



ICAO

COSCAP SEA

**INTERNATIONAL CIVIL AVIATION ORGANIZATION**  
**Cooperative Development of Operational Safety and Continuing Airworthiness Programme**  
**South East Asia (COSCAP SEA)**

**20<sup>th</sup> South East Asia Regional Aviation Safety Team and National Coordinators Meeting**  
**(SEARAST/20)**  
**ICAO Asia and Pacific Regional Office, Bangkok, Thailand, 18 – 19 March 2019**

**REPORT**  
**(Prepared by the ICAO Secretariat)**

**0. Introduction**

0.1 The 20th COSCAP-SEA South East Asia Regional Aviation Safety Team and National Coordinators Meeting (SEARAST/20) was held at the ICAO Asia and Pacific (APAC) Regional Office in Bangkok, Thailand, from 18 to 19 March 2019. Five COSCAP-SEA Member States (Cambodia, Indonesia, Philippines, Singapore, Thailand) attended the meeting, as well as IFATCA, a new Partner to COSCAP-SEA.

0.2 The meeting was opened with remarks provided by the COSCAP-SEA Programme Coordinator.

0.3 The meeting agenda, documentation, presentations, list of participants, and other related information is available on the ICAO web site at: <https://www.icao.int/APAC/Meetings/Pages/2019-COSCAP-SEA-SEARAST20.aspx>.

**1. Approval of the Agenda**

1.1 The Secretariat proposed the preliminary meeting agenda included in the meeting invitation letter which was approved by the Meeting without modification.

**2. COSCAP-SEA Programme Update**

2.1 The Secretariat presented the COSCAP-SEA Programme Update highlighting the achievements and challenges over the period since the previous SEARAST meeting and the goals and plans for the future implementation of the Programme.

**3. Review of the 18<sup>th</sup> Steering Committee Meeting**

3.1 The Secretariat presented the review of the 18th Steering Committee Meeting highlighting the progress and status of conclusions which had been completed, and identified those which were ongoing and included in the work plan.



**4. SEARAST Team Leader**

4.1 The meeting noted the Steering Committee Meeting Conclusion 18/6:

“The Steering Committee requested the next SEARAST/National Coordinators meeting to elect its Team Leader and inform the Steering Committee.”

4.2 The Secretariat invited States to volunteer for the SEARAST Team Leader role. Thailand offered to assume the responsibility, which was welcomed and supported unanimously by the other States. The Meeting decided that the term should be for a three year period with extension being possible. The meeting agreed to the following action:

**Action SEARAST/20/1**

Thailand will be the SEARAST Team Leader for an initial period of three years.

**5. Follow-up of the 19<sup>th</sup> SEARAST Meeting**

5.1 The Secretariat presented the review of the 19th SEARAST Meeting highlighting the progress and status of actions which had been completed, and identified those which were pending and included in the work plan.

**6. GASP Update**

6.1 The Secretariat presented the next 2020 – 2022 edition of the Global Aviation Safety Plan (GASP).

**7. RASG-APAC and APRAST Updates including new Regional Priorities and Targets and Asia and Pacific Regional Aviation Safety Plan**

7.1 The Secretariat presented the most relevant conclusions and decisions of the RASG-APAC/8 and APRAST/13 meetings.

7.2 Singapore presented on the updated regional safety priorities and targets and the development of an Asia Pacific Regional Aviation Safety Plan (AP-RASP).

7.3 Cambodia highlighted the importance of coordination in States between COSCAP-SEA/SEARAST and RASG-APAC/APRAST focal points, if different persons.

**8. Review of State SEI Safety Tools Implementation and related Monitoring Tool and Survey**

8.1 The Secretariat presented on the RASG-APAC Safety Enhancement Initiative (SEI) Safety Tools. Indonesia and Singapore provided implementation status and progress reports. Other States needed to coordinate internally to prepare a report.

8.2 The Meeting noted that Brunei, Myanmar, Timor-Leste and Viet Nam had not yet responded to the RASG-APAC APRAST SEIs WG “SEIs Implementation and other Safety Tools Survey”. The



Meeting also noted that the SEIs Safety Tools Implementation On-line Monitoring Tool on the ICAO APAC RO web site remained unavailable due to ongoing work on improvements to the application.

8.3 The Meeting agreed that each State is to self-monitor the implementation of the Safety Tools and periodically report to SEARAST, APRAST and ICAO. The meeting agreed to the following action:

**Action SEARAST/20/2**

States to continuously monitor the implementation of RASG-APAC SEI Safety Tools using the form presented in the **Appendix A** to this report, which is to be submitted to COSCAP-SEA by **30 April 2019**, and periodically to COSCAP-SEA/SEARAST, RASG-APAC/APRAST and ICAO APAC RO, upon request.

**9. States Updates on National Aviation Safety Teams, Safety Issues, and National Aviation Safety Plans**

9.1 States informed the Meeting of their progress and status in establishing national safety bodies and developing a national aviation safety plan (NASP). Singapore was the only State with an existing NASP (2013 – 2023), while Indonesia, Thailand and Singapore have existing national aviation safety bodies. The Meeting agreed for all States to report on this item to every SEARAST meeting. The meeting agreed to the following action:

**Action SEARAST/20/3**

States to present to the next SEARAST meeting on their National Aviation Safety Plan, State Safety Programme, national aviation safety body, SEI Safety Tools implementation, and any safety issues.

**10. Review of ASEAN Aviation Safety Initiatives and SEA Sub-regional Aviation Safety Plan**

10.1 Singapore, on behalf of the ASEAN Secretariat, presented on the two key initiatives for aviation safety:

- ASEAN Foreign Operator Safety Assessment (AFOSA)
- Mutual Recognition Arrangement – Flight Crew Licensing (MRA-FCL)

10.2 Cambodia highlighted the importance of coordination in States between COSCAP-SEA/SEARAST and ASEAN ATWG/ATTC focal points, if different persons.

10.3 Thailand presented on a proposal to develop an ASEAN aviation safety plan to be submitted to the ASEAN Air Transport Working Group (ATWG). The Secretariat proposed renaming to South East Asia regional aviation safety plan for the inclusion of Timor-Leste. Singapore suggested waiting for the AP-RASP to be ready first to be able to confirm the purpose and content of a SEA-RASP, as well as the new related ICAO Circular under development. The Meeting noted that it would be important to obtain clarity on the scope of a SEA-RASP before proceeding with its development.



**11. Review of COSCAP-SEA Training and Assistance Needs Survey and 2019 Work Plan**

11.1 The Secretariat presented the COSCAP-SEA Programme Work Plan for 2019 and Training Plan for 2019 – 2020 which was developed based on the results of the analysis of responses to the COSCAP-SEA Training and Assistance Needs Survey completed in 2018. The meeting provided input on the priorities to be considered in the scheduling of the training.

**12. Update of SEARAST Terms of Reference**

12.1 The Secretariat presented a proposed revision to the SEARAST Terms of Reference. The Meeting reviewed and commented on the draft proposed revision, which has been considered and incorporated in the revised version. The meeting agreed to the following action:

**Action SEARAST/20/4**

The proposed revised SEARAST Terms of Reference included in **Appendix B** to this report will be presented to the next Steering Committee Meeting for approval.

**13. Next 21<sup>st</sup> SEARAST/NCs Meeting**

13.1 The Meeting agreed that SEARAST in person meetings should normally be held once a year, and the next meeting is planned to be held in the ICAO APAC Regional Office in February 2020. Additional meetings by teleconference will be held in between SEARAST in person meetings, as required.

13.2 The Meeting emphasized the importance for all COSCAP-SEA Member States to attend the SEARAST meetings, with the same representatives, whenever possible, for continuity and effectiveness.

**14. Any other business**

14.1 The COSCAP-SA Programme Coordinator / CTA presented the COSCAPs Capacity Building Matrix (CCBM) developed by COSCAP-SA and expanded to include COSCAP-NA and COSCAP-SEA, as agreed at 1st Joint Meeting of APAC Region COSCAPs held in Nadi, Fiji, on 24 October 2018. The CCBM is expected to be ready for use by COSCAP-SEA in 2019. It was agreed that all COSCAP-SEA Member States be informed of the development, and invited to nominate an Administrator for the CCBM.

14.2 Republic of Korea, Korea Transport Institute (KOTI), presented the SARPs Management & Implementation System (SMIS) which is available to other States at no cost. Cambodia and Indonesia had been provided the software, installation, configuration and training, but were not using the application, and were invited to provide feedback in this regard to KOTI keeping COSCAP-SEA informed. The Secretariat informed that the APAC Regional Coordination Mechanism Task Force (RCMTF) had proposed that the APAC COSCAPs coordinate informing and review by States of SMIS. States were invited to complete the workshop exercise with support from KOTI.



14.3 Singapore proposed that the IFAPM be revised to exclude references to Hong Kong and Macau China. The Meeting agreed and the Secretariat will take corresponding action in 2019. The meeting agreed to the following action:

**Action SEARAST/20/5**

The IFAPM be revised by the Secretariat to exclude reference to Hong Kong and Macau membership.

**15. Closing**

15.1 The meeting was closed with remarks provided by the COSCAP-SEA Programme Coordinator and SEARAST Team Leader.



APPENDIX A

STATE: \_\_\_\_\_ Last Update Date: \_\_\_\_\_

RASG-APAC SAFETY ENHANCEMENT INITIATIVE TOOLS IMPLEMENTATION IN SOUTH EAST ASIA STATES  
(<https://www.icao.int/APAC/RASG/eDocs/Forms/AllItems.aspx>)

**Implementation Status / Progress Legend:**  
A: Under Review  
B: Implementation Status by State (%)  
C: Implementation Status by Operators (%)  
D: All actions completed (only if B and C are 100%)

Safety Tool # (ICAO web site)	SEI Reference	Safety Tool Title	Approval RASG-APAC / APRAST Meeting Reference	Implementation Status / Progress (Completed or % Progress) A/B/C/D	Comments (e.g. State reference, not applicable, assistance required, etc.)
1	CFIT 1	Model Regulation on Ground Proximity Warning System (GPWS)	Approved at RASG-APAC/3 (Jun 2013) Completed Review by APRAST/13 (Dec 2018)		
2	CFIT 1	Advisory Circular — Guidance for Operators to Ensure Effectiveness of GPWS Equipment	Approved at RASG-APAC/3 (Jun 2013) Completed Review by APRAST/13 (Dec 2018)		



Safety Tool # (ICAO web site)	SEI Reference	Safety Tool Title	Approval RASG-APAC / APRAST Meeting Reference	Implementation Status / Progress (Completed or % Progress) A/B/C/D	Comments (e.g. State reference, not applicable, assistance required, etc.)
3	CFIT 1	Advisory Circular — Guidance for Operators on Training Programme on the use of Ground Proximity Warning System (GPWS)	Approved at RASG-APAC/3 (Jun 2013) Completed Review by APRAST/13 (Dec 2018)		
4	CFIT 5	Advisory Circular — Crew Resource Management Training Programme (CRM)	Approved at RASG-APAC/3 (Jun 2013)		
5	CFIT 6	Advisory Circular — Controlled Flight into Terrain (CFIT) and Approach and Landing Accident Reduction (ALAR) Training Programme	Approved at RASG-APAC/3 (Jun 2013)		
6	LOC 5	Advisory Circular — Mode Awareness and Energy State Management Aspects of Flight Deck Automation	Approved at RASG-APAC/3 (Jun 2013)		
7	RE 2	Guidance material on Unstablished Approach	Endorsed at RASG-APAC/3 (Jun 2013)		
8	CFIT 3	Model Advisory Circular — Instrument Approach Procedures Using Continuous Descent Final Approach Techniques	Approved at RASG-APAC/4 (Nov 2014)		
9	CFIT 8	Model Advisory Circular — Issuance of Terrain or Obstacle Alert Warning	Approved at RASG-APAC/4 (Nov 2014)		
10	RS 1	Runway Safety Maturity Checklist	Endorsed at RASG-APAC/4 (Nov 2014)		
11	RE 7	Guidance material and training program for runway pavement, maintenance and operations from aerodrome operator's perspective	Endorsed at RASG-APAC/4 (Nov 2014)		



Safety Tool # (ICAO web site)	SEI Reference	Safety Tool Title	Approval RASG-APAC / APRAST Meeting Reference	Implementation Status / Progress (Completed or % Progress) A/B/C/D	Comments (e.g. State reference, not applicable, assistance required, etc.)
12	LOC 1 CFIT 2	Model Advisory Circular — Air Operators Standard Operating Procedures for Flight Deck Crewmembers	Approved at RASG-APAC/5 (Oct 2015)		
13	CFIT 4	Guidance on the Establishment of a Flight Data Analysis Programme (FDAP)	Approved at RASG-APAC/5 (Oct 2015)		
14	CFIT 7	Guidance for Air Operators in Establishing a Flight Safety Documents System	Approved at RASG-APAC/5 (Oct 2015)		
15	RI 2	Model Advisory Circular — Runway Incursion Prevention and Pilot Training	Approved at RASG-APAC/6 (Aug 2016)		
16	GEN	Standardized Capacity Building Programme	Approved at APRAST/10 (Apr 2017)		
17	LOC 2 LOC 4	Guidance Material on Flight Crew Proficiency	Approved at RASG-APAC/7 (Jul 2017)		
18 - 20	LOC 6	Guidance material on Upset Prevention and Recovery Training (UPRT) <ul style="list-style-type: none"> <li>• ICAO Doc 10011</li> <li>• ICAO Doc 9868</li> <li>• AUPRTA</li> </ul>	Approved at RASG-APAC/8 (Sep 2018)		



## APPENDIX B

## SOUTH EAST ASIA REGIONAL AVIATION SAFETY TEAM (SEARAST)

## TERMS OF REFERENCE

**1.0 Background**

- 1.1 These Terms of Reference outline the concept and modalities for the South East Asia Regional Aviation Safety Team (SEARAST) under the COSCAP SEA Steering Committee.
- 1.2 Consistent with the Objectives/Outputs of the COSCAP SEA Programme Document, in 2002 the 3rd COSCAP SEA Steering Committee meeting formally constituted the South East Asia Regional Aviation Safety Team (SEARAST) to play an active role in the global effort to reduce accidents. The development and implementation of safety enhancements is tracked by the COSCAP SEA programme and a regular report is provided to the Steering Committee.
- 1.3 At the 9<sup>th</sup> COSCAP SEA Steering Committee meeting held in 2007, the COSCAP SEA Chief Technical Advisor was directed to ensure that Goals, Targets and Indicators set forth in the GASP are utilized for planning, designing, implementation and prioritizing the future technical work of the COSCAP SEA Programme to the extent possible. At its 12<sup>th</sup> Meeting held in 2010, the Steering Committee concluded that the implementation of a State Safety Programme (SSP) framework would support the safety enhancement initiatives of the GASP and its global aviation safety roadmap, and provide the benefit of a logical, phased implementation.
- 1.4 At the 4<sup>th</sup> Meeting of its 190<sup>th</sup> Session, held on 25 May 2010, the ICAO Council approved the establishment of Regional Aviation Safety Groups (RASGs). This decision established the mandate for the ICAO Secretariat to establish RASGs, nurture their development and guide their activities, recognizing that the planning must consider the related resources such as COSCAPs.
- 1.5 At the 17th COSCAP SEA Steering Committee meeting held in 2016, it was decided that the SEARAST meetings include the National Coordinators.
- 1.6 At the 18th COSCAP SEA Steering Committee meeting held in 2018, the Steering Committee requested that the next SEARAST/National Coordinators meeting elect its Team Leader from Member States, and inform the Steering Committee.
- 1.7 In Resolution A39-12: *ICAO Global planning for safety and air navigation*, the ICAO Assembly held in 2016 recognized the importance of a global framework to support the Safety Strategic Objective of ICAO. The Global Aviation Safety Plan (GASP) sets forth ICAO's safety strategy in support of the prioritization and continuous improvement of aviation safety. The purpose of the GASP is to continually reduce fatalities, and the risk of fatalities, by guiding the development of a harmonized safety strategy and the implementation of regional and national aviation safety plans. The GASP promotes coordination and collaboration among international, regional and national initiatives.
- 1.8 The 2020 - 2022 edition of the GASP recognizes the needs of all aviation stakeholders. It promotes the implementation of safety management and a risk-based approach as the tools to help manage increasingly complex aviation systems. It also encourages the use of harmonized safety enhancement initiatives to address gaps in effective implementation of the critical elements of a State's safety oversight system. The vision of the 2020 - 2022 edition of the

GASP is to achieve and maintain the aspirational safety goal of zero fatalities in commercial operations by 2030 and beyond, which is consistent with the United Nations' *2030 Agenda for Sustainable Development*. The GASP's mission is to continually enhance aviation safety performance internationally by providing a collaborative framework for States, regions and industry.

1.9 A series of six goals in the 2020 - 2022 edition of the GASP support the overall aspirational safety goal and supersede the objectives presented in the 2017 - 2019 edition of the GASP. Some goals derive from the 2017 - 2019 edition of the GASP, which called for States to implement effective safety oversight systems and State safety programmes (SSPs). Other goals respond to feedback from States and international organizations received during the consultation process to update the GASP, asking for a greater emphasis on the management of operational safety risks. The goals for the 2020 - 2022 edition of the GASP are as follows:

- Goal 1: Achieve a continuous reduction of operational safety risks.
- Goal 2: Strengthen States' safety oversight capabilities.
- Goal 3: Implement effective State safety programmes.
- Goal 4: Increase collaboration at the regional level.
- Goal 5: Expand the use of industry programmes.
- Goal 6: Ensure the appropriate infrastructure is available to support safe operations.

1.10 To mitigate the risk of fatalities, States, regions and industry need to address the high-risk categories (HRCs) of occurrences. The selection of types of occurrences considered to be global HRCs (previously referred to as "global safety priorities") is based on actual fatalities from past accidents, high fatality risk per accident or the number of accidents and incidents. The following HRCs, in no particular order, have been identified for the 2020 - 2022 edition of the GASP:

- controlled flight into terrain;
- loss of control in-flight;
- mid-air collision;
- runway excursion; and
- runway incursion.

1.11 The 2020 - 2022 edition of the GASP includes the global aviation safety roadmap, which serves as an action plan to assist the aviation community in achieving its goals through a structured, common frame of reference for all relevant stakeholders. The roadmap presents globally recognized safety enhancement initiatives for States, regions and industry to address each of the GASP goals. The operational safety risks portion of the roadmap is included in the GASP to assist States, regions and industry in addressing the above five HRC. The safety enhancement initiatives should be implemented as soon as practicable to mitigate the risks associated with the HRCs. The roadmap supports the validation of the effectiveness of the safety enhancement initiatives and suggests a structure to identify hazards associated with the HRCs and develop additional safety enhancement initiatives to mitigate the associated safety risks.

1.12 At the regional level, the GASP recognises that the RASGs are the main drivers of the safety planning process. They are composed of States, regional entities and industry, among others. RASGs build on work already done by States and existing regional organizations such as the COSCAPs and RSOOs. They serve as regional cooperative fora integrating global, regional, national and industry efforts in continuing to enhance aviation safety worldwide. Regional efforts eliminate duplication of effort through the establishment of cooperative regional safety programmes. This coordinated approach significantly reduces both financial and human resource burdens on States and allows for the delivery of measurable safety improvements.

## **2.0 Objective**

- 2.1 The objective of the SEARAST is to recommend interventions to the Steering Committee which will reduce aviation risks. The recommendations, once approved by the Steering Committee, may be implemented through the coordinated efforts of the regulatory authorities, in coordination with service providers and aircraft manufacturers. When such actions are endorsed by the Steering Committee, the SEARAST Members will serve as focal points for introducing the interventions within their respective States and for coordinating their government's efforts with industry.
- 2.2 To accomplish the objectives, the SEARAST will undertake its deliberations and actions in full consideration of the work of the APRAST working under the RASG-APAC. The focus and priority for SEARAST will be to introduce, support, and develop actions, which have the potential to effectively and operationally reduce the regional aviation risks to enhance aviation safety.
- 2.3 The SEARAST will:
  - 2.3.1 Align and interface as a complementary sub-regional aviation safety team with the Asia Pacific Regional Aviation Safety Team (APRAST), established under the Regional Aviation Safety Group - Asia Pacific (RASG-APAC), and undertake its deliberations and actions in full consideration of the work of the RASG-APAC and APRAST,
  - 2.3.2 Review, for application within the South East Asia area, existing safety interventions which have already been developed through the efforts of well-established, multinational safety initiatives,
  - 2.3.3 Review, for application within the South East Asia area, the global safety initiatives and best practices and metrics defined in the GASP and global aviation safety roadmap, and
  - 2.3.4 Review regional accidents and significant incident trends and other areas of sub-regional concern to determine unique issues which may warrant interventions, including reviewing each Member State AIG development progress and activities.
- 2.4 The SEARAST will periodically review the approved COSCAP-SEA Programme Work Plan and suggest any revisions to the Programme Coordinator for consideration in consultation with the Steering Committee Chairman.

## **3.0 SEARAST Modalities**

- 3.1 The COSCAP SEA Programme Coordinator will coordinate the SEARAST meetings and work, and a Member State will serve as the SEARAST Team Leader. The Team Leader period will normally be for three years, with possibility for extension. The role of the Team Leader is to coordinate with the Programme Coordinator and National Coordinators, Chair the SEARAST meetings, follow-up and promote the SEARAST objectives and work, and present on behalf of SEARAST to the Steering Committee, RASG-APAC and APRAST meetings, as required.
- 3.2 Membership of the SEARAST for each participating State includes the regulatory authority (flight operations, airworthiness, personnel licensing, aerodrome and ANS representatives), service providers, manufacturers and industry organizations. Others may be invited to participate as appropriate to the subjects under consideration.

- 3.3 Member States shall endeavour to ensure continuity in their State representative(s), who are experienced with the appropriate background, regularly attending the SEARAST meetings.
- 3.4 The SEARAST will accomplish the following:
- Consider the recommendations of the APRAST, as approved by the RASG-APAC, and advise the Steering Committee how to implement these within the South East Asia sub-region;
  - Identify areas of concern to aviation safety that may be unique to the South East Asia sub-region or require emphasis within the South East Asia sub-region, and develop data and interventions to address those concerns;
  - Support the implementation of the APAC Regional Aviation Safety Plan and its initiatives, in line with the GASP;
  - Review safety interventions which have already been developed by existing safety groups such as ICAO, CAST and ESSI;
  - Review the Goals, Targets and Indicators of the GASP, and the HRCs, and safety enhancement initiatives defined in the global aviation safety roadmap;
  - Identify the operational safety risks and organizational challenges that may be unique to the region or require emphasis within the region, and develop data and interventions to address those concerns;
  - Support implementation of data driven action plans developed using risk analysis by performance-based safety systems; and
  - Work closely with service providers, manufacturers, industry associations, and other appropriate organizations to ensure that interventions are implemented through a coordinated effort.
- 3.5 The SEARAST will facilitate the sharing of safety information and experiences among all stakeholders in the South East Asia region, and will minimize duplication of safety activities at the regional and sub-regional level.
- 3.6 The SEARAST will maintain close contact with RASG-APAC to benefit from its resources and provide regular feedback to RASG-APAC on the activities of SEARAST and on the emerging intervention proposals. In addition, SEARAST will liaise as required with other regional aviation safety teams to benefit from their efforts.
- 3.7 SEARAST will make recommendations to the Steering Committee for its review and approval. The Steering Committee will review and direct activities of SEARAST and promote the implementation of those interventions that are deemed appropriate for the South East Asia region.
- 3.9 The SEARAST will normally meet annually in person, and via teleconference calls in between meetings. The ongoing work and coordination may be accomplished through teleconference calls and electronic mail communications.
- 3.10 The SEARAST Terms of Reference will be reviewed and revised periodically and any updates submitted to the Steering Committee for approval.