

**COSCAP- SEA & EU-ASEAN SCOPE APP (EASA)**  
**Workshop on Ground Handling at Aerodromes**  
**14 – 17 October 2025, Bangkok, Thailand**

**AGENDA**

**14/10/2025 – Day 1**

TIME	ORGANISATION, SPEAKER, TITLE
08:30 – 09:00	<b>REGISTRATION</b>
09:00 – 09:20	<b>Welcome and opening remarks</b> COSCAP-SEA – <i>Mr Sudhir Singh, Chief Technical Advisor, ICAO COSCAP-SEA</i> EASA – <i>Ms. Thita Pongdara, Stakeholder Liaison Officer, SCOPE APP</i> EASA – <i>Ms. Adina Szönyi and Mr. Paul Tibbe, Ground Handling Experts</i>
09:20 – 09:35	<b>GROUP PICTURE &amp; BREAK</b>
09:35 – 10:15	<b>Expert, COSCAP-SEA, EASA and all Delegates</b> <ul style="list-style-type: none"> <li><b>Workshop Introduction</b> <ol style="list-style-type: none"> <li>Tour de Table (name, organisation, function in the organisation)</li> <li>Objectives and content of the workshop</li> <li>Participants' expectations regarding the workshop</li> </ol> </li> </ul>
10:15 – 11:00	<b>EASA Experts – Ms. Adina Szönyi and Mr. Paul Tibbe</b> <ul style="list-style-type: none"> <li><b>Background of the GH Roadmap</b> <ol style="list-style-type: none"> <li>Where we came from (situation in the GH industry then/now)</li> <li>Timeline / milestones with phases of the GH Roadmap and the rulemaking process</li> </ol> </li> </ul>
11:00: 11:30	<b>BREAK</b>
11:30 – 12:30	<b>EASA Experts – Ms. Adina Szönyi and Mr. Paul Tibbe</b> <ul style="list-style-type: none"> <li><b>Ground Handling Regulations</b> <ol style="list-style-type: none"> <li>Structure of Reg. (EU) 2025/20 and Reg. (EU) 2025/23</li> <li>Authority requirements (ARGH) – Regulation (EU) 2025/23               <ol style="list-style-type: none"> <li>Subpart ARGH.GEN – General 005 scope/100 comp auth/120 means of compliance</li> <li>Subpart ARGH.MGM (Management system) - policies and procedures</li> <li>Questions and answers</li> </ol> </li> </ol> </li> </ul>
12:30 – 13:30	<b>LUNCH BREAK</b>
13:30 – 15:15	<b>EASA Experts – Ms. Adina Szönyi and Mr. Paul Tibbe</b> <ul style="list-style-type: none"> <li><b>Authority Requirements – Reg. (EU) 2025/23 – ARGH.MGM.200(b) - Inspector training and competence – 1hr 20 min</b> <ol style="list-style-type: none"> <li>Training programme concepts (knowledge, skills and attitude)</li> <li>Initial training components (focus on just culture within a competent authority – with practical exercise)</li> <li>On-the-job training for inspector qualification</li> <li>Continued competence and qualification of inspectors</li> </ol> </li> <li>Questions and answers – 10 min.</li> </ul>
15:15 – 15:45	<b>BREAK</b>

15:45 – 16:30

**EASA Experts – Ms. Adina Szönyi and Mr. Paul Tibbe**

- **Authority Requirements – Reg. (EU) 2025/23 – Oversight (ARGH.OVS)**
  1. OVS.300 Oversight (evaluation of an organisation's safety risk management; crediting of industry audits)
  2. OVS.305 Oversight programme (elements – size & complexity – safety performance)
    - a. Question/task for attendees: compare/describe this system to your current practices/rules regarding: the oversight cycle; risk-based oversight or compliance-based oversight
  3. **OVS.310 Evaluation of most used industry standards and best practices**
  4. OVS.320 Declaration
    - a. Question/task for attendees: compare the declaration system to your current regulatory system for GH

16:30 – 17:00

**EASA Experts – Ms. Adina Szönyi and Mr. Paul Tibbe**

- **Topic**
  1. Recap of day 1
  2. Discussion/Q&A

**17:00**

**End of day 1**



**15/10/2025 – Day 2**

TIME	ORGANISATION, SPEAKER, TITLE
09:00 – 10:00	<b>EASA Experts – Ms. Adina Szönyi and Mr. Paul Tibbe</b> <ul style="list-style-type: none"> <li>• <b>Authority requirements – oversight</b> <ol style="list-style-type: none"> <li>1. Short recap of Day 1</li> <li>2. <b>Authority requirements – Cooperative oversight (ARGH.OVS.330)</b> <ol style="list-style-type: none"> <li>a. How cooperative oversight is encoded into law and how it's put into practice – examples</li> <li>b. EASA hub for declarations + OVS reports</li> </ol> </li> <li>3. Questions and answers</li> </ol> </li> </ul>
10:00 – 11:00	<b>EASA Experts – Ms. Adina Szönyi and Mr. Paul Tibbe</b> <ul style="list-style-type: none"> <li>• <b>Organisation requirements – Reg. (EU) 2025/20 – Scope</b> <ol style="list-style-type: none"> <li>1. Scope, exemptions (FLOWCHART) – which services? (article 2) <ol style="list-style-type: none"> <li>a. Exercise: Is the scope of the GH services provided in your country defined by any applicable standards (ICAO or other industry standards)? Please provide examples.</li> </ol> </li> <li>2. Definition of ground handling organisation (article 3) Transition period 2025-2028 (purpose)</li> <li>3. <b>Questions and answers</b></li> </ol> </li> </ul>
11:00 – 11:30	<b>BREAK</b>
11:30 – 12:30	<b>EASA Experts – Ms. Adina Szönyi and Mr. Paul Tibbe</b> <ul style="list-style-type: none"> <li>• <b>Organisation requirements – Generalities (ORGH.GEN)</b> <ol style="list-style-type: none"> <li>4. To which competent authority should a GHSP declare? (ORGH.GEN.105)</li> <li>5. The concept of 'principal place of business' (PPoB)</li> <li>6. Responsibilities of the GHSP (ORGH.GEN.110)</li> <li>7. Means of compliance</li> <li>8. Use of industry standards <ol style="list-style-type: none"> <li>a. Industry representative to provide input on implementation of this rule (TBD)</li> <li>b. Exercise: what industry standards are being used by the GHSP in your country?</li> </ol> </li> </ol> </li> </ul>
12:30 – 13:30	<b>LUNCH BREAK</b>
13:30 – 14:30	<b>EASA Experts – Ms. Adina Szönyi and Mr. Paul Tibbe</b> <ul style="list-style-type: none"> <li>• <b>Safety reporting; change management</b></li> <li>• Reporting of safety-related occurrences and safety reporting system (ORGH.GEN.160 and 165)</li> <li>• Findings and corrective actions</li> <li>• <b>Questions and answers</b></li> </ul>

14:30 – 15:00

**EASA Experts – Ms. Adina Szönyi and Mr. Paul Tibbe**

- **Organisation requirements – Management system (ORGH.MGM.200)**
  1. Main components

15:00 – 15:30

**BREAK**

15:30 – 17:00

**EASA Experts – Ms. Adina Szönyi and Mr. Paul Tibbe**

- **Management system components (ORGH.MGM.200):**
  1. SMS, safety culture
  2. Change management
  3. Proportionality of the management system – alleviations for small organisations
- Questions and answers. Discussions. Exercise.
- **Recap of day 2**

17:00

**End of day 2**



**16/10/2025 – Day 3**

TIME	ORGANISATION, SPEAKER, TITLE
09:00 – 09:30	<b>EASA Experts – Ms. Adina Szönyi and Mr. Paul Tibbe</b> <ul style="list-style-type: none"> <li>Feedback, reminders and Q&amp;A related to the previous day</li> </ul>
09:30 – 10:30	<b>EASA Experts – Ms. Adina Szönyi and Mr. Paul Tibbe</b> <ul style="list-style-type: none"> <li><b>Training programme (ORGH.TRG)</b> <ol style="list-style-type: none"> <li>Training concepts</li> <li>Types of training</li> <li>Provision of training and trainer &amp; assessor qualification</li> <li>Questions and answers</li> </ol> </li> </ul>
10:30 – 11:00	<b>BREAK</b>
11:00 – 12:30	<b>EASA Experts – Ms. Adina Szönyi and Mr. Paul Tibbe</b> <ul style="list-style-type: none"> <li><b>Training programme (cont.)</b> <ol style="list-style-type: none"> <li>Error-free learning</li> <li>The concept of recurrent assessment (proficiency checks)</li> <li>Recognition of training for standardisation purposes</li> <li>Dangerous goods training</li> </ol> </li> <li><b>Questions and answers on training. Exercise</b></li> <li><b>Ground Support Equipment (ORGH.GSE)</b> <ol style="list-style-type: none"> <li>GSE</li> <li>Maintenance programme for GSE</li> <li><b>Questions and answers</b></li> </ol> </li> </ul>
12:30 – 13:30	<b>LUNCH BREAK</b>
13:30 – 15:00	<b>EASA Experts and all Delegates</b> <ul style="list-style-type: none"> <li><b>ANNEX II – Part-GH.OPS (OPS.005 responsibilities for provision of GH services)</b> <ol style="list-style-type: none"> <li>OPS.005 responsibilities for provision of GH services</li> <li>Interfaces with other organisations - aerodrome operators and aircraft operators (GH.OPS.010)</li> <li>Safety on the apron, including operation of GSE (GH.OPS.300 and 305)</li> <li>Exercise: Load control process – how this is approached in the EU regulatory system vs how this is approached in the APAC region</li> </ol> </li> <li><b>Questions and answers</b></li> </ul>
15:00 – 15:30	<b>BREAK</b>
15:30 – 17:00	<b>EASA Experts and all Delegates</b> <ul style="list-style-type: none"> <li><b>ANNEX II – Part-GH.OPS</b> <ol style="list-style-type: none"> <li>Coordination of aircraft turnaround activities (GH.OPS.400)</li> <li>Aircraft refuelling operations and aircraft ground deicing and anti-icing</li> <li>Cargo operations – feedback from participants</li> </ol> </li> <li><b>Questions and answers</b></li> <li><b>Recap of day 3</b></li> </ul>
17:00	<b>End of day 3</b>

**17/10/2025 – Day 4**

TIME	ORGANISATION, SPEAKER, TITLE
09:00 – 09:30	<b>EASA Experts and all Delegates</b> <ul style="list-style-type: none"> <li>Feedback, reminders and Q&amp;A related to the previous day</li> </ul>
09:30 – 10:45	<b>EASA Experts – Ms. Adina Szönyi and Mr. Paul Tibbe</b> <ul style="list-style-type: none"> <li><b>GH.OPS – operational requirements</b> <ol style="list-style-type: none"> <li>Any remaining items (e.g., common language, phraseology; pushback/towing operations)</li> </ol> </li> </ul>
10:45 – 11:15	<b>BREAK</b>
11:15 – 12:30	<b>EASA Experts – Ms. Adina Szönyi and Mr. Paul Tibbe</b> <ul style="list-style-type: none"> <li><b>Topic: Open session</b> <ol style="list-style-type: none"> <li>Comparison of the GH Regulations with ICAO current and future SARPs on GH</li> <li>Open session based on the participants' feedback from the previous days – topics of interest for the audience</li> </ol> </li> </ul>
12:30 – 13:30	<b>LUNCH BREAK</b>
13:30 – 15:15	<b>EASA Experts and all Delegates</b> <ul style="list-style-type: none"> <li><b>Open session</b></li> </ul>
15:15 – 15:30	<b>BREAK</b>
15:30 – 16:30	<b>EASA Experts - Ms. Adina Szönyi and Mr. Paul Tibbe and COSCAP-SEA Mr Sudhir Singh</b> <ul style="list-style-type: none"> <li>Closing remarks</li> <li>Certificates of Attendance handout</li> </ul>
16:30	<b>End of Day 4 – End of Workshop</b>