

PROPOSED COSCAP SA PHASE V OBJECTIVES AND ACTIVITIES

PART C. IMMEDIATE OBJECTIVES AND ACTIVITIES

The COSCAP-SA Steering Committee formally assigned priorities against the objectives and activities contained in the Phase IV subsequent to the 22nd Steering Committee Meeting and determined that these be reviewed at each SC Meeting. The following criteria were utilized for assigning priorities:

- i. High – Work to achieve the objectives must be completed as per the approved Annual Work Plan (AWP)
- ii. Medium - Work to achieve the objectives will be carried out as per the approved AWP resource permitting
- iii. Low – Work to achieve the objectives will be carried out resource and time permitting

1.0 IMMEDIATE OBJECTIVE 1 – HIGH PRIORITY

Objective: Through SARAST provide support/advise for the implementation of RASG-APAC/APRAST Safety Enhancement Initiatives (SEI) and tools, and facilitate dialogues and exchange of information and experience on aviation safety matters among COSCAP-SA Member States and promote solutions to common problems

Applicability: All Member States

Status: Revised

Performance Indicators

- RASG-APAC Safety Enhancement Initiatives (SEIs)
- Number of SARAST and NAST meetings conducted

Performance Target

- RASG-APAC SEIs 75% implemented by COSCAP-SA States with one year of being finalized by RASG
- 1 or more SARAST meeting per year
- 1 or more NAST meeting by each Member State per year

Activities:

- Participate and contribute to the discussions as required in APRAST for safety enhancement initiatives and track APRAST SEI Tools as approved by RASG - APAC
- Convene and conduct the SARAST meeting. Guide, advise and track the States in the implementation of the SEI Tools within their respective States
- Update the SARAST Terms of Reference as required
- Discuss State specific NAST safety issues and determine which issues require further action and determine commonality (with other States) to be brought to APRAST
- Review State NAST minutes, analyze and coordinate further action as required with States
- Enable SARAST to contribute to RASG/APRAST – APAC SEI initiatives

2.0 IMMEDIATE OBJECTIVE 2 – HIGH PRIORITY

Objective: Develop the South Asia State’s regulatory human resources capacity for medium to long-term consolidation and succession through strengthening of South Asia Capacity Building Matrix (SACBM)

Applicability: All Member States

Status: New

Performance Indicators:

- Determination of current Inspector requirements in each Member State in Flight Operations, Airworthiness, Personnel Licensing, Air Navigation Services and Aerodromes based on respective State’s aviation activity
- Determination of the Projected inspector strength requirements on yearly basis for the next five-year period
- Establishment of a SACBM Expert Qualification Criteria in the areas of OPS, AIR, PEL, ANS, and AGA
- Completion of the current Inspector SACBM assessment
- Increase number of Inspectors on the SACBM
- Establishment of a Level of Expert System
- Current/up to date SACBM
- Enhanced training (including OJT and Train the Trainer) for SACBM experts

Performance Targets:

- Increase the number of SACBM Experts within each Member State by at least 10% per year as feasibly possible
- Increase the number of SACBM Experts moving up in higher SACBM Expert Levels by at least 5% per year as feasibly possible

Activities:

- Identify the number of inspectors required in each Member State in the areas of OPS, AIR, PEL, ANS and AGA projected on an annual basis over a 5 year period
- Develop a SACBM Qualification Criteria for Experts in the areas of OPS, AIR, PEL, ANS and AGA
- Develop a SACBM which identifies all inspectors/officers who meet the SACBM Qualification Criteria
- Provide guidance and assistance to member States for the enhancement of knowledge and skills (K&S) of identified SACBM experts including train the trainer capabilities
- Provide guidance and assistance to member States SACBM experts in order for them to increase their identified SACBM Level of Expert
- Develop a SACBM Procedures Manual for Member States who wish to use the SACBM
- Facilitate and assist Member States in the utilization of the SACBM system as per the SACBM Procedures Manual

3.0 IMMEDIATE OBJECTIVE 3 – HIGH PRIORITY

Objective: Ensuring a cost-effective approach for obtaining technical assistance/training in the field of aviation safety oversight, through coordination with the member States to avoid duplication of efforts and allowing the sharing of available resources to the maximum extent.

Applicability: All States

Status: Revised

Performance Indicators:

- Partnership/cooperation established
- Cost Savings for the program

Performance Target:

- No duplication of Technical Assistance/training activities within the sub region

Activities

- Establish cooperation, and sharing of resources with other COSCAPs in APAC
- Establish and develop formalized partnerships with other organizations
- Coordinate COSCAP requirements and activities with other organizations to avoid duplication

4.0 IMMEDIATE OBJECTIVE 4 – HIGH PRIORITY

Objective: Enhancing the knowledge and skills of the aviation safety professional personnel of COSCAP-SA Members, through a variety of formal training courses and on-the-job training.

Applicability: All States

Status: Revised

Performance Indicators:

- Number of training courses conducted
- Number of personnel trained
- Number of Areas Covered (i.e. OPS, AIR, PEL, ANS, AGA, AIG)

Performance Targets:

- Completion of 100% of high priority training requirements in AWP as approved by the SC
- Completion of 50% of medium priority training requirements in AWP as approved by the SC

Activities

- Assess the training policy of individual Member States to ensure that the State policy adequately addresses and implements the ICAO requirements.
- Identify the training needs of individual Member States and determine the common areas of training that need to be addressed based on the priority determined by the Steering Committee.
- Develop an enhanced training programme consisting of OJT and Train the trainer courses to develop SACBM Experts so that they may increase their K&S and to move up SACBM Expert Levels
- Assist individual States with their specific training needs based on the availability of resources.

- Develop and impart training related to new emerging initiatives and requirements introduced by ICAO to professional staff in all Member States; and assist States with its effective implementation.
- If the training needs of the Member States cannot be met from within the Programme resources, external sources should be identified for provision of such training, based on availability of funds.
- Develop an Annual Work Plan (AWP) as per the identified training needs and present it at every Steering Committee Meeting for approval.
- In the AWP make provisions for train-the-trainer courses for capacity building of Member States.
- Continue to develop and assist Programme Members to implement a system for the certification of competency of safety oversight inspectors; systematically train, conduct on-the-job training and finally evaluate as appropriate the competency of inspectors engaged in safety oversight functions and assist States to provide necessary segments of relevant training, depending on the availability of resources.
- Continue to encourage Industry participation in training programmes for greater awareness and enhancing the level of understanding between the regulators and the service providers.
- On an on-going basis, assist Member States to ensure that a sufficient number of adequately qualified personnel are available in the civil aviation administrations.

5.0 IMMEDIATE OBJECTIVE 5 – HIGH PRIORITY

Objective: Assist within available resources, Member States in their preparations for USOAP – CMA audits, Self-Assessments, Protocol Questions and Corrective Action Plans for strengthening safety oversight capabilities in respective States, including the effective implementation of the critical elements of safety oversight as identified by ICAO. Conduct implementation missions to determine the service providers’ *level of regulatory **compliance*** and the regulators’ (CAA/DGCA) *level of ICAO SARPs, including National Regulations (NR) (as deemed applicable) **implementation***.

Applicability: All Member States

Status: Revised

Performance Indicators:

- Number of recipient States
- Number of USOAP/CMA Missions conducted
- Number of Regulatory Compliance Implementation Audits (RCIA) conducted

- Number of specific items assistance provided

Performance Targets:

- One Mission to each member State per year
- One Regulatory Compliance Implementation Audit (RCIA) per State every 5 years in each area (OPS, AIR, ANS, AGA)

Activities

- Referencing of USOAP-CMA audit schedules, State's planning for Self-Assessments, un-satisfactory Protocol Questions and Corrective Action Plans
- Identification of specific areas, PQs and CAPs which require assistance
- Provision of assistance, guidance, advice as required
- Monitoring for follow-up guidance
- Conduct RCIA in OPS, AIR, ANS and AGA for each member State
- Monitor progress on RCIA corrective actions plan(s)
- Promoting a comprehensive system approach /continuous monitoring approach for the conduct of safety oversight activities, focusing on effective implementation of Standards and Recommended Practices (SARPs), the efficient oversight capability of Member States and on
- Assisting COSCAP-SA Member States in rectifying deficiencies identified by USOAP audits on aspects covered by Annexes 1, 6, 8, 10, 11, 13 and 14.
- Support Member States in implementation of CMA processes

6.0 IMMEDIATE OBJECTIVE 6 – HIGH PRIORITY

Objective: Increase safety oversight capability of Member States in *Air Navigation Services* (ANS)

Applicability: All States

Status: New

Performance Indicators:

- Update Primary Legislation (CE1)
- Updated Operating Regulations (CE2)
- Availability of Guidance Material (CE5)
- Regulatory framework for Certification (CE6)
- Regulatory framework for Surveillance (CE7)
- Procedures for Resolution of Safety Concerns (CE8)

Performance Targets:

- Recruitment of ANS Expert within first year of Phase V
- Completion of the Gap Analysis for CE1, CE2, CE5, CE6, CE7 and CE8 within two and half years
- Completion of final draft of updated Primary Legislation (as required/feasible) and Operating Regulations within three and half years for enactment
- Completion of final draft of new/updated Guidance Material, updated Regulatory framework for Certification and Regulatory framework for Surveillance within four and half years for implementation
- Completion of Procedures for Resolution of Safety Concerns within five years

Activities:

- Develop Job Description and Terms of Reference for the ANS Expert
- Initiate and facilitate the recruitment process for the ANS Expert as per ICAO HR rules and procedures
- Develop an ANS Annual Work plan
- Submit the ANS Annual Work plan to the SC for approval

7.0 IMMEDIATE OBJECTIVE 7 – HIGH PRIORITY

Objective: Increase safety oversight capability of Member States in *Aerodromes (AGA)*

Applicability: All States

Status: New

Performance Indicators:

- Update Primary Legislation (CE1)
- Updated Operating Regulations (CE2)
- Availability of Guidance Material (CE5)
- Regulatory framework for Certification (CE6)
- Regulatory framework for Surveillance (CE7)
- Procedures for Resolution of Safety Concerns (CE8)

Performance Targets:

- Recruitment of Aerodrome Expert - *funds permitting*
- Completion of the Gap Analysis for CE1, CE2, CE5, CE6, CE7 and CE8

- Completion of final draft of updated Primary Legislation (as required/feasible) and Operating Regulations
- Completion of final draft of new/updated Guidance Material, updated Regulatory framework for Certification and Regulatory framework for Surveillance
- Completion of Procedures for Resolution of Safety Concerns

Activities:

- Develop Job Description and Terms of Reference for the AGA Expert
- Initiate and facilitate the recruitment process for the AGA Expert as per ICAO HR recruitment rules and procedures
- Develop an AGA Annual Work plan
- Submit the AGA Annual Work plan to the SC for approval

8.0 IMMEDIATE OBJECTIVE 8 – HIGH PRIORITY

Objective: Assist Member State with the implementation of provisions of Annex 19 – Safety Management

Applicability: all Member States

Status: Revised

Performance Indicators:

- As per Chapter 4 Annex 19, established SMS for:
 - Air operators
 - Approved Maintenance Organizations
 - Approved Training Organizations
 - Air Traffic Service Providers
 - Certified Aerodromes
- Reduction of findings during SMS implementation/assessment missions
- State Safety Programme (SSP) established for Member States by GASP timeline of 2022
- Reduction of findings during SSP implementation/assessment missions

Performance Targets:

- SMS completed within 4 years for existing International operations for:
 - Air operators
 - Approved Maintenance Organizations
 - Approved Training Organizations
 - Air Traffic Service Providers

- Certified Aerodromes
- All new operators have an accepted SMS prior to certification
- SSP completed within 4 years for all Member States (GASP 2022)

Activities

- Assist Member States in the development of regulations, standards and guidance material requiring air operators and service providers to implement Safety Management Systems.
- Conduct a physical survey within the SA sub-region to determine the level of implementation of SMS by air operators, aerodromes and air navigation service providers.
- Monitor and support the implementation of SMS within available resources.
- Assist States who have yet to do so in conducting an SSP gap analysis
- Following the gap analysis, assist /support the State, as required, in drafting the national legislation and operating regulations governing the functioning of the SSP.
- Assist States, whom have yet to do so, in developing an SSP Implementation Plan. The SSP Implementation Plan should describes how a State will put in practice processes, procedures and means that will allow the State to discharge its responsibilities associated with the management of safety in civil aviation.
- Monitor the execution of the SSP Implementation Plan.

9.0 IMMEDIATE OBJECTIVE 9 – MEDIUM PRIORITY

Objective: Feasibility of establishment of a Regional Safety Oversight Organization (RSOO) for South Asia States

Applicability: All Member States

Status: New

Performance Indicators:

- Feasibility Study Report for the establishment of a RSOO

Performance Targets:

- Completion of the feasibility study and submission of the report within 12 months to the Steering Committee Meeting

Activities:

- Securing an outsourced organization to prepare and undertake the study to include the following activities:

- Ensure that the preparation of the study includes Terms of Reference for the feasibility study
- Obtain approval of the TORs by the Steering Committee
- Conduct Interactive meetings/ briefing to Member States, CTA and associated stake holders as required
- Establish the feasibility study project plans with time lines
- Obtain approval for the project plan including time lines by the Steering Committee Members
- Develop Draft Feasibility Project Report
- Conduct meetings/briefings with the Member States and the CTA to obtain feedback
- Produce finalized Feasibility Project Report and submit to the COSCAP SA Programme
- Present the Feasibility Project Report to the Steering Committee during the next up coming Steering Committee Meeting

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