



INTERNATIONAL CIVIL AVIATION ORGANIZATION

**EIGHTH MEETING OF THE
ASIA PACIFIC ACCIDENT INVESTIGATION GROUP
(APAC-AIG/8)**

VIRTUAL PLATFORM, 21 OCTOBER 2020

**RECORD OF DISCUSSIONS AND
CONCLUSIONS**

The views expressed in this Report should be taken as those of the
APAC-AIG and not of ICAO.

Adopted by APAC-AIG and
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**Eighth Meeting of the Asia Pacific Accident Investigation Group
(APAC-AIG/8)**

**21 October 2020
Virtual Platform**

RECORD OF DISCUSSIONS AND CONCLUSIONS

1. Meeting and Attendance

1.1 The APAC-AIG/8 Meeting was held via a virtual platform on 21 October 2020.

1.2 The APAC-AIG/8 Meeting was attended by 138 participants from 27 APAC States/Administrations, i.e. Australia, Bangladesh, Bhutan, Brunei Darussalam, Cambodia, China, Hong Kong China, Macao China, France, India, Indonesia, Japan, Lao PDR, Malaysia, Maldives, Myanmar, Nepal, New Zealand, Pakistan, Papua New Guinea, Philippines, Republic of Korea, Russia, Singapore, Sri Lanka, Thailand, United States, and 5 International Organizations, i.e. Airbus, Boeing, IATA, ICAO and IFALPA.

1.3 The list of participants is in **Attachment A**.

1.4 There is a total of 12 working papers and 8 information papers.

2. Opening Session

2.1 Mr. Manjit Singh, Deputy Regional Director, ICAO Asia and Pacific Office (APAC), delivered his opening remarks on 20 October 2020, ahead of the APAC-AIG/8 and prior to opening the ICAO APAC Regional Accident Investigation Workshop. He drew the meeting's attention to the following in his remarks:

- The COVID-19 pandemic had resulted in ICAO providing alleviations to the Standards in a few of the Annexes, but not in Annex 13. Accident investigations authorities were still expected to fulfil their investigation responsibility in accordance with Annex 13 fully, even as the aviation industry continued to grapple with the COVID-19 pandemic.
- States/Administrations were reminded of the APAC Ministers' commitment expressed in the Beijing Declaration in early 2018 to establish an independent aircraft accident investigation authority or a bilateral, sub-regional or regional investigation partnership.
- APAC States/Administrations had achieved an average USOAP AIG Effective Implementation (EI) score of 50.4% but would need to narrow the gap with the global average of AIG EI score of 56.1%.

2.2 Mr. Manjit Singh informed the meeting that Dr. Richard Batt, Manager International of the Australian Transport Safety Bureau (ATSB), who had been serving the APAC-AIG as the Vice-Chairman since the APAC-AIG's inception, had retired from the ATSB. He thanked Dr. Batt for his invaluable contribution in enhancing aviation safety through the work of the ICAO APAC Office and the APAC-AIG.

3. Introduction of Participants

3.1 Mr. Chan Wing Keong, Chairman APAC-AIG, delivered his welcome remarks. He thanked the delegates for participating in this meeting. In view of the time constraint and the meeting being held via a virtual platform, the usual introduction of the participants was dispensed with.

4. Meeting Arrangements and Adoption of Agenda

4.1 Meeting Arrangements

4.1.1 The meeting was chaired by Chairman APAC-AIG, Mr. Chan Wing Keong.

4.2 Adoption of Agenda (WP/1) - Secretariat

4.2.1 The following agenda was proposed and adopted.

Agenda Item 1: Election of Vice-Chairperson

Agenda Item 2: Review of the decisions and conclusion by RASG-APAC

Agenda Item 3: Update on ICAO AIG-related requirements and activities

Agenda Item 4: Enhancing accident investigation capabilities

Agenda Item 5: Regional cooperation

Agenda Item 6: Work Plan

Agenda Item 7: Other business

5. Agenda Item 1: Election of Vice-Chairperson (WP/2)

5.1 The meeting was to elect a new Vice-Chairperson of APAC-AIG following the retirement of Dr. Richard Batt.

5.2 Papua New Guinea nominated Dr. Stuart Godley, Director Transport Safety, Australian Transport Safety Bureau (ATSB). The nomination was seconded by Hong Kong, China. Dr. Stuart Godley was elected as the Vice-Chairperson of the APAC-AIG, as there was no further nomination. However, the meeting noted India's expression of interest in the Vice-Chairperson position in the future.

5.3 Dr. Stuart Godley gave a short brief as APAC-AIG Vice-Chairperson and co-chaired the meeting thereafter.

6. Agenda Item 2: Review of the decisions and conclusion by RASG-APAC

6.1 Update on APAC-AIG Activities (WP/3) – Chairman, Status of follow-up on APAC-AIG/7 Decisions and Conclusions (IP/2) – Chairman, and Follow-up on APAC-AIG/7-WP/9 (IP/8) – Chairman

6.1.1 The meeting noted the following update by Chairman APAC-AIG:

a) At the first Asia/Pacific Ministerial Conference in 2018, the APAC Ministers committed through the Beijing declaration to either establish an independent aircraft accident investigation authority or, where appropriate, develop a bilateral,

sub-regional or regional partnership to support the establishment of accident investigation capabilities to serve the Region, sub-region or State.

- b) A deadline for the establishment of an independent aircraft accident investigation authority or for the development of a bilateral, sub-regional or regional partnership may be proposed at the Second Ministerial Conference which is being considered to be held in 2021.
- c) The Asia Pacific Regional Aviation Safety Plan (RASP) for 2020-22 incorporated the following two AIG-related targets which the Regional Aviation Safety Group – Asia and Pacific Regions (RASG-APAC) endorsed:
 - All States to establish an independent aircraft accident and incident investigation authority (AAIIA) as required by Annex 13, as well as related investigation system and procedures.
 - States to achieve at least 75% EI in AIG of USOAP CMA, and an APAC average USOAP EI score in AIG higher than or equal to the global average.
- d) APAC States/Administrations were reminded to provide update on their plan and progress pertaining to the establishment of an independent AAIIA through the RASG-APAC monitoring mechanism.
- e) There had been very gradual improvement to the average AIG EI score for the APAC region over the years. APAC States/Administrations achieved an average AIG EI score of 50.4%, up from the 46.06% noted at the APAC-AIG/5 in 2017. During this same time, the global AIG EI had dropped from 59.26% to 56.1%.
- f) The APAC-AIG would continue to pursue the following aims:
 - To encourage APAC States/Administrations to establish an AAIIA; and
 - To develop training opportunities to enhance (1) the accident investigation capabilities of the APAC States/Administrations and (2) the professionalism of the of the APAC States/Administrations' investigators.

6.1.2 The meeting urged States/Administrations to take early actions to achieve the AIG-related targets in the Asia Pacific Regional Aviation Safety Plan for 2020-22.

6.1.3 Chairman reminded the meeting of the ICAO APAC State Letter dated 15 January 2019 [Ref. T 6/8.3 - AP002/19 (FS)] which encouraged States/Administrations that had not done so to pledge support to the *Asia-Pacific Code of Conduct on Cooperation Relating to Civil Aviation Accident/Incident Investigation* and to provide, or to update, their input to the APAC database of investigation agencies.

6.1.4 Chairman also updated the meeting on the follow-up to the paper APAC-AIG/7-WP/9. The paper proposed to have a provision in Annex 13 to make it explicit that States that received the draft final report for comments shall reply to the State conducting the investigation regarding their comments, if any, within the deadline. ICAO HQ AIG Section had assessed APAC-AIG/7-WP/9 as relevant but suggested that the RASG-APAC formally bring the proposal to the attention of the ICAO HQ. The meeting noted that Chairman APAC-AIG will be submitting a paper for the Tenth Meeting of the RASG-APAC, which will be held on 17-18 December 2020, to seek the RASG-APAC's endorsement for the proposal to be sent to the ICAO HQ.

6.1.5 The meeting also noted the status of the follow-up on the decisions and conclusions made by the APAC-AIG/7 in July 2019.

7. Agenda Item 3: Update on ICAO AIG-related requirements and activities

7.1 Research Into The Reasons Why Final Reports Are Not Publicly Available (WP/5) – Singapore

7.1.1 The paper highlighted that the timely release of Final Reports to the public was an effective means to disseminate safety information and lessons learnt from accident or incident and informed the meeting of the on-going research and survey by the ICAO Accident Investigation Panel (AIGP) on the reasons why many Final Reports of investigations of fatal accidents between 1990 and 2016 involving civil aircraft with a mass over 5,700 kg that were not publicly available.

7.1.2 The meeting noted that the interim result had shown that the APAC region was lagging the worldwide average in terms of adherence to the Annex 13 Standard in making Final Reports publicly available.

7.1.3 Chairman encouraged States/Administrations to make Final Reports of their investigations publicly available in a timely manner and to respond, if they had not yet done so, to the AIGP survey on the reasons why Final Reports were not publicly available.

7.1.4 In response to a question, the meeting noted that ICAO Document 9756 Part IV, amended in August 2020, contained guidance on the format of the preliminary report.

[Post-meeting note by Chairman: Paragraph 7.1.4 arose from the meeting’s discussion in response to a question regarding the availability of a format to be used for the Preliminary Report required by Chapter 7 of Annex 13. However, it was subsequently clarified to Chairman that the question was about the availability of a format to be used for the “Preliminary Report”/”written Preliminary Report” mentioned in Chapter 2 in Part IV of Doc 9756. Chairman wished to highlight that this latter report was not a report required by Annex 13 but was a kind of interim report which the State conducting the investigation may choose to produce and make public at its discretion, and for which the State conducting the investigation may write in any way it deems fit and may choose to use the format of the Final Report.]

7.2 Survey on Small UAS Investigation (WP/10) – Japan

7.2.1 The paper presented a brief description of a survey by the Japan Transport Safety Board (JTSB) pertaining to the investigation of accidents and incidents involving small unmanned aircraft system (UAS) and provided information collected from several investigation authorities in response to the survey.

7.2.2 The meeting noted the results of the survey and the need to work closer to share knowledge and experience among investigation authorities in UAS investigation.

7.3 ICAO Doc 10104 Manual on Flight Recorder System Maintenance (WP/6) - Singapore

7.3.1 The meeting noted the recent publication of ICAO Manual on Flight Recorder System Maintenance (Doc 10104) and the document could be useful when retrieving information from recorders when conducting accident investigation.

7.3.2 The meeting was encouraged States/Administrations to review the contents of Doc 10104 and share the information with their regulatory authorities, air operators and organizations performing flight recorder maintenance, as appropriate.

7.3.3 It was emphasised that the States/Administrative regulatory were responsible for ensuring that operators comply with Annex 6, which included the maintenance of flight recorders.

7.3.4 The meeting noted the modification of aircraft might affect a recorder's data-frame.

8. Agenda Item 4: Enhancing accident investigation capabilities

8.1 ICAO APAC Regional Workshop on Risk-based Classification of Serious Incident (WP/8) – Secretariat, and The BEA's methods for the Classification of Serious Incident (IP/5) – France

8.1.1 The workshop was held on 20 October 2020 on via virtual platform. The meeting noted that the participants had found the workshop beneficial and appreciated the guidance provided by the workshop presenters from the Australian Transport Safety Bureau (ATSB), French Bureau d'Enquêtes et d'Analyses pour la Sécurité de l'Aviation Civile (BEA) and Singapore's Transport Safety Investigation Bureau (TSIB).

8.1.2 In addition to providing the workshop participants with information and case studies relating to the application of the ICAO's methodology for the "*Risk-based Classification of Serious Incident*" (which was introduced by Amendment 17 to Annex 13 and which will become applicable on 5 November 2020), the workshop presenters also addressed incident notification management and design of reporting requirements. The case studies presented were useful to the accident investigation authorities for classifying occurrences as well as for deciding whether to open an investigation into an occurrence.

8.1.3 The meeting noted that the Group of Experts on Accident Investigations of the European Civil Aviation Conference (ECAC-ACC) had held a workshop on the treatment of incidents in Roskilde, Denmark on 15-16 May 2012. The link to the report of the workshop (<https://www.ecac-ceac.org/safety>) was provided to the meeting.

8.1.4 The meeting also noted the workshop participants' hope to see more of such workshop for training of investigators. One specific suggestion pertained to training on ADREP reporting via the ECCAIRS.

8.1.5 The ICAO APAC Office thanked ATSB, BEA and TSIB for their contributions to the regional workshop.

8.2 Sharing Session on Crew Resource Management (WP/7) –Singapore

8.2.1 The paper reported on the sharing by two pilots on Crew Resource Management (CRM) to TSIB investigators. The sharing session was also attended by six aircraft accident investigation authorities (AIAs) in the APAC region, viz. Brunei Ministry of Transport and Infocommunications, Cambodia Air Accident Investigation Unit, Indonesia National Transportation Safety Committee, Malaysia Air Accident Investigation Bureau, Myanmar Air Accident Investigation Bureau, and the Philippines Aircraft Accident Investigation and Inquiry Board.

8.2.2 The meeting noted that CRM was an essential tool that could be used by flight crew to manage a flight and how interpersonal communication, leadership and decision-making played important roles in CRM.

8.3 COSCAP-SEA Aircraft Accident and Incident Investigation Authority (AAIIA) Workshop (WP/9) - Secretariat

8.3.1 The workshop was held at the ICAO Regional Office on 18-21 February 2020. The meeting noted the following strategic options shared at the workshop for complying with ICAO requirements:

- a) An independent AAIIA that is capable of undertaking the conduct of an investigation on its own
- b) An independent AAIIA that has only a single investigator who will be the investigator-in-charge (IIC) and partially delegates the conduct of an investigation to another State
- c) A State that fully delegate its investigation where the IIC is from another State

8.3.2 The meeting noted that the workshop was useful in assisting States/Administrations in developing their independent AAIIA.

8.4 Critical Incident Stress Management (CISM) Training for Investigators (IP/4) – Singapore

8.4.1 This paper informed the meeting of a CISM training that TSIB investigators had attended. Accident investigators may be subjected to stress and develop Post-Traumatic Stress Disorder (PTSD) unknowingly. The training helped investigators recognise the signs and symptoms of PTSD and suggested preventive measures against PTSD.

8.4.2 The meeting noted the usefulness of CISM training for accident investigators.

9. Agenda Item 5: Regional cooperation

9.1 Papua New Guinea Supporting Accident Investigation in the Pacific Region (WP/11) – Papua New Guinea

9.1.1 The paper presented the role of the PNG Accident Investigation Commission (AIC) as PNG's AAIIA, as well as PNG AIC's involvement in accident investigation activities and investigation training in support of other Pacific Islands States.

9.1.2 The meeting noted PNG's willingness in establishing Memoranda of Understanding with other Pacific Islands States and encouraged Pacific Islands States to contact PNG to develop accident and incident investigation capacity in the Pacific Region.

9.2 Update on the Permanent Set-up and Staffing of the Air Accident Investigation Authority (AAIA) in Hong Kong (IP/3) – Hong Kong, China

9.2.1 The Hong Kong AAIA was established in September 2018. The meeting was updated on the organizational and staffing changes at the AAIA.

9.3 Memorandum of Understanding between AAIB India and AAIU Bhutan (IP/7) – India

9.3.1 The meeting noted the cooperative framework in the form of a Memorandum of Understanding relating to aircraft accident and incident investigation between AAIB India and AAIU Bhutan.

10. Agenda Item 6: Work Plan

10.1 Updates to Work Plan (WP/12) – Chairman

10.1.1 The meeting noted the updated APAC-AIG work plan as attached in **Attachment B**.

11. Agenda Item 7: Other business

11.1 Air accident investigation during a pandemic (WP/4) – Singapore, and Aircraft Accident Investigations during the COVID-19 Pandemic (IP/6) – France

11.1.1 WP/4 presented TSIB’s considerations in response to the risks and challenges in investigation operation that had arisen from the COVID-19 pandemic and IP/6 presented BEA’s methods of conducting safety investigations and fulfilling its State of Manufacture role during restrictions imposed by the COVID-19 Pandemic.

11.1.2 The meeting noted that PPE was regarded as adequate in the COVID-19 environment and that there would be limited support from foreign counterparts owing to the travel restrictions and quarantine requirements (hence the need to rely on communication in the form of email, phone call, video conferencing, etc.).

11.1.3 When deciding whether to dispatch the accredited representative and advisors to the accident site in the State of Occurrence, the following may have to be taken into consideration:

- Severity of the accident
- Pandemic situation in the State of Occurrence
- Availability of commercial flights or chartered flights to the State of Occurrence and possibility of making the travel on a specially arranged aircraft
- Travel restrictions and quarantine requirements imposed by the State of Occurrence
- Possibility of the accredited representative and advisors taking a voluntary COVID test as a basis for an exemption from the travel restrictions and quarantine requirements
- Local logistics arrangements (transport, accommodation, meals, continuous availability of PPE) that can be made by the State of Occurrence

11.1.4 ICAO has also provided some advice as to how States may overcome difficulties/challenges in the area of accident investigation during this period of COVID pandemic. This is available at <https://www.icao.int/safety/COVID-19OPS/Pages/aig.aspx>.

11.1.5 BEA shared its experience in responding to the A320 accident in Karachi on 22 May 2020. BEA successfully sent a go-team through advance preparation (COVID test and results in less than 72 hours), coordination (State of occurrence, French ministries and Airbus) and support (Airbus). Thanks to the standard protection for each investigator (FFP3 masks, gloves and glasses) no further protection was needed on site to protect safety investigators in a COVID environment. The coordination (State of occurrence, French ministries and Airbus), support (Airbus) and compliance with anti-COVID measures made the read-out of the flight recorders possible in the BEA laboratories.

11.1.6 The meeting noted that States/Administrations should carry out risk assessments and review their operational procedures in order to continue to be able to quickly and effectively respond to an accident or incident.

APAC-AIG/8
Record of Discussions and Conclusions

11.1.7 To provide information to help States/Administrations review their investigation operation procedure during a pandemic, the meeting adopted the following Decision:

Decision APAC-AIG 8/1: Air accident investigation during a pandemic (WP/4), and Aircraft Accident Investigations during the COVID-19 Pandemic (IP/6)	
That, Secretariat summarise the measures taken by States/Administrations and share them on its APAC COVID-19 Contingency and Recovery Planning Group webpage for reference.	<p>Expected impact:</p> <input type="checkbox"/> Achievement of global and regional aviation safety priorities and targets <input type="checkbox"/> Enhancement of USOAP Effective Implementation <input type="checkbox"/> Monitoring and Administration <input checked="" type="checkbox"/> Capacity Building and Sharing of Information <input type="checkbox"/> Inter-Regional
Why:	To provide information to help States/Administrations review their investigation operational procedure during a pandemic.
When:	Immediately Status: In progress
Who:	<input type="checkbox"/> APRAST <input checked="" type="checkbox"/> APAC-AIG <input type="checkbox"/> SRP WG <input type="checkbox"/> SEI WG <input checked="" type="checkbox"/> APAC States/Administrations <input checked="" type="checkbox"/> ICAO APAC RO <input type="checkbox"/> ICAO HQ <input type="checkbox"/> Other: Industry Organization

12. Date and Venue for APAC-AIG/9

12.1 The APAC-AIG/9 is tentatively scheduled for September/October 2021. Papua New Guinea volunteered to host the APAC-AIG/9. The meeting hoped that by then the COVID-19 situation would have been over and air travel would have returned to normalcy.

13. Adoption of Record of Discussions and Conclusions

13.1 The APAC-AIG/8 adopted the Record of Discussions and Conclusions.

14. Closing of the Meeting

14.1 Chairman thanked the meeting participants for their contributions.

APAC-AIG/8
Record of Discussions and Conclusions

Attachment A

LIST OF PARTICIPANTS

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Attachment B

APAC-AIG Work Plan 2020

Date/Activities & Event		APAC-AIG Meeting	ICAO Regional Workshop /Training	ISASI Annual Seminar	Aircraft Accident Investigation Course	Establishing Independent AIA Course	Manufacturer's Training
2020	Q1		ICAO COSCAP-SEA Aircraft Accident & Incident Investigation Authority Workshop 18-21 February Bangkok		24-28 February & 2-6 March Singapore Aviation Academy		
	Q2						
	Q3			September Montreal <i>(postponed to 2021 due COVID-19)</i>		Establishing and Operating an Independent AAIIA 20-24 July <i>(cancelled)</i>	
	Q4	21 October 2020 Virtual platform	ICAO APAC Regional Accident Investigation Workshop 20 October 2020 Virtual platform				Turbomeca Helicopter Engine October Singapore <i>(postponed to Mar 2021 due COVID-19)</i>

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APAC-AIG Work Plan 2021

Date/Activities & Event		APAC-AIG Meeting	ICAO Regional Workshop /Training	ISASI Annual Seminar	Aircraft Accident Investigation Course	Establishing Independent AIA Course	Manufacturer's Training
2021	Q1						Turbomeca Helicopter Engine March 2021 SAFRAN/Singapore
	Q2				Aircraft Accident Investigation Techniques 15-19 February Singapore Aviation Academy		Airbus May Toulouse
	Q3	July Papua New Guinea (tentative)		Montreal (actual date TBC)	Aircraft Accident Investigation Management 2-6 August Singapore Aviation Academy	Establishing and Operating an Independent AIIIA 5-9 July Singapore Aviation Academy	
	Q4						

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