

28 Sep 10

CAA/EC/GSS/HF/933



COMPREHENSIVE REVIEW OF HUMAN FACTORS IN UK CIVIL AVIATION - TERMS OF REFERENCE

PREAMBLE

1. The Civil Aviation Authority (CAA) has commissioned a comprehensive review of Human Factors (HF) in UK Civil Aviation [the Review].
2. It is recognised that regulatory oversight needs to incorporate a proactive, authoritative, coherent and representative view of HF in partnership with the UK aviation industry. This is brought into sharper focus when considering the opportunities that exist to influence International and European rulemaking bodies¹ and guidance material, in a manner that seeks to preserve, and where possible improve, the safety record of UK aviation.
3. Mr James Reed, recently appointed Head of Human Factors at the CAA, will lead the review.

AIM OF THE REVIEW

4. To deliver a strategy for HF in UK civil aviation, which is aligned with and part of the CAA's wider strategy for safety.

TIMING

5. The CAA intends to publish a report, together with a strategy for HF that addresses the Review recommendations, in the summer of 2011.

SCOPE OF THE REVIEW

6. The Review will seek contributions from all civil aviation communities² and will consider the spectrum of aviation safety³.

CONDUCT OF THE REVIEW

7. The UK safety record is, to a large degree, testament to the skill, experience and commitment of those involved at all levels, and to the relationships that are fostered across the industry on a daily basis. Invariably, such relationships, particularly between the industry and the regulator, are the result of many years' hard

¹ Includes, but not limited to, the International Civil Aviation Organisation (ICAO), the European Aviation Safety Agency (EASA) and EUROCONTROL.

² Includes, but not limited to, General Aviation, Air Operators, Air Navigation Service Providers, Maintenance Organisations, Training Organisations, Aerodromes, Governance Bodies, Representative Groups, Professional Bodies, Academia and Other Regulating Bodies.

³ Includes, but not limited to, strategy, policy, regulation, governance, training, assurance, standardisation, risk, design & manufacture, research, analysis and communication.

work, good judgement and trust. Accordingly, the HF Review will seek to listen to the opinions, ideas, needs and aspirations of those most closely involved with HF in delivering a consensual strategy for HF.

8. Review activity will be conducted in five phases:
 - a. Phase 1 - Consultation (Oct 10 - Jan 11).
 - b. Phase 2 - Validation & Gap Analysis (Jan - Feb 11).
 - c. Phase 3 - Options Generation & Report Drafting (Feb - Apr 11).
 - d. Phase 4 - Further Consultation & Publication of Report (Apr - Jul 11).
 - e. Phase 5 - Implementation (Jul 11 onwards).

ACCESS TO THE REVIEW

9. The Review Team Leader will identify and make contact with a representative selection of stakeholders from across the aviation industry in conjunction the appropriate CAA department. It is envisaged that this formal engagement will capture the majority of the feedback sought.

10. However, it is an important aspect of this consensual review that anyone with a contribution to make is freely able and encouraged to do so. Accordingly, individuals are welcome to contact the Review Team Leader in the first instance by any of the following means:

- a. In Writing - James Reed, HF Review Team Leader, CAA, Aviation House, Gatwick Airport South, West Sussex, RH6 0YR.
- b. By Telephone - Mobile: +44 (0)7823 326687.
- c. By Fax - +44 (0)1293 573997
- d. By email - human.factors@caa.co.uk

COMMUNICATION

11. Further details of the HF Review, the Review Team, news, links, papers and other useful documents are posted on the new [CAA Human Factors webpage](#).