



**INTERNATIONAL CIVIL AVIATION ORGANIZATION**

**FIRST MEETING OF THE  
ASIA PACIFIC REGIONAL AVIATION SAFETY TEAM –  
ACCIDENT INVESTIGATION AD HOC WORKING GROUP  
(APRAST – AIG AWG/1)**

**BANGKOK, THAILAND, 06 – 08 JUNE 2012**

**RECORD OF DISCUSSIONS AND  
CONCLUSIONS**

The views expressed in this Report should be taken as those of the  
APRAST – AIG AWG and not of ICAO.

Adopted by APRAST – AIG AWG and  
published by the ICAO Asia and Pacific Office

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**First Meeting of the Asia Pacific Regional Aviation Safety Team –  
Accident Investigation Ad hoc Working Group  
(APRAST – AIG AWG/1)**

**06 – 08 June 2012, Bangkok Thailand**

**Record of Discussions and Conclusions**

**1. Registration**

1.1 The APRAST – AIG AWG/1 Meeting was attended by 41 participants from 15 Member States/Administrations i.e. Australia, Bangladesh, Cambodia, China, Hong Kong China, Macao China, Indonesia, Japan, Lao PDR, Malaysia, Myanmar, Nepal, Republic of Korea, Singapore, Thailand and 3 International Organization/Industry Partners i.e. IFALPA, Airbus and Boeing.

**2. Opening Session**

2.1 The APRAST – AIG AWG/1 Meeting was held at the ICAO Asia and Pacific Office, Bangkok, Thailand, from 6 – 8 June 2012.

2.2 Mr. Amal Hewawasam, Regional Office Flight Safety, International Civil Aviation Organization (ICAO), Asia and Pacific delivered the opening remarks.

2.3 Mr. Chan Wing Keong, Director, Air Accident Investigation Bureau of Singapore and Chairperson of APRAST AIG AWG made the welcome address.

**3. Meeting Arrangements and Introduction of Participants**

3.1 The Secretariat announced the meeting arrangements. The Chairman requested the delegates to introduce themselves.

**4. Adoption of Agenda (WP/1)**

4.1 The Chairman presented working paper APRAST – AIG AWG/1 – WP/1 on Programme. The provisional agenda was adopted by the meeting.

4.2 The attached Agenda and Programme was adopted by the meeting.

**5. Agenda Item 1: Review of APRAST-AIG AWG Terms of Reference**

5.1 Tasks of the APRAST AIG AWG (WP/2) - Chairman

5.1.1 The meeting noted the contents of the paper.

5.1.2 The meeting noted the importance on the establishment of an independent investigation system with a proper structure and trained investigators.

5.1.3 The meeting developed the following conclusion:

**Conclusion AIG AWG 1/1**

that, the RASG-APAC/APRAST focus on interventions and actions that have the potential to address deficiencies efficiently and economically.

**Conclusion AIG AWG 1/2**

that, the APRAST-AIG AWG should in the initial phase focus on intervention recommendations that will help States/Administrations address at the strategic level the deficiencies in their accident investigation systems.

**Conclusion AIG AWG 1/3**

that, the APRAST-AIG AWG play a role in facilitating the implementation of their actions for States/Administrations which are determined to enhance their accident investigation capabilities.

**6. Agenda Item 2: Election of Vice-Chairperson**

6.1 **Election of Vice-Chairperson for the APRAST-AIG AWG (WP/3) - Secretariat**

6.1.1 The Secretariat presented working paper APRAST-AIG AWG/1 – WP/3 on Elections of Vice-Chairperson for the APRAST-AIG AWG.

6.1.2 Thailand nominated Dr. Richard Batt, Manager International, Australian Transport Safety Bureau (ATSB). Seconded by Indonesia, supported by all participating States/Administrations.

**7. Agenda Item 3: Review of Performance of APAC States/Administrations in AIG Matters under USOAP**

7.1 **ICAO USOAP Findings for APAC States in AIG Matters (WP/4) –Singapore**

7.1.1 Singapore presented a working paper APRAST-AIG AWG/1 – WP/4 on ICAO USOAP Findings for APAC States in AIG Matters, which provided an overview of the performance of States/Administrations in AIG protocol questions.

7.1.2 The meeting developed the following conclusion:

**Conclusion AIG AWG 1/4**

that, AIG AWG recommend to APRAST that RASG-APAC emphasise to States/Administrations the desirability of the following:

- An independent system of accident investigation
- The appointment of an accountable person for accident investigation matters
- The formation of a core group of personnel to be trained as investigators

### **Conclusion AIG AWG 1/5**

that, ICAO gather information on the following:

- Whether States/Administrations have an independent investigation system/agency?
- If a State/Administration does not have an independent investigation system/agency, do they plan to establish one? If so, what is the proposed organisational structure and the planned implementation date?
- If the State/Administration does plan to establish an independent investigation system/agency, what assistance do they wish to receive from the APRAST-AIG AWG/ICAO?

## **8. Agenda Item 4: Independence of Investigation**

### **8.1 Independent Investigation Unit (WP/5) – Singapore**

8.1.1 Singapore presented a working paper APRAST-AIG AWG/1 – WP/5 on Independent Investigation Unit, which proposed different models for States/Administrations to enhance their investigation systems to achieve independence.

8.1.2 The meeting developed the following conclusion:

### **Conclusion AIG AWG 1/6**

that, AIG AWG recommend to APRAST that RASG-APAC encourage those States/Administrations which do not yet have an independent investigation system to consider establishing some form of independent investigation organisation.

### **8.2 Setting up a Permanent Accident Investigation Unit and Implementation of VIRS by the CAA (WP/6) - Macao, China**

8.2.1 Macao, China presented a working paper APRAST-AIG AWG/1 – WP/6 on their experience in setting a permanent accident investigation unit and implementation of Voluntary Incident Reporting System (VIRS) by the Civil Aviation Authority of Macao.

### **8.3 Accident Investigation of CAAC (IP/2) – China**

8.3.1 China shared their experience of setting up an Aviation Accident Investigation Centre (AAIC) within the Civil Aviation Administration of China in an information paper APRAST-AIG AWG/1 – IP/2.

## **9. Agenda Item 5: Investigator Training**

### **9.1 Training of Accident Investigators (WP/7) – Singapore**

9.1.1 Singapore presented a working paper APRAST-AIG AWG/1 – WP/7 on Training of Accident Investigators, which suggested a basic framework of training for investigators and highlighted the importance to have a dedicated core of trained accident investigators lest the effort in training goes to waste through frequent changes of personnel.

9.1.2 The meeting noted the importance of the training of investigators as suggested in WP/7 and ICAO Circular 298 (Training Guidelines for Aircraft Accident Investigators).

9.1.3 The meeting developed the following conclusion:

**Conclusion AIG AWG 1/7**

that, AIG AWG recommend to APRAST that RASG-APAC encourage States/Administrations to have a dedicated core of one or more trained accident investigators, lest the effort in training goes to waste through frequent changes of investigation personnel.

9.2 Australia Transport Safety Bureau Investigator Training (WP/8) - Australia

9.2.1 Australia presented a working paper APRAST-AIG AWG/1 – WP/8 on Australian Transport Safety Bureau (ATSB) Investigator Training, which discussed the importance of the investigator training and introduced the Diploma in Transport Safety Investigation (Dip TSI) system devised by the ATSB.

9.2.2 The meeting noted the importance of training of investigators. It also noted the ICAO guidelines for investigator training in ICAO Circular 298.

9.2.3 The meeting developed the following conclusion:

**Conclusion AIG AWG 1/8**

that, ICAO gather information from States/Administrations on the types of accident investigator training that they critically need.

**Conclusion AIG AWG 1/9**

that, the AIG AWG explore how the critically needed investigator training can best be provided.

## **10. Agenda Item 6: Investigation Cooperation**

10.1 RASG-APAC Code of Conduct on Cooperation Relating to Civil Aviation Accident/Incident Investigation (WP/9) – Singapore

10.1.1 Singapore presented a working paper APRAST-AIG AWG/1 – WP/9 which highlighted how regional or international cooperation relating to civil aviation accident/incident investigation may contribute to the enhancement of aviation safety. It proposed a more structured and comprehensive investigation cooperation framework for the States/Administrations in the Asia and Pacific region. This also accords with ICAO's vision on regional cooperation.

10.1.2 The meeting noted the importance of investigation cooperation between accident investigation units in States/Administrations.

10.1.3 The meeting developed the following conclusion:

**Conclusion AIG AWG 1/10**

that, AIG AWG recommend to APRAST that RASG-APAC develop and implement a written framework, such as a Code of Conduct, that will promote mutual cooperation in accident/incident investigation.

10.2 RASG-APAC Group of Experts on Accident/Incident Investigation (WP/10) – Singapore

10.2.1 Singapore presented a working paper APRAST-AIG AWG/1 – WP/10 which highlighted the European’s experience in forging cooperative spirit among their investigators through a formal network and suggested the formation of a similar network for APAC investigators.

10.2.2 The meeting developed the following conclusion:

**Conclusion AIG AWG 1/11**

that, AIG AWG recommend to APRAST that RASG-APAC form a Group of Experts on Accident/Incident Investigation (APAC-ACC) with representation from the investigation authorities, industry partners and professional bodies to institutionalise a network for the exchange of views, practices and experiences.

10.3 Regional Investigation Cooperation and Capacity Building (WP/11) - Australia

10.3.1 Australia presented a working paper APRAST-AIG AWG/1 – WP/11 on the importance of strengthening regional and sub-regional cooperation in order to promote the highest degree of aviation safety and highlighted the ATSB’s engagement in the APAC region.

10.3.2 The meeting noted the ICAO Resolution A37-8 of the ICAO 37th Assembly (October 2010), which urged Contracting States to develop and further strengthen regional and sub-regional cooperation in order to promote the highest degree of aviation safety.

10.3.3 The meeting agreed that the conclusions AIG AWG 1/10 (WP/9) and AIG AWG 1/11 (WP/10) should be pursued.

10.4 Role of Aircraft Manufacturers

10.4.1 Airbus and Boeing made a presentation each on how they can support accident investigations. They highlighted the role of the aircraft manufacturers and the types of assistance they can provide.

**11. Agenda Item 7: Voluntary and Non-Punitive Incident Reporting**

11.1 Confidential Aviation Incident Reporting System (WP/12) – Singapore

11.1.1 Singapore presented a working paper APRAST-AIG AWG/1 – WP/12 which highlighted the benefits of the Confidential Aviation Incident Reporting (CAIR) programme.

11.1.2 The meeting developed the following conclusion:

**Conclusion AIG AWG 1/12**

that, AIG AWG recommend to APRAST that RASG-APAC encourage States/Administrations to implement a CAIR system.

**Conclusion AIG AWG 1/13**

that, ICAO gather information from States/Administrations on whether they have an immediate plan to establish a CAIR system, and whether they are interested in seeing the development of a regional CAIR system.

11.2 **International Confidential Aviation Safety Systems Group (WP/13) - Australia and Singapore**

11.2.1 Australia and Singapore presented jointly a working paper APRAST-AIG AWG/1 – WP/13 which highlighted the role of the International Confidential Aviation Safety Systems (ICASS) Group. The ICASS is an informal group of States/Administrations that have implemented independent, voluntary and non-punitive confidential aviation incident reporting systems pursuant to ICAO Annex 13.

11.2.2 The meeting developed the following conclusion:

**Conclusion AIG AWG 1/14**

that, AIG AWG recommend to APRAST that RASG-APAC encourage States/Administrations interested in setting up a CAIR programme to contact ICASS for assistance in designing and implementing new systems.

11.3 **The ATSB Voluntary and Confidential Reporting Programme (WP/14) – Australia**

11.3.1 Australia presented a working paper APRAST-AIG AWG/1 – WP/14 which focused on the Report Confidentially (REPCON) programme administered by the ATSB. This programme allows anyone who has an aviation safety concern to report it to the ATSB confidentially. The de-identified version of the report may be used for the purpose of sharing safety information.

11.3.2 The meeting agreed that the conclusion AIG AWG 1/14 (WP/12) should be pursued.

11.4 **The Singapore Confidential Aviation Incident Reporting Programme (IP/3) - Singapore**

11.4.1 Singapore shared their experience in the implementation of the SINCAIR in information paper APRAST-AIG AWG/1 – IP/3.

11.4.2 The meeting noted the contents of the paper.



## 12. Agenda Item 8: Accident and Incident Database

### 12.1 ECCAIRS Database Software (WP/15) – Singapore

12.1.1 Singapore presented a working paper APRAST-AIG AWG/1 – WP/15 on the European Coordination Centre for Aviation Incident Reporting System (ECCAIRS) database software which highlighted the advantages of the software and the need for training for ECCAIRS users.

12.1.2 The meeting developed the following conclusion:

#### **Conclusion AIG AWG 1/15**

that, AIG AWG recommend to APRAST that RASG-APAC encourage States/Administrations to use ECCAIRS database software for their accident and incident database.

#### **Conclusion AIG AWG 1/16**

that, AIG AWG recommend to the ICAO APAC Regional Office to explore the possibilities of conducting ECCAIRS technical and end-user training.

### 12.2 Singapore Aviation Accident/Incident Reporting System (WP/16) – Singapore

12.2.1 Singapore presented a working paper APRAST-AIG AWG/1 – WP/16 on Singapore Aviation Accident/Incident Reporting System (SAIRS) which shared their experience in collecting and managing safety data through its mandatory occurrence reporting and the customisation of ECCAIRS software for SAIRS.

12.2.2 The meeting developed the following conclusion:

#### **Conclusion AIG AWG 1/17**

that, AIG AWG recommend to APRAST that RASG-APAC encourage States/Administrations to consider the use of ADREP-compatible systems.

### 12.3 Collecting and Analysing Aviation Safety Data (WP/17) – Australia

12.3.1 Australia presented a working paper APRAST-AIG AWG/1 – WP/17 on their Aviation Safety Database where the aviation accidents and incidents are reported to the ATSB.

12.3.2 The meeting noted the requirement in paragraph 8.1 of Annex 13 for States to establish a mandatory incident reporting system to facilitate collection of information on actual or potential safety deficiencies. The meeting also noted Australia's system and some of the issues related to collection of aviation safety data.

## 13. Agenda Item 9: Other Business

13.1 NIL

**14. Date and Venue for APRAST-AIG AWG/2**

14.1 The APRAST-AIG AWG/1 meeting decided to hold its second meeting on 6 – 7 September 2012 in Macao China in conjunction with the ICAO Regional Accident Investigation Workshop scheduled on 4 – 5 September 2012.

**15. Adoption of Conclusions**

15.1 The APRAST-AIG AWG/1 meeting adopted the Conclusions and requested that they be presented to the APRAST.

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*International Civil Aviation Organization*

**First Meeting of the APRAST – Accident Investigation Ad hoc Working Group  
(APRAST-AIG AWG/1)**

*(Bangkok, Thailand, 6-8 June 2012)*

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## **AGENDA**

- Agenda Item 1: Review of APRAST-AIG AWG Terms of Reference
- Agenda Item 2: Election of Vice Chairperson
- Agenda Item 3: Review of Performance of APAC States/Administrations in AIG Matters under ICAO USOAP
- Agenda Item 4: Independence of Investigation
- Agenda Item 5: Investigator Training
- Agenda Item 6: Investigation Cooperation
- Agenda Item 7: Voluntary and Non-Punitive Incident Reporting
- Agenda Item 8: Accident and Incident Database
- Agenda Item 9: Other Business

## **EXPLANATORY NOTES ON AGENDA ITEMS**

### **Agenda Item 1:            REVIEW OF APRAST-AIG AWG TERMS-OF-REFERENCE**

The Meeting will take note of the terms of reference set forth for the AIG AWG, so that all AIG AWG members understand the APRAST's expectations of the AIG AWG and will have a common objective to work towards.

### **Agenda Item 2:            ELECTION OF VICE-CHAIRPERSON**

The Meeting will elect a Vice Chairperson of the APRAST-AIG AWG.

### **Agenda Item 3:            REVIEW OF PERFORMANCE OF APAC STATES/ADMINISTRATIONS IN AIG MATTERS UNDER ICAO USOAP**

The Meeting will note the AIG Protocol Questions (PQs) in the ICAO USOAP audit and review how APAC States/Administrations fared vis-à-vis these PQs, with a view to identifying critical areas to be addressed by the APRAST or the RASG-APAC.

### **Agenda Item 4:            INDEPENDENCE OF INVESTIGATION**

The Meeting will consider the possible ways in which States may, depending on their available resource, achieve independence of investigation as advocated by ICAO.

### **Agenda Item 5:            INVESTIGATOR TRAINING**

The Meeting will gather feedback on the types of training needed for investigator to perform specific duties, such as training for first responders and training for investigators who need to conduct a detailed investigation.

### **Agenda Item 6:            INVESTIGATION COOPERATION**

States/Administrations will share information on the investigation cooperation programmes that they have in place between their investigation agencies for the sharing of resources and enhancement of investigation capability. The Meeting will explore how further cooperation may be achieved.

### **Agenda Item 7:            VOLUNTARY AND NON-PUNITIVE INCIDENT REPORTING**

States/Administrations will share information on their respective voluntary and non-punitive incident reporting systems. The Meeting will learn about these States/Administrations' experience in setting up such reporting system, and discuss the need for legislation for the protection of safety information collected through such system. The Meeting may also explore possible cooperation in the form of a regional voluntary and non-punitive incident reporting system.

**Agenda Item 8:            ACCIDENT AND INCIDENT DATABASE**

The Meeting will be apprised of accident and incident database software that is compatible with ICAO's ADREP system. The Meeting will also address the training needs for the users of such software, in order to enhance the accuracy and comprehensiveness of the data captured, which would in turn enhance the effectiveness of data analysis.

**Agenda Item 9:            OTHER BUSINESS**

The Meeting will consider any other matter which has not been addressed in the above Agenda Items.

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*International Civil Aviation Organization*

**First Meeting of the APRAST – Accident Investigation Ad hoc Working Group  
(APRAST-AIG AWG/1)**

*(Bangkok, Thailand, 6-8 June 2012)*

## Programme

### Wednesday, 6 June 2012

- |               |  |
|---------------|--|
| 07:45 – 08:30 | 1. Registration  |
| 08:30 – 08:45 | 2. Meeting Arrangements and Adoption of Agenda<br>- Agenda/Programme (WP/1) – Secretariat  |
| 08:45 – 09:00 | 3. Opening remarks and welcome<br>(Chairman and Secretariat)   |
| 09:00 – 09:30 | 4. Self-introduction of participants<br>Photo-taking   |
| 09:00 – 09:30 | 5. <b>Agenda Item 1: Review of APRAST-AIG AWG Terms of Reference</b><br>- Tasks of the APRAST AIG AWG (WP 2) - Chairman  |
| 10:00 – 10:15 | <b>Agenda Item 2: Election of Vice-Chairperson</b><br>- Election of Vice-Chairperson for the APRAST-AIG AWG (WP/3) - Secretariat   |
| 10:15 – 12:00 | Tea Break  |
| 12:00 – 13:00 | 6. <b>Agenda Item 3: Review of Performance of APAC States/Administrations in AIG Matters under USOAP</b><br>- ICAO USOAP Findings for APAC States in AIG Matters (WP/4) - Singapore  |
| 13:00 – 15:00 | Lunch  |
| 15:00 – 15:15 | 7. <b>Agenda Item 4: Independence of Investigation</b><br>- Independent Investigation Unit (WP/5) – Singapore<br>- Setting up a Permanent Accident Investigation Unit and Implementation of VIRS by the CAA (WP/6) - Macao, China<br>- Accident Investigation of CAAC (IP/2) - China |
| 15:15 – 16:30 | 8. <b>Agenda Item 5: Investigator Training</b><br>- Training of Accident Investigators (WP/7) – Singapore<br>- Australia Transport Safety Bureau Investigator Training (WP/8) - Australia  |

**Thursday, 7 June 2012**

- 09:00 – 10:00 9. **Agenda Item 5: Investigator Training** (Cont'd)
- 10:00 – 10:15 Tea Break
- 10:15 – 12:00 10. **Agenda Item 6: Investigation Cooperation**
- RASG-APAC of Conduct on Cooperation Relating to Civil Aviation Accident/Incident Investigation (WP/9) – Singapore
  - RASG-APAC Group of Experts on Accident/Incident Investigation (WP/10) – Singapore
  - Regional Investigation Cooperation and Capacity Building (WP/11) - Australia
- 12:00 – 13:00 Lunch
- 13:00 – 14:30 11. **Agenda Item 7: Voluntary and Non-Punitive Incident Reporting**
- Confidential Aviation Incident Reporting System (WP/12) – Singapore
  - International Confidential Aviation Safety Systems Group (WP/13) - Australia and Singapore
  - The ATSB Voluntary and Confidential Reporting Programme (WP/14) – Australia
  - The Singapore Confidential Aviation Incident Reporting Programme (IP/3) - Singapore
- 14:30 – 14:45 Tea Break
- 14:45 – 15:45 12. **Agenda Item 8: Accident and Incident Database**
- ECCAIRS Database Software (WP/15) – Singapore
  - Singapore Aviation Accident/Incident Reporting System (WP/16) – Singapore
  - Collecting and Analysing Aviation Safety Data (WP/17) - Australia
- 15:45 – 16:30 13. **Agenda Item 9: Other Business**

**Friday, 8 June 2012**

- 09:00 – 09:30 14. **Agenda Item 9: Other Business** (Cont'd)
- 09:30 – 10:00 15. Review of discussions and possible proposals for RASG-APAC
- 10:00 – 10:15 Tea Break
- 10:15 – 11:00 16. Review of discussions and possible proposals for RASG-APAC (Cont'd)
- 11:00 – 12:00 17. Review of Draft Report of the Meeting
- 12:00 – 13:00 Lunch
- 13:00 – 14:50 18. Review of Draft Report of the Meeting (Cont'd)
- 14:50 – 15:00 19. Closing of the Meeting