



International  
Civil Aviation  
Organization

Organisation  
de l'aviation civile  
internationale

Organización  
de Aviación Civil  
Internacional

Международная  
организация  
гражданской  
авиации

منظمة الطيران  
المدنى الدولى

国际民用  
航空组织

File Ref.: FS 4/4.-17/128

23 April 2017

Subject: **ICAO Regional Workshop on Protection of Safety Information  
(Cairo, Egypt, 3-5 July 2017)**

Action required: **Reply no later than 1 June 2017**

Sir,

I have the honour to refer to the ICAO State letter Ref.: AN 6/1.1-16/20 dated 1 April 2016; I would like to highlight that Amendment 15 to Annex 13 — *Aircraft Accident and Incident Investigation* addresses the independence of accident and incident investigations, the protection of investigation records and is intended to, *among other things*: enhance the protection of records in Annex 13; assist States in incorporating protections of investigation records into national laws; and assist States in the designation of the “competent authority” and the administration of the balancing test.

In this respect, your Administration is invited to attend a Workshop designed to assist in the implementation of Amendment 15 to Annex 13. The Workshop will be held at the ICAO MID Regional Office, Cairo, Egypt, from **3 to 5 July 2017**.

This event will be of considerable benefit to the experts involved in accident and incident investigation processes, experts responsible for developing aviation legislation, regulations and policies related to investigations including the protection of relevant records.

The Workshop will be conducted in the English language only. The Tentative Agenda for the Workshop is at **Attachment A**. Other useful information for participants, including the MID Office Bulletin and the Hotel List are available on the ICAO MID Office website at: (<http://www.icao.int/MID/Pages/MID-Office-Bulletin.aspx>).

./..

I would appreciate if you could, as soon as possible, preferably **not later than 1 June 2017**, confirm the participation of your Administration by submitting the Nomination Form at **Attachment B** to the following email address [icaomid@icao.int](mailto:icaomid@icao.int).

Accept, Sir, the assurances of my highest consideration.



*For/* Mohamed Khalifa Rahma  
Middle East Regional Director

**Attachments**

## TENTATIVE AGENDA

<b>DAY 1</b>	
<b>REGISTRY AND OPENING</b>	
<b>08:00 – 08:30</b>	<b>Registration</b>
<b>08:30 – 09:00</b> (30 mins)	<b>Opening and introductions</b> Objective, scope and output of the workshop
<b>SESSION 1</b> <i>General</i>	
<b>09:00 – 10:00</b> ( 60 mins)	<b>Accident and incident investigation fundamentals</b> What are the main investigation responsibilities?
<b>10:00 – 10:30</b>	<i>Coffee/tea break</i>
<b>SESSION 2</b> <i>Independence of Accident Investigation Authorities (AIA)</i>	
<b>10:30 – 11:15</b> (45 mins)	<b>Amendment 15 to Annex 13 – AIAs</b> <ul style="list-style-type: none"> <li>- Definition of accident investigation authority</li> <li>- Functional independence of AIAs</li> </ul>
<b>SESSION 2</b> <i>Independence of Accident Investigation Authorities (AIA) (cont'd)</i>	
<b>11:15 – 12:30</b> (75 mins)	<b>Amendment 15 to Annex 13 - AIAs</b> <ul style="list-style-type: none"> <li>- Guidance material on AIAs</li> <li>- Regional Accident and Incident Investigation Organizations</li> </ul>
<b>12:30 – 13:00</b>	<i>Coffee/tea break</i>
<b>SESSION 3</b> <i>Introducing the new SARPs on the protection of investigation records</i>	
<b>13:00 – 14:00</b> (60 mins)	<b>Latest Amendment to Annex 13 – SARPs</b> What are the amendments to the SARPs on the protection of accident and incident records?
<b>14:00 – 14:30</b> (30 mins)	<b>Q&amp;A and Summary of Day 1</b>
<b>DAY 2</b>	
<b>SESSION 4</b> <i>Introducing the new Appendix</i>	
<b>08:30 – 10:00</b> (90 mins)	<b>Latest Amendment to Annex 13 – Appendix 2</b> What is the content of the new Appendix 2 to Annex 13?
<b>10:00 – 10:30</b>	<i>Coffee/tea break</i>
<b>SESSION 5</b> <i>Interaction of Annex 13 provisions with Annexes 6 and 19</i>	
<b>10:30 – 11:30</b> (60 mins)	<b>Amendment 1 to Annex 19</b> What are the amendments to the SARPs on the protection of safety data and safety information?
<b>SESSION 5</b> <i>Interaction of Annex 13 provisions with Annexes 6 and 19 (cont'd)</i>	
<b>11:30 – 12:30</b> (60 mins)	<b>Latest Amendment to Annex 6</b> What are the amendments to the SARPs on the protection of flight recorder recordings in normal operations?
<b>12:30 – 13:00</b>	<i>Coffee/tea break</i>

<b>SESSION 6</b> <i>Introducing Doc 10053</i>	
<b>13:00 – 14:00</b> (60 mins)	<b>Manual on Protection of Safety Information – Part I</b> What is the content of Doc 10053?
<b>14:00 – 14:30</b> (30 mins)	<b>Q &amp; A and Summary of Day 2</b>
<b>DAY 3</b>	
<b>SESSION 6</b> <i>Introducing Doc 10053 (cont'd)</i>	
<b>08:30 – 09:30</b> (60 mins)	<b>Manual on Protection of Safety Information – Part I</b> What is the content of Doc 10053?
<b>09:30 – 10:00</b> (30 mins)	<b>Q&amp;A</b>
<b>10:00 – 10:30</b>	<i>Coffee/tea break</i>
<b>SESSION 7</b> <i>Status of implementation of new provisions in the Region</i>	
<b>10:30 – 11:30</b> (60 mins)	<b>Implementation of new provisions in the Region</b> What are the next steps?
<b>SESSION 8</b> <i>Case study</i>	
<b>11:30 – 12:30</b> (60 mins)	<b>Group exercise</b> Group assignment and discussion.
<b>12:30 – 13:00</b>	<i>Coffee/tea break</i>
<b>13:00 – 14:00</b> (60 mins)	<b>Group exercise</b> Group assignment and discussion.
<b>SESSION 9</b> <i>Conclusions</i>	
<b>14:00-14:30</b>	<b>Summary and closing</b>

ICAO REGIONAL WORKSHOP  
ON PROTECTION OF SAFETY INFORMATION  
(Cairo, Egypt, 3 – 5 July 2017)

NOMINATION FORM

PLEASE PRINT OR TYPE CLEARLY

1. Name in full: \_\_\_\_\_  
 Mr. / Mrs. / Ms. (as should appear in the official listing and name tag)

2. Title or Official Position: \_\_\_\_\_

3. State/Organization: \_\_\_\_\_

4. Mailing Address: \_\_\_\_\_  
 \_\_\_\_\_

5. Telephone Number: \_\_\_\_\_  
 Mobile Number: \_\_\_\_\_  
 E-mail: \_\_\_\_\_

6. Hotel: \_\_\_\_\_

Date: ..... Signature: .....

After completing, please send to: ICAO MID Office at the following e-mail address: (icaomid@icao.int)

*Note 1: Participants are expected to make their own hotel/visa arrangements*  
*Note 2: Please download meeting materials from ICAO MID Regional Office website.*