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Project Activity #3.2.9
Strengthen capacities of individual ASEAN Member States - Safety Intelligence

Support to ASEAN Member States: Brunei D. (Working Session #1)
Working Session #1: *Thursday, 3 September 2020*
Working Session #2: *Wednesday, 16 September 2020*

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Your safety is our mission.

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Meet the facilitator

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ARISE+ Expert
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- +12 years of experience in the Air Navigation domain
- Former ANS inspector. Experienced ATS/AIS auditor
- Expert on ANS certification and surveillance processes

- ICAO-Qualified Instructor on Safety Management

- Technical cooperation projects: Previous working experience supporting CAAs and ANSPs in: Spain, Zimbabwe, Jamaica, Central & Latin America, Kenya, UAE, Nepal, Kazakhstan, Cambodia, Thailand, Myanmar and Afghanistan

#3.2.9 Strengthen capacities of individual ASEAN Member States - Safety Intelligence

Approach

Background

- With the new GASP and AP-RASP in place, implementing **SSP** and **SMS** by States and ANPs respectively have become a top priority
- Within ASEAN, the **degree of SSP implementation is very diverse** and not always harmonised among them which **may lead to different levels of safety oversight within the Region**
- Some AMS have already expressed interest in organising bilateral activities with the Project´s experts

Objectives

- By the end of 2021 provide support to 2 individual AMS requesting additional assistance to establish an **effective implementation** of their **SMS/SSP at state level** and improve compliance with ICAO SARPs

Duration/days
1-3

Location(s)
Brunei
Cambodia
Myanmar

Indicative date
S2/2020

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Brunei D. (Working Session #1)

1. SSP/SMS introduction and principles
2. Preliminary analysis for the SSP establishment and implementation Status in Brunei
3. Strategy for the SSP implementation in Brunei
4. Introduction to the SSP Exposition Document Template
5. Recommended actions

SSP

SMS

The SSP acts as an integrated set of regulations and activities aimed for the improvement and management of safety by the state

Chapter 3

Chapter 8

- A State Safety Program (SSP), according to ICAO, is “an integrated set of **regulations** and **activities** aimed at improving safety”
- The requirement and framework for its definition and implementation is defined in **ICAO Annex 19 – Safety Management and Doc 9859 – Safety Management Manual**
- It also provides the means to combine prescriptive and performance-based approaches for:
  - Safety **rulemaking**, to ensure a comprehensive analysis of the State’s aviation system
  - Safety **policy development**, developed based on hazard identification and safety risk management
  - Safety **oversight**, focused towards the areas of significant safety concerns

The SSP aims for a progressive transition from a prescriptive-based environment to a performance-based regulatory approach

Prescriptive-based environment

Regulations act as
administrative controls

Rigid regulatory framework based on:
- Inspections
- Audits

The ultimate goal is the achievement of **regulatory compliance**

Performance-based environment

Regulations act as
safety risk controls

Dynamic regulatory framework based on:
- Data based identification
- Prioritization of safety risks

The ultimate goal is to achieve **effective safety performance**

ICAO structures the SARPs for the establishment and maintenance of an SSP into four main components

→ MAIN COMPONENTS OF AN SSP

Safety Policy, Objectives and Resources

→ The first component defines the **State's legal framework** for the management of safety throughout its aviation system, including determining the requirements, obligations, functions and activities of the different State authorities related to the SSP

Safety Risk Management

→ The second component defines **how the States will identify potential safety risks** to the aviation system, including the **implementation of SMS by service providers,** hazard identification processes and the management of associated safety risks

Safety Assurance

→ The third component aims to **determine the safety assurance processes and activities** to be adopted by the State and the service providers, including **surveillance processes** and safety reporting programmes

Safety Promotion

→ The last component of the SSP focuses on the need to implement **internal and external safety promotion and communication procedures**, by establishing mechanisms to provide relevant safety information to support the development of a culture that fosters and effective and efficient SSP

SSP

SMS

Each component is subdivided into elements detailing the sub-processes, activities or tools required for managing safety

→ SUB-COMPONENTS OF THE SSP

Safety Policy, Objectives and Resources	**CE-1** Primary aviation legislation ⚠	**CE-3** State system and function ⚠	**CE-5** Technical guidance, tools and provisions of safety critical info
	CE-2 Specific operating regulations ⚠	**CE-4** Qualified technical personnel	
Safety Risk Management	**CE-6** Licens., certif., authorization and/or approval obligations	Accident and incident investigation	Management of safety risks
	Safety management system obligations	Hazard identification and safety risk assessment	**CE-8** Resolution of safety issues
Safety Assurance	**CE-7** Surveillance obligations	State safety performance	
Safety Promotion	Internal communication and dissemination of safety information		
	External communication and dissemination of safety information		

For an effective management of safety risks, it is important to clearly define the responsibilities for the identification of hazards and management of associated safety risks for the entire chain of services within the system

Critical Elements (CEs) of the SSO constitute the foundation of the State Safety Programme

SSP
SMS

The SMS is a system to assure the safe operation of aircrafts through effective management of safety risks

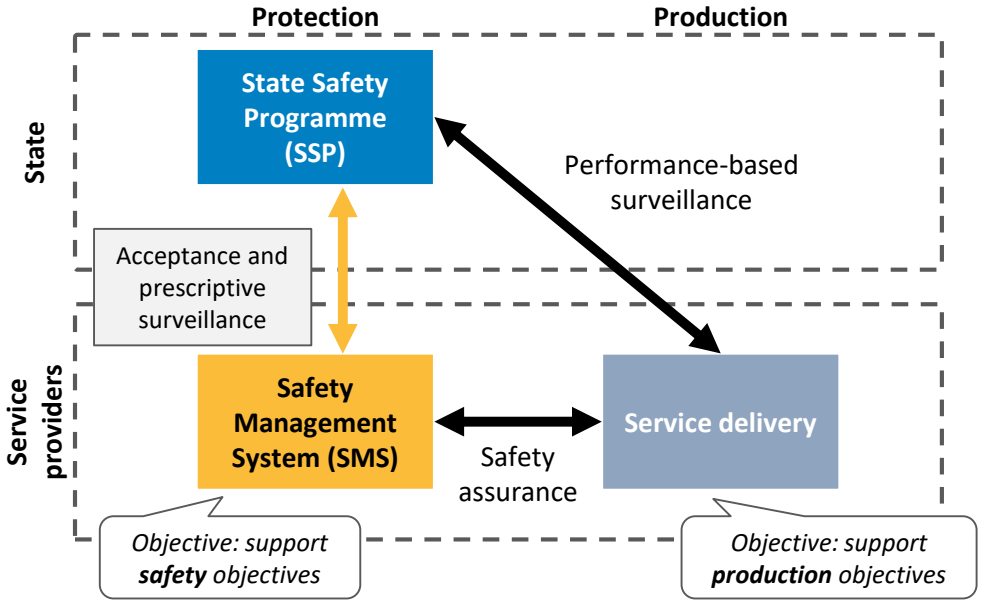
- A Safety Management System (SMS), according to ICAO, is “a systematic approach to managing safety, including the necessary organizational structures, accountability, responsibilities, policies and procedures”
- An effective SMS demonstrates to the States the **service provider’s ability to manage safety risks** and provides for effective management of safety at the State level
- The SMS implementation should be scalable, that is, **tailored to the organization and its activities**
- The **main objectives** of an SMS are:
  - To provide an structured and effective management approach in order to control safety risks in operations, taking into account the organization’s specific structures and processes
  - To continuously improve safety by **identifying hazards**, collecting and analyzing data and continuously assessing safety risks
  - To proactively contain of **mitigate risks** before they result in aviation accidents and incidents
  - To be commensurate with the organization’s regulatory obligations and safety goals

SSP

SMS

An effective SSP in place will support effective implementation and appropriate interaction with service providers' SMS

→ INTERACTION SCHEME BETWEEN THE STATE AND THE SERVICE PROVIDERS



State's SSP

- → Approval of service provider's SMS
- → Acceptance of service provider's SPIs
- → Conduction of safety oversight activities, including surveillance of the SMS
- → Requires service providers to report selected safety data related to the SMS

Service Provider's SMS

- → Service provider establishes its SMS
- → Establishment of safety targets and KPIs to share with the SSP
- → Establishment of the scheme to collect, analyze and report safety data related to the SMS

SSP
SMS

Under the SSP, the State is responsible for ensuring that an SMS is developed and maintained by specific types of service providers under its authority

→ SMS REQUIREMENTS FOR SERVICE PROVIDERS

The following service providers are required to develop and implement an SMS, as per ICAO SARPs:

	ICAO Ref.
Approved **training** organizations	Annex 1
Certified **operators of airplanes** or helicopters, authorized to conduct intl commercial air transport	Annex 6
Approved **maintenance organizations** providing services to operators of airplanes or helicopters	Annex 6
Organizations responsible for the type **design or manufacture of aircraft, engines or propellers**	Annex 8
Air Traffic Services (ATS) providers	Annex 11
Operators of a **certified aerodrome**	Annex 14

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SSO

SSP

According to the latest ICAO information, Brunei must reinforce the ICAO safety level (USOAP %EI and SSP implementation level)

	1 USOAP %EI score	2 SSP Foundation PQs	3 SSP Implementation
Current status	65.64%	65.35%	Level 1 (SSP Gap Analysis 38%)
Target(s)	60% (at present) > Global average (2020) 75% (2022)	By 2022, 100% validated or submitted as completed	Level 2 (Gap Analysis 100%) Effective implementation by 2025
Highlights	Brunei has been active on the update of the CAPs Continuous improvement is mandatory Latest USOAP CMA activity was in 2007. Some information may be obsolete		Complete SSP Gap Analysis Develop the SSP implementation plan

EASA

No action required | Recommended action | Urgent action is recommended

SSO

SSP

A revision of the primary legislation (CE-1); and mechanisms to manage inspectors' competencies (CE-4) and surveillance obligations (CE-7) must be adopted as part of the SSP foundation

Highlights from latest USOAP by Critical Element (CE)

		Preliminary observations - GAPs	Recommendations	Priority
CE-1 Primary Legislation	**83,33%**	Primary legislation does not contain the legal requirement for the implementation of the SSP (0% of SSP primary leg)	**Revise of primary legislation via workshop**	
CE-2 Regulations	**76.00%**	There is no formal procedure implemented to maintain the regulatory framework compliant and up to date	Develop and implement a procedure for the effective maintenance of the regulatory framework	
CE-3 Organisation	**76.39%**	Definition of roles and responsibilities of relevant stakeholder for an effective SSP. There is not an implemented mechanism to ensure sufficient number of inspectors is employed	**Develop a mechanism to ensure a sufficient number of qualified technical staff (manpower)**	
CE-4 Competencies	**37.31%**	There is not a formal mechanism implemented for the management of the whole recruitment and training process	**Establish and implement a mechanism to manage the training of inspectors (CBT)**	
CE-5 Tools	**55.56%**	Tools to manage effectively the oversight of SMS and investigation of accidents & incidents	Develop tools for DCA and industry (guidance material) for safety management	
CE-6 Certification	**76.47%**	There is no a formal procedure to ensure all regulatory requirements are correctly implemented before operations	Reinforce the certification related to safety management and personnel competencies	
CE-7 Surveillance	**52.70%**	There is no a formal procedure to ensure the effective conduction of surveillance over the service providers	**Establish and implement a mechanism to conduct effective surveillance of industry**	
CE-8 Resolution of issues	**55.00%**	There is no a mechanism/system with time frame for elimination of deficiencies identified by inspectors	Establish and implement mechanism/system with time frame for elimination of deficiencies identified by inspectors	

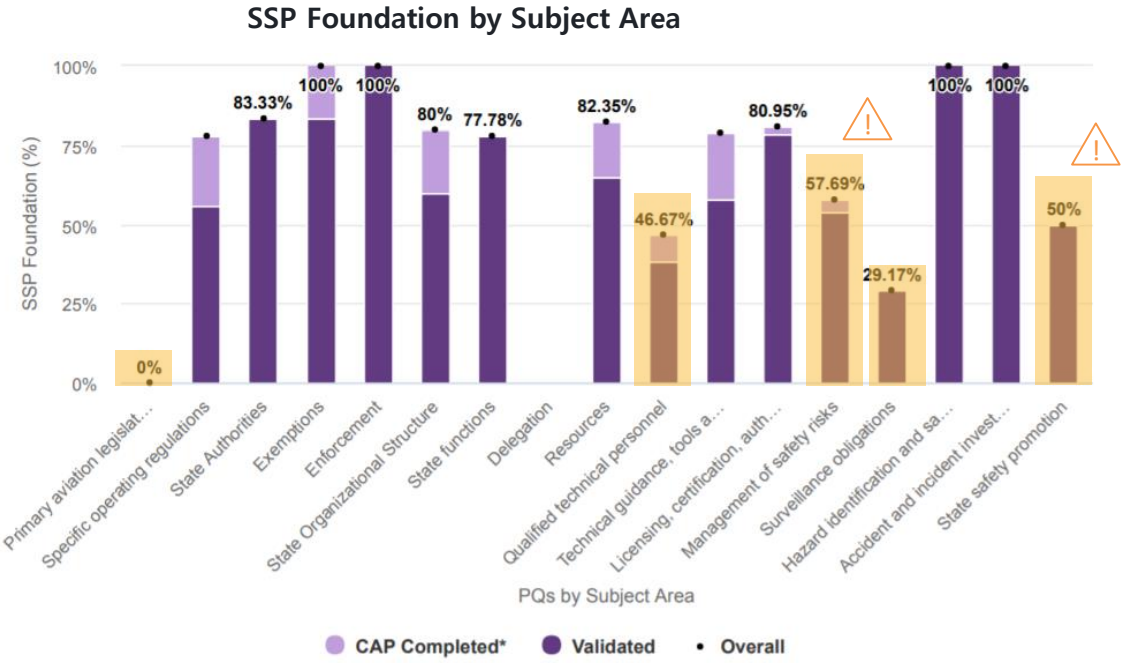
EASA

No action required Recommended action Urgent action is recommended

SSO

SSP

Further than the 4 CEs mentioned before, Management of safety risks (SSP Pillar 2) and State safety promotion (Pillar 4) must be enhanced as part of the initial phases of the SSP establishment

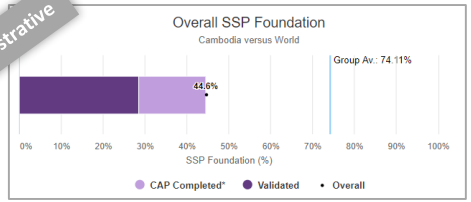


USOAP CMA PQs (943)

SSP Foundation PQs (299)

SSP GAP-related PQs (62)

Illustrative



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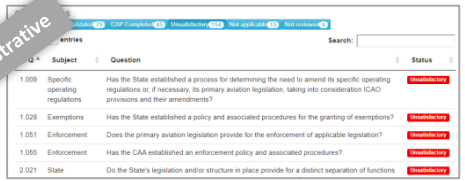

By 2022, States need to achieve all 299 PQs at 100%

** Note: CAP completed are corrective action plans as reported by the State using the USOAP CMA Online Framework*

SSO

SSP

For an effective SSP implementation all stakeholder must be considered and cooperate towards the enhanced safety goal

- → The level of SSP establishment (phase 1, GAP analysis incomplete) is **lower than the GASP targets** (phase 2, reviewed all the GAP analysis questions)
- → The level of effective implementation of **PQs must be revised** as it **may be obsolete** since the latest USOAP activity was carried out in **2007** (Audit)
- → **Commitment and cooperation among all stakeholder** are key enablers; and require a dedicated framework, starting by primary legislation, with appropriate tools and training

Key SSP stakeholders: Civil aviation related State entities and private service providers

Ministerial functions	Regulatory oversight	*Firewalls*	Investigation of accidents	*Firewalls*	Service provision		
					ANS	Airports	AOCs, AMOs & ATOs
Ministry of Transport and Infocommunications	DCA		DCA (Department of Civil Aviation)		DCA – ATS and others	DCA – Brunei International Airport	Royal Brunei Airlines
SSP management					Weather Services Division, Met Department	Brunei Shell Petroleum Co	Brunei Shell Petroleum Co
⚠ DCA							

One of the key challenges is where to start from.
A brief roadmap is detailed in the following slides based on the 5 stages/phases

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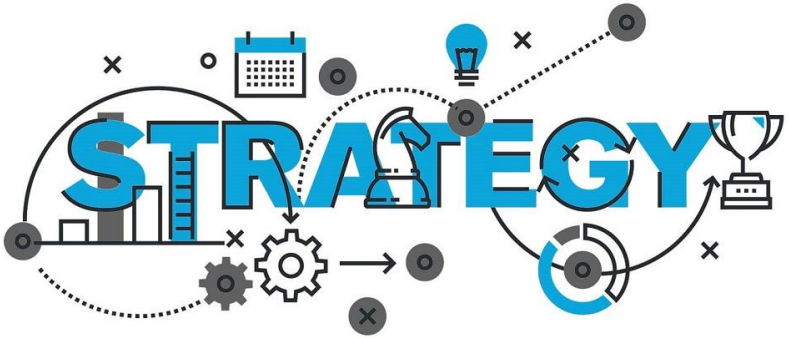
The definition and implementation of the SSP can be done through a phased approach divided into five main phases

1. Set-up SSP framework
2. Conduct SSP gap analysis
3. Define SSP implementation plan
4. Implement the SSP
5. Ongoing monitoring and continuous improvement

- A **five-phase approach** is proposed for the implementation of the SSP in most of the States and it is recommended for Brunei
- However, the implementation of the SSP should be **commensurate with the size and complexity of Brunei's aviation system**, and it may require **coordination among multiple authorities and entities** responsible for individual element functions in Brunei.
- The **main actor will be the DCA as responsible of SSP management**, safety oversight regulation, accident and incident investigation and service provision (ANS and international airport) until full separation is established



Recommended roadmap will kick-off with a workshop to enhance cooperation and SSP familiarisation

1. Set-up SSP framework
2. Conduct SSP gap analysis
3. Define SSP implementation plan
4. Implement the SSP
5. Ongoing monitoring and continuous improvement

0. **Kick Off Workshop** - Familiarization with SSP principles
   - It may be extended to facilitate a preliminary hazard identification session basis of SRM (Safety Risk Management identification of hazards and associated risks)

1. Agree on the **State entity** that will be responsible for **leading the implementation of the SSP (DCA SSP Unit)** and identify all the State stakeholders to be involved (Mil. Authority, MET, etc)

2. Establish an **SSP implementation project lead**, **co-ordination team and SSP Coordination Group** membership, including the definition of key responsibilities and Terms of Reference

3. Obtain **senior management commitment** for the implementation of the SSP in terms of **funding and human resources** and assign an appropriate person in authority to take ownership of the SSP

Outputs

- Senior management commitment for the implementation of the SSP
- **Agreement on responsibilities and SSP organization**:
  - **SSP implementation project lead and co-ordination team.**
  - **SSP Coordination Groups**

A solid regulatory and legislative framework is necessary to lay the ground for a successful SSP implementation

→ REGULATORY AND LEGISLATIVE FRAMEWORK

- → High-level requirements for the State to implement the SSP
- → High-level requirements for the State to monitor service provider´s SMS

Primary aviation legislation

- → Setting of SSP working groups and identification of stakeholders linked to the SSP
- → Setting of SSP responsibilities
- → SPs to implement SMS in accordance to SSP

Specific operating regulations

- → Guidance material for SPs to implement SMS and set KPIs, SPTs and SPOs
- → Guidance material for the CAA

Technical guidance for service providers and CAA technical personnel

+

- Sector specific Manuals
- Procedures
- Work instructions
- Checklists
- ICAO Guidance Material

→ In order to guarantee a successful definition and implementation of the SSP, on a first stage, the State should work towards the establishment and approval of a **solid regulatory framework** defining the responsibilities of the State´s aviation authorities with regard to the SSP

→ The safety regulatory framework should be first reflected in the **country's primary legislation**, and then in the regulations, directives and/or other applicable guidance material to the aviation sector

→ The national regulatory and legal framework will be complemented by the applicable international standards specific to the aviation sector, such as ICAO SARPs contains in Annexes and Docs

→ This framework should also designate the **entity responsible for the SSP implementation** and its responsibilities and accountabilities; this role, in is usually assigned to the Civil Aviation Authority, following the international best practices and ICAO recommendations

CAAs must seek for senior management commitment for the SSP implementation before triggering the roll-out of the SSP initiative

→ STAKEHOLDERS INVOLVED IN THE SSP IMPLEMENTATION (EXAMPLE)

Project lead

- → DCA (Department of Civil Aviation)

State entities (non-exhaustive)

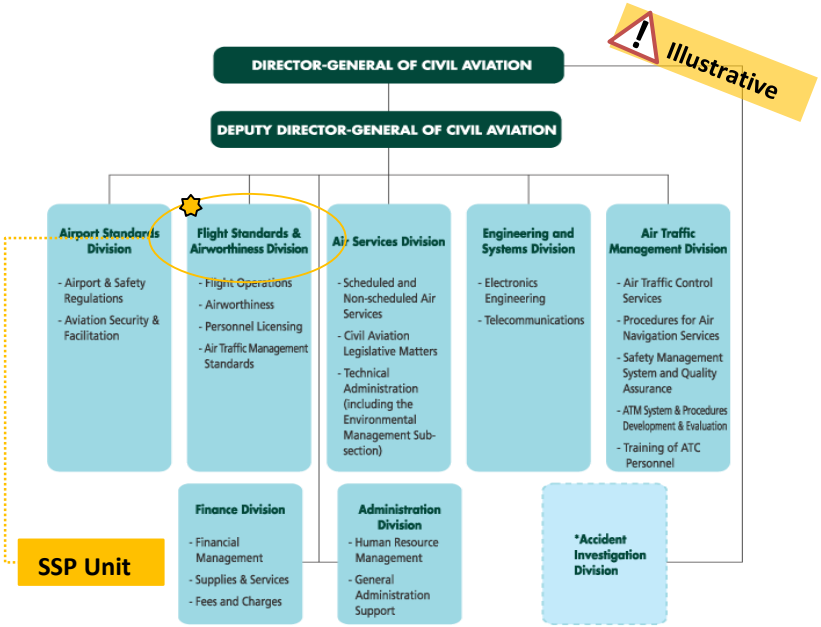
- → Ministry of Transport
- → Accident and Incident Investigation Bureau
- → Military Authorities
- → Meteorological Authority

*Proof of guarantee of support from the State entities and from the CAA´s Senior Management is required in the form of a **letter of commitment,** prior to the start of the SSP implementation and definition*

- → The SSP definition and implementation in the State could be lead by the **Director/Manager of the Flight Standards or Safety Management Dep. within the CAA**
- → In order to trigger the SSP implementation, he/she must seek to obtain **Senior Management commitment of funding and human resources** to ensure an efficient development and implementation of the programme
- → This **proof of commitment** should be covered by a **letter signed by**:
  - → The Director General of the CAA (DGCA)
  - → The Ministry of Transport, as a representative of the State powers
  - → **Every other organization or entity impacted with responsibilities related to the SSP**, such as the Accident and Incident Investigation Bureau, the Military Authorities and the Meteorological Authority
- → In a further stage, the CAA might also be the authority responsible for coordinating the maintenance and implementation of the SSP

An SSP Unit should be responsible for the SSP policy development and further implementation monitoring

→ WORKING UNIT FOR THE SSP DEVELOPMENT AND IMPLEMENTATION



- The development of the full SSP documentation, including the conduction of the Gap Analysis and the succeeding establishment of the SPIs and SPTs for the State, should be assigned to a department or team as nominated "**SSP Unit**" composed of a **SSP Unit General Manager plus 3-4 members of the CAA workforce** (depending of the size and complexity of the State´s system)
- The selected members will add the **day-to-day planning** and management of the SSP to its current responsibilities

For the SSP coordination, it is recommended to establish 3 working groups at strategic, tactical and operational levels

→ SSP COORDINATION GROUP IMPLEMENTATION STRUCTURE

	Team Members	*Assigned tasks*	*Frequency of meetings*
Strategic **NSC** *(National Safety Committee)*	**Chair:** Director general of the CAA DG of the Military Authority DG of the Met Authority DG of the Accident and Incident Investigation Bureau (AAIB)	→ Monitor ALosP → Consider and approve SSP Implementation Team proposals → Define the strategic goals	***Yearly***
Tactical **SIT** *(SSP Implementation Team)*	**Chair:** Manager of the SSP Unit **SSP Unit** Managers of the following technical areas within CAA: OPS, AIR, PEL, AGA, ANS, etc Representative of the of the AAIIB	→ Agree on safety risk priorities → Consolidate operational improvements → Develop the proposals to be approved by the NSC	***Quarterly alternate internal & with industry***
Operational **SWG** *(SSP Working Groups)*	**Chair:** Manager of the SSP Unit SSP Unit CAA's Inspectors **Service Providers representatives**	→ Sharing safety data → Monitor SPIs and formulate actions → Define the top 5 risks by operational area → Coordinate local actions with service providers	***As required, at least quarterly***

2nd phase will be the deployment of a gap analysis to confirm main actions to be taken during the coming months

1. Set-up SSP framework
2. **Conduct SSP gap analysis**
3. Define SSP implementation plan
4. Implement the SSP
5. Ongoing monitoring and continuous improvement

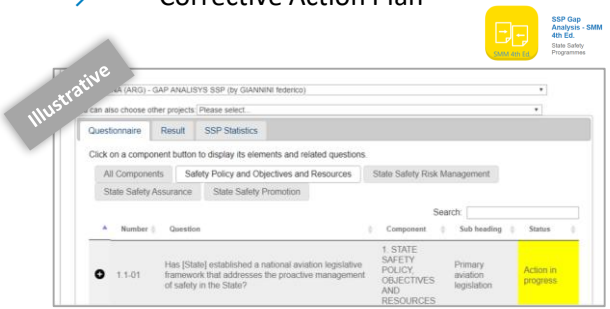
1. Complete the **SSP Gap Analysis*** in order to **identify the gap** between the current organizational structures and processes and **those required for effective SSP or SMS implementation** and operation

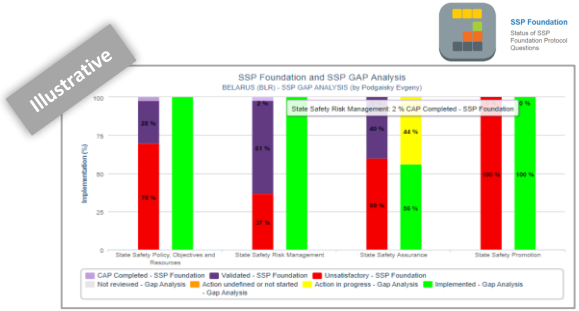
2. Review, develop or **update CAPs**, and prioritize CAP implementation for **non-satisfactory SSP Foundation PQs** under USOAP CMA (iSTARS tool)
   - Operational group(s) for the development
   - Tactical group for consolidation and approval

Outputs

→ **Identified gap** between the current organizational structures and processes and those required for effective SSP or SMS implementation and operation

→ Corrective Action Plan





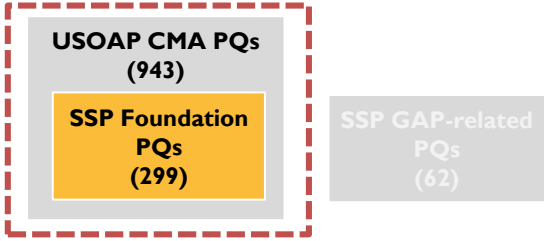
** Note: for the development of the gap analysis, the ICAO tool iSTARS may be used*

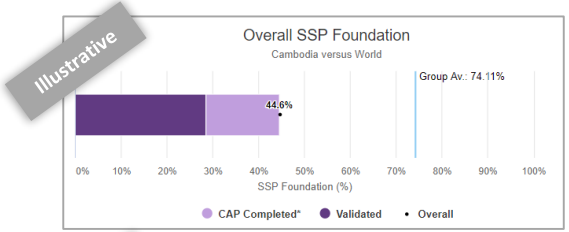
Phase 2 – Review SSP foundation PQS ICAO iSTARS Tool

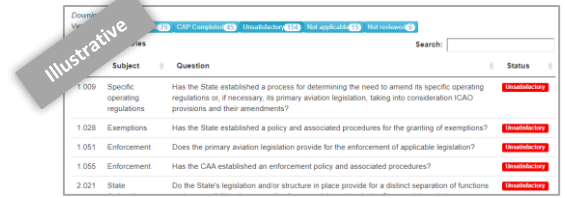
→ SSP FOUNDATION TOOL

SSP Foundation
Status of SSP Foundation Protocol Questions

- → Out of the 943 USOAP PQs (2017 version), a sub-set of **299 PQs** have been identified to be **considered as the foundation for a SSP implementation**
- → The **SSP Foundation tool**, developed by ICAO, addresses the need to **identify the real gap**, complementing the SSP Gap Analysis
- → The tool assists States to build a solid safety oversight **foundation for SSP implementation**
- → The outcome status is shown as either **validated by USOAP** or considered as **completed** through the CAP on the **USOAP CMA Online Framework (OLF)**
- → If some SSP foundation PQs are **'non-satisfactory', they need to be added in the implementation plan** (no matter the score of % of EI)







$$\text{SSP Foundation indicator} = \frac{\text{Validated + Completed PQs}}{\text{All applicable PQs}} \times 100$$

States need to achieve all 299 PQs at 100%

Phase 2 – Complete SSP GAP analysis ICAO iSTARS Tool

SSP Gap Analysis - SMM 4th Ed.
State Safety Programmes

→ SSP GAP ANALYSIS TOOL

- In order to complete the Gap Analysis for the SSP implementation, ICAO has developed the iSTARS tool, which provides the States with a questionnaire for assessing the existing gap between its current organizational structures and processes and those required for effective SSP or SMS implementation and operation

- The questionnaire is aligned to:
  - **Annex 19**, 2nd Edition, July 2016
  - 4th Edition of the Safety Management Manual (SMM) – **Doc 9859**

- Before starting the SSP project, the State must assemble an **SSP Project team** and have the list of the questionnaire ready with their iSTARS account name

- The tool allows to create, view, update and share a State Safety Programme (SSP) Project with the SSP Project team

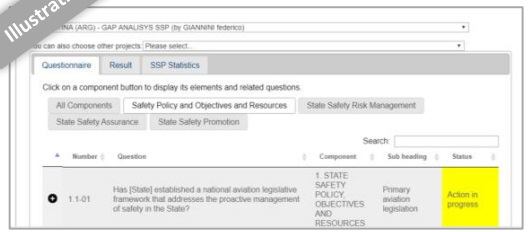
The iSTARS tool should be used in combination with the SSP Foundation App

USOAP CMA PQs (943)

SSP Foundation PQs (299)

SSP GAP-related PQs (62)

Illustrative



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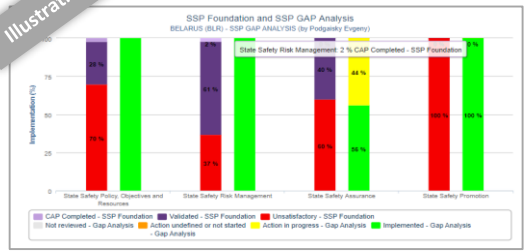


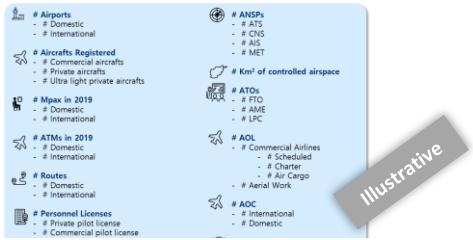
3rd phase will define the SSP implementation plan which includes prioritisation of activities within a set time frame

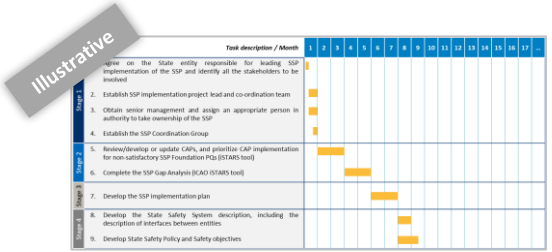
1. Set-up SSP framework
2. Conduct SSP gap analysis
3. **Define SSP implementation plan**
4. Implement the SSP
5. Ongoing monitoring and continuous improvement

1. Develop the **SSP implementation plan***:
   - → Once the gap analysis has been completed, DCA shall define **the tasks and subtasks to be completed within a set time frame** including State Safety objectives, which are brief, high-level statements that provide direction to the DCA
   - → The Implementation Plan must be **accessible** to all relevant personnel involved in the SSP implementation
2. Develop the **State safety system description**, including the structure of the existing aviation regulatory framework, description of interfaces among entities (both DCA internal – operations, maintenance, finance, HR or legal departments – and external – other States, Service Providers or other Brunei agencies)

Output

→ **SSP Implementation Plan**, including all relevant information to manage the implementation (timeframe, responsible and progress of key actions)





** Note: example of the SSP Implementation Plan is contained in the next slide*

Phase 3 – Define SSP implementation plan: State safety system description

As the third step in the SSP definition stage, is to develop the **State safety system description**, which consists on:

- → A description of the existing **aviation regulatory framework**, including the various State aviation authorities and its safety management roles and responsibilities
- → A general description of all the **systems that conform the civil aviation industry** in the country, as shown in the illustrative example, including the detail and number of elements conforming each sub-system
- → A description on **the interfaces** between the different systems within the whole aviation system and the safety risk posed by each interface
- → A description of the platform or mechanism for **coordination of the SSP** among the organizations
- → A description of the **internal review mechanism** at the State level and within each organization.

Illustrative

 # Airports
- # Domestic
- # International

 # Aircrafts Registered
- # Commercial aircrafts
- # Private aircrafts
- # Ultra light private aircrafts

 # Mpax in 2019
- # Domestic
- # International

 # ATMs in 2019
- # Domestic
- # International

 # Routes
- # Domestic
- # International

 # Personnel Licenses
- # Private pilot license
- # Commercial pilot license
- # Air transport pilot license
- # Aircraft Maintenance Engineer Licenses
- # Flight Operations Officer

 # Repair Stations
- # Foreign repair stations
- # Domestic repair stations

 # ANSPs
- # ATS
- # CNS
- # AIS
- # MET

 # Km² of controlled airspace

 # ATOs
- # FTO
- # AME
- # LPC

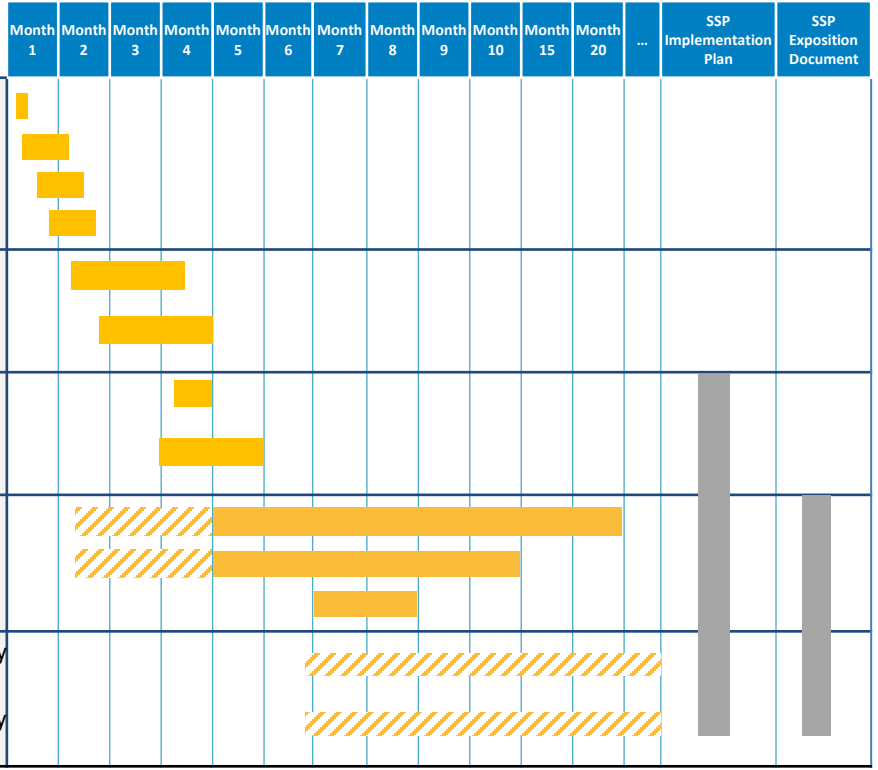
 # AOL
- # Commercial Airlines
  - # Scheduled
  - # Charter
  - # Air Cargo
- # Aerial Work

 # AOC
- # International
- # Domestic

 # Aeromedical Personnel
- # Aeromedical Center
- # Aeromedical Office
- # Authorized Medical Examiner

Proposed SSP Implementation Plan to guide the establishment and implementation during the next 15-20 months

	Task description / Month
Phase 1	0. Kick Off Workshop - Familiarization with SSP/SMS principles
	1. Agree on responsible personnel
	2. Establish SSP coordination groups and project lead with terms of reference
	3. Senior management commitment
Phase 2	4. Complete the SSP Gap Analysis (ICAO iSTARS tool)
	5. Review/develop or update CAPs, and prioritize CAP implementation for non-satisfactory SSP Foundation PQs (ICAO iSTARS tool)
Phase 3	6. Develop the SSP implementation plan
	7. Develop the State Safety System description, including the description of interfaces among entities
Phase 4	8. **Develop and implement all (4) SSP components**
	9. Develop or update, approve and publish the SSP documentation
	10. Update the NASP (National Aviation Safety Plan)
Phase 5	11. Periodical assessment of the identifies safety risks by analyzing the safety information generated by the SSP
	12. Review the progress towards achieving safety objectives and monitor safety performance



4th phase will develop the 4 SSP components and related documentation, from legislation to tools for DCA and industry

1. Set-up SSP framework
2. Conduct SSP gap analysis
3. Define SSP implementation plan
4. **Implement the SSP**
5. Ongoing monitoring and continuous improvement

1. Develop/update and implement the **4 SSP components***
    1) State Safety Policy and Safety objectives
    2) State Safety risk management
    3) State safety assurance
    4) State safety promotion

2. Develop or update, approve and publish the SSP documentation, including the **SSP Top-Level Exposition Document**

    (This step may be extended over a longer period due to the timeframe for approving and publishing legislative, regulatory and/or organizational changes related to safety management)

3. Develop or update the **National Aviation Safety Plan (NASP)** to include significant State aviation risks and actions planned to address them

Outputs

- → **SSP Exposition Document approved**
- → SSP related documentation
- → NASP (National Aviation Safety Plan)

* *Note: based on the SSP Exposition Document presented in slide #35*

5th phase will consolidate continuous improvement based on communication and monitoring

1. Set-up SSP framework
2. Conduct SSP gap analysis
3. Define SSP implementation plan
4. Implement the SSP
5. **Ongoing monitoring and continuous improvement**

1. Once the SSP has been implemented, SSP Implementation team, on behalf of Brunei, should **periodically assess its identified safety risks** by analysing the safety information generated by the SSP
   - → The analysis should be carried out by using USOAP SSP PQs during the SSP implementation period
   - → This analysis will support the identification of emerging issues
2. Brunei should also review its progress towards **achieving its safety objectives** and their continued relevance, and should **monitor the safety performance** and continuously update, amend or develop and improve the SSP
3. **SSP review mechanism** should be detailed in the SSP Document

Outputs & benefits

- → Effective communication
- → Implemented procedures and tools
- → Increase of the level of USOAP EI
- → Enhance safety performance of the overall civil aviation system

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Brunei D. (Working Session #1)

1. SSP/SMS introduction and principles
2. Preliminary analysis for the SSP establishment and implementation Status in Brunei
3. Strategy for the SSP implementation in Brunei
4. **Introduction to the SSP Exposition Document Template**
5. Recommended actions

SSO

SSP

SSP Exposition Document should be structured in on two parts and appendices with templates and forms

Part 1 General

- Purpose of this document
- Introduction to Brunei SSP
- Brunei challenges and priorities
- Brunei aviation system description. Size and complexity of the national industry

Part 2 SSP Components

Component 1: State safety policy and objectives

- Brunei safety legislative framework
- CE1 – Primary aviation legislation
- CE2 – Specific operating regulations
- CE3 – State system and functions
- CE4 – Qualified technical personnel
- CE5 – Technical guidance, tools, and provision of safety critical information

Component 2: State safety risk management

- CE6 – Licensing, certification, authorization and/or approval obligations
- SMS obligations
- Accident and incident investigation
- Hazard identification and safety risk assessment
- Management of safety risks including CE8 “Resolution of safety issues”

Component 3: State safety assurance

- CE7 – Surveillance obligations
- State safety performance
- Management of change

Component 4: State safety promotion

- Internal communication and dissemination of safety information
- External communication and dissemination of safety information

Appendices

1. Brunei Safety Policy & Objectives
2. Letter of commitment for the SSP implementation
3. SSP coordination group framework
4. Others

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Brunei D. (Working Session #1)

1. SSP/SMS introduction and principles
2. Preliminary analysis for the SSP establishment and implementation Status in Brunei
3. Strategy for the SSP implementation in Brunei
4. Introduction to the SSP Exposition Document Template
5. **Recommended actions**

The ARISE+ Project recommends that the DCA/State implement the actions listed below related with the SSP implementation

		Priority	Recomm. target completion
#1	**Review the primary aviation legislation:** Ensure that the legislation in place empower the various State aviation authorities (especially the DCA) to perform their roles related to the SSP implementation		*Q1 2021*
#2	**Set-up SSP framework:** 1. DCA to ensure that the current State Safety Policy include the signature of the other aviation authorities within the State (e.g., Ministry of Transport and Infocommunications, Military Authority and the MET Authority if applicable). Refer to Appendix I of the SSP Document for further guidance 2. DCA to promote the high level commitment agreement with the other aviation authorities for the SSP implementation at the State level. Refer to Appendix II of the SSP Document for further guidance		*Q4 2020*
#3	**SSP Working Groups:** 1. DCA to encourage the establishment of the National Safety Committee with the stakeholders identified in the SSP Exposition Document. Refer to Appendix III of the SSP Document for further guidance 2. DCA to create, empower, and implement the SSP Implementation Team within the Authority in accordance with the SSP Exposition Document		*Q1 2021*
#4	**SSP Gap Analysis and SSP Implementation Plan:** 1. DCA to complete de SSP GAP Analysis thought the ICAO iSTARS app 2. Upon completion of the GAP Analysis, elaborate the SSP implementation roadmap with the GAPs identified in the previous step and the CAP corresponding to the not satisfactory foundational PQs		*Q1 2021*

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Thank you for your attention!

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