



## Flight Crew Licensing Technical Working Group Tasking Instructions

*The Technical Working Group is established and operates in accordance with the Terms of Reference of the Aviation Safety Advisory Panel (ASAP) dated September 2017 (or as amended).*

### Background

The ASAP has been approached by industry members who have raised concerns regarding issues with their experiences operating under Civil Aviation Safety Regulations (CASR) Parts 61, 141 and/or 142. Some problem areas are specific regulatory issues that, in many cases, do not require a significant amount of regulatory change to improve outcomes for industry. It is believed that some of these problem areas are causing high levels of cost and/or administrative imposition without demonstrable safety benefits.

As part of standard process, CASA will conduct a post-implementation review (PIR) of the CASR Parts, however this project is expected to be launched at a later date. The ASAP considered that some of the issues raised by industry could be addressed and resolved relatively quickly prior to the complete PIR process.

### Purpose

During the 12 September 2019 ASAP meeting, CASA indicated that it has begun preliminary work internally to identify possible solutions for 'pain-points' that have been commonly raised by industry. The Panel discussed the need for CASA to continue its work and consult with industry further. As such, the ASAP agreed to establish a Licensing and Flight Training Technical Working Group (TWG).

The role of the TWG will be to provide relevant technical expertise and industry sector insight to work with CASA to continue identifying problem areas associated with CASR Parts 61, 141 and/or 142 and develop possible solutions. The task of this TWG is to identify the main 'pain-points' and develop solutions that could be implemented relatively quickly, as opposed to consultation that would be part of a proper PIR project. However, this TWG may be required by the ASAP in the future for such consultation.

The Technical Working Group will:

- Provide industry sector insight and understanding of current needs and challenges
- Provide current, relevant technical expertise for the development, analysis and review of legislative and non-legislative solutions to the identified issues.

### Specific objectives

In collaboration with CASA, the TWG is to:

1. Identify current safety concerns associated with CASR Parts 61, 141 and 142
2. Identify current problem areas associated with CASR Parts 61, 141 and 142 that are causing cost and/or administrative impost without demonstrable safety benefit
3. Review the status of the identified problem areas and prioritise them for resolution
4. Develop and recommend solutions to the identified problem areas.

### Roles and responsibilities

CASA	Technical Working Group Members
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<ul style="list-style-type: none"> <li>• Organise meetings and workshops, and produce agendas, papers and supporting materials</li> <li>• Facilitate meetings and workshops</li> <li>• Record insights and findings</li> <li>• Communicate openly and consistently with working group members about project status and issues</li> <li>• Respect the time of all working group members by minimising work required to achieve outcomes</li> </ul>	<ul style="list-style-type: none"> <li>• Commit to supporting the project objectives and timeline</li> <li>• Engage and collaborate constructively at all times</li> <li>• Prepare for working group activities by reviewing agendas, papers and supporting materials</li> <li>• Provide timely and considered advice in meetings, and between meetings as required</li> <li>• Respond to requests for feedback on draft materials within agreed timeframes</li> </ul>
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### **Reporting arrangements**

At the conclusion of the meeting, or soon thereafter, recommendations and reports of the TWG will be provided to the Chair of the ASAP, through the Secretariat.

### **Consensus**

A key aim of the Technical Working Group is that a consensus be reached, wherever possible, in the finalisation and preparation of advice for the Aviation Safety Advisory Panel and CASA.

The Technical Working Group will be guided by the ASAP Terms of Reference (Section 6) with respect to determining and documenting consensus.

### **Membership**

Members of the TWG will be appointed by the ASAP Chair, following ASAP processes.

It is recommended that the membership of the Licensing and Flight Training TWG consist of the following persons:

- Working group lead: CASA project representative x 1.
- 10 industry personnel, representing a range of experience within the sector.

Requests for changes to the membership will be made to the Chair of the ASAP, through the Secretariat.

### **Attendance and travel**

Cost-effective and convenient locations for meetings will be selected to reduce the travel and time impacts for working group members.

If participants are unable to attend working group meetings in person, remote attendance may be facilitated using video-conferencing equipment installed at CASA offices. This will be coordinated by the ASAP Secretariat.