1 INTRODUCTION

1.1 Foreword

The International Civil Aviation Organisation (ICAO) and Regulation (EU) 2018/1139 of the European Parliament and of the Council of 4 July 2018 on common rules in the field of civil aviation and establishing a European Union Aviation Safety Agency, and amending Regulations (EC) No 2111/2005, (EC) No 1008/2008, (EU) No 996/2010, (EU) No 376/2014 and Directives 2014/30/EU and 2014/53/EU of the European Parliament and of the Council, and repealing Regulations (EC) No 552/2004 and (EC) No 216/2008 of the European Parliament and of the Council and Council Regulation (EEC) No 3922/91 (hereinafter - Regulation 2018/1139) requires Member State to establish and maintain a **State safety programme (SSP)** for the management of civil aviation safety in relation to the aviation activities under its responsibility.

Regulation (EU) 2018/1139 sets obligation for the Member State to participate in the European Plan for Aviation Safety and develop a national **State Plan for Aviation Safety**.

Therefore, the State Plan for Aviation Safety of Republic of Latvia (SPAS LV) is entirely consistent with the European Plan for Aviation Safety (EPAS).

SPAS LV describes States' safety priorities, objectives, safety performance indicators and associated actions Latvia wants to work on for the next year with the sole aim of further improving safety across the civil aviation industry of Latvia.

SPAS LV allows the State to clearly communicate its strategy for improving safety at the national level to all stakeholders, including other government branches and the travelling public. It provides a transparent means to disclose how the State Agency "Civil Aviation Agency" (CAA LV) and other entities involved in civil aviation will work to identify hazards and manage operational safety risks and other safety issues.

1.2 Applicability

CAA LV includes the EPAS actions assigned to the Member States (MST) in the SPAS LV.

Based on the assessment of relevant safety information, CAA LV, in consultation with relevant stakeholders, identifies in SPAS LV the main safety risks affecting national civil aviation safety system and sets out the necessary actions to mitigate those risks.

CAA LV informs EASA of the risks and actions identified in EPAS that it considers not to be relevant for its national aviation safety system and the reasons thereof.

SPAS LV is to be considered as the primary tool used by CAA LV to report EASA on EPAS MST actions implementation annually, although, if the plan is not updated annually, a report on the implementation of EPAS MST actions shall be produced.

Aviation stakeholders must process, document and implement the actions where applicable.

Consequently, each aviation stakeholder is responsible for the safety of its own operations. The organisations must address in their Safety Management Systems the threats identified by them and those identified through the aviation safety risk management process at State level in respect of their own operations, assess the associated risks and, if necessary, implement actions aiming to reduce the risks to an acceptable level. The organisations must process the actions assigned to them in the SPAS LV. As part of its oversight activities, CAA LV assesses how the organisations have addressed the threats relevant to them described in the SPAS LV in their safety management.

1.3   Development and implementation of plan

Application of sound safety management principles is essential for continuous improvement of civil aviation safety in the Union, anticipating emerging safety risks, and making best use of limited technical resources. It is therefore necessary to establish a common framework for planning and implementing safety improvement actions by all stakeholders involved.

SPAS LV is a working document which is mostly technical and operational in nature.
SPAS LV is administered by CAA LV.

A project-based approach is followed in the development and execution of this working document. Consideration is given to how stakeholders should be involved, and which of the existing structures and/or consultations should be used to address the issue and action. Account is taken of the existing roles, responsibilities and consultation structures, both within the CAA LV and beyond. The existing structures/roles and responsibilities are described in the SSP. The actor named first is the initiator of the action, unless otherwise agreed.

For the SSP and the SPAS LV development it is also important that all parties involved have appropriate competence in relation to the action. This is an ongoing process and a key issue for all the organisations involved.

The implementation of the shared responsibility for civil aviation safety is achieved by:

- implementing this action plan through dedicated projects;
- exchanging knowledge and experiences through domain consultation within the aviation area;
- an annual interim evaluation of the progress of projects and regular prioritisation sessions with the aviation area.

The last insights and developments of EPAS are taken into account. Amendments during the year are possible, since the SPAS LV is a living document. The version date is to be used as a reference.

The effectiveness of desired outcomes as specified in SPAS LV will be monitored as part of aviation safety risk management and safety assurance at State level (ref. to Chapter 2).

1.3.1   Identification and prioritisation of potential action points

Based on relevant sources and documents, a number of potential action points or issues are identified, which are considered relevant for the aviation safety management in Latvia (ref. to Chapter 3).
The potential action points are assessed with organisations – for example, from the Commercial Aviation sector,from General Aviation etc.
The objective of these assessments is to get a shared picture of the priority of the considered potential action points or issues, and to produce an order of action points for this action plan.

The proposed candidate issues are recorded and managed through the CAA LV Risk Register, which contains all the information concerning safety issues and assessed risk levels. Priority list is developed based on the information in CAA LV Risk Register and EPAS. The prioritised candidate issues are further assessed with a view to finding the most effective approach to tackle them. The outcome is a Flight Safety Follow-up report, which is consulted with the involved stakeholders for addressing the issue and action. After the stakeholders' validation of the actions proposed in the report become SPAS LV actions.

A new proposal, such as a new issue or a proposal for a new SPAS LV action can be submitted at any time during the programming cycle.

1.3.2 Project-based approach

Project-based approach is used for the initiating, planning, executing, controlling, and closing the work of a team to achieve specific goals and meet specific success criteria at the specified time related to the issue or action point.
Therefore, the issues or action points set out in SPAS LV will be addressed by project teams. Team composition shall be in line with the issue to be resolved (ref. to Chapter 4).

Safety management tasks of the project team:

(1) Identification and assessment of safety issues in key risk areas through analysis of occurrence data and supporting information from the oversight programme (i.e. full list of identified safety issues is established and continuingly monitored for the definition and programming of safety actions).
(2) Definition and programming of safety actions, such as:
  • identification of weak controls for which potential safety actions can be proposed;
  • assessment of possible implications and benefits of the proposed actions and issue of recommendations on the actions to be included in SPAS, considering that proposed actions should be discussed and agreed with the air operators.
(3) Implementation and follow-up of the actions, considering that a monitoring mechanism is implemented to verify the effectiveness of any necessary SPAS action (e.g. these may include focussed oversight of air operators' SMS).
(4) Safety performance measurement:
  • to monitor the changes that have resulted from the implementation of safety actions;
  • to monitor the aviation system so that new safety issues can be identified.

The following safety management subtasks are to be performed by the project team:

(1) collect data from oversight activities and occurrence reporting;
(2) identify hazards from the data collected in the State;

(3) assess risks of identified hazards in the State;
(4) identify and implement mitigation measures at European level and at National level;
(5) implement proposed safety recommendations to avoid recurrence;
(6) conduct safety studies and provide safety reports;
(7) propose and implement improvement actions.

Project team develops plan of actions related to issue or action point.
Items to be addressed in the plan of actions by the dedicated project team:

- Nominating the team leader or project manager.
- Composition of the project team and participating stakeholders.
- Actions to be executed considering the issues or action points in risk areas, SPIs and targets (ref. to Chapter 4).
- Timetable for the duration of this action item in total as well as intermediate results for the reporting on progress twice a year.

The project teams report on meetings using a list of agreements and actions. The project team is free to identify and include additional action points or issues to be addressed. The frequency of each project team meeting is agreed within the team. For efficiency reasons, it is proposed that where possible in terms of timing, meetings should be arranged to coincide with already existing meetings, thereby saving travel time and expenses.

The project team leader reports to the Chair Person of the Safety Management Coordination Group.

1.3.3   Stakeholder consultation

CAA LV prioritises and designs the SPAS LV actions through a transparent process carrying out regular exchange of safety information via different channels and for different purposes, to be used as means for the performance of collective safety functions and capacity utilisation among multiple authorities, without altering the respective roles of the State's aviation organisations or their normal interaction with one another.
Safety culture, reporting culture and just culture are addressed during the stakeholder consultation.
Consultation is managed by project team leader, taking into account the assigned safety management tasks.

1.3.4   Planning cycle

SPAS LV covers a five-year timeframe.
The SPAS LV is updated annually and can be accessed on CAA website: http://www.caa.lv/en/flight-safety/publications

There are two planning phases, each with a dedicated stakeholder consultation.

Phase one. Achievement of desired outcomes together with a number of ongoing projects from the previous planning cycle is discussed and agreed with the Safety Management Coordination Group on the implementation and maintenance of the SSP (SMCG).

Phase two. Based on selected priorities, a new draft version SPAS LV is developed and provided to the SMCG for detailed comments.

Following SMCG consultation, the final draft SPAS LV is consolidated and presented for approval to the Director CAA LV. Following its formal approval by the Director CAA LV, it is published on the CAA LV website.

1.4   Document version history

Date issued   **Date valid**
30 August 2021   30 August 2021

Underlying international standards, recommendations and other documents:
Regulation (EU) 2018/1139
Convention on International Civil Aviation, Annex 19 (Safety Management)
Law on Aviation
State Safety Programme
Global Aviation Safety Plan
ATM Master Plan and GANP
The European Aviation Safety Programme
European Plan for Aviation Safety (EPAS) 2021 – 2025
ICAO Doc 9859

Reference number:
Revision details:

Date	Version	Change
30/08/2021	1.0	First publication

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