PHASE 1 – Planning (2017-2019)**

ID	Activity	Start	Finish	Responsible	Status	Remarks ICAO	Remarks CASSOS
35	Development of three AIG courses for the CAR Region: <ul style="list-style-type: none"> • AIG Initial Training • AIG Seminar 	23/02/18	31/12/18	ICAO NACC RO	Ongoing		
36	ECCAIRS Workshop, Mexico City, Mexico or Caribbean State	July 2018	July 2018	ICAO NACC RO	Pending	Coordination with Mexico DGAC is on-going	
37	AIG SME contracting period for feasibility study and training plan: <ul style="list-style-type: none"> • Perform a feasibility analysis for the establishment of RAIIOC, which includes: • Assessment of Training needs and a AIG training proposal for RAIIOC • Define the detailed RAIIOC Project work programme, phase 1 and Phase II 	4Q/2018	2Q/2018	ICAO - SME	Ongoing	Vacancy notice launched in 9 March 2018	
38	(3 rd Meeting) – 1 st RAIIO meeting, Mexico City, Mexico	12/11/18	14/11/18	ICAO NACC RO	Pending		
39	4 th Meeting, TBD	1Q/2019	1Q/2019	ICAO NACC RO	Pending		
40	Consider the transition for RAIIO-C separation from CASSOS	4Q/2018	1Q/2019	CASSOS	Pending		
41	RAIO-C establishment agreement to be registered in ICAO as per Art. 83 of Chicago Convention	4Q/2018	3Q/2019	CASSOS	Pending		



Draft AIG & RAIO-C Action Plan

- ✈ This very much a draft
- ✈ Your input and suggestions are welcome, and expected



Following is a draft list of AIG & RAIO action items for consideration and discussion at the meeting.

NOTE – Consideration should be given to:

1. The identification of NACC Regional AIG organizations which could participate in providing assistance (e.g. Aruba, Bahamas, GRIIAA, etc.), as well as assistance from other key organizations (e.g. CAN-TSB, US-NTSB, UK-AAIB, FRA-BEA, Airbus, Boeing, etc.); and,
2. The leveraging of regional synergies and sharing towards AIG cooperation and harmonization.
3. The Refs in the Notes column refer to the outstanding action items from the RAIO-C Project Historical Timeline.

Activities	Start/Finish	Responsible	Status	Notes
1. AIG Legislation & Regulations				Priority 1
1.1. RAIO-C MoU – based on document drafted by CASSOS (c. 6/17 2 nd Meeting, Appendix B), and falling under the umbrella of CARICOM. To be signed by all participating States.		CASSOS & All States	Ongoing	Ref. 2 & 3
1.2. Phased transition for RAIO-C separation from CASSOS		CASSOS	Pending	Ref. 40
1.3. RAIO-C registration with ICAO (as per Art.83 of Chicago Convention).		RAIO-C	Pending	Ref. 41
1.4. Amended Legislation and Regulations to be promulgated by all signatories States, in line with RAIO-C MoU and Annex 13. Differences (if any) to be filed with ICAO by States.		Host and all States	Pending	Ref. 26, 27, 28 & 34
2. AIG Docs & Manuals				Priority 3
2.1. Development of RAIO-C Org/Admin Policies & Procedures Manual		CASSOS	Ongoing	Ref. 5 & 29
2.1.1. Consider governance and quality management processes			Pending	
2.2. Development of Investigation Operations & Procedures Manual		CASSOS	Ongoing	Ref. 4
2.3. Development of other Manuals – e.g. Training, guidance material, etc.		CASSOS	Pending	
3. Resources				Priority 2
3.1. Determine Human Resources requirements				
3.1.1. Determine structure and size of organization, and identify/designate core staff		CASSOS		
3.1.2. Consider number of investigators required (Full time vs		CASSOS	Ongoing	Ref. 6



RAIO Meeting - Draft AIG & RAIO-C Action Plan

Activities	Start/Finish	Responsible	Status	Notes
Part-time, their profile/specialties, and qualifications/experience)				
3.2. Determine Material Resources requirements				
3.2.1. Establish suitable office location and facilities (HQ and satellites)		CASSOS		
3.2.2. Ensure communications and transportation availability		CASSOS		
3.2.3. Ensure technical facilities and equipment availability (incl. Go-Kits)		CASSOS		
3.3. Determine External Support requirement and sources for:		CASSOS		
3.3.1. Material examination & testing				
3.3.2. FDR/CVR readout facilities				
3.3.3. Underwater search and recovery				
3.3.4. Removal and storage of aircraft				
3.3.5. Establish MoUs with other organizations (e.g. for investigation support and training)				
4. Training program				Priority 3
4.1. Develop Training Plan (global, individual)		CASSOS		
4.2. Develop or identify providers for Basic/Initial, OJT, Recurrent, Specialized/Advanced Investigation Courses		ICAO NACC RO	Ongoing	Ref. 35
4.3. Determine and program training activities and identify sources/providers		ICAO	Ongoing	Ref. 9
4.4. Develop or identify provider for Aviation Medical Examiners specialized HF and Accident Investigation training		CASSOS	Pending	Ref. 30
4.5. Plan and develop AIG Seminar/Workshop(s) for all RAIO-C investigators (to be developed with and opened to other regional participants)		ICAO	Ongoing	Ref. 10 & 21
5. Occurrence Reporting & Notification / Safety Data Analysis				Priority 3
5.1. Establish ACC/INC reporting program and requirements, and ensure coordination with other Mandatory/Voluntary/Confidential safety reporting programs		CASSOS		



RAIO Meeting - Draft AIG & RAIO-C Action Plan

Activities	Start/Finish	Responsible	Status	Notes
5.2. Select and implement Safety Information System database(s), with ECCAIRS/ADREP compatibility, and occurrence risk classification safety analysis capability		CASSOS		
5.3. ECCAIRS Training/Workshop		CASSOS ICAONACC RO	Pending Pending	Ref. 31 & 36
6. Conduct /Manage Investigations				Priority 3
6.1. Identify and select investigation case management process/software		CASSOS		
6.1.1. Investigations conduct (IAW processes and procedures)				
6.1.2. Reports publication				
6.1.3. Recommendations issue and active follow-up				
6.1.3.1. Establish Hz ID and Risk Management/Safety Actions processes in line with and as part of States SSPs.				
7. Major accident readiness				
7.1. Ensure Go-Team readiness (investigators & equipment)		CASSOS		
7.2. Ensure effective coordination with local airport/police/coroner/military authorities (liaison, MoUs, etc.)		CASSOS		
7.2.1. Consider participation in airports regular emergency exercises.				
7.3. Establish Media & Public presence		CASSOS		
7.4. Ensure adequate role in Family assistance		CASSOS		

— END —



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THANK YOU