



SECOND ICAO AVIATION SAFETY IMPLEMENTATION ASSISTANCE PARTNERSHIP (ASIAP) MEETING

Montréal, Canada, 5 October 2016

REPORT

1. INTRODUCTION

1.1 The Second ICAO Aviation Safety Implementation Assistance Partnership (ASIAP) meeting was held at ICAO Headquarters in Montréal, Canada, on 5 October 2016 as a side meeting of 39th Session of the ICAO Assembly and was attended by 26 participants (Appendix A).

1.2 During the 39th ICAO Assembly, there were several papers submitted and discussed relating to the implementation of technical assistance activities around the world to assist States comply with their international obligations. Discussions also noted challenges that States face to fund these technical assistance activities. The objective of the ASIAP meeting is for ASIAP partners to discuss their technical assistance activities and to explore possibilities to collaborate on assistance efforts in ASIAP Priority States.

2. SUMMARY OF MEETING DISCUSSIONS

2.1 Approval of the draft agenda

- a) The agenda was approved. The presentations and documentation are available at: <http://www.icao.int/safety/scan/Pages/Aviation-Safety-Implementation-Assistance-Partnership.aspx>

2.2 ICAO update

- a) ICAO provided an update on activities since the first face-to-face meeting that was held in November 2015 which included the following:
- Canada, Malaysia and Singapore have joined ASIAP as partners;
 - States with Significant Safety Concerns (SSCs) have been added to the ASIAP Priority States list;
 - The Priority State list has expanded to include States in all ICAO Regions;
 - ICAO has been maintaining information provided by ASIAP partners on assistance activities in the Priority States;
 - Every ASIAP Priority State has received some type of assistance from partners;
 - Successful collaborative work under ASIAP has already occurred in Cambodia, Guyana, Nepal and Thailand ; and

- Through coordination activities under ASIAP, the SAFE Fund has received money to provide assistance to ASIAP Priority States.
- b) ICAO noted that it is important to have a balance between organizations and States as ASIAP partners and noted that Bombardier was participating as an observer. ICAO also advised that invitations had been sent to additional States (i.e. United Arab Emirates (UAE) and Saudi Arabia) to become ASIAP partners but no response has been received yet.

2.3 Partner updates

- a) ACI provided an update on their activities under the Airport Excellence in Safety Programme (APEX). ACI advised that APEX involves working with an airport to see in what areas they need assistance. APEX reviews involve both a remote document review and one week site visit. ACI has been working closely with ICAO on this programme and has recently received support from EASA, which will allow for a four-year programme of support focusing on African States (7-8 airports each year). Although the work is not directly related to ASIAP, it supports the ideals behind the ASIAP. It was agreed that closer collaboration between ACI and the ICAO Regional Directors would be beneficial to support both organizations' activities. ACI will provide information to ICAO on APEX reviews and the information will be added to the table of assistance activities maintained by ICAO.
- b) France advised that they are collaborating with the ICAO Regional Director in Mexico regarding assistance efforts in Haiti. France is also collaborating on assistance activities with ASIAP partners in Cambodia, Indonesia, Nepal and Vietnam.
- c) China voiced their support for working with the ASIAP partners with a particular focus on Priority States in the Asia-Pacific Region (i.e. Thailand).
- d) EASA advised that they will soon be completing a number of projects, including three in Africa and some new projects were launched, in particular, in the EUR Region. They are in the planning process for new projects, also in new regions such as Latin America and South Asia. EASA is also providing assistance on a cost-recovery basis, such as in Malawi and Thailand. Information about EASA assistance activities are posted on their website in order to promote transparency of their activities¹.
- e) The United Kingdom advised that they are benefitting from collaboration and coordination with partners on assistance activities. They have been working directly with France and EASA on the ASEAN Air Transport Integration Project (AATIP).
- f) IATA noted the challenges that they have been facing as many States do not have a lot of IATA related activities. IATA is therefore working with the ICAO Regional Offices to target their activities in Priority States. They are also working closely with Airbus, Boeing, Bombardier and Embraer.
- g) During the 39th Assembly, Japan met with the delegation from Thailand to discuss the continued provision of an airworthiness expert for two years. Japan has advised that they have contributed money to the SAFE Fund to go toward ASIAP States in Asia-Pacific Region.

¹ <http://www.easa.europa.eu/easa-and-you/international-cooperation/technical-cooperation-projects>

2.4 Review of ASIAP achievements

- a) ICAO highlighted the ASIAP achievements thus far:
 - ASIAP Terms of Reference (TORs) and ASIAP partners focal points established and posted on the ASIAP website;
 - six teleconferences and three meetings have been held;
 - ASIAP website developed, which includes meeting summaries/reports, assistance activities and links to partners' project pages;
 - addition of three new ASIAP partners (Canada, Malaysia and Singapore);
 - prioritization of States for assistance activities;
 - information sharing on assistance in Priority States;
 - coordination meetings on Indonesia and Thailand assistance needs;
 - collaboration on assistance delivered in Cambodia, Guyana, Nepal and Thailand;
 - contributions by China, Japan, EASA and Boeing for ICAO ASIAP Priority State projects; and
 - initial development of revised SCAN website (on hold for internal ICAO review).
- b) ICAO also provided an overview of the meeting between Thailand and the ASIAP partners that was held on 26 September 2016. At the meeting, Thailand provided an update on the actions taken thus far to address their Significant Safety Concern (SSC) and other deficiencies identified by the USOAP audit and ASIAP partners discussed their assistance activities. It was agreed that further discussion of specific additional assistance requirements would be held at the next ASIAP teleconference.
- c) The meeting acknowledged the extensive discussions that have taken place regarding an agreement on the methodology to prioritize States for assistance. It was noted that each partner may have different interests in providing and prioritizing assistance. The partners agreed that the methodology is just one tool to determine the Priority States and that it will be necessary to discuss each Priority State as a group in order to determine an agreed upon approach for assistance. Factors such as political will, sustainability and counterpart support from the State will also play an important role in the decision-making process.
- d) The partners agreed to review the list of Priority States at the next teleconference.

2.5 Revised Terms of Reference (TORs)

- a) ICAO provided an overview of proposed changes to the ASIAP TORs for consideration by all partners. The proposed changes include:
 - replacing members with partners throughout the TORs for consistency purposes;
 - revision of functions and objectives of ASIAP to reflect outcomes of teleconference discussions, and agreed upon activities;
 - removal of references to resource mobilization due to the establishment of a Resource Mobilization office within ICAO; and
 - inclusion of coordination with the ICAO Regional Offices and the Regional Aviation Safety Groups (RASGs) regarding priority States and assistance activities.
- b) The partners were provided an opportunity to provide feedback to the proposed changes. The partners suggested, and was agreed, to include a reference to the Global Aviation Safety Plan (GASP) in the TORs.

- c) The meeting noted the proposed changes to the TORs and ICAO advised that the draft changes were already available on the website for review. It was agreed that the partners would further review the document and provide feedback within two weeks of the meeting.
- d) The revised TORs, including comments received, are included in Appendix B.

2.6 **Future action plan**

- a) In order to support the work of ASIAP, ICAO and the Co-Chairs provided a draft action plan, including timelines, to the partners for discussion and approval.
- b) ICAO and the Co-Chairs reminded the partners that we should not expand the amount of Priority States or the TORs for the group too much, as it will be difficult to coordinate all of the activities and achieve successful results.
- c) Concern was raised by some of the partners regarding the sensitivities of information that is being provided regarding the prioritization of States under ASIAP. It was noted that the information that is being publicized under ASIAP is based on information that is already transparent and readily available through the ICAO system.
- d) The partners agreed to establish a working group in order to develop performance indicators for assistance activities. Sustainability and autonomy will be included in the indicators. France, the United Kingdom and EASA agreed to be a part of the working group. Other interested parties to advise by the next teleconference.
- e) The Co-Chairs were encouraged with the level of participation by the partners, as well as the progress made since the last meeting.
- f) The action plan is included in Appendix C.

2.7 **Any other business/next meeting**

- a) It was agreed that the partners would continue to hold quarterly meetings and invite the ICAO Regional Directors in the discussions.
- b) Additional teleconferences will be called as necessary.
- c) ICAO will organize another face-to-face meeting around another major event in 2017. It was agreed that the RSOO conference in March 2017 was too soon to hold the next meeting.

3. **NEXT STEPS**

3.1 **The meeting agreed to the following next steps:**

- a) Next quarterly teleconference will be held in January 2017;
- b) Revised list of Priority States will be discussed and agreed upon at the next telecom;
- c) Technical assistance table will be revised and posted on the ICAO website based on information provided by the partners;
- d) Partners will discuss and agree upon actions for Thailand at the next teleconference;
- e) Partners will provide their comments to the TORs and action plan within two weeks of the meeting;
- f) A working group to develop performance indicators is established. France, the United Kingdom and EASA have agreed to join. Other partners to express interest within two weeks of the meeting;
- g) ICAO will continue its internal review to determine the future of the revised SCAN;
- h) ICAO will send an invitation to Bombardier to join ASIAP; and

- i) ICAO and the ASIAP partners will work to promote the work of ASIAP. ICAO will include information on ASIAP activities in the following:
- ICAO State letter;
 - ICAO Safety Report;
 - Council report on technical assistance;
 - 3rd International World Aviation Forum (IWAF); and
 - 40th ICAO Assembly Session.

APPENDIX A

LIST OF PARTICIPANTS Second ASIAP Meeting, Montréal, 5 October 2016

Name	Organization	E-mail
Jean-François Mathieu	Canada	Jean-francois.mathieu@tc.gc.ca
Fang Jun	China	fangjun@caac.gov.cn
Yang Jiru	China	jr_yang@caac.gov.cn
Mariko Inoue	Japan	inoue-m46pu@mlit.go.jp
Hiroyuki Wada	Japan	moriizumi-r108j@mlit.go.jp
Hajime Yoshimura	Japan	hyoshimura@icao.int
Adrian Chang	Singapore	Adrian_CHANG@caas.gov.sg
Sarah Hill	United Kingdom	sarah.hill@caa.co.uk
Daniel Chong	United States	daniel.chong@faa.gov
Michael Rossell	ACI	MRossell@aci.aero
Luc Tytgat	EASA	luc.tytgat@easa.europa.eu
Fredrik Kämpfe	EASA	fredrik.kampfe@easa.europa.eu
Krzysztof Kędzierski	EASA	krzysztof.kedzierski@easa.europa.eu
Peter Bombay	EU	Peter.BOMBAY@ec.europa.eu
Rodolfo Quevedo	IATA	quevedor@iata.org
Stephen Creamer	ICAO	screamer@icao.int
Melvin Cintron	ICAO	MCintron@icao.int
Barry Kashambo	ICAO	bkashambo@icao.int
Arun Mishra	ICAO	amishra@icao.int
Catalin Radu	ICAO	cradu@icao.int
Michiel Vreedenburg	ICAO	mvreedenburgh@icao.int
Marco Merens	ICAO	mmerens@icao.int
Dawn Flanagan	ICAO	dflanagan@icao.int
Soo-Ho Jun	ICAO	sjun@icao.int
Ali Haghdoost	ICAO	AHaghdoost@icao.int
Annie Wen	ICAO	hwen@icoa.int
John Skokos	Bombardier (Observer)	john.skokos@aero.bombardier.com
Andre Tousignant	Bombardier (Observer)	andre.tousignant@aero.bombardier.com
Farid Zizi	France	fzizi@icao.int

APPENDIX B



INTERNATIONAL CIVIL AVIATION ORGANIZATION AVIATION SAFETY IMPLEMENTATION ASSISTANCE PARTNERSHIP (ASIAP)

TERMS OF REFERENCE

(Revised on 5 October 2016)

1. OBJECTIVES

1.1 One of the ICAO's strategic objectives is to ensure a continuous improvement in global aviation safety in close collaboration with the aviation community. The rapid growth in air transport in recent years has rendered ICAO to play a key role in achieving this objective. There is an agreement that ICAO should engage with States at a higher level and lead the coordination and facilitation for donors, partners and States on aviation safety implementation assistance.

1.2 During the ICAO High-level Safety Conference, held in March 2010, the creation of a group was proposed to facilitate and coordinate for exchange of safety related information in respect to financial and technical assistance projects and activities. As a result, the Safety Collaborative Assistance Network (SCAN) was established in March 2011.

1.3 The assistance programmes that are envisaged are closely related to the outcomes of the ICAO Universal Safety Oversight Audit Programme (USOAP) which is an essential source for identifying specific assistance areas, types and needs of States, as well as the Global Aviation Safety Plan (GASP) objectives.

1.4 In order to further advance aviation safety implementation assistance capacity in the aviation community, the Aviation Safety Implementation Assistance Partnership (ASIAP) is established based on SCAN. It is expected that the ASIAP serves as a framework for coordinated efforts that contribute to the provision of assistance to States. The ASIAP's objectives are information sharing, collaboration on assistance, , and agreeing on outcome indicators.

1.5 During ICAO Council's 207th Session, the ICAO Resource Mobilization Policy was approved on 8 March 2016. This policy aims at achieving adequate, more predictable and sustainable voluntary contributions to realize the Organization's mission, complement the ICAO Regular Programme

Budget and assist States in facilitating access to funds to enhance their air transport systems (A39-WP/25/EX 13 refers).

2. SCOPE OF ACTIVITIES

2.1 The ASIAP provides communication channels for discussion amongst donors and assistance providers (hereafter the partners) to facilitate the provision of assistance to States, and, at the same time strengthen the partnership to further increase its capacity.

2.2 The main activities include continuous sharing assistance information to be available on a website, the collaboration on particular assistance activities, as well as periodic coordination meetings.

2.3 The coordination and sharing of information on assistance projects and activities planned and implemented by the partners avoid duplication of efforts and maximize the effectiveness and efficiency of assistance programmes provided by the Partners.

3. FUNCTIONS

3.1 The objective of the ASIAP is achieved through an active participation of its partners in the following activities coordinated by ICAO:

- a) identifying Priority States for the provision and coordination of assistance activities, including States with Significant Safety Concerns;
- b) expanding coordination and collaboration of assistance activities to include RSOOs in the future;
- c) exchanging information and views on the improvement of and collaboration on assistance activities for States and Regional Organizations that have challenges in rectifying safety deficiencies;
- d) agreeing on performance indicators and metrics to ensure efficient and effective assistance implementation and use of resources;
- e) developing a coordination platform to increase the overall assistance effectiveness and transparency; and
- f) encouraging prioritizing aviation safety in State national policies, strategies and plans.

3.2 The partners make efforts, to possible extent, in providing information to be shared with all ASIAP partners and on the ICAO public website in a timely manner so that all stakeholders can benefit.

3.3 ICAO continues to maintain the website in a way that the information is up-to-date and all stakeholders including the partners have easy access.

3.4 ICAO will coordinate with the Regional Aviation Safety Groups (RASGs), through the ICAO Regional Offices, in relation to the identification of Priority States and required assistance needs in each region. The ICAO Regional Offices will inform and coordinate with the Priority States.

4. **MEMBERSHIP**

4.1 The ASIAP membership shall be comprised of stakeholders that voluntarily contribute to assisting States and/or Regional Organizations facing challenges in resolving safety deficiencies and exchange of related information via the ASIAP.

4.2 The partners may include:

- a) ICAO Member States;
- b) Regional and International Organizations;
- c) Industry, including aircraft manufacturers; and
- d) Financial institutions.

4.3 The list of the partners will be maintained by the ICAO Secretariat.

5. **ORGANIZATION**

5.1 The ASIAP will be co-chaired by two of the partners (one State and one International Organization/Industry partner) on a rotational basis, elected for a two-year term during a coordination meeting.

5.2 The ICAO Air Navigation Bureau will provide the Secretariat and coordination. ASIAP will report annually through a C/WP on technical assistance.

5.3 The ASIAP will meet as required, in principle, once a year. Quarterly telecoms are planned in between meetings.

APPENDIX C
ASIAP ACTION PLAN

Function/Action	Status	Comments	Proposed Actions	Proposed Timeline for Completion
1. Identify Priority States for the provision and coordination of assistance activities, including States with Significant Safety Concerns.	Ongoing action	<ul style="list-style-type: none"> This was just introduced into the TORs, however ASIAP has already been working on this since the establishment of the group 	<ul style="list-style-type: none"> ASIAP partners to focus future coordination on Priority States, including SSC States Methodology for prioritization, including secondary indicators to be agreed by Partners 	Next Telecom
2. Expand coordination and collaboration of assistance activities to include RSOOs	Action to be considered	<ul style="list-style-type: none"> ASIAP partners agreed to include RSOOs in future activities RSOO conference to be held in Swaziland in March 2017 	<ul style="list-style-type: none"> ASIAP partners to consider promoting assistance activities to Priority States through RSOOs and/or providing assistance to RSOOs in order to assist States Further to the outcomes of the RSOO conference, develop a proposal to include RSOOs in ASIAP assistance activities 	3rd ASIAP Meeting (2017)
3. Exchange information and views on the improvement of and collaboration on assistance activities for States and Regional Organizations that have challenges in rectifying safety deficiencies.	Ongoing action	<ul style="list-style-type: none"> Through telecoms and email, partners have been sharing information on Priority States 	<ul style="list-style-type: none"> Partners to continue to provide regular updates and communication about assistance activities in order to facilitate coordination and encourage collaborative efforts 	Ongoing
4. Agree on performance indicators and metrics to ensure efficient and effective assistance implementation and use of resources.	Action to be considered	<ul style="list-style-type: none"> Partners have not discussed the development/ use of specific indicators or metrics yet Sharing of information on partner assistance activities is beneficial 	<ul style="list-style-type: none"> If partners agree to collaborate together on a project, the development of specific indicators and/or metrics would be required Establish a working group to develop performance indicators 	<ul style="list-style-type: none"> Working Group to be created at next telecom Working Group to submit proposal at 3rd ASIAP Meeting
5. Develop a coordination platform to increase the overall assistance effectiveness and transparency.	Ongoing action	<ul style="list-style-type: none"> Through the establishment of the ASIAP (including TORs) and the continued coordination efforts of the partners, coordination activities have improved, thus improving the effectiveness and transparency of assistance activities Information is being shared on the ICAO ASIAP website, including links to partners and their assistance activities Framework for revised SCAN website has been developed 	<ul style="list-style-type: none"> Development of a routine mechanism for partners to share information on assistance activities in Priority and SSCs States should be further established (i.e. monthly updates, SCAN updates, etc.) Development of an official means to coordinate and promote assistance activities should be considered 	<ul style="list-style-type: none"> Coordination activities are ongoing Further development of SCAN is required and is contingent upon ICAO review
6. Encourage prioritizing aviation safety in State national policies, strategies, and plans.	Ongoing action	<ul style="list-style-type: none"> On an individual basis, partners have been working internally and with States receiving assistance in order to promote aviation safety ICAO approved a resource mobilization strategy and is promoting the UN SDG's in an effort to raise awareness and promote aviation safety in national policies, strategies and plans 	<ul style="list-style-type: none"> Partners to continue to promote the importance of aviation safety when engaging with States at all levels (Ministers, DGs, CAA staff, etc.) to encourage them to raise the priority of aviation in their State Partners to focus efforts on States with SSCs to promote the incorporation of aviation safety into national policies, strategies and plans 	<ul style="list-style-type: none"> Ongoing

— END —