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**RECORD OF DISCUSSIONS**

**15th Meeting of the Steering Committee  
13-15 May 2015  
Xiamen, 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 15th Steering Committee Meeting (SCM) of the COSCAP North Asia Programme was held in Xiamen, China, on 13-15 May 2015 graciously hosted by the Civil Aviation Administration of China (CAAC), for which the Steering Committee expressed its appreciation.

B.2 A total of 64 participants attended the meeting: Representatives from the CAA of the Member States, ICAO, the European Aviation Safety Agency (EASA), FAA, and Airbus, Boeing, Chinese Airlines, and an observer from the Civil Aviation Authority of China Macau S.A.R. The list of participants is attached at Appendix II.

**SC1501 Inaugural session Opening Remarks**

1.1 Opening addresses were provided by Captain Jin Yibin, Captain Xin Tianhe, Chief Pilot of the CAAC and Mr. Michiel Vreedenburgh, Chief of Implementation Planning and Support Section ICAO Montreal.

1.2 Captain Jin Yibin extended a warm welcome to the States and Donors present, thanked them for attending and emphasized the importance of their participation to achieve the aims of the programme. Captain Jin emphasized that the Steering Committee Meetings offer members the opportunity to review our programme, to adjust the priorities as required and set new direction where required. Captain Jin reflected upon the benefits of the COSCAP-NA programme and the hard work that Member States have accomplished over the last year. Captain Jin noted that the COSCAP programme is very closely coordinated with the Regional Office and many of the activities are conducted in partnership with the Bangkok office and the Regional Sub-Office in Beijing to provide benefits to all States in the Asia Pacific Region. Captain Jin thanked the CAAM and the organizing team for their excellent preparations and noted the importance of the COSCAP-NA safety partners in the success of the programme.

1.3 Captain Xin Tianhe noted the many benefits that have been provided by the COSCAP-NA programme since its inception to its Members. Captain Xin emphasized that China views the COSCAP-NA programme as an important element for the enhancement of aviation safety in the North Asia sub-region and looks forward to continued close cooperation in future endeavours. Captain Xin wished participants a successful meeting and hoped that everyone enjoyed their stay in Xiamen.

1.4 Mr. Michiel Vreedenburgh, brought greetings from ICAO Montreal. Mr. Vreedenburgh noted that the COSCAP-NA Programme is focused on enhancing the safety among Member States. Mr. Vreedenburgh stated that ICAO is pleased to have initiated and to continue to support the progress of this programme. He outlined some of the may success of the programme and congratulated Member States on their success. Mr. Vreedenburgh indicated that the ICAO continues to strengthen the active role of the regional offices and as a result the Asia-Pacific Regional Office has assumed a more prominent role in the operation of all regional technical assistance programmes. An example of this is the active role that the Regional Office plays in the RASG/APRAST and the COSCAP programmes. He noted that new working arrangement designed to strengthen and enhance ICAO's collective assistance to the Member States and enhancement of the efficiency of COSCAP programmes is being implemented throughout the APAC. He noted that ICAO stands ready to provide implementation support to the Members through the COSCAP programme. He urged Members to continue to work on their respective corrective actions plans, the implementation of PBN and to use the self-assessment tools in the CMA On Line Framework to measure their successes.

#### **SC1502 Self-Introduction by Participants**

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

#### **SC1503 Adoption of the Agenda**

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

#### **SC1504 Review of Record of Discussions – 14<sup>th</sup> Steering Committee Meeting – IP1**

4.1 The Conclusions of the 14th 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.

#### **SC1505 COSCAP-NA Programme Progress Report– DP2**

5.1 Wayne Chapin 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 States of their respective State Safety Programme (SSP) in accordance with ICAO's stated implementation date of 2017 for those States with an EI of greater than 60%.

5.2 As requested by the 7th Steering Committee, the Programme Review included detailed information regarding both training and missions to States.

5.3 Upon completion of the presentation the Steering Committee:

Confirmed the programme priorities as presented.

#### **SC1506 COSCAP-NA Work Plan 2015-2016 – DP4**

6.1 The CTA reviewed the components of planning the work programme for 2015-2016. This includes preparing for the next Steering Committee meeting and APRAST/NARAST meetings, the DGCA Conference, provision of technical support to States, plus other support in areas such as USOAP/CMA and SSP implementation to the extent that resources are available. Training support is provided to the greatest extent possible in more than one State, and States may make specific requests to address their needs. A review of training and missions provided was presented at DP2.

6.2 The CTA noted that a calendar of 2015-2016 is contained in DP4, and expressed his appreciation for the cooperation of Member States in scheduling and, if necessary to accommodate arising needs, 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. Members noted that the CTA should complete the work programme for 2015-2016 and to the extent possible incorporate new ICAO initiatives.

6.3 Some Members requested that the CTA make minor revisions to the Work Plan.

6.4 Upon completion of the review of the Work Programme the Steering Committee:

6.4.1 Directed that the CTA finalize the Work Plan for 2015/2016 including detailed mission objectives and forward to Members for review, comment and confirmation as appropriate.

#### **SC1507 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.

7.2 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.

7.3 Following the presentation the Steering Committee:

7.3.1 Approved the updated budget for 2015/2016.

7.3.2 Reminded Member States which have yet to do so to make their contributions for 2015.

7.3.3 Reminded Member States to make their contribution for 2016 prior to the end of 2015.

7.3.4 Encouraged donors and partners to continue their contributions to the Programme, in funds and in kind.

### **SC1508 ICAO Updates – IP3**

8.1 Mr. Michiel Vreedenburgh presented an update on Global Aviation Safety. The informative presentation provided Members with an update ICAO's Global Safety Priorities – controlled flight into terrain, loss of control inflight and runway safety. Mr. Vreedenburgh reminded Members that the RASG has developed APAC Regional Priorities and Targets for Safety against which the Region will be measured through a web-based dashboard. He explained that Amendment 1 to Annex 19 is progressing through the amendment process with an anticipated adoption date of March 2016. There will significant future developments in the area of guidance materials and training for SMS and SSP including guidance material to assist in the development of safety performance indicators. Mr. Vreedenburgh explained that ICAO continues to work on developing requirements for aircraft tracking systems and operating requirements for conflict zones. Mr. Vreedenburgh emphasized that there are considerable resources available to Members to assist in the implementation of ICAO requirements. Areas such as Runway Safety have numerous support tools to assist Members in implementing runway safety programmes.

8.2 Mr. Vreedenburgh briefed Members on Annex 19 future work and training in the area of safety management. Mr. Vreedenburgh encouraged Members to continue to update their CMA tools and to maximize the use of the SSP Gap Analysis tool. ICAO is working on developing menus of safety performance indicators that can be used by Members in their respective SSPs if they are relevant. Members agreed that the information provided was very beneficial.

### **SC1509 Safety Team Reporting – DP 3**

9.1 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).

9.2 Priority for APRAST actions items is established by the COSPA-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.

9.3 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 16<sup>th</sup> and 17<sup>th</sup> NARAST meetings and accorded its approval.

9.3.1 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.

9.3.2 As approved by the Steering Committee, COSCAP-NA will support Member Administration implementation of the safety actions.

#### **SC1510 ICAO USOAP/CMA Update – DP7**

10.1 Mr. Vreedenburgh presented a brief overview of the ICAO USOAP/CMA activities to participants. The Mr. Vreedenburgh noted that States have an obligation to continue to update information in the CMA On Line Framework (OLF). ICAO will use this data to determine monitoring activities (ICVMs, audits). States were reminded to update their SAAQs, EfoD and Corrective Action Plans as required. In addition Mr. Vreedenburgh noted that States need to progress the development and implementation of their respective SSPs in order to meet the ICAO deadline of 2017. The On Line Framework provides a SSP GAP Analysis tool that assists in the development of a plan and implementation and Mr. Vreedenburgh encouraged States to track their SSP implementation progress with the available tool.

#### **SC1511 State Safety Programme and Safety Management System – DP6**

11.1 The CTA presented on the ongoing ICAO priority and support for the SSP, SMS and the GASP (2013). The CTA noted that in the near term States that have achieved USOAP effective implementation levels over 60% should fully implement their SSP by 2017. All Member States should fully implement their SSP by the year 2022. It was pointed out that all States in COSCAP-NA have an EI of greater than 60%.

11.2 The CTA noted that COSCAP has identified that there is a need to continue to provide support to States for the implementation of SMS and SSP, with particular emphasis on safety performance measurement (acceptable level of safety – ALOS) and hazard identification and risk management (HIRM).

11.3 Following the presentation the Steering Committee agreed that:

11.3.1 The COSCAP-NA Steering Committee Meetings should continue to be utilized as a forum to provide Member Administrations with the latest developments concerning SMS and SSP;

11.3.2 With due consideration of priorities considered under the GASP, Member Administrations should continue to address USOAP corrective actions and complete the development and implementation of their SSP as well as SMS requirements for service providers in an expeditious manner;

11.3.3 To support SSP and SMS implementation, COSCAP-NA should provide courses, workshops, seminars and consultation as needed to assist Member States in meeting the requirements of ICAO SARPs related to SSP and SMS implementation, and;

11.3.4 Members which have not yet done so should complete the compliance checklist for the new *Annex 19 – Safety Management* and take action to update national provisions, or file differences as appropriate.

COSCAP-NA can assist as required.

### **SC1512 Presentation - ICAO RPAS Symposium March 23-25, 2015**

12.1 The CTA delivered a presentation on remotely piloted aircraft systems (RPAS) that was presented by Mr. Stephen Creamer D/ANB at the ICAO RPAS Symposium in Montreal. Members commented that the information was very useful and that the CTA should provide updates in this area at future Steering Committee meetings.

### **SC1513 – Amendments to the COSCAP-NA Programme Document (PRODOC) and IFAPM–IP4/DP8**

13.1 Mr. Michiel Vreedenburgh from ICAO Montreal delivered a presentation in support of proposed changes to the COSCAP programme document (Pro Doc) and the Institutionalization Framework and Administrative Procedures Manual (IFAPM). Originally submitted as an Information paper Members requested that the paper be designated as Discussion Paper 8 since discussion was required.

13.2 In view of the presentation on IP4/DP8 delivered by Mr. Vreedenburgh from ICAO, the Steering Committee supported the proposed updates to the PRODOC and IFAPM in principle. Members identified the need to bring the proposed changes to the Programme Document (PRODOC) to their respective signing authorities for final review and acceptance; however the IFAPM could be revised by the Steering Committee's acceptance of the updates to that document, which the CTA will complete for the Chairman's signature by 30 June 2015. The Steering Committee was reminded that the IFAPM may be revised under the authority of the Committee, so if the updates incorporated as a result of this meeting required revision in the future based on experience, this would be possible at any time.

13.3 Therefore, Members will return to their respective States and seek the acceptance of the changes to the PRODOC from their respective signing authorities. Members are to inform the CTA of any comments on the proposed changes to the PRODOC by **30 June 2015**, who will then liaise through the Regional Office with ICAO Montreal. ICAO will issue a letter to States concerning the PRODOC changes. The CTA is to update the IFAPM accordingly.

13.4 Members continued to express concerns regarding the handling of confidential COSCAP reports with information on State safety deficiencies within ICAO. The Steering Committee requested that the CTA continue to coordinate draft mission reports with Members prior to submission to ICAO RO. ICAO informed the meeting that according to the established procedures, solely based on a COSCAP mission report ICAO will not issue a significant safety concern (SSC). Members requested that Mr. Vreedenburgh take the issues identified by Members back to ICAO HQ including the incorporation of the ICAO standard PRODOC amendment procedure in the Programme Document.

13.5 It was agreed that the CTA is to report back to the next Steering Committee meeting on the experience and lessons learned from the application of the revised IFAPM and Programme Document.

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**SC1514 Presentation - Introduction on CCAR-129 Amendments and relevant Policy, Capt. Hu Zhenjiang, Deputy Director General of FSD of CAAC**

14.1 Captain Hu provided a very informative presentation on foreign air operations in China emanating from North Asia States. There is a total of 12 Foreign Operators from North Asia. Democratic People's Republic of Korea - Air Koryo; Mongolia - Miat Mongolia Airlines, Aero Mongolia and Hunnu Air; Republic of Korea - Korean Airlines, Asiana Airlines, Jin Air, Eastar Jet, Jeju Air, Air Busan, T'way Air, Air Incheon. Captain Hu noted that in 2014, the number of outbound or inbound flights from North Asia Foreign Operators was more than 60000. Captain Hu brought to the attention of Members that approximately 72% of the loss of communication incidents in China were generated by foreign air operators. Captain Hu highlighted the CAAC foreign air operator oversight activities and provided some example ramp inspection results.

**SC1515 Presentation - Introduction on CAAC FOQA Station Development, Dr. Yu Liling, Chief Engineer of Aviation Safety Institute of CASTC**

15.1 Dr. Yu briefed Members on the CAAC FOQA developments including the fact that FOQA is used as a tool to identify risks in airlines and is one of the important elements of an air operators SMS. Dr. Yu noted that the CAAC FOQA Station will provide data support to improve CAAC safety policies, standards and regulations by analysis of technical trends, case studies and other data analysis.

**SC1516 Presentation – FSOP System Development, Capt. Capt. Jiang Rui, Air Transport Division of FSD**

16.1 Captain Jiang Rui provided Members with insight into the safety oversight system in China. He noted that the average annual growth of air transport in China was 15.6% during the 11th five-year plan. In fact China has become the world's second largest aviation market. This has placed demands on the CAAC safety oversight system which has been modified and adapted to increase efficiency in order to manage the implementation of SMS and the impending inclusion of small (CCAR 135) air operators. More and more reliance is placed upon web-based tools for inspectors and certificate managers. The next evolution of the FSOP will be to introduce hand held mobile devices that will introduce a “real time” aspect to oversight.

**SC1517 Update – Flight Procedures Programme Office IP2**

17.1 Mr. Noppadol Pringvanich, Chief ICAO Regional Sub-Office provided a brief overview of the RSO and its strategic framework. He highlighted the activities currently underway in the RSO. He focused on the Flight Procedures Programme (FPP) and noted that implementation of PBN in States is a priority for ICAO. Noppadol 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 FPP directly or work through the CTA to address any issues that may arise on the area of PBN.

**SC1518 Presentation – EASA Activities - Highlights**

18.1 Ms. Sylvette Chollet from the European Aviation Safety Agency, Beijing Representative presented a comprehensive briefing on EASA activities and initiatives. Items included in the presentation were RPAS, GA

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Roadmap, ESSI / EGAST, ESSI / EHEST / IHST and news on Pilot Training. Ms. Chollet's presentation highlighted the European safety strategies, safety programme and safety plan and implementation initiatives. Ms. Chollet noted that the EU has developed an overall objective of integration of RPAS into the aviation system understanding that there is a consensus that RPAS need to be integrated in the European airspace. Consideration will be given to the substance of any future regulations with a focus on keeping rules proportionate to the associated risks. All interventions so far favoured a common level playing field with harmonized rules for safety, security, privacy and data protection challenges. Of importance are the concerns of citizens with regard to these issues. However the identified issues can be managed within the existing regulatory framework at the national level.

18.2 The EU has developed a general aviation (GA) regulation strategy based on six principles: one size does not fit all; philosophy of minimum necessary rules; adopt a risk-based approach; protect "grandfather rights"; apply EU "Smart Regulation Principles" and make best use of available resources/expertise. EASA will focus first on the low end of GA where the impact of the actual system seems to be the most detrimental and impacts the largest part of GA stakeholders and apply a 'building block' approach and extend it to other GA activities over time.

18.3 Ms. Chollet briefed participants on the activity of the ESSI / EGAST, ESSI / EHEST / IHST. The safety promotion activities through the partnerships involved has provided significant benefits.

18.4 Ms. Chollet noted that EASA and IATA have announced the publication of new training requirements for airline pilots to prevent loss of control situations. Additional information on this topic is available at: <http://easa.europa.eu/document-library/agency-decisions/ed-decision-2015012r>

### **SC1519 Presentation – Introduction on PEPEC Language Test System, Mr. Zeng Ming, General Aviation Division of FSD**

19.1 Mr. Zeng provided participants with an introduction to the Pilot English Proficiency Exam of CAAC (PEPEC). Mr. Zeng introduced the basic structure and design principle of the PEPEC, and how it is managed. He briefly introduced the history of how the PEPEC became what it is today and presented some data collected from the tests and some analysis that has been completed based on the data collected that was used to evaluate the aviation English operational environment in China. Mr. Zeng briefed participants on issues regarding the PEPEC test limitations or constraints that are being studied as part of a continuous improvement process for the PEPEC. Mr. Zeng presented participants with measures that have been implemented in PEPEC to maintain a high standard and quality of the PEPEC test.



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**SC1520 Presentation – NARAST Database Improvements, Hyungkyu Woo, COSCAP-NA ROK Intern**

20.1 Mr. Hyungkyu Woo briefed Members on the proposed changes to the updating process for the NARAST database. Members are now able to upload their updates through the COSCAP-NA website ([www.conscap-na.com](http://www.conscap-na.com)). As well the list of OPEN items will be posted on the site and can be viewed by all visitors to our website. COSCAP-NA will send Members individual access instructions for the updating process.

**SC1521 Presentation - EDTO and Polar Region Operation by Mr. Yu Kejia, Senior vice manager of General Dispatch Office of Air China**

21.1 Mr. Yu briefed participants on the many operational challenges of conducting polar operations between such points as Beijing and New York. Air China has been successfully conducting polar operations since November of 2002. Mr. Yu then went onto explain the operational requirements and procedures in place to ensure safety of operations when Air China is conducting extended diversion time operations (EDTO).

**SC1522 Presentation - PBN Implementation by Mr. Zhao Zhigang, Deputy General Manager of Operation Standard Management Division of China Southern Airlines**

22.1 Mr. Zhao of China Southern Airlines (CSN) informed participants that CSN attaches great importance to PBN operations and specifically RNP AR which can improve the safety and efficiency of the flight operation. Based on the CAAC Advisory Circular AC-91FS-05 CSN has received approval for nine RNP AR Operations. CSN has established a Project Team for the implementation of all PBN operations. The Project Team includes the experts from different project execution units such as Operation Standard Management Division, Flight Division, Maintenance & Engineering Division and Operation Control Center. CSN has several years of experience in RNP AR operations including for Linzhi Airport.

**SC1523 Presentation – Pilots Psychology Assessment and Management , Mr. Zhang Zhentao, Vice General Manager of Flight Training Company of China Eastern Airlines**

23.1 Mr. Zhang explained that China Eastern Airlines (CEA) has adopted an assessment framework that is used to evaluate employees in the areas of elementary cognitive tasks, psychomotor performance and measurement of personality. CEA is looking to develop additional measures that take into consideration the “big data” picture in order to better manage the issue of mental well-being of employees..

**SC1524 Presentation – Flight Standards Training System, Mr. Liu Bin, Deputy Dean of Flight Standards Department (Training Center) of CAMIC**

24.1 Mr. Lui delivered a presentation focused on the framework used by the CAAC to provide initial and recurrent training for their inspector community. The emphasis is on ensuring that inspectors have access to the latest knowledge to assist in managing the constant flow of new technology. CAMIC also provides training to designated individuals who conduct activities on behalf of the CAAC. CAMIC has delivered upwards of 261 courses since 2003 and provides training to both domestic and foreign inspectors.

**SC1525 Presentation – Aircraft State Awareness and resulting Safety Enhancements, Captain Brit Etzold, Deputy Chief Engineer – Aviation System Safety of Boeing**

25.1 Captain Etzold delivered a very informative presentation on the issue of loss of control in flight (LOCi). Captain Etzold explained that roughly two thirds of the recent worldwide LOCi events stem from airplane state awareness errors. In these events, information was available to the crew that was not used to prevent the accident / incident. He stressed that analysis of events in some cases reveals that there wasn't a flight crew error but rather some combination of design, training, procedures, maintenance, infrastructure and/or crew behavior that led to lack of awareness, understanding and ability to predict the outcome. Recommended safety enhancements include actions in the air operator (training, policy, incorporating safety bulletins, etc.), enhanced flight crew training, airplane design, and additional research.

**SC1526 Presentation - Sports Aircrafts Maintenance and Personnel licensing, Mr. Lv Xinming, Director of Continuous Airworthiness Division of FSD**

Mr. Lv provided Members with an overview of the licensing of maintenance personnel in China. He noted that the number of aviation maintenance personnel for the China domestic maintenance industry is almost 70000. Mr Lv indicated that China faces challenges in the area of licensing personnel for sport aircraft and is working with the General Administration of Sports of China (GASC) to address the challenges. One of the solutions developed was to create delegates in the areas of personnel qualification management aircraft airworthiness management. To further assist in addressing identified challenges the CAAC has created sub-categories for sport aircraft and subsequent licensing requirements.

**SC1527 Presentation - SMS Implementation Situation in China —Regulator and Airlines, Dr. Li Tong, CAMIC**

27.1 Dr. Li Tong provided participants with an overview of the implementation of SMS within China. While it is clear that the CAAC has devoted a lot of energy to SMS implementation there are some issues that need to be resolved. Given that all the CCAR-121 air carriers have achieved SMS certification, the motivation for service providers to update their SMS framework to encompass the new edition of the Safety Management Manual is not strong. In addition, although the ASO has delivered training on SPI guidance and conducted some SMS evaluations on several airlines, they have not developed regulations or guidance material. This makes it difficult for most of the service providers to understand the requirements that their respective SMS must meet. Future work for both the regulator and service providers involve the development of Safety Performance Indicators, Development of an SMS Evaluation Tool, promote data sharing, enhancing Safety Performance System, the development of a unified classification methodology e.g. TEM and a better understanding of the interaction of Safety Assurance and Risk Management.

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### **SC1528 Presentation – Commercial Aviation Safety Team (CAST) Update**

28.1 Captain Brit Etzold from the Boeing Company and a member of CAST delivered an excellent presentation on behalf of the CAST activities including the collection, analysis and sharing of critical safety data. Captain Etzold briefed participants on recent CAST activities in the area of runway safety and airplane state awareness (loss of control). Captain Etzold reviewed the Aviation Safety Information Analysis & Sharing (ASIAS) programme and detailed the process and data sources used to develop safety strategies. He also presented the participants with the top aviation risks worldwide including for Asia-Pacific - loss of control, CFIT and runway excursion - landing.

### **SC1529 Any Other Matters**

29.1 The FAA Representative offered Members access to the FAA Flight Standards Information Management System. The information is available at: [www.fsims@faa.gov](http://www.fsims@faa.gov)

29.2 Members expressed their gratitude to China/CAAC for hosting the 15th Steering Committee meeting and for the opportunity to experience Xiamen.

### **SC1530 Venue and Date for the 16th Steering Committee Meeting**

31.1 Date: Decision to be made at a later date in consultation with Members.

Venue: Decision to be made at a later date in consultation with Members.

### **SC1531 Adoption of Conclusions and Recommendations**

31.1 The Meeting adopted the draft Conclusions and Recommendations.

### **SC1533 Closing of Meeting**

32.1 The Executive Chairman expressed his appreciation to all participants and, on behalf of the Steering Committee, expressed his appreciation to the CAAC organizers for the superb arrangements in hosting the meeting. In particular, the Executive Chairman thanked the donors and partners for their support that is so valuable in sustaining the COSCAP-NA programme. The Executive Chairman declared the 15<sup>th</sup> Steering Committee meeting over.

**Appendix I**

**15th Meeting of the Steering Committee of ICAO COSCAP-NA  
13 to 15 May 2015  
Xiamen, China**

国际民航组织北亚地区运行安全及持续适航合作项目第 15 次指导委员会会议  
2015 年 5 月 13 日-15 日  
中国，厦门

**Agenda  
日程安排**

Date 日期	Time 时间	AIN.	Subjects 主题	Paper 文稿	Venue 地点
13 May 2015 2015 年 5 月 13 日	0900 - 0930	SC15 01	Inaugural Session Opening Remarks 开幕致辞		Grand Ballroom 4 <sup>th</sup> Floor of the hotel 四楼金鹰厅会议室
	0930 - 0945	SC15 02	Self-Introduction by Participants 参会者自我介绍		
	0945 - 1000	SC15 03	Adoption of Agenda 确认会议议程		
	1000 - 1015		Group Photo 合影		Front Gate of the Hotel 酒店大门口
	1015 - 1045		Tea Break kindly arranged by the CAAC 茶歇 (CAAC 安排)		Grand Ballroom 4 <sup>th</sup> Floor of the hotel 四楼金鹰厅会议室
	1045 - 1115	SC15 04	Review of Record of Discussions – 14 <sup>th</sup> Steering Committee Meeting, Wayne Chapin, CTA of COSCAP-NA 第 14 次指导委员会会议讨论记录回顾 Wayne Chapin 先生 (COSCAP-NA 项目总技术顾问)	IP1 信息稿 1	Grand Ballroom 4 <sup>th</sup> Floor of the hotel 四楼金鹰厅会议室

North Asia

	1115 - 1200	SC15 05	COSCAP-NA Programme Progress Report 北亚地区运行安全及持续适航合作项目进展报告 Wayne Chapin	DP2 讨论稿 2	
13 May 2015 2015 年 5 月 13 日	1200 - 1315		<b>Lunch kindly arranged by the CAAC</b> 午餐 (CAAC 安排)		<b>JinYan Hall on 3<sup>rd</sup> Floor of the Hotel</b> 酒店三楼金雁厅
	1315 - 1345	SC15 06	COSCAP-NA Work Programme 2015-2016 北亚地区运行安全及持续适航合作项目 2015-2016 年工作计划 Wayne Chapin	DP4 讨论稿 4	Grand Ballroom 4 <sup>th</sup> Floor of the hotel 四楼金鹰厅会议室
	1345 - 1415	SC15 07	Contributions and Budget – 2015-2016 项目 2015-2016 年资金与预算报告 Wayne Chapin	DP5 讨论稿 5	
	1415 - 1500	SC15 08	ICAO Annex and PANS Amendments Michiel Vreedenburgh, Chief of Implementation Planning and Support Section of ICAO Montreal 文件修订—国际民航组织附件及空中航行服务程序 Michiel Vreedenburgh 先生 (ICAO 蒙特利尔实施计划及支援部门主管)	IP3 信息稿 3	
	1500 - 1530		<b>Tea Break kindly arranged by CAAC</b> 茶歇 (CAAC 安排)		<b>Grand Ballroom</b> 4 <sup>th</sup> Floor of the hotel 四楼金鹰厅会议室
	1530 - 1550	SC15 09	Regional Aviation Safety Team Reporting 亚太地区航空安全小组报告 Wayne Chapin	DP3 讨论稿 3	Grand Ballroom 4 <sup>th</sup> Floor of the hotel 四楼金鹰厅会议室

North Asia

	1550 - 1620	SC15 10	<p>Progress Report On The Implementation Of The ICAO Universal Safety Oversight Audit Programme Continuous Monitoring Approach, Michiel Vreedenburgh, Chief of Implementation Planning and Support Section of ICAO Montreal</p> <p>国际民航组织全球安全监督审计计划持续监控方案进展报告</p> <p>Michiel Vreedenburgh 先生 (ICAO 蒙特利尔实施计划及支援部门主管)</p>	DP7 讨论稿 7	
13 May 2015 2015 年 5 月 13 日	1620-1650	SC15 11	<p>State Safety Programme (SSP) and Safety Management Systems (SMS) Implementation – Update</p> <p>国家航空安全纲要及安全管理系统执行最新情况介绍</p> <p>Wayne Chapin</p>	DP6 讨论稿 6	
	1800		<p><b>Welcome Dinner</b> kindly arranged by the CAAC</p> <p>欢迎晚宴 (CAAC 安排)</p>		<p>Wanghu Hall on 2<sup>nd</sup> Floor of the Hotel</p> <p>酒店二楼望湖厅</p>

Day 2

	Time 时间	AIN.	Subjects 主题	Paper 文稿	Venue 地点
14 May 2015 2015 年 5 月 14 日	0900 - 0930	SC15 12	<p>Presentation – ICAO RPAS Symposium March 23 -25, 2015</p> <p>2015 年 3 月 23-25 日 国际民航组织无人驾驶航空器系统研讨会内容回顾</p> <p>Wayne Chapin</p>		Grand Ballroom
	0930 - 1000	SC15 13	<p>Presentation – Amendments to the COSCAP-NA Programme Document and the IFAPM</p> <p>Michiel Vreedenburgh, Chief of Implementation Planning and Support Section of ICAO Montreal</p> <p>项目协议、项目组织框架及管理程序手册修订内容报告</p> <p>Michiel Vreedenburgh 先生 (ICAO 蒙特利尔实施计划及支援部门主管)</p>	IP4 信息稿 4	4 <sup>th</sup> Floor of the hotel 四楼金鹰厅会议室

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<p style="text-align: center;"><b>14 May 2015 2015年 5月 14日</b></p>	1000 - 1030		<p><b>Tea Break kindly arranged by the CAAC</b></p> <p>茶歇 (CAAC 安排)</p>		<p><b>Grand Ballroom</b></p> <p><b>4<sup>th</sup> Floor of the hotel</b></p> <p>四楼金鹰厅会议室</p>
	1030 - 1100	SC15 14	<p>Presentation -Introduction on CCAR-129 Amendments and relevant Policy, Capt. Hu Zhenjiang, Deputy Director General of FSD of CAAC</p> <p>CCAR-129 修正案及相关政策介绍</p> <p>胡振江 (中国民航局 飞标司副司长)</p>		<p><b>Grand Ballroom</b></p> <p><b>4<sup>th</sup> Floor of the hotel</b></p> <p>四楼金鹰厅会议室</p>
	1100 - 1130	SC15 15	<p>Presentation - Introduction on CAAC FOQA Station Development, Dr. Yu Liling, Chief Engineer of Aviation Safety Institute of CASTC</p> <p>CAAC FOQA 基站建设</p> <p>俞力玲博士 (中国民航科学技术研究院航科院航空安全研究所总工)</p>		
	1130 - 1200	SC15 16	<p>Presentation - FSOP System Development, Capt. Jiang Rui, Air Transport Division of FSD</p> <p>飞行标准监督管理系统开发介绍</p> <p>蒋睿 (中国民航局飞行标准司运输处)</p>		
	1200 - 1315		<p><b>Lunch kindly arranged by the CAAC</b></p> <p>午餐 (CAAC 安排)</p>		<p><b>JinYan Hall on 3<sup>rd</sup> Floor of the Hotel</b></p> <p>酒店三楼金雁厅</p>
	1315 - 1335	SC15 17	<p>Update – Flight Procedures Programme Office</p> <p>飞行程序项目办公室最新情况介绍</p> <p>Noppadol Pringvanich – Chief ICAO Regional Sub-Office (国际民航组织亚太地区分地区办公室主管)</p>	IP2 信息稿 2	<p><b>Grand Ballroom</b></p> <p><b>4<sup>th</sup> Floor of the hotel</b></p>
	1335 - 1400	SC15 18	<p>Presentation - EASA Update</p> <p>欧洲航空安全局最新情况介绍</p> <p>Ms. Sylvette Chollet - EASA Representative in Beijing (欧洲航空安全局驻北京代表)</p>		<p>四楼金鹰厅会议室</p>

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	1400 - 1420	SC15 19	<p>Presentation – Introduction on PEPEC Language Test System, Mr. Zeng Ming, General Aviation Division of FSD</p> <p>中国民航飞行人员英语等级考试语言测试系统介绍</p> <p>曾鸣（中国民航局飞行标准司通用处）</p>		
	1420 - 1440	SC15 20	<p>Presentation –NARAST Database Improvements, COSCAP-NA ROK Intern Hyungkyu Woo</p> <p>北亚地区航空安全小组（NARAST）数据库改进介绍</p> <p>Hyungkyu Woo（北亚地区运行安全及持续适航合作项目韩国实习生）</p>		
<p><b>14</b></p> <p><b>May</b></p> <p><b>2015</b></p> <p><b>2015 年</b></p> <p><b>5 月</b></p> <p><b>14 日</b></p>	1440 - 1500	SC15 21	<p>Presentation - EDTO and Polar Region Operation, Mr. Yu Kejia, Senior vice manager of General Dispatch Office of Air China</p> <p>延程运行和极地运行</p> <p>于可佳（国航运控制中心总签派室高级副经理）</p>		
	1500 - 1530		<p><b>Tea Break kindly arranged by the CAAC</b></p> <p>茶歇（CAAC 安排）</p>		<p><b>Grand Ballroom</b></p> <p><b>4<sup>th</sup> Floor of the hotel</b></p> <p><b>四楼金鹰厅会议室</b></p>
	1530 - 1600	SC15 22	<p>Presentation - PBN Implementation, Mr. Zhao Zhigang, Deputy General Manager of Operation Standard Management Division of China Southern Airlines</p> <p>PBN 程序的应用</p> <p>赵志刚（南航运行标准管理部副总经理）</p>		<p>Grand Ballroom</p> <p>4<sup>th</sup> Floor of the hotel</p>
	1600 - 1620	SC15 23	<p>Presentation – Pilot’s Psychology Assessment and Management, Mr. Zhang Zhen tao, Vice General Manager of Flight Training Company of China Eastern Airlines</p> <p>飞行人员心理素质评估和管理</p> <p>张振涛（东航飞行训练公司副总经理）</p>		<p>四楼金鹰厅会议室</p>



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	1620 - 1640	SC15 24	Presentation –Flight Standards Training System, Mr. Liu Bin, Deputy Dean of Flight Standards Department (Training Center) of CAMIC  飞行标准培训体系  刘槟（中国民航管理干部学院飞标系培训中心副主任）		
	1800		<b>Dinner kindly organized by Xiamen Airlines</b>  晚餐（厦航安排）		JinYan Hall on 3 <sup>rd</sup> Floor of the Hotel  酒店三楼金雁厅

Day 3

	Time 时间	AIN.	Subjects 主题	Paper 文稿	Venue 地点
	0900-0920	SC15 25	Presentation 介绍 – Aircraft State Awareness and resulting Safety Enhancements, Captain Brit Etzold, Deputy Chief Engineer – Aviation System Safety of Boeing  飞机情景意识及安全改进方面的工作报告  Brit Etzold 机长（波音公司航空安全体系副总工程师）		
15 May 215 2015 年 5 月 15 日	0920 - 0940	SC15 26	Presentation - Sports Aircrafts Maintenance and Personnel licensing, Mr. Lv Xinming, Director of Continuous Airworthiness Division of FSD  运动类航空器的维护与人员执照管理  吕新明（中国民航局飞行标准司持续适航维修处处长）		Grand Ballroom 4 <sup>th</sup> Floor of the hotel  四楼金鹰厅会议室
	0940 - 1000	SC15 27	Presentation – SMS Implementation Situation in China –Regulator and Airlines, Dr. Li Tong, CAMIC  中国 SMS 实施情况介绍——局方和公司角度  李彤博士（民航管理干部学院）		
	1000-1015		<b>Tea Break kindly arranged by the CAAC</b>  茶歇（CAAC 安排）		

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1015 - 1035	SC15 28	<p>Presentation – CAST Update, Captain Brit Etzold, Deputy Chief Engineer of Aviation System Safety of Boeing</p> <p>美国航空安全小组最新工作进展报告</p> <p>Brit Etzold 机长（波音公司航空安全体系副总工程师）</p>		
1035 - 1100	SC15 29	<p>Any other matters</p> <p>其他问题</p>		<p>Grand Ballroom</p> <p>4<sup>th</sup> Floor of the hotel</p> <p>四楼金鹰厅会议室</p>
1100 - 1115	SC15 30	<p>Venue and date for 16<sup>th</sup> Steering Committee Meeting</p> <p>第十六次指导委员会会议的时间与地点</p>		
1115 - 1145	SC15 31	<p>Adoption of Conclusions and Recommendations</p> <p>通过结论及建议措施</p>		
1145 - 1200	SC15 32	<p>Closing of the Meeting</p> <p>闭会</p>		
1200 - 1315		<p><b>Lunch kindly arranged by CAAC</b></p> <p>午餐（CAAC 安排）</p>		

## 15th Meeting of the Steering Committee

13-15 May 2015

Xiamen, China

## PARTICIPANTS SHEET

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			family/surname appears in bold						
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