

**28th COSCAP SA  
Steering Committee Record of Conclusions  
and Actions  
Virtual Platform - ZOOM  
January 19-20, 2021**

**SC28-1 - Action on the Decisions of the 27th COSCAP-SA Steering Committee (DP1)**

The CTA reviewed the actions taken on the Decisions of the 27th Steering Committee Meeting.

**Discussion:**

- The Civil Aviation Authority of Bangladesh advised that they are working with their National Board Revenue and Bangladesh Road Transport for the selling of the old COSCAP SA vehicle and hope to hear from them within the next 2-3 months.
- CTA will request from EASA support for a helicopter expert (from Swiss CAA) experienced in high altitude operations to assist Bhutan in the completion of their SARI OPS (Helicopter OPS). In addition support will be request to coordinate a Capacity Assessment (ATC) workshop/training session with EUROCONTROL.
- EASA will continue to support the Helicopter in Mountainous Terrain Operations workshop, which was originally scheduled in March 2020 in Nepal. This workshop will be rescheduled at a later date once COVID travel restrictions are lifted.
- EASA has agreed to support all requested support as specified above.
- Items 5-7 of the APAC ICAO Joint COSCAP Activity Plan still needs to be discussed among Member States
- IFALPA qualified Aircraft Accident and Incident Investigators (AAIs) will be included within the E-CCBM once the E-CCBM has been converted from BETA to permanent mode.
- Afghanistan to follow up with GCAA in regards to their Joint Activity Plan initiatives

***ACTIONS***

- *The CTA will follow up in April 2021 with the Civil Aviation Authority of Bangladesh (CAAB) to obtain a status on the selling of the older COSCAP SA vehicle.*
- *The CTA will follow up with EASA in March 2021 to obtain the Helicopter expertise (for Bhutan), coordination requirements with EUROCONTROL for the ATC Capacity Assessment workshop and the Helicopter in Mountainous terrain workshop*



## South Asia

- *The CTA will follow up with the other COSCAPs in regards to items 5-7 of the APAC ICAO Joint COSCAP Activity Plan once their CTAs are in place. Once this has been completed, this will be further discussed at the next COSCAP SA NC meeting*
- *The CTA will enter the IFALPA AAls within the E-CCBM once the programme has been shifted from BETA to Permanent mode.*
- *The CTA will follow up with Afghanistan in regards to their discussions with the GCAA.*

### **SC28-2 - Phase IV Programme Progress Report (DP2)**

The CTA provided updates on the objectives of Phase V of the Programme Document.

#### **Discussion:**

- Bangladesh requested that Certificates of attendance be provided to participants who attended the COSCAP SA Webinars
- Performance indicators were achieved in all programme objectives however due to the pandemic, 3 of the high priority courses (which involved on site OJT) had to be postponed in 2021 thus achieving 82.0% of the high priority courses delivery target in the 2019-2020 AWP
- E-CCBM targets were met due to the inclusion on COSCAP SEA experts
- Virtual and on line CBT training were deployed in 2020 due to the COVID pandemic restrictions
- ANS and AGA experts were deployed on a short-term (due to COVID travel restrictions) contract basis to develop and deliver ANS and AGA training in the form of Webinars. In addition, the ANS expert was deployed on a virtual technical mission to assist Bhutan in the resolution of their SSC.
- A PEL expert was deployed on a short term contract to assist Pakistan with their PEL related SSC

### **SC28-3 - Regional Aviation Safety Team (RAST) Reports and Proposed Actions (DP3)**

The CTA provided an account of the RAST related reports.

#### **Discussion:**

- States are progressing well on the development and implementation of the APRAST Safety Tools. During in country missions, the CTA will conduct a QA to ensure that the safety tools have been properly implemented.
- Member States are encouraged to update their safety tool progress on the APAC ICAO Safety tool monitoring site



## South Asia

- Recruitment and retention (R&R) of inspectors are still big challenges for many States. An R&R workshop will be conducted in 2021/2022 to discuss best practices and possible solutions and then presented to the following SCM for consideration.
- An English language examination implementation workshop will be scheduled in the 2021-2022 AWP to address inconsistencies in the application these examinations.
- Timely and accurate reporting of Runway Conditions in ATS/AIS and UPRT training are still not fully implemented in some States.

### **ACTIONS:**

- *During her in-country missions, the CTA will conduct a QA to ensure that the safety tools have been properly implemented (pending COVID traveling restrictions)*
- *The CTA will conduct a Recruitment and Retention (R&R) workshop to discuss best practices and solutions to this challenge.*
- *The CTA will conduct an English Language Examination workshop address inconsistencies in the application of these examinations.*
- *The CTA will review the status to determine additional support required in the timely and accurate reporting of Runway Conditions in ATS/AIS and UPRT training*

### **SC28-4 - Annual Work Programme (DP4)**

The CTA presented the Annual Work Programme 2021-22, which consisted of four key elements being the Annual Work Plan, Aviation Safety Team Meetings, Technical Assistance and Training.

#### **Discussion:**

- COSCAP-SA is planning to provide in-country Technical Assistance (TA) to member States as depicted in Appendix 1B of the AWP 2021-2022. This is pending travel restrictions are removed.
- Dates on the AWP are for planning purposes only, thus can be adjusted pending resource/State availability
- Technical Assistance missions and training planned for 2022 are tentative only and will be formalized at the next NC meeting
- For ADHOC TAs and training, States are requested to notify the CTA preferably 3 months in advance pending resource availability
- Due to potential COVID pandemic travel restrictions spilling into 2021, two different plans were developed being: Plan A – for training delivered virtually (ZOOM platform) and Plan B – for classroom/OJT deliveries (in country). These plans are located in Appendices 1A and 1B.



## South Asia

- It is anticipated that training will be delivered virtually at least until mid 2021, and then gradually, once travel restrictions are removed, classroom/OJT training may resume “in country”.
- CTA initiated an ICAO International tendering process (long term agreement (LTA) – 4 years, renewable on an annual basis) through the ICAO Procurement Division.
- The two successful bidders were selected as such:
  - 1) AIR and PEL courses: Organisme Pour La Securite de l’aviation Civile (OSAC) - FRANCE
  - 2) ANS and AGA courses: Agencia Estatal de Seguridad Aerea (AESA) – SPAIN
- These courses are classroom and OJT deliveries (Plan B) and are scheduled to take place in the last quarter of 2021. They will also take place in 2022 and 2023.
- Pakistan requested for PEL and AIR courses to be delivered earlier (i.e. July) to prepare for an eventual ICAO USOAP audit.
- Afghanistan requested country specific courses/training/TA.

### ***ACTIONS:***

- *The CTA will examine the possibilities to advance in July 2021 PEL and AIR training for Pakistan*
- *The COSCAP SA will resume in country TA and training once the pandemic is under control and that travel restrictions have been removed.*
- *The provision of country specific training to Afghanistan will be further discussed with the Chairman of COSCAP SA*

### **SC28 – ICAO USOAP Presentation on USOAP CMA Activities (presented by Capt Denis Guindon – Deputy Director Monitoring and Oversight ANB – ICAO HQ)**

Capt Denis Guindon presented an interesting presentation on the ICAO USOAP CMA Activities.

- Outline contained the following topics:
  - USOAP evolution
  - USOAP CMA long-term sustainability
  - Next steps in the USOAP evolution
  - USOAP guiding strategies
  - Status of Transformative Activities
  - USOAP CMA Activities in 2021



## South Asia

- EI evolution – world and COSCAP
- ICAO USOAP CMA programme does not have any policies and/or direction that would involve not recognizing the work conducted by the COSCAPs
- The COSCAPs are fully recognized as providing support and assistance to Member States in achieving compliance with the ICAO Annexes
- Sri Lanka brought up a situation that happened in their 2018 audit regarding assistance provided by Pakistan ANS Inspector through the COSCAP SA E-CCBM. Denis invited Sri Lanka to call him and discuss the incident accordingly.

### ***ACTION:***

*The CTA will provide CAASL with Captain Denis Guindon's coordinates so that they may discuss the incident that happened during the 2018 audit regarding the provision of the ANS Pans Ops assistance (from the Pakistan Inspector).*

### **SC28-5 - Programme Contributions and Budget 2016-2016 (DP5)**

The APAC ICAO APAC ICAO Regional Office presented the status of the COSCAP SA contributions and budget 2020-2021.

#### **Discussion:**

- All Member States have paid their 2020 contributions with the exception of Afghanistan
- Future payment invoice(s) will carry a reduced contribution (from the table depicted in paragraph 3.5 of the DP5) for Bangladesh, Bhutan, India, Nepal, Maldives, Sri Lanka and Pakistan once Afghanistan settles their dues for 2020.
- Sri Lanka asked if there was a possibility to use the savings acquired in 2020 (i.e. no traveling expenses) to reduce the 2021 contributions. APAC ICAO office responded that this could be looked at upon request of the SCM.

### ***ACTIONS:***

- *Members who have not yet made their contribution 2020 of Phase V to make the necessary transfer of funds.*
- *Donors and Safety Partners to continue their contributions to COSCAP-SA, as these are vital to the success of the Programme.*
- *SCM to advise APAC ICAO office if savings from 2020 can be used to reduce the 2021 contributions.*

### **SC28-6 - Update on E-COSCAP Capacity Building Matrices (E-CCBM) (DP-6)**



## South Asia

The CTA presented an update of the COSCAP Capacity Building Matrix (E-CCBM).

### **Discussion:**

- Member States are to nominate E-CCBM administrator(s). Each E-CCBM administrator will receive a restricted user/password for access. Member States are to email their nominees to the CTA.
- Once the E-CCBM transfer from BETA to permanent mode has been completed, Member State E-CCBM administrators are to attend the COSCAP SA training programme.
- Once the training has been completed, Member States are to develop an internal methodology on how to keep their State specific E-CCBM data current.
- During the training sessions, the CTAs will discuss this with individual Member States as States may wish to customize their procedures with already existing systems in place. Note that State data should be updated at least **once a year** in order to ensure accuracy.
- Civil Aviation Authority of Bangladesh (CAAB) advised that they will be employing an additional IT person to assist in the maintenance of the E-CCBM therefore no requirement to procure additional IT support accordingly. This was acknowledged and appreciated by the SCM
- CAAB to advise when the transfer from BETA to Permanent mode will start and end.

### ***ACTIONS:***

- *The CTA will follow up with the Member States for their E-CCBM administrator nominations*
- *The CTA will follow up with CAAB regarding the transfer of the E-CCBM from BETA to Permanent mode*
- *The CTA will advise Member States when the E-CCBM training will take place*

### **SC28 -7 Introduction of E-Learning within South Asia (DP7)**

The CTA presented a proposal for the introduction of E-Learning within South Asia

### **Discussion:**

- In order to render the training of these new inspectors quicker and more effective, consideration is given to introduce generic courses through an E-Learning Programme
- The project to explore this could be initiated and would involve the following steps:
  - Form a small team consisting of at least 8 inspectors chosen from Member States (i.e. 1 per State)
  - Transport Canada would allow access (to the team) to each of the modules for a period of 6 months



## South Asia

- The team would review all of the learning modules
- The review would determine if the E-Learning is feasible and pertinent including fitting into the South Asian “culture”
- The review must be completed within the 6 months time period
- If the review determines that it would be feasible to introduce these modules to South Asian Member States, then the CTA would initiate a discussion with Transport Canada – E Learning division in order to determine the costs associated with the customization (to each State) of the modules
- The CTA would then present a proposal to the Steering Committee for final approval
- Once approved, the CTA will then initiate a formal agreement with Transport Canada E-Learning division
- A sample of Transport Canada customized E-Learning (that was developed for other developing countries) could be provided to Member States for their review prior to the start of the project.

### **ACTIONS:**

- *The CTA will follow up and request from the Transport Canada E-Learning division a sample of the customized E-Learning so that Member States can review and consider*

### **SC28 – 8 Relocation of the COSCAP SA Office (DP8)**

The CTA presented a paper concerning the relocation of the COSCAP SA office with the following points:

- As per the Institutional Framework and Procedures Manual, the COSCAP SA office is normally relocated to another member State approximately every 5 years. This is usually done alphabetically to Member States who are interested in hosting the COSCAP SA office.
- Relocation of the COSCAP SA office is done in States that can provide easy access to travel VISAs to all Member States
- Bhutan has hosted the COSCAP SA office since May 2016 with its term coming up in May 2021. The Maldives is next in line to host the office if desired
- The Maldives announced their intention of hosting the COSCAP SA once Bhutan’s time is due (end of May 2021)
- The SCM approved the relocation of the COSCAP SA office to the Maldives and requested that the CTA discuss with Bhutan and the Maldives the appropriate date for the relocation to take place



**ACTIONS:**

- The CTA will follow up with the Maldives and Bhutan to determine the appropriate date for the move of the office to the Maldives
- The CTA will advise ICAO of the change in duty station

**SC28 - Next COSCAP SA SCM Chairperson and Venue of the 29<sup>th</sup> COSCAP SA SCM**

- The 29<sup>th</sup> COSCAP SA SCM will take place in Colombo, Sri Lanka in January 2022. Exact dates to be worked out with the CTA and the CAASL.

Note: All DPs and Presentations are posted on the COSCAP SA Website:

<https://www.coscapsouthasia.org>

ZOOM Recordings can be found at the below links and passwords:

January 19, 2021: [https://icao.zoom.us/rec/share/Ufsyeyo\\_ZMq18JB-QuTtDfcoEh7qLNrv\\_QywZw3PR4ghUYUjm8YfdwolQXWy3Czx.-xMyB6C1jdxCVr2j](https://icao.zoom.us/rec/share/Ufsyeyo_ZMq18JB-QuTtDfcoEh7qLNrv_QywZw3PR4ghUYUjm8YfdwolQXWy3Czx.-xMyB6C1jdxCVr2j)

Password: \*&#z04yM

January 20, 2021: [https://icao.zoom.us/rec/share/tFfdXyWRd0KI9uVSQoozQsN8-umSuqTNNIvkAPYaGVj\\_4KLHMXL1iyUJvDd2EPqX.8zp5zZzKiXTY7egq](https://icao.zoom.us/rec/share/tFfdXyWRd0KI9uVSQoozQsN8-umSuqTNNIvkAPYaGVj_4KLHMXL1iyUJvDd2EPqX.8zp5zZzKiXTY7egq)

Password: l4oP%#bq