



INTERNATIONAL CIVIL AVIATION ORGANIZATION

**TWENTY EIGHT MEETING OF THE ASIA/PACIFIC
AIR NAVIGATION PLANNING AND IMPLEMENTATION
REGIONAL GROUP (APANPIRG/28)**

Bangkok, Thailand, 11 to 14 September 2017

Agenda Item 1B: Aviation Safety and RASG-APAC Activities

**REPORT OF THE FOURTH COORDINATION MEETING BETWEEN THE
CHAIRPERSONS OF APANPIRG AND RASG-APAC**

(Presented by the Secretariat)

SUMMARY

This paper summarizes the outcomes of the 4th coordination meeting between APANPIRG & RASG APAC held on 6th July 2017.

Strategic Objectives:

A: **Safety** – Enhance global civil aviation safety

B: **Air Navigation Capacity and Efficiency**—Increase the capacity and improve the efficiency of the global aviation system

Action by the meetings is at Para 3 to this Information Paper.

1. INTRODUCTION

1.1 The Fourth APANPIRG/RASG-APAC Coordination Meeting was held in Bangkok, Thailand, on 6 July 2017. The meeting was attended by the APANPIRG Chair and Vice-Chair, RASG-APAC Chair, APRAST Co-Chair (States), Senior Officials from ICAO HQ and Secretariat.

2. DISCUSSION

2.1 The outcomes of the meeting are summarized in the **Attachment** to this Information Paper.

3. ACTION BY THE MEETING

3.1 The meeting is invited to note the information contained in this paper.

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**Fourth Regional Coordination Meeting of
Planning and Implementation Regional Group (PIRG) and
Regional Aviation Safety Group (RASG)**

ICAO APAC OFFICE
6 July 2017

REPORT

1. INTRODUCTION

1.1 The Fourth APANPIRG and RASG-APAC Regional Coordination Meeting was held in Bangkok on 6 July 2017. The meeting adopted the following Agenda:

- | | |
|----------------|--|
| Agenda Item 1: | Progress updates on the outcomes of the 3 rd PIRG and RASG-APAC Regional Coordination Meeting |
| Agenda Item 2: | APANPIRG RASG Coordination Principles |
| Agenda Item 3: | Format and content of PIRG-RASG Meeting Reports |
| Agenda Item 4: | Lead Regional Group – Responsibilities |
| Agenda Item 5: | Work Program to support NCLB initiative |
| Agenda Item 6: | Any Other Business: <ul style="list-style-type: none">- TOR of APANPIRG & RASG-APAC- Enhancement of States participation in APANPIRG and RASG-APAC Meetings |

1.2 Attendance

1.2.1 The meeting was attended by the following:

RASG-APAC

1. Mr. HMC Nimalsiri, Chairman of the RASG-APAC – DG, CAA Sri Lanka
2. Capt. Victor Liu, Vice-Chairman, RASG-APAC – DCA, Hong Kong China

APANPIRG

3. Mr. Graeme Harris, Chairman of the APANPIRG – DG, CAA New Zealand

APRAST

4. Mr. Tay Tiang Guan, APRAST Co-Chair (States), Deputy Director General, CAA Singapore
5. Ms. Elizabeth Chau, CAA Singapore

ICAO

6. Mr. Stephen Creamer, D/ANB, ICAO Headquarters
7. Mr. Arun Mishra, Regional Director, ICAO APAC Office
8. Mr. Michiel Vreedenburgh, Chief, IMP-SAF, ICAO Headquarters

9. Mr. Li Peng, RO/CNS
10. Mr. Lecat Fredrick, RO/CNS
11. Mr. Shane Sumner, RO/ATM
12. Mr. Punya Shakya, RO/AGA
13. Mr. Kong, Cheong Tuck, FS Expert
14. Mr. Pu, Fanghui, ASO/O
15. Mr. Seah, Keok Heng – Raymond, AATM/O

2. SUMMARY OF DISCUSSIONS

Agenda Item 1 — Progress updates on the outcomes of the 3rd RASG-APANPIRG Regional Coordination Meeting

2.1 The meeting noted the progress on the outcomes of the 3rd APANPIRG RASG Regional Coordination meeting.

2.2 The meeting noted that the topics identified by APRAST for coordination with APANPIRG were raised by industry.

2.3 As the topics on large height deviations and terrain/obstacle databases were already being handled by APANPIRG, it was agreed that APANPIRG would continue to take the lead for these topics.

2.4 The APANPIRG and RASG-APAC Secretariat recommended that the subject on English Language proficiency be coordinated between APANPIRG and RASG-APAC.

Agenda Item 2 — APANPIRG RASG Coordination Principles

2.5 The meeting noted the following principles for coordination between APANPIRG & RASG-APAC:

- PIRG and RASG shall coordinate and support each other to achieve the agreed targets for the established regional priorities and implementation plans endorsed by the respective group (e.g. Review and support implementation of subsequent versions of the Asia/Pacific Seamless ATM Plan by the RASG);
- Continuous coordination by Secretariat for both PIRG and RASG to avoid duplication and gaps and to ensure alignment and harmonization of priorities, plans and actions;
- Secretariat will present a paper reporting on regional group coordination activities at each regional group plenary meeting and their key subsidiary bodies as appropriate;
- Chairs of APANPIRG and RASG will attend a coordination meeting at the ICAO Regional Office once a year and hold periodic coordination web meetings in between the face-to-face meetings if deemed necessary;
- Chairs will agree which regional group shall lead on each coordination topic and ensure coordination, information sharing and cross-reporting to the other group Chair, and if there is any change in lead regional group responsible, plan and ensure a smooth transition. Each group leading a coordination topic should identify any implications on the activities of the other group and highlight them to the other group and the Secretariat;
- Safety management, safety oversight system and flight operations safety aspects will usually fall under the RASG;
- Air navigation facilities and services implementation aspects will usually fall under the PIRG;

- Areas of coordination between PIRG and RASG is primarily in AGA and ANS safety areas;
- OPS (Annex 6) deficiencies listed under ATM air navigation deficiencies will be shared with RASG for further monitoring and resolution if deemed necessary;
- Cooperation to ensure that the priority ASBUs are implemented in the most efficient and safe manner.

2.6 The meeting agreed that the processes should be similar in both APANPIRG and RASG-APAC Handbooks for coordination purposes, and APANPIRG and RASG-APAC Secretariats should coordinate and harmonise the content between the two handbooks.

2.7 The meeting noted that an effective mechanism for coordination between Secretariats of RASG-APAC and APANPIRG was established using above principles.

2.8 The Meeting noted that APANPIRG had an Aerodrome Operations and Planning Sub-group (AOP SG) that addresses aerodrome certification issues and going to propose an establishment of the Asia/Pacific Aerodrome Assistance Team (AAA Team) for adoption by the APANPIRG Meeting, which would assist States with low AGA Effective Implementation (EI) scores.

Agenda Item 3 — Format and Content of PIRG-RASG Meeting Reports

2.9 The meeting reviewed the templates for reporting Conclusions/Decisions and agreed to expand the current template of Conclusion/ Decision used in APANPIRG, RASG-APAC and their contributory bodies, to include references, such as, Working Paper (WP). The updated templates are shown below:

Conclusion/Decision APANPIRG/No - TITLE (WP No.)	
What	Expected impact: <input type="checkbox"/> Political / Global <input type="checkbox"/> Economic <input type="checkbox"/> Environmental <input type="checkbox"/> Inter -Regional <input type="checkbox"/> Ops/Technical
Why:	Follow-up: <input type="checkbox"/> Required from States
When:	Status:
Who: <input type="checkbox"/> Sub Groups <input type="checkbox"/> APAC States <input type="checkbox"/> ICAO APAC RO <input type="checkbox"/> ICAO HQ <input type="checkbox"/> Other:	

Conclusion/Decision RASG-APAC/No - TITLE (WP No.)	
What:	Expected impact: <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 type="checkbox"/> Capacity Building and Sharing of Information <input type="checkbox"/> Inter-Regional
Why:	
When:	Status:

Who: <input type="checkbox"/> APRAST <input type="checkbox"/> APAC-AIG <input type="checkbox"/> SRP WG <input type="checkbox"/> SEI WG <input type="checkbox"/> Capacity Building TF <input type="checkbox"/> APAC States/Administrations <input type="checkbox"/> ICAO APAC RO <input type="checkbox"/> ICAO HQ <input type="checkbox"/> Other:
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Agenda Item 4 — Lead Regional Group – Responsibilities

2.10 The meeting agreed on the following lead regional group responsibilities

Coordination item	RASG-APAC	APANPIRG
Safety management, safety oversight system and flight operations safety aspects	√	
Air navigation facilities and services implementation aspects		√
<u>AGA and ANS safety areas</u>	Required coordination	
English Language Proficiency	Required coordination	
Airspace Contingency, Natural disaster/Crisis, Conflict		√

2.11 The Meeting noted the item on *English language proficiency* arose from the need to ensure that air traffic controllers have the necessary proficiency level to communicate beyond routine ATC phraseology e.g. in emergency situations. The Meeting agreed that APANPIRG and RASG-APAC should coordinate on this item when more information is available.

2.12 Post meeting, the ICAO HQ provided the following information regarding lead group responsibility with respect to *English language proficiency* in other Regions:

ICAO Regional Office	RASG	PIRG
North American, Central American and Caribbean (NACC) Office		√
South American (SAM) Office		√
Middle East (MID) Office	√	
European and North Atlantic (EUR/NAT) Office		√ (Work coordinated with RASG-EUR)
Western and Central African (WACAF) Office	1) English Language Proficiency (ELP) is covered by APIRG and RASG-AFI through close coordination between the two groups. 2) A Joint APIRG/RASG-AFI Task Force has been established to address such common issues.	

Agenda Item 5 — Work Program to Support NCLB Initiative

2.13 The meeting noted the establishment of ICAO APAC Combined Action Team (CAT), which comprised of subject matter experts drawn from ICAO RO, COSCAPs and member States. The primary objective of the CAT was to visit and support APAC States with Effective Implementation (EI) below the global average of 60% in USOAP Safety Audits, in enhancing their capabilities to effectively use the ICAO CMA On Line Framework and extending assistance to address the non-

satisfactory protocol questions which would progressively improve the EIs to reach above the global average EI by mid-2018.

2.14 The meeting noted that ICAO APAC CAT Missions conducted in 2016 which is presented below in the table:

S. No.	States	Areas of Technical Assistance
1	Thailand	LEG/ORG, PEL, OPS, AIG, ANS, AGA
2	Cambodia	LEG/ORG, PEL, OPS, AIG, AGA
3	Indonesia	LEG/ORG, PEL, OPS, AIG, ANS, AGA
4	Philippines	PEL/OPS, AIR, AIG, ANS, AGA
5	Myanmar	PEL, OPS, AGA
6	Bhutan	LEG/ORG, PEL, OPS, AIR, ANS
7	Nepal	LEG/ORG, PEL, OPS, AIR, AIG, ANS
8	Bangladesh	LEG/ORG, AIG, ANS, AGA
9	Papua New Guinea (PNG)	ANS, AGA, PEL, OPS, AIG
10	Solomon Islands	ANS, AGA, LEG/ORG, AIR
11	Tonga	ANS, AGA, LEG/ORG, PEL

2.15 The meeting also noted the APAC CAT missions planned for 2017.

For follow-up missions:

Bangladesh	4 experts: LEG/ORG, AIG, ANS, AGA
Cambodia	5 experts: LEG/ORG, OPS, AIG, ANS
Indonesia	5 experts: LEG/ORG, PEL/OPS, AIG, ANS, AGA
Myanmar	2 experts: OPS, AGA

For initial missions:

Fiji	2 experts: LEG/ORG, AIG
Maldives	3 experts: LEG/ORG, AIG, ANS
Timor-Leste	4 experts: LEG/ORG, PEL, AIG, ANS

2.16 The meeting further noted that ICAO APAC Office and ACI agreed to work together to assist ICAO member States and ACI members in capacity building programme for Pacific Island States. It was noted that ACI would arrange ACI – ICAO Aerodrome Certification Seminar under ACI Developing Nations Airport Assistance Programme (ACI-DNA). The seminar was open to Civil Aviation Authorities (Regulators) as well as airport operators, who are members of ACI. The seminar was conducted on 26 to 30 June 2017 in Sydney, Australia hosted by Sydney Airport.

Agenda Item 6 — Any Other Business

TORs of PIRG and RASG

2.17 The meeting noted that TORs of RASG and PIRG were under review by ANB and ANC and requested Regional Office to provide feedback to ICAO HQ if amendments to existing APANPIRG TOR and TOR of RASG revised by the ANB and ANC were required. The meeting

reviewed TORs of PIRG and RASG and agreed that any proposal for amendment to RASG and PIRG TORs would be sent to ICAO APAC Office within a week.

Enhancement of States participation in APANPIRG and RASG-APAC Meetings

2.18 The meeting discussed different options for the enhancement of the States participation in RASG and PIRG meetings reviewing PIRG/RASG structures, work methods, and meetings:

- Reducing the frequency of APANPIRG and RASG-APAC meetings; however the meeting noted that the reduction of the frequency of these meetings from annual to biennial, might not necessarily increase participation;
- Combining RASG-APAC and APRAST meetings to reduce layers of reporting; however this would not be in line with the TORs of RASG-APAC. The meeting took a note that it would rather be better to look into empowering APRAST to make some decisions without the need to seek RASG-APAC's endorsement; and
- Merging of RASG and PIRG: In response to Chairman of APANPIRG view on merging of RASG and PIRG meetings, ICAO suggested that the possible merging of RASG and PIRG may be examined after Second Global Air Navigation Industry Symposium (GANIS/2) and First Safety and Air Navigation Implementation Symposium (SANIS/1) as well as Global PIRG/RASG Forum in December 2017 & and in consideration of EUR experience in November 2017.

2.19 The Meeting also agreed that APAC-AIG should report directly to RASG-APAC, given the independence of accident investigation work from other safety management issues focused under APRAST.

2.20 Post meeting, the ICAO HQ provided C-DEC 210/4 Summary of Decisions (Report of ANC - Recommendations to enhance participation by Member States in the PIRGs and RASGs (Subject No. 14.4.2)) (**Attachment A**) and its action plan (**Attachment B**) for circulation, to provide more options for the enhancement of the States participation in RASG and PIRG meetings.

Closing: APANPIRG Chair and RASG Chair thanked ICAO RO for organizing the coordination meetings. The Chairs extended full support necessary for future coordination.

ICAORD thanked the Chairs for their attendance and valued the coordination and support. With these remarks ICAO RD closed the meeting.

—END—



C-DEC 210/4
2/03/17

COUNCIL — 210TH SESSION

FOURTH MEETING

(THE COUNCIL CHAMBER, MONDAY, 27 FEBRUARY 2017, AT 1430 HOURS)

SUMMARY OF DECISIONS

OPEN MEETING

Annual Report to Council on Regional Offices' activities during 2016 and operating plans for 2017 (Subject No. 14.2)

1. The Council considered this item on the basis of information paper C-WP/14570, which presented the Regional Offices' activities for the year 2016 and the operating plans for 2017. It was noted that the reports of each of the Regional Offices were presented as separate Appendices to the working paper, which were also available electronically, in English only, on the Council website and ICAO-NET. The Council also had for consideration an oral report thereon from the Implementation, Strategy and Planning Group (ISPG). In addition, the Council had the benefit of an informal briefing by Regional Directors, which occurred on the morning of Monday, 27 February 2017.
2. The Council noted with satisfaction the Regional Offices' achievements of 2016 and the harmonized operating plans of 2017. During its consideration of the paper, the Council recalled its previous deliberations in relation to this item (C-DEC 207/9 refers), in which it was decided that these reports on activities in the Regional Offices should be presented in the form of a working paper with actions arising for approval. Notwithstanding that, the Council noted that no action was being proposed in C-WP/14570, which was the basis for it being presented in this instance as an information paper.
3. In concluding its consideration of this item, the Council:
 - a) took note of the information provided in C-WP/14570;
 - b) agreed that the tables containing the 2016 operating plans should be updated with an additional column reporting actual achievements against the targets and KPIs, and that any additional information thereof should be circulated to Representatives on the Council before the commencement of the 211th Session;
 - c) noted the introduction of the CPMFT and its reporting capabilities will have implications for the form and structure of future Regional Office Annual Reports, including for the operating plans;
 - d) noted that while the situation in each region varied, there remained an ongoing need to harmonize the information being presented from each region and which was contained in these reports for the purposes of comparison between the regions in the achievement of established targets and KPIs;
 - e) welcomed the variety of new project initiatives that had been undertaken by the Regional Offices, particularly in the context of the *No Country Left Behind* initiative, and encouraged the continued development of such regional initiatives in order to enhance operating plans; and

- f) requested the Secretariat to consider the common challenges identified by the ISPG with a view to addressing these, taking into account available resources, and for further information in this regard to be shared with the Council in due course.

Safety Week

4. The President of the Air Navigation Commission (P/ANC) and the Director, Air Navigation Bureau (D/ANB) delivered a joint presentation on Safety Week, which provided information on, inter alia, developments concerning the update to the Global Aviation Safety Plan (GASP), Global Air Navigation Plan (GANP), the forthcoming Global Planning Symposium (11-15 December 2017), air navigation work programme and changes to the structure of ANB.

5. Comments made in the course of the discussion were noted by the Secretariat, especially in relation to addressing the challenges faced by the Air Navigation Bureau in respect of actions arising from the Thirty-Ninth Session of the Assembly (September/October 2016), for which additional resources will be required.

6. The Council noted the challenges posed by the range of emerging issues that were outlined during the presentation, including inter alia, remotely-piloted aircraft systems (RPAS), aviation system block upgrades (ASBUs), cyber-related issues, and Global Aeronautical Distress and Safety System (GADSS), and in relation to outer space issues, requested that the Secretariat continue to monitor developments vis-à-vis regulatory aspects thereof and to inform the Council accordingly.

Report of ANC – Adoption of Amendment 174 to Annex 1 (Subject No. 14.1.1)

7. The Council considered this item on the basis of C-WP/14560, which presented a proposal of the Air Navigation Commission for Amendment 174 to Annex 1 – *Personnel Licensing*. The amendment concerned a proposal developed by the Secretariat to render compliant a practice used by some States whereby pilot licences issued by one State are automatically validated by the other States party to a formal agreement under common licensing regulations.

8. It was noted that having examined the technical circumstances associated with the implementation of the amendment, the Air Navigation Commission considered that an effective date of July 2017 and a proposed applicability date of 9 November 2017 would be suitable for the implementation of these provisions.

9. The Council by 35 votes in favour, none against and no abstentions (one Representative being absent):

- a) adopted as Amendment 174 to Annex 1, the amendments to Standards and Recommended Practices as contained in Appendix C to the paper;
- b) approved, as part of the said amendment, the amendment to Notes and attachments as contained in Appendix C to the paper;
- c) approved the Resolution of Adoption in Appendix D to the paper; and
- d) approved, as part of the said amendment, the amendment to the Foreword of Annex I as contained in Appendix E to the paper;

Report of ANC – Adoption of Amendment 42 to Annex 6, Part I (Subject No. 14.1.1)

10. The Council considered this item on the basis of C-WP/14561, which presented a proposal of the Air Navigation Commission for Amendment 47 to Annex 6 – *Operation of Aircraft*, Part I – *International Commercial Air Transport – Aeroplanes*. The amendment proposal, developed by the Secretariat with the assistance of the Normal Aircraft Tracking Initiative/2 (NATII/2), introduced an additional Standard and Recommended Practice (SARP) to facilitate the practical implementation of normal tracking provisions.

11. It was noted that having examined the technical circumstances associated with the implementation of the amendment, the Air Navigation Commission considered that an effective date of July 2017 and a proposed applicability date of 8 November 2018 would be suitable for the implementation of these provisions.

12. The Council by 36 votes in favour, none against and no abstentions:

- a) adopted as Amendment 42 to Annex 6, Part I, the amendments to Standards and Recommended Practices as contained in Appendix C to the paper;
- b) approved, as part of the said amendment, the amendment to Notes and attachments as contained in Appendix C to the paper;
- c) approved the Resolution of Adoption in Appendix D to the paper; and
- d) approved, as part of the said amendment, the amendment to the Foreword of Annex 6, Part I as contained in Appendix E to the paper.

Report of ANC – Recommendations to enhance participation by Member States in the Planning and Implementation Regional Groups (PIRGs) and Regional Aviation Safety Groups (RASGs)
(Subject No. 14.4.2)

13. The Council considered this item on the basis of C-WP/14563, which recalled that during a previous consideration of the report on the same subject, the Council had expressed concern at the limited involvement of some States' authorities in the work, meetings and related activities of planning and implementation regional groups (PIRGs) and regional aviation safety groups (RASGs), thus limiting the implementation of their objectives and conclusions as well as overall outcomes (C-DECs 208/8 and 208/14 refer).

14. The Council welcomed the range of recommendations contained in the paper and noted that these focused on the enhancement of participation by Member States in the work of the PIRGs and RASGs with the aim of improving the efficiency and effectiveness of the work undertaken by these bodies to achieve their objectives and intended outcomes. In doing so, the Council emphasized that the role of PIRGs and RASGs was to provide actionable recommendations to the Council, especially in relation to the Global Aviation Safety Plan (GASP) and Global Air Navigation Plan (GANP).

15. In concluding consideration of this item, the Council:

- a) requested that the President of the Air Navigation Commission (P/ANC) and Director of the Air Navigation Bureau (D/ANB) undertake a further review of the proposed revised terms of reference for RASGs, as well as the existing terms of reference for the PIRGs, and delegated the authority to the President of the Council to approve any consequential amendments to the terms of reference of both the RASG and the PIRG arising as a result of this review;

- b) requested the Secretary General to provide guidance for PIRGs and RASGs on adopting a projects methodology for the planning and implementation of their work programmes for inclusion in the PIRG and RASGs procedural handbooks;
- c) requested the Secretary General to provide guidance and tools to PIRGs and RASGs on facilitating inter-regional alignment, harmonization, sharing of best practices and lessons learned, and in addition requested that Regional Offices engage to actively coordinate the appropriate level of participation from Member States at the meetings of the PIRGs and RASGs;
- d) agreed:
 - i. that PIRGs and RASGs should be allowed the flexibility to use the most effective and efficient organization structure and meeting modalities that best suit the characteristics of each region;
 - ii. that PIRG and RASG meeting invitations should be published well in advance to facilitate the planning by States for attendance and by the relevant Regional Office for convening of the meeting; and
 - iii. that there should be ongoing efforts to harmonize the conclusions and meeting outcomes of PIRGs and at the same time both PIRGs and RASGs should inform the Directors General of Civil Aviation (DGCA) and relevant Civil Aviation Commission/Conference (CAC) of their results.
- e) requested the Secretary General to consider holding specific Director or equivalent management-level events (e.g. Directors of flight safety and air navigation services regulation and oversight), in conjunction with PIRG and RASG plenary meetings to encourage senior management participation in the meetings;
- f) agreed that at regional ICAO Directors General of Civil Aviation (DGCA) and Civil Aviation Commission/Conference (CAC) meetings, both attended by DGCAs, the importance and benefit of State participation in the work of PIRGs and RASGs should be highlighted; and
- g) requested the Secretary General to highlight to States, through the most effective means available, the importance and benefit to States and service providers of their participation in the work of PIRGs and RASGs, the need for national coordination to ensure effective participation and of coordinating their regional efforts in this context, and urged all related international and regional organizations and industry stakeholders to also support and participate in the work.

— END —

INTER-OFFICE MEMORANDUM

Ref: Off file

To: All Regional Directors

cc: Secretary General, DD/SAF, A/H/SPCP, C/PCI, C/IMP-SAF

29 MAY 2017

From: D/ANB

Subject: **Action plan Council Decision C-DEC 210/4**

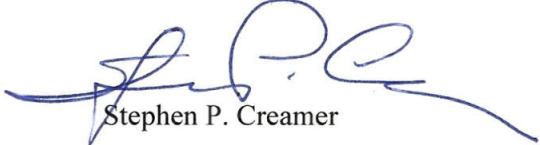
During the ICAO's Council's review of the recommendations to enhance participation of member States in PIRG and RASG activities, a number of decisions were taken for implementation by the Secretariat, in collaboration with the Air Navigation Commission. The agreed implementation plan for the above-mentioned Council decision is contained on the attached table. The PCI Section has the lead for coordinating the implementation.

At this stage I would like to seek your cooperation in taking appropriate action on the following specific items from the plan:

- a) Item 4 related to 15.d) (1 & 3)- please take the necessary measures to ensure the implementation of the Council Decision and to provide regular feedback every six months.
- b) Item 5 related to 15.e) (2)- in order to accomplish this item please provide proposals for the high level events, that you may consider appropriate, to be held in conjunction with PIRGs and RASGs plenary meetings **not later than 30 June 2017**.
- c) Item 6 related to 15.f) (2)- please coordinate the required briefing materials for the Directors General of Civil Aviation (DGCA) and the Civil Aviation Commission/Conference (CAC) meetings, before each meeting.

For further clarifications, please instruct your team to communicate with the PCI Section at PCI@icao.int.

Thank you for your support.



Stephen P. Creamer

Enclosure:

Action Plan C-DEC 210/4 (Paras. 15a-15g)



International Civil Aviation Organization
Air Navigation Bureau

ATTACHMENT

**C-DEC 210/4 – RECOMMENDATIONS TO ENHANCE STATES' PARTICIPATION IN PIRGS/RASGS
ACTION PLAN**

Item no	C-DEC 210/4 Reference	Actions	Responsible	Target Date
1	15. a) requested that the President of the Air Navigation Commission (P/ANC) and Director of the Air Navigation Bureau (D/ANB) undertake a further review of the proposed revised terms of reference for RASGs, as well as the existing terms of reference for the PIRGs, and delegated the authority to the President of the Council to approve any consequential amendments to the terms of reference of both the RASG and the PIRG arising as a result of this review;	1) ANB conduct a review of the TORs for PIRGs and RASGs in coordination with the ROs and amend as necessary. 2) ANB and P/ANC review and revise 3) Submit revised TORs to the President of the Council for approval 4) Revised TORs are to be presented at the Safety and Air Navigation Implementation Symposium (SANIS) in December 2017.	ANB ROs P/ANC Chair/PIRGs Chair/RASGs	December 2017
2	15. b) requested the Secretary General to provide guidance for PIRGs and RASGs on adopting a projects methodology for the planning and implementation of their work programmes for inclusion in the PIRG and RASGs procedural handbooks;	<i>Note: the review of the PIRGs and RASGs TORs is an integral part of the process of the integrated Air Navigation Work Programme</i> 1) Review PIRG and RASG procedural handbooks in coordination with the ROs. 2) Develop necessary guidance on project methodology. 3) Update PIRG/RASG guidelines. 4) Revision of procedural handbooks and approval by concerned PIRGs and RASGs.	ANB ROs Chair/PIRGs Chair/RASGs	December 2018

Item no	C-DEC 210/4 Reference	Actions	Responsible	Target Date
3	15. c) requested the Secretary General to provide guidance and tools to PIRGs and RASGs on facilitating inter-regional alignment, harmonization, sharing of best practices and lessons learned, and in addition requested that Regional Offices engage to actively coordinate the appropriate level of participation from Member States at the meetings of the PIRGs and RASGs;	<ol style="list-style-type: none"> 1) Conduct an analysis in coordination with the ROs to identify what guidance and tools to PIRGs and RASGs are needed. 2) Develop any tools and guidance material needed. 3) Develop rollout plan. 4) Present tools and guidance at the SANIS in December 2017. 	ANB ROs Chair/PIRGs Chair/RASGs	December 2017
4	15. d) agreed: <ol style="list-style-type: none"> i. that PIRGs and RASGs should be allowed the flexibility to use the most effective and efficient organization structure and meeting modalities that best suit the characteristics of each region; ii. that PIRG and RASG meeting invitations should be published well in advance to facilitate the planning by States for attendance and by the relevant Regional Office for convening of the meeting; iii. that there should be ongoing efforts to harmonize the conclusions and meeting outcomes of PIRGs and at the same time both PIRGs and RASGs should inform the Directors General of Civil Aviation (DGCA) and relevant Civil Aviation Commission/Conference (CAC) of their results. 	<ol style="list-style-type: none"> 1) i. Review of the TORs as in 15a), which will include the organization and functionalities of PIRGs and RASGs. 2) i. Request feedback on the new structures and efficiency of the flexibility. 3) ii. & iii. D/ANB IOM to be sent to the Regional Directors informing them of the Council decisions. 	ANB ROs Chair/PIRGs Chair/RASGs	December 2017
5	15. e) requested the Secretary General to consider holding specific Director or equivalent management-level events (e.g. Directors of flight safety and air navigation services regulation and oversight), in conjunction with PIRG and RASG plenary meetings to encourage senior management participation in the meetings;	<ol style="list-style-type: none"> 1) D/ANB IOM to be sent to the Regional Directors informing them of the Council decision. 2) ANB to propose subjects for side-events to include in the IOM above. 3) Conduct of side events. <p><i>Note: The IOM is the same IOM as under 15 d).</i></p>	ANB ROs Chair/PIRGs Chair/RASGs	May 2017

Item no	C-DEC 210/4 Reference	Actions	Responsible	Target Date
6	15. f) agreed that at regional ICAO Directors General of Civil Aviation (DGCA) and Civil Aviation Commission/Conference (CAC) meetings, both attended by DGCA, the importance and benefit of State participation in the work of PIRGs and RASGs should be highlighted;	1) ANB to propose briefing material in coordination with the ROs to be presented by the ICAO representative attending future DGCA and CAC meetings. 2) D/ANB IOM to be sent to the Regional Directors informing them of the Council decision. <i>Note: The IOM is the same IOM as under 15 d).</i>	ANB ROs	May 2017
7	15. g) requested the Secretary General to highlight to States, through the most effective means available, the importance and benefit to States and service providers of their participation in the work of PIRGs and RASGs, the need for national coordination to ensure effective participation and of coordinating their regional efforts in this context, and urged all related international and regional organizations and industry stakeholders to also support and participate in the work.	3) ANB to develop material, such as video by the Secretary General and DGCA, State Letter, presentations, PIRG/RASG meeting during SANIS, and other future events etc., to highlight the need for participation in the work of PIRGs and RASGs as an integral part of the strategic planning processes and integrated Air Navigation Work Programme.	ANB ROs	December 2017

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