|  |  |
| --- | --- |
| **Safety Issue Ref.** | **Safety Issue Title** |
| *Code or ref number* | *Short title* |
| **Assessment team** | |
| *Name* | *Position* |
| *Name* | *Position* |
| *Name* | *Position* |
| *Name* | *Position* |
| *Name* | *Position* |

# Introduction

*The assessment of safety issues forms an integral part of [State] safety risk management process established as part of the SSP. It supports the identification as well as prioritisation of safety actions which are most efficient in reducing risk. The safety issue assessment is documented using this form with the objective to provide transparency on why [State] initiated certain NASP SEIs and actions, as well as to serve as reference for future safety issue assessments, in support of State level safety risk management.*

# Terminology

Provide definitions of terms used throughout the Safety Issue Assessment

**Safety issue:**

A safety issue defines the safety deficiencies related to one or more hazards. It is the actual manifestation of an aviation safety hazard or a combination of several hazards in a specific context. Safety issues can be assessed in terms of risk and practically managed (mitigated) as part of the State safety risk management process.

# Data and information analysed for the Safety Issue Assessment

**3.1. Occurrence data**

* *Provide a list of occurrences that have been analysed*
* *Specify the reference period for the occurrences analysed (ideally the last 5 years)*
* *Provide a summary of the main analysis results*

**3.2. Oversight (audit) data**

* *List the oversight data that has been analysed*
* *If oversight data is considered not relevant to the assessment, you may state ‘not relevant’ and add a short explanation.*
* *Provide a summary of the main analysis results*

**3.3. Exposure data**

* *If available – Explain how many aviation professionals, operators, flights, aircraft, systems etc. depending on the type, are affected by/exposed to the safety issue. If you have data, quote the data source. If there is no data available, an estimate may be provided.*
* *In some cases this information may not be available.*

**3.4. Accident Investigation Reports**

* *List the reports relevant to the safety issues that have been analysed.*
* *Shortly describe the main causal and contributing factors mentioned in those reports.*
* *Provide a summary of the main analysis results.*

**3.5. Other data and information used for the assessment**

* *List any other source of data or safety information that has been used for the assessment.*
* *State ‘not applicable’ if no other sources have been assessed.*

# Definition of the Safety Issue

Points to be addressed:

* What is the safety problem?
* Who is affected?
  + As per 3.3, e.g. domains, type of aircraft, type of operations etc.
* Which are the main scenarios where the safety issue is present?
* Which High Risk Category/ies of Occurrence (HRC) is this safety issue related to?
* What are the main existing risk controls (barriers) and how effective are they?
  + Examples: Standard Operating Procedures, warning systems, hand-over procedures, working under supervision etc., depending on the case
* Are there any related SEIs in the RASP dealing with the issue?
  + If yes, briefly describe them
* What are the main causal and contributing factors of the safety issue (as per analysis captured in section 3)?

# What would happen if no action is taken?

* How will the situation develop in the future if no action is taken?
* Express the safety issue in terms of criticality / severity.

# List of proposed actions

* Explain the proposed actions
* Explain which aspects of the safety issue will be addressed.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Action number** | **Action title** | **Issue** | **Objective** | **Type of action** |
| *1* |  |  |  |  |
| *2* |  |  |  |  |
| *…* |  |  |  |  |

# Cost-benefit analysis of proposed actions

* *Provide an estimation of costs entailed by each action and the expected benefits in terms of safety for each action.*
* *Make a recommendation on which of those actions you consider the most effective.*

# Final list of actions retained for inclusion in the NASP

**Note:** These actions addressing a single safety issue can be grouped under a single Safety Enhancement Initiative (SEI).

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Action number** | **Action title** | **Issue** | **Objective** | **Owner** |
| *1* |  |  |  |  |
| *2* |  |  |  |  |
| *3* |  |  |  |  |
| *4* |  |  |  |  |
| *5* |  |  |  |  |

|  |  |  |
| --- | --- | --- |
| **Date of the assessment** | | **Version** |
| Dd/mm/yyyy | | 1.0 |
| **Validation of the Safety Issue Assessment** | | |
| Name | Position | Date |
| Name | Position | Date |