

JAMAICA CIVIL AVIATION AUTHORITY

REGULATORY COMMITTEE CHARTER

Revision History

The following table details the revision history of this Charter.

Version	Date	Summary of Changes
1	August 28, 2018	INITIALLY APPROVED CONTENTS

POLICY STATEMENT

1. Section 6A of the Civil Aviation Act (hereinafter 'the CAA') outlines the following relevant functions of the Authority being, *inter alia*, to:-

- (a) Provide aviation safety and security oversight;
- (b) Provide economic regulation of air transport including –
 - i. The grant of air service licenses and permits; and
 - ii. Subject to the provisions of the Airports Authority Act, the regulation of airport charges;
- (c) Advise the Minister on matters relating to the operation of the Act and, without prejudice to the generality of the foregoing, to advise the Minister on matters for which Regulations are made under the Act
- (d) Promote the development of air transport including the establishment of training facilities for that purpose.

2. The Airports (Economic Regulation) Act (hereinafter 'the AERA') requires the Authority to regulate certain airport charges in accordance with its provisions.

3. For the purposes under the CAA, the Authority is empowered, with the condition that its actions must meet the provisions of the CAA and any regulations made thereunder, to do anything and enter into any transaction, which in its opinion, is necessary to ensure the

performance of its functions including imposition of charges for the use of any facility or service provided by the Authority.

4. The Board deems it fit that a committee be formed to support its work in the areas and in the manner as outlined herein

DUTIES

5. The Committee shall review and make recommendations to the Board on all matters related to the following:

- a. Safety oversight of - flight operations, airworthiness, cabin safety, air navigation services, avionics, medical, aerodromes,
- b. Security oversight of – flight operations, airworthiness, cabin safety, air navigation services, avionics, medical, aerodromes,
- c. Economic regulation – air transportation services, airports,
- d. Adoption of ICAO SARPs and ICAO Guidance Material towards achieving the above
- e. Development and eventual promulgation of laws needed to achieve the above
- f. Review and implementation of International Air Law
- g. Matters relating to the application of all relevant laws as related to the Authority's administration, operations, strategic goals and objectives and corporate plan
- h. Matters relating to the application of all relevant laws as related to the Industry and its development as well as meeting of the required standards
- i. Ensuring along with other Committees that the Authority has within its organization the requisite resources and capabilities to meet its regulatory oversight and associated mandates.
- j. Policy formulation relevant to matters under its portfolio
- k. Advice for submission to the Minister on matters relating to the operation of the Act as same relates to matters for which Regulations are made or to be made under all relevant laws
- l. Other advice as required or deemed necessary be provided to the Minister

REPORT TO BOARD

6. The Committee shall report to the Board after each scheduled meeting and as deemed fit otherwise on the matters relevant to the duties, role and responsibilities of the Committee.

COMPOSITION AND QUORUM

7. The Committee is to be comprised as follows:

i. As directed by the Board, such number of Members of the Authority who are deemed persons with the special skill and knowledge required for effective review, consideration and decision-making of relevant matters, and who do not belong on the Technical Committee. These are voting members.

ii. The Director General and or his delegate.

8. The Board at its own discretion may appoint Members to the Committee or remove and replace members of the Committee; the Board may also appoint a Chairman of the Committee.

9. External persons may also be co-opted by the Committee, upon written approval by the Board, from time to time but these persons as well as internal resource persons have no voting rights.

10. The quorum for meetings consists of the simple majority of the voting Members.

11. Decisions shall be based on a majority of votes with the Chairman of the Committee having a casting vote.

12. Where deemed appropriate by the Chairman of the Committee, decisions may be made by way of a round robin resolution subject to ratification at the next meeting of the Committee.

13. Resource staff attends the meeting as required with due notice by the Chairman of the Committee. Resource staff may include but is not limited to representatives from Flight Safety Division, Economic Regulation Department, Civil Aviation Authority Training Institute, Legal Department.

MEETING TIMES

14. The Committee shall meet on a monthly basis or as circumstances may require.

15. The Committee may call for and meet jointly with other Board Committees for required purposes.

RESOURCE MATERIAL

16. In carrying out its duties, the Committee shall have regard to the following materials, *inter alia*;

- The Civil Aviation Act and Regulations, Orders and Directives made thereunder;
- The Airports (Economic Regulation) Act;
- The Chicago Convention on International Civil Aviation;
- The International Civil Aviation Organisation's Standards and Recommended Practices, Manuals, General Assembly's Resolutions, Declarations, Guidance Material and Circulars;
- The Authority's Policies and Procedures to include in relation to *inter alia* Compliance and Enforcement, Rule-Making Policies, Staffing, Training, Administration, Succession Planning
- The Aircraft (Tokyo, Hague and Montreal Conventions) Act;
- The Carriage by Air (Montreal Convention) Act;
- The GOJ Policies in relation to *inter alia* Air Transport, Law-Making


ADOPTION & AUTHENTICATION

This Charter has been adopted by the Members of the Jamaica Civil Aviation Authority and is intended to assist the Regulatory Committee in the exercise of its assigned responsibilities. It is reiterated that these principles and policies are in addition to and are not intended to change the applicability of, nor interpretation of any Law or GOJ requirements and guidelines.

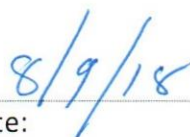
The Board of Members will review this Charter at least annually and or, where appropriate, revise, adjust or amend same from time to time.

This Charter has been adopted by the Board at its meeting held on August 28, 2018 at 4 Winchester Road, Kingston 10 and the signature of the Chairman of the Jamaica Civil Aviation Authority signifies such approval for effectiveness.

CHAIRMAN'S SIGNATURE:



Chairman: PHILLIP HENRIQUES



Date: