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Session 7

How to Develop a NASP




ICAO

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Overview

- NASP development process
- 8 steps to develop NASP
- Guidance & templates

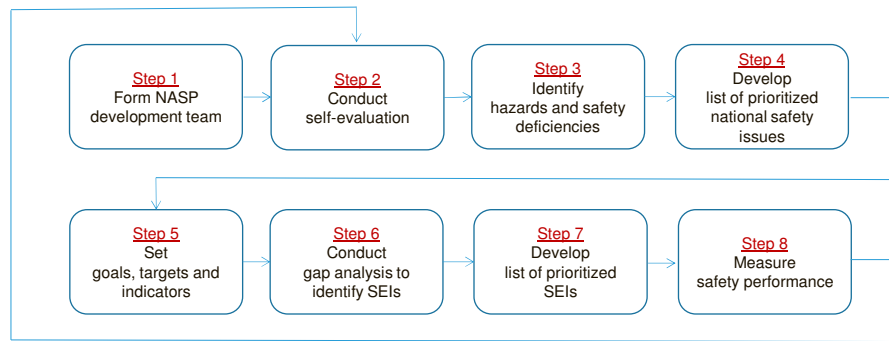


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NASP Development Process

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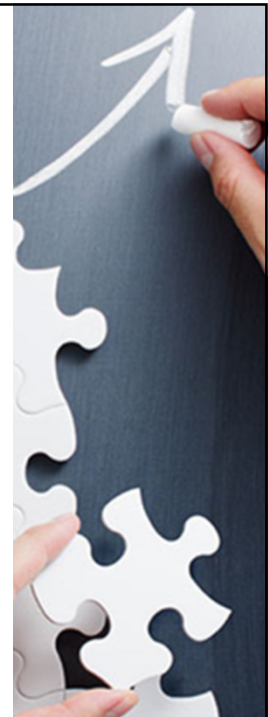
**Same steps & rationale should be used when developing RASP*



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Process Assists Develop NASP that:

- Identifies hazards & safety deficiencies
- Contains list of prioritized safety issues
 - in form of ops safety risks & ORG challenges
- Sets safety goals and targets
 - i.e. strategic direction for management of safety
- Presents specific SEIs >> action plan
- Defines how safety performance will be measured
 - to monitor NASP implementation + effectiveness



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Step 1 — Form Development Team

- Begin by assigning responsible entity to lead NASP development
- Once State has assigned responsible entity
 - that entity should form development team
 - identify stakeholders early in process
 - team is responsible for completing steps 2 to 8
- Output from this step:
 - NASP development team membership list



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Step 2 — Conduct Self-evaluation

- Conduct evaluation of situation in State
 - to understand current operational context
 - in which NASP will be implemented
 - activity referred to as “self-evaluation” (output from step 2)
- Understanding ops context includes
 - analysis of established capabilities
 - system size & level of complexity
 - available resources



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- **Assess**
 - traffic volume in State, incl. anticipated growth or decline
 - maturity of different sectors (e.g. aerodromes, CAT, GA, helicopter ops)
 - common hazards or challenges
- **Also look at**
 - level of EI of CEs of safety oversight system
 - status of SSP implementation & continuous maintenance
- **Why? to develop understanding of current SSO capabilities & operational context**



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Step 3 — Identify Safety Deficiencies

- **Identify series of hazards & safety deficiencies to be addressed**
 - as well as stakeholders to be involved in addressing them
 - based on results of self-evaluation
 - also refer to GASP & RASP
- **In context of NASP, hazards & safety deficiencies include**
 - Ops safety risks & ORG challenges
- **Conduct analyses / use existing analyses / other info**
 - team may identify additional stakeholders & new team members



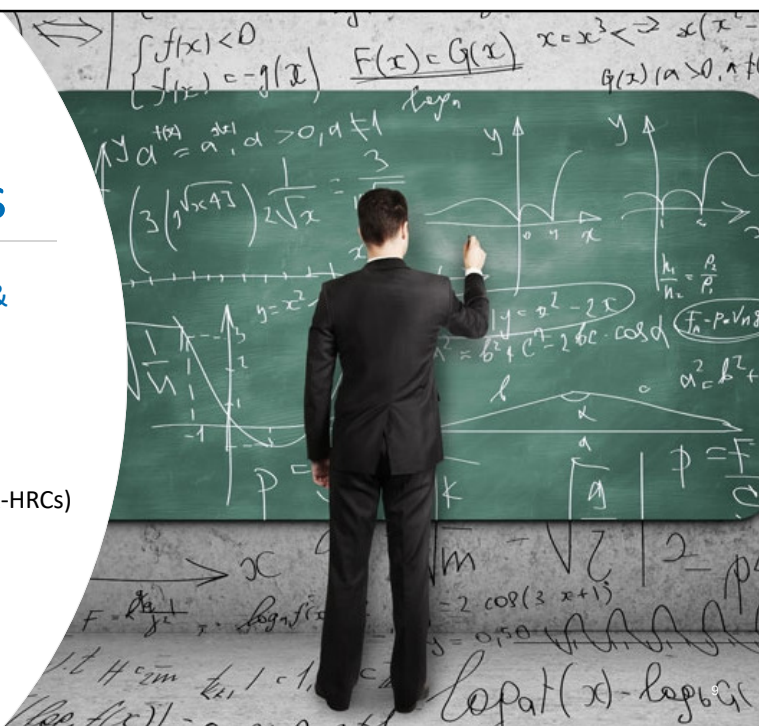
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Step 3 — Identify Safety Deficiencies

- Prepare list of identified hazards & safety deficiencies
 - output from this step

- List should describe
 - national ops safety risks (incl. G- & R-HRCs)
 - ORG challenges

- List will become basis for national safety issues



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Step 4 – Develop List of Issues

- Step 3 enables team to
 - develop list of prioritized national safety issues
 - which will later be transformed into goals & targets

- During this step
 - review list of hazards & safety deficiencies
 - determine which ones should be given priority
 - as national safety issues to be addressed in NASP

- Use quantitative approach to prioritize
 - if not feasible >>> rely on SMEs in team

- Priority should be given to issues that have greatest impact on safety



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Step 4 – Develop List of Issues

- For ops safety risks
 - categorize certain types of events as N-HRCs
 - consider them of utmost priority
 - because of number of fatalities and risk of fatalities associated with such events
- For ORG challenges
 - categorize certain ORG challenges as national safety issues
 - consider them of utmost priority
 - because they are systemic issues, which impact effectiveness of risk controls
- Output from this step > List of prioritized national safety issues



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Step 5 – Set Goal, Targets & Indicators

- Use list of national safety issues
 - to set goals & targets
- National safety issues that were given priority (in step 4)
 - can be formulated into statements that set goals & targets
 - within NASP
- Output from this step > List of national safety goals, targets and indicators



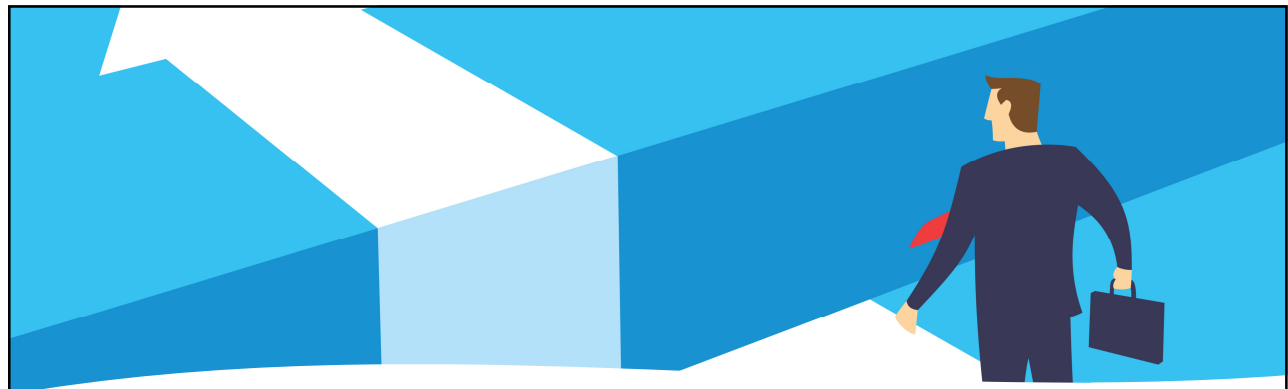
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Step 6 – Conduct Gap Analysis for SEIs

- Once team has set goals & targets
 - needs to identify series of SEIs
 - that will enable their achievement
- Conduct a gap analysis
 - to identify specific steps to take
 - to reach each goal & associated targets



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- Team should not only focus on weaknesses it needs to address
 - also identify strengths within State that can facilitate closing gap
- To develop SEIs for NASP>> conduct the gap analysis
 - using Global Aviation Safety Roadmap (Doc 10161)
- Compilation of SEIs will form action plan
 - that supports safety strategy presented in NASP > output from this step

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Step 7 – Develop List of Prioritized SEIs

- Review list of potential SEIs
 - by reviewing gaps & associated SEIs
- Select SEIs relevant to State & ops context
 - by listing them in order of priority
- When reviewing gaps identified, evaluate
 - safety impact
 - ability of State to effect change for each gap

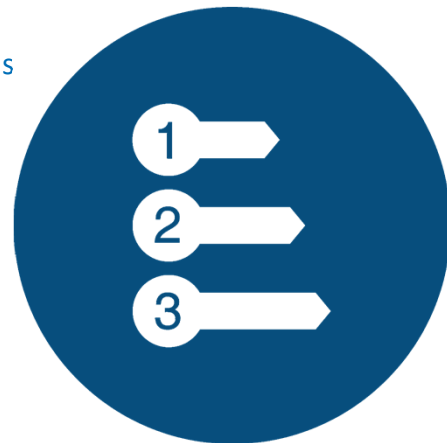


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Step 7 – Develop List of Prioritized SEIs

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- Output from step 7 >> generate prioritized list of SEIs
 - List forms action plan to achieve goals & targets
- Once list of potential prioritized SEIs is developed
 - team is ready to begin drafting NASP
- NASP may not contain all actions for each SEI
 - Some SEIs may be presented in stand-alone document
 - containing detailed implementation plan
 - NASP should provide summary of SEIs
 - Link or reference to detailed implementation plan may be included in NASP



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Step 8 — Measure Safety Performance

- Final step is divided into two separate tasks
 1. Definition of process to monitor implementation of NASP & effectiveness
 2. Actual measurement of safety performance
- For 1st task: include description of aspects
 - refer to Doc 10131, Chapter 4, 4.3.6
- Once process is completed (output)
 - team has all content to finalize NASP drafting
 - use NASP template in Doc 10131
 - or develop own

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- After NASP has been finalized
 - Handover SEIs to organizations or individuals responsible for implementation
- Measure safety performance
 - to monitor implementation of NASP
 - assess actual effectiveness in terms of improving safety
- Periodically monitor implementation of SEIs
 - to ensure actions are being accomplished, that they are effective
 - any difficulties with implementation are dealt with > then redo cycle



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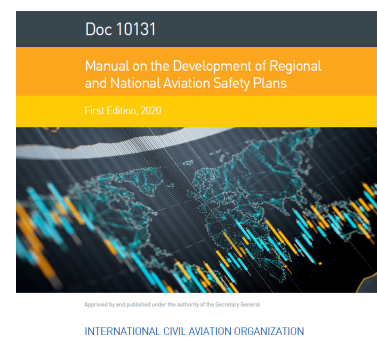
Guidance & Template

- ICAO developed guidance
 - Doc 10131, *ICAO Manual on the Development of Regional and National Aviation Safety Plans*
- Provides guidelines for RASP/NASP development
- Explains in detail content to be included in plan
- Provides template where State can fill in blanks



Content of Doc 10131, Ed 2

- Introduction
- RASP & NASP development process
- Guidance for drafting RASP
- Guidance for drafting NASP
- Reporting on plan



NASP Template

- Contains 6 sections
 1. Introduction
 2. Purpose of NASP
 3. State's strategic direction for management of aviation safety
 4. National ops safety risks
 5. ORG challenges
 6. Monitoring implementation



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NASP Template

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- All sections include standard “Boilerplate” text
 - text that can be reused in new contexts without significant changes to original
- Indicates when to fill in blanks
 - Name of entity, title of plan, etc.
- Contains lists and tables to fill
 - Issues, Goals, etc.
- Presents examples for blank sections that State must fill in



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Checklists in Doc 10131

- Provides checklists
 - for RASP & NASP
 - previously in Cir 358

- To verify plan completeness
 - in line with GASP
 - and Doc 10131 content



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NATIONAL AVIATION SAFETY PLAN CHECKLIST

<i>Doc 10131, Chapter 4, 4.3, Detailed Sections of the NASP (reference)</i>	<i>National aviation safety plan (NASP) content (aspect to be analysed or question to be answered)</i>	<i>Answer (Yes/No or N/A¹)</i>	<i>Reference in State's NASP (if different from template)</i>
4.3.1 Introduction of the NASP			
4.3.1 a)	Does it provide an overview of the NASP, including its structure (chapters, sections and their content)?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
4.3.1 b)	Does it note the State's commitment to aviation safety and to the resourcing of activities at the national level to enhance aviation safety, by issuing a statement signed by a senior aviation ministerial or government agency representative?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
4.3.1 c)	Does it describe how the NASP is linked to the SSP or how the NASP is linked to achieving effective safety oversight in the absence of a fully implemented SSP?	<input type="checkbox"/> Yes <input type="checkbox"/> No	



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Points to Remember

- Carry out 8 steps listed in Doc 10131
- Once SEIs completed >> repeat steps
- NASP template provides example & guidance (Doc 10131)
- Checklist to verify completeness of NASP (Doc 10131)

