



ICAO

International Civil Aviation Organization

The Fifth Meeting of the Asia/Pacific
Aerodrome Assistance Working Group (AP-AA/WG/5)

Maldives, 13 to 16 March 2023

Agenda Item 9: Any other business

PROPOSAL FOR AN AMENDMENT TO TERMS OF REFERENCE OF AP-AA/WG

(Presented by the Secretariat)

SUMMARY

This paper presents a proposal for an 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 objectives, scope of works, composition, working methods and time frame.

2. DISCUSSION

2.1 The TOR of AP-AA/WG approved by AOP/SG/2 (Bangkok, Thailand, 27 – 29 June 2018) had been first amended through the following Decision of AOP/SG/5 in July 2021:

Decision AOP/SG/5-9: TOR of AP-AA/WG

*That, the Terms of Reference of the Asia/Pacific Aerodrome Assistance Working Group be amended as in **Appendix R** of the AOP/SG/6 Report.*

2.2 At that time, the tenure of this Task Force was extended for two years from September 2021 to September 2023 considering that the AP-AA/WG would achieve its objectives by September 2023.

2.3 The COVID-19 pandemic had re-organized priorities among States and Administrations. In addition, the travel restrictions implemented by States and Administrations had made the face-to-face meeting and onsite technical assistance to States impossible necessitating the additional time to fulfil its objective as envisaged.

2.4 Furthermore, as stated in WP/04 out of 352 aerodromes used for international operations in Asia/Pacific Region only 319 aerodromes have been certified and there are still 33 aerodromes that need to be certified. States are still lagging behind in the establishment of the local runway safety teams at aerodromes and implementation of Global Reporting format (GRF).

2.5 As a result, the TOR is proposed to be amended to include in its scope an assistance to States through “Asia-Pacific Aerodrome Assistance Go-Team” missions as proposed in WP/08 presented by ACI and maintain the register of AGA Experts nominated by States and Industry Partners in accordance with the *Conclusion APANPIRG/33/3 - Assistance to APAC States that require assistance in AGA area including certification and surveillance of aerodromes*. The additional scopes of the Working Group are incorporated in the proposed amendment to the TOR of the AP-AA/WG provided in **Appendix A**. This would allow additional time for this Working Group to focus on the implementation aspects, such as, onsite technical assistance to States for certification or surveillance of aerodromes, customization of Asia-Pacific Generic Guidance Materials for developing State’s Guidance Materials, providing on-the-job trainings to States’s Aerodrome Inspectors when necessary, assist States in establishing runway safety programme and implementation of Global Reporting Format (GRF), and provide some flexibility in the mode of conducting meetings amid the aftermath of COVID-19 pandemic.

2.6 Therefore, AP-AA/WG/5 is invited to support the following Draft Decision for consideration by AOP/SG/7:

Draft Decision AP-AA/WG-xx: Proposal for Amendment to AP-AA/WG’s TOR	
What: That, the Terms of Reference of the Asia/Pacific Aerodrome Assistance Working Group (AP-AA/WG) be amended as in Appendix A of WP/13.	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 three years of time for Working Group to focus on the onsite technical assistance to States for certification and surveillance of aerodromes, new tasks of the TOR, and to provide some flexibility in the mode of meetings amid the aftermath of COVID-19 pandemic.	Follow-up: <input checked="" type="checkbox"/> Required from States
When: 6-Jul-23	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 proposed amendments to AP-AA/WG’s TOR;
- b) endorse the Draft Decision contained in paragraph 2.6; and
- c) discuss any relevant matters as appropriate.

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

TERMS OF REFERENCE (Proposal for Amendment to AP-AA/WG's TOR)

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 and meet Global Aviation Safety Plan 2023 – 2025 targets.

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, establishing runway safety programme and implementation of Global Reporting Format (GRF) using existing platforms, such as COSCAPs, PASO and introducing a new methodology, such as, Asia Pacific Aerodrome Assistance Go-Team; 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.; and
- (5) **Maintain** the register of AGA Experts nominated by States and Industry Partners in accordance with Conclusion APANPIRG/33/3 - Assistance to APAC States that require assistance in AGA area including certification and surveillance of aerodromes.

~~(4)~~

Composition: The AP-AA WG would be composed of subject matter experts nominated by APAC States/Administrations and International Organizations, familiar with Annex 14, PANS-Aerodromes (Doc 9981) 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~~

[Working Group will hold at least one face-to-face meeting a year](#). 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 [through Asia Pacific Aerodrome Assistance Go-Team platform](#). The ICAO APAC Office would do necessary coordination. The ICAO COSCAPs will support the implementation of Tasks.

Time frame: The [tenure of the](#) AP-AA WG would last until September ~~2023~~-[2026](#).
