



Aerodrome Rescue and Fire Fighting Services Technical Working Group Tasking Instructions

The Part 176 Technical Working Group (TWG) is established and operates in accordance with the Terms of Reference of the Aviation Safety Advisory Panel (ASAP) dated November 2021 (or as amended).

Purpose

The role of the TWG will be to provide relevant technical expertise and industry sector insight in relation to the draft CASR Part 176 and Part 176 Manual of Standards (MOS) to enable implementation of government policy for the regulation of ARFFS.

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 identified issues
- Assist with the development of draft regulations, guidance materials and other supporting materials
- Provide endorsement and/or conditional endorsement of draft regulations, guidance materials and other supporting materials for consideration by the ASAP and CASA

TWG outcomes

The objective of the TWG is to ensure the Regulation and MOS will achieve the policy intent. This will be achieved by:

1. Evaluating whether the draft CASR Part 176 and draft Part 176 Manual of Standards (MOS) will:
 - a. achieve the identified policy intent, and
 - b. be implementable by the Australian aviation industry.
2. Providing a concise summary to the ASAP recommending either:
 - a. That the ASAP endorse CASR Part 176 and the Part 176 MOS.
 - b. That the ASAP endorse CASR Part 176 and the Part 176 MOS noting that further discussions are required in relation to certain provisions.
 - c. That the ASAP does not endorse CASR Part 176 and the Part 176 MOS due to underlying policy inconsistencies

Roles and responsibilities

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

Confidentiality

All discussions and materials from TWG meetings should be treated as confidential. Premature dissemination of information may dilute TWG processes, particularly if discussion points remain unsettled or documents are not ready for public consultation.

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.

Planned TWG dates

Two TWG meetings to be held via videoconferencing using Microsoft Teams is currently planned. The meetings will occur for two hours each on Wednesday 2 and Thursday 3 February 2022. Subsequent TWG meetings will be scheduled on an as-need basis.

Membership

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

It is recommended that the membership of the Part 176 TWG consist of the following persons:

- Working group lead: CASA project representative x 1.
- ARFFS organisation representatives: x3
- Fire industry bodies, organisations and/or union representatives: x3
- Airport representatives: x2
- Accredited ARFFS training providers: x2
- Airline/air operator/regional aviation representatives: x2

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