

## RECORD OF DISCUSSIONS

### 18th Meeting of the Steering Committee 16-18 May 2018 Hangzhou, China

*NOTE: All meeting materials are posted on the COSCAP-NA website at: [www.coscap-na.com](http://www.coscap-na.com)*

#### **Background**

B.1 The 18th Steering Committee Meeting (SCM) of the COSCAP North Asia Programme was held in Hangzhou, China on 16-18 May 2018 graciously hosted by the Civil Aviation Administration of China (CAAC), for which the Steering Committee expressed its appreciation.

B.2 A total of 86 participants attended the meeting: Representatives from the CAAs of the Members, ICAO, the European Aviation Safety Agency (EASA), Airbus China, AAPA, Chinese Air Operators. The complete list of participants is attached at Appendix II.

#### **SC1801 Inaugural session Opening Remarks**

Opening remarks were provided by Executive Chairman Captain Jin Yibin, Mr. Raphael Gullet, Chief of ICAO RSO Beijing, China and Capt. Li Jian, the Deputy Administrator of Civil Aviation Administration of China.

1.1 Captain Jin Yibin welcome Members and Donors present, thanked them for attending and emphasized the importance of their participation to achieve the aims of the programme.

1.2 Mr. Guillet brought greetings to the Members from ICAO Regional Office in Bangkok. He noted the large number of participants and looked forward to fruitful discussions during the meeting.

1.3 Capt. Li Jian, the Deputy Administrator of CAAC welcomed Members and participants to Hangzhou and stressed the importance of the COSCAP-NA programme for aviation safety in North Asia. Mr. Li Jian wished Members a successful meeting.

#### **SC1802 Self-Introduction by Participants**

2.1 At the request of the Executive Chairman, participants introduced themselves.

### **SC1803 Adoption of the Agenda**

3.1 The Agenda of the Meeting was adopted with no revisions (copy at Appendix I).

### **SC1804 Review of Record of Discussions – 17<sup>th</sup> Steering Committee Meeting – IP1**

4.1 The Conclusions of the 17th Steering Committee were reviewed. Wayne Chapin, the Chief Technical Advisor for COSCAP-NA (CTA), informed the Meeting of the progress made by the Programme in the intervening period, as outlined in IP1.

4.2 Upon completion of the review the Steering Committee noted the information provided in IP1.

### **SC1805 COSCAP-NA Programme Progress Report– DP2**

5.1 The CTA presented the report on the COSCAP-NA Programme. The purpose of the paper was to outline the progress made to achieve Programme Objectives. A number of objectives and outputs were reviewed later in the meeting, with additional conclusions and decisions noted in this record under those agenda items. Support for the lead-up to the USOAP audits has now switched to supporting the development and implementation of corrective action plans (CAP), the continuous monitoring approach (CMA) and the implementation by Members of their respective State Safety Programmes (SSP). As requested by the 7th Steering Committee, the Programme Review included detailed information regarding both training and missions to States.

5.2 Upon completion of the presentation, the Steering Committee discussed the Programme Objectives in detail with a view to establishing priority levels for Phase IV. The agreed to priority levels were recorded in the Record of Decisions, Conclusions and Recommendations attached to this record for ease of reference. Members noted the importance of prioritizing the programme Objectives to better make use of the core funds of the programme.

5.3 Members noted the progress made to date and confirmed the programme priorities as discussed and agreed to during the meeting.

### **SC1806 COSCAP-NA Work Plan 2018 – 2019 – DP4**

6.1 The CTA noted that a Work Plan of 2018-2019 formed part of DP4, and expressed his appreciation for the cooperation of Member States in scheduling and, where necessary

accommodating arising needs requiring the rescheduling activities. The work plan calendar included in DP4 will be completed in consultation with Member States. The work plan outline included specific training, the planning for which is underway, and an undertaking to conduct approximately 3 missions during the coming year to support each State.

6.2 The CTA reviewed the components of the Work Plan for 2018-2019 as was discussed at the 2<sup>nd</sup> meeting of the Member Coordinators. Work Plan items designated as “T” indicates that they are tentative in terms of delivery date due to a replacement CTA not being in position as of the 18<sup>th</sup> Steering Committee meeting. It was noted that ICAO has designated Mr. Raphael to manage the programme during the interim before the arrival of the new CTA in order to ensure the momentum of the programme. Members can contact the APAC ICAO RSO for needs, issues and concerns or conversely the Programme Secretary Ms. SUN Qun who will bring the issues to the attention of the RSO for solution.

6.3 The representative of the DPRK supported the proposed Work Plan for 2018. He emphasized that the COSCAP-NA has been very successful due in part to the availability of a CTA and that there is concern that without a new CTA to deliver the approved Work Plan there will be a negative impact on the operation of the programme.

6.4 The representative from the ROK requested that the planned SMS Workshop scheduled for August be rescheduled to late September.

6.5 Upon completion of the review of the Work Plan the Steering Committee:

Directed that the CTA finalize the Work Plan for 2018-2019 including mission objectives and forward to Members for review, comment and confirmation as appropriate.

### **SC1807 Contributions and Budget – DP5**

7.1 On behalf of ICAO, Wayne Chapin provided a briefing on the Programme Contributions and Budget, as presented in DP5. He noted that the budget will permit the programme to continue to meet its obligations provided that funding from Member States and Donors is maintained at current levels and received on time by ICAO. The Steering Committee approved the updated budget for 2018/2019 noting that the current level of funds will take the programme through to the end of June 2019. The CTA noted all the Members have paid their contributions for 2018.

7.2 The CTA noted that no Member contributions are currently being processed by ICAO. Members requested that the annual “call letter” for contributions be sent out by ICAO in September 2018 in order for Members to engage their respective budget processes to secure the needed funds.

7.3 The representative of DPRK fully supported the budget as proposed and noted that it is impossible to accomplish the objects without the active support and contribution from the safety partners, and he thanked them for their continued support.

#### **SC1808 Presentation – EASA Activities - Highlights**

8.1 Mr. Javier Vicedo European Aviation Safety Agency, China and North Asia Representative, presented a comprehensive briefing on EASA activities and initiatives. His presentation focused on change and the management required to meet the challenges of a rapidly changing aviation environment. RPAs, environmental concerns, flight congestion, inter-organizational connectivity and autonomous transportation, EASA processes and Third Country Operators are some of the issues EASA is addressing as they look to the future.

8.2 Priorities for EASA include cyber security, ground handling, drones and general aviation. Mr. Vicedo went on to brief participants on EASA’s approach to these matters and expected results.

8.3 It was noted that ground handling and cyber security are important topics and were discussed in detail during the GANP. ICAO noted that Annex 14 amendments will cover the topic of ground handling mentioning that flight delay can be a factor in the interaction between ground handling and flight operation. The Chief of the RSO informed Members that an ICAO conference will be held September 10-14 in Chengdu China focusing on drone operations in Civil Aviation

#### **SC1809 Enhancing Support for Safety Management Implementation – DP7**

9.1 The CTA delivered a short briefing on DP7 emphasizing that States need to share tools and examples which have supported effective safety management implementation in their respective Administrations and consider posting on the Safety Management Implementation (SMI) website.

9.2 Members agreed to adopt the draft resolution detailed in DP7.

#### **SC1810 Safety Team Reporting – DP 3**

10.1 The CTA formally presented to the Steering Committee the proposed actions arising from the safety team meetings conducted since the previous Steering Committee. He highlighted that the primary objective of Asia Pacific Regional Aviation Safety Team (APRAST) is to recommend

accident prevention interventions to the Regional Aviation Safety Group (RASG) and, after approval, ensure implementation through the coordinated efforts of the regulatory authorities, airlines and aircraft manufacturers. He stated that in arriving at a consensus on the proposed actions the APRAST relied extensively on the safety interventions developed by the Commercial Aviation Safety Team (CAST).

10.2 Priority for APRAST actions items is established by the COSCAP-NA Steering Committee in line with the overall Programme priorities. The CTA noted that the list of OPEN Priority Items that are related to ICAO's Global Aviation Safety Priorities are to be treated as priorities in terms of implementation.

10.3 The proposed actions from the safety team meetings were briefly discussed by the Steering Committee. The Meeting reviewed the conclusions and proposed actions from the 22<sup>nd</sup> and 23<sup>rd</sup> NARAST meetings and accorded its approval.

10.3.1 As approved by the Steering Committee, COSCAP-NA is to update the Implementation Status Report and provide to Member Administrations for their review and further input.

10.3.2 As approved by the Steering Committee, COSCAP-NA will support Member States and Administrations in implementation of the safety actions.

#### **SC1811 Presentation – Streamlining Co A Issuance through Delegation**

11.1 Mr. Henry LEUNG, Civil Aviation Department, Hong Kong, China delivered a very informative presentation on the CAD's initiative to improve utilization of available resources by streamlining the process for the issuance of certificates of airworthiness through a managed delegation programme.

#### **SC1812 USOAP CMA Update**

12.1 The CTA delivered a brief presentation updating participants on the USOAP CMA programme. It was noted that no COSCAP-NA Members are currently scheduled for any CMA activity however it is anticipated that Mongolia and DPRK will be subjected to audits in the near term.

#### **SC1813 Presentation – Results of the Second Global Runway Safety Symposium**

13.1 Dr. Punya Shakya APAC ICAO AGA Officer informed Members of the outcomes of the

Second Global Runway Safety Symposium – 2017. He noted that Symposium provided a forum to exchange best practices in improving runway safety through innovative strategies, tools and technologies and promoted improved runway safety worldwide through global, regional, and national and airport local collaboration

13.2 Dr. Shakya also noted that the ICAO-led collaborative Runway Safety Programme – Global Runway Safety Action Plan, 1st Ed. 2017, prepared by Runway Safety Action Plan Working Group (RSAP WG) is available at the following website:

<https://www.icao.int/safety/RunwaySafety/Pages/Documents%20and%20Toolkits.aspx>

13.3 Dr. Shakya encouraged Members to use available reporting mechanisms in order to improve data collection in the APAC.

13.4 Members supported the following action item related to Global Runway Safety Action Plan Implementation:

“That States and industry support the implementation at a regional and national level of the Global Runway Safety Action Plan in order to take measures to enhance runway safety using a multidisciplinary and collaborative approach; including the needed components and activities to reduce runway incursions and excursions, such as the implementation of RSTs.”

#### **SC1814 Presentation - Air Traffic Management (ATM) – North Asia Mr. Len Wicks – Regional Officer ATM ICAO Bangkok14.1**

14.1 Mr. Wicks briefed participants in detail on the ATM issues facing North Asia. He noted that lack of access to optimum levels and trajectories, unnecessary and long delays, and onerous military requirements are the priorities facing ANSPs in APAC. Starting with the rapid growth and expansion of aviation in APAC, Mr. Wickes outlined the opportunities for Members to engage in addressing ATM in APAC. Opportunities include but are not limited to: Regional and National Policies; Regional Planning; Civil/Military Cooperation; ATC Separation Standards and AIM/ATFM. The Chairman thanked Mr. Wicks for his very informative briefing.

#### **SC1815 Presentation – APAC Runway Safety – Dr. Shakya Punya – Regional Officer Aerodromes and Ground Aids ICAO Bangkok**

15.1 Dr. Shakya briefed attendees on the current developments in aerodromes including Amendment 14 to Annex 14 Volume I –Aerodrome Design and Operations and guidance materials;

the next Edition of PANS-Aerodromes (Doc 9981); works to further enhance aerodrome safety, capacity and efficiency and initiatives at the upcoming 13th Air Navigation Conference concerning aerodromes (Oct. 2018). The Chairman noted the significant activity taking place in the area of aerodromes and thanked Dr. Shakya for providing Members with the update.

### **SC1816 Presentation – Update – Regional Sub Office (RSO) and Flight Procedures Programme Office**

16.1 Mr. Raphael Guillet Chief ICAO Regional Sub-Office Beijing, China provided a brief overview of the RSO, ATM challenges and Flight Procedures Programme (FPP) activities and noted that implementation of PBN in States is a priority for ICAO. The extension of the FPP into Phase III and the selection of China to host the FPP Office in Beijing were endorsed by the 8th Meeting of ICAO APAC FPP Steering Committee on 11-13 July 2017. He also noted that close cooperation between the COSCAP programmes and the FPP is a key to implementation success for most States. COSCAP-NA Members can contact the RSO/FPP directly or work through the CTA to address any issues that may arise on the area of PBN or Air Traffic Management (ATM).

### **SC1817 Update to the IFAPM – DP6**

17.1 DP6 was withdrawn due to the many changes resulting from the discussions during the 18<sup>th</sup> Steering Committee meeting.

17.2 The CTA is to make the necessary revisions to the IFAPM, circulate to Members and once agreement is achieved have the Chairman sign the final version and distribute as necessary.

### **SC1818 Presentation - Introduction of Airbus A350 to Hong Kong Mr. Allen KWONG, Civil Aviation Department, Hong Kong, China**

18.1 Mr. Kwong briefed participants in detail on the planning required to introduce a new aircraft (A350) into the registry of Hong Kong. Items such as Timeline, Flight Operations Considerations (Pilot Training Overview, A350 Training Course, A330 / A350 Handling Recency, Recurrent Training (RT), Proficiency Check (PC) & Takeoff and Landing Recency) as well as Personnel Licensing Considerations (Licence Process, Rating Page, Aircraft Rating / Instrument Rating –Certificate of Test) and finally a Letter of Authority. Captain Jin Yibin thanked Mr. Kwong



for sharing CAD's experience with the Members.

#### **SC1819 Presentation AAPA – Mr. Martin Eran-Tasker**

19.1 Mr. Eran-Tasker briefed Members on the AAPA organization, its members and its interests in the area of Asia Pacific aviation safety performance, safety priorities and risks and the safety challenges faced by the AAPA. He went on to inform participants of the approach to managing safety taken by the AAPA and its Members through open door safety policy, outreach to regional organizations, delivering workshops, seminars, etc. and its close cooperation with ICAO.

#### **SC1820 Presentation - Integrate Resources to Handle the Turbulence Risk, Accident Investigation Center of CAAC Capt. Chen Pu, Captain of China Southern Airlines**

20.1 Captain Chen provided Members with an extremely interesting presentation outlining the study including turbulence events in China and the results of the analysis of them, turbulence hazard prevention theory, test flight data review and conclusions coming from the research. Members engaged in discussions after the presentation seeking additional information from Captain Chen. Members were impressed with the research and its relevance to safety on the APAC.

#### **SC1821 Presentation - Implementation of SSP Capt. Wu Lijun, Deputy Director of Safety Oversight Division of Office of Aviation Safety of CAAC**

21.1 Captain Wu delivered a detailed presentation of CAAC's State Safety Programme implementation activities. Members were able to identify similarities between their experiences and the experience of CAAC. The sharing of best practises was recognized as beneficial. Captain Jin thanked Capt. WU and sought feedback from participants.

#### **SC1822 Presentation - Function of the Electronic License Capt. Chen Guangcheng, Director of General Aviation Division of FSD of CAAC**

22.1 Captain CHEN briefed participants on the history of the e-license system in the CAAC and the current status. His presentation stirred much debate as members sought to better understand the platform and the processes involved in issuing the e-license. Members agreed that the e-license was a beneficial innovation and worthy of consideration by Members.



**SC1823 Presentation – AEG - Bridge from aircraft development to operation Mr. XUE Shijun, Director of AEG Division of FSD of CAAC**

23.1 Mr. XUE presented an overview of the aircraft evaluation group (AEG) in China, the CAAC management system for the AEG and outlined benefits of the AEG processes that Members should consider. The Chairman thanked Captain XUE for a very informative presentation.

**SC1824 Presentation - Airlines Operational Risk Control System in China Mr. Tu Weijun, Director of Flight Navigation Division of FSD of CAAC**

24.1 Mr. TU pointed out to Members that new tools are needed. The use of regulations to address safety issues has reached a limit and industry and regulators must agree as to how safe aviation should be and establish a set of standards by which it can be measured. He pointed out that China has achieved success through the implementation of operational risk control systems in its airlines.

**SC1825 Presentation - Advancing Enhancement Project Improving Flight Safety Performance Mr. Shi Ruinan, Manager of Safety & Quality Control Division, Flight Operations Department of Xiamen Airlines Co. Ltd.**

25.1 Mr. SHI told participants that in the past two years, Xiamen Airlines has launched 10 continental routes and constructed the network centered as Fujian, covering China, radiating Southeast Asia and connecting continents of Asia, Europe, America and Australia. This has required Xiamen Airlines to enhance the Risk Management and Control, improve Flight Training, and optimize operations management. Xiamen Airlines has been extremely successful in managing a rapid and significant expansion of fleet and routes. Captain JIN Yibin thanked Mr. SHI for a very informative and relevant presentation noting that many operators face the challenges of expansion in the APAC.

**SC1826 Presentation - New Ways of Proactive Safety Management - Quantifying Safety to Build Life Channel Mr. FENG Jiangtao, Shanghai Juneyao Air**

26.1 Mr. FENG explained why Juneyao Air realized that they needed a proactive safety management approach, what proactive safety management meant and how they realized proactive safety management. The sharing of Juneyao Air's experiences in this area was well received by Members. The Chairman thanked Mr. FENG and Juneyao Air for sharing their

information.

**SC1827 Presentation – Control CFIT risk with systematic thinking - Capt. Mu Mu, Zhejiang Loong Air**

27.1 Captain MU pointed out to participants that the frequency of unsafe events caused by violations was significantly reduced due to the increase of awareness of laws and regulations. However, the proportion of unsafe event caused by human negligence has increased. Hence, the focus has shifted the prevention of human “mistakes, omissions and errors” has become the key point and challenge in addressing safety in Civil Aviation.

**SC1828 COSCAP-NA Training Policy DP11 - Mr. Wayne Chapin**

28.1 Following the discussions arising from the presentation of DP11 the Steering Committee Members noted the contents of this paper and endorse the following conclusion:

Members approved the proposed policy statement for inclusion in the Institutional Framework and Administrative Procedures Manual (IFAPM). It should be noted that the APAC ICAO RSO is willing to provide a venue free of charge for COSCAP-NA events in the future.

Action to be taken is identified in the Record Of Decisions, Conclusions And Recommendations of the 18th Meeting of the Steering Committee.

**SC1829 Update Of The Global Aviation Safety Plan (GASP) DP8 ICAO Secretariat by Mr. Wayne Chapin**

29.1 The CTA provided a brief presentation based on DP8 to the participants.

29.2 Following the presentation the Meeting approved the following draft Conclusion:

GLOBAL AVIATION SAFETY PLAN (GASP)

That States:

a) are requested to establish a national aviation safety plan, including goals and targets consistent with the regional aviation safety plan, and in line with the GASP, including the global aviation safety roadmap, and based on the operational safety needs; and

b) are invited to provide ICAO feedback on the new global aviation safety roadmap and suggestions for the future 2020 - 2022 Edition of the GASP via email to: GASP@icao.int.

### **SC1830 ICAO Update ICAO Secretariat – IP2**

30.1 The subject information paper was circulated with no comments.

### **SC1831 Presentation – New ATS routes plan and the infrastructure for the provision of CNS/ATM in Pyongyang FIR - Mr. Kim ATMB, GACA, DPR Korea**

31.1 Mr. Kim briefed members on the initiatives currently underway for the restructuring of ATS routes and the installation of new infrastructure to address the provision of CNS and ATM in the Pyongyang FIR. The Chairman thanked Mr. Kim and congratulated DPR Korea on their progress.

### **SC1832 Presentation - New Ulaanbaatar Int'l Airport Operational Safety Issues - Mr. Enkhbat, Aerodromes Inspector Civil Aviation Authority of Mongolia**

32.1 Mr. Enkhbat provided an informative presentation to Members regarding the progress made to date on the building and introduction into service of the NUBIA. Captain Jin Yibin thanked Mr. Enkhbat for sharing this information with Members.

### **SC1833 Intentionally left blank**

### **SC1834 Any Other Matters**

34.1 Members expressed their gratitude to CAAC for hosting the 18th Steering Committee meeting and for the opportunity to experience the beautiful city of Hangzhou.



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### **SC1835 Venue and date for 19th Steering Committee Meeting**

35.1 Hong Kong, China has graciously offered to host the 19th Meeting of the COSCAP-NA Steering Committee on a date to be determined

### **SC1836 Adoption of Conclusions and Recommendations**

36.1 The Meeting adopted the Conclusions and Recommendations as presented.

### **SC1837 Closing of the Meeting**

**Appendix I**

**18th Meeting of the Steering Committee of COSCAP-NA  
16 to 18 May 2018  
Hangzhou, China**

**Agenda**

**18th Meeting of the Steering Committee of COSCAP-NA  
16 to 17 May 2018  
Hangzhou, China**

**Agenda**

Date	Time	AIN.	Subjects	Paper	Venue
16 May 2018	0830 - 0900		Registration		Front of XiXi Meeting Hall (西溪会议厅)
	0900 - 0940	SC18 01	Inaugural Session Opening Remarks Welcome and opening remarks by Capt. Jin Opening Remarks by Chief of RSO ICAO Mr. Raphael GUILLET Opening remarks by Deputy Administrator of CAAC, Chairman of COSCAP-NA Capt. Li Jian		XiXi Meeting Hall (西溪会议厅)
	0940 - 0950	SC18 02	Self-Introduction by Participants		
	0950 - 1000	SC18 03	Adoption of Agenda		
	1000 - 1015		<b>Group Photo</b>		<b>In Front of Building 5</b>
	1015 - 1030		<b>Tea Break</b>		<b>Corridor outside of Meeting Hall</b>
	1030 - 1045	SC18 04	Review of Record of Discussions – 17 <sup>th</sup> Steering Committee Meeting, Wayne Chapin	IP1	XiXi Meeting Hall (西溪会议厅)
	1045 - 1100	SC18 05	COSCAP-NA Programme Progress Report Wayne Chapin	DP2	
	1100-1115	SC18 06	COSCAP-NA Work Plan 2018 Wayne Chapin	DP4	
	1115-1130	SC18 07	Contributions and Budget – 2018 -2019 Wayne Chapin	DP5	

<b>16 May 2018</b>	1130-1145	SC18 08	Presentation - EASA Update Javier Vicedo - EASA Representative for China and North Asia		XiXi Meeting Hall (西溪会议厅)
	1145-1200	SC18 09	Enhancing Support For Safety Management Implementation ICAO Secretariat by Wayne Chapin	DP7	
	<b>1200 - 1315</b>		<b>Buffet Lunch</b>		<b>Dining Hall at Building 1</b>
	1315 - 1330	SC18 10	Presentation - Regional Aviation Safety Team Reporting Wayne Chapin	DP3	
	1330 - 1345	SC18 11	Presentation - Streamlining C o A Issuance through Delegation Mr Henry LEUNG, Civil Aviation Department, Hong Kong, China		
	1345 - 1400	SC18 12	USOAP CMA Update ICAO Secretariat by Mr. Wayne Chapin	DP9	
	1400 - 1415	SC18 13	Presentation – Results Of The Second Global Runway Safety Symposium ICAO Secretariat by Mr. Punya Shakya, Regional Officer, Aerodromes and Ground Aids ICAO Bangkok	DP10	XiXi Meeting Hall (西溪会议厅)
	1415 - 1430	SC18 14	Presentation – Air Traffic Management – North Asia Mr. Len Wicks – Regional Officer ATM ICAO Bangkok		
	1430-1445	SC18 15	Presentation – Current Development and New Initiatives in the Area of Aerodromes Dr. Punya Shakya – Regional Officer AGA ICAO Bangkok		
	1445-1500	SC18 16	Update – APAC ICAO Regional Sub-Office activities and Flight Procedures Programme Raphael Guillet – Chief ICAO Asia and Pacific Regional Sub-Office		
	<b>1500 - 1530</b>		<b>Tea Break</b>		<b>Corridor outside of Meeting Hall</b>
	1530 - 1545	SC18 17	Amendments to the IFAPM Wayne Chapin	DP6	
	1545 - 1600	SC18 18	Presentation - Introduction of Airbus A350 to Hong Kong Mr. Allen KWONG, Civil Aviation Department, Hong Kong, China		XiXi Meeting Hall (西溪会议厅)
	1600 - 1615	SC18 19	Presentation – AAPA Mr. Martin Eran-Tasker, Technical Director of Association of Asia Pacific Airlines (AAPA)		



<b>16 May 2018</b>	1615 - 1630	SC18 20	Presentation - Integrate Resources to Handle the Turbulence Risk Accident Investigation Center of CAAC Capt. Chen Pu, Captain of China Southern Airlines		
	1630 - 1645		Wrap-up for the day		
	<b>1800 - 2000</b>		<b>Welcome Dinner</b>		<b>Dining Hall at Building 1</b>



**Day 2**

	Time	AIN.	Subjects	Paper	Venue
17 May 2018	0900 - 0915	SC18 21	Presentation - Implementation of SSP Capt. Wu Lijun, Deputy Director of Safety Oversight Division of Office of Aviation Safety of CAAC		XiXi Meeting Hall (西溪会议厅)
	0915 - 0930	SC18 22	Presentation - Function of the Electronic License Capt. Chen Guangcheng, Director of General Aviation Division of FSD of CAAC		
	0930 - 0945	SC18 23	Presentation - AEG-Bridge from aircraft development to operation Mr. Xue Shijun, Director of AEG Division of FSD of CAAC		
	0945 - 1000	SC18 24	Presentation - Airlines Operational Risk Control System in China Mr. Tu Weijun, Director of Flight Navigation Division of FSD of CAAC		
	<b>1000 - 1030</b>		<b>Tea Break</b>		<b>Corridor outside of Meeting Hall</b>
	1030 - 1045	SC18 25	Presentation - Advancing Enhancement Project Improving Flight Safety Performance Mr. Shi Ruinan, Manager of Safety & Quality Control Division, Flight Operations Department of Xiamen Airlines Co.,Ltd.		XiXi Meeting Hall (西溪会议厅)
	1045 - 1100	SC18 26	Presentation - New Ways of Proactive Safety Management - Quantifying Safety to Build Life Channel Mr. Feng Jiangtao, Shanghai Juneyao Air		
	1100 - 1115	SC18 27	Presentation – Control CFIT risk with systematic thinking Capt. Mu Mu, Zhejiang Loong Air		
	1115 - 1130	SC18 28	COSCAP-NA Training Policy Mr. Wayne Chapin	DP11	
	1130 - 1145	SC18 29	Update Of The Global Aviation Safety Plan (GASP) ICAO Secretariat by Mr. Wayne Chapin	DP8	
	<b>1145 - 1330</b>		<b>Buffet Lunch</b>		<b>Dining Hall at Building 1</b>
	1330 - 1345	SC18 30	ICAO Update ICAO Secretariat	IP2	XiXi Meeting Hall (西溪会议厅)

<b>17 May 2018</b>	1345 - 1400	SC18 31	Presentation –New ATS routes plan and the infrastructure for the provision of CNS/ATM in Pyongyang FIR - Mr. Kim ATMB, GACA, DPR Korea		XiXi Meeting Hall (西溪会议厅)
	1400 - 1415	SC18 32	Presentation - New Ulaanbaatar Int'l Airport Operational Safety Issues - Mr. Enkhbat, Aerodromes Inspector Civil Aviation Authority of Mongolia		
	1415 - 1430	SC18 33	Presentation -		
	<b>1430 - 1500</b>		<b>Tea Break</b>		<b>Corridor outside of Meeting Hall</b>
	1500 - 1520	SC18 34	Any Other Matters		XiXi Meeting Hall (西溪会议厅)
	1520 - 1530	SC18 35	Venue and date for 19 <sup>th</sup> Steering Committee Meeting		
	1530 - 1600	SC18 36	Adoption of Conclusions and Recommendations		
	1600 - 1605	SC18 37	Closing of the Meeting <i>Announcements for May 18 Culture Visit</i>		
	<b>1800 - 2000</b>		<b>Farewell Dinner</b>		



**Appendix II**

**18th Meeting of the Steering Committee**

**16-18 May 2018  
Hangzhou, China**

PARTICIPANTS SHEET

NO.			NAME	TITLE	ORGANIZATION	PHONE	FAX	EMAIL	ADDRESS
			family/surname appears in bold						
1	<b>China</b>	Mr.	<b>Li Jian</b> 李健	Deputy Administrator	CAAC			<a href="mailto:xg_chen@caac.gov.cn">xg_chen@caac.gov.cn</a>	No. 155 Dongsi West Street, Beijing, China 100710
2		Mr.	<b>Hu Zhenjiang</b> 胡振江	Director General	Flight Standards Department of CAAC			<a href="mailto:zi_hu@caac.gov.cn">zi_hu@caac.gov.cn</a>	No. 155 Dongsi West Street, Beijing, China 100710
3		Mr.	<b>Lyu Xinming</b> 吕新明	Deputy Director General	Flight Standards Department of CAAC			<a href="mailto:xm_lv@caac.gov.cn">xm_lv@caac.gov.cn</a>	No. 155 Dongsi West Street, Beijing, China 100710
4		Mr.	<b>Chen Guangcheng</b> 陈广承	Director	General Aviation Division of FSD of CAAC			<a href="mailto:gc_chen@caac.gov.cn">gc_chen@caac.gov.cn</a>	No. 155 Dongsi West Street, Beijing, China 100710



North Asia

5	China	Mr.	Xue Shijun 薛世俊	Director	AEG Division of FSD of CAAC			<a href="mailto:sj_xue@caac.gov.cn">sj_xue@caac.gov.cn</a>	No. 155 Dongsi West Street, Beijing, China 100710
6		Mr.	Tu Weijun 涂卫军	Director	Flight Navigation Division of FSD of CAAC			<a href="mailto:wj_tu@caac.gov.cn">wj_tu@caac.gov.cn</a>	No. 155 Dongsi West Street, Beijing, China 100710
7		Mr.	Chen Xiguang 陈曦 光	Deputy Director	General Affairs Division of FSD of CAAC			<a href="mailto:xg_chen@caac.gov.cn">xg_chen@caac.gov.cn</a>	No. 155 Dongsi West Street, Beijing, China 100711
8		Ms.	Li Luwan 李鲁婉	Assistant	General Affairs Division of FSD of CAAC	86 10 64092460		<a href="mailto:lw_li@caac.gov.cn">lw_li@caac.gov.cn</a>	No. 155 Dongsi West Street, Beijing, China 100710
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