FLIGHTPLAN

A SPECIALIST RISK PUBLICATION FOR THE AVIATION SECTOR





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EXECUTIVE SUMMARY



Welcome to the second 2021 edition of **Flight Plan**, brought to you by Gallagher's Aerospace division.

As you are all aware, this is a new publication designed to keep our clients up to date with the latest developments in aviation safety, quality and risk management issues.

In this publication, we have several articles of interest written by colleagues from Sirius Aviation- Limited, the Airport Council International (ACI), and lastly, the Technical Working Group of the Consortium of Design, Manufacturing and Maintenance Organisations.

Kevin Caron from ACI will be sharing his vision of a future post-pandemic and in particular, how airports will be preparing themselves for continued operations once COVID-19 becomes endemic. Jonathan Archer from the Technical Working Group has shared insight on implementing Safety Management Systems within Design, Manufacturing and Maintenance Organisations. Simon Stewart of Sirius Aviation has written a very interesting piece describing the Insurance Safety Advisory Tool, which is exclusive to Gallagher Aerospace and Sirius Aviation. It is an information system which allows our airline clients to present a 360 degree overview of their safety and operational capabilities. The idea is that by its continued use, Gallagher and our clients will have yet another tool to obtain the best possible technical and economic coverage conditions from the marketplace.



In addition, Sandra Lonsbury from Sirius Aviation has written an article about the Management of Change, an issue of continued interest as companies in the Aerospace sector need to be prepared to continually face new challenges, and do so in a manner that maintains or increases their safety, efficiency and profitability. Finally, Captain Santiago Luna is presenting our new collaborative project, The Latin American Aviation Safety Centre, LASC. Located in Bogotá, Colombia, and set up by Gallagher and Sirius Aviation in conjunction with the renowned Pontificia Universidad Javeriana, the LASC will be providing advanced training solutions for airlines, airports, civil aviation authorities, and air navigation service providers. Training will be available for all aviation industry stakeholders, including those in aviation safety, quality, emergency response planning, threat and error management, accident and incident investigation, technical aviation regulations and other similar areas. We are proud to be leading the way with a project that will offer the best training solutions at competitive costs to the aviation community not only in Latin America, but globally.

Please enjoy this edition of Flight Plan. Should you have any questions or comments, do not hesitate to get in touch. We would love to hear from you.

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O1. SAFETY MANAGEMENT SYSTEMS FOR DESIGN, MANUFACTURING AND MAINTENANCE ORGANISATIONS

AUTHOR: JONATHAN ARCHER, CO-CHAIR, TECHNICAL WORKING GROUP

The adoption of Safety Management Standards and Recommended Practices by the International Civil Aviation Organisation (ICAO) in 2013¹, shows that entities across multiple domains in the aviation industry have implemented Safety Management Systems (SMSs). To date, regulations requiring SMS implementation have focused primarily on certified air operators and aerodrome operators, as well as air navigation service providers. Current rulemaking activities are expected to promulgate SMS regulatory requirements for design, manufacturing, and maintenance organisations as well.

In anticipation of future regulatory requirements and recognising the benefits associated with safety management practices, many organisations are not yet required to implement SMS have done so proactively. To support SMS implementation by design, manufacturing, and maintenance organisations, a consortium of associations published an International Industry Standard (SM-0001) entitled "Implementing a Safety Management System

in Design, Manufacturing and Maintenance Organisations." This consortium includes:

- The Aerospace and Defence Industries Association of Europe (ASD),
- The Aerospace Industries Association of America (AIA).
- The Aerospace Industries Association of Brazil (AIAB),
- The Aerospace Industries Association of Canada (AIAC) and
- The General Aviation Manufacturers Association (GAMA)

Issue A of the Industry Standard², published in 2018 supports SMS implementation consistent with the Standards and Recommended Practices contained in ICAO Annex 19 Edition – Safety Management³ and is intended to be aligned with associated regulations issued by national and regional authorities. The Standard has been recognised by the U.S. Federal Aviation Administration (FAA) as a means to demonstrate compliance with regulatory requirements contained in Title 14 Part 5 of the U.S. Code of Federal Regulations. In cases where such regulations have not yet been promulgated, the Industry Standard is equally useful in supporting voluntary SMS implementation.

The Standard provides detailed guidance to implement SMS, as well as guidelines for interface management, including the sharing of safety-related information between organisations implementing SMS obligations, as well as with relevant aviation authorities. The Standard addresses each of the four components and twelve elements of the ICAO SMS Framework and considers corporate structure and processes such as: accountability; safety policy; hazard identification and safety risks management principles; safety data collection and assessment; and safety awareness and training.

An SM-0001 update is currently under development, with an anticipated publication date of February 2022 for the first revision (Revision B). Working in collaboration with the European Union Aviation Safety Agency (EASA), the Federal Aviation Administration, Transport Canada, and other authorities, industry representatives are developing the updated Standard to be deemed as an acceptable means of compliance for future SMS regulations. Revision B will also include alignment with the soon to be issued EASA Part 21 amendment, which introduces SMS requirements for all organisations holding an EASA approval; additional implementation guidance based on lessons learned as well as an enhanced tool to assess the maturity of an organisation's SMS.

A Revision C is expected to be published in the last quarter of 2022. This revision will include material that will ultimately align with new FAA rulemaking for part 21 SMS for organisations that hold a Type Certificate and Production Certificate. Additionally, this rulemaking will also introduce requirements for SMS to organisations holding parts, 91.147, 135 and 145 approvals.

In addition, the industry consortium is developing a white paper entitled "SMS Implementation Strategies," to provide additional guidance for organisations having disparate attributes including, but not limited to their size and complexity, the types of products or services being provided, as well as external factors such as operating environments and regulatory requirements. This white paper, anticipated to be published with Issue B of the Industry Standard, identifies desired outcomes as well as implementation challenges and strategies for each element contained within the ICAO SMS Framework. The white paper is intended to stimulate discussion between industry and regulatory stakeholders that assures effective and sustainable SMS implementation across a diverse group of organisations.

For further information or to participate in the revision of the International Industry Standard (SM-0001), "Implementing a Safety Board System in Design, Manufacturing and Maintenance Organisations" contact Jonathan Archer or Gilles Fontaine.





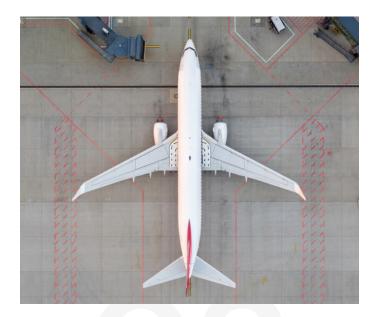
In general, any efforts to reduce risk have been viewed in a positive way by underwriters and have resulted in reductions in operator insurance premiums. There are many factors which can affect the price that an airline pays for insurance. There are factors which are inside the airline's control (such as operational risk management and claims), and others (such as market factors) which are completely outside the airline's control - but which can have a major impact on the cost of insurance.

Factors that can impact insurance rates (Hayes, 2009) include:

- Insurance market factors
- Factors applicable to the class as a whole; and
- Factors specific to the risk (Operator) itself
- Specific claims experience, Specific exposure profile (size, nature, complexity and risk of operations), and 'Technical factors' such as crew training, maintenance, equipment, safety culture (safety management) and financial health.

There is increasing focus on risk factors specific to the operator and how they are managed to ensure safe operations and differentiation to competitors in the market. Aircraft technology and system improvements continue to make significant contributions to aviation safety in terms of aircraft design and in their operation they are factors considered as part of the insurance risk process. However, in the last 15 years, the aviation community has been focussed on Safety Management Systems (SMS) as the primary means of assuring aviation safety. SMS is all about understanding the risk exposure of an operation and facilitating risk based decision-making throughout the organization. The International Civil Aviation Organisation (ICAO) published its aviation safety standards in 2006, requiring member states to establish SMS and this has since been enshrined in aviation regulations for commercial certificate holders throughout the aviation industry.

Gallagher and Sirius Aviation are now proud to introduce the Insurance Aviation Safety Tool (ISAT). This model facilitates the risk estimation and evaluation process as it applies to the operator's risk 'exposure profile of its operations'. In a hardening insurance market, this tool provides a new capability to review and present to the market the client operational risk and safety performance. Developed over a 12-month period, ISAT measures the effectiveness and performance of an operator's Safety Management System and is designed to aid in presenting an unbiased view of operational and safety performance during the insurance renewal process. A key assumption of the ISAT tool is that aviation operators follow the guiding principles of the International Civil Aviation Organisation (ICAO) on safety standards and recommended practices for the implementation and functioning of SMS to improve safety outcomes and continuously monitor risks in aviation businesses. It is expected that SMS regulations will eventually be mandated for other certificate holders such as Air taxi and Flying Training Schools.





What is ISAT?

The ISAT model is based on reviewing what an operator 'says' it does; the 'governance processes' they have in place, what safety and operational information is gathered from different sources, and how the operator measures safety performance to support risk informed governance.

ISAT is a 6-tier structured framework of Key Performance Questions (KPQs), Targets (KPTs) and Key Performance Indicators (KPls) (proactive and reactive indicators) to provide a holistic overview of the effectiveness - and performance - of an organisation's Safety Management System and its function in supporting management risk based decision-making. Within the organisational governance architecture, safety KPQs, KPls and KPTs are used to ensure goals and objectives are met, monitor and track continuous improvement, monitor safety performance and identify areas of inadequate performance.

In the environment today, operators will report via presentations which will present the best possible overview of their operations and safety programme. This tool is designed to allow a more holistic assessment of the 'state of operations' and risk profile at the time of renewal/placing.



Business Risk Profile Index
Operations/Fleet/Country/Accident Assessment Factors

ISAT Process - How does it work?

The process consists of a business risk profile and safety governance/performance review using existing organisational operational documentation, scheduled operations and examples of safety performance. All information can typically be obtained from existing data already held by the operator with minimal work/input required from safety/operational managers. The ISAT score will be validated against the size, nature and complexity of the operator's business model.



The ISAT Safety Performance Assessment evaluates an operator's approach to safety, calibrated against the size, nature, and complexity of the operator's business model:

Risk Control Strategies

Safety Objectives and Targets

Safety Action Plans and the Effectiveness

Resilience of the SMS as a Management System.

ISAT will generate a comprehensive report, showing the overall assessment scoring and confidence banding and highlighting areas of good performance and of recommended focus within six defined tiers. The data allows for a holistic overview of operator safety capability and performance against operating model risk.

Key Outputs of ISAT

- Evaluation of an operator's approach to safety, calibrated against the size, nature, and complexity of the operator business model
- Verification of SMS integration into the business
- Provides a simple and clear representation of an operator's safety capability and its delivery of safety performance
- Balances the operator risk profile against the safety management capability to oversee safe operations
- Completed through questionnaires and follow-up validation interviews
- Information is confidential and no data is shared with underwriters or any other party, unless approved by the client.

ISAT Client Benefits

ISAT functions as an advisory tool during the renewal process to represent and demonstrate the client's overall risk management capability and safety performance to the underwriters.

- ISAT facilitates clients in linking their developing safety program
 to their initial and renewal premiums and benefits from their
 safety capability not just their safety performance.
- The ISAT process facilitates an open and long term relationship between underwriters and operators based on risk performance, and transparency and safety initiatives.
- ISAT allows operators to differentiate themselves from their competitors based on risk governance and performance.
- ISAT facilitates a transparent data-driven approach to support clarity of risk exposure to be underwritten and allow evidence-based differentiation between clients for underwriters and brokers.

For more information contact Sirius Aviation at contact@siriusav.com





03. LIVING WITH COVID-19 AND AIRPORT RESTART

AUTHOR: KEVIN CARON, VICE-PRESIDENT GLOBAL ASSESSMENT AND TRAINING, AIRPORTS COUNCIL INTERNATIONAL WORLD

Air connectivity is essential to enable economic recovery. As countries around the world open back up for international travel, we all recognise that we need effective strategies to restart our industry while managing our return to growth.

Therefore, adequate planning is essential in preparation for the early days and weeks of the restart of passenger flights, including constant attention to business continuity planning. This is equally true for the subsequent phases as operations build up.

Relationships with air carriers at an airport will be critical, as their intentions may change rapidly. Liaison with contractors, unions, the air navigation service provider (ANSP) aircraft operators, and ground handling service providers will also be necessary, as will issues of procurement of supplies while the COVID-19 crisis continues. Slot-controlled airports should ensure capacity analysis and capacity declaration are conducted regularly, maintained current, and communicated.

When planning to restart or increase the aircraft movements and passenger operations significantly at the airport, it will be essential to ensure adequate operational readiness and testing of airport infrastructure and systems that may have been shut down or have undergone partial, restricted, or no use for a prolonged period.

To adequately prepare for and manage this critical phase, airport operators should go through a thorough operational readiness assessment, similar to the process conducted when opening a new terminal, in particular for all elements of the airport system that have not been engaged in standard operations for a prolonged period. This process should be conducted as part of the overall ramp-up and restart plan that the airport operator should establish.

Many methodologies exist to conduct this operational readiness testing, including ACI's Airport Excellence (APEX) in the operational safety peer review program. In practical terms, there are often two or three primary stages to this process, as described in the table below. It is important to note that this process may have to be undertaken numerous times as the procedures and operating modes related to the evolving health situation is likely to evolve continuously.

Phase	Process	Description
1	Planning	This phase allows for the development of the operational assessment processes to be established and formalised, unless already existing. The assessment processes are most likely to be in the form of checklists to improve ease of use.
2	Execution and stabilisation	This phase, which is to be initiated only once the operations are about to restart, includes a verification of the individual elements that are identified in the operational testing processes. Should any issues be identified, these would need to be addressed and stabilised allowing for a transfer to standard operations.
3	Operation	This phase is the result of the operational readiness testing and stabilisation process whereby the normal operating conditions are regained, or as a minimum the modified operating conditions for the specific element that is assessed.

The operational readiness assessment should be conducted on both infrastructures and systems. Systems include hold baggage sortation system, CUTE sets at check-in counters and gates, apron surfaces, runway lighting systems, potable water access points, etc.) that have not undergone normal operations for some time as well as on critical operational processes (e.g., rescue and firefighting (RFF), wildlife management, worksite safety, etc.). All assets (infrastructure and systems) and process owners should establish the testing checklists and participate in the field evaluation.

Given the number of stakeholders operating at airports, the airport operators must coordinate the overall operational readiness testing processes to have a complete picture of the airport system before restart. A comprehensive asset and process readiness dashboard should be maintained and updated by the airport operator following each phase of ramp-down and ramp-up.

An equally important part of the operational readiness process will be to ensure that all operational staff is introduced back into the daily operations in such a way as to be fully ready to fulfil their tasks safely and according to established procedures or any new requirements that may have been developed. Therefore, the airport operator should have a central role in consolidating a comprehensive understanding of its own staff's level of preparedness and competency and all key stakeholders operating at the airport (ATC, ground handling, RFF, security, etc.).

As the industry begins this new era of living with COVID-19, all members of the aviation ecosystem are mapping out how they will return to a growth in operations while identifying and managing risks with planning and stakeholder communications. ACI will continue working with its global partners to explore these and many other topics to seek common ground and solutions. Working collaboratively will ensure these new procedures will work for the traveling public and the aviation community at large.



04. MANAGEMENT OF CHANGE

AUTHOR: SANDRA LONSBURY, MANAGING DIRECTOR, SIRIUS AVIATION LIMITED

Change is a Constant Factor

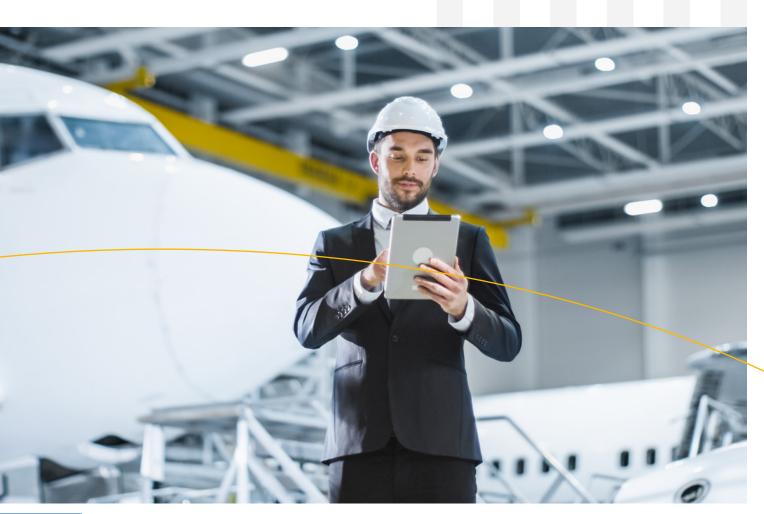
Managing change is a constant and familiar factor in the Aviation industry. Most of the required steps in effective change management could be perceived as no more than common sense or good business management, however in the ever-changing and often challenging day-to-day operations of our organisations these essential elements are often overlooked.

Areas of change in an organisation normally fall into three main categories:

- Business restructure (Deep or Transformational change) linked to organisational changes such as business rationalisation, new products and services introduction or business merger and acquisition
- Technological change refers to the process of implementation of new software, tools or equipment linked to operational processes
- Incremental change this is normally associated with minor system changes that would be undertaken through project initiative at a department level.

For any change management program to be successful it is essential to clearly communicate the initiative to all tier management levels in the company, and to identify changes and promote benefits to the business process. Questions and challenges to ask yourself and team responsible for the change cycle:

- Is the proposed change needed?
- What is the optimal speed of the change proposed?
- What is your strategy and implementation plan?
- · What are your key objectives?
- · What are your measures of success?
- What are the demonstrable benefits to the organisation?
- What is the down side, negatives linked to the proposed change?
- How are you preparing staff for the change?
- Is the proposed change in line with company values and commercial strategy?

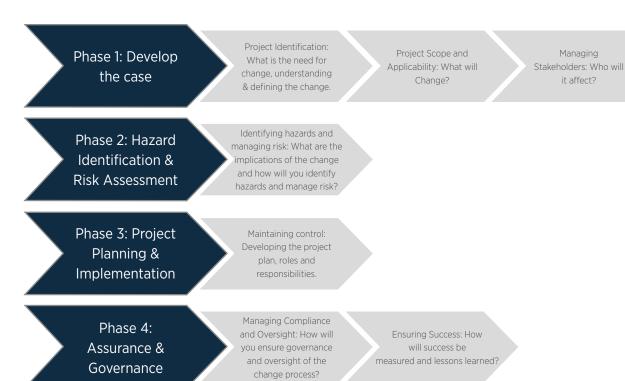


Where do you begin?

Management of Change (MoC) helps ensure that the safety and continuity of the business is maintained during change and provides a systematic risk based approach and formal process to implementing change. It is crucial that all changes are managed to truly understand the risk and impact to the operation. Therefore, if one follows the PDCA (plan, do, check, and act) model, a solid plan can be developed and implemented. This translates to; define the change, risk management, assurance, plan and implement.

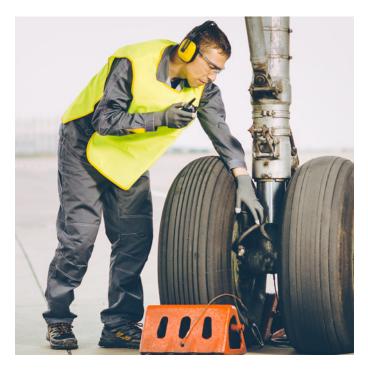
ICAO doc 9859 provides a specific management of change framework which can be categorised into four phases.





Those involved in leading the process will need to clearly demonstrate why the change is being brought about and the benefits that it will bring. When defining the change, it is useful to consider the following areas that bring about change and would require a structured MoC process to be followed:

- Organisational changes (e.g. personnel or staffing changes)
- Activity changes (e.g. changes to processes, equipment, infrastructure, software, materials)
- Changes to the operational & safety management systems (e.g. procedures).



The aim of a structured management of change process is to provide a controlled approach to delivering the change ensuring that the consequences of such a change does not pose a threat to company operations, pose a risk to individuals or groups, and that the safety, security of operations are maintained.

Whether major or minor, all aspects of the change must be covered and analysed. This will ensure that changes to procedures or work practices have been registered, hazards identified, risks assessed, and control measures implemented to manage any Health, Safety or Environmental impact of the change before implementation.

A detailed action plan should be created listing the individual tasks, responsible person(s) timeframe for completion and dependencies. If the project is a large multi departmental change it is useful to subdivide the plan into areas of responsibility with the nominated Project Manager having overarching responsibility for oversight of the implementation.

It is essential to establish a formal process for review and input when implementing the project. The Project Plan created in Phase 3 forms the basis for ensuring the project is implemented and controlled as designed. It is a living document and will be used until the change is fully implemented.

Conclusion

Effective change is the result of good planning and execution addressing all the principle factors associated with the change from People, Process and Organisation. In summary the key drivers for success depend on:

- Sponsorship and ongoing support: How will you secure, engage and use high-level support and sponsorship of the change?
- Addressing the human element: Who is best positioned to help your team design and implement the change? What leadership style will be used? How are you going to be inclusive? How are you ensuring participation and involvement and employee buy-in? Change is most effective when you are able to win support from people across the business. How do you plan to achieve this?
- Communication strategy: Needs to ensure that it covers all levels of the operation and internal and external stakeholders
- Change impact and success factors: What are the success criteria? How will performance be measured? What goals do you need to achieve?

There are many tools available to successfully implement MoC within your operation. However, whatever tools you choose, keep the following steps in mind to help you to implement change in a positive and appropriate manner:

- Ensure that everyone involved in the changes understands what needs to happen and how it affects themes
- Agree success criteria and ensure they are regularly measured and reported
- Map and identify all of the key stakeholders that will be involved in the change and define their involvement
- Identify training needs that must be addressed to implement the change
- Appoint Change Agents who will be the change champions and help put the new practices in place and act as role models during the change
- Find ways to change employee habits, so that new practices become the norm
- Support everyone!



AUTHOR: CAPTAIN SANTIAGO LUNA, DIRECTOR LASC, SIRIUS AVIATION LIMITED

The Latin American & Caribbean accident statistics indicate⁴ that Safety Management and Regulatory Oversight are two significant contributory factors affecting operator safety performance. Safety Management Systems are critical to safety performance within an airline and in most cases are required by Regulators. The advent of COVID-19 has brought this into stark focus. It is clear that Safety and Compliance Management is an area that needs further attention as demonstrated by the fact that both IATA and ICAO currently have safety initiatives in the region.

For the civil aviation industry in Latin America and the Caribbean, the COVID-19 pandemic represented an estimated passenger revenue loss of more than USD26bn in 2020, when compared to the previous year. More than 18 months into the pandemic, a number of countries have decided it is time to open up and adopt a "living with COVID-19" model. IATA economic performance projections for Latin America show that interregional traffic is recovering but improvement in financial performance is slow.

Latin America Accident Rates

⁴ASR2020.pdf (icao.int)



Latent conditions

	Percentage Contribution
Regulatory Oversight	38%
Safety Management	38%
Flight Operations	31%
Selection Systems	28%
Dispatch	21%
Flight Ops: SOPs & Checking	21%
Mgmt Decisions, incl. regul. decision (cost cut)	17%
Dispatch Ops: SOPs & Checking	14%
Maintenance Ops: SOPs & Checking	10%
Maintenance Operations	10%
Design	10%
Flight Ops: Training Systems	10%
Ops Planning & Scheduling	7%
Cabin Operations	3%

The global situation regarding the pandemic continues to be fluid; some countries are facing a third wave, there are pocket outbreaks at destinations, restrictions via vaccine passports, and testing & travel bubbles (as countries open up). Airlines are adapting and responding as guidance evolves, which means the operational risks need to be identified, mitigated and managed on a continuing basis. IATA predicts that global RPKs are estimated to improve by 18% in 2021, reaching 40% of pre-crisis levels. In 2022, the recovery forecast is being linked to the rate of country vaccine rollout, vaccine passports, and travel restrictions; these factors will determine international traffic ramp up, while domestic travel is forecast to improve rapidly.

PWC states⁵ that the market recovery will be driven by five factors: the pandemic, industry factors, economic climate, consumer behaviour, and regulation. IATA predicts that regions with large domestic markets, faster vaccination rollout and less restrictive government policy will continue to recover faster than the other parts of the world (linked to consumer disposable income). The airline industry is therefore facing an uneven recovery from the pandemic.

⁵Global economy watch: Predictions for 2021 (pwc.com)





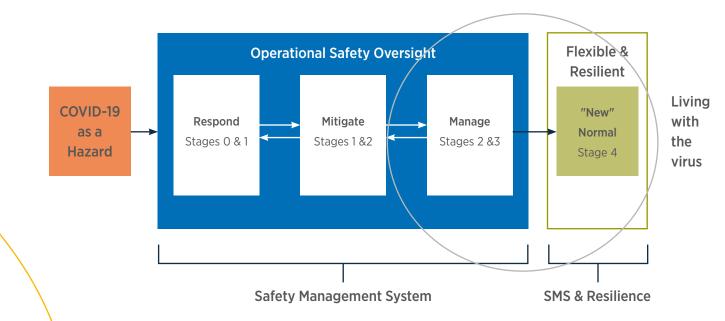
The Latin America Training Centre (LASC)

The duration and impact of the pandemic means that some of the safety issues identified in 2020 have been exacerbated. Meanwhile, new safety issues are emerging. These include issues such as the risk of skills and knowledge degradation due to lack of recent practice, the wellbeing of aviation professionals, the impact of long term storage of aircraft and recovery and the overall effects of reduced finances on safety, including loss of suppliers and the loss of operational and technical staff.

As the new delta variant spreads and outbreaks occur, airlines are continuing to face unprecedented challenges on all fronts. The pandemic has created severe financial distress in the industry, thus driving some to implement draconian cost-saving measures, and forcing others to take on significant debt in a fight for survival.

These financial constraints have led to a huge reduction in resources available for operators to manage operational needs. It is critical that operators can ensure that the safety culture, programs and processes which are in place remain effective in monitoring their operations, identifying and mitigating risks, and assessing the possible new risk arising of operational changes. A systematic approach is needed to effectively manage the current situation. The necessary capabilities are already embedded in the operator's safety oversight programs. There are four phases of critical activity for operators as the industry progresses to a 'new normal': Initial Response, Respond, Mitigate, and Manage.

The much talked about "new normal" phase (stage 4) of COVID-19 pandemic is building the foundation of 'living with the virus' and for a new way of doing business with a focus on dynamic risk management response and safety resilience.



To help regional and global airlines, airports, civil aviation authorities, MROs and, in general, all the aviation related entities and sectors to improve their safety and compliance management capability and performance delivery, Gallagher's Aerospace division and Sirius Aviation, in collaboration with Pontificia Universidad Javeriana Bogotá (Colombia) have established the Latin American Aviation Safety Centre (LASC). This is designed to assist these stakeholders in Latin America and the world over to enhance operational safety and quality as well as obtaining and maintaining IOSA, ISSA, ISAGO and other industry recognised registrations/certifications.



Currently, there are many organisations that provide in-house safety and compliance training, but there is not a training centre of excellence within the LATAM region that offers a Safety Certificate. In the past, participants have had to travel to the US or Europe to obtain world class safety training. We are proposing to bring this level of training to Colombia so that the training is more affordable and attainable to regional organisations, operators, and industry stakeholders.

The LASC will offer an Aviation Safety Certificate providing the widest reach for the associated aviation community as it combines the structured elements of quality, compliance monitoring and safety as well as teaching participants how to manage safety as a business process, while understanding the intricacies of safety management. To achieve this certificate, participants will need to complete a selection of mandatory and elective courses relating to safety, risk and compliance. All courses can be taken on a standalone basis, but will be delivered in a progressive order.

It was originally envisioned that all courses would be delivered at the Pontificia Universidad Javeriana Campus in Bogota. Due to the current world situation and in order to ensure that the certificate can be provided to the intended regional and global audience, all of the courses will be delivered through a combination of classroom, CBT, virtual, and work assignments.

Implementation of the LASC will fill a capability gap in the region bringing cutting edge aviation safety training programs to LATAM. LASC will support regional airlines in providing the tools, skills and knowledge for their aviation personnel to address current and emerging safety issues within the organisation's management system. It will equip organisations with the capability to proactively detect risk and practical drift from aviation standards whilst ensuring the delivery of safe and effective operations.



GET IN TOUCH

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