**REPORT OF THE FIRST MEETING OF THE
ACCIDENT AND INCIDENT ANALYSIS
WORKING GROUP**

(AIA WG/1)

(Cairo, Egypt, 29 – 31 March 2016)

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PART I – HISTORY OF THE MEETING

1. PLACE AND DURATION

1.1   The First Meeting of the Accident and Incident Analysis Working Group (AIA WG/1) was held at the ICAO Middle East Regional Office in Cairo, Egypt, 29 – 31 March 2016.

2. OPENING

2.1   The meeting was opened by Mr. Mohamed Smaoui, Deputy Regional Director, ICAO Middle East Office. Mr. Smaoui welcomed all the participants to Cairo and thanked them for their participation. He highlighted that according to its Terms of Reference, the AIA WG is required to gather information from different available sources on the accidents and incidents pertaining to the MID Region, which might be a challenging task, especially with regard to the data related to incidents. The AIA WG should review, analyse and categorize on annual basis the accidents and incidents at the regional level and provide an agreed and harmonized regional dataset of accidents and incidents. It would also, to the extent possible, identify the main root causes and contributing factors of the reviewed accidents and incidents.

2.2   Mr. Smaoui highlighted that the AIA WG should agree on the mechanism to be put in place and associated working arrangements, with the assignment of clear tasks to the different members of the WG, in order to fulfil the mandate of the AIA WG, as assigned by the RASG-MID.

2.3   Mr. Adnan Mohamed Malak, AIA WG Chairman, welcomed all the participants and emphasized that the active participation and contribution is vital for the success of the AIA WG.

3. ATTENDANCE

3.1   The meeting was attended by a total of forty (40) participants from five (5) States (Egypt, Iran, Jordan, Saudi Arabia and Sudan) and three (3) Organizations/Industries (IATA, IFALPA and IFATCA). The list of participants is at **Attachment A**.

4. OFFICERS AND SECRETARIAT

4.1   The meeting was chaired by Mr. Adnan Mohamed Malak, Director of Safety Analysis, Aviation Investigation Bureau (AIB) from Saudi Arabia.

4.2   Mr. Mashhor Alblowi, Regional Officer, Flight Safety (FLS) was the Secretary of the meeting.

4.3   Mr. Mohamed Smaoui, Deputy Regional Director supported the meeting.

5. LANGUAGE

5.1   The discussions were conducted in the English language and documentation was issued in English.

6. AGENDA

6.1   The following Agenda was adopted:

Agenda Item 1:   Adoption of the Provisional Agenda and Election of Chairperson

Agenda Item 2:   AIA WG Work Programme

Agenda Item 3:   Future Work Programme

Agenda Item 4:   Any other Business

7. CONCLUSIONS AND DECISIONS – DEFINITION

7.1   The AIA WG/1 records its actions in the form of Conclusions and Decisions with the following significance:

a)   **Conclusions** deal with matters that, according to the Group's terms of reference, merit directly the attention of States and its stakeholders/partners, or on which further action will be initiated by the Secretary in accordance with established procedures; and

b)   **Decisions** relate solely to matters dealing with the internal working arrangements of the Group and its subsidiary bodies.

8. LIST OF CONCLUSIONS AND DECISIONS

DRAFT DECISION 1/1:   *ESTABLISHMENT OF AIA WG CORE TEAM*

DRAFT DECISION 1/2:   *ISTARS ADREP OCCURRENCE DATA FORM*

DRAFT CONCLUSION 1/3:   *PROVISION OF SAFETY DATA USING ISTARS APPLICATION*

PART II: REPORT ON AGENDA ITEMS

REPORT ON AGENDA ITEM 1: ADOPTION OF THE PROVISIONAL AGENDA AND ELECTION OF CHAIRPERSON

1.1   The meeting reviewed and adopted the Provisional Agenda as at paragraph 6 of the History of the Meeting.

1.2   The meeting unanimously elected Mr. Adnan Mohamed Malak, Director of Safety Analysis, Aviation Investigation Bureau (AIB) from Saudi Arabia as the Chairperson of the Accident and Incident Analysis Working Group (AIA WG).

REPORT ON AGENDA ITEM 2:   AIA WG WORK PROGRAMME

ICAO Global Accident Data Analysis

2.1   The meeting was apprised of data analysis process at the global level including the data sources and databases.

2.2   It was highlighted that at the level of ICAO Headquarters, aircraft accidents and serious incidents are reviewed and categorized by the ICAO Safety Indicators Study Group (SISG) using the definition provided in Annex 13 to the Chicago Convention—Aircraft Accident and Incident Investigation.   The objective is to provide an agreed dataset of accidents and serious incidents on an annual basis.

ICAO iSTARS (ADREP et al.)

2.3   The meeting was apprised of ICAO iSTARS (ADREP et al.) application, which contains an aggregation of different accident and incident data sources including ADREP, Aviation Safety Network and Aviation Herald. This application is used for the development of the ICAO Safety Reports.

2.4   iSTARS (ADREP et al.) application is a web-based platform for the reporting and analysis of safety information. It provides quasi real-time information on occurrences as reported by various official and media sources. The data is updated automatically every 24 hours. The data fields provided by those sources cover information about the flight history, the aircraft, the operator and the location of occurrence. More data fields would be needed to allow for useful safety analysis.

2.5   It was highlighted that there are currently no features allowing users to create or modify occurrences in iSTARS ADREP application/database. However, the application can be enhanced with the following features:

> 1) an occurrence data form containing a limited number of fields, for the collection and analysis purposes;
>
> 2) auto-population mechanism of fields based on the aircraft registration number;
>
> 3) create and upload function to allow authorized users to add data;
>
> 4) editing and reviewing function to allow authorized users (creators and selected reviewers) to modify existing data, correct or add missing information; and
>
> 5) validation function to allow the regional office (on behalf of the RASG) in coordination with concerned States to validate the information.

AIA WG Working Arrangements

2.6   The meeting recognized the need to agree on a mechanism to fulfil the mandate assigned to the AIA WG (collection/reporting, validation and analysis of data), taking into consideration the proposed tool and features that will be developed on iSTARS ADREP application.

2.7   The meeting agreed that a Core Team led by the Chairman of the Group should be established to advance the work of the AIA WG between the face-to-face meetings of the group. Accordingly, the meeting agreed to the following Draft Decision:

DRAFT DECISION 1/1: ESTABLISHMENT OF AIA WG CORE TEAM

That, the AIA WG Core Team composed of the following experts, is established to advance the work of the AIA WG between the face-to-face meetings:

- − *Mr. Adnan Mohamed Malak from Saudi Arabia (Chairman)*
- − *Dr. Abdallah Falah Suleiman Al-Samarat from Jordan*
- − *Mr. Hassan Rezaeifar from Iran*
- − *Mr. Kamil Ahmed Mohamed from Sudan*
- − *Mr. Amr Mokhtar from Egypt*
- − *Ms. Rose Al Osta from IATA*
- − *Capt. Fadi Khalil from IFALPA*
- − *Mr. Mashhor Alblowi from ICAO*

2.8   The meeting developed a draft Form, which includes the data fields to be used for adding/modifying accidents/incidents data through iSTARS ADREP application as at **Appendix 2A**. In order to foster and facilitate the reporting, the form contains a very limited number of <u>mandatory</u> fields; the rest of the information could be generated automatically by the application (based on the aircraft registration) or entered at a later stage. It was agreed that the Form should be further reviewed and finalized by the AIA WG Core Team, in order to be presented to the RASG-MID/5 meeting.

2.9   The meeting initiated a brainstorming related to the processes to be implemented for the creation of an occurrence, addition and amendment of data to existing occurrences as well as for the validation process. In this respect, it was agreed that for each action/function, there's a need to clearly define the WHO, WHAT and HOW. With regard to the validation process, the meeting agreed that there will be different layers of validation (initial validation and final validation), which will involve ICAO, the AIA WG Core Team, the concerned State and the RASG-MID. The validation process related to voluntary safety information might also be different from the process related to mandatory information.

2.10   For the purpose of analysis, the meeting agreed that the *iSTARS ADREP Occurrence Data Form* should include fields related to the main root cause and contributing factors. Standard and limited lists of main root causes and contributing factors should be developed by the AIA WG Core Team. It was emphasized that step-by-step approach should be followed for the development of the analysis function.

2.11   Based on the foregoing, the meeting agreed to the following Draft Decision:

DRAFT DECISION 1/2:   iSTARS ADREP OCCURRENCE DATA FORM

That, the AIA WG Core Team:

a) *further review and finalize the iSTARS ADREP Occurrence Data Form;*
b) *develop guidelines for the use of the Form;*
c) *establish a validation process of data provided; and*
d) *develop standard and limited lists of main root causes and contributing* *factors to be included in the Form.*

2.12   The meeting recognized the difficulties facing some States and stakeholders to share data related to accidents/incidents through iSTARS ADREP application, due to national policy. Accordingly, the meeting agreed to the following Draft Conclusion:

DRAFT CONCLUSION 1/3: PROVISION OF SAFETY DATA USING iSTARS
APPLICATION

That, States be urged to allow their regulators and service providers (ANSPs, Aerodrome Operators, Airlines, etc.) to provide/share available data related to safety occurrences using the dedicated iSTARS application.

Using ECCAIRS for the Reporting of Accidents and Serious Incidents

2.13   The meeting noted that a Safety Indicator related to the use of ECCAIRS was added to the Revised MID Region Safety Strategy as follows: "Percentage of MID States that use ECCAIRS for the reporting of accidents and serious incidents".   In this regard, Iran and Sudan confirmed the use of ECCAIRS for the Reporting of Accidents and Serious Incidents.

Strategy for the Enhancement of Regional Cooperation on Air Accident Investigation for ACAC and ICAO MID States

2.14   The meeting noted that a revised version of the Strategy for the Enhancement of Regional Cooperation on Air Accident Investigation for ACAC and ICAO MID States will be presented to the RASG-MID/5 meeting for endorsement. Accordingly, the meeting encouraged States to provide feedback on the draft revised Strategy to the ICAO MID Regional Office before 30 April 2016.

AFI Incident Analysis Group (AIAG)

2.15   The meeting was apprised of the activities of the AFI ATS Incident Analysis Region Group, which is a forum gathering various aviation organizations including but not limited to ICAO, IATA, AFCAC, IFALPA AFRAA, ASECNA, ATNS, and IFATCA. The group is tasked to review reported incidents in the AFI Region and formulate recommendations to prevent similar incidents to occur.

REPORT ON AGENDA ITEM 3:   **FUTURE WORK PROGRAMME**

3.1   The meeting reviewed the Terms of Reference of the AIA WG and agreed that they are still current.

3.2   The meeting agreed that the AIA WG/2 meeting be held during the first quarter of 2017. The venue will be the ICAO MID Regional Office in Cairo, unless a State is willing to host the meeting.

REPORT ON AGENDA ITEM 4: ANY OTHER BUSINESS

4.1 Nothing has been discussed under this agenda item.

APPENDIX

APPENDIX 2A

iSTARS ADREP Occurrence Data Form

Section	Name	Data type	Source
Filing Information	**Reporting State/Organization**	Value list	ISO 3166-1 list of country codes
When	**Occurrence Date**	Date	ISO 8601
	Occurrence Time (UTC)	Time	ISO 8601
Where	**State of occurrence**	Value list	ISO 3166-1 list of country codes
	Location of occurrence	Text	
	FIR	Value list	FIR Codes
	Latitude (ddmmss)	Latitude	
	Longitude (dddmmss)	Longitude	
Classification	Occurrence class	Value list	Occurrence Class Taxonomy
	Occurrence category	Value list	Occurrence Category Taxonomy
Severity	Damage aircraft	Value list	Damage Aircraft Taxonomy
	Injury level	Value list	Injury Level Taxonomy
	Fatalities	Number	
Narrative	Narrative	Text	
Aircraft Identification	Aircraft registration	Text	
	Aircraft Category	Value List	
	Manufacturer/model	Text	
	State of registry	Value list	ISO 3166-1 list of country codes
Operator	State of the Operator Operator Name/Code	Text	
Operation Type	Operation type	Value list	Operation Type Taxonomy
Mass Group	Mass group	Value list	MG1: 0-2250 kg MG2: 2251 - 5700 kg MG3: $_{5701}$ - 27000 kg MG4: 27001 - 272000 kg MG5: >272000 kg UNK: Unkown
History of Flight: Itinerary	Last departure point	Value list	4L Airport Codes
	Planned destination	Value list	4L Airport Codes
	Flight phase	Value list	Flight Phase Taxonomy
Analysis	Main root cause	Value list	
	Contributing factors	Value list	Hazard Taxonomy

- END -

ATTACHMENT

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