*International Civil Aviation Organization*
**Fifth Meeting of the Asia Pacific Regional Aviation Safety Team (APRAST/5)**
*(Bangkok, Thailand, 16 – 19 September 2014)*

**Agenda Item 2: Review RASG APAC/3 Decisions and Work Programmes**

# PROGRESS OF THE RASG WORK PROGRAMME FOR 2013/2014

*(Presented by the Secretariat)*

**SUMMARY**

This Paper presents an update of the progress of the RASG-APAC -Yearly and Standing Work Programmes for 2013/2014.

Action by the meeting is at Paragraph 3.

## 1. INTRODUCTION

1.1 This Paper updates the progress of RASG-APAC Yearly and Standing Work Programme for 2013/14 approved during the RASG-APAC/3 Meeting in Bangkok, Thailand in June 2013. Attachment D of the RASG-APAC/3 Meeting Report refers.

## 2. DISCUSSION

2.1 This paper presents an update of the status of the RASG-APAC Yearly and Standing Work Programmes for 2013/2014 since APRAST/4.

2.2 The status of RASG-APAC Yearly and Standing Work Programmes for 2013/14 can be found in **Attachment A**. Items with changes are highlighted for easy reference.

## 3. ACTION BY THE MEETING

3.1 The meeting is invited to:

a) note the status of the RASG APAC Yearly and the Standing Work Programmes for 2013/14; and

b) continue to support the activities of RASG-APAC .

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# RASG APAC YEARLY AND STANDING WORK PROGRAMME

| RASG APAC YEARLY WORK PROGRAMME (2013/2014) | | | | | | |
|---|---|---|---|---|---|---|
| **S/N** | **Decision RASG-APAC** | **APRAST Ref** | **Subject Ref** | **Champion** | **Brief Description** | **Status** |
| **1** | 2/2, 3/4 | Conclusion APRAST 2/21 | CFIT 1 | CAAS | **Ground Proximity Warning Systems (GPWS) With Forward Looking Feature (Safety Impact High).** The purpose of this SE action is to promote compliance with ICAO SARPS regarding the equipage of GPWS-FLF (Forward Looking Feature) and ensure flight crews are trained and competent to effectively manage GPWS events including degraded performance issues and database validity. | Model Regulation and Advisory Circular approved by RASG-APAC for circulation (RASG-APAC Decision 3/4 refers).<br>Disseminated through State letter T 6/13.11 - AP131/13 (FS) dated 23 September 2013.<br>For States/Administrations follow-up. |
| **2** | 2/2 | Conclusion APRAST 2/22 | CFIT 2 | HK CAD | **Standard Operating Procedures (SAFETY IMPACT HIGH).** The purpose of this SE is to promote the development and issuance of advisory circular (AC) containing information air operators may utilize to develop Standard Operating Procedures and training for pilots in use of the continuous descent final approach (CDFA) technique when flying non-precision approach procedures in all aircraft types. | Review of COSCAP model advisory circular completed.<br>CFIT SG is proposing further revision to reference existing FAA/CASA documentation.<br>CFIT WG participated in LOC Focus Group to develop a common approach to drafting materials related to SOP format.<br>Material presented at APRAST 4 by Focus Group will be amended to include CFIT input at Appendix 2 of the draft AC.<br>Instead of developing a separate SOP for CFIT, HKCAD will now include CFIT material to Appendix 7 of the common SOP being developed under LOC 1 Output 2.<br>The draft Appendix 7 will be circulated to CFIT WG members for comments before being forwarded to RASG-APAC as part of an omnibus submission under LOC 1. |
| **3** | 2/2 | Conclusion APRAST 2/24 | CFIT 4 | Pakistan | **Flight Data Analysis (Safety Impact High).** The purpose of this SE is to develop and implement a non-punitive FDA program to promote compliance with the Annex 6, Part 1 requirement regarding establishment of non-punitive FDA program. | **Post APRAST/4**: Pakistan has volunteered as New Champion.<br>Previous champion was developing generic principles on the management of collection of information to prevent inappropriate use of the data collected under FOQA program, against the airlines or their employees.<br>When work on the SEI is resumed, the guiding principle will be that existing materials and information will be used to develop the CFIT 4 Outputs rather than drafting new materials. |
| **4** | 2/2, 3/5 | Conclusion APRAST 2/25 | CFIT 5 | KOCA | **Crew Resource Management Training (Safety Impact High).** The purpose of this SE is to promote the implementation of Crew Resource Management (CRM) training programs for flight crew members and other personnel essential to flight safety to reduce the risk of a CFIT event | CFIT/5 Output 1, the advisory circular developed to provide guidance on CRM training programs for flight crew members and other personnel essential to flight safety, is approved for circulation to Member States (RASG-APAC Decision 3/5 refers).<br>States informed through State Letter T6/13.11-AP131/13(FS) dated Sept. 23, 2013.<br>Posted under e-documents on APAC website at http://www.icao.int/APAC/Pages/edocs.aspx<br>For States/Administrations follow-up. |
| **5** | 2/2, 3/6 | Conclusion APRAST 2/26 | CFIT 6 | Singapore Airlines | **CFIT/ALAR Training (Safety Impact Moderate).** Purpose: The purpose of this SE is to promote the training of flight crew in Approach and Landing Accident and Controlled Flight into Terrain Prevention. | Advisory circular to provide guidance to assist air operators in the development and conduct of ALAR and CFIT training programmes, is approved for circulation to Member States (RASG-APAC Decision 3/6 refers).<br>States informed through State Letter T6/13.11-AP131/13(FS) dated Sept. 23, 2013.<br>Posted under e-documents on APAC website at http://www.icao.int/APAC/Pages/edocs.aspx<br>For States/Administrations follow-up. |
| **6** | 2/2, 3/7 | Conclusion APRAST 2/30 | RE 2 | CANSO | **Identify Specific training for pilots and air traffic controllers to avoid un-stabilized approaches**<br>CANSO has been developing a global runway excursion risk identification tool. The tool will assist in identifying potential weaknesses in the ATM system in the final phase of flight. This will provide the opportunity to strengthen human centred risk controls. The output would be a training tool/kit for ATC and pilots. This will be in the form of an education booklet. | **Post APRAST/4**: Recommending to RASG APAC/4 to approve closure of this SEI and be removed from the RASG-APAC Yearly Work Programme. (Conclusion APRAST 4/12 refers) |

| S/N | Decision RASG-APAC | APRAST Ref | Subject Ref | Champion | Brief Description | Status |
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| 7 | 2/2,3/8, 3/9, 3/10 | Conclusion APRAST 2/33 | RE 6 | AAI | **Timely and Accurate Notification about Runway Conditions by AIS and ATS**. The purpose is to develop best practices on timely and accurate reporting of runway conditions. | "Industry Best Practices Manual on Timely and Accurate Reporting of Runway Condition by ATS/AIS to Flight Crew" (Version 4.0 dated 12th June 2013) for APAC Region is approved as a reference document.<br>(States informed through State Letter T6/13.11-AP131/13(FS) dated Sept. 23, 2013. Posted under e-documents on APAC website at http://www.icao.int/APAC/Pages/edocs.aspx)<br><br>The Industry Best Practices Manual forwarded to the relevant subject experts in ICAO through the ICAO Regional Office for reference and appropriate follow up. (Ref: IOM ref.: AN 3/3 – AP-AGA0158/13 dated 30 September 2013 from ICAO APAC to SME at HQ for comment)<br><br>**Post APRAST 4**<br>The maintenance of any SEI related documents produced by APRAST would be under the perview of the proposed SEI AWG which would develop a mechanism for the review and updating of such documents. (Decision APRAST 4/8 refers). |
| **8** | 2/2 | Conclusion APRAST 2/50 | LOC 1 | CAAS | **Use of SOPS (Standard Operating Procedures).** The establishment, maintenance and appropriate use of flight crew SOP aim to reduce the risk of LOC events. (Paragraph 3.1 of LOC working group report refers.) | Output 1: Survey completed, Analysis Underway.<br>Output 2: Development of Guidance -- completed. Attached as Appendix 6 to updated draft Advisory Circular on SOP for Flight Deck Crewmembers.<br>CFIT and RE working groups to develop common SOPs for inclusion in draft AC.<br>Updated draft AC to be submitted to RASG-APAC approval when ready. |
| **9** | 2/2 | Conclusion APRAST 2/51 | LOC 2 | AAPA | **Hazard Identification and Risk Management.** Implementation of safety management practices (hazard identification and risk management) into operational processes & decision making. (Paragraph 3.2 of LOC working group report refers.) | Output 1: Draft survey developed. Survey completed. Analysis Underway.<br>Transitioning to Output 2: Development of guidance framework underway.<br>Anticipated completion (12 - 18 Months) May - November 2014.<br>When ready, draft guidance material will be presented at APRAST for consideration for submission to RASG-APAC for approval. |
| **10** | 2/2 | Conclusion APRAST 2/53 | LOC 4 | DCA Malaysia | **LOC 4 -- Flight Crew Proficiency.** The appropriate use of trend information from Safety Management Systems (SMS) in the training and qualification processes to mitigate risk that could lead to a LOC event. (LOSA, non-punitive reporting systems, FDA, etc). (Paragraph 3.4 of LOC working group report refers.) | Survey on the use of Standard Operating Procedures to reduce the risk of Loss of Control in-flight sent out. T 6/13.11.4 -AP164/13 (FS) dated 3 Dec 2013 refers.<br>Output 1: Two surveys issued, response due 15 January 2014. Analysis underway.<br>Model regulations, guidance and checklists focusing on mitigating LOC events to be drafted utilising aggregate and safety trend information. |
| 11 | 2/2, 3/11 | Conclusion APRAST 2/54 | LOC 5 | Nepal Airlines | Human Factors and Automation. Increase flight crew Inflight Awareness of aircraft Mode, configuration, attitude and Energy State Management (Human Factors and Automation) (Paragraph 3.5 of LOC working group report refers.) | For States/Administrations follow-up.<br>Model Advisory Circular approved for circulation to Member States.<br>States informed through State Letter T6/13.11-AP131/13(FS) dated Sept. 23, 2013. Posted under e-documents on APAC website at http://www.icao.int/APAC/Pages/edocs.aspx<br><br>**Post APRAST/4:** Following up with APRAST Decision 4/12, ICAO APAC conducted a survey to find out the usefulness of the safety tools endorsed by RASG APAC. The feedback reecived from the11 States/Administrations which responded was favourable and shared with the facilitators and co-chairs. |
| 12 | 3/24 | Conclusion APRAST 3/9 | CFIT 3 | CASA | **Precision-Like Approach Standard Operating Procedures**<br>This SEI focuses on approach procedure with vertical guidance (PBN-APV) and Continuous Descent Final Approach (CDFA) items. | DIP approved.<br>Draft ACs were discussed at APRAST/4 and would be circulated to the WG for comments prior to submission to RASG-APAC for approval.<br>The final draft ACs would be circulated to CFIT WG members for final review and comments prior to being submitted to RASG-APAC/4. |
| 13 | 3/24 | Conclusion APRAST 3/9 | CFIT 8 | COSCAP-NA | **Minimum Safe Altitude Warning (MSAW)**<br>The purpose of this SE is to promote that where MSAW equipment is being utilized it is important that all controllers are aware of the need to issue 'Safety Alert / Warning' when circumstances so warrant and that procedures have been clearly established in this regard. | Work-in-progress<br>Draft AC on MSAW developed. Circulating for comments.<br>Discussed at APRAST 4 (Conclusion APRAST 4/11 refers)<br>Draft AC to be revised in accordance with the discussions at APRAST/4 and be circulated to the CFIT WG for comments prior to submission to RASG. |

| S/N | Decision RASG-APAC | APRAST Ref | Subject Ref | Champion | Brief Description | Status |
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| **14** | 3/24 | Conclusion APRAST 3/12 | RS 1 | CANSO | **Runway Safety Checklist**<br>Using the Bow Tie risk model, the ACI APEX survey questions and other relevant sources of information, develop a set of Runway Safety Checklists suitable for use by ANSPs, Airlines and Airport Operators to benchmark their level of safety against best practice, as we know it today. Data will potentially be collectable to provide a Runway Safety Maturity Index score as a basis for driving runway safety performance improvement across the region and possibly globally. | **Post APRAST/4**:Runway Safety Maturity Checklist has been completed.<br>CANSO updated the meeting that all products have been released in hard copy on 18 June 2013. Available at http://www.canso.org/safety<br><br>Access to Runway Safety Maturity Checklist online through email to rwysafety@eurocontrol.int<br><br>The checklist has been completed and is available in both hard copy version and online version for use by industry.<br><br>The completed SEI RS/1 (Runway Safety Maturity Checklist) would be submitted to RASG-APAC/4 for approval. (APRAST/4 Conclusion 4/13 refers.) |
| **15** | 3/24 | Conclusion APRAST 3/12 | RE 7 | ACI | **Providing guidance material and training program for runway pavement, maintenance and operations from aerodrome operator's perspective.**<br>Reduce the risk of runway excursions by providing aerodrome operators with guidance materials and training in the form of courses (online or face-to-face) and seminars on runway maintenance and operations based on Annex 14 SARPs and industry best practices | ACI has completed and published its guidance materials on runway maintenance and operations, the "Runway Safety Handbook", available at www.aci.aero. The handbook also provides guidance on the design and planning of aerodromes and the setup and running of runway safety teams to minimize risks of runway incursion.<br><br>ACI is also planning to supplement the Runway Safety Handbook with three more new handbooks in the next two years: Apron Safety Handbook, Emergency Planning & Preparedness Handbook and Airport Safety Performance Handbook.<br><br>On training, ACI continues to provide online and face-to-face courses on airside and runway safety. These courses are listed on www.aci.aero.<br><br>An ACI Safety Symposium will be held on 26 May 2014 in Seoul to share best practices in airside and runway operations and maintenance and to promote the ACI APEX for Safety program. More details www.aci-waga2014.com.<br><br>Further update at APRAST/5. |
| 16 | 3/22 | None | General | | Regional Priorities and Targets | **Post APRAST/4**: Draft proposed regional priorities and targets circulated to RASG APAC members for comments.<br>Revised draft incorporating comments to be discussed at APRAST/5 before submitting to RASG APAC/4 for approval. (Decision APRAST 4/5 and 4/6 refer) |
| 17 | 3/23 | None | General | | APRAST Structures and Mechanisms to support GASP and Regional Priorities / Targets | **Post APRAST/4**: Changes to the organisational structure of APRAST to support the GASP and to fulfil the Regional Priorities and Targets be submitted to RASG APAC/4 for approval. (Conclusions APRAST 4/6, 4/7 and 4/8 refer) |
| | | | | | **RASG APAC STANDING WORK PROGRAMME** | |
| 1 | 2/3 | Conclusion APRAST 2/2 | General | | Nomination of a Point of contact for RASG-APAC/APRAST activities | As 25 August 2014, 24 States/Administrations and 3 Industry/organisation have responded.<br>Information on nominated PoC posted on ICAO BKK secure website https://portal.icao.int/RO_APAC/Meetings/Lists/RASGAPAC%20List/AllItems.aspx. |
| 2 | 2/3 | Conclusion APRAST 2/8 | AIG-AWG 1/7 | | Recommendation for having a core of trained investigators. | **Closed**<br>APAC-AIG will monitor ICAO APAC Office's action and follow up as necessary. |
| 3 | 2/3 | Conclusion APRAST 2/9 | AIG-AWG 1/10<br><br>AIG-AWG 2/1 | | Draft Code of Conduct aimed at promoting mutual cooperation in investigations. | **Closed**<br>ICAO APAC Office is encouraging States/Administrations to pledge support to the revised Code of Conduct via State Letter dated 02 August 2013 [Ref.: T6/13.9-AP 109/13 (FS)].<br>So far, 17 States/Administrations have pledged their support. |

| S/N | Decision RASG-APAC | APRAST Ref | Subject Ref | Champion | Brief Description | Status |
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| 4 | 2/3 | Conclusion APRAST 2/14 | AIG-AWG 1/15 | | Implementation of European Coordination Centre for Aviation Incident Reporting System (ECCAIRS) | **Closed**<br>ICAO APAC Office is encouraging States/Administrations to use ECCAIRS via State Letter dated 21 October 2013 [Ref.: T 10/1.5 - AP 152/13 (FS)].<br>ICAO APAC Office is arranging for ECCAIRS Technical and End User training.<br>The last ECCAIRS Technical and End-User was held in New Delhi, India in May 2014. |
| 5 | 2/3 | Conclusion APRAST 2/15 | AIG-AWG 1/17 | | Desirabilty of establishing Accident/Incident Data Report (ADREP) compatible systems. | **Closed**<br>States/Administrations have been notified by ICAO APAC Office via State Letter dated 21 October 2013 [Ref.: T 10/1.5 - AP 152/13 (FS)]. |
| 6 | 2/3 | Conclusion APRAST 2/18 | APRAST/2<br><br>FAOSD WP10 | | Implementation of the FAOSD Programme | **Post APRAST/4**: Invitation to participate in the FAOSD programme issued [SL T 6/19.5 – AP114/14 (FS) dated 20 Aug 2014].<br>FAOSD User training scheduled for 20-21 Oct 2014. |
| 7 | 2/4, 3/15 | Conclusion APRAST 3/4 | SRP | | AP-SRP AWG to be the focal group for matters relating to Decision RASG-APAC 2/4 on the sharing of information of potential precursors to Air accidents. | SRP-AWG approved as focal group. SRP AWG to undertake the initiatives. TORs amended accordingly to reflect the creation of IAT.<br>Updated at SRP AWG/2. |
| 8 | 2/4, 3/16 | Conclusion APRAST 3/4 | SRP | | To form an Information Analysis Team (IAT) within the AP-SRP AWG, which will be tasked to provide the necessary data analysis capabilities. | TOR for IAT approved. Discussed at SRP AWG/2.<br>IAT formed at SRP AWG/2. |
| 9 | 3/12, 3/13, 3/14 | None | General | | SEI Implementation Support to States/Industry | **Post APRAST/4**: APRAST/4 established a revised APRAST programme incorporating workshops/seminars to support Member States/Administration in the implementation of more complex SEIs.<br><br>Workshops/seminars related to CFIT, LOC and Rwy Safety arranged for APRAST/5. |