



International Civil Aviation Organization

WORKING PAPER

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Information paper

ASSEMBLY — 38TH SESSION

EXECUTIVE COMMITTEE

Agenda Item 23: Status of ICAO workforce

**INFORMATION ON SECONDMENT OFFERED BY THE CIVIL AVIATION
ADMINISTRATION OF CHINA IN SUPPORT OF ICAO OPERATIONS**

(Presented by China)

EXECUTIVE SUMMARY

Being one of the ICAO Council members elected in the first category, China has always exerted great efforts in support of all undertakings by ICAO. In May 2010, the Civil Aviation Administration of China (CAAC) and ICAO signed the Letter of Understanding Between CAAC and ICAO on Secondment of Experts, and agreed that from 2011 to 2015, CAAC would select around 10 people every year and send them to ICAO to work on secondment in the 5 bureaux of Air Navigation, Air Transport, Legal Affairs and External Relations, Technical Cooperation, and Administration and Services. Since 2011, through meticulous selections at various levels, a total of 21 highly qualified professionals with technical and administrative backgrounds from CAAC, airlines, airports, and air traffic control units, were sent to ICAO to work on secondment for a period of 1 or 2 years. CAAC assumed all expenses incurred during the secondees' stay with ICAO, and afforded all costs for the secondees to take part in ICAO meetings and conferences or trainings. While on secondment, all secondees worked diligently to meet the post requirements, and played active roles in all operations, and thus received high evaluation by ICAO and due recognition from the sections concerned.

<i>Strategic Objectives:</i>	This working paper relates to Supporting Implementation Strategies – Management and Administration: Human Resources.
<i>Financial implications:</i>	Not applicable.
<i>References:</i>	

1. INTRODUCTION

1.1 Being one of the founders and ICAO Council members elected in the first category, China always supports and takes part in all undertakings of ICAO, and plays an active role in the development of international civil aviation. In 2010, in order to mitigate the impact of the financial crisis on capital and human resources of ICAO, CAAC made a commitment to support ICAO with human resources and to send highly qualified young professionals to work for ICAO free of charge. In May 2010, CAAC and ICAO signed the Letter of Understanding Between CAAC and ICAO on Secondment of Experts, and agreed that from 2011 to 2015, CAAC would select around 10 people every year and send them to ICAO to work on secondment in Air Navigation Bureau, Air Transport Bureau, Legal Affairs and External Relations Bureau, Technical Cooperation Bureau, and the Bureau of Administration and Services. Since 2011, after going through nominations from the civil aviation community in China, English proficiency tests and ICAO comprehensive assessment, a total of 21 highly qualified professionals with technical and administrative backgrounds from various entities within CAAC system, were selected and sent to ICAO to work on secondment for a period of 1 or 2 years. The positions on secondment include those in the 5 bureaux of Air Navigation, Air Transport, Legal Affairs and External Relations, Technical Cooperation, and the Administration and Services. CAAC assumed all expenses incurred during the secondees' stay with ICAO, and provided appropriate additional financial subsidies, for the benefits of the secondees during their stay in ICAO.

2. THE PROGRESS OF SECONDMENT

2.1 While on secondment, all secondees engaged every effort in carrying out their duties, worked diligently and conscientiously to fulfill their responsibilities. Their initiatives and tangible achievements received recognitions from their respective sections and colleagues alike. During that period, they were involved in various tasks such as the amendments and revisions to a number of standards and guidance materials, including Annex 14 and Annex 19 to the *Convention on International Civil Aviation*, *Aviation Security Manual* (Doc 8973), *Airworthiness Manual* (Doc 9760), *Repertory Guide to the Chicago Convention* (2nd Edition), *Performance-based Navigation (PBN) Manual* (Doc 9613), *Performance-based Navigation (PBN) Operational Approval Manual* (Doc 9997), *Continuous Climb Operations (CCO) Manuals* (Doc 9993), *Continuous Descent Operations (CDO) Manual* (Doc 9931), *Manual on the Use of Performance-based Navigation (PBN) in Airspace Design* (Doc 9992), *Technical Instructions for the Safe Transport of Dangerous Goods by Air* (Doc 9284), *Emergency Response Guidance for Aircraft Incidents Involving Dangerous Goods* (Doc 9481), *Safety Management Manual (SMM)* (Doc 9859), *Flight Planning and Fuel Management Manual* (Doc 9976), etc.; they participated and completed a number of special research projects, such as "Fulfillment of the Responsibilities of the State of Design in Continued Airworthiness After Suspension/Revocation of Aircraft Type Certificates (TC)", and "Information on Open-Skies Agreements Signed by States"; they developed ICAO conference management system, optimized the design of the electronic recruitment information system, and completed a large number of projects on staff recruitment and staffing establishment. Moreover, they made initiatives to present information to ICAO headquarters and various States on the development of civil aviation in China, its safety culture and its regulatory rationales, in an effort to promote a better worldwide understanding of China. In addition to a strong support to various units of ICAO operations, their efforts facilitated ICAO staff and other countries to have a more comprehensive knowledge of the civil aviation in China. The secondees were duly recognized by ICAO for their performance, English proficiencies, professionalism and their fast adaptations to the working environment.

2.2 As a result of the satisfactory performance demonstrated by the secondees, ICAO made a request for the third batch of positions on secondment in March this year, which increased both the number (35 optional positions proposed) and levels of the optional positions (18 expert level positions proposed for the first time). In the meantime, CAAC has conducted its initial selection of the candidates for the third batch, and is pushing the plan forward to ensure their timely report for duty.

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