

APPENDIX F

OVERSIGHT ACTIVITIES FOR REGULATORS

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Effective oversight of runway and aerodrome operations forms an important part of the safety management system (SMS) of the aerodrome operator, air navigation service provider, other relevant stakeholders and of the State Safety Program activities.

ICAO provisions place responsibilities on States to ensure safety, regularity and efficiency of aircraft operations at aerodromes under their jurisdiction. Therefore, it is essential that the States retain their overseeing responsibilities and ensure that the aerodrome operator, whether or not the aerodrome operator is state owned or private, complies with the relevant ICAO SARPs and/or applicable community and/or national regulations.

Where applicable the Regulator in co-operation with the National Supervisory Authority and/or Military Authority should conduct safety regulatory audits and inspections on aerodromes operations.

The regulatory oversight of aerodrome operators by their Regulator may include, but is not limited to:

- Ensuring that an aerodrome has an effective runway incursion prevention programme that meets ICAO or national requirements;
- Joint/ coordinated audits and inspections to examine the interfaces between the aerodrome agencies involved in runway incursion prevention; e.g. coordination between ATC, aircraft operators, aerodrome operators and in particular procedures to manage contractors during aerodrome work in progress;
- Reviewing the airside driver training programme to ensure the adequacy of driver training for the staff of all organisations operating airside;
- Reviewing Low Visibility Procedures from a runway incursion perspective;
- Reviewing incident prevention program, including occurrence reporting relating to runway incursions;
- Reviewing aerodrome design changes, including vehicular traffic routes that cross taxiways;

- Reviewing runway safeguarding, including entry and exit points, runway, taxiway holding points, stop bars, illuminated signs and lights;
- Reviewing procedures for third party contractors during any work in progress on the manoeuvring area.

In addition to the regulatory oversight described above, it may benefit the Regulator to keep a high level, national focus on the risk of runway incursions. This can be achieved by establishing a national runway incursion prevention steering group. Membership of the group could include representatives from industry such as aerodromes, airline flight operations, air traffic services, industry safety groups, Local Runway Safety Team members and appropriate representatives from the regulatory authority.

Terms of reference for such a steering group might be to:

- Address specific, hazards identified nationally, coordinating this through sub-groups or external agencies as required;
- Promote good practice, share information and raise awareness through publicity and educate industry;
- Actively enhance work continuing in industry;
- Act as a coordination point for industry;
- Identify and investigate which technologies are available that may reduce runway incursion risks;
- Review current aerodrome, ATC and aircraft operational policies and if necessary make recommendations on future policy to reduce the risk of incursions;
- Make recommendations for guidance and advisory material for industry on aerodrome, aircraft and ATC operational issues to reduce the risk of incursions;
- Oversee and promote the reporting of runway incursion incidents;
- Ensure the thorough analysis of data to identify and examine specific areas of concern.

Regulators should actively support and promote the European Action Plan for the Prevention of Runway Incursions as part of the State Safety Program activities. Although the action plan is guidance material and contains recommendations only, regulators should ensure that it is given a continuous priority in its oversight activities wherever possible by:

- Promoting awareness of the European Action Plan for the Prevention of Runway Incursions guidance material;
- Conducting a gap analysis to ensure that all recommendations are implemented where possible;
- Ensuring that runway safety and the prevention of runway incursions are addressed in regular audit inspections;
- Ensuring that the recommendations arising from audits are implemented wherever possible.