Cooperative Development of Operational Safety and
Continuing Airworthiness Programme
COSCAP-SOUTH ASIA
International Civil Aviation Organization

22nd STEERING COMMITTEE MEETING
26-27 SEPTEMBER 2012, DHAKA, BANGLADESH

RECORD OF DISCUSSION

1.0   GENERAL

1.1   VENUE:

The 22nd Steering Committee Meeting (SCM) was held at the Ruposhi Bangla Hotel, Dhaka, Bangladesh during 26-27 September, 2012. The Programme was graciously hosted by Civil Aviation Authority, Bangladesh.

1.2   PARTICIPATION:

The 22nd Steering Committee Meeting was attended by a total of 45 participants. All the seven member States were represented by 12 participants. Director TCB was represented by Mr. Alistair O'Hara and the ICAO Regional Office was represented by Dr. Manjit Singh (Technical Cooperation Officer, ICAO Regional Office, Bangkok) and Mr. Kim Trethewey, Chief Technical Advisor, COSCAP-SEA. The rest of the participants were from the different Partners viz. EASA, FAA, DGAC France and SARI.

1.3   OPENING:

1.3.1   Air Vice Marshal Mahmud Hussain, Chairman, Civil Aviation Authority, Bangladesh and also the Chairman, Steering Committee of COSCAP South Asia welcomed all the participants for the meeting specially those who have traveled a long way to attend this meeting. He gave a brief overview of the COSCAP-SA activities during last one year and wished that the meeting will be a successful one. He mentioned that COSCAP SA is an effective tool which could be utilized for the upliftment in the Aviation Industry as a whole and Member States will find it difficult to stand alone without the continuing assistance of COSCAP SA. He noted that different States have different level of competency and expertise in the human resources in Civil Aviation Administrations. He further added that with the help of COSCAP-SA cooperative efforts will be undertaken to raise the level of expertise in the human resources. He gave a brief over view of the decisions taken at the special steering committee meeting held in Bangkok, Thailand on 28 March, 2012 in which adoption of option 2 (one RPC and two REs) was adopted by a majority vote. He

reiterated that as COSCAP-SA is moving into its Phase IV present setup of COSCAP-SA may continue for one more year in the first year of the Phase IV to see its viability.

1.3.2   He then invited the participants to introduce themselves. At the invitation of the Chairman, participants introduced themselves. A list of the participants (**Attachment-A)** and the Group Photograph is posted at the official website of COSCAP-South Asia.

1.3.3   The Chairman then introduced the Agenda of the Meeting with modifications for approval by the Steering Committee. With the agreement from the participants the Agenda was approved.

1.3.4   Thereafter he invited Dr. Manjit Sing to present the message from Mr. Mokhtar A. Awan, the Regional Director ICAO Asia Pacific Region. The message contained useful and pertinent information regarding the developments made by ICAO on the implementation of safety initiatives and the Safety Framework which addresses Policy Standardization, Safety Analysis, and Safety Monitoring. He acknowledged the strong support of the aeronautical authorities in the Asia Pacific Region which had led to the holding of the first meeting of Regional Aviation Safety Group-Asia Pacific, RASG-APAC. It was for the first time that the Civil Aviation Administrations, International Organizations and Industry set together as partners to discuss flight safety issues. The RASG-APAC serves as an excellent platform for the DGCAs and its partners to proactively participant and provides direction to enhance safety.

1.3.5   He further mentioned that while the accident rates in the Asia Pacific Region is well below the global average, the states should not remain complacent. The States must work towards maintaining /enhancing public confidence in air travel. He also stressed the need for the completion of the States Safety Programme by the Member States who have not yet done so. He wished that the 22nd Steering Committee Meeting would be a productive and fruitful one.

1.3.6   The 22nd SC meeting was then declared OPEN by the Chairman, COSCAP-South Asia.

2.0   AGENDA AND PROGRAMME:

The circulated Agenda was revised and approved by the Steering Committee for its proceedings. The revised Agenda is given in **Attachment-B**.

3.0   PRESENTATIONS:

3.1   **EASA**

Mr. Eric Ferrandez, Aviation System Safety, European Aviation Safety Agency (EASA) presented a paper on EU Technical Cooperation 2011 and on the introduction of SOFIA.

3.2 FAA

Mr. Mark Reeves, Manager, International Operations, FAA addressed the meeting on Aviation Safety Information Analysis and Sharing System (ASIAS) and on Runway Incursions and Excursions.

3.4 ICAO

(a) Capt Kim Trethewey, CTA, COSCAP-SEA provided a presentation on the update on ICAO USOAP/CMA Programme.

(b) Capt Kim Trethewey, CTA, COSCAP-SEA provided a presentation on ICAO SSP/SMS & Update.

(c) Mr. Alister O'hara provided a presenation on Programme Budget.

3.5 SARI

Mr. Erick Dormoy, Coordinator, South Asia Regional Initiatives (SARI), provided an update on Status of Regulations Harmonization in South Asian states.

3.6 DGAC France

Mr. Philippe Lambert, Director Cooperation Near and Middle East, South Asia of Department of International Cooperation provided an update on the Safety Assesment of Foreign Aircraft (SAFA) and its implementation in the EU and France.

4.0 RECOMMENDATIONS AND CONCLUSIONS:

4.1 DP-01-SCM-22: PROGRESS REVIEW COSCAP-SA 2012

4.1.1 The Chairman invited the Regional Programme Coordinator to start the proceedings of the Meeting by presenting Discussion Paper 01 (DP-01). The Regional Programme Coordinator presented the DP-01 to the participants by detailing the Programme achievements and difficulties faced with the reduced number of Regional Experts. He also gave a brief description of the cooperation received from the other two COSCAPs and specially the ICAO Regional Office in Bangkok. He also mentioned future training Programmes that are being organized by the three COSCAPs and with the kind courtesy of Airbus. The Chairman then opened the floor for discussion on the DP-01.

4.1.2 The National Coordinator from Nepal requested for information on the sharing of information in the Region. The RPC explained the background on the regional sharing of information. He further explained the existing system of sharing through ICAO CMA and iSTARs.

4.1.3   The Senior Director from Civil Aviation Authority of Sri Lanka wanted to know about the sharing of data on RAMP inspections, any steps taken on the recruitment of Air Traffic Services Safety Experts who has concluded his tenure in February, 2012 and a clarification on the training days and a status of the completed work on the objective of the Phase III. The RPC explained that a new RATSSE could not be recruited as Steering Committee in its Special Meeting in March, 2012 had decided that the Programme would henceforth work with one RPC and two Regional Experts (RFOE & RAwE). He also explained the terminology of training man days. He also explained the difficulties in getting appropriate feedback from the Member States on the sharing of data. He further mentioned that the ICAO recruitment criterion will be discussed when DP-03 will be presented to the meeting. He explained the background on the delay in recruitment of the Regional Experts which was beyond ICAO TCB's control.

4.1.3   The Indian representative mentioned the fewer number of training days for India and expressed India's difficulty in satisfying the government in explaining the fewer number of training days. The RPC explained the difficulties due to the absence of Regional Experts arising out of delay in recruitments and ensuing visa problem. He also mentioned about delay in response from the Member States when requesting for missions. The Indian Representatives mentioned that if no reply is received from an e-mail then some other means should be taken up for reinforcing the communication.

4.1.4   The Chairman at this stage expressed that the DGCAs of the Member States should resolve the visa issues effectively. However he assured that all out efforts from the Programme office will be taken to plan and execute the missions in the States. He further mentioned that despite his personal requests to the DGCAs of the Member States to be present in the Steering Committee Meetings there are cases of abstention.

4.1.5   The DGCA Pakistan also agreed to the views of the Chairman, COSCAP-SA saying that the States should come forward in resolving such issues and Pakistan would do all that will be necessary to facilitate Regional Experts visit to Pakistan.

4.1.6   The ICAO TCB representative explained in detail the recruitment criterion being followed by ICAO. He also expressed that it was the States' responsibility to nominate appropriate candidates for the published vacancy and send the information to ICAO for short listing the candidates. The final selection would be done by the Steering Committee.

4.1.7   The RFOE also expressed his difficulties in getting approval for his mission in India.

4.1.8   After all deliberations the Steering Committee noted the information provided in Discussion Paper DP-01 and expressed satisfaction of the Programme in the year 2012 and reached at the following resolutions:

a) The meeting noted with satisfaction the progress made in the year under review.
b) The meeting requested Member States to facilitate the annual work Programme of the COSCAP-SA by assigning due importance to it.
c) The meeting requested member states to make the national counter parts available when the technical mission takes place in the state.
d) The meeting requested member states to give appropriate feedback on the regional experts' mission in the states.
e) The meeting urged the Member states to facilitate mobility (i.e. especially with regard to visa approvals) of the Programme Experts to increase the efficiency of the Programme.

4.2 DP-02-SCM-21: review of 21st and Special Steering Committee Meeting Decisions:

4.2.1 The Regional Programme Coordinator presented the DP-02 to the participants. He reviewed the 21st and Special Steering Committee Meeting decision by giving a background on the two Steering Committee Meetings. He mentioned that in the 21st Steering Committee Meeting was attended by a total of 28 participants where as the State of Bhutan and Maldives were not present. Member States were represented by 15 participants. And in the Special Steering Committee Meeting Member States were represented with the exception of India. A total of 11 participants represented the 06 Member States.

4.2.2 The RPC then gave a description of the difficulties faced vis-a-vis the improvements observed in the working environment by the Programme office. He elaborated on the absence of State reply on many important issues, absence of State counter part during the visit of the Regional Experts, non receipt of feedback on the Annual Work Programme, non receipt of implementation plan for the ICAO English Language Proficiency, absence of request for training. He also discussed on the modalities of the execution of Phase IV, the decisions made in the Special Steering Committee Meeting, the project strength, SARI activities and the decision to hold SARI SCM back to back with the COSCAP-SA SCM.

4.2.3 The Chairman then opened the floor for discussion on DP-02.

4.2.4 The Director (FS & R), CAA, Bangladesh requested to keep a pool of Experts on the Ground Handling, Cabin Safety, SSP, SMS and keep them ready to available on request from the Member States on a cost sharing basis. He requested that from this pool of experts COSCAP-SA can facilitate the State needs.

4.2.5 The RPC explained the modalities of arranging training courses /seminar / workshop from the COSCAP-SA fund and as well as if the States so required from the State exchequer.

4.2.6 The Chairman expressed his surprise that even after 16 years of existence of COSCAP-SA we have not been able to produce enough number of Regional Experts. That indicates a total reliance on International Experts which is not cost effective. He mentioned that one of the initial objectives of the Programme was to engage in capacity building but even after 15 years this objective has not been fulfilled.

4.2.7 The TCB representative discussed the lack of regional experts in the region. He suggested that the Programme document for phase IV should be refined to include

achievement targets on a yearly basis and the work Programme should also reflect the achievement targets.

4.2.8   On a point raised by the representative from Sri Lanka that they had not received the draft project document was later reconfirmed by the Programme office and ICAO TCB that the draft project document was indeed issued from two sources e.g. the Programme office and ICAO TCB. The payment of honorarium to the National Coordinators was discussed thoroughly among the Member States and ICAO TCB and it was agreed that the payment of honorarium to the National Coordinators should be stopped. However the DSA for the NCs for attending the National Coordinators Meeting may continue. The Steering Committee noted with satisfaction the information provided in Discussion Paper DP-02 and

  a. urged the Members States :

  (1) to note the contents of the DP 02.

  (2) to note the developments made in implementing the decisions of the 21st and the Special Steering Committee Meetings.

  b. requested the Member States :

  (1) to make optimum use of the Programme's activities by active participation.
  (2) to contribute States subscriptions in full.

  c. decided that :

  (1) no Honorarium shall be paid to National Coordinators in view of the complexity of the associated payment mechanism. However the DSA for the NCs for attending the National Coordinators Meeting may continue.

4.3   DP-04 Update on ICAO USOAP/CMA PROGRAMME

Presented by Mr. Kim Trethewey on behalf of ICAO Secretariat

4.3.1   The Chairman, COSCAP-SA then invited Mr. Kim Trethewey to present DP-04 on behalf of ICAO Secretariat. Mr. Kim Trethewey presented the DP-04 to the Member States which addressed the current and forthcoming activities of the Universal Safety Oversight Audit Programme (USOAP) and COSCAP-SA support to Member States. He reiterated that COSCAP-SA will continue to provide regular updates to Member States on developments concerning the ICAO USOAP/Continuous Monitoring Approach (CMA) Programme.

4.3.2   He gave a brief description on the background of the ICAO USOAP/CMA Programme by giving a summary of the relevant Assembly Resolutions. He explained in detailed the future activities which will include Limited CSA audits, Safety Audits and ICAO Coordinated Validation Missions (ICVMs). These activities will provide the USOAP with enhanced flexibility and enable it to tailor activities to respond to the situation and needs of each State. The CMA will also allow ICAO to identify when other types of activities, such as technical assistance, are required.

4.3.3 In a related matter, Mr. Kim narrated the development of the initial phase of the Electronic Filing of Differences (EFOD) system which was completed in November 2010. However he mentioned that the improvement of the system functionalities is on-going. In addition to providing States with a tool that facilitates a streamlined, uniform approach to notifying differences, it will allow ICAO to notify all other States of differences to Standards and Recommended Practices (SARPs), and it will expedite the production of Supplements to Annexes.

4.3.4 He further inform that to support the use of the EFOD system, the ICAO Air Navigation Commission has established the Electronic Filing of Differences Task Force (FDTF) to assist the Secretariat develop draft procedures for governing EFOD. The task force will also assist in conducting a comprehensive study on the difficulties encountered by States, with a view to improving existing guidelines and procedures. It is anticipated that the work of the FDTF will be completed by December 2012 (State Letter AN 1/1-IND/11/2 refers).

4.3.5 In view of the collection of safety information under the CMA, ICAO is exploring an agreement with regional safety oversight organizations (RSOOs), including COSCAPs, based on the consent of their Member States. This will also enable ICAO to better monitor the safety-related activities of the States involved.

4.3.6 Recommendations

4.3.6.1 COSCAP-SA to continue to provide regular updates to Member States on developments concerning the ICAO USOAP/CMA Programme. Most current information related to the CMA activities can be found in Appendix C.

4.3.6.2 Ongoing efforts to fully implement the Corrective Action Plan from the ICAO USOAP audits should be sustained as this will be utilized as one of the indicators under the CMA.

4.3.6.3 COSCAP-SA Member States are encouraged to utilize COSCAP-SA to provide support for follow-up on USOAP audit results where required. If required and subject to availability of resources, COSCAP-SA will engage short-term experts in the areas of USOAP/CMA implementation.

4.3.6.4 Member States should ensure that they keep the Compliance Checklist current, complete their 'State Aviation Activity Questionnaire' (SAAQ) and use the EFOD system as an alternative means for the filing of differences to all Annexes.

4.3.6.5 Member States should review differences data in the EFOD system and send a verification form to ICAO as requested by State letter AN 1/1-11/28 in order to facilitate the ICAO's sharing difference accordingly.

4.3.6.6 The COSCAP-SA Programme Coordinator/ Regional Experts will be able to assist member States with the use of iSTARS and the implementation of the CMA on-line framework during regular missions.

4.3.6.7 Member States are encouraged to take into consideration an agreement with ICAO under the CMA on the sharing safety information.

4.4   DP-05 UPDATE ON ICAO SSP AND SMS IMPLEMENTATION

4.4.1   The Chairman, COSCAP-SA then invited Mr. Kim Trethewey to present DP-05. Mr. Kim presented DP-05 by drawing attention of the Member States on the recent developments concerning the implementation of ICAO State Safety Programme and Safety Management Systems for the kind information of the Steering Committee.

4.4.2   He gave a background on the various ICAO State letters and drawing references from the ICAO Council Meetings and ICAO High Level Safety Conference (HLSC) on the establishment of the Safety Management Panel (SMP) and its subsequent works for the development of the SSP and SMS.

4.4.3   He mentioned about the COSCAP-SA activities in delivering ICAO SMS training courses and the resulting feedback indicating the need for more practical guidance materials which has been address in the current SMM Manual (3rd Edition).

4.4.4   He then briefly outlined the different SSP and SMS implementation seminars held in the region and the development of a SMS Assessment protocol. He mentioned that the collection, analysis and exchange of safety information is essential to implement an SSP combining prescriptive and performance-based approaches to safety rulemaking, policy development and oversight by States. Chapter 5 of draft Annex 19 contains provisions related to the collection, analysis and exchange of safety information.

4.4.5   He mentioned that COSCAP-SA has identified the need to provide support to States for the implementation of SMS and SSP. Until such time as the updated and modernized safety management training and seminar materials are available, measures should be taken to ensure that any training or seminars delivered to States reflect the latest ICAO safety management provisions and guidance material, including the SMM.

4.4.6   The Chairman, COSCAP-SA thanked Mr. Kim for the wonderful presentation on the SSP and SMS. He then opened the floor for discussion and Mr. A. Shanmugam, RAwE informed the meeting that in the past two (2) years COSCAP-SA has conducted a lot of courses out of which five (5) training courses alone were conducted in all the regions in India and approximately 500 man days hours had been utilized. He also expressed that India and Sri Lanka were progressing well in the SSP and SMS implementation.

4.4.7   Recommendations

4.4.7.1 COSCAP-SA Steering Committee Meetings should be utilized as a forum to provide Member Administrations with the latest developments concerning SMS and SSP.

4.4.7.2 States should continue to complete the development and implementation of their SSP as well as SMS requirements for service providers in an expeditious manner, taking into consideration the latest amendment to the Safety Management Manual (SMM - ICAO Doc 9859).

4.4.7.3 COSCAP-SA should ensure courses, workshops, seminars, evaluation protocols and consultation provided to assist Member States in meeting the requirements of ICAO SARPs related to SMS and SSP implementation, reflect the most up-to-date information available.

4.5   DP-06 Funding and Budget

4.5.1   The Chairman, COSCAP-SA then invited Mr. Alistair O'Hara of ICAO TCB to present DP-06. Mr. O'Hara presented DP-06 which describes the current status of the COSCAP-SA trust fund and the Programme budget based on the funds available at 12th September 2012.

4.5.2   He gave a outline of the contributions received from Members, Industry Partners, and donors as well as the interest earned on Trust Funds Account of the Programme. Since the 21st COSCAP-SA Steering Committee Meeting funding has been received from Bhutan, India, Nepal and Pakistan.

4.5.3   He presented the attachment II to the DP-04 which provided a summary of the approved expenditures from the specific-purpose funds received by the Programme from Airbus and Boeing. He also presented the proposed annual contribution from each Member States during the five year cycle of the Programme from 2013 to 2017 that was approved at the 21st COSCAP-SA Steering Committee Meeting in a tabular form.

4.5.4   He explained the latest budget based on the funds available as of 12th September 2012 which will permit the operation of the Programme up to 1st September 2013 with the present staffing of one Regional Programme Coordinator and two Regional Experts e.g. Airworthiness and Flight Operations. Approximately $12,500 is available to engage International Experts at this time. As additional funding is received it will be allocated as outlined in the 5 year budget included in the Programme Document, as approved and/or amended by the Steering Committee. The information was presented through attachment III.

4.5.5   He mentioned that for ICAO to make any contractual commitments funding must be available in the trust fund. It is therefore kindly requested that administrations provide any outstanding funding arrears and make arrangements to provide the funding for 2012 at this time.

4.5.6   He further mentioned that in order for the Programme to remain operational, it is important for Administrations to ensure payment of their annual contributions. This, in turn, will encourage donors to maintain their contributions, enabling the Programme to continue making a positive impact on safety oversight in the sub-region.

4.5.7   He expressed satisfaction for the continued kind contributions made by Airbus and Boeing for the development of knowledge in the Flight Safety issues in the region. He also mentioned the in kind contributions made by different airlines by providing gratis tickets to the Regional Experts in their official missions.

4.5.8   He mentioned that the Programme to continue well in to the Phase IV the States contributions is very crucial and since the States have committed their support for the Programme in Phase IV the States should undertake to contribute regularly and in a timely manner.

4.5.9   The Chairman then opened the floor for discussion. Mr. Eric Dormoy, the SARI Coordinator mentioned that EASA had some funds available for the development of human resources in the region.

4.5.10 The Sri Lanka representative mentioned that as Sri Lanka is not sure of the

COSCAP-SA output in the Phase IV, they would like to highlight that Sri Lanka is not in a position to comment on the contributions for the Phase IV. The Chairman, COSCAP-SA then mentioned that in that case a government decision from Sri Lanka is needed at the earliest. He stressed the need for continuation of SARI which is a technical arm of COSCAP-SA and to which Sri Lanka is the Chairman.

4.5.11 The Indian representative raised the issue of unutilized fund from Boeing and Airbus. Mr. Kim Trethewey representing the ICAO Secretariat explained the different book keeping methods in utilizing Boeing and Airbus and the different courses that had been conducted in the region utilizing these funds. Mr. Philippe Lambert of DGAC France noted that there had been one training course on SAFA in February, 2012 Colombo, Sri Lanka which was organized by COSCAP-SA and DGAC France funded by Airbus. He also requested to consider recording the in kind contributions of DGAC France in the Budget Paper. Mr. Alistair responded by saying that in kind contributions will be recognized in the Budget Paper on a separate heading but not on the main budget paper.

4.5.12 The Sri Lanka representative and the Chairman, SARI drew the attention of the Member States to the fact that SARI funding and activities should be handled by EASA. Mr. Eric Dormoy responded by saying that COSCAP-SA in the next Phase should have a separate budget for the implementation of the SARI work plan but it should not be absorbed in the COSCAP-SA.

4.5.13 The Chairman, COSCAP-SA explained the status of SARI as the technical arm of COSCAP-SA and explained that SARI activities could be funded through COSCAP-SA. The DGCA, Pakistan mentioned that since SARI is the technical arm of COSCAP-SA it should be funded through the COSCAP-SA budget.

4.5.14 Recommendation:

4.5.14.1 It is recommended that the Steering Committee:

4.5.14.2 Urge its Members who have yet to do so to make their contributions for 2012 soonest.

4.5.14.3 Urge its Members to make arrangements for their contributions for Phase IV to do so as soon as possible so that the Programme may continue to provide support.

4.5.14.4 Encourage its Associate Members and Industry Partners to continue their contributions to the COSCAP-SA Programme, as these are vital to the success of this Programme.

4.5.14.5 Approve updated budget for 2012 / 2013.

4.6.   DP-07Annual Work Programme:

4.6.1   The Chairman, COSCAP-SA then invited Mr. Mohammed Ali Reza Khan, RPC COSCAP-South Asia to present DP-07. The Regional Programme Coordinator presented DP-07 which contained the Work Programme of the COSCAP-South Asia for 2013 which has been developed as per the Programme Document Phase III based on the human resources available and other commitments and considering the States

requirements needing urgent attention. The Programme does not include the possible commitments that will have to be made if the Programme Document- Phase IV is approved by the Steering Committee. In such event a revised Work Programme will be presented to the Steering Committee for approval before December 2012.

4.6.2   He further mentioned that the Programme plans for the 23rd Steering Committee to be held at Dhaka, Bangladesh to be agreed upon by all members of the Steering Committee unless otherwise decided by the Steering Committee. The SCM may kindly consider 22-24, April 2013 as the proposed date for the 23rd Steering Committee Meeting. The date has been suggested keeping in view the fact that the tenure of the present Chairman, COSCAP-SA would end in April 2013 completing the two years term of the Chairmanship.

4.6.3   The Programme Coordinator suggested to conduct the 7th meeting of the State National Coordinators in Karachi, Pakistan on 19-20 February 2013, subject to the concurrence of the host administration. It will help the National Coordinators to review the progress of implementation of decisions of Steering Committee meeting, general review of the progress of the Programme and prepare the agenda for the 23rd Meeting of the Steering Committee. It is recommended that the Daily Subsistence Allowance (DSA) payable to the State National Coordinators for participation at this meeting should be borne out of the Programme funds.

4.6.4   The Programme Coordinator stressed the need for continuity in APRAST, SARAST and NAST meeting by the responsible or designated representative from the Member States. He then outlined a list of training courses to be conducted by COSCAP-SA through its own experts or hiring internationally. He also requested the Member States to put forward any specific training request to the Programme office. Moreover continuity in the payment of state contribution for the effective management of the Programme was highlighted. An Annual Work Programme for 2013 was placed before the house for kind review and approval.

4.6.5   The Chairman then opened the floor for discussion. The representative from Bhutan, India, Maldives, Nepal, Pakistan and Sri Lanka confirmed that they would intimate their requirement after consultation with their respective departments. The Steering Committee approved the following recommendations.

4.6.6   Recommendation:

The Steering Committee Members were urged to:

4.6.6.1 make note of the contents in the Annual Work Programme -2013, and to approve COSCAP-SA AWP 2013.

4.6.6.2 adhere to the extent possible on the proposed dates of missions in AWP-2013 taking into account the intricacies involved in making changes to a regionally coordinated Programme and avoid suspension or cancellation at short notice.

4.6.6.3 make optimum use of the Programme's activities by active participation and by making available the requisite counterparts for the Regional Experts to perform the assigned tasks.

4.7 **DP-08: Terms of Reference (TOR) of South Asia Regional Aviation Safety Team (SARAST) and 13th & 14th SARAST updates**

4.7.1 The Chairman, COSCAP-SA then invited Mr. Mohammed Ali Reza Khan, RPC COSCAP-South Asia to present DP-08. This paper presented the new Terms of Reference` of the South Asia Regional Aviation Safety Team (SARAST) under the COSCAP-SA Steering Committee in view of the present Asia Pacific Regional Aviation Safety Group modalities.

4.7.2 The Regional Programme Coordinator their reviewed the background of the SARAST creation and its relation with ARAST and at present with APRAST. He then presented the new Terms of Reference (TOR) of SARAST in view of the new Terms of Reference of the APRAST and its modalities.

4.7.3 He presented to the Steering Committee Members the updates on the 13th and 14th SARAST and new Terms of Reference of SARAST.

4.7.4 The Chairman then opened the floor for discussion. Mr. Kim Trethewey the ICAO representative gave a description of the modalities of SEARAST and NARAST in relation to the activities of the RASG. He explained that the respective DGCAs those who attend the RASG meeting have the responsibility of implementing the safety enhancements that are put forward in the meeting. It is now the SARAST who would take instructions from the respective DGCAs for effective implementation of the safety enhancements. SARAST can now take the role of helping the DGCAs in the implementations.

4.7.5 The Chairman then explained that the picture will be clearer in the next RASG meeting and he advise that the Terms of Reference (TOR) may be approved.

4.7.6 **Recommendations:** The Steering Committee is invited:

4.7.6.1 to make note of the proposed Terms of Reference for the SARAST and kindly consent for its approval

4.7.6.2 to note the SARAST Implementation Status and urge the member States to continue to resolve the Safety Initiatives that had earlier been identified and still remains open.

4.8 **DP-09 Status of Harmonization of South Asian Regional Initiatives.**

4.8.1 The Chairman, COSCAP-SA then invited Mr. Eric Dormoy, Coordinator SARI to present DP-09.

4.8.2 Mr. Eric Dormoy, Coordinator SARI gave a brief overview of the SARI activities and its work Programme under the COSCAP-SA. He mentioned that since 2009 South Asian Regional Initiatives (SARI) is working on the development of a complete set of Airworthiness Regulation for the South Asia Region. As COSCAP-SA also intends to achieve similar objectives and in order to avoid duplication of efforts SARI is acting as the technical arm of COSCAP-SA for regulation harmonization matters and therefore reports to the COSCAP-SA Steering Committee.

4.8.3 He further mentioned that SARI has embarked on the development of SARI Part 145, SARI Part 66 & 147, SARI Part M and SARI Part 21. In parallel SARI is developing the SARI Standardization Group (SSG) with the objective to monitor the implementation of the SARI Parts by the SARI member States.

4.8.4 He brought notice of the Steering Committee Members the implementation status of SARI Part 145, SARI Part 66 & 147, SARI Part M and SARI Part 21.

4.8.4 He noted that although the SARI visibility has been improved with the strengthening of its management (Chairman and Vice-Chairman) additional improvements remain necessary. Major harmonization issues still exist with India which currently prevents the harmonization process to develop satisfactorily in South Asia. Lack of human resources from CAA Maldives and commitment from Bhutan (CAA and industry) and to some extent Sri Lanka are also hampering the development of SARI. More over it should be noted that very significant efforts and progress towards the implementation of the SARI Parts have been noted in Bangladesh, Nepal and Bhutan.

4.8.5 Member States were requested to note the progress of SARI.

4.8.6 The Chairman, COSCAP-SA thanked Mr. Eric Dormoy for his presentation and for his efforts in promoting SARI regulation harmonization in the region.

4.9 DP-03 COSCAP-SA Programme Document-Phase IV

4.9.1 The Chairman, COSCAP-SA requested Dr. Manjit Singh to present DP-03 for the information of the Member States. Dr. Manjit gave a brief background on the Special Steering Committee Meeting (SSCM) which was convened 28th March, 2012 wherein the member sates agreed to extend the COSCAP-SA Programme for the Phase IV for a period of 5(five) years starting 1st January, 2013.

4.9.2 Dr. Manjit then explained the options for the organization structure that were presented to the SSCM and the SSCM's unanimous decision of utilizing option two for the continuation of the Programme with 01 (one) RPC 02 (two) Regional Experts in the fields of flight operations and Airworthiness. Moreover it was decided that RPC may not be and exclusive portfolio but one who is an expert himself in one of the core areas (OPS, AIR, ATM).

4.9.3 Dr. Manjit then explained the activities of the Programme in Phase I, II & III and the necessities for the continuation of the Programme in Phase IV. He informed the SCM that the approximate cost of Phase IV will be US Dollar 2,493,300.

4.9.4 Since the Programme Document Phase IV was circulated before the SCM, Dr. Manjit gave a short overview of the whole Programme.

4.9.5 The Chairman, COSCAP-SA then invited the SC Members for a discussion on the Project Document.

4.9.6 **Bhutan:** The DGCA Bhutan expressed his satisfaction for the successful continuation of the Programme during Phase III and thanked to Chairman, COSCAP-SA for his excellent endeavor in Steering the Programme in the right direction and providing valuable service. He also opined that as suggested by India the activities of the Programme should be closely monitored and if necessary a separate option may be selected after one year.

4.9.7 **Maldives:** The DGCA Maldives expressed his concern in the lack of Regular Experts in the Aerodromes and ANS areas. He expressed that Maldives desperately needs assistance in these areas.

4.9.8 **Nepal:** The DGCA Nepal expressed his opinion infavor of allocating the responsibility of oversight of the Programme to the ICAO APAC Regional Office for better management of the Programme. He also supported the idea of reducing the existing TCB overhead charge of 13% to 8%.

4.9.9 **Sri Lanka:** The Senior Director of DGCA of Sri Lanka raised the question of testing the Programme for one year with the option 02 setup. The Chairman, COSCAP-SA clarified the issue by referring the decision made in the SSCM. He also questioned the selection criteria of TCB for the Programme personnel. The issue was clarified by TCB representative Mr. Alistair.

4.9.10 **Pakistan:** The DGCA Pakistan opined that a truly cooperative understanding should prevail among the COSCAP-SA Member States. The States with bigger infrastructure and creditable safety performance should provide help and assistance to the States who need such assistance. He further assured that the DGCAs should intervene in case of visa problem for the traveling Regional Experts of COSCAP-SA.

4.9.11 **ICAO TCB:** The TCB representative expressed that reduction of the overhead charge from 13% to 8% is not acceptable as this has been a long standing practice with ICAO as per the normal rules and regulations.

4.9.12 **DGAC France:** Mr. Philippe Lambert requested the TCB to include in the Budget Paper the in kind contributions made by the DGAC France in organizing different seminars/ courses.

4.10   **Recommendations**

4.10.1 ICAO TCB shall distribute a revised draft Project Document Phase IV to all the Member States by 30th October, 2012.

4.10.2 On receiving comments from the Member States TCB shall finalize the Project Document Phase IV and circulate to the Member States for their approval and signing of the Document.

Mohammed Ali Reza Khan
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