Twenty-Seventhy Pan America — Regional Aviation Safety Team Meeting (PA-RAST/35)

Summary of Discussions

Date	20 – 21 February 2018
Location	800 Waterford Route, Miami, Florida, United States
Meeting Opening	The Meeting was attended by participants from States/Territories, and International Organizations and industry. **Appendix A** refers to the assistance list.
	The meeting participants were welcomed by Mr. Daniel Soares from ANAC Brazil and State Co-chair, who thanked IATA for hosting the meeting. Mr. Gabriel Acosta from IATA and Industry Co-chair, welcomed the participants
	The Meeting was chaired by Mr. Acosta and Mr. Soares, and Mr. Roberto Sosa, ATM Regional Officer from ICAO SAM Regional Office acted as Secretariat, assisted by Mr. Julio Siu, Deputy NACC Regional Director and Mr. Eric Picaud, Flight Safety Regional Officer from the ICAO NACC Office.
Discussion Items	
Agenda Item 1:	**Approval of the Provisional Agenda**
	1.1 Mr. Gabriel Acosta, Assistant Director, presented the meeting logistics.
	1.2 Under WP/01, the Meeting approved the agenda for the PA-RAST/35 Meeting, agreeing in a work scheduled of 9:00 am to 16:00 as a plenary/ break working sessions.
	1.3 It was proposed to introduce to the agenda a point related to the changes made to FDX presented by IATA, and the progress of the Flight Safety Summit presented by ALTA.
	1.4 The Meeting approved the proposed agenda with modifications and without further discussion.
Agenda Item 2:	**Review of PA-RAST Action Items**
	2.1 Under WP/2 the Secretariat recalled the meeting to review pending PA-RAST Meetings Action Items.
	2.2 Among the most important issues addressed in the review of the conclusions and actions, is identified the conclucion PA-RAST-26 (paragraph 8.3), where a survey was carried out to measure the inclusion of AC90-48D (Pilot's Role in Collision Avoidance) contents into the flight crew training programmes; However, the results of the survey were not conclusive, due to a low participation in the response level, despite the efforts made with different organizations to motivate these responses, the meeting discussed what would be the best way to consider any additional actions with this and other similar

ongoing initiatives. The meeting agreed this action should be considered concluded, but noted that further developments were noted and should be considered when developing the specific working plans – in this case, for any mid-air collision related project.

2.3 The meeting also concluded that surveys as a measuring instrument should be analyzed carefully before re-using it to asses implementation of RASG-PA iiniciatives, because several factors influence the level and quality of responses, which prevent conclusive results to be achieved, as happened in this task.

2.4 Regarding the action PARAST 31/09 the meeting considered it concluded, because the new website is already available, and it will continue to be improved according to the requirements and needs of the RASG-PA.

2.5 When reviewing the action PARAST/32/2 (Lack of accurate Obstacle chart information in AIP), the meeting considered advisable to carry out a follow-up, although this action was previously marked as "concluded". For this, the ICAO Offices will evaluate with the States where the outdated AIP information was identified, if this situation has already been corrected or not, and IATA will send to the ICAO Offices the list of States identified with inaccurate information. ICAO will inform in the PA-RAST/37 meeting about the results.

2.6 From this review 10 Decisions/Conclusions still remained Valid. The detailed follow-up is presented in **Appendix B.** The Meeting agreed further follow-up actions on several Cocnlusions/ decisions that were completed:

Decision/ Conclusion	Action description	Action to do
PA-RAST/20/A1	PARAST Cochair sent ICAO Secretariat the LOC-I and RE workshops information for updating to RASG-PA Website	ICAO will load the information to RASG-PA Website by ESC /32 Meeting
PA-RAST-30/4	Completed for PARAST. FSF to present information to ESC Meeting on Evaluation of Flight Safety Foundation Go-Around Decision Making and Execution Project	FSF to present by ESC /32 Meeting
PA-RAST/31/01	Inclusion of GASP Safety Performance Indicators (SPIs) in RASG-PA	Check PA-RAST Work programme include this info
PA-RAST 31/03	**PA-RAST DATA ANALYSIS-** to identify potential causes of safety matters	Check PA-RAST Work programme include this info
PA-RAST 31/04	GENERAL AVIATION ACCIDENTS SAFETY ENHANCEMENT INITIATIVE	Check PA-RAST Work programme include this info

PA-RAST 31/06	DIP PRESENTATION TO ESC AND OTHER DC MEETINGS	PA-RAST should ensure in its work programme the development of WPs and information for ICAO Events.
PA-RAST 31/07	MAC AND GTE JOINT ANALYSIS	PA-RAST to develop information to show this joint work and agreements with GREPECAS
PA-RAST 32/02	Lack of accurate Obstacle chart information in AIP	ICAO ROs will work with PA-RAST and ANIWG/SAM IG for a specific action Plan of States having this deficiency: to report by ESC/32 Meeting

2.7   IATA provided a presentation of the new platform of the FDX data, highlighting all recently updated and new tools of the data analysis framework. Some features include. The presentation also focused on updating the current trends on CFIT, MAC, LOC-I and Runway Safety (RE/RS) precursors, in line with the team's decision to permanently monitor these four areas.

2.8   From the IATA information on FDX and Conclusion/ Decision review, the Meeting recalled the PA-RAST support to Aruba on the RST establishment as Aruba was identified in 2016 as a hotspot for unstable approaches. RST was implemented in 2017 and from the 2018 data, Aruba airport no longer is considered a hotspot on the unstable approaches are. As such the Meeting adopted the following Decision:

DECISION PA-RAST/35/D1 ARUBA AIRPORT IMPROVEMENT WITH RST IMPLEMENTATION	
What: That, the RE/RS Group of PARAST to provide a presentation of the operational hot spot in Aruba in unstable approaches before and after the RST implementation. To be presented by RASG-PA ESC/32 Meeting	**Expected impact:** ☐ Political / Global ☐ Inter-regional ☐ Economic ☐ Environmental ☒ Operational/Technical
Why: To inform and show the results/outcomes of PARAST Support to States	
When: RASG-PA ESC/32	**Status:** Valid
Who: PARAST RE Group	

Agenda Item 3:	**Final review of the PA-RAST Guidance Material on Collaborative Safety Initiatives**

3.1   The Meeting reviewed the latest version of the PA-RAST Guidance Material on Collaborative Safety Initiatives (Appendix C) and the FAA representatives noted that several parts of the text will need to be further clarified. The comments were directed at the content that describes   the actual role of the CST and the Tactical Go-Teams. As such, the PA-RAST will organize a teleconference for the Guidance Document final review and preparation for presentation to ESC/32. Tentative date for the teleconference is 11 March.

Agenda Item 4:	**Ad Hoc Teams Breakout Session/ Presentation of Ad Hoc Teams Working Plan Charts**

4.1   The Meeting had an objective to develop four specific projects, with the respective Ad Hoc Teams, to develop at least one project charter each, with deliverables, deadlines, etc. on the following topics:
- Review of ANConf/13 recommendations
- Safety Analysis
- PA-RAST Working Plan
- Past Work Evaluation

4.2   The States Co-Chair proposed to break out in two groups, to work on the "Safety Analysis" and on the "Past Work Evaluation", for these two initiatives needed much effort and the best way to deal with them was the *in-person* meeting – the other two could be worked on remotely, by e-mail and teleconferences in time to present a report to the ESC/32. The States Co-Chair would also serve as coordinator of the Ad Hoc Working Groups. The meeting agreed on the format.

4.3   For each AD HOC team, a leader was appointed to guide the group in achieving the task objectives (producing project charts), following the guidelines established by the ESC. The working team's leaders were composed in the following way:

- Past Work Evaluation:
    - Lead: Gabriel Acosta.
    - Members: Romulo Gallegos (USA), Julio Siu and Roberto Sosa (ICAO), Shannon Wright (Canada).
- Safety Analysis:
    - Lead: Gunter Ertel (Boeing).
    - Members: Daniel Soares, Charlene Aieta and Davi Medeiros (Brazil), Marco Lopez (Costa Rica), Rebeca Garcia (costa Rica), Winston Sanmartin (Chile), Gabriel Acosta (IATA), Floyd Abang (IATA), Paulo Razaboni (Embraer), Logan Jones (Airbus), Crystal Ferguson, Kimberly Fowler and Alejandro Rodriguez (USA), Shannon Wright (Canada), Diana Martinez (IFALPA), Raj (Trinidad and Tobago) (Need review)
- Review of ANConf/13 recommendations:

        ◦   Lead: Javier Puente (ICAO).
        ◦   Members: Daniel Soares (Brazil), Marco Lopez (Costa Rica), Davi M. De Medeiros (Brazil), Shannon Wright (Canada).

- PA-RAST Working Plan:
  - Lead: Daniel Soares (Brazil)
  - Members: Sara Urdaneta (IATA), Benoit Doussy (ATR); Gunter Ertel (Boeing); Javier Puente (ICAO).

Agenda Item 5: | **Presentation of Ad Hoc Teams Working Plan Charts**

5.1 Following the agenda, the two AD HOC teams for Safety Analysis and Past Work Evaluation met to analyze the different tasks entrusted to each of them and presented the progress of the work carried out during the work meeting.

5.2 The progress of each team is presented in the following appendices to this report:

Appendix B - PA-RAST Past Work Evaluation Ad-Hoc Group
Appendix C - Safety Analysis

5.3 Regarding the review of ANConf/13 recommendations and the PA RAST working plan, the teams will meet in virtual conferences and will present the progress in the PA RAST 36.

Agenda Item 6: | **Other business**

PARAST/36 Change of Date

6.1 Due to a potential conflict of dates, the Meeting and Trinidad and Tobago agreed to move the PARAST 36 Meeting from 14-16 May 2019 to 21-23 May, in Port of Spain, Trinidad and Tobago. The next meeting host will confirm the change with the Secretariat, and the formal Invitation Letter will follow accordingly.

ALTA Safety Summit presentation

6.2 ALTA provided a presentation on the preparation of the nest ALTA Safety Summit in Quito. The meeting took note on the topics that the ESC intends to present at the RASG-PA Plenary, that will take place with the ALTA Safety Summit.

Appendix A

Assitance list

(Need to be completed)

Appendix B

PA RASTWork Evaluation Project Charter

PA-RAST Past Work Evaluation Ad-Hoc Group

1. Executive Summary

As results of the approved Communications Plan, the ESC has asked the PA-RAST to provide all evidence of previous work don by the group.

2. Problem / Opportunity Statement

Documents and information is scattered among different people and places.

3. Business Options

1. Do Nothing: Previous efforts and resources invested would be lost and wasted

2. Do the minimal: will not reflect the amount of work done by the group

3. Do something: The information will become available and useful for the region and other RASGs.

4. Expected Benefits

The outcomes of the work done by PA-RAST will reach its intended audience

5. Expected Issues

Non identified

6. Project Objectives

Compile historic work (DIPs, Outcomes, Documents, Data Analysis, etc) done by the PA-RAST to be showcased at the upcoming Plenary and RASG-PA website.

7. Scope Statement / Project deliverables

Identify information needed and sources. Gather the information, compile, structure and uploaded to the website. Present the results to the upcoming plenary meeting.

8. Critical Success Factors

Availability of the information and accessibility to it.

9. Budget / Costs / Funding

Non needed

10. Stakeholder / Communications Plan

Identifies the key individuals or organizations that have a clear stake in the project's success. Who is impacted by the project, and how should they be involved?

Key Individuals/Organizations:	Specific Needs/Concerns:	Actions/Means/Frequency of Communication
PA-RAST		Compile Information & Present to Plenary

RASG-PA Secretariat		Structure information & Upload to website
RASG-PA ESC		Approve project and its result

11. High Level Milestone/Stages Schedule

Identification of the major project phases and when they will be completed

#	Major Project Phases / Milestones	Completion Date
1	Identify previous work developed and their outcomes	February 28th, 2019
2	Identify people who have the information desired and contact them	March 1th, 2019
3	Compile the information	March 10th, 2019
4	Structure the information	March 15th, 2019
5	Upload to Website	March 18th, 2019
6	Present to ESC	March 19th, 2019
7	Present to Plenary	June, 21st 2019

12. Quality Plan including Acceptance Criteria

Documents uploaded to the RASG-PA Website in an structured fashion

Information must be relevant and up to date if possible.

13. Risk Management Plan

#	Major Risks	Assessment	Mitigation
1	Short time to upload to the website		Present compile data to Plenary and inform that website upload is in progress
2	Information not longer available		Will compile and upload all that is found
3	Proprietary or sensitive Information		Will ask for permissions from owners, and upload only what is feasible
4	Information no longer relevant or out of date		Work done will be presented for historical purposes, but recommendations or documents will be eliminated to avoid dissemination of bad practices

14. Project Team Organization

Who will be involved in managing the project and how will they interface?

Project Sponsor:	Role:	Responsible for:
PA-RAST Co-Chairs		Approve project outcome
Project Manager:	**Role:**	**Responsible for:**
Javier Puente	Manage the Schedule and Resources	Managing Project
Team Members:	**Role:**	**Responsible for:**
ICAO		Gather information, structure information, upload to website, prepare working paper
IATA		Give information available and support
FAA		Give information available and support

15. Project Control Procedures

Project Manager will monitor progress, update participants and sponsors on any changes needed to the timeline.

Project information

Table of metadata

Project name:			
Date:	2/21/2019	Area of interest:	Version:
Author:	Gabriel Acosta, Roberto Sosa, Romy G		
Project sponsor:	ESC		
Senior user:			
Client:			
Document ID:			
Document link:			

Appendix C
Safety Analysis Project Charter Schematics

PA-RAST Data Analysis

- **Emerging risks**
  - **Topics for consideration**
    - **Misconfigurations**
      - Champion: BOEING
      - Objectives: New indicators? / Existing barriers? / Do we have a case?
    - **Go-Arounds**
      - Champion: BOEING
      - Objectives: New indicators? / Existing barriers? / Do we have a case?
    - **Surface misalignment**
      - Champion: IATA
      - Objectives: New indicators? / Existing barriers? / Do we have a case?
    - **UAS/RPAS/Drones conflicts**
      - Champion: IATA
      - Objectives: New indicators? / Existing barriers? / Do we have a case?
    - **Visual approaches**
      - Champion: ATR
      - Objectives: New indicators? / Existing barriers? / Do we have a case?
    - **Weather events**
      - Champion: FAA
      - Objectives: New indicators? / Existing barriers? / Do we have a case?
  - **Process reports**
    - Standard form
    - One living document
    - Same timelines to work
    - Present a case for the ESC

- **Monitoring process**
  - **CFIT**
    - Precursors
      - Indicators: ASIAS, FDX
      - Targets
    - Related DIPs: A, B, C
    - CFIT Leader: FAA
    - Team
      - Team members: FAA, BOEING, ALTA, IATA, BCAST, IFALPA, ICAO
  - **LOC-I**
    - Precursors
      - Indicators: ASIAS, FDX
      - Targets
    - Monitored DIPs: A, B, C
    - LOC-I Leader: BOEING
    - Team
      - Team members: FAA, BOEING, ALTA, IATA, BCAST, IFALPA, ICAO
  - **Runway Safety**
    - Precursors
      - Indicators: ASIAS, FDX, Reports (CSTs), ICAO SIMS (ADS-B), ICAO iStars
      - Targets
    - Monitored DIPs: A, B, C
    - RS Leader: ALTA
    - Team
      - Team members: FAA, BOEING, ALTA, IATA, BCAST, IFALPA, ICAO
  - **MAC**
    - Precursors
      - Indicators
        - Volume Hot Spot: ASIAS, FDX, CARSAMMA, Reports (CSTs), ICAO SIMS (ADS-B)
        - Route Hot Spot: ASIAS, FDX, CARSAMMA, Reports (CSTs), ICAO SIMS (ADS-B)
        - FIR Border Hot Spot: CARSAMMA, Reports (CSTs), ICAO SIMS (ADS-B)
        - Categories: Language / communication, Instruments, Procedures, CRM
      - Targets
    - Monitored DIPs: A, B, C
    - MAC Leader: IATA
    - Team
      - Team members: FAA, BOEING, ALTA, IATA, BCAST, IFALPA
      - Grepecas/GTE member