



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



**20th STEERING COMMITTEE MEETING
05-08 APRIL 2011, COLOMBO, SRI LANKA**

1.0. GENERAL

1.1 VENUE:

The 20th Steering Committee (SC) Meeting was held at the Jubilee Hall, Galle Face Hotel, Colombo, Sri Lanka during 05-08 April 2011.

1.2 PARTICIPATION:

The 20th SC Meeting was attended by a total of 35 participants. Seven Member States viz. Bangladesh, Bhutan, India, Maldives, Nepal, Pakistan and Sri Lanka were represented by 35 participants including the Steering Committee Members and the remaining 17 participants represented Partners viz. Airbus, Boeing, EASA, ICAO, FAA, and SARI. Group Photograph of participants is posted at the official website of COSCAP-South Asia.

1.3 OPENING:

Mr. H. M. C. Nimalsiri, Director General, Civil Aviation Authority of Sri Lanka who is the Chairman, Steering Committee of COSCAP South Asia welcomed all the participants for the meeting. He gave a brief overview of the COSCAP-SA office in Sri Lanka during the last five years and wished that the meeting will be successful one with the positive results.

Mr. Mokhtar A. Awan, Regional Director ICAO Asia & Pacific Region delivered a special speech highlighting the importance and value of regional cooperation amongst all stake holders to meet the present and future challenges faced by the aviation industry.

At the invitation of the Chairman, participants introduced themselves. The complete list of participants of the SC meeting is as given in the **Attachment-A**.

The 20th SC meeting was declared OPEN by the Chairman, COSCAP-South Asia.

2.0. AGENDA AND PROGRAMME:

The circulated Agenda and the Programme Schedule was revised and as approved by the steering committee for its proceedings are given in the **Attachment-B** and **Attachment-C** respectively.

3.0. PRESENTATIONS:

3.1. AIRBUS

Capt. Michel MENESTROT, Flight Ops. And Flight Safety Representative in Indian Region provided briefing on Airbus Supports in South Asia to the members of the Steering Committee.

3.2. BOEING

Mr. Gerardo M. Hueto, Deputy Chief, Aviation System Safety, Boeing Commercial Airplanes provided an overview on Aviation Safety Challenges and Opportunities for COSCAP-South Asia.

3.3. FAA

Mr. Glen Michael, Manager, International Operations, FAA addressed the meeting on Runway Safety – Runway Incursion and Excursion.

Mr. Aaron E. Wilkins, FAA Senior Representative (South Asia), Civil Aviation Attaché' and Mr. Ajay Kumar, Civil Aviation Specialist for South Asia, Federal Aviation Administration, New Delhi, India provided on FAAs' Presence in South Asia.

3.4. ICAO

Dr. Ansgar Eussner, Chief Evaluation and Internal Audit Office, ICAO provided briefing on Terms of Reference for the Impact Evaluation of COSCAPs.

3.5. SARI

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

4.0. RECOMMENDATIONS AND CONCLUSIONS:

4.1. DP-20-SCM-01: PROGRESS REVIEW

The Steering Committee noted the information provided in Discussion Paper DP-01 and expressed satisfaction with the progress made by the Programme in the year 2010. Additionally, the Steering Committee drew attention to the shortcomings and constraints highlighted in the Discussion Paper and reached at the following resolutions.

Shortcoming /Constraints	SCM's Resolution
a) Absence of response or overly delayed communication between the States and Programme in respect of matters for which the Programme requires the inputs from States to proceed.	SCM urged the need of Member States' early responses to the requirements of the Programme. As a rule of thumb, a Member State may respond to the Programmers requests for the State's inputs, within <u>three (03) working days</u> of the request. If the response needs longer time, an interim reply may be provided within three days and the requisite response may be provided at the earliest but not later than three weeks.
b) Excessive delays in filling the Regional Expert positions in the Programme.	Being the executing agency, ICAO should take steps to fill the staff vacancies well before a Regional Expert position falls vacant. As a rule of thumb, a successor for a Regional Expert position should be selected at least <u>six (06) weeks</u> prior to the incumbent separating from the respective position in order to ensure proper 'handing over' and 'taking over' of duties takes place without a gap or prejudice to the continuity of on-going activities.

c)	Difficulties faced and/or uncertainties prevailed for Regional Experts' travel by air for technical missions (when travel on gratis tickets).	Purchasing tickets at cost to the Programme will result in fast depletion of Programme funds. Also providing the Programme Staff with 'waitlisted' tickets or 'sub-load' tickets causes significant inconvenience in the effective implementation of the Programme activities. Hence the States may ensure that Regional Experts are provided with <u>confirmed tickets</u> for air travel, when they are on official missions to their respective States.
d)	Member States' non commitment to facilitate execution of the Annual Work Programme which is coordinated with the State at beginning.	Member States may carefully peruse the AWP of the Programme and provide a feedback to the Programme within one week of receipt. If a planned activity is observed to be requiring an alteration due to unavoidable circumstances, the Programmes should be advised <u>at least six(6) weeks</u> prior to the date of proposed activity.
e)	Non availability of national counterparts when Regional Experts visit States on technical missions.	Member States may ensure that national counterparts are readily available when Regional Experts visit their States on Technical Missions.
f)	Absence of States' input on Regional Experts' Mission Reports.	The Programme shall ensure that a Mission Report of an Expert is forwarded to the States within three (03) weeks from the date of completion of the mission and Member States may provide a feedback to the Programme within three (03) weeks from the date of return. If the States have no comment on the report, 'nil' comments may be sent to ensure two-way communication for satisfactory completion of work.
g)	Non-payment of States' agreed annual financial contribution or delayed payment or part payment.	Member States may pay their Annual Contribution in full to the Programme within the first quarter but not later than the 3 rd quarter of the financial year. If there are any arrears starting from the third phase of the Programme (i.e. with effect from 2008), such may be settled immediately.
h)	States' non participation at the meetings or training activities organized by the Programme.	Member States may endeavor to take part at all meetings and/or training activities organized by the Programme. If a difficulty of participation is envisaged due to an unavoidable reason, the Programme may be well informed of such.
i)	Non availability of experts who have requisite professionalism and competence to handle some of the work the programme is called upon to execute.	The Programme may consider hiring services of requisite experts under Regional Experts (Home Base) mechanism on short term basis, subject to availability of resources. Member States may ensure that the personnel whom they have recommended to be included in the Programme Regional Experts (Home Base) pool are qualified and skilled personnel who can deliver the goods meeting the professional standards.

4.2. DP-20-SCM-02: REVIEW OF 19TH SCM DECISIONS:

The Steering Committee reviewed the progress made on implementing the Decisions from the 19th SCM and:

- a) requested all Member States to ensure adequate participation at future ARAST/ SARAST meetings;
- b) requested the Regional Programme Coordinator to coordinate with ICAO TCB for appropriate delegation of authority so that the National Coordinator's honorarium could be paid out of the Programme's imprest account; and in addition, keep the TCB advised regularly regarding such payments ;
- c) acknowledged the significant effort and dedication of the participating States in harmonizing the Maintenance Regulations based on EASA-145;
- d) while acknowledging the States' prerogative to follow their own rules and procedures in the law making and/or revision process, the SCM recommended that a Member State which intends to amend the provisions in the SAR-145, should seek the views of other Member States through a 'Notice for Proposed Amendment (NPA) or similar arrangement in order to maintain harmony;
- e) urged Member States to provide confirmed gratis air tickets for the Regional Experts' official visit,
- f) urged Member States to examine the Annual Work Programme and provide feedback to the Regional Programme Coordinator within one week,; urged the Member States to make their respective National counter-parts available during the Regional Expert's visit.

4.3. DP-20-SCM-03: REVIEW OF THE RECOMMENDATIONS OF THE 2ND ARAST /10TH SARAST MEETINGS:

Having considered Discussion Paper DP-20-SCM-03 the Steering Committee approved the Recommendations made by the 3rd and 4th ARAST and 11th and 12th SARAST meetings and urged all Member States to ensure effective implementation. The recommendations as contained in Attachments-01, 02, 03 and 04 to DP-20-SCM-03 are posted on the official website (www.coscapsa.org) of the COSCAP-SA.

4.4. DP-20-SCM-04: REVIEW OF THE RECOMMENDATIONS OF THE 4TH MEETING OF THE STATE NATIONAL COORDINATORS:

The Steering Committee noted the recommendations of the 4th National Coordinators meeting and:

- a) urged the Member States that are yet to provide data on "Country Specific Information" and Key Officials of CAA to do so without further delay,
- b) directed that ICAO, TCB be approached and requested to delegate appropriate authority to the Regional Programme Coordinator to make payments of the honorarium for the National Coordinators from the Programme's imprest account. In addition, ICAO TCB is to be kept informed /advised regularly on the transactions made;
- c) urged the Member States to review, if necessary, the Terms of Reference of the National Aviation Safety Team to make it more effective with the participation of all the stake holders;
- d) urged the Member States to consider making the National Coordinator a member of the National Aviation Safety Team;
- e) agreed that providing technical assistance to the Member States regarding ICAO USOAP audits shall continue to be the highest priority; and COSCAP-SA shall continue to provide assistance and guidance to the Member States in the preparation of USOAP audit and Corrective Action Plan and subsequent implementation;
- f) noted the importance of South Asian Regional Safety Team (SARAST) for the promotion of safety in the region and urged Member States to participate regularly in SARAST meetings;
- g) noted the varying degree of progress made in the implementation of the State Safety Programme (SSP) and urged Member States to ensure implementation at the earliest;
- h) noting the availability of standardized training facilities in some of the member states, urged the states to offer such training facilities to other member states free of cost to create better understanding and harmonization of training facilities in the region. Such trainings when offered may be recognized as state contribution in kind.
- i) noting the requirement to send information pertaining to technical assistance required by the Member States to COSCAP-SA well in advance, urged the Member States to take necessary steps so that information reaches the Programme Office in time;

- j) decided that requests for annual contributions for each calendar year shall be forwarded to the Member States at the end of the first quarter of each calendar year and reminders will be sent after every two months thereafter,
- k) noting the excellent progress made by the South Asian Regional Initiatives (SARI) in the development of common rules relating to maintenance of aircraft, the Steering Committee urged Member States to take part actively in the SARI activities.

4.5. DP-20-SCM-05: ICAO USOAP TRANSITION TO CONTINUOUS MONITORING APPROACH (CMA):

The Steering Committee noted the contents of the presentation on ICAO USOAP Transition to a Continuous Monitoring Approach and reviewed the recommendations made in Discussion Paper DP-05 and:

- a) directed that COSCAP-SA programme to continue to provide regular updates to Member States on developments concerning the ICAO USOAP programme;
- b) encouraged Member States to utilize COSCAP-SA to provide support for follow-up to the USOAP audit as required. In addition, if required and subject to availability of resources, COSCAP-SA to engage short-term experts in the areas of USOAP expansion to review implementation of SARPs and, if required, to provide support related to implementation;
- c) urged the member States to ensure that they keep the Compliance Checklist current as this data can be readily imported into the Electronic Filing of Differences (EFOD) database,
- d) urged the Member States to continue efforts to update and fully implement the Corrective Action Plan from the ICAO USOAP audits, as this will be utilized as one of the indicators under the Continuous Monitoring Approach (CMA); and
- e) directed that COSCAP-SA should conduct at least one seminar / workshop in each Member State on Continuous Monitoring Approach (CMA) after the successful conduction of the ICAO Regional Seminar/Workshop in November 2011;
- f) Taking note of the data presented on the analysis of the ICAO USOAP Audit results for COSCAP-SA States, in particular the Lack of Effective Implementation (LEI) in certain Critical Elements of a Safety Oversight System, the Meeting urged States to take appropriate measures to reduce the higher percentage of LEIs. The Meeting also directed COSCAP-SA to consider the Critical Elements which had led to poor performance and to conduct training/assistance programmes in the Member States accordingly

4.6. DP-20-SCM-06: TRANSITION TO REGIONAL AVIATION SAFETY GROUP (RASG):

The Steering Committee unequivocally expressed its support for the RASG Concept.

4.7. DP-20-SCM-07: STATE SAFETY PROGRAMME AND SAFETY MANAGEMENT SYSTEM (SMS) IMPLEMENTATION

The Steering Committee noted the information provided in the Discussion Paper DP-06 and:

- a) directed that COSCAP-SA Steering Committee Meetings be utilized as a forum to provide Member Administration with the latest developments concerning SMS and SSP;
- b) urged Member States that have yet not done so to complete the development and implementation of Safety Management System (SMS) and State Safety Programme (SSP) requirements in an expeditious manner;
- c) directed that COSCAP-SA to provide workshops, seminars and courses to assist Member states in meeting the requirements of ICAO SARPs related to SMS and SSP implementation, as opposed to concepts;
- d) urged Member Administration to consider utilizing the COSCAP SMS evaluation protocol for conducting SMS evaluations once it is finalized;

- e) noted with satisfaction that India has prepared a State Safety Programme and is ready to share the information with the Member States.

4.8. DP-20-SCM-08: REVIEW OF AWP 2010 AND PRESENTATION OF AWP 2011:

The Steering Committee noted the information provided in Discussion Paper DP-06 and:

- a) approved the Annual Work Programme (AWP) -2011 up to 30 June 2011. The approval of AWP from 01 July to 31 December 2011 is subject to satisfactory explanation to the queries raised by the States with reference to approval of the Programme Budget for 2011;
- b) requested Member States to adhere to the extent possible, to the proposed dates of missions reflected in the AWP-2011 in view of the difficulties involved in making changes to a regionally coordinated programme, thereby avoiding suspension or cancellation of activities in the AWP, at short notice;
- c) requested Member States to make optimum use of the Programme's activities through active participation and by making available the requisite counterparts during the Regional Experts' planned visits/missions.

4.9. DP-20-SCM-09: PROGRAMME BUDGET AND FUNDING

The Steering Committee noted the information provided in Discussion Paper DP-09 and:

- a) recognizing the need for a more flexible approach in managing the programme funds, received through contribution from States and Partners, and with the aim to increase efficiency and effectiveness of COSCAP-SA, the Steering Committee requested that TCB should consider allowing the Regional Programme Coordinator, in consultation with the Chairman, COSCAP-SA Steering Committee, to manage the programme funds and prioritize the expenditure;
- b) noting that the COSCAP-SA programme has reached a mature stage, the Steering Committee was of the view that sufficient autonomy should be given to the Steering Committee to manage the programme and further, to minimize delays in recruitment of Regional Experts, the Regional Programme Coordinator should assist the Chairman in selecting the programme personnel;
- c) noted with satisfaction that a Technical Cooperation Officer has been appointed at the Regional Office to support the programme activities on behalf of ICAO, TCB;
- d) directed the RPC to coordinate with ICAO TCB and ensure that a monthly Statement of Account is available with the Programme Office at the beginning of each month,
- e) requested each Member State to make their annual contribution to the Programme in full, in view of the depleting sources of funding available to the Programme, and because of the necessity to continue the programme without curtailing any of its planned activities;
- f) Urged Member States to settle their financial contributions as early as possible but not later than the 3rd quarter of each year to facilitate future planning;
- g) decided to set aside a fixed percentage of Programme funds, as determined by the Steering Committee, for the employment of Regional Experts (Home Based),
- h) encouraged Partners to continue with their contributions in cash and kind as these are vital to the sustainability of the Programme;

4.10. DP-20-SCM-10E: TRAINING INVESTIGATORS AND MAINTAINING THEIR EXPERTISE:

The Steering Committee noted the information provided in the Discussion Paper DP-10E and the recently introduced ICAO Doc 9946 (First Ed 2011) – Manual on Regional Accident and Incident Investigation Organization, besides ICAO Cir. 298 (June 2003) – Training Guidelines for Aircraft Accident Investigators, and:

- a) urged States to check, in the light of the most recent accidents, if the training of their investigators is

- well adapted to a major investigation, and to the state of the art in terms of modern aircraft; and
- b) endorsed the organization of a regional working group to define what would be the best way to maintain investigators' expertise. The Steering Committee noted the statistics on the accidents and serious incidents in the region compared to those globally, based on the estimated traffic figures. Though the rate of accident is relatively less compared to the global rate, but considering the growth of aviation in the region and the corresponding increase in aviation activities, the Steering Committee urged States in the region to consider its impact on the overall safety and work in a coordinated manner to mitigate the risks and reduce the number of accidents

4.11. DP-20-SCM-11E: STATUS OF REGULATION HARMONIZATION IN SOUTH ASIA:

The Steering Committee noted the information provided in Discussion Paper DP-11E and:

- a) appreciated the progress made by the Member States through SARI the Programme;
- b) urged COSCAP-SA to involve Bhutan in its SARI Working Group activities from the second quarter of 2011,
- c) urged Member States to replace the National Variants concept with "opt-out" concept by 2012,
- d) recommended that an action plan be developed to progressively allow Afghanistan to join the SARI programme and to train its civil aviation personnel on the regulations developed by SARI.

4.12. ANY OTHER MATTERS:

Under Agenda Item 08 the following issues were discussed:

1. Re-location of the Programme Office.

The Steering Committee:

- a) while appreciating the work of the incumbent Chairman, COSCAP-SA, Mr. H. M. C. Nimalsiri DG & CEO CAA Sri Lanka, during the last two years, unanimously elected the Chairman, CAA, Bangladesh as the Chairman COSCAP-SA Steering Committee for the coming two years;
- b) noted with satisfaction that the COSCAP-SA Office completed five years in Sri Lanka and appreciated the generous support provided by the Government of Sri Lanka to the Programme Office,;
- c) while accepting the offer by the Government of Bangladesh to host the Programme Office in Dhaka, Bangladesh, decided that the Programme Office be re-located in Dhaka with effect from 1 June 2011; and
- d) noted that as per the offer made by the Chairman, CAA, Bangladesh all cost of re-location will be borne by CAA, Bangladesh.

2. Language Proficiency Requirement

- a) attention of Member States was drawn to ICAO State Letter AN 12/44.6-11/1 dated 21 January 2011 on 37th Session of the Assembly – Resolution A37-10: Proficiency in the English language used for radiotelephony communications;
- b) it was noted that some States in the region had not yet submitted their implementation plans to ICAO nor updated the status of their implementation. The ICAO State Letter requires States to transmit to ICAO their updated implementation plans.

3. PBN Implementation

- a) presentations were made on the Status of Implementation of PBN in the APAC Region and PBN Operational Approval.
- b) attention of Member States was drawn to Action Item 47/4 from the 47th DGCA Conference and ICAO Assembly Resolution A 37-11.
- c) the Meeting urged States that are yet to develop their plans, to complete a State PBN implementation plan as a matter of urgency to achieve the timelines and milestones.

5.0. STATES' PRESENTATIONS:

CAA Bangladesh: Director Flight Safety and Regulations (National Coordinator), CAA, Bangladesh gave a brief overview of the functioning of the Civil Aviation Authority, Bangladesh, and the magnitude of aviation activities in the country. He highlighted the fact that CAA, Bangladesh is the only Airport Operator for all the international and domestic airports in Bangladesh and also the regulatory body for all aviation activities. He presented a brief overview of the passenger and cargo growth in Bangladesh and its possible impact on the CAA, Bangladesh as a regulator and an airport operator. He also briefed the meeting on the USOAP audit results of Bangladesh and the corrective actions being taken on each of the critical elements by the Government of Bangladesh for their resolution.

DCA Bhutan: The National Coordinator of DCA Bhutan made a presentation on the Civil Aviation Infrastructure in Bhutan and the future developments that are planned to boost the aviation activities in Bhutan. He pointed out that at present Bhutan has only one International Airport, three domestic airports are being constructed. He assured that DCA shall establish a programme with procedures for the surveillance of operations in these airports by operator and for taking appropriate action when necessary to preserve safety. Bhutan requested COSCAP-SA member countries to assist in developing and share their views and suggest if any, on these upcoming aviation operation and airports in Bhutan. Bhutan welcomes any technical assistance from ICAO/COSCAP-SA in areas other than ATM, Aerodrome, and Flight Safety towards achieving compliance with the Standards of the Annexes.

DGCA India: DGCA-India, gave a brief analysis on the infrastructure of the Directorate General of Civil Aviation of India under the Ministry of Civil Aviation. He presented a brief history of Civil Aviation in India since 1011 and how the Airports Authority of India (AAI) came into being. He also briefed the meeting on the steady growth of passenger and cargo both in the domestic and International sectors and its impact on the authority. He highlighted the Safety Oversight System in India and briefed the meeting on the successful outcome of the different safety audits. He also brought to the notice of the latest status of implementation of Establishment of CAA in India, Civil Aviation safety Advisory Council (CASAC) and the different ICAO TCB projects. He discussed the preparation, implementation status of the State Safety Programme in India and mentioned that the SSP Implementation has been phased out to complete in November 2013.

CAD Maldives: The DGCA, CAD gave a brief overview of the aviation activities in Maldives. He brought to the notice of the steering Committee the improvements made in the Air Traffic Control System and the

construction of the new Control Tower and Area Control Center. He then presented to the meeting the water operations in Maldives and sought help in the development of Water Aerodromes Standards and in the establishment of criteria required for the certification of a water airport. He then gave a brief overview of the action plan on the development and implementation of the State safety Programme in Maldives and sought help in the preparation of documents for the SSP. He sought specific help from COSCAP-SA in the certification process of three domestic airports and one air operator in Maldives.

CAA Nepal: The National Coordinator, Nepal first gave an overview of the Safety Oversight Audit conducted in 2009 and Safety Oversight Status in Nepal. He discussed the major findings in the audit and the status of implantation on the Corrective Action Plan. He then briefed the meeting on the Capacity Development Plan in Civil Aviation authority, Nepal. The most important aspects are the full separation of regulatory and operational functions, to comply with ICAO recommendation, new Airports & Air Navigation Authority becomes Service Provider only – responsible for operations of both Airports & ATS/ANS, combining both airport and air traffic and navigation services provision in one new entity offers efficiency in use of resources and cost – suitable for Nepal with relatively low level of airspace and airport activity currently. He mentioned that Nepal is in the process of obtaining ICAO TRAINAIR Plus membership and is developing Standardized Training Package on State Safety Programme. He then discussed the constraints in retention of trained, qualified and experienced technical personnel in the implementation of effective safety oversight system in all areas. He requested COSCAP-SA or Member States to assist in developing Legislation, Regulations and Trainings.

CAA Pakistan: Mr. Athar GM, CAA-Pakistan briefed the meeting on the Environmental Protection policies, practices and future planning undertaken by the Pakistan CAA. He thoroughly discussed the initiatives taken by Government of Pakistan and Pakistan Civil Aviation Authority to mitigate environment impacts of Aircraft and Aerodrome Operations on safety and occupational health. He described the national legislation in detail and brought to the notice of the meeting that the National Legislation, Policy and Standards provided the tool to PCAA for compliance of relevant SARPs and its enforcement. He listed the actions CAA, Pakistan is taking in the field of Quality Safety and Environment, Noise Control, Energy Conservation, Oil and Chemical Spill Control, Air Pollution Control, Solid Waste Management and Water Conservation. He highlighted the aim of CAA, Pakistan to transform it into an Environment Friendly Eco Organization and the associated work plan.

CAA-Sri Lanka: National Coordinator, CAA Sri Lanka started his presentation by giving an overview of the rich cultural history of Sri Lanka. He then gave a detailed overview of the formation of the Civil Aviation Authority of Sri Lanka, the Board and its constitution, the evolution of the legal framework, the safety audits faced and the results. He gave a detailed description of the structure of CAA, SL, the Industry Strength in Personnel, Aircraft Operator and the number of aircraft in the Sri Lankan registry. He then discussed the performance of Civil Aviation of Sri Lanka in the recently concluded ICAO safety audit and pointed out that Sri Lanka had fared well compared to the Global Statistics

6.0. DATE AND VENUE OF THE 21ST SCM COSCAP-SA:

The SCM with the agreement of all Member States decided that the 21st Steering Committee Meeting will be held at Dhaka, Bangladesh from 5th to 8th December 2011

7.0. ADOPTION OF THE CONCLUSIONS AND RECOMMENDATIONS:

The Steering Committee adopted the Conclusions and Recommendations of the Meeting, subject to changes proposed at the meeting being incorporated therein, prior to final print.

8.0. HANDING AND TAKING OVER OF THE CHAIRMANSHIP OF COSCAP-SA:

Pursuant to its well established tradition of rotation, the Steering Committee, whilst appreciating the services rendered by the current Chairman (DG & CEO CAA Sri Lanka), handed over the chairmanship of COSCAP-South Asia to Chairman, Civil Aviation Authority, Bangladesh.

9.0. SPEECH OF THE NEW CHAIRMAN, COSCAP-SA

The new Chairman, COSCAP-SA expressed his sincere gratitude for the exemplary contribution made by the outgoing Chairman for the continued success of COSCAP-SA and the excellent support provided by the Government of Sri Lanka during the last five years. He also expressed his gratitude to the Regional Director, ICAO Asia Pacific Region, Mr. Mokhtar A Awan, for his advice and counseling to the individual states of South Asia in matters of aviation safety. He also mentioned the Regional Director's visit to Bangladesh a few months back to personally advise CAA, Bangladesh on the measures that were needed to be taken to improve the safety standard. He then mentioned other agencies, both from the supervisory bodies and the aviation industry. BOEING, AIRBUS, ICAO, IATA, FAA, EASA/SARI and others who have contributed commendably to the COSCAP Programme by way of providing funds, awarding training to personnel and initiating memoranda of co-operation and development in aviation safety on individual and collective basis in response to COSCAP awareness.

He briefly described the importance of the transformation of Comprehensive Systems Approach (CSA) to Continuous Monitoring Approach (CMA). Implementation of Performance Based Navigation and the formation of Regional Aviation Safety Group i.e. RASG was also highlighted in his speech. He also stressed the need for retaining properly qualified personnel in the CAAs to cater for the demand arising out of the future growth of the aviation in the region.

He mentioned that the shifting of COSCAP-SA Headquarters from Colombo to Dhaka is a routine move. With the re-location of the Headquarters, the office will only shift but the implicit philosophy of its working mechanism remains as usual and experience of DGCA Sri Lanka will continue to remain an invaluable asset along with other DGCA's of the region.

He wished, as the new Chairman of the COSCAP-SA Steering Committee, he would receive the moral support of all the colleagues in the fraternal community of DGCA's

10.0. VOTE OF THANKS

The Chairman thanked all the Steering Committee Members, National Coordinators, other representatives of States and their respective Industry's partners, representatives of Partners for their active participation, cooperation and support for the successful conduct of the meeting. He also thanked the Regional Director, ICAO Asia Pacific Office for making available the facilities and services at the Regional Office for the conduct of the meeting. The Chairman thanked all the Technical and Administrative Staff who are attached to the ICAO Regional Office and who have contributed in any manner for the successful completion of the Meeting. Chairman also thanked with gratitude Airbus and Boeing for their contributions in sponsoring certain events outside the meeting which in essence contributed to promoting cooperative environment, making and renewing friendships/networks.

11.0. CLOSING

On behalf of all Member States, DGCA, India thanked all who were present for the meeting, ICAO, COSCAP-South Asia for their contribution for the successful completion of another Steering Committee meeting. He also appreciated the services rendered by the Chairman in the conduct of the business of the meeting.

12.0. THERE BEING NO OTHER BUSINESS MATTER IN THE AGENDA, THE CHAIRMAN DECLARED THE 20TH STEERING MEETING CLOSED.

-End-

Attachment A

List of participants of the 20th Steering Committee Meeting

20th Steering Committee Meeting, 05-08 April 2011, Colombo, Sri Lanka							
LIST OF PARTICIPANTS							
No	Agency	Title	First Name	Last Name	Designation	Address	Email
1	CAA, Bangladesh	Mr	Air. Cdre. Mahmud	Hussain	Chairman	Civil Aviation Authority, Bangladesh, Kurmitola, Dhaka.	caab@bracnet.net
2	Ministry of Civil Aviation & Tourism, Bangladesh	Mr	Md. Aftabuddin	Talukder	Joint Secretary	Bangladesh Secretariat, Ministry of Civil Aviation and Tourism	
3	CAA, Bangladesh	Mr	Wg. Cdre. AKM Mahamudul	Hasan	Director, Flight Safety and Regulations	Civil Aviation Authority, Bangladesh, Kurmitola, Dhaka.	dfscaab@bracnet.net
4	CAA, Bangladesh	Mr	Prashanta Kumar	Chakraborty	Asst. Director, Air Transport and Regulations	Civil Aviation Authority, Bangladesh, Kurmitola, Dhaka.	caabat5@yahoo.com
5	CAA, Bangladesh	Mr	Salahuddin M	Rahmat Ulla	Consultant / CFOI	Civil Aviation Authority, Bangladesh, Kurmitola, Dhaka.	rahmatulla@slt.net.lk
6	GMG Airlines, Bangladesh	Mr.	John Curtis	EKL	Director Flight Operations	Plot 1&3, Road 21., Nikunja-2, Dhaka 1229	jack@gmgairlines.com
7	Biman Bangladesh Airlines	Capt.	Syed Mozzammil	Huq		Biman Banglaesdh Airlines, Head Office, Balaka, Kurmitola, Dhaka 1229	-
8	GMG Airlines, Bangladesh	Mr.	Raghunandan L.	Kapur	Director Flight Operations	Plot 1&3, Road 21., Nikunja-2, Dhaka 1229	rlkapur@gmgairlines.com

9	DCA, Bhutan	Mr	Sangay	Wangdi	Senior Aerodrome Officer & NC	Paro Int. Airport, Bhutan	swandgi@druknet.bt
10	DCA, Bhutan	Mr	Kinley	Gusay	Dy. Chief Air Traffic Services	Paro Int. Airport, Bhutan	gusaykinley@yahoo.com
11	Ministry of Civil Aviation	Dr.	Nasim	Zaidi	Secretary, Govt. of India	Room No. 295, 2nd Floor, Rajib Ghandhi Bhaban, Safdarjung Airport, New Delhi 110013	secy.moca@nic.in
12	DGCA, India	Mr	E.K.Bharat	Bhushan	DGCA, India	Opp. Safdarjung Airport, New Delhi - 11003	bharatbhushan.moca@nic.in , dgoffice@dgca.nic.in
13	DGCA, India	Mr	Pawan	Kumar	Dy. Director, Airworthiness	Opp. Safdarjung Airport, New Delhi - 11003	pawan.dgca@nic.in
14	CAD, Maldives	Mr	Hussain	Jaleel	DY. DGCA	CAD, 11th Floor, Velaanaage Ameeru, Ahmadmagu, Male 20096	jaleel@aviainfo.gov.mv
15	CAD, Maldives	Mr.	Abdulla	Mohamed	Airworthiness Engineer	CAD, 11th Floor, Velaanaage Ameeru, Ahmadmagu, Male 20096	a.mohamed@aviainfo.gov.mv
16	CAD, Maldives	Ms	Aminath	Shiznee	Asst. Aerodrome Officer	CAD, 11th Floor, Velaanaage Ameeru, Ahmadmagu, Male 20096	shiznee@aviainfo.gov.mv
17	CAA Nepal	Mr.	Binod Kumar	Gautam	Deputy Director General	CAA Nepal, Babar Mahal, Kathmandu	bgautam82@gmail.com
18	CAA Nepal	Mr.	Binod	Giri	Director, Aviation Safety	CAA Nepal, Sinamangal, Kathmandu, Nepal, GPO Box 6929	binod_g@hotmail.com
19	CAA, Pakistan	Mr	Muhammad Saleem	Athar	GM, AANS (Chief ATCO)	HQ Civil Aviation Authority, JIAP Terminal 1, Karachi	gmans@caapakistan.com.pk
20	CAA, Sri Lanka	Mr	H. M. Chandrasena	Nimalsiri	DGCA and CEO, CAASL	Jinasena Building, No: 4, Hunupitiya Road, Colombo 02	sldgca@caa.lk

21	AASL, Sri Lanka	Mr	S. M. D.	Wijesuriya	Safety Manager	Airport & Aviation Services (Sri Lanka) Limied, Bandaranaike International Airport, Katunayake, Sri Lanka	-
22		Mr.	D.	Attanayake	Senior Assistant Airport Manager		-
23		Mr.	A .M	Nanayakara	Air Traffic Controller		-
24		Mr.	W .D. X.	Felix	Air Traffic Controller		-
25	CAA, Sri Lanka	Mr	Parakrama	Dissanayake	Senior Director, CAASL	Jinasena Building, No: 4, Hunupitiya Road, Colombo 02	sd@caa.lk
26	ICAO, Montreal	Mr	Ansgar	Eussner	Chief Evaluation and Internal Audit	999, University Street, Montreal, Canada H3C 5H7	aeussner@icao.int
27	ICAO, Bangkok	Mr	Mokhtar A.	Awan	Regional Director, ICAO, APAC, Bangkok	255/1, Vibhavadi Rangit Road, Chatuchak, Bangkok 10900	icao_apac@bangkok.icao.int
28	FAA	Mr	Glenn W.	Michael	Manager International Operations, CAST	FAA, 800 Independence Avenue, SW, Washington DC, 20591	glenn.w.michael@faa.gov
29	DGAC, France	Mr	Lambert	Philippe	Director, Cooperation, New , Middle East & South Asia	50, Rue Henry Forman, 75720 Paris Cedex 15	philippe.lambert@aviation-civile.gov.fr
30	ICAO, APAC	Mr	Fareed Ali	SHAH	Flight Safety Expert	255/1, Vibhavadi Rangit Road, Chatuchak, Bangkok 10900	fshah@bangkok.icao.int
31	Boeing	Mr.	Gerardo M	Hueto	Deputy Chief, Aviation System Safety	PO Box 3707 MC 07-32 Seattle WA 98124 USA	gerardo.m.hueto@boeing.com
32	EASA	Mr.	Eric	Dormoy	SEARIF-SARI		eric.dormoy@aviation-experts.de

					Coordinator		
33	Airbus	Mr.	Michele	Menestrot	Captain	Airbus training India Private Ltd.	michel.menestrot@airbus.com
34	FAA, India	Mr.	Aaron	Wilkins		FAA, American Embassy, Shanti Path, Chanakyapuri, New Delhi 110021	aaron.wilkins@faa.gov
35	FAA, India	Mr.	Ajay	Kumar	Civil Aviation Specialist for India	FAA, American Embassy, Shanti Path, Chanakyapuri, New Delhi 110021	Ajay.Kumar@faa.gov

Attachment B**Agenda and Programme Schedule of the 20th Steering Committee Meeting**

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



**20th STEERING COMMITTEE MEETING
05-08 APRIL 2011, COLOMBO, SRI LANKA**

AGENDA

(Chair – DGCA/CAA Sri Lanka)

(i) Registration of Participants

Commencement of the business

1. Inaugural Ceremony of the 20th SCM
2. Self Introduction of the Participants
Adoption of the Meeting Agenda.
3. Adoption of the Meeting Programme
4. Progress Review of COSCAP-SA 2010, DP-01
Review of COSCAPs
Review of 19th SCM Decisions, DP-02
Review of the Recommendations of 12th SARAST / 4th ARAST, DP-03
Review of the Recommendations of 4th NC Meeting, DP-04
Presentation on SARI Regulation Harmonization in SA-Progress and Difficulties”
ICAO USOAP Transition to CMA, DP-05
Transition to RASG, DP-06
PBN Implementation
State Safety Programme and SMS Implementation, DP-07
Review of AWP 2010 AND Presentation of AWP 2011, DP-08
Programme Budget, DP-09
5. FAA Presentation (Runway Incursion/ Excursion)
FAA Presentation (US – India Annual Cooperation Programme and Technical Assistance Provided by FAA)
6. Presentations by the States
7. 20th SCM Closed Door Session
Relocation of COSCAP-SA

- Chairmanship of COSCAP-SA
- Relocation of COSCAP-SA8
- Any other matters for closed door session
- 8. Any other matters
- 9. Date and Venue for the Next SCM
- 10. Adoption of Conclusions and Recommendations
- 11. Handing Over / Taking Over of Chairmanship
 - Speech of the New Chairman, COSCAP-SA
- 12. Closing Remarks and Vote of Thanks



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



**20th STEERING COMMITTEE MEETING
05-08 APRIL 2011, COLOMBO, SRI LANKA**

PROGRAMME SCHEDULE

	Start	Finish	Event	Event Manager
	1500	1900	EARLY REGISTRATION (4th April, 2011) Classic Wing Lobby, Galle Face Hotel	RPC and SD, CAASL
20th STEERING COMMITTEE MEETING – DAY 1				
	Start	Finish	Event	Event Manager
01	0800	0900	Registration of Participants.	
AGENDA ITEM 1				
02	0900	1000	Formal Inaugural Ceremony.	Details will be intimated shortly.
	1000	1030	TEA BREAK	
AGENDA ITEM 2				
03	1030	1100	Self Introduction of the Participants.	Chairman, COSCAP-SA
04	1100	1110	Adoption of the Meeting Agenda.	Chairman, COSCAP-SA
AGENDA ITEM 3				
05	1110	1120	Adoption of the Meeting Programme.	Chairman, COSCAP-SA
AGENDA ITEM 4				
06	1120	1210	Progress Review COSCAP-SA 2010, DP-01	RPC
07	1210	1230	Review of COSCAPs	Dr. Ansgar Eussner, ICAO HQ
	1230	1330	LUNCH BREAK	
08	1330	1400	1. Review of 19 th SCM Decisions, DP-02	RPC
	1400	1430	2. Review of the recommendations of 12 th SARAST / 4 th ARAST, DP-03	Mr. Zahid Khan, RATSSE, COSCAP-SA
	1430	1500	3. Review of the recommendations of 4 th NC Meeting, DP-04	RPC
	1500	1530	TEA BREAK	

09	1530	1545	1. Presentation on "SARI Regulation Harmonization in SA – Progress and Difficulties".	Mr. Eric Dormoy, Secretary SARI
	1545	1600	2. ICAO USOAP transition to CMA , DP-05	
	1600	1615	3. Transition to RASG, DP-06	Mr. Fareed Ali Shah, ICAO RO
	1615	1630	4. PBN Implementation	
DAY 2				
10	0900	0930	1. State Safety Programme and SMS Implementation, DP-07	RPC
	0930	1030	2. Review of AWP 2010 and Presentation of AWP 2011, DP-08	RPC
	1030	1100	TEA BREAK	
11	1100	1130	Programme Budget, DP-09	TCB / RPC
AGENDA ITEM 5				
12	1140	1200	FAA Presentation (Runway Incursion/ Excursion)	Mr. Glen Michael, FAA
13	1200	1230	FAA Presentation (US – India Annual Cooperation Programme and Technical Assistance Provided by FAA)	Mr. Aaron Wilkins , FAA
	1230	1330	LUNCH BREAK	
AGENDA ITEM 6				
14	1330	1500	Presentations by the States	Chairman
	1500	1530	TEA BREAK	
15	1530	1600	Continued	Chairman
AGENDA ITEM 7				
16	1600	1700	20 th SCM Closed Door Session a. Relocation of COSCAP-SA b. Chairmanship of COSCAP-SA c. Any Other Matters for closed door session.	Chairman
DAY 3 – Visit to Kandy, Place of historical importance and a famous tourist spot				
DAY 4				
AGENDA ITEM 8				
17	0900	0930	Any other Matters	Chairman
AGENDA ITEM 9				
18	0930	1000	Date and Venue for the Next SCM	Chairman
AGENDA ITEM 10				

19	1000	1030	Adoption of conclusions and Recommendations	Chairman
	1030	1100	TEA BREAK	
AGENDA ITEM 11				
20	1100	1130	Handing Over/Taking Over of Chairmanship	Chairman
21	1130	1200	Speech of the New Chairman, COSCAP-SA	New Chairman
AGENDA ITEM 12				
22	1200	1230	Closing Remarks and Vote of Thanks	Chairman
	1230	1330	LUNCH BREAK	

Attachment C

Revised Programme Schedule of the 20th Steering Committee Meeting

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



**20th STEERING COMMITTEE MEETING
05-08 APRIL 2011, COLOMBO, SRI LANKA
PROGRAMME SCHEDULE**

	Start	Finish	Event	Event Manager
DAY 2				
10	0900	0915	1. PBN Implementation	Mr. Fareed Ali Shah, ICAO RO
	0915	0925	2. Training Investigators and Maintaining their Expertise, 10E	
	0925	0935	3. Presentation on "SARI Regulation Harmonization in SA – Progress and Difficulties", DP-11E	Mr. Eric Dormoy, Secretary SARI
	0935	0945	4. State Safety Programme and SMS Implementation, DP-07	RPC
	0945	1020	5. Review of AWP 2010 and Presentation of AWP 2011, DP-08	RPC
	1020	1030	6. Presentation from Airbus	
	1030	1100	TEA BREAK	
11	1100	1130	Programme Budget	TCB / RPC
AGENDA ITEM 5				
12	1130	1200	FAA Presentation (Runway Incursion/ Excursion)	Mr. Glen Michael, FAA
13	1200	1230	FAA Presentation (US – India Annual Cooperation Programme and Technical Assistance Provided by FAA)	Mr. Aaron Wilkins, FAA
	1230	1330	LUNCH BREAK	

AGENDA ITEM 6				
14	1330	1350	Boeing Presentation	Boeing
15	1350	1500	Presentations by the States	Chairman
	1500	1530	TEA BREAK	
16	1530	1600	Continued	Chairman
AGENDA ITEM 7				
17	1600	1700	20 th SCM Closed Door Session a. Relocation of COSCAP-SA b. Chairmanship of COSCAP-SA c. Any Other Matters for closed door session.	Chairman
DAY 3 – Visit to Kandy, Place of historical importance and a famous tourist spot				
DAY 4				
AGENDA ITEM 8				
18	0900	0930	Any other Matters	Chairman
AGENDA ITEM 9				
19	0930	1000	Date and Venue for the Next SCM	Chairman
AGENDA ITEM 10				
20	1000	1030	Adoption of conclusions and Recommendations	Chairman
	1030	1100	TEA BREAK	
AGENDA ITEM 11				
21	1100	1130	Handing Over/Taking Over of Chairmanship	Chairman
22	1130	1200	Speech of the New Chairman, COSCAP-SA	New Chairman
AGENDA ITEM 12				
23	1200	1230	Closing Remarks and Vote of Thanks	Chairman
	1230	1330	LUNCH BREAK	