

39 **Method**

- 40 EHSIT develops and presents safety enhancements to the EHEST for approval:
- 41 – Using an agreed process, the EHSIT RTs and STs produce regional lists of the
 - 42 intervention recommendations identified by the regional EHSATs.
 - 43 – EHSIT CT consolidates the regional lists and then develops and recommends detailed
 - 44 action plans for industry, Authorities and operators (including GA communities) to
 - 45 implement the recommended safety enhancements.
- 46 Implement and monitor delivery of safety enhancements approved by the EHEST.
- 47 Coordinate with other international implementation teams

48 **Deliverables**

- 49 The first deliverable to EHEST will be an analysis of past accident reports from a suitable
- 50 time range, identifying Intervention Recommendations.
- 51 The EHSAT will subsequently track and report the effectiveness of the Safety
- 52 Enhancements during the reference period.
- 53 The EHSAT can also conduct other analyses as requested by EHEST.

54 **Scope**

- 55 EHSAT will consider all helicopter operations, including those aircraft addressed by Annex
- 56 II of the Basic Regulation (EC 216/2008), within Europe.

57 **Working languages**

- 58 To best deal with the accident investigation reports languages, address national/regional
- 59 aspects and facilitate teamwork, the EHSIT RTs may freely choose their working
- 60 language(s). Final analyses and reports will be produced in English.
- 61 The working language of the EHSIT CT is English.

62 **Governance**

- 63 EHSIT shall have co-chairs from an Authority (EASA or NAA) and from Industry. The co-
- 64 chairs will be suggested by the EHSIT CT and approved by the EHEST.
- 65 The co-chairs will provide leadership and direction to the EHSIT and:
- 66 – Control the agenda for EHSIT CT meetings,
 - 67 – Co-Chair EHSIT CT meetings,
 - 68 – Promote consensus among the team members,
 - 69 – Keep the team focused on high-priority items,
 - 70 – Identify and manage the required administrative support,
 - 71 – Liaise with the EHEST Co-Chairs and other ESSI/IHST teams as appropriate,
 - 72 – Make operational decisions in between EHSIT CT meetings.
- 73 EASA will provide a Secretary for the EHSIT CT.

74 **Meetings**

75 **Location and Frequency**

- 76 – **EHSIT CT** will meet at least once per year, though during the more intense period of
- 77 methodology development and analysis this may more typically be up to four times per
- 78 year. The CT meetings will usually take place in the Cologne area but may differ, to
- 79 suit circumstances. Meetings should be avoided during the summer and Christmas
- 80 holidays. Meetings can be added or cancelled if so decided by the EHSIT CT.
- 81 – **EHSIT RTs** will meet as necessary to perform analysis in locations agreed within each
- 82 team.

83 **Agendas**

- 84 – **EHSIT CT** draft meeting agendas will be sent out one month in advance. **EHSIT RTs**
85 may organise their meetings as they determine best.

86

87 **Minutes of Meetings**

- 88 – **EHSIT CT** Minutes are drafted by a nominated person for circulation. Corrections and
89 suggestions for improvements are made directly on the text, and sent back to that
90 person and a final draft will be placed on CIRCA. Minutes are reviewed at next
91 meeting for approval and placed on CIRCA. **EHSIT RTs** may record their meetings as
92 they determine best.

93 **Funding, Resources and Support**

94 The EHEST and its EHSAT/EHSIT components are an unfunded partnership: participants
95 cover their own expenses. Members commit to participate on an equal basis in the
96 initiative, and to dedicate enough human and material resources to ensure success.

97 Travel and accommodation costs will be minimised (see Meetings Location and Frequency).

98 EASA will provide coordination support, analysis support, secretariat, and meeting rooms
99 when meetings are held in Cologne.

100 **Communication**

101 The **CIRCA website** will be used for internal communication and document storage.

102 The analysis data will be stored in a separate, password protected, web location (see Data
103 Protection).

104 The **ESSI/EHEST/IHST websites**, press releases, publications, presentations in safety
105 conferences or seminars, communication events and dedicated workshops are means to
106 promote the EHSIT. The ESSI/EHEST/IHST websites will be progressively enriched and
107 links will be added.

108 Terms of References will be public.

109 Members will promote the initiative in particular within their sector.

110 **Data Protection and Confidentiality**

111 The EHSIT will use different protection measures:

112 – **EHSAT Disclaimer:** Shall mention that the analyses and recommendations produced
113 by EHSAT are based on expert judgement, are solely aimed at improving helicopter
114 safety, are not binding, and under no circumstances should be considered to take
115 precedence over the official AIB reports.

116 – **EHSAT Database General Terms and Conditions:** Will govern the use of the EHSAT
117 Database. Shall combine different types of legal protections: Intellectual property
118 rights, User Licence to use the EHSAT Database, Limitations of Liability, Restricted
119 Access and Confidentiality. The EHSAT General Terms and Conditions provide protection
120 at a global level; national teams could develop similar protection at national level if felt
121 appropriate.

122 – **Personal Confidentiality Statement:** To be signed by all EHSIT and all those who
123 intend to access the EHSAT database.

124 – In addition, EASA will set up a process of **password-based authorisation** for
125 accessing the EHSAT database.

126 **Dismantlement**

127 The EHSIT will be dismantled when its work program is completed, or if so decided by the
128 EHEST.

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