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When replying please quote

Reference : EUR/NAT 19-0208.TEC (MEA/SUL)

20 May 2019

Subject : **EANPG/60 and RASG-EUR/07 Conclusion 04 – Follow-Up Actions on ICAO Runway Safety Go-Teams**

Action required : (see para 3, 4 and 5)

Dear Madam/Sir,

1. I wish to inform you that ICAO EUR/NAT Office continues to support activities aimed at improving runway safety (RS) through establishing and increasing the effectiveness of local RS teams. In 2019 four RS Go-Team missions are planned in Morocco, Ukraine, Azerbaijan and Belarus.

2. In this regard, I would like to refer to the outcome of the Sixtieth Meeting of the European Air Navigation Planning Group (EANPG/60) combined with the Seventh Meeting of the European Regional Aviation Safety Group (RASG-EUR/07) held in Paris, France, from 26 to 30 November 2018 and, more specifically, to the EANPG/60&RASG-EUR/07 Conclusion 04 – Follow-Up Actions on ICAO Runway Safety Go-Teams.

3. Therein, on behalf of the EANPG and RASG-EUR, you are invited to consider future ICAO Runway Safety Go-Team visits to your State to assist in implementation or improvement of your State Runway Safety Programme and local runway safety teams.

4. I also invite you to consider participation in future RS Go-Teams as donor-organizations by sending your experts in the areas of runway safety management, aerodrome and air operator certification and oversight of air navigation service providers. Participation in Go-Teams has proven to be a good practice of sharing ideas and know-how in managing runway safety. If you wish to nominate your experts to participate in ICAO Go-teams, please do so by sending their relevant contact information to icaoeurnat@paris.icao.int at your earliest convenience.

5. Finally, I wish to provide enclosed for your perusal a list of typical runway safety recommendations collected through previous RS Go-Teams and aimed at strengthening the runway safety component of your State safety plans and improvement of local RS Teams activities.

Yours faithfully,

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2019.05.20
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Enclosure: List of the typical Runway Safety Go-Team recommendations

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RUNWAY SAFETY GO-TEAM TYPICAL RECOMMENDATIONS

1) Mission outcome

At the end of the mission, the RS Go-Team provides observations and recommended mitigation actions, as well as other recommendations as may be required:

- Contents;
- Hazards and risk mitigation proposals;
- Areas of improvement and recommendations;
- Expected outcomes;
- Identified Hot Spots; and
- Recommendations and plan for action, including:
 - prioritized actions and associated timelines;
 - Timeframe for the resolution of identified safety issues;
 - Resource planning;
 - Funds;
 - Responsibilities;
 - Potential barriers for the establishment and proper functioning of the RST; and
 - Stakeholder Management Plan.

2) List of typical recommendations (not exhaustive)

Documentation

- Amend the regulatory documents to require the establishment of RSTs, describing their roles, responsibilities, composition and reporting requirements;
- Provide guidance to the RSTs documentation using the ICAO handbook as a reference;
- Amend the AIP to include (Annex 15, Appendix 1, Part III):
 - o HOT SPOTS map with practical guidance to pilots; and
 - o Low Visibility Procedures (LVP) charts including critical and sensitive areas for ILS operations.
- Ensure consistent implementation of low visibility procedures (LVP) by ATCOs through proper documentation and training, ensure pilots awareness through publication of LVPs in AIP;
- Definition and publication of the ILS critical and sensitive areas.

Safety Management Systems

- Ensure consistent implementation of safety management activities at the State level including safety data collection and dissemination, safety data analysis by qualified and trained subject matter experts, development and implementation of risk mitigation measures at the State level (national bird strike prevention committee, runway safety plans, etc);
- Ensure effective implementation of SMS;
- Ensure adequate SMS training is provided to staff involved in SMS, commensurate to their role in SMS;
- Enhance safety culture and encourage voluntary reporting system;
- Consider ways to improve safety promotion activities;
- Define and monitor achievement of safety targets as well as safety alert levels for safety performance indicators (SPIs); and
- Ensure that RST constantly utilizes data coming from SMS of service providers.

Conduct of local Runway Safety Team meetings

- Facilitate broader participation of airlines (including foreign ones operating to the airport) and general aviation representatives;
- Make it less aerodrome focused and facilitate more discussion on issues affecting runway safety requiring interaction or directly dependent on ATC, air operators, etc;
- Implement data driven approach, based on constant utilization of data coming from the SMSs of participating organizations;
- Whenever required invite subject matter experts, such as ornithologists, meteo, aerodrome, ATC and airlines operational personnel, etc in order to ensure adequate assessment of the risks and proper selection of risk mitigation measures; and
- Issue promotional material sharing success stories resulted as the outcome of RST.

Airport Markings and Signs

- Consider the provision of enhanced taxiway centre line markings as part of the runway incursion prevention measures. (Annex 14 Vol. 1 – 5.2.8.4);
- Consider usage of additional marking (runway numbers in red and white at holding positions);
- Consider installation of additional signage (CAT I signs for holding points, take-off distance available for all intersection take-offs);
- Review all markings and signs to be compliant with ICAO SARPs to ensure that:
 - i. Runway holding position markings, runway designation signs and category holding position signs are compliant with ICAO SARPs. (Annex 14 Vol. 1 – Figure 5-6, Figure 5-8, 5.4.2.3, 5.4.2.4, Figure 5-32);
 - ii. All runway-vacated signs are compliant with ICAO SARPs. (Annex 14 Vol. 1 – Figure 5-31, Figure A4-3);
 - iii. Taxiway centre line lights are provided. (Annex 14 Vol. 1 – 5.3.17.2);
 - iv. Destination signs, such as the signs displaying apron directions, are not collocated with a location or direction sign. (Annex 14 Vol. 1 – 5.4.3.22);
 - v. Pavement markings are made with reflective materials to enhance the visibility of the markings. (Annex 14 Vol. 1 – 5.2.1.7); and
 - vi. Runway side stripe markings are continuous between the runway and the runway turn pads. (Annex 14 Vol. 1 – 5.2.7.4).

Air Navigation Services/Management

- Finish development of PBN approach procedures for all the runways, promote the PBN usage;
- Include the oversight of the RSTs work as part of the certification and surveillance activities;
- Enhance safety culture and encourage mandatory and voluntary reporting system;
- Consider naming of taxiways in the logical alphabetical order. (Annex 14 Vol. 1 – Figure 5.31);
- Conduct necessary safety assessment in case of planned modernization of ATM system;
- Perform a safety review in case of single Air Traffic Controller (ATCO) operations;
- Continue implementation of standard radio phraseology approved by CAA in local language for ground vehicle movement (good practice) or consider shifting to English RT.

Airport operations

- Provide the grid maps taking into account the examples recommended in ICAO Doc 9157, Part 1 Figure 11.1 and Figure 11.2, with appropriate axis labels to ensure that all stakeholders understand the same information during an emergency. (ICAO Doc 9137, Part 1 – 11.1.2, 11.1.3, Figure 11.1, Figure 11.2);
- Perform a safety review for aircraft backtracking procedure;
- Improve the system of breaking action measurement and reporting;
- Airport/runway/apron capacity calculation;
- Hourly traffic rates established (For different weather conditions and runway configuration);
- For the RFF, a communication system linking a fire station with the control tower (ICAO Doc 9137);
- Consider enhancements (A-SMGCS, operation of stop bars, etc);
- Do not issue line-up clearance if expected to wait on holding point more than 90 s;
- Ensure all vehicles and other mobile objects, particularly the external ones that do not belong to the aerodrome, on the movement area of the aerodrome are marked (coloured) or display flags, and lighted. (Annex 14 Vol. 1 – 6.1.1.1, 6.2.2.1);
- Provide a discrete and direct communication system linking the fire station with the control tower. (Annex 14 Vol. 1 – 9.2.39);
- Ensure that all vehicles allowed on maneuvering area (including firefighter brigades) are enabled to monitor tower frequency (at least passive);
- Ensure runway guard lights operational 24 hours;
- If needed, develop and implement Wildlife Management Plan to include:
 - o Definition of responsible person for development and maintenance of the plan;
 - o Training in the wildlife management for involved operational personnel;
 - o Specialized ornithological survey;
 - o Application of available tools as described in ICAO, FAA and other guidance materials; and
 - o Integration with aerodrome SMS, including definition of relevant safety performance indicator(s);
- Ensure Foreign Object Debris (FOD) programme is implemented properly, including definition of responsible person for program development and maintenance, identification of different types of FOD, training required for involved operational personnel.

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