

Workshop - Navigating & Applying the EASA MSAT

To develop participants' ability to:

1. Navigate the EASA MSAT structure efficiently.
2. Apply the PSOE maturity model in real oversight or self-assessment situations.
3. Distinguish between *Findings* and *Observations*.
4. Formulate practical, performance-oriented improvement recommendations.

Workshop Format

- **Duration:** ~1.0 hr
- **Group size:** 3–5 participants per team
- **Method:** Facilitated discussion + group work + short presentations

Workshop Materials

- Printed or digital copy of **EASA MSAT v2.0 Sep 2023**
- PSOE maturity definitions handout
- Blank assessment templates (table with “Present”, “Suitable”, “Operating”, “Effective”)
- Flip charts / whiteboard for group notes
- Sample evidence packs (created from fictional organisation data)

Workshop Steps

Introduction & Orientation (10 min)

- **Facilitator Briefing:**
 - Maturity model: *Present – Suitable – Operating – Effective*
- Quick navigation exercise:

Locate Section 1.1.4 Safety Policy & Positive Safety Culture in your document and identify “What to look for” items.

Scenario Allocation (5 min)

Each team receives a different **fictional organisation profile** with:

- Domain(s) covered (e.g., Part-145, Part-CAMO, Part-21)
- Size, nature, complexity indicators
- Sample evidence pack:
 - Extracts from manuals, recent audit findings, staff interview quotes, performance data
 - Both strong and weak evidence elements

MSAT Section Assignment (5 min)

Each team is assigned **1–2 MSAT sub-sections** to evaluate. Examples:

- **Group A:** 1.1.2 Safety Policy & Resources
- **Group B:** 2.1.1 Hazard Identification
- **Group C:** 3.1 Safety Performance Monitoring & Measurement
- **Group D:** 5.2.3 Compliance Monitoring Programme

Group Work – Evidence Review & Assessment (20 min)

Tasks:

1. Navigate to the assigned MSAT section.
2. Review “Present / Suitable / Operating / Effective” criteria.
3. Match the fictional evidence to PSOE levels.
4. Record *why* each level was assigned (must link to actual evidence).
5. Identify:
 - **At least 1 finding** (if applicable – breach of regulation)
 - **At least 1 observation** (opportunity for improvement)
6. Draft **recommended actions** (must be SMART and performance-oriented).

Midpoint Debrief (10 min)

- Each group briefly shares:
 - Their section
 - One key challenge in applying PSOE
 - How they distinguished between finding and observation

Final Presentations (10 min / Team)

Each team delivers:

- PSOE maturity assessment for their section
- Key finding(s) and observation(s)
- Recommended action plan
- 1-minute reflection on how suitability/scalability influenced their decision

Facilitator Wrap-up (5 min)

- Summarise good practices identified by the groups
- Highlight common pitfalls (e.g., mistaking “documented” for “operating”)
- Re-emphasise that MSAT is not a checklist but a performance evaluation tool
- Provide real-world oversight examples from EASA guidance

Example Evidence Pack – for Workshop Use

Organisation: Falcon Tech Maintenance Ltd. (Part-145 + Part-CAMO)

Assigned MSAT Section: 1.1.2 Safety Policy & Resources

Evidence:

- Policy signed 2 years ago, includes “resources will be provided” statement.
- Staffing levels: engineering shortfall during summer peak, documented in internal memos but no corrective plan.
- Finance department refused funding for updated human factors training – not escalated to SRB.
- Staff survey: 40% “do not believe management will allocate resources to safety improvements.”
- No documented forecast of resource needs for next 12 months.

Example Team Output:

- **Present:** YES
- **Suitable:** Partial – policy not linked to actual resourcing plan
- **Operating:** Partial – resource gaps acknowledged but not addressed
- **Effective:** NO – resourcing shortfalls impacting safety-critical functions
- **Finding:** Failure to allocate sufficient resources to ensure continued compliance with Part-145.A.30 personnel requirements.
- **Observation:** Lack of proactive forecasting for safety-related resources.
- **Recommended Action:** Implement quarterly resource forecasting aligned with safety risk profile; SRB to monitor trends and escalate funding decisions to Accountable Manager.