



International  
Civil Aviation  
Organization

Organisation  
de l'aviation civile  
internationale

Organización  
de Aviación Civil  
Internacional

Международная  
организация  
гражданской  
авиации

منظمة الطيران  
المدني الدولي

国际民用  
航空组织

Ref.: SN 2 (2015) – AP065/15 (RD)

14 April 2015

**Subject:** First Meeting of the APAC Civil Aviation Commission Task Force, Bangkok, Thailand, 22 to 23 June 2015

**Action Required:** To confirm participation and submission of papers preferably by **5 June 2015**

Sir/Madam,

I have the honour to refer to the State letter Ref.: SN 2 (2015) - AP034/15 (RD) dated 18 February 2015 on the establishment of a Task Force to study the feasibility of the setting up of an APAC Civil Aviation Commission (copy attached). I am pleased to acknowledge the nominations received from China, Hong Kong China, India, Japan, Malaysia, Nepal, New Zealand, Singapore, Sri Lanka and Thailand and to inform you that the First Meeting of the APAC Civil Aviation Commission Task Force will be held at ICAO Regional Office, Bangkok from 22 to 23 June 2015.

I have the pleasure in inviting your Administration for the Meeting and request you to arrange for attendance by the Member designated by your Administration. The Member may be accompanied by Advisor(s), as appropriate.

The Provisional Agenda for the Meeting is in **Attachment A** to this letter. A Bulletin containing information about the arrangements for the Meeting is in **Attachment B** to this letter. Information about recommended hotels in Bangkok, location of Regional Office and other information of interest for the participants are available on the ICAO APAC website at:  
<http://www.icao.int/apac/Pages/default.aspx>

To facilitate this Office to make appropriate preparations for the Meeting, I would appreciate receiving from you the following via e-mail at [apac@icao.int](mailto:apac@icao.int) or fax +66 (2) 537-8199:

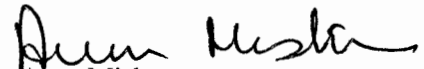
- a) any suggestion for additions/changes to the Provisional Agenda;

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- b) the name, position and address of all attendees including advisors, if any, intended to accompany your Member using the Nomination Form provided in **Attachment C** to this letter; and
- c) the titles of any Working/Information Papers your Administration intends to submit in accordance with the Provisional Agenda. Kindly note in this regard that electronic copy of the papers should be sent to this Office at your earliest convenience, by e mail to [apac@icao.int](mailto:apac@icao.int) preferably not later than **5 June 2015**.

I will be grateful to receive your confirmation on the participation by your Administration at the meeting, in addition to the information requested in Para a, b and c above at the earliest, preferably not later than **5 June 2015**.

Accept, Sir/Madam, the assurances of my highest consideration.

  
Arun Mishra  
Regional Director

**Enclosures:**

- A — Provisional Agenda
- B — Meeting Bulletin
- C — Nomination Form