



ICAO

The Third Meeting of the Asia/Pacific Aerodrome Assistance Working Group (AP-AA/WG/3)

Video Teleconference, 23 to 26 March 2021

Agenda Item 8: Any other business

TERMS OF REFERENCE

(Presented by the Secretariat)

SUMMARY

This paper presents the proposed amendment to the terms of reference of AP-AA/WG.

1. INTRODUCTION

1.1 The Terms of Reference (TOR) of AP-AA/WG detailed the objective, scope of works, composition, working methods and time frame.

2. DISCUSSION

2.1 The TOR of AP-AA/WG was first adopted by AOP/SG/2 (Bangkok, Thailand, 27 – 29 June 2018) and last amended by AOP/SG/4 (video teleconference, 10 – 13 November 2020):

Decision AOP/SG/4-9 (AP-AA/WG/2–3): Proposal for Amendment to TOR of Asia/Pacific Aerodrome Assistance Working Group

That, the AP-AA/WG/2 Meeting agreed to propose an amendment to the TOR of AP-AA/WG as placed in Appendix H to AOP/SG/4 Report.

2.2 When the TOR was first developed, considering the scope of works, it was determined that the AP-AA/WG should last for three years initially, i.e. until September 2021.

2.3 While the main objective of AP-AA/WG is ‘to realize the commitment of the “Beijing Declaration” – to certify all aerodromes used for international operations by 2020’, it has been identified that there are 38 such aerodromes yet to be certified, as of March 2021. In addition, some tasks of this Working Group were outstanding as the current COVID-19 pandemic has reorganized priorities among States and Administrations.

2.4 As a result, the TOR is proposed to be amended as shown in **Appendix A** to allow additional time for this Working Group to complete its tasks.

2.5 AP-AA/WG/3 is invited to endorse the following Draft Decision for adoption by AOP/SG/5 which will be held on 29 June – 2 July 2021:

Draft Decision AP-AA/WG/3-X: TOR of AP-AA/WG		
What:	That, the Terms of Reference of the Asia/Pacific Aerodrome Assistance Working Group be amended as in Appendix A of WP/10.	Expected impact: <input type="checkbox"/> Political / Global <input type="checkbox"/> Inter-regional <input type="checkbox"/> Economic <input type="checkbox"/> Environmental <input checked="" type="checkbox"/> Ops/Technical
Why:	To allow additional time to complete the tasks of the Working Group.	Follow-up: <input type="checkbox"/> Required from States
When:	26-Mar-21	Status: Draft to be adopted by Subgroup
Who:	<input checked="" type="checkbox"/> Sub groups <input type="checkbox"/> APAC States <input checked="" type="checkbox"/> ICAO APAC RO <input type="checkbox"/> ICAO HQ <input checked="" type="checkbox"/> Other: AP-AA/WG	

3. ACTION BY THE MEETING

3.1 The meeting is invited to:

- a) review the TOR and propose amendments;
- b) endorse the draft decision contained in paragraph 2.5; and
- c) discuss any relevant matters as appropriate.

Asia/Pacific Aerodrome Assistance Working Group (AP-AA WG)

TERMS OF REFERENCE
(Amendment Proposed by AP-AA/WG/3 in highlight)

Objective:

The main objective of the establishment of AP-AA WG is to realize the commitment of the “Beijing Declaration” - to certify all aerodromes used for international operations by 2020, fulfil the objectives of the AOP/SG to address identified AOP deficiencies listed in APANPIRG database for their resolution and to improve the AGA EI resulting from USOAP CMA activities.

Scope of works:

To meet the above objective the AP-AA WG shall carry out the following tasks:

- (1) Conduct a survey on States which have not completed the implementation of aerodrome certification for all international aerodromes, with an AGA EI below 75%, and/or AOP air navigation deficiencies to establish the requirements for assistance;
- (2) Review the air navigation deficiencies in the field of AOP (as listed in the APANPIRG air navigation deficiencies database) and assist the concerned State(s) to develop corrective action plans;
- (3) Assist States which have not implemented aerodrome certification, with non-satisfactory aerodrome certification related PQs, and/or aerodrome certification related air navigation deficiencies to establish an aerodrome certification process including developing specific operating regulations, training programme and training plan, guidance material for all technical areas, aerodrome inspector handbook with checklists, procedures for accepting non compliances, and surveillance programme; and
- (4) Assist in conducting seminars/workshops/trainings for the aerodrome regulatory and aerodrome operator staff in APAC region; provide experts to deliver presentations at the seminars/workshops in aerodrome certification, implementation of SMS and other technical areas such as aerodrome emergency planning, runway safety, etc.

Composition: The AP-AA WG would be composed of subject matter experts nominated by APAC States/Administrations and International Organizations, familiar with Annex 14 and its guidance materials and in particular on aerodrome certification procedures and ICAO USOAP CMA.

Working Methods: As far as practicable, the work should be carried out through electronic correspondences and web-conferences. Minimum face-to-face meetings would be planned. The AP-AA WG may be assembled on need basis to assist States. Onsite assistance may be provided to States, if required, on cost-recovery basis. The ICAO APAC Office would do necessary coordination. The ICAO COSCAPs will support the implementation of Tasks.

Time frame: The AP-AA WG would be established initially for three years (until 30 September 2024) last until September 2023.
