

**26TH COSCAP SA STEERING COMMITTEE MEETING
RECORD OF CONCLUSIONS
Kathmandu, Nepal
9-11 January 2018**

1) SC26-1 - ACTION TAKEN ON THE DECISIONS OF THE 25TH COSCAP-SA STEERING COMMITTEE (DP1)

a) Regional Airworthiness Expert Provided by India DGCA

- Other than one question from the Maldives, the COSCAP SA had not received any requests from Member States for the India appointed Regional Airworthiness expert assistance. This was discussed at the NC meeting in August and member States indicated that they had enough support from SARI AIR/EASA therefore the Regional Airworthiness expert (RAW) was not required. It was suggested that the COSCAP SA Regional Airworthiness expert position be replaced with an ANS expert instead, as the need was greater. The ANS expert should work in the COSCAP SA office in Bhutan in order to ensure his/her 100% commitment to the programme. A good time to introduce the ANS expert would be during the COSCAP SA Phase V.

ACTION:

- *The National Coordinators should not make decisions during the NC meeting. If changes are proposed within the programme and/or policies, they may then be brought forward to the Steering Committee who will make the decision on the matter accordingly. Note: decision on this issue will be deferred once the “entire” draft Programme Document Phase V will be reviewed for comments by the Member States*
- *The CTA will review the National Coordinator Terms of Reference to reflect this.*

b) COSCAP SA Older Vehicle:

- The old COSCAP SA vehicle is currently undergoing a tender (for sale) process in Bangladesh (handled by CAAB). CAAB will provide an update at the SCM.

ACTION:

- *Bangladesh advised that the tender process for the sale of the vehicle is within its final stages and should be completed soon.*

c) Annual Work plan

- Sri Lanka requested that additional statistics such as number of participants on

each course, from which State and number of days spent by the CTA/expert on training/TAs be made available.

- Sri Lanka requested that Basic Inspector on-line training be considered.
- NCs wish lists may also include technical assistance in addition to training

ACTION:

- *The CTA will provide additional statistics such as number of participants on each course (including from which State) and number of mission days spent by the CTA/expert on training/TA at the next Steering Committee Meeting*
- *The CTA will explore the possibilities of acquiring Basic Inspector on-line training.*
- *For the next NC meeting, Member State NCs should also include within their annual wish-list submissions, technical assistance in addition to training. This includes review of PQs, Gap analysis, other activities to determine implementation accordingly.*
- *Member States may still submit additional TA requests to the CTA as required (two missions maximum per State as per the TAM).*

d) CTA participation on ICAO CAT Missions:

- The CTA has advised ICAO APAC of the SCM's decision in regards to her participation on CAT missions. As a result, the CTA has not been requested to participate at any CAT missions so far. It is recommended that this issue be revisited.

ACTION:

- *The SC decided that the CTA should give top priority to her work within South Asia however, if time permits, may participate on ICAO CAT missions as long as it is within South Asia*

2) SC26-3 - REGIONAL AVIATION SAFETY TEAM REPORT (DP3)

- SARAST was conducted (back to back) with the National Coordinator meeting in Bangkok in August 2017. It was suggested that this practice continue to ensure maximum participation.

ACTION:

- *The SC approved the practice of having back to back NC/SARAST meetings*
- *The CTA will send an email to all member States to update their trackers at least one month prior to the next SARAST teleconference, which is scheduled for March 15, 2018.*

3) SC26-4 - ANNUAL WORK PROGRAMME (DP4)

- Sri Lanka requested CTA to re-adjust/prioritize her schedule in order to provide support in the review of PQs (in preparation for the ICAO audit which is

scheduled in June 2018)

- Maldives requested the CTA to revise the AWP to reflect their wish list
- Bhutan to receive Technical Assistance in ANS and AGA in the spring of 2018
- Bhutan's Audit Technique Course to be re scheduled

ACTION:

- *The CTA will revise Sri Lanka's request for support taking into consideration other activities*
- *The CTA will discuss Maldives training requests after the SCM and adjust the matrix/priorities accordingly*
- *The CTA will be recruiting an International ANS expert in the spring of 2018 for a period of 3 months to support Bhutan in resolving their ANS issues.*
- *The Audit Technique Course (generic) will be held in March 2018 in Bhutan*
- *The Annual Work plan 2018 was approved subject to revisions as discussed during the SCM*

4) SC26-5 - PROGRAMME CONTRIBUTIONS AND BUDGET 2016-2016 (DP5)

- Sri Lanka explained the reason for Sri Lanka's lack of contribution for the 2013-2014 period. During that period, the programme document had not been signed as of yet and upon agreement with the ICAO Secretary General, member States were not required to make any payments until signed. Sri Lanka is requesting ICAO to take note and revise the paper accordingly.
- Airbus announced an additional contribution to the programme in the amount of USD\$50,000 and requested the process for submitting the donation

ACTION:

- *ICAO RO has taken note and will request ICAO TCB to reflect Sri Lanka's comments*
- *The CTA will inform ICAO TCB to provide instructions to Airbus on donation process and on how to obtain an invoice for the donation*

5) SC26 – 8 - PROPOSAL FOR AN INDEPENDENT FEASIBILITY STUDY EXAMINING THE CASE FOR COSCAP SA'S DEVELOPMENT INTO A REGIONAL SAFETY OVERSIGHT ORGANIZATION (RSOO) (DP12)

- States were requested to provide support for a Feasibility Study in order to examine the case for an RSOO in South Asia

ACTION:

- *All member States agreed to have the study conducted.*
- *States will provide comments and suggest changes as necessary.*
- *EASA will acquire an independent consultancy firm to conduct the study Note: Composition of the team has yet to be determined*
- *The name of the consultancy firm will be provided to the SC for approval*

- *Cost Benefit Analysis of COSCAP SA will be included in ToRs*
- *The study will be done in full coordination with ICAO and COSCAP SA*

6) SC26 – 9 – SOUTH ASIA CAPACITY BUILDING MATRIX (DP6)

- The SACBM Procedures Manual requires review and approval from the SC
- Standardization among SACBM experts in terms of regulations and requirements would be required
- Member States need to nominate an SACBM administrator so that the SACBM can be updated on a periodic basis (to ensure sustainability)
- Candidates, who were not present during the first round of assessments, should be assessed at a later date.
- The SACBM needs to be computerized

ACTION:

- *The CTA will be sending an email out to all DGCAs and NCs to request for comments on the draft SACBM Procedures Manual no later than 60 days (from the date of the email). Once comments received, reviewed and incorporated, she will send it to the Chairman to obtain approval accordingly.*
- *As soon as a SACBM mission is being planned for an expert, the assigned SACBM expert will obtain a user account from ICAO (through the COSCAP SA) and complete the ICAO USOAP CMA CBT training in his/her area of expertise prior to going on the mission. ICAO has offered the ICAO USOAP CBT training free of charge to State experts providing technical assistance to other States under COSCAPs.*
- *Member States will need to appoint a SACBM administrator to provide updates on the status of their experts in order to ensure sustainability of the SACBM.*
- *The CTA will continue to assess additional candidates in combination with her other State missions*
- *The CTA will meet with the Bangladesh CAA IT people in order to discuss the computerization of the SACBM*

7) SC26 – 10 – COSCAP SA PHASE V (DP7)

Discussions involved:

- The need (or not) for the Regulatory Compliance Implementation Audit (RCIA) tool
- The need for an ANS/AGA expert within the COSCAP SA Programme
- The need to extend Phase IV and the CTA to the end of December 2018
- The agreements in principle of the Phase V Objectives
- The steps forward and timelines in terms of the Programme Document Phase V development and implementation
- Contributions required to extend Phase IV until end of December 31, 2018

ACTION:

- *RCIA – should be voluntary and only when States request*
- *Mention of the RCIA tool in the Phase V document will be removed. The RCIA will be placed into the COSCAP SA technical assistance “toolbox” and used when requested.*
- *During the development of the Programme Document Phase V, several options for the recruitment of an ANS expert will be identified with associated costs*
- *Phase IV of the programme and the CTA contract will be extended to December 31, 2018. The CTA will prepare a letter for the COSCAP SA Chairman signature, addressed to the ICAO TCB Director requesting the extension accordingly.*
- *Objectives 1-8 (as modified during the SCM) which have been agreed in principle during this SCM, will form the basis of the ICAO Programme Document Phase V.*
- *Objective #9 will be dropped*
- *The following next steps will take place:*
 - *ICAO will provide the justification, refined Objectives 1-8 (including revised prioritizations) and preliminary resourcing to the States for feedback by middle of February 2018*
 - *States will provide their feedback to ICAO by middle of March 2018*
 - *ICAO will produce a refined Programme Document (PD) by June 2018 and distribute to States for feedback*
 - *States will provide feedback within one month upon receipt to ICAO*
 - *After incorporating feedback, ICAO will complete the final document, send for a legal review and signing of the Secretary General for October 2018*
 - *Next SCM should be in November 2018 for the State signing of the Programme Document Phase V*
 - *MOU, if needed for Phase V (to be determined by TCB), will also be updated and signed in conjunction with the PD*
- *Standard Pro-rated contributions for the 3 extra months will apply assuming no objections. ICAO will confirm with TCB. Note: Any variations would require a review and an analysis, which would delay the process.*

8) SC26 – NEXT VENUE

Pakistan has volunteered to host the next SCM in November 2018. Pakistan CAA and the CTA will discuss at a later date, details and specific dates.