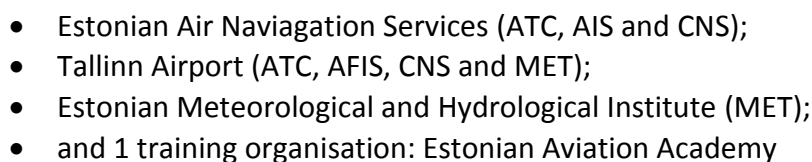


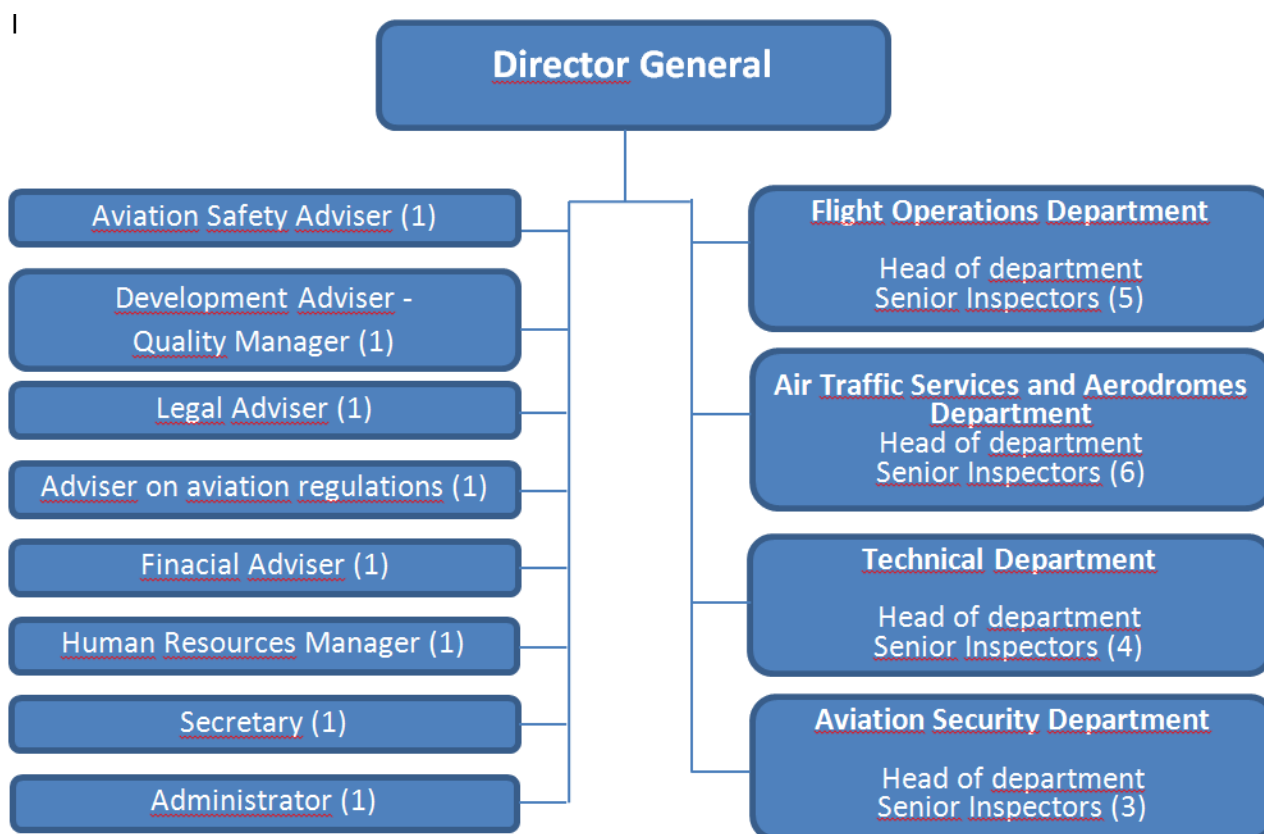
ESTONIAN CIVIL AVIATION ADMINISTRATION

The area of responsibility is Estonian FIR.



Organisation of the Estonian Civil Aviation Administration

Estonian Civil Aviation Administration (ECAA) is nominated as National Supervisory Authority (Regulation 549/2004 of the European Parliament and of the Council of 10 March 2004, Article 4), and it is institutionally separated from the Air Navigation Service Providers. Estonian Civil Aviation Administration has responsibility for the safety oversight of the Air Navigation Service Providers in Estonia. In the area of Air Navigation Services, Meteorological services and training organisations continuous oversight is performed by the Air Traffic Services and Aerodromes Department of ECAA.



Procedures of Estonian Civil Aviation Administration

The main processes of safety regulatory oversight are auditing and collecting information via mandatory reporting system. The focus of the safety regulatory audits is on General Requirements for the Provision of Air Navigation Services, specific requirements for Air Traffic Services, Meteorological services, Aeronautical information service and Communication and Navigation or Surveillance services (EC 1035/2011). The oversight of technical and operational competence and capability, organizational structure and management, economic and financial capacity and quality of services is done by annual desktop audit, during which business plans, annual reports, insurance coverage, balance sheets, accounts etc. are reviewed. Requirements regarding air traffic flow management and airspace management (EC regulations 255/2010 and 2150/2005) were also audited in 2012 it was done in two stages: firstly on the basis of a desktop audit followed by an on-site audit.

On-site audits are performed according to annual audit program, which is prepared by the Air Traffic Services and Aerodromes Department. The program is prepared so that each operational unit is audited at least once a year. Some units of greater concern were audited 2 times a year.

Safety information collected via mandatory and voluntary occurrence reporting systems is regularly evaluated, analyzed and stored in the European Central Repository using ECCAIRS 4. This information is made available in accordance with (EC) No 1321/2007.

Aviation safety adviser position was established in the CAA in 2012. The main purpose of that position is to implement State Safety Programme and related Safety Plan, also description and integration of safety management elements into CAA management system.

Safety oversight of changes to functional systems

Review of the changes to functional systems is done according to EC regulation 1315/2007, which requires technical file and safety analysis of the proposed change including applicable EC declarations of verification of systems and EC declarations of conformity or suitability for use of constituents of systems. In 2012 Estonian CAA as part of NEFAB work started with Latvia, Finland and Norway a project to implement common procedure to review safety related changes. That project also has a positive impact on the current procedures in place within the CAA. Full implementation of the results will be done in the first half of 2013.

Qualified entities

Estonian Civil Aviation Administration has performed all safety regulatory audits by itself, thus no qualified entities have been used during 2012.

Safety oversight capabilities

Air Traffic Services and Aerodromes Department employs 4 ANS inspectors, all of whom are qualified safety auditors, successfully passed Eurocontrol courses on auditing and other relevant courses.

Safety issues identified through the safety oversight processes in 2012

2012 Estonian Civil Aviation Administration performed 19 on-site audits: 7 in Estonian Air Navigation Services, 6 in Tallinn Airport, 2 in Estonian Meteorological and Hydrological Institute and 1 in Estonian Aviation Academy. During those audits 56 of the total of 83 findings were classified as non-conformities. Most of the findings were in the following areas:

EC regulation 1035/2011 Annex 2 point 3.1 Safety management system 21 findings

EC regulation 1035/2011 Annex 1 point 3.2 Quality management system 6 findings

EC regulation 1035/2011 Annex 1 point 3.3 Operations manuals 9 findings

Service providers were requested to provide corrective action plans and implementation plans which were evaluated by the Estonian Civil Aviation Administration. As a part of those plans CAA also required organisations to provide root causes why those non-conformities happened. If the plans were acceptable, they were approved, if not, they were sent back to service providers for correction. All the corrective actions and implementation plans were verified during the follow-up audits.

On the basis of information received via the mandatory occurrence reporting system during the year 2012, several safety issues were identified by the ANSP through their Safety Management

System. After investigation appropriate corrective actions were determined in order to reduce the identified risks. The effectiveness of corrective actions is evaluated via the occurrence reporting system and other safety oversight actions.

Safety Directives

In 2012 Estonian CAA issued 2 safety directives in respect of ANSP-s not fulfilling the requirements laid down by Commission Regulation (EC) no 482/2008 of 30 May 2008 establishing a software safety assurance system to be implemented by air navigation service providers and amending Annex II to Regulation (EC) No 2096/2005.

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