

26th COSCAP-SA STEERING COMMITTEE MEETING

**Annual Work Programme 2018
Discussion Paper 4 (DP-4)**

(Presented by CTA)

SUMMARY

The purpose of this paper is to present the proposed COSCAP-SA 2018 Annual Work Plan (AWP). The proposed Work Plan has been developed based on the available resources and the priorities established by the COSCAP-SA Steering Committee. The COSCAP-SA has available one Chief Technical Advisor (CTA) and one Office Secretary

Emphasis in 2018 will be placed, in part, on ANS and Aerodrome training. A list of high and medium priority courses, which will be delivered in 2018, is located in Appendix III. As per the new proposed COSCAP SA Performance indicators and targets, 100% of high priority courses and at least 50% of the medium priority courses will be delivered in 2018. A *Summary Report by Activity Area for COSCAP-SA* appears at Appendix II. This report will be updated and presented at subsequent Steering Committee meetings for review and comments as an adjunct to the Work Plan.

1 Background

1.1 Pursuant to the Institutional Framework and Procedures Manual (IFAPM), Annual Work Programmes need to be prepared by the CTA.

2 Discussion

2.1 *Steering Committee Meetings:* The CTA will be required to prepare numerous Discussion Papers for review by the SC Meeting in order that they can establish the priorities for the programme for the period following the previous 25th Meeting of the Steering Committee and to update Members on recent developments.

2.2 *Safety Team Meetings:* With the establishment of the ICAO Regional Aviation Safety Group (RASG), and the Asia-Pacific Regional Aviation Safety Team (APRAST), COSCAP-SA will be required to participate in the RASG, APRAST and SARAST meetings to enable meaningful consideration of safety issues. In addition, COSCAP-SA will support Member States to implement the safety enhancement priorities in the areas of LOC, CFIT and Runway Safety, including associated APRAST Safety Tools that are emerging from the RASG/ APRAST activities.

2.3 *Technical Assistance:* COSCAP-SA is planning to provide in-country Technical Assistance (TA) to member States on a “**on demand basis**” as depicted on the Technical Assistant Matrix (TAM) located in Appendix I of this paper. Technical Assistance (TA) missions (2018) which have already been requested by States have been scheduled on the TAM. States who have not requested TA, to date, have been each assigned 2 “ad hoc” TA mission slots throughout the year in the case the need arises accordingly. Note that the dates on the TAM are for planning purposes only. States are requested to notify the CTA preferably 3 months in advance regarding the TA related activities, which COSCAP-SA is requested to assist with. The Work Plan is subject to revision and will be updated periodically throughout the year.

2.4 *Training and Programme Support:* Where appropriate, training will be conducted in close coordination with COSCAP-SEA, COSCAP-NA and ICAO Regional Office Bangkok. In addition, the COSCAP SA will continue to work with the EU SA Aviation Partnership Project for the establishment of a COSCAP SA – EASA – SARI Joint Activity Plan - 2018. The final version (including Course outlines) and the schedule of the Joint Activity Plan should be available in February 2018 once approval has been received from the EC. Several courses from the previous year joint activity plan (2017) have spilled over into early 2018. In addition, a few additional courses (i.e. SMS and SSP Implementation courses) have also been added to take place early 2018.

2.5 The Annual Work Plan (AWP) - 2018 for COSCAP SA training courses has been prioritized as high and medium priority. The prioritization has been done in accordance to the highest demands by Member States. As per the new proposed COSCAP SA Performance indicators and targets, 100% of high priority courses and at least 50% of the medium priority courses will be delivered in 2018. Courses not conducted during this period, will be forwarded into the next time period accordingly. A list of high and medium priority courses can be found in Appendix III. Note that the AWP is derived from a Master Matrix which contains all of the Member States desired/wishlisted courses (Appendix V).

2.6 In 2018, more emphasis will be done on training related to Air Navigation Services (ANS) and Aerodromes (AGA) as these two areas have low EIs throughout the region.

2.7 Due to the difficulty in obtaining “in country” training for Pakistan, the COSCAP SA will out-source courses with training service providers and/or private contractors that have no security restriction for travel into Pakistan. Pakistan CAA has provided a list (Appendix IV) of top priority courses, which will be used to schedule “in country” courses as feasibly possible. Note that some of these courses are already on the 2018 AWP as high and/or medium priority courses.

2.8 Member States may request training in areas, which are not mentioned in the Work Plan. Requests for such training should be made to the COSCAP-SA office as early as possible so that steps may be taken to provide such training depending on the availability of resources. **Note:** this will not prevent courses from being planned and delivered during this period. It is more for the purpose of managing and prioritizing the CTA’s time.

3 Summary Report by Activity Area for COSCAP-SA

3.1 The *Summary Report by Activity Area* (Appendix IV of this paper) is designed to map and track specific programme activity and feed into the COSCAP-SA Work Plan. While it is understood that Member needs are dynamic in some areas, the focus of the Summary Report is on the priorities as defined in the Programme Document and the strategic priorities of the GASP. The Summary Report will be presented to the Steering Committee on an annual basis along with the Work Plan and adjusted as necessary to meet the needs of the Member States.

4 Actions of the Meeting

4.1 The COSCAP-SA Steering Committee is invited to review the proposed Work Plan and the Summary Report by Activity Area and take decisions on the priorities for 2018. Supporting documents can be found in the Appendices Folder attached to this DP.

4.2 Based on the decisions of the Steering Committee, the CTA is to finalize the Work Plan for 2018, adjust the Summary Report and forward to Members for review, comment and confirmation as appropriate.