

Record of Decisions and Actions of the 2nd Meeting of the COSCAP North Asia Member Coordinators

**Beijing, China
27 February 2018**

1. Present

The 2nd meeting of the COSCAP North Asia Member Coordinators was attended by representatives from China (CAAC), Hong Kong China (CAD Hong Kong), Macao China (AACM), Democratic People's Republic of Korea (GACA), Mongolia (CAAM) and Republic of Korea (KOCA). The CTA was supported by Ms. Sun Qun Programme Secretary, Captain Chen Bin, the Flight Operation Intern from China Eastern Airlines and Ryu Youngkyung and Lee Hyunsuk the programme ROK interns. There were a total of 20 participants (see Attachment II for list of participants).

2. Venue

The Meeting was held in Beijing, China in the APAC ICAO Regional Sub-Office.

3. Proceedings of the Meeting

The CTA COSCAP-NA facilitated the meeting, and it progressed in accordance with the agenda a copy of which is placed at *Attachment I*.

4. Review of the Agenda

No changes were requested.

5. Training Opportunities for North Asia Members

5.1 The CTA leads the meeting to review the issues identification paper regarding the provision of training for COSCAP-NA Members.

Comments:

5.1.1 The CAAC supported organizing future training events within the North Asia Sub-Region to better benefit all the COSCAP-NA Members in terms of reducing the travel cost and facilitating their participation.

5.1.2 The head of the DPRK delegation expressed that from their perspective Beijing is a much better centralized North Asia location than Bangkok for training events both from a cost perspective as well as a participation level.

5.1.3 Macao China raised a question regarding the cost sharing scheme for the previous events organized by COSCAPs. The CTA explained that the cost of COSCAP APAC Regional events were normally shared between the 3 APAC COSCAPs in consideration of any contributions from Airbus or Boeing.

5.1.4 ROK, Hong Kong China and Mongolia supported the offered option of:

- i) Where there is Member specific requested training – in country training with invitation extended to COSCAP-NA Members as appropriate;
- ii) COSCAP-NA Member specific training funded by COSCAP-NA and/or donors – in country training with an invitation extended to all APAC COSCAP Members of an agreed to centralized location within North Asia with preference given to the APAC ICAO Regional Sub-Office in Beijing; and,
- iii) Training requested by APAC COSCAP Members and funded by COSCAPs and/or donors – centralized location including but not limited to the APAC ICAO Regional Office in Bangkok.

Action by COSCAP-NA:

The CTA will prepare a Discussion Paper regarding this matter and submit it to the 18th SCM for discussion and decision. The IFAPM will be amended accordingly to reflect any changes.

5.2 The CTA facilitated the participants' review of the Issue Paper – Transport of Dangerous Goods - Training

Comments:

5.2.1 The CTA suggested Members consider the options and advise the CTA of their decision at a later date. The core funds of COSCAP-NA will still be used until an agreed to option is identified and agreed with by the Members.

5.2.2 The CAAC expressed that the expertise within COSCAP-NA may not be sufficiently involved in the DG Panel work to understand any recent developments regarding the DG Technical Instructions (TI) which could have a negative impact on any COSCAP-NA instructor's qualification.

5.2.3 Macao China suggested that the initial DG training can be organized by the 3 COSCAPs on a rotational basis (from COSCAP to COSCAP) to facilitate all the APAC COSCAP Members' participation in Initial and Recurrent DG training.

5.2.4 Mongolia expressed that Mr. Sylvester might be the best trainer of DG as it is difficult to develop the level of expertise in Dangerous Goods Inspection that Mr. Sylvestre has accumulated. It is highly suggested to keep Mr. Sylvestre as the future DG instructor to ensure a good training result.

5.2.5 ROK expressed their willingness to sharing their DG expert within the North Asia Region. The CTA will follow up with ROK on this offer.

Action by COSCAP-NA:

The COSCAPs are to generate a DG training calendar for the next 3 years rotating through each COSCAP organization with a view to maximizing the impacts of the training in APAC.

6. Update of the Status of the Programme Document (Pro Doc)

6.1 Macao China has signed the Pro Doc but not yet returned the document to Montreal.

6.2 The CAAC has circulated the Pro Doc draft within CAAC, however more time is needed to go through the internal review process before signing the Pro Doc. The CTA suggested to have the Pro Doc signed before the 18th SCM.

6.3 Hong Kong China has signed and returned Pro Doc to Montreal.

6.4 Mongolia has signed the Pro Doc and returned to Montreal and paid their annual contribution for 2018.

6.5 ROK has circulated the Pro Doc but not yet signed it and will submit to Montreal as soon as possible.

7. General Review of the COSCAP-NA IFAPM

CTA suggested Members to review the draft IFAPM and advise the CTA if there is any concern. The IFAPM is owned by the COSCAP-NA SCM and is revised as necessary by the Members. ICAO is to review the document as it pertains to ICAO process and procedures.

8. Review of 2018-2019 COSCAP-NA Work Plan

8.1 The CTA led a review of the draft COSCAP-NA Annual Work Plan.

8.1.1 CTA explained to the Members that any mission not included in the Annual Work Plan as approved by the SCM will be questioned by the RO when submitting a mission request. The approval letter from the respective Director General is required for these missions to permit the mission request to be approved by the RO ICAO whenever the mission is not in documented in the Work Plan.

8.1.2 Macao China asked whether the EDTO workshop in Mongolia can be opened to the COSCAP-NA Members. The CTA confirmed the workshop will be opened to all the COSCAP-NA Members, the centralized or Member-specific training can also be organized whenever Members request.

8.1.3 Hong Kong China questioned the cost sharing for the Member-specific training. The CTA expressed the donor funds are normally used to cover this type of training and it is opened up to COSCAP-NA Members.

8.1.4 A planned workshop in ROK for Designated Medical Examiners (DMEs) will be opened to the entire APAC Region considering the high cost of delivering the course. However given the high number of DMEs in ROK a limited number of seats will be offered to other COSCAP-NA Members.

8.1.5 The planned Auditing Ground Operations workshop in Mongolia in October will be opened to all the COSCAP-NA Members.

8.1.6 The generic Human Factors Performance Limitations workshop planned for Beijing, China is being jointly organized with CAMIC of CAAC and will be opened to all the COSCAP-NA Members.

8.2 The CTA explained that 3 assistance missions to each Member will be planned in addition to any scheduled workshops. Whenever possible experts will be invited to conduct planned workshops, seminars, etc. to free the CTA to conduct the assistance missions. Free of Cost transportation for the CTA and experts will be appreciated when training or missions are conducted to support Members.

8.3 Mongolia suggested that the annual Work Plan for 2019 in the next MC meeting as Mongolia needs to request for budgetary approval by the end of each calendar year. This request was supported by other Members.

9. 18th COSCAP-NA Steering Committee meeting

9.1 The CTA lead the review of the agenda of the 18th SCM.

9.2 The CTA mentioned that presentations on best practices/experiences of SSP/SMS will be welcomed by the SCM.

9.3 The CAAC expressed Discussion Papers relating to SSP, electronic licensing and oversight system change will be submitted for the 18th SCM. The Discussion Papers will be submitted to COSCAP-NA by the middle of April 2018.

10. Any other business

No other business was raised by participants.

11. Date and Venue of the 3rd COSCAP-NA Member Coordinators Meeting

The 3rd COSCAP-NA Member Coordinators meeting will be organized in conjunction with the 24th NARAST meeting and the 13th APARST.

12. Review of Conclusions of the 2nd Member Coordinators Meeting was completed and additions and deletions were made in consultation with participants. The draft decision Record was circulated electronically for comments from Coordinators.

13. Close of Meeting

**2nd Meeting of the COSCAP North Asia National Coordinators
27 February 2018
ICAO Regional Sub-Office Beijing, China**

Proposed Programme

1. Welcome and self-introduction
2. Review of agenda – new agenda items 3. Policy on Member Assistance – training
4. Member Training - Transport of Dangerous Goods 5. Update on the status of the Programme Document – Phase IV 6. General review of the Phase IV IFAPM
7. Review of 2018 – 2019 COSCAP-NA Work Plan 8. 18 th Steering Committee – Agenda; issues requiring Decision/Information Papers 9. Any other business
10. Next meeting date/place 11. Review of Conclusions of the 2 nd Member Coordinators meeting 12. Close of the Meeting

Attachment II

Attachment II

2nd Meeting of the COSCAP North Asia Member Coordinators

27 February 2018

ICAO Regional Sub-Office Beijing, China

PARTICIPANTS SHEET

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COSCAP North Asia

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