



**Cooperative Development of Operational Safety and
Continuing Airworthiness Programme
COSCAP-SOUTH ASIA
International Civil Aviation Organization**



**21st STEERING COMMITTEE MEETING
12-14 DECEMBER 2011, DHAKA, BANGLADESH**

1.0 GENERAL

1.1 VENUE:

The 21st Steering Committee Meeting (SCM) was held at the Sonargaon Hotel, Dhaka, Bangladesh during 12-14 December, 2011.

1.2 PARTICIPATION:

The 21st Steering Committee Meeting was attended by a total of 28 participants. Out of the seven member States two states (e.g. Bhutan and Maldives) were not represented, who had notified their inability to attend the Steering Committee Meeting. Member States viz. Bangladesh, India, Nepal, Pakistan and Sri Lanka were represented by 15 participants. Director TCB was represented by Mr. Alistair O'Hara and the ICAO Regional Office was represented by Capt Fareed Ali Shah. The rest of the participants were from the different Partners viz. Airbus, EASA, FAA, DGAC France and SARI.

1.3 OPENING:

Air Cdre. Mahmud Hussain, Chairman, Civil Aviation Authority of Bangladesh and also the Chairman, Steering Committee of COSCAP-South Asia welcomed all the participants for the meeting. He gave a brief overview of the COSCAP-SA activities during last one year and wished that the meeting will be a successful one with positive results. He mentioned that COSCAP-SA is an effective tool which could be utilized for the upliftment in the Aviation Industry as a whole and it would not be possible for any State will not be able to stand alone without the continuing assistance from COSCAP-SA. He noted that different States have different level of competency and expertise in the human resources in Civil Aviation Administrations. He further added that with the help of COSCAP-SA cooperative efforts will be undertaken to raise the level of expertise in the human resources.

Mr. Fareed Ali Shah, Regional Officer, Flight Safety, ICAO Regional Office, Bangkok read out a message from Mr. Mokhtar A. Awan, Regional Director ICAO Asia & Pacific Region. The message contained valuable information on flight safety, the Global Safety Initiatives, the Results of USOAP Audits in the region and the overall impact on the safety issues. He also expressed his concern for high percentage of lack of effective implementation (LEI) in respect of certain states in the Region. He also expressed his sincere wish that the meeting would be able to draw fruitful results.

Mr. Fareed Ali Shah then gave presentations on Global Aviation Safety Plan and Regional Aviation Safety Group update. He brought to the notice of the meeting the historical context by referring to the ICAO Assembly Resolution A37-4 highlighting the need for coordination among the States and Aviation Stakeholders. In assessing Risk to Loss of Life he mentioned that USOAP results are highly correlated to accident rates. He further mentioned that the target should be to

- Significantly reduce the rate of runway safety related accidents and serious incidents;
- Significantly reduce the rate of loss of control in-flight related accidents and serious incidents;
- Continue to lower the rate of controlled flight into terrain (CFIT) related accidents and serious incidents; and
- Significantly reduce the rate of accidents and serious incidents associated with system component failures

At the invitation of the Chairman, participants introduced themselves. A list of the participants (**Attachment-A**) and the Group Photograph is posted at the official website of COSCAP-SA.

The 21st SC meeting was then declared OPEN by the Chairman, COSCAP-SA.

2.0 AGENDA AND PROGRAMME:

The circulated Agenda and the Programme Schedule were revised and approved by the Steering Committee for its proceedings. The revised Agenda and the Programme Schedule are given in the **Attachment-B** and **Attachment-C** respectively.

3.0 PRESENTATIONS:

3.1 AIRBUS

Capt. Michel MENESTROT, Flight Ops. And Flight Safety Representative in Indian Region provided briefing on Airbus Supports in South Asia on the Performance Based Navigation and its benefits.

3.2 EASA

Mr. Lynch Wendell, Deputy Chief, Aviation System Safety, European Aviation Safety Agency (EASA) presented a paper on EU Technical Cooperation 2011 and on the introduction of SOFIA.

3.3 FAA

Mr. Glen Michael, Manager, International Operations, FAA addressed the meeting on Aviation Safety Information Analysis and Sharing System (ASIAS) and on Runway Incursions and Excursions.

3.4 ICAO

Capt Fareed Ali Shah, Regional Flight Safety Officer, ICAO Asia Pacific Office provided presentations on the update on the Regional Aviation Safety Group (RASG) and Global Aviation Safety Plan.

3.5 SARI

Mr. Erick Dormoy, Coordinator, South Asia Regional Initiatives (SARI), provided an update on Status of Regulations Harmonization in South Asian states.

3.6 DGAC France

Mr. Philippe Lambert, Director Cooperation Near and Middle East, South Asia of Department of International Cooperation provided an update on the Safety Assessment of Foreign Aircraft (SAFA) and its Implementation in the EU and France.

4.0 RECOMMENDATIONS AND CONCLUSIONS:

4.1 DP-01-SCM-21: PROGRESS REVIEW COSCAP-SA 2011

The Steering Committee noted the information provided in Discussion Paper DP-01 and expressed satisfaction of the Programme in the year 2011. Additionally, the Steering Committee drew attention to the shortcomings and constraints highlighted in the Discussion Paper and reached at the following resolutions.

a) Urged the Members States to:

- note and redress the shortcomings and difficulties faced by the programme office in delayed communication, difficulties with gratis travel, non commitment to facilitate the AWP, absence of State inputs on Mission reports, delayed payment of state contributions;
- assign due priority to each of the Programme objectives and associated activities depending on the needs of Majority of Member States, if such activities are to be implemented at different rate of pace;
- consider whether there is any need to revise/amend the Programme Objectives in the Programme Document and intended activities, to meet the current needs and inform the Programme Office urgently;

- consider the proposal on the continuation of the project beyond 2012, as the project is coming to the end of its 3rd phase in December 2012, to provide comments expeditiously to the Programme Office so that the ICAO TCB may be approached for the new Project Document;
- provide a feedback within three (03) weeks in response to the mission reports submitted by Regional Experts through Programme Office within three (03) weeks of their missions. The Programme office shall also send a reminder to the state if no feedback is received within three weeks.

Directed the Programme Office to:

- request feedback from the states on the proposal to extend the Programme for another five years and amend the Programme Document accordingly so that it contains the proper perspective in view of the changes in the region;
- request the ICAO TCB to prepare a Project Document for the continuation of the Project for another 5 years;
- conduct a special Steering Committee Meeting to decide on the extension of the Programme for another 5 years;

4.2 DP-02-SCM-21: REVIEW OF 20TH SCM DECISIONS:

The Steering Committee noted with satisfaction the information provided in Discussion Paper DP-02 and

a) Urged the Members States to:

- provide data on “Country Specific Information” and Key Officials of CAA without further delay;
- participate in the future at each APRAST meeting regularly and nominate suitably qualified personnel to participate in the APRAST Meeting
- continuously monitor the implementation status of the SARAST and keep the Programme Office updated
- coordinate with ICAO TCB for the payment of the honorarium of the National Coordinators from the COSCAP-SA Fund
- ensure the provision of issuing Gratis Tickets to the Regional Experts on official travel;
- examine the AWP 2012 and provide feedback to the Regional Programme Coordinator within one week

- make the National Counterparts available during the visit of the Regional Experts;
- review, if necessary, the Terms of Reference of the National Aviation Safety Team to make it more effective with the participation of the stake holders;
- avail the training facilities within the member states that are provided free of cost for better harmonization of training facilities;
- take part actively in the South Asian Regional Initiatives (SARI)
- complete the development and implementation of the State Safety Programme (SSP) and Safety management System (SMS)
- share with India the knowledge the Implementation methodology of the SSP;
- to submit an implementation plan to ICAO on the English Language Proficiency Requirement, if not done so;

4.3 DP-03-SCM-21: REVIEW OF THE Recommendations of 12th SARAST/ 4th ARAST

The Steering Committee Meeting noted with satisfaction the activities of the programme on the closure of some of the identified South Asia safety Issues (SASI) and urged the member states to:

- consider amending the Terms of Reference of the SARAST in view of the replacement of the ARAST with APRAST
- send suitably qualified personnel to attend the APRAST meeting;

Directed the Programme Office to:

- gather information from ICAO related to USOAP data results related to protocol questions and share with the member states;
- examine the ICAO Requirements (Manual of Prevention of Runway Incursions) for the establishment of the runway safety teams;
- draft Advisory Circulars for consideration by Member Administrations to heighten the awareness and risk related to Work Cards and Shift Changes;
- support SSP development and SMS implementation through provision of training courses

5. DP-04-SCM-21: REVIEW of the Recommendations of 5th NC Meeting

The Steering Committee noted with satisfaction the proceedings of the 5th National Coordinator's Meeting and urged the states to:

- consider clearing the outstanding contributions at the beginning of each calendar year
- appoint the National Coordinator of COSCAP-SA as a member of the National Aviation safety Team
- take part regularly in the APRAST meeting regardless of the place where the meeting is conducted;
- utilize the South Asian Regional Initiatives (SARI) assistance for the harmonization of the Maintenance Rules in the region;
- to provide to the Programme Office the training requirements well in advance so that the state requirement could be taken care of in detail;
- provide appropriate appointment letters in favour of the National Coordinators and dispatch to the Programme Office for further coordination with the ICAO TCB.

Directed the Programme Office to:

- undertake steps with ICAO TCB so that the honorarium for the National Coordinators could be paid without any delay;
- provide assistance in the post audit activities of the member states
- incorporate the training needs of the member states in the Annual Work Plan

6. DP-05-SCM-21 SARI REGULATION HARMONIZATION

The Steering Committee noted with satisfaction the progress made by the South Asian Regional Initiatives and urged the states to:

- note the activities planned in the SARI Work Plan for the year 2012;
- actively take part in the SARI activities;
- note the lack of human and other resources being the main hindrance in the development of SARI in the region;
- fully utilize the SARI activities in the region.

Directed the Programme Office to:

- closely monitor and support the initiatives of the South Asian Regional Initiatives in the region;
- ensure the involvement of the National Coordinators for the active participation of the state in the SARI activities.

7. DP-06-SCM-21 Review of the AWP 2011 and Presentation of the AWP 2012

The Steering Committee noted with satisfaction the information provided in the discussion paper DP-06 and urged the member states to:

- approve the Annual Work Programme 2012 for the COSCAP-SA;
- adhere to the extent possible to proposed dates of the missions in the AWP 2012;
- make optimum use of the Programme activities by active participation.

Directed the Programme Office to:

- adjust the technical missions in the states considering the difficulties faced to accommodate the missions during state festivals;
- adjust the Airworthiness missions to the extent possible as per the Project Document.

8. DP-07-SCM-21 Programme Budget 2012

The Steering Committee noted with satisfaction the information provided in the discussion paper DP-07 and urged the member states to:

- to contribute to the Programme in full as agreed, and of the necessity of continuing the Programme without curtailing any of its planned activities.
- settle financial contributions as early as possible but not later than the 3rd quarter of each year.
- consider the extension of the Programme for another five years beyond 2012;
- settle the discrepancies in the expected and paid contribution of Maldives after receiving the due request from Maldives;

Directed the Programme Office to:

- Coordinate separately with each States to settle the post payment adjustments arising out of the bank transactions and any other such issues.
- Requested the Partners to continue their contributions in kind and the Donors to continue their generous contributions to the Programme.

9. ANY OTHER MATTERS:

Mr. Parakrama Dissanayake, Senior Director CAA Sri Lanka requested the Steering Committee to note that the COSCAP-SA Programme is finishing on 31st December, 2012 and the future of the Programme after 2012 should be opened for discussion. He further requested that aviation related data in the COSCAP-SA website should be updated regularly. The Steering Committee noted the views expressed by the representative from CAA Sri Lanka and consented that the Programme -future will be discussed in a Special Steering Committee Meeting very soon, the date of which will be circulated after due consultation with the member States. The Chairman COSCAP-SA requested the Regional Programme Coordinator to take effective action urgently.

10.0 STATES' PRESENTATIONS:

CAA Bangladesh: Director Air Traffic Services and Aerodromes, CAA, Bangladesh gave a brief overview on the PBN Implementation Roadmap of the Civil Aviation Authority of Bangladesh. He gave a historical background of the Implementation Plan with the objectives of the PBN Roadmap. He informed the meeting the time frame for the implementation plan in Bangladesh as:

- Near Term (2011–2012);
- Medium Term (2013–2015); and
- Long Term (2016–2018).

He then briefly narrated the future surveillance technologies those will be utilized for the PBN Implementation Plan.

DGCA India: The National Coordinator of India gave a brief analysis on the infrastructure of the Directorate General of Civil Aviation of India under the Ministry of Civil Aviation. He presented a brief history of Civil Aviation in India since 1011 and how the Airports Authority of India AAI came into being. He also briefed the meeting on the steady growth of passenger and cargo both in the domestic and International sectors and its impact on the authority. He highlighted the Safety Oversight System in India and briefed the meeting on the successful outcome of the different safety audits. He also brought to the notice of the latest status of implementation of Establishment of CAA in India, Civil Aviation safety Advisory Council (CASAC) and the different ICAO TCB projects. He discussed the preparation, implementation status of the State Safety Programme in India and mentioned that the SSP Implementation has been phased out to complete in November 2013.

CAA Nepal: Nepal gave a brief overview of Civil Aviation System and Safety Oversight in Nepal. He elaborated on the USOAP activities in Nepal and brought to the notice of the meeting on the developments of provision of SMS in various areas, ATC capacity building, prioritizing repairs of unserviceable CNS systems and facilities, Ministry of Tourism and Civil Aviation has reviewed Aircraft accident and incident investigation regulation and is pending approval by the Council of Minister,

development of the CAAN Runway Safety Programme, development different requirements, documents, procedures to address ICAO findings. He drew the attention of the member states on the possible assistance on Expertise for establishment and development of Flight safety and Documents System, for the provision of SIGMET in Nepalese airspace and training for Aero Medical Examiners (AMEs).

CAA Pakistan: The Deputy Director General of CAA-Pakistan briefed the meeting on the Integrated Safety Management System in Pakistan. He narrated the efforts of the PCAA to implement four International Management System Standards including ICAO's Safety Management System. He also discussed the role of CAA Pakistan as the Regulator and Service Provider.

CAA-Sri Lanka: Mr. Withanage of AASL gave a graphical presentation on the construction of the New Airport at Hambantota in Sri Lanka. He explained in detail the work process, the advantages and the difficulties faced and the deadline for completion of the project. It was expected that in Phase II the Airport would be able to handle 5, 000, 000 passengers per annum.

11.0 DATE AND VENUE OF THE 22nd SCM COSCAP-SA:

The Steering Committee with the agreement of all the Member States decided that the 22nd Steering Committee Meeting will be held at Dhaka, Bangladesh in the month of September 2012. The exact dates will be intimated in due course.

12.0 ADOPTION OF THE CONCLUSIONS AND RECOMMENDATIONS:

The Steering Committee adopted the Conclusions and Recommendations of the Meeting, subject to changes proposed at the meeting being incorporated therein, prior to final print.

13.0 VOTE OF THANKS

The Chairman thanked all the Steering Committee Members, National Coordinators, other representatives of States and their respective Industry's partners, representatives of Partners for their active participation, cooperation and support for the successful conduct of the meeting. He also thanked the Regional Director, ICAO Asia Pacific Office for his valuable comments which was communicated through Capt Fareed Ali Shah. The Chairman thanked all the Technical and Administrative Staff of CAA, Bangladesh who were tasked for this Steering Committee Meeting and had contributed for the successful completion of the Meeting.

14.0 CLOSING

There being no other business matter in the Agenda, the Chairman declared the 21st Steering Committee Meeting closed.

-End-