International Civil Aviation Organization



Second Meeting of the Safety Enhancement Implementation Group (SEIG/2) Virtual Meeting

Virtual Meeting 25 May 2021 (08:00-10:00 UTC, 10:00-12:00 Cairo Time)

1. GENERAL

1.1 The Second meeting of the Safety Enhancement Implementation Group (SEIG/2 was successfully held virtually on 25 May 2021 from 08:00 to 10:00 UTC, using MS Teams.

2. OPENING

- 2.1 The virtual Meeting was opened by Dr. Mohammad Hushki, Director Quality Assurance and Internal Audit, Jordan Civil Aviation Regulatory Commission (CARC), SEIG Chairperson, who welcomed the participants to the Safety Enhancement Implementation Group (SEIG/2) meeting.
- 2.2 Dr. Hushki provided a quick brief reminding about the purpose of establishing the SEIG and the importance of the group improving collaboration and increasing both efficiency and effectiveness in implementing regional safety goals.
- 2.3 Finally, Dr. Hushki thanked all participants for their attendance wishing them successful and productive meeting.

3. ATTENDANCE

3.1 The meeting was attended by a total of twenty-nine (29) participants from eight (8) States (Bahrain, Egypt, Iraq, Jordan, Qatar, Saudi Arabia, UAE and USA) and five (5) Organizations (ACAO, ACI, CANSO, IATA and IFATCA). The list of participants is at **Attachment A.**

4. AGENDA

- 4.1 The virtual Meeting adopted the following agenda:
 - Agenda Item 1: Adoption of the Provisional Agenda
 - Agenda Item 2: Regional Performance Framework for Safety:
 - Follow-up on the RASG-MID/8 Conclusions and Decisions
 - Update on the implementation Progress of the Safety Enhancement Initiatives (SEIs)
 - Webinar on the MID Regional Aviation Safety Plan (MID RASP) 2020-2022 Edition
 - **Agenda Item 3**: Future Work Programme
 - Agenda Item 4: Any other Business

5. DISCUSSION

Agenda Item 1: Adoption of the Provisional Agenda

5.1 The subject was addressed in WP/1 presented by the Secretariat. The meeting reviewed and adopted the Provisional Agenda.

Agenda Item 2: Regional Performance Framework for Safety

Follow-up on the RASG-MID/8 Conclusions and Decisions

5.2 The subject was addressed in WP/2 presented by the Secretariat. The meeting reviewed the progress made for the implementation of the RASG-MID/8 Conclusions and Decisions as at **Appendix 2A**

Update on the implementation Progress of the safety Enhancement Initiatives (SEIs)

- 5.3 The subject was addressed in WP/3 presented by the Secretariat. The meeting reviewed and updated the SEIs and their respective safety actions, as well as the status of implementation of the SEIs as at **Appendix 2B.**
- 5.4 The meeting was also apprised with appreciation of the update on the implementation progress of the SEIs conducted by the Secretariat.
- 5.5 With respect to the G2-SEI-04: Enhance State Oversight on Dangerous Goods- A2- Develop guidance material/share best practices to support States' inspectors for the conduct of the oversight for DG, the meeting agreed that the ICAO MID Office to issue a State Letter requesting voluntary States to provide support on the safety action.
- With regard to the G2-SEI-04: Enhance State Oversight on Dangerous Goods; the meeting agreed to add a fourth action and organize a DG capacity building training under the NCLB projects in order to enhance State Oversight on Dangerous Goods.
- 5.7 For the G2-SEI-05: Human factors and Competence of Personnel- A4- Organize Team Resource Management Training workshop to share experience and best practices on TRM practical implementation, the meeting agreed to organise a coordination virtual meeting involving all stakeholders during the month of June or July 2021 to agree on the TRM activities and come out with the tentative plan.
- 5.8 In respect of the G2-SEI-06: Impact of security on safety-A2- Organize seminar/Symposium to exchange experiences and good practices on assessing the risks and sharing of information related to the overflying of conflict zones in coordination with RASFG-MID and MIDANPIRG; the meeting agreed to follow up and coordinate with ICAO MID Office Aviation security and facilitation.
- 5.9 With regard to the G3-SEI-02: Establish Runway Safety Team (RST) at International Aerodromes- A2: Support States to implement the Global Reporting Format Methodology through workshops/trainings; the meeting noted that ACI is organising a webinar on Implementing GRF at airports with non-winter conditions which will be held on 27 May 2021 and agreed that the link of the webinar to be circulated by ICAO MID office to the MID States and all organizations. In addition, the meeting noted that ICAO, CANSO and IATA recently released a GRF course for ANSPs.

5.10 With respect to the G1-SEI-05A: Loss of separation between civil and military Aircraft-A1-States and regional organizations to share occurrences and/or safety analysis/information related to Near Mid Air Collisions (NMACs) including to the "Loss of separation between civil and military aircraft" and ATM-SG to perform a technical analysis of the reported occurrences and and/or safety analysis/information and then come out with recommendations. The technical analysis of the reported occurrences and recommendations be shared with ASRG; the meeting noted that CANSO and IATA to provide the safety information and safety analysis in order to agree on the next course of actions.

Webinars on the MID Regional Aviation Safety Plan (MID RASP) 2020-2022 Edition and Event Risk Assessment in Aviation

5.11 The subject was addressed in WP/3 presented by the Secretariat. The meeting noted that the Middle East Regional Aviation Safety Plan (MID-RASP) and Event Risk Assessment in Aviation webinars will be organised and be held on 25 May 2021and 7 June 2021 respectively. Accordingly, the meeting encouraged States and organizations to register and participate in the webinars.

Agenda Item 3: Future Work programme

5.12 The subject was addressed in WP/4 presented by the Secretariat. The meeting agreed that the SEIG/3 meeting tentatively scheduled to be held on 23-25 November 2021. The venue will be the ICAO MID Regional Office in Cairo, unless a State is willing to host the meeting. In addition, the venue of the meeting may change taking into consideration the COVID-19 pandemic outbreak development.

Agenda Item 4: Any Other Business

5.13 Nothing has been discussed under this Agenda Item.

6. CLOSING

- 6.1 SEIG/2 Chairperson thanked ICAO MID and expressed his gratitude and appreciation for the hard work.
- 6.2 ICAO RO/SAF-IMP thanked all participants for their time and cooperation.

APPENDIX 2A

FOLLOW-UP ACTION PLAN ON RASG-MID/8 CONCLUSIONS AND DECISIONS

No.	Conclusions and Decisions	CONCERNS/ CHALLENGES (RATIONALE)	DELIVERABLE/ TO BE INITIATED BY		TARGET DATE	STATUS/REMARKS
C. 8/1	9 TH ASR					Completed
	That, the Ninth MID Annual Safety Report is endorsed and be posted on the ICAO MID Website.	Sharing the final 9th MID-ASR for the period 2015-2019 with identified safety priorities	MID-ASR 9th Edition published on the ICAO website	RASG-MID/8	Feb 2021	
C. 8/2	SHARING OF SAFETY DATA ANALYSIS					On-going
	That, in order to present an improved version of the 10 th MID-ASR to the MID-ASRG/3 meeting, States, be urged to provide the ICAO MID Office by 30 April 2021 with the number of accidents, serious incidents and incidents, safety data analysis/information, and their associated safety recommendations for the occurrence categories listed in Appendix 4.2D for the past 5 years (2016 – 2020), using the Template in Appendix 4.2E	Collection of safety data for a Harmonized database	safety data analysis for development of ASR	States	May 2021	SL ME4 & ME4/1.6-21/033 dated 18 March 2021 Reminder: 29/4/2021 (Replies: Iran, Iraq, Oman, Qatar and Yemen)
C. 8/3	MID-RASP 2020-2022 EDITION					Completed
	That, the MID-RASP 2020-2022 Edition is endorsed and be posted on the ICAO MID Website.	Compliance with Assembly Resolution A40-1	MID-RASP 2020-2022 EDITION published on the ICAO website	RASG-MID/8	Feb 2021	

No.	Conclusions and Decisions	CONCERNS/ CHALLENGES (RATIONALE)		DELIVERABLE/ TO BE INITIATED BY TARGET DATE		Status/Remarks
C. 8/4	 NATIONAL AVIATION SAFETY PLAN (NASP) That, a) be requested to establish a NASP in line with the GASP, MID-RASP, ICAO Doc 10131 and Circular 358; and considering the operational safety needs identified at National level; b) nominate NASP' Focal Points to provide progress/update on the development and implementation of their NASPs; c) consider the recommended MID-RASP SEIs for inclusion in their NASPs, as appropriate; d) be encouraged to participate in the series of webinars on the GASP and NASP implementation organized by ICAO; e) be encouraged to share their experiences related to the development and implementation of their NASPs during the MID NASP Webinar/Workshop to be organized end of 2021 or beginning of 2022; and 	Compliance with Assembly Resolution A40-1	State Letter	ICAO States	April 2021	On-going SL FS 1/2 – 21/048 dated 5 April 2021 Reminder: 5/5/2021 (Replies: Jordan, Oman, Qatar, Saudi Arabia)
	f) provide a progress report on the development and implementation of their NASPs for presentation to the RASG-MID/9 meeting					
D. 8/5	TERMS OF REFERENCE OF THE SEIG					Completed
	That, the Terms of Reference of the SEIG at Appendix 4.2F are endorsed.	TORs	RASG-MID/8	ICAO	Feb 2021	

No.	CONCLUSIONS AND DECISIONS	CONCERNS/ CHALLENGES (RATIONALE)	DELIVERABLE/ TO BE INITIATED BY		TARGET DATE	STATUS/REMARKS
C. 8/6	RASG-MID CART IMPLEMENTATION PLAN OF ACTIONS					Completed
	That, the RASG-MID CART Implementation Plan of Actions at Appendix 4.2G is endorsed,	Support implementation of the MID CART Implementation Plan	RASG-MID CART Implementatio n Plan of Actions	RASG- MID/ICAO MID	Feb 2021	
D. 8/7	FREQUENCY OF THE RASG-MID MEETINGS					Completed
	That, the RASG-MID meetings be organized on an annual basis concurrently with the MIDANPIRG in an in-person setting, unless decided otherwise (the meetings could be organized in a virtual or hybrid setting, if decided so by the Groups, considering the circumstances, availability of host, resources, global and regional developments, feedback from States and progress and outcomes of the Groups).	Compliance with new ToRs approved by the President of the Council	Enhancement of RASG-MID work arrangement	RASG-MID	Feb 2021	
D. 8/8	DISSOLUTION OF THE RSC					Completed
	 That, a) the RSC is dissolved; and b) the RASG-MID Organizational Structure be updated as at Appendix 4.3A. 	Compliance with new ToRs approved by the President of the Council	Enhancement of RASG- MID work arrangement	RASG-MID	Feb 2021	since RASG-MID will meet on an annual basis and considering that the membership/composition of the RSC is identical to that of RASG-MID, the RSC was dissolved

No.	CONCLUSIONS AND DECISIONS	CONCERNS/ CHALLENGES (RATIONALE)	DELIVERABLE/ TO BE INITIATED BY		TARGET DATE	STATUS/REMARKS
D. 8/9	RASG-MID TERMS OF REFERENCE (TOR) That, the RASG-MID Terms of Reference (ToR) be amended as at Appendix 4.3C, in line with the Generic TOR of RASGs approved by the President of the Council on 7 August 2020.	Compliance with new ToRs approved by the President of the Council	Amended ICAO RASG-MID TOR		Feb 2021	Completed
D. 8/10			New Edition of the RASG- MID Procedural Handbook	ICAO	RASG-MID/9 meeting	In Progress

APPENDIX 2B

Safety Actions- Consolidated List of SEIs with their respective Actions

SEI Code	SEI name	Actions	Owner(s)	Status/Progress	Completion date
		Organizational Challenges a	nd Emerging Risks		
		Goal 2: Strengthen States' Safety	Oversight Capabilitie	es	
G2-SEI-01:	Strengthening of States' Safety Oversight Capabilities	A1- Conduct Capacity Building Activities (Workshops, Training, Webinars, GSI Courses) to promote effective implementation of SARPs, with a focus on the following technical areas: ANS, AGA, and OPS	ICAO	USOAP-CMA webinar conducted on 11 Feb 2021	2022
		A2- Conduct technical assistance and NCLB missions to States	ICAO		2022
		A3- Develop and implement a specific NCLB plan of actions	ICAO and concerned States		2022
G2-SEI-02:	Improve Regional Cooperation for the Provision of Accident & Incident Investigation	A1- Development and signature of the MOU among MENA ARCM States	ICAO, ACAO, and States (TBD)	ARCM MOU Draft circulated to the States for their comments. The consolidated ARCM MOU Draft will be reviewed by the AIIG/1 meeting 7 Sep 2021 and to be presented to the DGCA-MID/6 for endorsement	2022
		A2- Conduct AIG Capacity Building Activities	ICAO and ACAO		2022
G2-SEI-03:	Sharing of Safety Recommendations related to Accidents and Serious Incidents	A1- Development of questionnaire to be circulated to MENA States on sharing safety recommendations on dedicated platform	ICAO, ACAO, and States (KSA & UAE)	Questionnaire Draft will be reviewed by the AIIG/1 meeting on 7 Sep 2021.	2021

G2-SEI-04:	Enhance State Oversight on Dangerous Goods	A1 - Dangerous Goods (DG)workshop for States 'inspectors	ICAO and ACAO. Supported by FAA	Dangerous Goods Workshop planned to be held in Casa Blanca during 6-8 Nov 2021	2021
		A2- Develop guidance material/share best practices to support States' inspectors for the conduct of the oversight for DG	States (TBD)	ICAO MID Office to issue a State Letter requesting voluntary States to provide support on the safety action	2022
		A3- Develop guidance material and providing webinar on Lithium batteries	IATA		2022
		A4: Organize DG capacity building training	ICAO		2022
G2-SEI-05:	Human factors and Competence of Personnel	A1- Advisory Circular: Crew Resource Management Training Programme (CRM). (Action addressed under G1- SEI-04:CFIT)	IATA		2022
		A2- Organize Crew Resource Management Training workshop to share experience and best practices on CRM practical implementation			2022
		A3- Conduct workshop/webinar on fatigue risk management and mental Health best practices	IATA and ACAO. Supported by CANSO, IFALPA, Jordan, and KSA.		2022
		A4- Organize Team Resource Management Training workshop to share experience and best practices on TRM practical implementation	IATA, CANSO,	Organize a coordination virtual meeting involving all stakeholders during the month of June or July 2021 to agree on the TRM activities and come out with the tentative plan	2022

G2-SEI-06:	Impact of security on safety	A1- Circulate ICAO Doc 10084 Risk Assessment Manual for Civil Aircraft Operations Over or Near Conflict Zones	ICAO	To be circulated during 2021	2021
		A2- Organize seminar/Symposium to exchange experiences and good practices on assessing the risks and sharing of information related to the overflying of conflict zones in coordination with RASFG-MID and MIDANPIRG	ICAO and ACAO. Supported by IATA, CANSO, States (TBD)	Follow up with MID Office Aviation security and facilitation	2022
		A3- Encourage States to issue NOTAMs to share threats information emanated from conflict zones within their airspaces	ICAO	Maintained as planned	2021
	Goal 3	3: Ensure the Appropriate Infrastructure is	s available to Support	Safe Operations	
G3-SEI-01:	Certification of International Aerodromes	A1- Support States on the implementation of the ICAO Annex 14 requirements to achieve compliance with regards to Aerodrome Design and Operations, through Workshops/Training	ICAO and ACI. Supported by ACAO	Training course conducted on implementing Annex 14, during period of 8-12 Nov2020	2022
		A2- Enhance capacity building for States CAAs and Airport operators related to aerodromes certification through Workshops/Training	ICAO and ACI		2022
		A3- Develop guidance material/ share best practices on Apron Management	States (UAE and Egypt)	Maintained as planned. Q4 2021	2021
		A4 – Deployment of iPack on Aerodrome Re-Start	ICAO	Maintained as planned	2021
G3-SEI-02:	Establish Runway Safety Team (RST) at International Aerodromes	A1- Conduct of assistance missions by the Runway Safety Go-Team (RST)	ICAO. Supported RSP (Runway Safety Programme Partners)		2022
		A2: Support States to implement the Global Reporting Format Methodology through workshops/trainings: (Action addressed under G1-SEI-02: Runway Excursion)	ICAO and ACI. Supported by CANSO, IATA, FAA and Aircraft Manufactures	1	2022

		Goal 4: Expand the Use of Ind	dustry Programmes		
G4-SEI-01:	Promote the Use of industry Programmes	A1- Encourage IATA's IOSA and ISAGO registrations through safety promotion	IATA		2022
	, 0	A2- Encourage the implementation of ACI Airport Excellence (APEX) in Safety Programme			2022
		Goal 5: Implementation of Effe	ctive SSPs and SMSs		
G5-SEI-01:	Implement an effective Safety Management	A1- Conduct SSP training course in Cairo	ICAO	SSP course planned for 26 Oct- 1 Nov 2021	2021
		A2- Conduct SSP Workshop in coordination with ACAO in Casablanca, Morocco	ICAO and ACAO	-Postponed due to COVID-19 -An Event Risk Assessment webinar to be delivered on 7 June 2021organised by ICAO MID Office	2021
		A3- Provide SSP/SMS workshops for MID States personnel	ICAO. Supported by IATA, CANSO, ACI, and States (UAE)	SSP workshop conducted in Kuwait in March 20	2022
		A4- Develop guidance material/share best practices on occurrence reporting for the CAA personnel on establishing an effective operation of the mandatory and voluntary reporting systems	States (UAE)	Guidance material structure has been drafted and an update to be presented to the SEIG/3 meeting	2022
		A5- Support and guide States in the development of NASPs through workshops and sharing of best practices	ICAO and States (UAE)	 ICAO organizing series of RASP webinars. MID-RASP Webinar conducted by ICAO on 25 May 2021 ICAO organized series of Webinars related to GASP/NASP: 16 March 2021: ICAO's Global Safety Strategy: the Global Aviation Safety Plan. 	2022

				 - 30 March 2021: Introduction to the National Aviation Safety Plan - 13 April 2021: Using the Roadmap to Develop a National Aviation Safety Plan 	
		A6- Development of guidance/share best practices for the processes and procedures for oversight of SMS	States (UAE)	Guidance material structure has been drafted and an update to be presented to the SEIG/3 meeting	2022
		A7- Deployment of the Aviation Safety Risk Management iPack	ICAO	Completion of ASRM iPACK related to COVID-19 project with PACA Oman and conducted the closing meeting on 4 May 2021. Planned to be delivered during the year 2021	2020
		A-8- Conduct assistance missions by SMIT to support States with SSP implementation	SMIT. Egypt, Saudi Arabia, Qatar and UAE. Supported by CANSO and IATA	SMIT Handbook is being drafted and be shared with SEIG/3 for review.	2022
		Goal 6: Increase Collaboration at the Reg	gional Level to Enhan	ace Safety	
	To be developed in the future				
		Regional Operational	Safety Risks		
		Goal 1: Achieve a continuous reduc	-	isks	
G1-SEI-01:	Aircraft upset in flight (LOC-I)	A1- Guidance material on flight crew proficiency	IATA and Aircraft manufacturers		2022
		A2- Advisory Circular: Mode Awareness and Energy State Management Aspects of Flight Deck Automation	IATA and Aircraft manufacturers. Supported by KSA		2022
		A3- Conduct Upset Recovery Workshop	ACAO, IATA, and ICAO. Supported by FAA to be co firmed. Host State to be confirmed	ICAO, KSA, and FAA UPRT Feb 20	2022
		A4- Develop guidance material/share best practices on Ground Handling Service Provider Certification Process	IATA and KSA	Maintained as planned. Q4 2021	2021
		A5- Conduct a Ground Handling workshop	ACAO and ICAO. Supported by IATA	Maintained as planned. Q4 2021	2021

G1-SEI-02:	Runway Safety- Runway Excursion	A1- Support States to implement the Global Reporting Format (GRF) Methodology through Webinar/ Workshops/Training	ICAO and ACI. Supported by CANSO, IATA, FAA and Aircraft Manufactures	Maintained as planned (Q4 2021)	2021
		A2 - Guidance material on un-Stabilized Approach	IATA. Supported by CANSO and IFALPA		2022
		A3- MID Region Action Plan/Milestones on the Global Reporting Format (GRF) Implementation	ICAO	Maintained as planned (Q4 2021)	2021
G1-SEI-03:	Runway Safety- Runway Incursion	A1- Support States to implement aerodrome inspection through workshops/trainings/Webinars	ICAO. Supported by FAA and UAE		2022
G1-SEI-4:	Controlled Flight into Terrain (CFIT)	A1- Advisory Circular: Guidance for Operators to Ensure Effectiveness of GPWS Equipment	IATA and Aircraft manufacturers		2022
		A2- Advisory Circular: Instrument Approach Procedures Using Continuous Descent Final Approach Techniques	IATA and Aircraft manufacturers		2022
		A3- Circulate ICAO Guidance Doc 10000 on Flight Data Analysis Programme (FDAP) to support States providing oversight to air operators	ICAO	ICAO Guidance Doc 10000 to be circulated during 2021. Waiting ICAO to issue the final amended one.	2022
		A4- Advisory Circular: Crew Resource Management Training Programme (CRM)	IATA, Aircraft manufacturers		2022

G1-SEI- 05A:	Loss of separation between civil and military aircraft"	A1- States and regional organizations to share occurrences and/or safety analysis/information related to Near Mid Air Collisions (NMACs) including to the "Loss of separation between civil and military aircraft" and ATM-SG to perform a technical analysis of the reported occurrences and and/or safety analysis/information and then come out with recommendations. The technical analysis of the reported occurrences and recommendations be shared with ASRG. A2: Guidance/raising awareness/	ICAO. Supported by IATA, CANSO, and States ACAO and ICAO.	CANSO and IATA to provide the safety information and safety analysis Action Group was established,	2022
		coordination related to the civil and military cooperation in particular over high seas	Supported by States	composed from experts from MID States (Bahrain, Egypt, Iraq Jordan, Oman, Qatar, Saudi Arabia, UAE) to review ICAO Doc 10088; and if necessary, to draft a supplementary regional guidance material.	2022
G1-SEI- 05B:	Ensure the Safe Operations of UAS (drones)	A1- Circulate ICAO developed guidance and advisory circulars: Regulatory framework for the operation of drones to support states' CAA personnel in the implementation and oversight of UAS operations	ICAO	To be circulated on May 2021	2021
		A2 - Organize symposium on Drones related subjects	ICAO, ACAO. Supported FAA	Planned to be held in Casa Blanca during 15-17 Dec 2021	2021
		A3- States and regional organizations to share occurrences and/or safety analysis/information involving drones to ASRG to perform a technical analysis of the reported occurrences and come out with recommendations.	ICAO, IATA, ACI, CANSO, and States (TBD)	IATA to provide safety information and safety analysis	2022





Second Meeting of the Safety Enhancement Implementation Group (SEIG/2) Virtual Meeting, (Virtual, 25 May 2021)

(from 08:00 to 10:00 UTC)

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