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When replying please quote:

Ref.: NT-N1-17.2 E.OSG - NACC80410

4 October 2019

To: PA-RAST Members

Subject: **Invitation – Thirty Eighth Pan America — Regional Aviation Safety Team Meeting (PA-RAST/38) of the Regional Aviation Safety Group — Pan America (RASG-PA)**
Sao Paulo, Brazil, 3 to 4 December 2019

Action

- Required: 1) Submission of documentation by the deadlines provided in this letter
2) Register participation by **8 November, 2019**

Dear Sir,

As part of the Regional Aviation Safety Group—Pan America (RASG-PA) regular programme activities for 2019, I wish to invite your Administration/Organization to participate in the Thirty Eighth Pan America—Regional Aviation Safety Team Meeting (PA-RAST/38), to be held in Sao Paulo, Brazil, from 3 to 4 December 2019.

The working language of the meeting will be English. You are kindly requested to complete and return the Registration Form at **Appendix A** by e-mail for each participant by **8 November 2019**. **Appendix B** contains the Provisional Agenda and **Appendix C** contains the Mnemonic Note, and **Appendix D** contains the General Information of the event will be provided soon in the website.

The working/information papers that your Administration/Organization may wish to submit for the meeting shall be forwarded to this office by e-mail in Microsoft Word (using the templates of **Appendices E and F**) by **November 20th, 2019**.

The meeting documentation will be placed in the Meetings Section of the following web page: <http://www.icao.int/SAM>. Taking into consideration the availability of documentation in electronic format, no hard copies will be distributed during the event.

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Should you require further information regarding the meeting, please contact Mr. Eric Picaud, Regional Office, Flight Safety Implementation (epicaud@icao.int) or Mrs. Claudia Riva-Palacio, Assistant (criva-palacio@icao.int).

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



for
Melvin Cintron
Regional Director
North American, Central American and
Caribbean (NACC) Regional Office

Enclosures: Appendix A: Registration Form; **Appendix B:** Tentative Agenda; **Appendix C:** Mnemonic Note, **Appendix D:** General Information, **Appendix E,** Template WP, **Appendix F,** Template Appendix to WP

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APPENDIX B



Regional Aviation Safety Group – Pan-America Pan-American Regional Aviation Safety Team

PA-RAST/38— WP/01
25/09/19

Thirty Eighth Pan America — Regional Aviation Safety Team Meeting (PA-RAST/38)

Sao Paulo, Brazil – 3 to 4 December 2019

Provisional Agenda

- Agenda Item 1: Approval of the Provisional Agenda**
The Meeting is expected to review and approve the agenda for the meeting.
- Agenda Item 2: Review of PA-RAST Action Items and RASG-PA Valid Conclusions/Decisions**
The Meeting will review the last PA-RAST meeting actions items and conclusions, as well as the latest activities of RASG-PA Meetings.
- Agenda Item 3: ARC Project Development Teams**
Meeting participants will develop the Additional Risk Categories Projects, in accordance with the approved PA-RAST Work Plan. The main objective is to organize and structure available data to develop a set of relevant indicators to the different projects. ARC Projects are:
- Aircraft Misconfigurations
 - Post Go-Around outcomes
 - Surface misalignments
 - UAS/RPAS/Drone Airspace Integration
 - Severe weather events
- Agenda Item 4: Other projects updates**
The PA-RAST Meeting will update participants on the last developments of other projects under the RASG-PA follow-up process.
- Agenda Item 5: Other Business**

-- END --

APPENDIX C



ICAO

MNEMONIC NOTE – SI/01

Ordinary Meetings for the Regional Safety Aviation Operational Team – Pan American (PA-RAST)	
Ordinary Meetings for the Regional Safety Aviation Operational Team Pan American (PA-RAST)	<p>The PA-RAST acts as a regional forum that integrates the regional efforts and sub regionals, thus the ones related for the industry, to achieve a continuous improvement of the operational safety.</p> <p>The PA-RAST, through its members, develop and take into advantage actions and initiatives to support the fulfillment and implementation of the Global Annual Operational Safety Plan (GASP) for ICAO, and Regional Safety Plan (SAMSP) approved for the RAAC/16, through the establishment and management of an operational safety system for the aviation based on the regional Pan-American performance.</p> <p>The activities for RASG-PA adopt a collaborative methodology between States, International Organizations and the Industry, through the collection and exchange of data, for an adequate dangers identification, risks evaluation, and adequate mitigation measurements determination.</p>
Objective of the event	<p>The objective of the meeting is the analysis the operational safety data of the Pan-American region to determine:</p> <ul style="list-style-type: none"> • Principal regional risks; and • Working team conformation for specific activities; and • The ESC recommendation about corresponding mitigation measurements. <p>The specific planned activities are:</p> <ul style="list-style-type: none"> • Final revision of the material guide “<i>Collaborative Safety Teams</i>” • Groups sessions Ad-Hoc to discuss: <ul style="list-style-type: none"> ○ Recommendation revisions of the ANConf/13 ○ Safety data analysis ○ Working plan of PA-RAST ○ Evaluation for pasts activities • Working Ad-Hoc groups plans presentation
Activities performed	<p>During 2019 meetings PA-RAST 35, 36, 37 and 38 will be held, continuing with the chronological order of the past’s agreements. Meetings for PA-RAST according with the Procedures’ Manual of RASG-PA will be held each three months.</p>

Project nature	<p>The following activities will be held during the PA-RAST meetings:</p> <ul style="list-style-type: none">• Analysis of the available operational safety data• Follow-up for mitigation related activities projects.• Determination of new mitigation actions, if they correspond, and through the presentation of projects for ESC consideration.
Participants' profile	<p>State Representatives, International Organizations and designed Industry to participate in PA-RAST meeting.</p> <p>In attention of the nature of PA-RAST meetings, it is expected that participants count with experience in handling, analysis and data interpretation, preferably about operational aviation safety.</p> <p>The extent possible, the States, International Organization and the Industry should contribute to PA-RAST with the proper data and/or information.</p>
Contact person in the SAM Office	<p>Mr. Javier Puente Regional Officer Safety Operational Implementation. OACI South American Regional Office. jpuente@icao.int</p> <p>Mr. Eric Picaud Regional Office, Flight Safety Implementation ICAO NACC Regional Office epicaud@icao.int</p>