

RA 3102 – Air Traffic Management Equipment Approved Organization Scheme Accountable Manager

Rationale

Air Traffic Management (ATM) Equipment Approved Organization Scheme (AAOS)¹ Organizations are required² to assign a top-level of accountability for the scope of the ATM Equipment activities detailed in their ATM Equipment Organization Exposition (AOE)³. This top-level of accountability is held by the Organization's AAOS Accountable Manager (AM). There is a need to define the roles and responsibilities of an AAOS AM in order to ensure that ►they◄ understands ►their◄ role and can effectively carry out ►their◄ duties. This Regulation defines the roles and responsibilities of an AAOS AM.

Contents

3102(1): Roles and Responsibilities of the Air Traffic Management Equipment Approved Organization Scheme Accountable Manager

Regulation 3102(1)

Roles and Responsibilities of the Air Traffic Management Equipment Approved Organization Scheme Accountable Manager

3102(1) AAOS AMs **shall** hold organizational authority and accountability for all activities conducted within the scope specified in their AAOS Organization's AOE.

Acceptable Means of Compliance 3102(1)

Roles and Responsibilities of the Air Traffic Management Equipment Approved Organization Scheme Accountable Manager

1. AAOS AMs **should**:
 - a. Act as the senior point of contact with the MAA.
 - b. Be responsible for ensuring that compliance with the MAA Regulatory Publications is achieved and maintained.
 - c. Ensure that the AAOS Organization's AOE is maintained and approve all amendments to the AAOS Organization's AOE.
 - d. Actively promote and have direct oversight of an Engaged Air Safety Culture⁴ throughout ►their◄ AAOS-specific Area of Responsibility (AoR).
 - e. Be able to demonstrate that they have assured themselves that all personnel within their AAOS-specific AoR are suitably qualified and experienced to carry out their AAOS-specific roles.
 - f. Ensure that the following are established and maintained:
 - (1) An Air Safety Management System in accordance with (iaw) RA 1200⁵.
 - (2) An effective Quality Management System certified by a national accreditation body, with a scope appropriate to the Organization's ATM Equipment activities.
 - (3) An Occurrence Reporting and Error Management System iaw RA 1410⁶.
2. Where the AAOS AM is not the AAOS Organization's Chief Executive Officer, the appointed AM **should** be able to demonstrate that ►they have:◄
 - a. The freedom and authority to undertake ►their◄ role.

¹ Refer to RA 3100 – Air Traffic Management Equipment Organization Scheme.

² Refer to RA 1027 – ►Air Traffic Management Equipment Organizations - Responsibilities of Contracted Organizations.◄

³ Refer to RA 3100(3): Air Traffic Management Equipment Exposition ►◄.

⁴ Refer to the MAA Manual of Air Safety.

⁵ RA 1200 – ►◄ Air Safety Management.

⁶ RA 1410 – Occurrence Reporting ►and Management.◄

**Acceptable
Means of
Compliance
3102(1)**

- b. Defined access to adequate resources to support the ATM Equipment activities that are within the scope specified in the AAOS Organization's AOE.

**Guidance
Material
3102(1)**

**Roles and Responsibilities of the Air Traffic Management
Equipment Approved Organization Scheme Accountable Manager**

- 3. The first line of defence in Air Safety is the establishment of an Engaged Air Safety Culture as defined in the MAA Manual of Air Safety (MAS). The AAOS AM has a key role to play in establishing and sustaining such a culture, and it is imperative that AMs at all levels lead by example in nurturing and developing an Engaged Air Safety Culture.