

REGULATIONS OF THE REGIONAL SAFETY OVERSIGHT COOPERATION SYSTEM

Article 1 MISSION

The mission of the Regional Safety Oversight Cooperation System, hereinafter "SRVSOP", established by virtue of the Memorandum of Understanding signed between the Latin American Civil Aviation Commission and the International Civil Aviation Organization, is to optimise civil aviation safety levels in the region, providing advise and assistance to solve the problems facing States in terms of compliance with their safety oversight responsibilities, and to contribute, in close coordination with ICAO, to the harmonisation and updating of civil aviation safety regulations and procedures among their participating States.

Article 2 SEAT AND DURATION

The SRVSOP will have its seat at the ICAO South American Regional Office in Lima, will be governed by the provisions of these Regulations, and will have an indefinite duration.

Article 3 PARTICIPANTS

Participation in the SRVSOP will be open to all member States of the Latin American Civil Aviation Commission and to other North American, Central American, South American, and Caribbean States that may wish to join, through their respective authorities, as well as to State-owned and/or private entities interested in safety and expressing their will to join as special observers and that are accepted in the SRVSOP.

Article 4 FUNCTIONS

The SRVSOP will have the following functions:

- a) Propose uniform regulations and procedures in areas related to civil aviation safety, which are consistent with the relevant standards and recommended practices contained in the Annexes to the Convention on International Civil Aviation and with the associated procedures and guidelines, aimed at the harmonisation and/or adoption of said regulatons and procedures by the participating States.
- b) Establish and implement a safety oversight technical support programme in the participating States, in close coordination with ICAO, with a view to maintaining and/or ensuring compliance with their responsibilities emanating from the Convention on International Civil Aviation and its associated procedures and guidelines, and from any relevant regulations and procedures to be adopted by the SRVSOP for implementation by its members, in compliance with aforementioned ICAO standards.
- c) Provide advise, assistance and training to the participating States that so require for the implementation and application of the standards and recommended practices contained in the Annexes to the Convention on International Civil Aviation and in the associated procedures and guidelines, as well as any uniform regulations and procedures that the SRVSOP may adopt, coordinating the planning and execution of relevant actions.
- d) Encourage the establishment of a training programme for the technical personnel of the participating States, with a view to the dissemination of the Latin American Aeronautical

Regulations (LAR) and their implementation in the States that will adopt them or harmonise their own regulations therewith.

- e) In coordination with the participating States, plan and conduct certification and oversight activities with SRVSOP multinational teams of experts.
- f) At the request of the participating States, recommend the necessary measures to resolve safety oversight problems they may face and assist in the implementation of solutions.
- g) Conduct other related activities as recommended and approved by the relevant bodies of the SRVSOP.

Article 5 STRUCTURE

A General Board, a General Coordinator, a Technical Committee and the Focal Points will be responsible for fulfilling SRVSOP functions.

Article 6 GENERAL BOARD

- a) The General Board will consist of one representative of each participating State, preferably the person responsible for civil aviation safety in his/her State. It will meet at least once a year in an ordinary meeting, convened by its Chairperson, who will be elected among its members for a period of one year. The Chairperson may be re-elected for two equal, consecutive periods.
- b) Notwithstanding the above, the General Board may hold extraordinary meetings, duly summoned by its Chairperson, on his/her own initiative or at the request of the simple majority of its members or at the request of the General Coordinator.
- c) State-owned and/or private entities may participate in the meetings of the General Board as special observers, with no voting rights, if authorised to join the SRVSOP meeting as agreed by the majority of the participating States and that, at the time of the General Board, have paid their contributions for that year.

Article 7 FUNCTIONS OF THE GENERAL BOARD

The General Board will have the following functions:

- a) Approve the SRVSOP annual programme of activities.
- b) Review and approve the annual budget and the financial structure.
- c) Approve the Latin American Aeronautical Regulations (LARs), with a view to the harmonisation and adoption of said regulations by the participating States.
- d) Approve the conditions under which the SRVSOP will provide advise and assistance to the participating States that so require for complying with their safety obligations.
- e) Establish the number of experts who will make up the Technical Committee and approve the terms and conditions for their assignment.
- f) Determine the need to create panels at the suggestion of the Technical Committee.

- g) Review and approve expenses and accounts.
- h) Review and approve the annual reports of the Technical Committee and the annual report of SRVSOP activities.
- i) Adopt, maintain and modify, as necessary, the working arrangements of SRVSOP staff, taking as a reference those applicable to ICAO staff.
- j) Take appropriate measures to disseminate SRVSOP activities.
- k) Propose amendments to these Regulations as required.
- l) Decide on the separation of one or more States from the SRVSOP based on the analysis of such cases performed by the Technical Committee.
- m) Decide on the liquidation of SRVSOP goods and equity in case of termination of the SRVSOP.
- n) Address any other matter within the scope of the SRVSOP that has not been specifically assigned to any of the other bodies.

Article 8 GENERAL COORDINATOR

The Regional Director of ICAO in Lima, where the SRVSOP is based, will be responsible for general coordination of the SRVSOP, and will be have the technical and logistic support of the ICAO Regional Offices involved (Lima and Mexico) and the Technical Committee, as necessary, acting in accordance with the relevant ICAO procedures and guidelines, these Regulations, and other SRVSOP procedures.

Article 9 FUNCTIONS OF THE GENERAL COORDINATOR

The General Coordinator has the following functions:

- a) Coordinate with the Chairperson the convening of General Board meetings and act as Secretary at such meetings.
- b) Coordinate with the participating States the execution of the annual programme of activities.
- c) Provide guidance to the experts that make up the Technical Committee.
- d) Coordinate and lead the meetings of the Technical Committee and the execution of its programme of activities.
- e) Exchange the necessary information with the participating States and relevant organisations.
- f) Direct the execution of the annual SRVSOP programme of activities and its budget.
- g) Prepare an annual report of SRVSOP activities and submit it to the General Board.
- h) Maintain updated lists of Civil Aviation Administrations, candidates proposed for participation in the Technical Committee, and available experts.
- i) Publish and disseminate the procedures and other documents concerning the application of the uniform regulations adopted by the SRVSOP.

- j) Approve the procedural handbook of the Technical Committee and its amendments.
- k) Perform other functions within the sphere of SRVSOP activities that may be entrusted to it by the General Board.
- l) Request the convening of General Board extraordinary meetings when needed

Article 10
TECHNICAL COMMITTEE

The Technical Committee will be made up by experts who meet ICAO requirements in safety-related specialties, in a number as determined by the General Board and selected in consultation with ICAO. Their contracts will be renewable, for a duration of no more than one year, the first three months being on a trial basis.

Article 11
FUNCTIONS OF THE TECHNICAL COMMITTEE

The Technical Committee will have the following functions:

- a) Develop a procedural handbook for the Technical Committee, propose its approval by the General Coordinator, and formulate its possible amendments.
- b) Propose safety regulations, as specified in Article 4 a) of these Regulations, with a view to their harmonisation and/or adoption by the participating States, as well as to revise and amend them as necessary, establishing working groups for that purpose.
- c) Develop, adopt and keep up-to-date, with the support of the appropriate working groups, the procedures, advisory circulars and other guidance documents for the implementation of the uniform regulations adopted by the SRVSOP.
- c) Provide advise to SRVSOP States to ensure and/or provide guidance on, the proper implementation of the harmonised regulations and procedures.
- d) Recommend the adoption and uniform application of the harmonised regulations and procedures by the participating States.
- e) Promote the dissemination of the harmonised regulations and procedures.
- f) Identify the safety assistance requirements of Civil Aviation Administrations.
- g) Prepare and submit, every year, the draft programme of activities and budget to the General Board for approval.
- h) Establish the panels it may deem necessary and define their powers and work programmes.
- i) Review the reports of the panels that have been established, and rule on matters that are submitted by such panels to its consideration.
- j) Review the audit reports that the participating States wish to submit to its consideration.
- k) Comment on the amendments to these Regulations when so requested by the General Board.
- l) Analyse and inform the General Board of the consequences of one or more States separating from the SRVSOP.

- m) Propose to the General Board the liquidation of SRVSOP goods and equity in case of its termination.

Article 12
FOCAL POINTS

Focal Points are officials from any of the safety-related areas, designated by the Civil Aviation Administration of each participating State in order to have an expeditious link with the SRVSOP Technical Committee, and to coordinate and promote SRVSOP activities within their Administration.

Article 13
FUNCTIONS OF THE FOCAL POINTS

- a) Act as liaison between his/her State and the SRVSOP Technical Committee.
- b) Be aware of System-related agreements and documents and disseminate them in their State.
- c) Receive the documentation sent by the Technical Committee by e-mail or other appropriate means.
- d) Circulate the information sent by the Technical Committee amongst the members of their Administration who participate in SRVSOP working groups, for their assessment and comments.
- e) Follow up on the tasks of the working groups of their State concerning the assessment of the documentation sent by the Technical Committee.
- f) Ensure timely response to communications from the Technical Committee.
- g) Participate in SRVSOP Focal Point meetings to be held in accordance with the terms of reference approved by the General Board.

Article 14
ICAO SUPPORT

- a) ICAO will administer the SRVSOP through a trust fund agreement to be signed by the participating States and ICAO, as provided for in the third paragraph of the Memorandum of Understanding.
- b) ICAO will provide the System with technical and logistical support, the information and documentation it may require, and will supervise its activities using the regular means at its disposal.
- c) At the request of LACAC or of any of the participating States, ICAO will suggest the most appropriate way to proceed regarding the activities required by the States, in case the SRVSOP is not in a position to perform them.
- d) ICAO will make the necessary arrangements so that its auditors may review SRVSOP financial statements as of 31 December each year, and will submit its reports to the General Board through the General Coordinator.
- e) Expenses incurred by ICAO in the performance of the aforementioned activities which exceed the ordinary support provided by ICAO to its contracting States shall be covered in accordance with the relevant provisions of the trust fund agreement, the details of which shall be defined by the Parties.

Article 15
FINANCIAL REGIME

The SRVSOP will be funded through the contributions of the participating States, in the way established by the agreements among those States, as well as through the contributions of special observers, based on an annual budget approved by the General Board before November of the year immediately preceding the year of its application. The budget will also include the annual contributions (in US dollars) of participating States, to be deposited in the trust fund account that ICAO will open on behalf of the SRVSOP.

The minimum quota to be paid by special observers admitted pursuant to paragraph c) of Article 6 will be that required from States for their participation.

Article 16
CONCILIATION

Any discrepancy or controversy related to the interpretation or application of these Regulations will be resolved through negotiation between the parties involved.

Article 17
AMENDMENTS

- a) Any of the Parties, ICAO, or LACAC may propose amendments to these Regulations.
- b) Regarding LACAC, any State that is a member of the General Board may propose amendments to these Regulations. Any amendment shall be reviewed by the General Board and approved at an extended meeting of the LACAC Executive Committee, in which all SRVSOP States may participate.
- c) Any amendment proposed by ICAO or LACAC will require the approval of both parties in order to be effective.

Article 18
ENTRY INTO EFFECT

These Regulations will enter into effect once they have been formally approved by the Parties.
