

**Commercial Aviation Safety Team  
Membership Guidelines  
Revised, October 2005**

**I. CAST Composition**

- A. *Size:* An essential characteristic of CAST is the ability to act in a timely manner to improve aviation safety in accordance with the CAST Charter. To ensure this capability, CAST should be small as possible in order to:
1. Encourage open communication
  2. Enhance rapid decision capability
  3. Facilitate meeting scheduling
- B. *Coverage of Aviation Elements:* Notwithstanding the need to maintain CAST membership at a level consistent with an ability to act in a timely manner, CAST should ensure that major segments of the aviation industry<sup>1</sup> are represented. Each member should speak for all elements of the aviation segment represented. Membership in CAST should include aviation organizations that have technical expertise which enables achievement of CAST goals or could otherwise influence successful implementation of CAST objectives.
- C. *Applications for CAST Participation*
1. *Membership:* CAST member organizations represent those stakeholders that have a primary responsibility for developing and implementing safety enhancements. An organization applying for membership should provide a written request to the CAST Co-Chairs that includes a description of the group, its technical interest in aviation safety, its technical qualifications, and a statement of acceptance of the CAST Charter, including roles, responsibilities, and operating procedures.<sup>2</sup> Applicants requesting membership should be able to provide technical expertise not otherwise available to CAST through existing membership.
  2. *Observer Status:* An organization applying for observer status should submit a request to the CAST co-chairs that includes a description of the group, its technical interest in aviation safety, and a statement of its acceptance of the CAST charter including roles, responsibilities, and operating procedures. Applicants requesting observer status should be able to provide technical expertise not otherwise available to CAST through existing membership. The following organizations may be considered for observer status in CAST upon approval of CAST members:
    - 1) International aviation organizations that have an institutional role in the promotion of aviation safety.

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<sup>1</sup> “Industry” includes Operators, Pilot Organizations, Manufacturers, Regulatory and Other Government Organizations, and Non-Profit Safety Organizations having responsibility for developing and implementing safety enhancements.

<sup>2</sup> The membership committee should ensure that Applicants have a complete understanding of these obligations before referring the application to the CAST for consideration.

- 2) Foreign Civil Aviation Authorities not already represented on CAST.
- 3) U.S. aviation organizations having an interest in aviation safety and technical expertise that can foster the CAST mission.

The following criteria may be considered by CAST in evaluating a request for observer status:

- 1) Possible implications for A.1. (above).
  - 2) The technical qualifications of the group. (Applicants requesting observer status should be able to provide technical expertise).
  - 3) Whether the applicant has an implementing responsibility for a broad range of CAST proposed enhancements.
3. *Consideration of Applications:* CAST will consider any new applications for CAST membership or observer status when submitted. In the interim, applicants for full CAST membership may be accorded observer status upon approval of the CAST members.
  4. *Membership Committee:* The CAST Membership Committee is a standing CAST sub-committee formed to review applications for CAST membership and observer status in accordance with the CAST Charter and the criteria set forth in section I. The Membership Committee is comprised of designated CAST representatives from each of the following aviation segments: operators, unions, manufacturers, government.

## **II. JSATs/JSITs: Qualifications for Participation by Non-CAST Organizations**

CAST should encourage outreach by JSATs/JSITs to ensure participation by experts in appropriate technical disciplines. Organizations/Individuals requesting participation should be able to provide technical expertise not otherwise available to the JSAT/JSIT. JSATs/JSITs should<sup>3</sup>:

1. Identify required areas of expertise;
2. Identify individuals as appropriate;
3. Determine disposition of requests for participation by representatives of non-CAST organizations or individuals.

## **III. Removal From CAST Activities**

Disruptive observers or non-CAST members of JSATs/JSITs may be removed at the discretion of the Co-chairs.

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<sup>3</sup> JSAT/JSIT Co-chairs may ask CAST members to facilitate

**IV. The membership committee shall be comprised of the CAST members from the following organizations:**

- 1. Aerospace Industries Association (Chair)**
- 2. Air Line Pilots Association**
- 3. Air Transport Association**
- 4. Federal Aviation Administration, Aviation Safety**