



# LENNUAMET

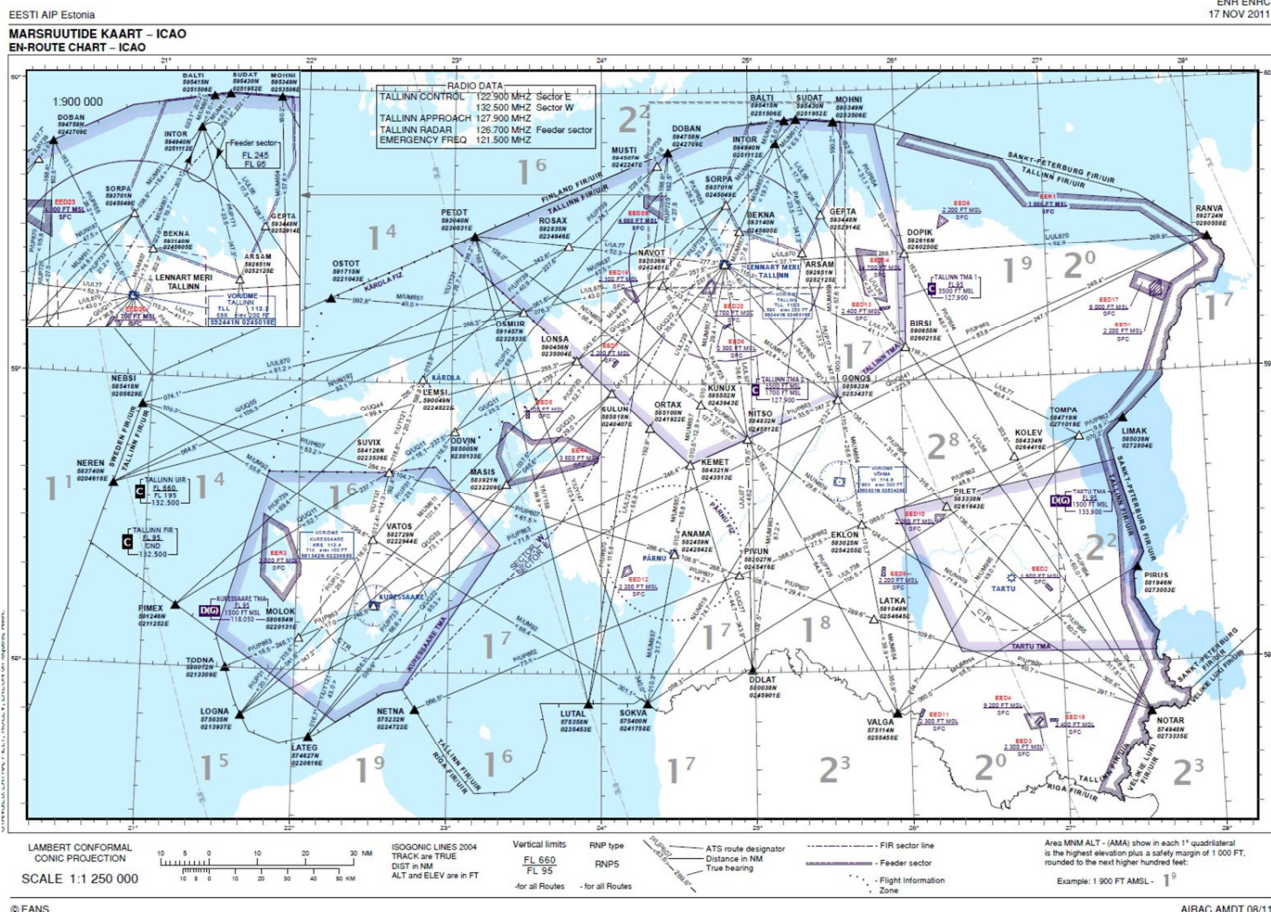
ESTONIAN CIVIL AVIATION ADMINISTRATION

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## Annual Safety Oversight Report 2011, Air Navigation Services and Air Traffic Management (Commission regulation (EC) No 1034/2011, article 15)

### Airspace and services under responsibility of Estonian Civil Aviation Administration

The area of responsibility is Estonian FIR/UIR.



**Estonian Civil Aviation Administration has certified 3 Air Navigation Service Providers:**

Estonian Air Navigation Services (ATC, AIS and CNS);

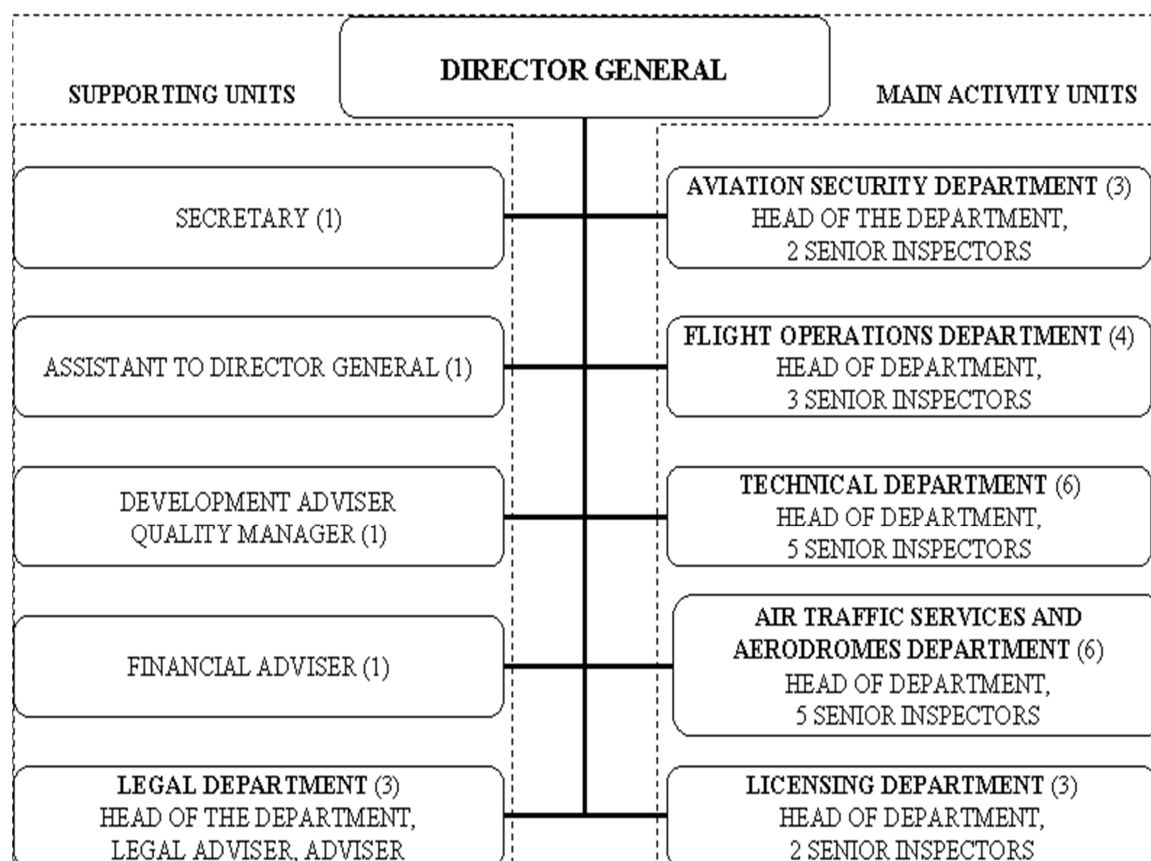
Tallinn Airport (ATC, AFIS, CNS and MET);

Estonian Meteorological and Hydrological Institute (MET);

and 1 training organisation: Estonian Aviation Academy

## 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, 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 desk top 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 2011.

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 which caused greater concern were audited 2 times a year.

The information collected via reporting system is evaluated and stored in ECCAIRS database. This information is made available in accordance with (EC) No 1321/2007. Since 2011, safety expert, who is currently working for the Ministry of Economic Affairs and Communications, analyses information collected via the reporting system in order to identify safety-related trends and areas of risk. According to Human resource assessment plan the position of the safety expert will be transferred from the Ministry to ECAA.

### **Safety oversight of changes to functional systems**

Review of the changes to functional systems is done according to EC regulation No 1034/2011, 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.

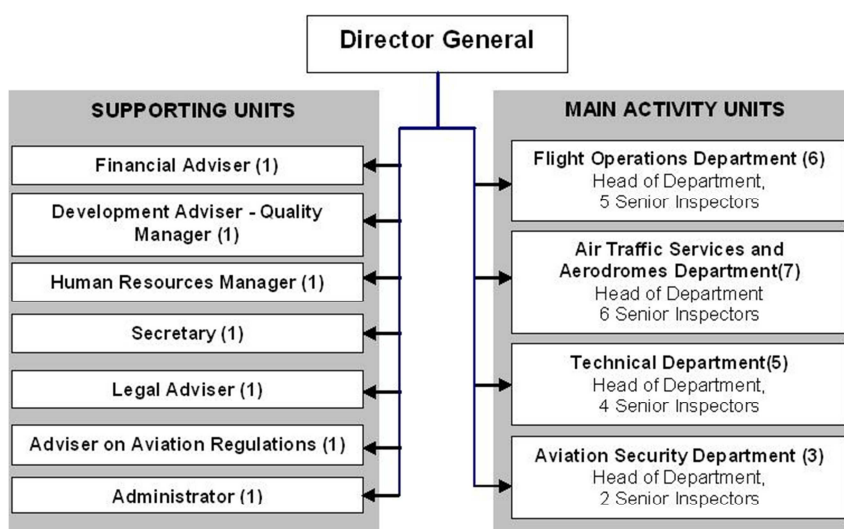
### **Qualified entities**

Estonian Civil Aviation Administration has performed all safety regulatory audits by itself, thus no qualified entities have been used during 2011.

### **Safety oversight capabilities**

Air Traffic Services and Aerodromes Department employs 4 ANS inspectors, all of whom are qualified safety auditors. In 2011 ECAA conducted the assessment of human resources and, according to the results of the assessment, an additional senior inspector position will be created in the Air Traffic Services and Aerodromes Department. The main areas of responsibility of that position will be ATM and SAR.

From the beginning of 2012 the structure of ECAA will look as follows:



## **Safety issues identified through the safety oversight processes in 2011**

2011 Estonian Civil Aviation Administration performed 13 on-site audits: 3 in Estonian Air Navigation Services, 8 in Tallinn Airport, 2 in Estonian Meteorological and Hydrological Institute and 1 in Estonian Aviation Academy. During those audits 17 of the total of 41 findings were classified as non-conformities. Most of the findings were in the following areas:

EC regulation 1035/2011 Annex 1 point 3.2 Quality management system - 8 findings

EC regulation 1035/2011 Annex 5 - 6 findings

EC regulation 1035/2011 Annex 1 point 3.3 Operations manuals - 2 findings

Service providers were requested to provide corrective action plans and implementation plans which were evaluated by the Estonian Civil Aviation Administration. If the plans were acceptable, they were approved, if not, they were sent back to service providers to re-do the plans. 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 2011, 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**

No safety directives were issued by Estonian Civil Aviation Administration in 2011.

Kristjan Telve  
Head of Air Traffic Services and  
Aerodromes Department