



Civil Aviation Authority of Nepal

Advisory Circular 10/2020			
Subject:	Runway Safety Maturity Checklist		
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1.0 INTRODUCTION

This Advisory Circular (AC) is provided for information and guidance purposes. It describes an example of an acceptable means, but not the only means, of demonstrating compliance with regulations and standards. This AC on its own does not change, create, amend or permit deviations from regulatory requirements, nor does it establish minimum standards.

This AC may use mandatory terms such as “must” and “is/are required” so as to convey the intent of the regulatory requirements where applicable. The term “should” is to be understood to mean that the proposed method of compliance is strongly recommended, unless an alternative method of safety protection is implemented that would meet or exceed the intent of the recommendation.

2. ACTION FROM AIR OPERATORS

The air operators are expected to take into account the information from this advisory circular and train their staff as applicable.

Runway Safety Maturity Checklist							
AIRLINE	Element What are you looking for? For example, "Do you have....."	Objective Why are you looking for it?	Does the element exist? Is it written down (e.g. procedure)? Does it exist (e.g. equipment, signs, markings etc)? Details	Training Are people trained in the use of the element ? Remedial and/or Refresher training? Details	Is it working? How do you know? (e.g. incident reports, analysis, corrective action, feedback) Details	Improvement What could you do to improve this element ?	Index
Airline	Pilot SOPs indicate the stage of approach (e.g. TOD, pre flight briefing) ATIS should be monitored and require a PIREP is to broadcast if the meteorological conditions are different to the ATIS. Eg a) Wind shear reports b) Wake turbulence c) Request ATC updates d) TAF and METAR d) Other						
Airline	Airline SOPs require pilot monitoring of track miles, height or speed on approach including a) confirmation with ATC of new track distance, height or speed information and ATC plans b) rejection of instructions that are outside the SOPs including interception above glidepath	Sufficient / accurate track and distance information is provided by ATC (including sequence change, deviation from track)					
Airline	Airline SOPs require the use of local knowledge in assisting with determining required track miles.						
Airline	Airline SOPs to advise ATC of changes to aircraft type, performance and stable approach criteria.						

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Airline	Airline SOPs require Flight Crew to: a) Utilise precision approaches where available b) Brief appropriately for non-precision / visual approach when precision approaches are not available. c) Bpply Airline SOPs criteria for use of non-precision and visual approaches d) Request appropriate published instrument approach procedure to a runway with visual vertical guidance (e.g. PAPI, VASIS etc) e) Other						
Airline	Airline SOPs to ensure cross cockpit communication minimises internal/external pressures and power gradient so that decision to continue can be instantly challenged without recourse.						
Airline	Airline procedures support a Just Culture where a go-around or relected take-off is required. (e.g. management support for PF decision to initiate a go-around)	Initiate a go-around when aircraft becomes unstable as specified in Airline SOPs					
Airline	Airline SOPs detail energy management on approach and landing phase: a) for airspeed, thrust, drag, flight path, braking application etc b) standard calls by PNF to alert PF including current automation mode c) to ensure correct profile or initiate go-around.						

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Airline	Airline SOPs require cross check of information (e.g. rad alt Vs distance) and appropriate response to on-board alerts and cross checks including approach aid status						
Airline	Airline SOPs to assure appropriate use of automation						
Airline	Pilot procedures require notification to ATC of runway surface condition.	ATC will advise other pilots of runway surface condition, may change runway in use.					
Airline	Airline SOPs prescribe braking settings according to runway surface conditions						
Airline	Airline SOPs for recovery from : a) failure of avionics b) failure of undercarriage or braking systems c) failure of flight and propulsion systems d) FMS indicated gross error check						
Airline	Training, checking and assessment to verify use of ICAO compliant phraseology including readback/hearback procedures						

Airline	Mechanism to provide feedback to ATC regarding ongoing suitability of approach procedures.						
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Airline	Conducting effective pre-flight planning and pre-departure briefing including flight planning packages / NOTAM summaries						
Airline	Airline SOPs detail pre-flight review, walkarounds, acceptance of Minimum Equipment List (MEL), system checks						
Airline	Just culture policy and procedures						
Airline	Fatigue risk management system						
Airline	Drug and alcohol management program						
Airline	CRM/TEM/MCRM procedures						
Airline	Fitness for Duty policy and procedures						
Airline	Human Factors training						
Airline	OHS policy and procedures (conducive workplace environment e.g. lighting, temperature, humidity, air quality, ergonomics, noise, distraction etc)						

<p>Airline</p>	<p>Airline enables improvement by providing evidence of reports, analysis, recommendations and implementation of change to procedures/practices/facilities to improve runway safety performance</p>	<p>Application of the SMS for continual improvement to procedures and practices to maximise runway safety performance</p>					
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3.0 CONTACT OFFICE

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Suggestions for amendment to this document are invited, and should be submitted to:

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