COSCAP

Cooperative Development of Operational Safety & Continuing Airworthiness Programme

North Asia

RECORD OF DECISIONS, CONCLUSIONS AND RECOMMENDATIONS
Of the 18th Meeting of the Steering Committee

16-18 May 2018
Hangzhou, China

SC1803 – Adoption of the Agenda

The Agenda of the Meeting was adopted with no changes. (Copy at **Annex I**).

SC1804 – Review of the Record of Discussion of the 17th Steering Committee Meeting

Upon completion of the review of IP1 the Steering Committee noted the actions taken.

SC1805 – COSCAP-NA Programme Progress Report – DP 2

Upon completion of the review of DP2 the Steering Committee confirmed the programme priorities and noted the progress made.

The Members addressed the prioritization of the Programme Objectives and associated Outputs as follows:

The assignment of priorities was based on the following criteria:

1) **High** - Work to achieve the objectives will be continuous.

2) **Medium** - Work to achieve the objectives will be carried out as time permits.

3) **Low** - Little or no work will be carried out to achieve the objectives.

Immediate Objective 1

Assisting Members in meeting ICAO requirements where applicable including any deficiencies identified by the ICAO USOAP CMA activities have been fully corrected.

Steering Committee Priority – HIGH/Medium

Output 1.1

Action Plans, where needed, for correcting outstanding deficiencies, are prepared and implemented as appropriate.

Output 1.2

In response to ICAO's new USOAP CMA, assist Members in reviewing their implementation of SARPs and related safety oversight programmes; provide technical assistance to rectify deficiencies noted and engage suitable short-term experts as requested by Members.

Immediate Objective 2

Establishing a dedicated forum for coordination and cooperation among the Civil Aviation Authorities of Members, with the aim of the continued harmonization of regulations, policies and procedures related to safety oversight, improving safety standards, and applying accident prevention measures.

Steering Committee Priority – HIGH

Output 2.1

The Steering Committee of the COSCAP-NA, formally established by the programme, will have become the forum for flight safety in the North Asia Sub-Region. Given the maturity of the regulatory framework of the COSCAP-NA, harmonization initiatives will focus on new ICAO requirements as they are promulgated.

Output 2.2

In Phase IV and beyond, participation in Regional safety teams (APRAST and NARAST) will play a significant role in both pursuing and assisting in the implementation of the Regional Aviation Safety Group (RASG) approved safety recommendations.

Immediate Objective 3

Assist Members to have the capability to conduct safety oversight of air operators, maintenance organizations, aerodromes and air navigation service providers.

Steering Committee Priority – MEDIUM

Output 3.1

Where Members lack the capability to do safety oversight independently, provide assistance to Members for the conduct of surveillance, inspection and certification of air operators, maintenance organizations, aerodromes and air navigation service providers.

Immediate Objective 4

Assisting Members to have qualified safety oversight inspectors and technical personnel for the conduct of surveillance, inspection, testing, certification and regulation of flight operations, airworthiness, personnel licensing, aerodromes and air navigation service.

Steering Committee Priority – HIGH

Output 4.1

Provide ongoing support (initial and recurrent training) to Members as required.

Immediate Objective 5

Assisting Members to establish effective Safety Management Systems (SMS) in the area of Aircraft Operations, Aerodromes, Maintenance, Manufactures and Air Traffic Management, etc. as required by Annex 19.

Steering Committee Priority – HIGH/MEDIUM

Output 5.1

Regulations, standards and guidance material have been developed by Members to implement ICAO SARPs requiring service providers to implement SMS.

Output 5.2

Training programmes, seminars and safety surveys are conducted to assist Members' service providers with the implementation of SMS.

Immediate Objective 6

Assisting Members in implementing a State Safety Programme (SSP) commensurate with the size and complexity of the respective Member's aviation system.

Steering Committee Priority – HIGH

Output 6.1

Training programmes, seminars and evaluations are conducted to assist Members with the development of and implementation of their respective SSPs.

Output 6.2

Members have completed a gap analysis, in order to ascertain the existence and status of maturity of the components and elements of their respective SSP thereby promoting the development and implementation of a SSP that combines elements of both prescriptive and performance-based approaches to the management of safety.

Output 6.3

Members have developed an SSP Implementation Plan that describes how their organization will put into practice, in a sequential, principled manner, the processes, procedures and means that will allow the Member to discharge its responsibilities associated with the management of safety in civil aviation.

SC1806 – COSCAP-NA Work Plan 2018 – DP4

Upon completion of the review of DP4 the Steering Committee confirmed the proposed 2018 Work Plan with a change requested by ROK to move the proposed SMS training from August to late September.

 Action(s) to be Taken:

ASC1806.1

The CTA is to finalize the Work Plan for 2018, adjust the proposed mission dates in consultation with Members and circulate for review, comment and confirmation as appropriate. The planned dates of delivery may have to be adjusted in consideration of the readiness of the new CTA but every attempt shall be made to provide the requested missions as planned.

SC1807 — Contributions and Budget – DP5

Following the discussions arising from the presentation of DP5 the Steering Committee:

"Approved the updated budget for 2018 and encouraged donors and partners to continue their contributions to the Programme, in funds and in-kind."

Action(s) to be Taken:

ASC1807.1

The CTA is to advise ICAO Montreal that the 2018 Budget as proposed by ICAO and contained in DP5 was approved by the Steering Committee

SC1809 Safety Management Update – DP7

Following the discussions arising from the presentation of DP7 the Steering Committee supported the following:

"That States are invited to share tools and examples which support effective safety management implementation to be considered for posting on the Safety Management Implementation (SMI) website."

Action(s) to be Taken:

ASC1809.1 The CTA will support Members as requested in submitting information to be posted on the SMI website.

SC1810 – Regional Aviation Safety Team Report – DP3

Upon completion of the update in DP3 the Steering Committee agreed that:

"Members update the RASG/APRAST Safety Implementation Tracking Tool on the APAC ICAO Bangkok website: http://imtsei.org/

As approved by the Steering Committee, the CTA is to update the Implementation Status Report and provide it to Member Administrations for their review and further input.

As approved by the Steering Committee, the CTA is to support Member Administrations in the implementation of the safety enhancement actions."

Action(s) to be Taken:

ASC1810.1 The CTA will update the COSCAP-NA NARAST as per Steering Committee approval.

ASC1810.2 The CTA continue to review OPEN items with the respective members during regular missions.

ASC1810.3 Members are to update the RASG/APRAST Safety Implementation Tracking Tool on the APAC ICAO Bangkok website: http://imtsei.org/. The CTA will support Members in this activity as requested.

SC1812 – USOAP CMA Update   DP9

Following the discussions arising from the presentation of DP9, the Members approved the following draft conclusion:

"That States are urged to fulfil their obligations under the USOAP CMA Memorandum of Understanding (MOU) and to take actions as needed to provide up-to-date information on their safety oversight systems, with particular attention to:

a) States with an SSC, focus on implementing sustainable corrective and immediate mitigation actions to resolve the SSC with a high priority;

b) finalise draft and submit the Corrective Action Plans (CAPs) on the On-line Framework (OLF), informing the ICAO Regional Office when complete and ready for review;

c) complete the compliance checklist/EFOD and update the SAAQ;

d) implement the CAPs and complete the self-assessment of the PQs on the OLF, including uploading the evidence documents, to report the progress on the OLF, informing the ICAO Regional Office when complete and ready for validation; and

e) request assistance from the ICAO Regional Office and COSCAP, if required."

Action(s) to be Taken:

ASC1812.1

The CTA is to support Members in all USOAP CMA activities as requested.

SC1813 Results of the Second Global Runway Safety Symposium   DP10

Following the discussions arising from the presentation of DP10, the Meeting approved the following draft conclusion:

"That States and industry support the implementation at a regional and national level of the Global Runway Safety Action Plan in order to take measures to enhance runway safety using a multidisciplinary and collaborative approach; including the needed components and activities to reduce runway incursions and excursions, such as the implementation of RSTs."

Action(s) to be Taken:

ASC1813.1 The CTA is to support Members in the development/implementation of Runway Safety Teams as requested.

SCSC1929 Update to GASP DP8

It was noted by the representative from Macao that the APRAST is reviewing and revising the Regional Priorities and Targets with reference to the draft GASP 2020-2023. It will be further discussed at the next APARST/12 to be held in Bangkok at the end of May. Following the discussions arising from the presentation of DP11 the Steering Committee Members noted the contents of this paper and endorse the following conclusion:

That States:

a) are requested to establish a national aviation safety plan, including goals and targets consistent with the regional aviation safety plan, and in line with the GASP, including the global aviation safety roadmap, and based on the operational safety needs; and

b) are invited to provide ICAO feedback on the new global aviation safety roadmap and suggestions for the future 2020 - 2022 Edition of the GASP via email to: GASP@icao.int.

Action(s) to be Taken:

ASC1812.1

The CTA is to continue to focus on providing assistance in support of the GASP Global Safety Priorities.

SC1813 Results of the Second Global Runway Safety Symposium   DP10

SC1828 – COSCAP-NA Policy On Training – DP11

Following the discussions arising from the presentation of DP11 the Steering Committee Members noted the contents of this paper and endorse the following conclusion:

Members approved the proposed policy statement for inclusion in the Institutional Framework and Administrative Procedures Manual (IFAPM). It should be noted that the APAC ICAO RSO is willing to provide a venue free of charge for COSCAP-NA events in the future.

Action(s) to be Taken:

ASC1819.1

The CTA is to amend the IFAPM accordingly and submit to the Executive Chairman Captain Jin Yibin for signature. Once the IFAPM has been signed the CTA is to distribute to Members.

The CTA is to inform ICAO of the Objective priority levels agreed to by the Members of COSCAP-NA.

SC1832 — Any Other Matters

Members expressed their gratitude to CAAC for hosting the 18th Steering Committee meeting and for the opportunity to experience the beautiful city of Hangzhou.

SC1833 — Venue and Date for the 19th Steering Committee Meeting

Date: TBD

Venue: Hong Kong, China has graciously offered to host the 19th Meeting of the COSCAP-NA Steering Committee.

SC1834 — Adoption of Decisions, Conclusions and Recommendations

The Meeting adopted the Conclusions and Recommendations as noted above.

18th Meeting of the Steering Committee of COSCAP-NA
16 to 18 May 2018
Hangzhou, China
Agenda

Date	Time	AIN.	Subjects	Paper	Venue
16 May 2018	0830 - 0900		Registration		Front of XiXi Meeting Hall (西溪会议厅)
	0900 - 0940	SC18 01	Inaugural Session Opening Remarks Welcome and opening remarks by Capt. Jin Opening Remarks by Chief of RSO ICAO Mr. Raphael GUILLET Opening remarks by Deputy Administrator of CAAC, Chairman of COSCAP-NA Capt. Li Jian		XiXi Meeting Hall (西溪会议厅)
	0940 - 0950	SC18 02	Self-Introduction by Participants		
	0950 - 1000	SC18 03	Adoption of Agenda		
	1000 - 1015		**Group Photo**		**Xixi Meeting Hall**
	1015 - 1030		**Tea Break**		**Corridor outside of Meeting Hall**
	1030 - 1045	SC18 04	Review of Record of Discussions – 17th Steering Committee Meeting, Wayne Chapin	IP1	XiXi Meeting Hall (西溪会议厅)
	1045 - 1100	SC18 05	COSCAP-NA Programme Progress Report Wayne Chapin	DP2	
	1100-1115	SC18 06	COSCAP-NA Work Plan 2018 Wayne Chapin	DP4	
	1115-1130	SC18 07	Contributions and Budget – 2018 -2019 Wayne Chapin	DP5	
	1130-1145	SC18 08	Presentation - EASA Update Javier Vicedo - EASA Representative for China and North Asia		

	1145-1200	SC18 09	Enhancing Support For Safety Management Implementation ICAO Secretariat by Wayne Chapin	DP7	
	1200 - 1315		**Buffet Lunch**		**Dining Hall at Building 1**
	1315 - 1330	SC18 10	Presentation - Regional Aviation Safety Team Reporting Wayne Chapin	DP3	
	1330 - 1345	SC18 11	Presentation - Streamlining C o A Issuance through Delegation Mr Henry LEUNG, Civil Aviation Department, Hong Kong, China		
	1345 - 1400	SC18 12	USOAP CMA Update ICAO Secretariat by Mr. Wayne Chapin	DP9	
16 May 2018	1400 - 1415	SC18 13	Results Of The Second Global Runway Safety Symposium ICAO Secretariat by Mr. Punya Shakya, Regional Officer, Aerodromes and Ground Aids ICAO Bangkok	DP10	XiXi Meeting Hall (西溪会议厅)
	1415 - 1430	SC18 14	Presentation – Air Traffic Management – North Asia Mr. Len Wicks – Regional Officer ATM ICAO Bangkok		
	1430-1445	SC18 15	Presentation – Current Development and New Initiatives in the Area of Aerodromes Dr. Punya Shakya – Regional Officer AGA ICAO Bangkok		
	1445-1500	SC18 16	Update – APAC ICAO Regional Sub-Office activities and Flight Procedures Programme Raphael Guillet – Chief ICAO Asia and Pacific Regional Sub-Office		
	1500 - 1530		**Tea Break**		**Corridor outside of Meeting Hall**
	1530 - 1545	SC18 17	Amendments to the IFAPM **Note: This DP was withdrawn** Wayne Chapin	DP6	XiXi Meeting Hall (西溪会议厅)

	1545 - 1600	SC18 18	Presentation - Introduction of Airbus A350 to Hong Kong Mr. Allen KWONG, Civil Aviation Department, Hong Kong, China		
	1600 - 1615	SC18 19	Presentation – AAPA Mr. Martin Eran-Tasker, Technical Director of Association of Asia Pacific Airlines (AAPA)		
	1615 - 1630	SC18 20	Presentation - Integrate Resources to Handle the Turbulence Risk Accident Investigation Center of CAAC Capt. Chen Pu, Captain of China Southern Airlines		
	1630 - 1645		Wrap-up for the day		
	1800 - 2000		**Welcome Dinner**		**Dining Hall at Building 1**

Day 2

	Time	AIN.	Subjects	Paper	Venue
17 May 2018	0900 - 0915	SC18 21	Presentation - Implementation of SSP Capt. Wu Lijun, Deputy Director of Safety Oversight Division of Office of Aviation Safety of CAAC		XiXi Meeting Hall (西溪会议厅)
	0915 - 0930	SC18 22	Presentation - Function of the Electronic License Capt. Chen Guangcheng, Director of General Aviation Division of FSD of CAAC		
	0930 - 0945	SC18 23	Presentation - AEG-Bridge from aircraft development to operation Mr. Xue Shijun, Director of AEG Division of FSD of CAAC		
	0945 - 1000	SC18 24	Presentation - Airlines Operational Risk Control System in China Mr. Tu Weijun, Director of Flight Navigation Division of FSD of CAAC		
	1000 - 1030		**Tea Break**		**Corridor outside of Meeting Hall**
	1030 - 1045	SC18 25	Presentation - Advancing Enhancement Project Improving Flight Safety Performance Mr. Shi Ruinan, Manager of Safety & Quality Control Division, Flight Operations Department of Xiamen Airlines Co.,Ltd.		XiXi Meeting Hall (西溪会议厅)
	1045 - 1100	SC18 26	Presentation - New Ways of Proactive Safety Management - Quantifying Safety to Build Life Channel Mr. Feng Jiangtao, Shanghai Juneyao Air		
	1100 - 1115	SC18 27	Presentation – Control CFIT risk with systematic thinking Capt. Mu Mu,Zhejiang Loong Air		
	1115 - 1130	SC18 28	COSCAP-NA Training Policy Mr. Wayne Chapin	DP11	
	1130 - 1145	SC18 29	Update Of The Global Aviation Safety Plan (GASP) ICAO Secretariat by Mr. Wayne Chapin	DP8	

	1145 - 1330		**Buffet Lunch**		**Dining Hall at Building 1**
	1330 - 1345	SC18 30	ICAO Update ICAO Secretariat	IP2	XiXi Meeting Hall (西溪会议厅)
	1345 - 1400	SC18 31	Presentation – New ATS routes plan and the infrastructure for the provision of CNS/ATM in Pyongyang FIR Presented by Mr. Kim ATMB, GACA, DPR Korea	IP3	
	1400 - 1415	SC18 32	Presentation - New Ulaanbaatar Int'l Airport Operational Safety Issues Presented by Mr. Enkhbat, Aerodromes Inspector		
	1415 - 1430	SC18 33	Open		
	1430 - 1500		**Tea Break**		**Corridor outside of Meeting Hall**
	1500 - 1520	SC18 34	Any Other Matters		XiXi Meeting Hall (西溪会议厅)
	1520 - 1530	SC18 35	Venue and date for 19th Steering Committee Meeting		
	1530 - 1600	SC18 36	Adoption of Conclusions and Recommendations		
	1600 - 1605	SC18 37	Closing of the Meeting *Announcements for May 18 Culture Visit*		
	1800 - 2000		**Farewell Dinner**		