

ITEM FOR ESTABLISHMENT SUBCOMMITTEE OF FINANCE COMMITTEE

HEAD 158 - GOVERNMENT SECRETARIAT : TRANSPORT AND HOUSING BUREAU (TRANSPORT BRANCH)

Subhead 000 Operational expenses

Members are invited to recommend to Finance Committee the creation of the following non-civil service positions and supernumerary post in the Transport Branch of the Transport and Housing Bureau with immediate effect upon approval of the Finance Committee –

- (a) the creation of two permanent non-civil service positions –

1 Chief Accident and Safety Investigator
(equivalent to the rank of D2)
(\$179,350 - \$196,050)

1 Deputy Chief Accident and Safety Investigator
(equivalent to the rank of D1)
(\$150,950 - \$165,200)

- (b) the creation of a supernumerary post up to the date of filling of the Chief Accident and Safety Investigator position in (a) above and in any case no later than 31 March 2022 –

1 Assistant Director-General of Civil Aviation
(D2) (\$179,350 - \$196,050)

/PROBLEM

PROBLEM

The Transport and Housing Bureau (THB) needs dedicated support at the directorate level to lead the independent Air Accident Investigation Authority (AAIA) under a permanent set-up in order to comply with the on-going and binding requirement of the International Civil Aviation Organization (ICAO).

PROPOSAL

2. We propose to create the following positions/post for AAIA with immediate effect upon approval of the Finance Committee (FC) –

- (a) one permanent non-civil service (NCS) Chief Accident and Safety Investigator (CASI) position (equivalent to the rank of D2) to head AAIA;
- (b) one permanent NCS Deputy Chief Accident and Safety Investigator (Deputy CASI) position (equivalent to the rank of D1), to assist CASI in leading AAIA and to stand in as CASI as and when necessary; and
- (c) one supernumerary Assistant Director-General of Civil Aviation (ADGCA) post (D2) up to the date of filling of the CASI position in (a) above and in any case no later than 31 March 2022 as a stop-gap measure to lead AAIA pending the completion of the open recruitment exercise.

JUSTIFICATION

3. The People's Republic of China is one of the 193 Contracting States of the ICAO. According to the Standards and Recommended Practices of ICAO stipulated in "Annex 13 to the Convention on International Civil Aviation - Aircraft Accident and Incident Investigation" (Annex 13), a Contracting State is obliged to conduct investigations into air accidents or serious incidents which occur in its territory. A Contracting State is also entitled to participate in the investigations of accidents or incidents which occur outside its territory but involve aircraft under its registry, and to participate in the investigation of an aircraft accident in the case that a large number of its nationals are involved. Being a Special Administrative Region of the People's Republic of China, Hong Kong is obliged as well as entitled to handle matters in relation to investigations of civil aviation accidents and incidents in accordance with Annex 13.

4. An amendment to Annex 13 which took effect from November 2016 requires that “a State shall establish an accident investigation authority that is independent from State aviation authorities and other entities that could interfere with the conduct or objectivity of an investigation”. In order to comply with this binding requirement, our policy intention has been very clear, i.e. to establish a permanent AAIA independent of the Civil Aviation Department (CAD), as reflected in the legislative amendments to the Hong Kong Civil Aviation (Investigation of Accidents) Regulations (Chapter 448B) (the Regulations) that came into effect in December 2018. After obtaining the FC’s approval in July 2017 for the creation of the time-limited NCS position of Chief Inspector of Accidents (which was later renamed CASI) up to 31 March 2020, AAIA was formally established and commenced operation in September 2018¹. In addition to CASI, the time-limited set-up of AAIA comprised four civil service investigator posts, namely two Senior Operations Officers (SOOs) and two Operations Officers (OOs), and one Assistant Clerical Officer (ACO) post, complemented by the flexibility of the secondment of one SOO and one OO from CAD² to meet operational needs where necessary. The organisation chart of AAIA’s time-limited set-up is at Enclosure 1. As the Government emphasised during consultation with the Legislative Council (LegCo) in 2017, the reason for establishing AAIA under a time-limited set-up initially was to allow flexibility for the Government to review and determine the long-term organisational set-up of AAIA in light of its actual operational needs and experience. The Government undertook to review the set-up of AAIA, including staffing provision prior to 31 March 2020.

Encl. 1

5. Before the establishment of AAIA, investigations of individual air accidents and incidents were conducted by a pool of officers with suitable qualifications and expertise in CAD as assigned by the Director-General of Civil Aviation (DGCA) in his then capacity as the Chief Inspector of Accidents under the Regulations. In tandem with the establishment of AAIA, the Regulations were amended to transfer the relevant powers vested in DGCA to CASI and make clear that CASI together with the Accident and Safety Investigators is the accident investigation authority in Hong Kong³. The Regulations were also amended to the effect that CASI must cause all air accidents and serious incidents to be investigated in accordance with ICAO’s requirements, as opposed to the prior arrangement that DGCA could decide whether to cause an investigation into an accident.

/Scope

¹ The Establishment Subcommittee paper is at –
<https://www.legco.gov.hk/yr16-17/english/fc/esc/papers/e17-02e.pdf>.

² These were the two posts under the former Accident Investigation Office of CAD. The posts concerned were deleted from CAD’s establishment with effect from 1 April 2020.

³ CASI and Accident and Safety Investigators are administrative titles in AAIA’s set-up that are respectively equivalent to the Chief Inspector and Inspectors under the Regulations.

Scope of work of AAIA

6. AAIA is responsible for conducting investigations into all accidents and serious incidents related to civil aircraft that happen within the Hong Kong territory and also those involving Hong Kong-registered civil aircraft that happen outside Hong Kong. AAIA may also conduct investigations into relevant incidents from which safety lessons can be drawn. The primary functions of AAIA are as follows –

- (a) determining the cause(s) of accidents/incidents, publishing investigation reports, protecting evidence, reporting investigation progress to victims' families or survivors;
- (b) safety management and accident prevention initiatives, such as managing accident and incident database, analysing data to identify safety hazards, proposing safety recommendations and collaborating with the aviation industry to disseminate safety information; and
- (c) providing recurrent training for personnel and maintaining facilities and equipment to ensure readiness for accident and incident investigations and fulfilment of requirements of the Regulations at all times.

Enhanced efficiency in the performance of air accident and incident investigations and prevention after the establishment of AAIA

7. Prior to the establishment of AAIA, investigations of air accidents and incidents were conducted by officers in CAD in addition to their other day-to-day duties. As a result, these officers often had insufficient time to pursue other air accident prevention and personnel training initiatives set out in paragraphs 6(b) and (c) above. Since the establishment of AAIA, CASI and his team of full-time investigators have been able to devote the majority of their time to air accident and incident investigations, especially during the initial and critical stages of the investigation process. This is conducive to the prompt identification of the causes of accidents and incidents and the promulgation of remedial safety measures in a timely manner, such that safety recommendations can be made known to and adopted by stakeholders in the aviation industry as soon as possible, which in turn is crucial to the promotion of aviation safety in Hong Kong. In addition, the dedicated manpower of AAIA also meant more capacity for pursuing promotion and education initiatives for stakeholders, and for raising AAIA's international profile through speaking opportunities at local and international events and attendance at international fora on accident and incident investigations (key statistics on AAIA's performance statistics since its establishment in September 2018 at Enclosure 2). More importantly, the establishment of AAIA that resulted in the clear segregation of the functions of the investigator from those of the safety regulator has further strengthened the impartiality of investigations.

Encl. 2

8. Having reviewed the actual operational experience of AAIA, we are of the view that the establishment of an AAIA independent of CAD has brought about tangible benefits to both air accident and incident investigations and prevention. In order for AAIA to continue to effectively discharge its statutory powers in relation to air accident and incident investigations and for Hong Kong to continue to fulfil the binding and on-going requirements of Annex 13, there is a genuine and proven need to transform AAIA into a permanent authority.

Need for a CASI

9. As the time-limited CASI position expired on 31 March 2020⁴, we need to create a permanent CASI position to head AAIA under the permanent set-up.

10. Given that air accident and incident investigation is highly specialised and complex, and that the causes of accidents or incidents may involve various disciplines of the aviation industry, CASI, who leads AAIA, has to possess professional aviation knowledge/experience, including but not limited to civil aviation legislation, aircraft operation, aircraft engineering, air traffic control, airport operation, airline management and safety management, etc. CASI must also possess practical experience in air accident and incident investigations in order to oversee the investigation work effectively. In particular, CASI possesses statutory powers under the Regulations to direct and oversee accident and incident investigation work, including appointing suitable personnel to assist in the investigations as well as allowing authorised persons to gain access to accident sites for preservation of evidence and removal of aircraft wreckage, etc.

11. Throughout an investigation, CASI has to maintain close liaison with the aviation industry (for instance, CAD and/or other aeronautical authorities, Airport Authority Hong Kong, airlines, aircraft manufacturers, aircraft maintenance organisations) to collect statements and evidence from inquiries during the course of investigation and to release safety information to the industry on a timely basis. This implies frequent contacts with leaders of the local and global aviation industry. In this connection, CASI must have certain professional aviation qualifications, reputation and status in the industry, thus enabling him/her to exert authority and discharge his/her duties in an effective manner.

12. Furthermore, as the head of AAIA, CASI's daily work includes ensuring the readiness and capability of AAIA in civil aviation accident and incident investigations and handling, analysing accident and incident data to

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⁴ The first CASI in charge of AAIA since its establishment was recruited through an open recruitment exercise and was appointed by the Chief Executive as CASI under the Regulations.

identify potential safety hazards, coordinating the release of safety information and guidelines on prevention of accidents, and managing the internal affairs of AAIA (including staff deployment, staff training, procurement and maintenance of investigation facilities and equipment, etc.). The above tasks demand a professional with very strong leadership, strategic competencies and a high level of experience in administrative management. Taking into account the above factors and the actual operational experience of AAIA, we consider it appropriate to continue to pitch the proposed CASI position equivalent to the rank of D2. The job description of the proposed CASI position is at Enclosure 3.

Encl. 3

Need for a Deputy CASI

13. Under the time-limited set-up, CASI had no deputy, and was underpinned only by four non-directorate investigators. Based on our review of the AAIA's operational experience, we consider it crucial that CASI be assisted by a comparably well experienced investigator in AAIA as his/her deputy, who is also capable to stand in as CASI as and when necessary.

14. Given the broad knowledge and expertise required in handling air accident and incident investigations, which include, for instance, runway incursion, uncontained engine failure, pilot incapacitation and aircraft crash over land or into the sea, it is obviously not possible for any single person to possess the expertise in all disciplines of the aviation profession. By creating a deputy position, the deputy's expertise and experience could be complementary to those of CASI, thus creating a more all-rounded leadership and competent team in AAIA. The deputy is also expected to share out CASI's international obligations, including those in the ICAO and regional cooperation context, such as participation in the Accident Investigation Panel and Asia Pacific Accident Investigation Group of ICAO, so that CASI can devote more time to other areas of work, such as field investigation which is necessary for CASI to keep his/her investigation skills and knowledge up-to-date.

15. In addition, it is expected that the aviation industry will gradually recover from the significant impact of COVID-19. When the aviation sector is on track to recovery, it is foreseeable that the workload of AAIA would increase in the coming years. In fact, based on the operational experience since AAIA's establishment, we have seen an increase in case load, as compared with the average numbers when investigation powers were still vested with CAD preceding the handover to AAIA. The anticipated increase in workload is based on a host of development trends, including more frequent air traffic movements within the Hong Kong flight information region, partly due to the robust demand for air transport in the Greater Bay Area, with particular regard to the full commissioning

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of the Three-Runway System at the Hong Kong International Airport, the growth of cross-boundary helicopter services, the continued expansion of Hong Kong's international air traffic network, and the launch of more aircraft types and technology. In fact, by their very nature when and where air accidents and incidents happen are unpredictable. In the unfortunate event that AAIA has to handle multiple accidents and serious incidents concurrently, it will be necessary for a deputy of comparable experience within AAIA to support CASI to spearhead investigation, including the management of and coordination with relevant stakeholders and/or overseas authorities on multiple fronts. The creation of the proposed Deputy CASI position will not only cater for the increase in AAIA's workload, but will also strengthen AAIA's overall capability to carry out investigations into major accidents in a professional and effective manner that is commensurate with Hong Kong's status as an international aviation hub.

16. As adequate experience and expertise will be required of Deputy CASI given the need for him/her to stand in for CASI as and when necessary, we consider it appropriate to pitch the proposed Deputy CASI position equivalent to the rank of D1. The job description of the proposed Deputy CASI position is at

Encl. 4 Enclosure 4.

Justifications for appointment on NCS terms

17. Air accident and incident investigations require a wide array of expertise of which many are not readily available in Hong Kong, e.g. aircraft and aircraft engine design, avionics manufacturing and other onboard equipment certification. Most air accident investigation authorities around the world engage professionals from different countries to build up their own pool of expertise for their work. To allow greater flexibility for AAIA to recruit the most suitable persons with the required calibre from a wider pool of candidates, including overseas and local aviation experts where appropriate, and to cater for the unique nature of air accident and incident investigation and the dynamic developments in aviation technology, we propose that both the CASI and the Deputy CASI positions be appointed on NCS terms with a view to ensuring that AAIA will be led by the most suitable persons with relevant up-to-date knowledge of air accident and incident investigation in the light of the ever-changing industry developments and circumstances.

Non-directorate support

18. The proposed CASI and Deputy CASI positions will be supported by five permanent civil service posts (i.e. two SOOs, two OOs and one ACO). To enable AAIA to be equipped with the right mix of professionals, up to

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three additional investigator(s), equivalent to the rank of SOO, can be recruited on Non-Civil Service Contract (NCSC) terms depending on operational needs, considering the diverse and dynamic nature of air accidents and incidents. With respect to ICAO's principle of an accident investigating authority, our target is to establish a team comprised of a mix of NCS positions in AAIA while leaving some flexibility of maintaining a few civil service posts to cater for specific needs. We believe that having professionals from outside the civil service who could bring in new expertise and thinking working hand-in-hand with experienced civil servants from professional disciplines relating to accident/incident investigation would best serve AAIA's operational need and interest. Under such a unique set-up, AAIA will grow further as an independent authority and build up a corporate culture of impartiality and professionalism. In arranging posting of officers to AAIA from among the civil service, careful consideration will be given to the prevailing expertise mix of AAIA and availability of talent in the market with a view to facilitating talent retention in AAIA and best meeting AAIA's operational need.

Encl. 5

The proposed organisation chart of the AAIA's permanent set-up is at Enclosure 5.

Transitional arrangements

19. Following the lapse of the time-limited CASI position (on NCS terms) on 31 March 2020, the most experienced, yet non-directorate, investigator in the existing team of AAIA is leading AAIA temporarily. Upon FC's approval of the proposed positions/post, we will proceed with an open recruitment exercise for the CASI position. An open recruitment of such a senior position will inevitably take a relatively long time, especially if the selected person needs to relocate to Hong Kong and/or to end an existing employment prior to joining. For the time-limited CASI position approved by FC in July 2017, the position could only be filled 14 months later in September 2018. With the experience gained from the previous recruitment, we will endeavour to expedite the recruitment of the CASI position. However, there will still be a gap between the creation of the CASI position and the filling of it, and a prolonged gap will be detrimental to the work of AAIA. We therefore need a transitional arrangement to ensure that AAIA can continue to be led by a suitably experienced and competent person in the interim. Having explored different options and with reference to international experience, we consider it most practical to identify an existing civil servant in CAD with relevant accident and safety investigation experiences at suitable seniority to fill the gap. We have conducted researches on international practices and noted that certain AAIA-equivalent organisations would rely on the civil aviation authorities for filling important positions and/or participating in air accident investigation duties where necessary. The key is how to preserve the independence of the AAIA-equivalent organisations from the civil aviation authorities in those cases. After careful consideration, we have come to a view that the CAD officer, after taking up the time-limited ADGCA (D2) post in AAIA, should not be given the option to return to CAD to avoid any perceived conflict of interests or implications on the impartiality of AAIA's investigations.

20. It is proposed to create a supernumerary ADGCA (D2) post in AAIA with immediate effect upon FC's approval up to 31 March 2022. The supernumerary post will lapse upon the filling of the CASI position by open recruitment (and in any case not later than 31 March 2022). Having regard to the job nature, required expertise and professional experience, the most suitable grade/rank for creating the supernumerary post is ADGCA. Although the post is named ADGCA, solely for pegging at an existing grade/rank within the civil service, the post is to be created in THB and the person to fill this post will report directly to the Secretary for Transport and Housing (STH) with the exact same reporting arrangement as the previous CASI. The post holder will also have no direct or indirect line of command to anyone in CAD to ensure the independence of the position. The job description of the supernumerary ADGCA (D2) post is the same as the proposed CASI position set out at Enclosure 3.

ALTERNATIVES CONSIDERED

21. ICAO's requirement as detailed in paragraph 3 above is an on-going one. As part of the People's Republic of China, which is a party to ICAO, Hong Kong has the obligation to comply with the requirement concerned. As regards the proposed CASI and Deputy CASI positions, we have critically examined the possibility of re-deploying existing staff resources within THB to take up the positions. Given that air accident and incident investigation is a highly specialised subject and that the CASI and the Deputy CASI positions demand strong aviation background and competence, it is not possible to deploy staff members from THB, who are usually generalists, to take up the duties. Taking a holistic view of the above factors, we consider that the most appropriate approach is to transform AAIA into a permanent set-up under THB and to appoint two professionals to take up the CASI and the Deputy CASI positions through open recruitment.

FINANCIAL IMPLICATIONS

22. The total remuneration package for the proposed NCS CASI and Deputy CASI positions will not exceed the full annual average staff cost of about \$3,266,000⁵ and \$2,621,000, including salaries and staff on-cost, for a civil service post ranked at D2 and D1 level respectively. As regards the five permanent non-directorate civil service posts mentioned in paragraph 18 above, the additional notional annual salary cost at mid-point will not exceed \$5,288,640 and the full annual average staff cost, including salaries and staff on-cost, is about \$7,092,000. The annual cost of hiring a maximum of three additional investigators on NCSC terms is about \$6,588,000.

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⁵ This will cover the annual staff cost of the supernumerary ADGCA (D2) post proposed to be created as a stop-gap measure before the successful filling of the CASI position by open recruitment (and in any case not later than 31 March 2022).

23. We have earmarked sufficient provision to meet the cost of the proposal.

PUBLIC CONSULTATION

24. We consulted the LegCo Panel on Economic Development on 27 April 2020. Members generally supported the permanent staffing proposal. Members noted the requirement of ICAO was an on-going one, and generally agreed that AAIA should be turned into a permanent one.

25. Members enquired about how the independence could be preserved under the proposed transitional arrangement viz. through the proposed creation of a time-limited ADGCA post under THB (not CAD) up to the date of the formal appointment of CASI and in any case no later than 31 March 2022. Members noted the Administration's explanation that the transitional arrangement was the only practical solution available which could both meet ICAO's standard and provide the necessary stop-gap before the open recruitment of the NCS CASI position, which would take a relatively long time based on experiences. As detailed in paragraph 20 above, the Administration assured Members that the officer to be selected to fill the time-limited ADGCA post would report directly to STH, but not DGCA. The performance appraisal of the post-holder concerned will be done by STH or senior management member of THB designated by STH. He/she will not be given the option to return to CAD after taking up the time-limited post to avoid any perceived conflict of interests or implications on the impartiality of AAIA's investigations. Given the robust organisational and legislative framework of AAIA clearly embedded in the Regulations, we are confident that the functional independence of AAIA will not be affected under the transitional arrangement.

26. The industry supported the establishment of AAIA in 2017 as they, particularly airlines and pilot associations, had been requesting the Government to establish an independent air accident investigation authority over the years. The proposal of turning AAIA into a permanent set-up to fulfil ICAO's standard should also have the general support of the industry.

BACKGROUND

27. ICAO is a specialised agency of the United Nations established in 1944 by virtue of the Convention on International Civil Aviation. As one of the 193 Contracting States, the People's Republic of China assumes responsibility for the international rights and obligations arising from the application of the above

/Convention

Convention and the relevant requirements, which also apply to Hong Kong. ICAO's objectives are to promote the development of international civil aviation in a safe and orderly manner, and to ensure that international air transport services may be established on the basis of equality of opportunity and operated soundly and economically.

28. To ensure aviation safety, ICAO promulgates Standards and Recommended Practices on the manner of investigation of civil aircraft accidents and serious incidents in Annex 13, which has been updated and published by ICAO from time to time.

ESTABLISHMENT CHANGES

29. The establishment changes in Head 158 – Government Secretariat: THB(TB) for the past two years are as follows –

Establishment (Note)	Number of posts			
	Existing (As at 1 June 2020)	As at 1 April 2020	As at 1 April 2019	As at 1 April 2018
A	20+(4)	20+(4)	20+(6)	20+(4)
B	66	64	62	57
C	129	129	122	121
Total	215+(4)	213+(4)	204+(6)	198+(4)

Note:

A - ranks in the directorate pay scale or equivalent

B - non-directorate ranks, the maximum pay point of which is above MPS point 33 or equivalent

C - non-directorate ranks, the maximum pay point of which is at or below MPS point 33 or equivalent

() - number of supernumerary directorate posts

- as at 1 June 2020, there was no unfilled directorate post in Transport Branch

CIVIL SERVICE BUREAU COMMENTS

30. The Civil Service Bureau supports the above proposal of creating two permanent NCS positions of CASI and Deputy CASI to be pitched at D2 and D1 level respectively; and creating one supernumerary ADGCA post up to 31 March 2022. The grading and ranking of the proposed posts are considered appropriate having regard to the level and scope of responsibilities.

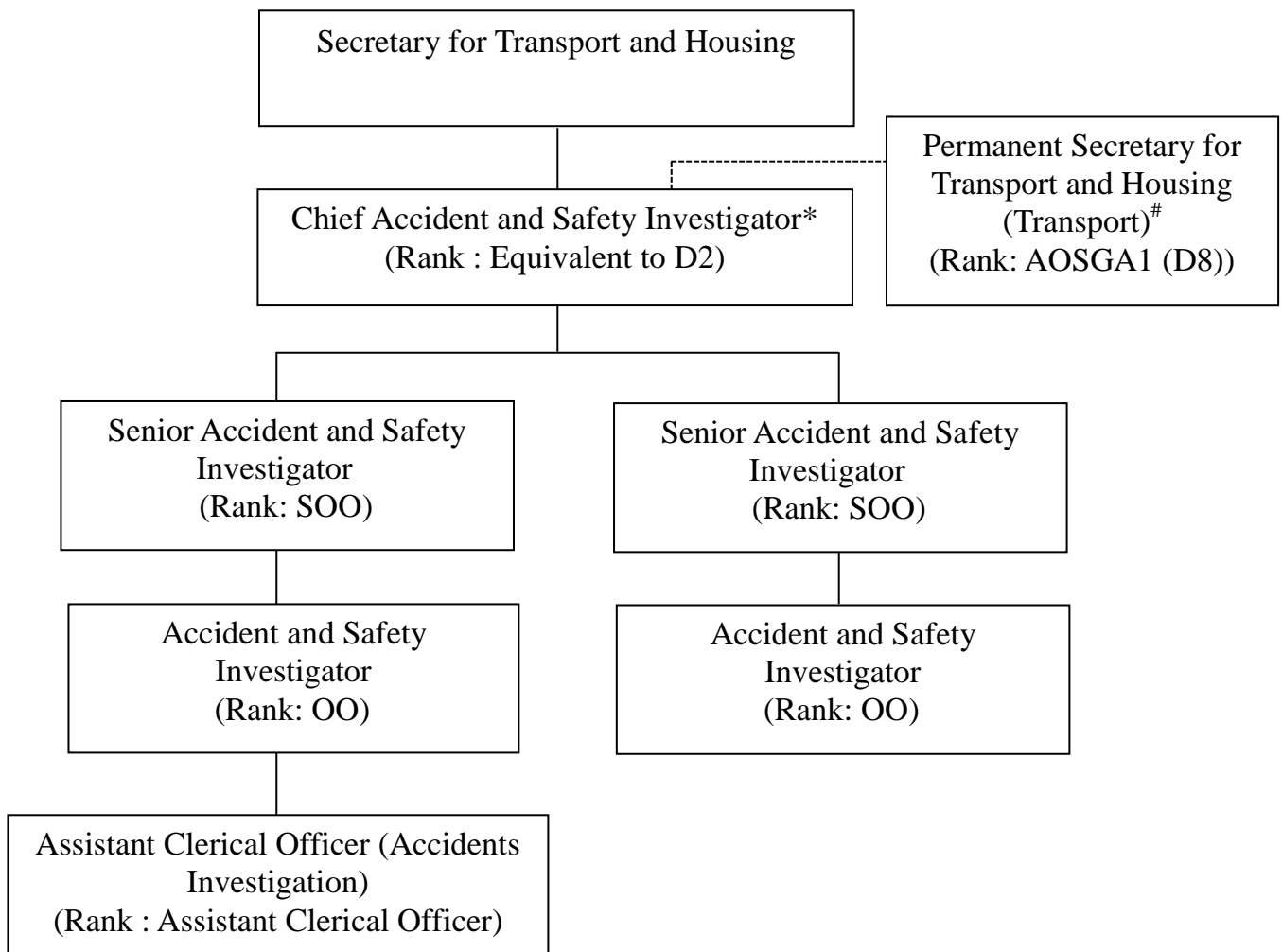
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ADVICE OF THE STANDING COMMITTEE ON DIRECTORATE SALARIES AND CONDITIONS OF SERVICE

31. As we propose to create NCS positions and supernumerary post, advice from the Standing Committee on Directorate Salaries and Conditions of Service is not required. As the ADGCA (D2) post proposed to be created is on a supernumerary basis, its creation, if approved, will be reported to the Standing Committee on Directorate Salaries and Conditions of Service in accordance with the agreed procedure.

Transport and Housing Bureau
June 2020

Organisation Chart of the Air Accident Investigation Authority under time-limited set-up, Transport and Housing Bureau



Legend:

- AOSGA1 - Administrative Officer Staff Grade A1
- OO - Operations Officer
- SOO - Senior Operations Officer

* Post lapsed on 31 March 2020 and the most experienced investigator in Air Accident Investigation Authority (AAIA) is leading AAIA temporarily.

Chief Accident and Safety Investigator reported to the Permanent Secretary for Transport and Housing (Transport) on administrative and personnel matters.

Note:

The four investigator posts were complemented by the secondment of one SOO and one OO from the Civil Aviation Department to meet operational needs where necessary.

**Key Statistics on the Air Accident Investigation Authority's Performance
since its Establishment in September 2018**
(as at 4 May 2020)

a. Number of investigations of air accidents/serious incidents transferred from the Civil Aviation Department (CAD)	10 cases <i>(5 accidents and 5 serious incidents)</i>
b. Number of investigations of air accidents/serious incidents launched by the Air Accident Investigation Authority (AAIA)	15 cases <i>(3 accidents and 12 serious incidents)</i>
c. Number of investigation report published	1 case <i>(Accident)</i>
d. Number of investigations of air accidents/serious incidents completed (viz. having reached the “notice of report and representations” stage as per regulation 11 of the Hong Kong Civil Aviation (Investigation of Accidents) Regulations (Cap. 448B) ¹)	8 cases <i>(3 accidents and 5 serious incidents)</i>
e. Number of on-going investigations of air accidents/serious incidents	16 cases <i>(4 accidents and 12 serious incidents)</i>

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¹ As per regulation 11(1) and (1A) of the Hong Kong Civil Aviation (Investigation of Accidents) Regulations (Cap. 448B), if it is practicable to do so, a “notice of report” should be served by AAIA to stakeholders as defined under the provision concerned, who may make representation in writing within 28 days of service of the notice or within such further period as may be allowed by the Inspector-in-Charge. As per regulation 11(2), the notice must –

- (a) include particulars of any proposed analysis of facts that may affect the person on whom, or in respect of whom, the notice is served; and
- (b) include any conclusions as to the causes of the accident or incident that may affect that person.

f. Average time taken to complete an investigation (from the commencement of investigation work to the “notice of report and representations” stage as per regulation 11 of the Hong Kong Civil Aviation (Investigation of Accidents) Regulations (Cap. 448B))	19.75 months ²
g. Number of promotion and education initiatives conducted/attended with an active role; overseas AAIA-equivalent delegations received	23 events
h. Number of meetings at international fora on air accident and incident investigation attended	7 meetings

² Excluding item (c) as the bulk of the work was conducted by CAD prior to the establishment of AAIA.

**Proposed Job Description of
the Chief Accident and Safety Investigator**

Rank : Non-civil service position equivalent to the rank of D2

Responsible to : Secretary for Transport and Housing/
Permanent Secretary for Transport and Housing (Transport)

Main Duties and Responsibilities –

- (a) To lead and manage the Air Accident Investigation Authority, including staff deployment, staff training, procurement and maintenance of investigation equipment, facility maintenance and record management, etc., as well as to formulate strategies and measures to enhance accident and incident investigation and safety management procedures, thereby ensuring Hong Kong's capability and readiness in conducting aircraft accident and incident investigations in compliance with the Hong Kong Civil Aviation (Investigation of Accidents) Regulations (Cap. 448B) and Annex 13 to the Convention on International Civil Aviation (Annex 13);
- (b) To carry out the statutory functions and exercise the statutory powers granted under the Hong Kong Civil Aviation (Investigation of Accidents) Regulations (Cap. 448B), in particular to conduct investigations into all air accidents and serious incidents in Hong Kong, and those that occur outside Hong Kong but involve aircraft under its registry;
- (c) To prepare and submit investigation reports to the Chief Executive, stating the circumstances and causes of accidents/serious incidents and making safety recommendations to prevent recurrence of accidents;
- (d) To oversee the collection, protection and analysis of relevant aviation safety information and data with a view to identifying potential safety hazards and disseminating aviation safety messages to the industry for education purposes;
- (e) To regularly review and update the legal provisions, arrangements and procedures for aircraft accident and incident investigations, in order to ensure Hong Kong's capability and readiness in accident and incident investigations in compliance with the Hong Kong Civil Aviation (Investigation of Accidents) Regulations (Cap. 448B) and Annex 13;

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- (f) On behalf of the Hong Kong Special Administrative Region Government, to participate in international organisations and activities in relation to air accident and incident investigations and aviation safety; and to maintain close liaison with international organisations on relevant issues;
- (g) To provide support and professional advice to overseas air accident investigation authorities when necessary (e.g. when aircraft registered in Hong Kong are involved in accidents or incidents occurred overseas); and
- (h) To supervise the reporting (e.g. progress of investigation, information relating to the accident investigation) to be made to survivors and families of victims of air accidents.

**Proposed Job Description of
the Deputy Chief Accident and Safety Investigator**

Rank : Non-civil service position equivalent to the rank of D1

Responsible to : Chief Accident and Safety Investigator (CASI)

Main Duties and Responsibilities –

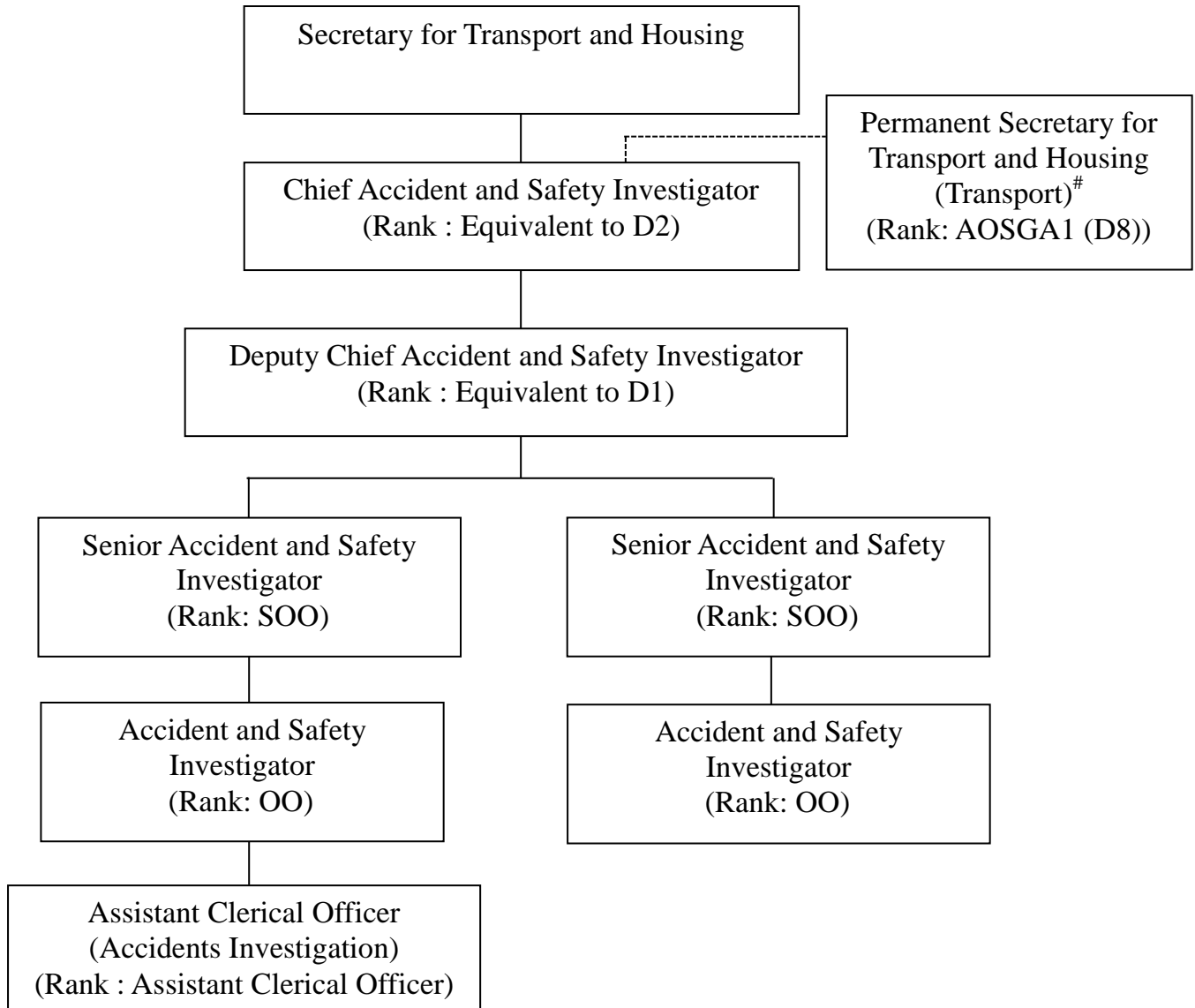
- (a) To assist CASI in leading and managing the Air Accident Investigation Authority, including staff deployment, staff training, procurement and maintenance of investigation equipment, facility maintenance and record management, etc., as well as to formulate strategies and measures to enhance accident and incident investigation and safety management procedures, thereby ensuring Hong Kong's capability and readiness in conducting aircraft accident and incident investigations in compliance with the Hong Kong Civil Aviation (Investigation of Accidents) Regulations (Cap. 448B) and Annex 13 to the Convention on International Civil Aviation (Annex 13);
- (b) To deputise CASI during his/her absence and/or his/her overseas duty visits/training, including standing in CASI's capacity to carry out the statutory functions and exercise the statutory powers granted under the Hong Kong Civil Aviation (Investigation of Accidents) Regulations (Cap. 448B);
- (c) To assist CASI in overseeing the collection, protection and analysis of relevant aviation safety information and data with a view to identifying potential safety hazards and disseminating aviation safety messages to the industry for education purposes;
- (d) To conduct aircraft accident/incident investigations or supervise investigations conducted by other investigators as directed by CASI; and to assist CASI in providing support and professional advice to overseas air accident investigation authorities when necessary (e.g. when aircraft registered in Hong Kong are involved in accidents or incidents occurred overseas);
- (e) To assist CASI in regularly reviewing and updating the legal provisions, arrangements and procedures for aircraft accident and incident investigations, in order to ensure Hong Kong's capability and readiness in accident and incident investigations in compliance with the Hong Kong Civil Aviation (Investigation of Accidents) Regulations (Cap. 448B) and Annex 13;

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- (f) On behalf of the Hong Kong Special Administrative Region Government, to participate in international organisations and activities in relation to air accident and incident investigations and aviation safety; and to maintain close liaison with international organisations on relevant issues; and

- (g) To assist CASI in supervising the reporting (e.g. progress of investigation, information relating to the accident investigation) to be made to survivors and families of victims of air accidents.

**Proposed Organisation Chart of the Air Accident Investigation Authority,
Transport and Housing Bureau**



Legend:

- AOSGA1 - Administrative Officer Staff Grade A1
- OO - Operations Officer
- SOO - Senior Operations Officer

Chief Accident and Safety Investigator reports to the Permanent Secretary for Transport and Housing (Transport) on administrative and personnel matters.

Note:

A maximum of three additional investigators may be recruited on Non-Civil Service Contract terms in future depending on operational needs.