

**27th COSCAP SA
Steering Committee Record of Conclusions
and Actions
Islamabad, Pakistan
January 29-31, 2019**

SC27-1 - Action on the Decisions of the 26th COSCAP-SA Steering Committee (DP1)

The CTA reviewed the actions taken on the Decisions of the 26th Steering Committee Meeting.

Discussion:

- The Civil Aviation Authority of Bangladesh still needs to provide a status on the selling of the old COSCAP SA vehicle
- The CTA is looking at Transport Canada's on line Basic Inspector course to determine if it may be customized for South Asia. Note that the course is currently being overhauled and should be ready in late 2019.
- ICAO APAC Regional Office has provided a clarification to Sri Lanka on the 2013 – 2014 outstanding annual contribution.

ACTIONS

- *The CTA to contact the Civil Aviation Authority of Bangladesh (CAAB) to obtain a status on the selling of the older COSCAP SA vehicle.*
- *The CTA to continue to monitor the progress on the TC on-line Basic Inspector course overhaul to determine if work can begin to customize for South Asia*

SC27-2 - Phase IV Programme Progress Report (DP2)

The CTA provided updates on the objectives of Phase IV of the Programme Document.

Discussion:

- A more balanced mixture of training with OJT, technical assistance and PQ reviews was noted for the COSCAP SA 2018 activities. This integrated nicely with the start of a new COSCAP SA Phase V.
- EASA APP project is diverting from “traditional” training. Within the next two years, the objectives of the project will be to provide more OJT, sustainable/longer term support in safety oversight, environment and newer technologies (i.e. drones). The EASA APP Management Board Meeting (MBM) in March will share plan with Member States and will continue to work with the COSCAP SA.



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- Member States requested less SMS and SSP courses however emphasized the need for more practical “in the field” activities for the purpose of implementation which will be provided in COSCAP SA 2019-20 AWP.
- The ICAO Regional Sub-office (located in Beijing) has offered training/assistance in area of Air Navigation Services including PBN.

ACTIONS

- *The CTA to continue to work with the EASA APP through the establishment of a 2019-2020 COSCAP SA – EASA Joint Activity Plan more focused on OJT and TA.*
- *The COSCAP SA 2019-20 Annual Work plan to include SMS and SSP practical implementation training/assistance*
- *The CTA to coordinate with Member States ANS/PBN training/assistance offered by the ICAO Sub Regional office to determine needs/requirements and incorporate accordingly within the 2019-2020 AWP*

SC27-3 - Regional Aviation Safety Team (RAST) Reports and Proposed Actions (DP3)

The CTA provided an account of the RAST related reports.

Discussion:

- Among other safety issues, States are still having difficulties in recruitment and retention of inspectors. The ICAO Regional Director proposed that the States come up with two types of proposals to be submitted for discussion at the next APAC DGCA conference and then subsequently at the next Ministerial Conference. One proposal would be on how to deal with the challenges of training personnel (CE4) and the other on how to recruit and retain staff. Inputs from the DGCA conference would be used for high level decision making and commitments (from the States) at the Ministers Conference
- The ICAO APAC office will be holding several seminars/workshops, which address some of the safety topics discussed during the NAST as such:
 - Unmanned Aircraft Systems Seminar and Third Meeting of the ICAO Asia/Pacific Unmanned Aircraft Systems Task Force (APUAS/TF/3) – 4-7 March in Bangkok, Thailand
 - First Meeting of the Asia/Pacific Wildlife Hazard Management Working Group (AP-WHM WG/1) - Bangkok, Thailand from 8 to 10 May, 2019, which is a collaborative activity of ICAO APAC Office and COSCAP-SEA
 - Collaboration ICAO APAC and SEA 6-7 May 2019



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- Confusion still exists with the term “National Aviation Safety Plan (NASP) versus State Safety Programme.
- Prioritization of SEIs are determined by APRAST and are maintained by SARAST

ACTIONS

- *Member States to come up with two proposals for presentation at the next APAC DGCA Conference on how to deal with:*
 - *Challenges on training of personnel (CE4) and*
 - *Challenges on Recruitment and Retention*
- *Member States to consider attending seminars/workshops listed on the APAC ICAO Website: <https://www.icao.int/APAC/Meetings/>*
- *The CTA to obtain clarification on the National Aviation Safety Plan (NASP) versus State Safety Programme/Plan and brief the States accordingly.*

SC27-4 - Programme Contributions and Budget 2016-2016 (DP5)

The APAC ICAO APAC ICAO Regional Office presented the status of the COSCAP SA contributions and budget 2018-2019.

Discussion:

- Contributions are nearly up to date. Bhutan to confirm that the 2018 Extension contribution has been made
- ICAO Letters requesting contributions for Phase V were send out to Member States ion November 14, 2018.
- Airbus has advised that the Airbus donation (50K) for 2018 has not been paid as of yet due to internal legal and financial issues (i.e. internal financial audit), however should be released soon. An additional 50K has been donated for the 2019-year.
- The SC agreed that the Contribution rate for Afghanistan is to be set as 5.51% (same as Bhutan and the Maldives).

ACTIONS:

- *Bhutan to determine if the 2018 Extension contribution was processed*
- *Members who have not yet made their contribution for the first year of Phase V (2019) to make the necessary transfer of funds.*
- *The CTA to follow up with Airbus to determine if funds (total of 100K) have been transferred into the COSCAP SA funds*
- *Donors and Safety Partners to continue their contributions to COSCAP-SA, as these are vital to the success of the Programme.*



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- *ICAO TCB to revise the Programme Document to include Afghanistan as a Member State at a contribution rate of 5.51% (as approved by the SC) and to revise Member State contributions overall. Note: This may be done through an Addendum to the current approved Phase V Programme Document.*

SC27-5 – Collaboration Among the APAC COSCAPs (DP8)

APAC ICAO Regional Office presented the proposed Joint APAC COSCAPs Action Plan.

Discussions:

- The APAC ICAO Regional office presented the 7 items from the Proposed Joint APAC COSCAPs Action Plan. The purpose was to determine the following:
 - Level of collaboration among the other COSCAPs from items 1-4
 - Mechanism for the cross-sharing of COSCAP SA resources (items 1-4)
 - The amount of consideration that should be given to items 5-7 of the proposal
- It was noted that items 1-4 are already in practice today with the exception of sharing the COSCAP SA CTA with other COSCAP sub regions.
- Items 5-7 are for future vision considerations
- India has provided their response to this paper in writing in that they support items 1-4 **only**.
- Sri Lanka highlighted that basic spirit of COSCAP SA is to provide the assistance to the member states and venture beyond that horizon, as it will compromise the effectiveness of the forum if it is extended beyond the one sub region of COSCAP to the other sub region. The states contribute so the CTA provides assistance to the state and not to the other regions. In addition, consideration must be taken to determine to what extent the AWP would be changed for this type of cooperation/ sharing.
- AWP among the three APAC COSCAP should be shared with each other to determine if sharing can be accommodated (beforehand)
- COSCAP SA AWP/requests should not be disturbed/disrupted accordingly.
- ICAO RD highlighted that concern of Sri Lanka are valid, but this is not just sharing the resources of SA COSCAP for other COSCAPs but it is also about using the resources available with other COSCAPs for SA including expertise. Top priority is given to the states and if resources and time permit, CTAs of one COSCAP may provide assistance to the other COSCAPs. NOTE: Hence, it is not just SA sharing its expertise but also getting expertise from NA and SEA.



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- It was suggested that the SC give items 1-4 a one-year time frame to develop and implement a plan. After one year, the SC may revisit the plan to assess how the cross COSCAP cooperation helped or did not help the particular COSCAP
- Items 1-4 could be accepted conditionally subject to the other APAC COSCAPs SC endorsement of items 1-4.
- Items 5-7 to be further reviewed and discussed at a later date among Member States

ACTIONS:

- *North Asia (NA) and South East Asia (SEA) COSCAPs SC to obtain an agreement to endorse items 1-4 of the proposed plan. Note: COSCAP SA CTA will follow up with NA and SEA.*
- *The CTA to share and coordinate the COSCAP SA AWP with the other APAC COSCAPs to determine if any sharing can be done with no disruption to the programme.*
- *If required, the CTA to develop a work plan to reflect sharing requirements (note: this can be integrated within the AWP as an amendment and then submitted to the Chairman for approval)*
- *Member States to review items 5-7 for future considerations*

SC27 -6 – IFALPA – Accredited Accident Investigator

IFALPA made a presentation on IFALPA's Accredited Accident Investigators (AAI)

Discussion:

- IFALPA have AAI resources, which may be made available to States requiring assistance.
- IFALPA ensures quality assurance through approved trainings, accreditation process and requalification on periodic basis.
- IFALPA AAIs are recognized by States and by ICAO RO and is present in every region.
- When states need such assistance they may contact IFALPA **directly**.
- IFALPA does not conduct any AAI training themselves however send their own resources to recognized training sources accordingly. Please refer to the IFALPA PPT for a list of those sources
- The CTA suggested that the list of IFALPA AAIs be included within the E-CCBM so that Member States can have access (in case assistance is required)
- The CTA suggested that IFALPA be invited to the COSCAP SA Accident Investigation Workshop which should be held in the summer in Dhaka, Bangladesh

ACTIONS::

- *IFALPA to be included within the E-CCBM*
- *IFALPA to be invited to attend in the COSCAP SA Accident Investigation Workshop to be held in Dhaka, Bangladesh in the summer*

SC27-7 - Feasibility Study Examining the case For COSCAP SA's Development into a Regional Safety Oversight Organization (RSOO)

EASA presented their Feasibility Study Examining the case for COSCAP SA's Development into a RSOO.

Discussions:

- EASA provided a summary of the feasibility study, which included among others:
 - Phases of the study
 - Scenarios A, B1, B2 and B3 and C
 - Scenario A - COSCAP-SA Continues Level 1 Activities and Provides Limited RSOO Level 2 Activities to Specific States on Demand
 - Scenario B1, B2 and B3 – SA – ASOO under SAARC
 - Scenario C - COSCAP-SA Transforms Into South Asian Safety Oversight Office (SA-ASOO) Continues Level 1 Activities + Provides Considerable Level 2 Services to MS on Demand
 - New Treaty requirements for Scenario C
 - Summary of Cost-Benefits Analysis
 - Financing
 - Considerations
- Recommendations made by the EASA Feasibility Study Team included the following: (note: acknowledging that SC has agreed to COSCAP-SA Phase V):
 - 1. Recognise the feasibility of a SA-RSOO able to meet GASOS and provide level 2 support;
 - 2. Request EU/EASA to kindly consider continuing assistance to provide an Implementation Plan for RSOO which will address the interim solution (Scenario A) and a Road Map moving to Scenario C for longer term
 - Note: Scenario A may provide limited level 2 support based on a revised COSCAP Phase V Document
- ICAO RO asked what would happen to the COSCAP if a hybrid version of the RSOO was implemented (a few countries moving over to RSOO).



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- EASA indicated that no answer is available at the time however would have to be part of the implementation plan
- Member State Effective Implementation (EIs) performance will always remain a State responsibility and not that of a COSCAP/RSOO.
- GASOS provide a regional benchmark for RSOOs (including COSCAPs) to be measured against a set of criteria. The length of time it would take for a South Asia RSOO/COSCAP to be measured would be depend on where the process would be at that time. It will start gradually and would also determine where improvements are required in order to achieve specific targets.
- Sri Lanka highlighted that they have been 21 years into COSCAP. There is a requirement to have legalized safety oversight mechanism therefore would like to opt for scenario C (RSOO).
- Pakistan indicated that they will opt Scenario A at this stage. However, any evaluation to other options should be done gradually and slowly with the approval of SC
- Pakistan has also stated, although they do not require level 2 type of activities (oversight), they would be more than happy to assist other States accordingly.
- India has provided a written Statement indicating, “at no stage would India accept that its safety oversight would be performed by an RSOO”. Level 1 (training and technical assistance) is acceptable to India. Level 2 (oversight) not required.
- Bhutan has indicated (on the third day of the SCM) that they need more time to study the report however are not ready for an RSOO. Also, the government has just provided the approval to proceed with the COSCAP SA Phase V.
- EASA indicated that the States can opt for scenario A (with an introduction of an Addendum to Phase V) but may also start working simultaneously (at the same time) towards scenario C by starting the development of a draft treaty.
- The Chairman indicated that the Feasibility Study is accepted however highlighted that other states (who were not available during SCM) would also need to have an opportunity to provide their input/option so that a collective decision could be reached among member States.
- Bangladesh provided a statement (after the closed door session) that member States need to decide **first** if they wish to proceed with any of the scenario (options) located within the feasibility study and once decided only then can discuss any implementation/roadmap as deemed applicable

ACTIONS:

- *EASA RSOO Feasibility Study report to be accepted*



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- *Member States to thoroughly review the feasibility study report and discuss internally and among themselves to arrive to a decision for the next step*

SC27-8 - Annual Work Programme (DP4)

The CTA presented the Annual Work Programme 2019-20, which consisted of four key elements being the Annual Work Plan, Aviation Safety Team Meetings, Technical Assistance and Training.

Discussion:

- COSCAP-SA is planning to provide in-country Technical Assistance (TA) to member States as depicted on the Technical Assistant Matrix (TAM)
- Dates on the TAM are for planning purposes only, thus can be adjusted pending resource/State availability
- Technical Assistance missions planned for 2020 are tentative only and will be formalized at the next NC meeting
- For Adhoc TAs, States are requested to notify the CTA preferably 3 months in advance pending resource availability
- The EU SA Project will confirm sometime mid March 2019 if it will be able to support the COSCAP SA in the delivery of the Technical Assistance in ANS, AGA and AIR. Once confirmed, a new 2019 COSCAP SA – EASA Joint Activity Plan (JAP) will be developed accordingly
- COSCAP SA ANS and AGA experts will only start around April/May once the ICAO recruitment process is complete
- EASA Airworthiness expert should be available to support the States very shortly. The CTA will coordinate accordingly.
- High and Medium priority courses are derived from the AWP Course Matrix (based on highest demand). 100% of high priority courses and at least 50% of the medium priority courses will be delivered in 2019-20
- More emphasis will done on training related to Air Navigation Services (ANS) and Aerodromes (AGA) as these two areas have low EIs throughout the region.
- More emphasis on OJT versus pure theory based courses
- Member States may request training in areas, which are not mentioned in the Annual Work Plan. Requests for such training should be made to the COSCAP-SA office as early as possible (i.e. 3 months)
- In order to address Afghanistan specific needs, both the UAE and the COSCAP SA will work together to establish a Joint Activity Plan (JAP) in order to avoid duplication of activities and ensure the harmonization of the assistance provided. A

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meeting in Dubai between the COSCAP SA, ACAA and the GCAA (Gulf States Civil Aviation Authority) of the UAE will be scheduled to address this. Dates to be determined.

- The performance measurement of the AWP will be based on the newly established COSCAP SA Phase V performance indicators and targets located within the Programme document and will be reported to the SC at the next 28th SCM.
- Where appropriate, events will be planned in close coordination with COSCAP-SEA, COSCAP-NA and ICAO Regional Office Bangkok (as per DP8)
- Pakistan requested a shifting of priorities in training (mainly Airworthiness training) and will discuss with the CTA for its feasibility
- Bhutan requested if the ANS Technical Assistance could be provided as soon as possible to assist with the removal of the SSC
- Nepal requested some revisions to the DCP course to be held in Nepal in February 2019
- India sent an email to the CTA on January 28th requesting some revision to the AWP

ACTIONS:

On Annual Work Plan:

- *The SC to approve the Annual Work Programme 2019-2020 as presented by the CTA and as amended based on discussions with Pakistan, Bhutan, Nepal and India. This included the development of a JAP with GCAA (UAE) for Afghanistan as described within the CTA's DP4*
- *The CTA to discuss with Pakistan, Bhutan, Nepal and India any required amendments to the AWP accordingly*

SC27-9 - Update on E-South Asia Capacity Building Matrices (E-SACBM) (DP-6)

The CTA presented an update of the South Asia Capacity Building Matrix (SACBM).

Discussion:

- As a result of a Joint APAC COSCAP side meeting (chaired by the ICAO Secretary General) held in Fiji at the 55th APAC DGCA Conference in October 2018, the E-SACBM has now been expanded to include North and South East Asia. As a result the E-SACBM is now being referred to as the E-COSCAP Capacity Building Matrix (E-CCBM)
- COSCAP SA Member States must appoint a SACBM Administrator who will be responsible to ensure that the SACBM is current



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- Member States must develop a procedure/methodology to ensure that the SACBM is kept up to date within their respective States at least twice a year minimum. Failure to keep the data updated will collapse the sustainability of the E-CCBM
- State appointed administrators must attend the SACBM Training sessions
- A secure and professional IT service provider should be contracted in order to provide the required services to keep the E-CCBM updated and secure.
- The management/supervision of the E-CCBM can be done by the current IT programmer from CAAB (i.e. E-CCBM IT Project Manager)
- The costs associated with the contracting of the above could be split among the 3 APAC COSCAPs. Note that the procurement of the IT service(s) would be done in accordance with ICAO/UN procurement rules and procedures.

ACTIONS:

- *Member States to appoint a E-CCBM Administrator*
- *Member States to develop and implement a methodology to keep their respective State data current every 6 months*
- *Appointed E-CCBM administrator to attend the E-CCBM training sessions*
- *The CTA to initiate the procurement process to acquire the services of a professional IT service provider (for secure database and maintenance of the E-CCBM)*
- *The costs of the IT service provider to be shared among the three APAC COSCAPs*
- *The CTA to discuss with CAAB to allow the current E-CCBM IT programmer to manage/supervise the contracted IT service provider*

SC27 -10- COSCAP SA Phase V Level 2 Activities – Legal Framework

The CTA presented the COSCAP SA Phase V Level 2 Activities – Legal Framework

Discussion:

- Within the COSCAP SA Programme Document Phase V, COSCAP SA Experts Job Descriptions, the provision of level 1 and 2 types of activities to Member States is fully recognized as a COSCAP SA function
- The COSCAP SA Programme Document Phase V including the COSCAP SA Expert Job Descriptions have under gone a thorough review by the ICAO Legal section and found to be acceptable. As a result, the ICAO Secretary General signed off the COSCAP SA Programme Document, Phase V on November 2, 2018. Note: it had originally been signed off on October 10th, 2018 however was subsequently amended to include the new Bhutan Civil Aviation Authority Director General.



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- Legally accepted and fully recognized and sanctioned by the ICAO Secretary General, COSCAP SA Experts may conduct Oversight Activities (level 2 type) on behalf of a Member State provided that it is done **lawfully**.
- In order to ensure that the oversight activity conducted by a COSCAP SA expert is done lawfully, Member States must have a legally worded Delegation of Power legislation. This Delegation of Power must be properly delegated to the expert through a Letter of Delegation, which is pursuant to the Delegation of Power legislation. In addition, a proper credential card must also be issued to the experts so that they may exercise their delegation of powers while conducting the oversight activity (i.e. inspections and audits).
- The ICAO legal section is currently under taking a review of GASOS/RSOO/COSCAPs legal framework (including any potential conflict of interest) towards the provision of oversight activities (among others). This review is being taken under the form of an “ADHOC Legal Advisory Group” that was formed to study any associated legal matters accordingly. The results of the study of the ADHOC Legal Advisory Group should be available in the summer of 2019.
- The deliberations/results of the ADHOC legal Advisory Group study may or may not affect the provision of level 2 types of activities (oversight) as specified within the COSCAP SA Programme Document, Phase V. If it does impact, an amendment to the programme document may be required accordingly.
- In the meantime, the CTA is proposing to conduct a research to ensure that all Member State have the proper legal tools to delegate oversight related powers to an expert In relation to the above research, the CTA would closely coordinate her activities with those of the ADHOC Legal Advisory Group in order to determine its impact on the COSCAP SA Programme Document Phase V.

ACTIONS:

- *CTA to conducted the research as outlined in the Discussion Paper*
- *The CTA to report the result of her research to the SC as soon as it is complete*
- *The CTA to monitor the deliberations/results of the ADHOC Legal Advisory Group study in order to determine its impact on the COSCAP SA Programme Document Phase V*

SC27 – 11 - Next COSCAP SA SCM Chairperson and Venue of the 28th COSCAP SA SCM



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- As per the COSCAP SA IFAPM, the Chairmanship of the COSCAP SA SCM is rotated every 2 years alphabetically (by State). Therefore the next Member State DGCA to take the chair would be the DGCA of the Nepal on April 1, 2019
- The 28th COSCAP SA SCM will take place in Colombo, Sri Lanka in January 2020. Exact dates to be worked out with the CTA and the CAASL.