

Notes on the second meeting of The Civil Aviation Authority's Offshore Helicopter Safety Action Group (OHSAG)

Date held: Tuesday 29th April 2014, 9.30 – 12.30

Location: Boardroom, Bristow European Operations, Dyce Avenue, Dyce, Aberdeen

Attendees: Mark Swan [MS] (CAA - Chairman)
 Rob Bishton [RB] (CAA)
 John McColl [JM] (CAA)
 Chester Armstrong [CAR] (CAA)
 Luke Farrajallah [LF] (Bond Offshore Helicopters Ltd)
 Mark Abbey [MA] (CHC Scotia Ltd)
 Mike Imlach [MI] (Bristow Helicopters Ltd)
 Chris Allen [CAL] (Step Change in Safety)
 Robert Paterson [RP] (Oil and Gas UK)
 Colin Milne [CM] (BALPA)
 Jake Molloy [JMO] (RMT)
 Jonathan Nicholson (CAA Corporate Communications)
 Rosalynne Jaeger [RJ] (CAA – Secretary)

Apologies: John Taylor (Unite)
 Mark Hardie (Oil and Gas UK)

Closed Actions

| Action ID | Owner | Action | Comments |
|-----------|--------------------------|--|---|
| 1.1 | Ros Jaeger | To circulate agreed Terms of Reference for OHSAG and to provide a list of acronyms/ abbreviations used. | Complete |
| 1.2 | Mark Swan | To sign off final Terms of Reference. | Complete. Published on the CAA website |
| 1.5 | Step Change and OGUK | To work towards the 1 st June implementation date and for the specialist work group to keep OHSAG appraised of any issues. | Complete. See presentation on EBS |
| 1.7 | Airworthiness Department | To ensure CAA is fully engaged on EBS certification | Complete: Dominic Cortizo and David Howson from CAA fully engaged with EBS working group. |
| 1.8 | Ros Jaeger | Develop a plan for the realisation of benefits and for reporting of action tracking. | Complete. Presented at 29/04/14 OHSAG meeting |
| 1.9 | Oil and gas industry | If appropriate, to prepare an evidence-based safety case that looks at the balance of risk and the introduction of unintended consequences due to the implementation of CAT A EBS on 1 st June. | Complete. Meeting held to discuss. See item 2. |

Ongoing Actions

| Action ID | Date Identified | Owner | Action | Comments |
|-----------|-----------------|-----------------------------|--|---|
| 1.3 | 20/03/2014 | Rob Bishton, John McColl | To determine governance of specialist sub-groups and develop a communications plan. | Ongoing: EASA and OEMS have been engaged. |
| 1.4 | 20/03/2014 | Helicopter operators | To review the draft Operational Directive and provide feedback to CAR by Tuesday 15 th April. Then circulate to group members for information. | Ongoing: Reviewed by Operators. CAA to send to all OHSAG members |
| 1.6 | 20/03/2014 | EBS working sub-group | Project plan to capture EBS arrangements for air crew in addition to helicopter passengers. | Ongoing |
| 1.10 | 20/03/2014 | CAA - Jonathan Nicholson | To develop a communications plan to disseminate the full breadth of improvements to stakeholder groups and to agree a communications strategy that hooks up with Oil and Gas UK and Step Change in Safety. | Tel con between CAA and HSSG planned for 30/4/14. Plan to follow. See agenda item 10 for more information |

New Actions as of 29/04/2014.

| Action ID | Owner | Action |
|-----------|----------------------|---|
| 2.01 | CAA - CA | CAA to circulate draft Safety Directive to all members of the OHSAG |
| 2.02 | CAA - CA | CAA to provide more details on what we understand an emergency exit size is (which are counted/ proportions). |
| 2.03 | CAA - CA | CAA to provide an update on the sea state certification of aircraft. |
| 2.04 | CAA - CA | CAA to provide an update on how the restrictions will be applied in place such as the Falklands. |
| 2.05 | CAA - CA | CAA to provide a POC for the working group on size and shape |
| 2.06 | CAA- MS | MS to provide communications re passenger size. JJN to organise. |
| 2.07 | Colin Milne | CM to write to MS regarding stated Airprox incident. |
| 2.08 | CAA- RJ | RJ to send soft copy of benefit log to all OHSAG members |
| 2.09 | All | Feedback is requested from all on the format and information contained within the Benefits Log. |
| 2.1 | CAA | CAA to investigate what could be done to influence EASA regarding consistency of training. |
| 2.11 | Helicopter operators | Present progress on recommendations from the JOR at the July OHSAG. |
| 2.12 | O&G UK | O&G UK will keep the OHSAG updated on progress of standardisation/customer audit work |
| 2.13 | CAA- RJ | RJ to send Issue log template to OHSAG members. |
| 2.14 | All | All members to provide RJ with any suggested input to the issues log. |

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|------|----------|--|
| 2.15 | CAA- JJN | JJN to draft key messages from the OHSAG meeting including reassurance re passenger size issues. |
| 2.16 | CAA- JJN | JJN to provide JM with information that can be included in the Tea Shack News. |
| 2.17 | CAA- JJN | JJN in conjunction with Step Change to issue a communications plan to the OHSAG. |
| 2.18 | CAA-RJ | RJ to suggest additional meeting dates: Once prior to 1 st June and another meeting half way between now and the 21 st July. If the meetings turn out not to be required, they can be cancelled. |

Notes from the meeting

| Item | Description |
|------|---|
| 1 | <p>Review actions from previous meeting: See notes in action log above.</p> |
| 2 | <p>Update on CAA Board and O&G UK Board meeting held on 24 April 2014</p> <p>Oil and Gas UK have prepared a series of safety cases regarding impact to operations should the seating restriction go ahead in June. This was discussed at a meeting on the 24th April between members of the O&G UK board and the CAA Board. An update provided by MS was:</p> <ul style="list-style-type: none"> • This was a fruitful and good meeting. • There is currently a need for greater interpretation and clarity on some of the issues put forward. • A follow up meeting will take place with the Operator’s input. • There was agreement that sea state questions, fire fighting issues and passenger size issues would be dealt with at the OHSAG. |
| 3 | <p>Review CAA progress against actions</p> <p><u>Safety Directive (A5,7,9)</u></p> <p>The main issue discussed within the forum was the safety directive which will come into force from 1st June. The notes of the discussions have been placed into the different areas that they cover.</p> <p><u>Progress of the directive (CAA Slide 5)</u></p> <p>The safety directive has been reviewed by the operators but not all members of the OHSAG have seen the draft. A request was made for all members to view the directive. The CAA team is also working on information to support the directive regarding what is understood as an exit size to assist the operators with their planning.</p> <p>Action: CAA to circulate draft Safety Directive to all members of the OHSAG</p> <p>Action: CAA to provide more details on what we understand an emergency exit size is (which are counted/ dimensions).</p> |

Sea State 6

The safety directive will include a restriction on flying if the significant wave height exceeds 6m. The action has changed from 'sea state' to significant wave height as this can be measured more easily.

The Met office has done some work on their website improving the charts showing wave height. The Safety Directive will link to the Met Office provided information.

CM has had an initial look at screen shots of the updated charts from a pilot point of view and hopes to have evaluated these by the end of the week.

Certified ditching performance of helicopters

The directive linking sea state/ significant wave height to the certified ditching performance of the helicopter will come into effect from September 2014. Initial work has been to find out from manufactures what the certified criteria of the current helicopters are and how that certification has been demonstrated. Some older aircraft types have been subjected to realistic testing, but newer types have been certified against derived modelling and calculation. This was a consideration in the Review - Certification "State-1". (See CAP1145, Annex D, Page 17 for more information).

We have asked manufacturers to give us clarification and details on what their standard is. Some of this information has already been received and we are in contact with all the OEMs to gain further information. Once this has been received, the safety directive will be drafted providing clarity to operators and pilots.

CM welcomed that clarity on sea states and ditching performance is being addressed as this has been a contentious matter for helicopter commanders regarding their legal responsibilities.

MI raised the question of how the directives would apply in place like the Falklands where there are consistently high Significant Wave Heights and will have G-REG aircraft flown there. CM suggested that the West of Shetland operations could provide a similar operating model.

Action: CAA to provide an update on the certification state of aircraft.

Action: CAA to provide an update on how the restrictions will be applied in place such as the Falklands.

Progress of Cat A EBS (CAA Slide 6, O&G UK EBS Slides)

JM presented an update on the CAA approval and EASA certification of the EBS. RP gave an update on the progress of the EBS working group. CAL also provided an update, the combined information included:

- Survitec have accelerated approval and production of a new lifejacket to integrate with new EBS.
- Testing is ongoing and certification is going to plan .
- The new jacket was presented to the workforce last week at the step change safety conference. It received good feedback
- The long lead time items (gas cylinders) have been ordered. A timeline for the production was presented but the exact dates cannot be confirmed. The initial batch of EBS would be used for training purposes.
- The current schedule shows completion of roll out of EBS to be by the start of October 2014.
- Atkins is currently completing a training needs analysis (TNA). This is for provision, issuing and maintenance of the kit as well as training for workers.
- General opinion will be that for workers, the option will be dry training initially and then wet training would be introduced as part of ongoing survival training (as re-breathers currently are).
- Questions were raised on whether the training can be brought forward independent of full kit delivery; all options are being looked at as part of the TNA.

Issues regarding the date of the safety directive and ongoing discussions

LF commented that when the report was published, the CAA said they thought the 1st June was an achievable date for the industry to have Cat A EBS. With the clear priority that the work has been given and progress shown by all to date, it has been shown that the 1st June, is clearly not achievable. Hence would they CAA be reviewing the date?

LF commented that this issue is dominating 70% of all conversations, taking key people off other projects and proving a major distraction. There is a clear desire for the CAA to make a final decision once and for all on whether the 1st June date will be adhered to or whether based on consultations ongoing with O&GUK, this date will be reviewed. LF qualified this by stating that the time had come whereby a firm decision either way was needed, and ambiguity removed such that everyone can concentrate purely on safety critical issues. LF emphasised that he is not saying that this is affecting the safety of operations but there are many missed hours talking about this issue rather than discussing and moving forward on other safety critical issues.

MS commented that there is a balance of risk and safety. He understands that the operators and O&G industry are having to build contingency plans for 1st June and that soon plans would be much harder to be unpicked. The CAA Board which has the decision on this is fully aware of the situation and there are ongoing discussions to provide clarity. Certainty should be forthcoming within the next week.

JMO commented that questions have been raised from the workforce why the 1st June date was decided as this is the start of the summer busy period when many people in transient roles complete summer work.

CA asserted that the purpose of directive was to mitigate the risk of drowning following water impact, in which circumstances Cat B EBS would be unlikely to be adequate mitigation. At the time of writing the Report, it was not thought that Cat A EBS would be ready so quickly, so the seating restriction was the mitigation. Whether the weather is good (summer months) or bad makes little difference to this risk in the event of a water impact.

Passenger Size (A9) (CAA slide 7)

RP & JMO: This issue is distracting to the workforce who are very worried about their jobs. There are many rumours and misinformation is being published or discussed and an accurate message needs to be shared with the workforce

RP: The passenger size study on ongoing and that group will keep the OHSAG up to date on progress.
JMO commented that the interest in the issue could get more volunteers for the study which has previously lacked a full range of volunteers. It was asked whether there is an operator representative in the group. RP said would check and that it would be good to have one.

MS is confident that this issue can be addressed as there is a year until any action or directive is issued

RP commented that work needs to accelerate progress of the action and have it sorted out for the autumn with an understanding of the long term future.

Action: CAA to provide a Point of Contact for the working group on size and shape

Action: MS to provide communications re passenger size. JJN to organise.

SMS Symposium, A11 (CAA Slide 8)

The initial meeting to identify hazards was very positive and this was the first opportunity that all the operators and CAA had had to share their risks and hazards like this.

The actions regarding bow mounted helidecks and the sub 1D helidecks are to be incorporate into this symposium which give an example of how some recommendations and actions will change as a result of activities which is logical and joined up so that greater safety benefits are achieved.

CM raised a risk concerning Airprox and interactions with the military AWACS. MS requested that Colin write to him regarding the incident

Action: CM to write to MS regarding stated Airprox incident.

Pilot Performance and Training (CAA slide 9)

RB explained that this work was to be part of a larger CAA programme on 'crew supply chain' that is across fixed wing and helicopters. This has a number of workstreams and current projects will be managed in this programme as this an opportunity for the CAA to lead in this area. This programme particularly addresses upstream issues (e.g. the training of tutors) as highlighted in the helicopter review.

CA commented that regarding OEM provided material, the OEMS are catching up fast as the common acknowledgement that training information provided on rotorcraft is behind that which is provided on fixed wing. Airbus and Agusta Westland have been particularly active and supportive on this since the review was published.

Airworthiness (CAA slide 10)

JM commented that the A31 CAA Action (maintenance standard workshop) with British Airways will also include representation from CHIRP. A worry was expressed by LF that that the event would be fixed wing focussed. JM gave assurance that the agenda and data being used is now balanced so there is a suitable focus on helicopters in the workshop and the underlying theme was maintenance standards.

4 Review CAA Benefits Log (CAA Slide: 11)

RJ presented the draft benefits log and requested for support from OHSAG members to support the project teams in providing information required to record a baseline.

Action: RJ to send soft copy of benefit log to all OHSAG members

Action: Feedback is requested from all on the format and information contained within the Benefits Log.

5 Report on EASA progress against recommendations

JM provided an update on CAA conversations held with EASA and the exchange of letters regarding official responses to the recommendations. Now that the initial dialogue has taken place CAA plan to meet with EASA to discuss some of the responses in more detail to more fully understand EASA's intentions. EASA are also invited to attend the Technical Groups to continue to progress the issues.

As things can sometimes take a long time to progress through rule making the technical groups should provide an opportunity for the possibility that some practical progress is made in advance. EASA has

indicated that they have no objections to the manufacturers being included in the technical groups. MS commented that Patrick Ky from EASA has formally given support for the review recommendations.

CM voiced worries of potential issues occurring from non UK regulated companies if some changes are only dealt with locally rather than at a the European level.

JMO commented that the Norwegians are not taking forward the passenger size restrictions and that workers who operate in Canada and the Gulf of Mexico are worried about some of these restrictions becoming international.

This international angle also links to training (such as for Cat A EBS) as people come across from Norway and other European countries to UK platforms. Having only recently got a common training standard across the industry there is a drive to persuade people to get commonality across the sector.

MS commented on a meeting held with OPITO saying how it was a successful meeting and he now has greater understanding of their global reach. The recommendations regarding training frequency and fidelity still lie with OPITO.

JMO asked if it were possible to influence EASA and maximise on the EASA route with regard to training and if this could link to the EASA offshore helicopter approval regulations when they come in.

Action: CAA to investigate what could be done to influence EASA regarding consistency of training.

6 **Review helicopter operators' progress against recommendations**

The Operators are waiting on outcome of SD conversations. No other recommendations were reported on. MS discussed the plans agreed for the OHSAG sub groups to link with the Joint Operators Review (JOR). An update on JOR Progress was requested to be presented at next OHSAG.

Action: Present progress on recommendations from the JOR at the July OHSAG.

7 **Review O&G industry progress against recommendations**

In addition to the EBS working group update as detailed previously, RP has been working with Mark Stevens from OGP regarding standardisation approaches. They are working on the scope of what the issues on standardisation are from the companies with cognisance of the fact that this is an international subject for their members. Operator customer audits a key area that they are looking at addressing and there is the process of rationalisation to learn from the Canadians and Norway regarding this.

MS offered to be an independent broker between O&G and operators in talks regarding this if requested. RP commented that it is still early days and the ToR for a group to address this are being drawn up at the moment. It was commented that there is an opportunity for the JOR to assist if required.

Acton: O&G UK will keep the OHSAG updated on progress of standardisation/customer audit work

8 **Review major risks and issues to delivery of actions and recommendations**

MS explained that risks would be managed at the technical sub group level and by own organisations but that the OHSAG would keep an issues log. The benefits and issues log would enable the group to keep a record and audit trail of any changes to actions or recommendations, with the rationale and reasoning behind the changes.

Key issues for initial population of the issues log are:

- Passenger restrictions/ Cat A EBS
- Passenger Size

- Sea State ditching performance certification of helicopters

Action: RJ to send Issue log template to OHSAG members.

Action: All members to provide RJ with any suggested input to the issues log.

9

Make decisions on 'key asks' (e.g. support to a particular project)

No additional support was requested. All agreed to a summary of the actions from the meeting.

10

Determine content to brief Government officials, stakeholder groups and the media

JN is talking with Step Change Comms team this Wednesday to confirm the protocols and plan for communications. There was agreement that there needs to be a broader communications plan with clarity on the protocols between Step Change and the CAA.

The plan proposed was that HSSG has routes to the workforce and that they are a trusted brand so would be a good conduit to follow. E.g. they have successful webs forums and known as a trusted place for facts rather than what is published in general media.

The general format is that for worker focussed communications to go through HSSG and CAA to liaise with normal points of contact (specialist magazines etc) for specialist areas such as areas like pilot centred communications.

JMO commented on the need to ensure that the workforce is not discounted when communications are released regarding the preventative actions and recommendations; e.g. pilot performance, airworthiness; the "left hand side of the bowtie". JJN assured this would not be the case.

Some examples of good practice was to look at the communications following EC225 re introduction such as the poster made by MAERSK and provided for wider circulation via HSSG, the knowledge centre and videos.

It was commented that some messages should be seen to be coming from the CAA, even if using channels through the HSSG.

CM commented that messages from pilots come across well to the workforce as they trust that the pilots are flying these aircrafts everyday so have credibility regarding their messages.

Action: JJN to draft key messages from the OHSAG meeting including reassurance re passenger size issues.

Action: JJN to provide JMO with information that can be included in the Tea Shack News

Action: JJN in conjunction with Step Change to issue a communications plan to the OHSAG.

11

AOB

CM: BALPA has met with the Scottish Government aviation department regarding advice on Sumburgh Airport facilities. BALPA has recommended that they implement an ILS system on both runways, given the future of west of Shetland operations.

Dates of Next Meeting

There was a request for greater consultation of future dates and whether it is realistic to have a no substitute policy for the group as achieving 100 % attendance of all members is challenging. MS re-stated that that for workforce union representation, Jake Molloy and /or John Taylor could provide representation.

The next meeting is the 21st July. This is thought to be too far away.

Action: RJ to suggest additional meeting dates: Once prior to 1st June and another meeting half way between now and the 21st July. If the meetings turn out not to be required, they can be cancelled.