Ref. T 6/11.26 - AP070/09(FS) 24 April 2009

Subject: Foreign Air Operator Validation and Surveillance Course (Bangkok, Thailand, 30 June – 02 July 2009)

Action Required: States/Administrations to submit their nominations no later than 15 June 2009

Sir/Madam,

I have the honour to draw your kind attention to Amendment 32 to Annex 6 Part I and Amendment 13 to Annex 6 Part III, which incorporate amendments to definitions and Standards and Recommended Practices (SARPs) to strengthen the oversight and requirements of foreign operators, and to harmonize the Air Operator Certificate in content and layout.

It may be recalled that the Directors General of Civil Aviation Conference on a Global Strategy for Aviation Safety (DGCA/06, Montreal) recommended (Recommendation 2/4, 2.1 b) 1) refers) that ICAO develop guidelines and procedures as necessary to assist States in securing the highest practicable degree of uniformity in the recognition of certificates and licences as valid and in the surveillance of foreign aircraft operations in their territory. Article 33 of the Convention on International Civil Aviation (Doc 7300) provides for the recognition as valid, by other Contracting States, of certificates of airworthiness, certificates of competency and licences issued by a Contracting State, provided the requirements under which they are issued are equal to or above the minimum Standards established pursuant to the Convention. Article 33 does not however cover the Air Operator Certificate (AOC), as the AOC did not exist in Annex 6—Operation of Aircraft until 1990.

The requirement for surveillance of foreign operators will require States to employ inspectors to the level necessary to comply with their responsibilities. The harmonization of the AOC content and format will bring efficiency benefits in relation to the admission and surveillance of foreign operators.

To facilitate States in establishing appropriate and harmonized procedures related to the implementation of Foreign Air Operator requirements, the COSCAP Programmes have over the last...
couple of months undertaken preliminary work on the matter in collaboration with ICAO. As a result the COSCAP Programmes have developed a Foreign Air Operator Requirements Implementation Template; a generic Manual of Validation and Surveillance of Foreign Air Operator; and Model Foreign Air Operator Regulations. These documents may have been forwarded to member States by their respective COSCAP Programmes. To enable access to these documents by other States/Administrations in the Asia Pacific region they are being posted on the ICAO Asia Pacific website under meeting 2009 “Foreign Air Operator Validation and Surveillance Course” http://www.bangkok.icao.int/meetings2009_sch.html.

In addition, to enable a better understanding of the Foreign Air Operator requirements, the COSCAP Programmes have also developed a Foreign Air Operator Validation and Surveillance Course, which is being made available to all States/Administrations in the Asia Pacific region. I am therefore pleased to invite your State/Administration to the Foreign Air Operator Validation and Surveillance Course being conducted at the ICAO Asia Pacific Office, Bangkok from 30 June to 2 July 2009.

The Course Programme and the Registration Form are appended as Attachments A and B respectively.

The course is directed at the inspectors and supervisors in the Flight Standards department of your Administration.

To facilitate the ICAO Asia Pacific Office to undertake adequate preparations for the training course, States/Administrations are requested to kindly forward their nominations on the Registration Form at Attachment B to this State letter no later than 15 June 2009.

General information concerning Bangkok, including a list of recommended hotels is contained in Attachments C and D respectively.

I would strongly urge all States/Administrations in the Asia Pacific region to kindly take advantage of this opportunity and ensure participation so as to enable effective and harmonized implementation of the Foreign Air Operator Requirements.

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

Mokhtar A. Awan
Regional Director

Enclosures:
A — Course Programme
B — Nomination/Registration Form
C — General Information Bulletin
D — List of Recommended Hotels
Distribution List
State Letter T 6/11.27 – AP070/09 (FS)
Foreign Air Operator Validation and Surveillance Course
(Bangkok, Thailand, 30 June – 02 July 2009)

Deputy Minister of Technical and Operation
Ministry of Transport and Civil Aviation
Ansari Watt, Kabul
AFGHANISTAN

Aviation Operations Branch
Aviation & Airports Regulation
Department of Infrastructure, Transport, Regional
Development and Local Government
AUSTRALIA

Chief Executive Officer
Airservices Australia
AUSTRALIA

Chairman
Civil Aviation Authority of Bangladesh
BANGLADESH

Director of Civil Aviation
Department of Civil Aviation
Ministry of Communications
Royal Government of Bhutan
BHUTAN

Director of Civil Aviation
Department of Civil Aviation
BRUNEI DARUSSALAM

Secretary of State
State Secretariat of Civil Aviation
CAMBODIA

Director General
State Secretariat of Civil Aviation
CAMBODIA

Administrator
Civil Aviation Administration of China
CHINA

Director-General of Civil Aviation
Civil Aviation Department
HONG KONG SAR, CHINA

President
Civil Aviation Authority of Macao
MACAO SAR, CHINA

Secretary
Ministry of Tourism and Transport
Department of Civil Aviation
COOK ISLANDS

Director General
General Administration of Civil Aviation
DPR KOREA

Permanent Secretary
Ministry of Foreign Affairs, International Cooperation
and Civil Aviation
FIJI

The Chief Executive
Civil Aviation Authority of the Fiji Islands (CAAFI)
FIJI

Director General of Civil Aviation
INDIA

Chairman
Airports Authority of India
INDIA

Director General of Civil Aviation
Ministry of Transportation
INDONESIA
cc: Director of Air Safety

Director-General
Civil Aviation Bureau
Ministry of Land, Infrastructure and Transport
JAPAN

Director of Civil Aviation
Ministry of Communications, Transport and Tourism
Development
KIRIBATI

Director General
Department of Civil Aviation
LAO PDR

Director General
Department of Civil Aviation, Malaysia
MALAYSIA
Executive Director
Civil Aviation Department
Ministry of Transport and Civil Aviation
MALDIVES

Director of Civil Aviation
Directorate of Civil Aviation
Ministry of Transport and Communications
MARSHALL ISLANDS

Secretary
Department of Transportation, Communications and Infrastructure
MICRONESIA

Cc: Administrator, Division of Civil Aviation, Department of Transportation, Communications and Infrastructure
MICRONESIA

Director General
Civil Aviation Authority of Mongolia
MONGOLIA

Director General
Department of Civil Aviation
MYANMAR

Director of Civil Aviation
Department of Civil Aviation
NAURU

Director General
Civil Aviation Authority of Nepal
NEPAL

Director of Civil Aviation
Civil Aviation Authority of New Zealand
NEW ZEALAND

Director General
Civil Aviation Authority
PAKISTAN

Minister of State
Office of the Minister
Government of the Republic of Palau
PALAU

Secretary
Department of Transport & Civil Aviation
PAPUA NEW GUINEA

Cc: Director & Chief Executive Officer
Civil Aviation Authority of Papua New Guinea

Director General
Civil Aviation Authority of the Philippines
PHILIPPINES

Head/Deputy Minister
Head of Civil Aviation Safety Authority
Ministry of Land, Transport and Maritime
REPUBLIC OF KOREA

Chief Executive Officer
Ministry of Works, Transport & Infrastructure
SAMOA

Director General of Civil Aviation
Civil Aviation Authority of Singapore
SINGAPORE

Controller of Civil Aviation
Civil Aviation Division
Department of Communication, Aviation & Meteorology
Ministry of Infrastructure & Development
SOLOMON ISLANDS

Director-General of Civil Aviation and Chief Executive Officer
Civil Aviation Authority of Sri Lanka
SRI LANKA

Director General
Department of Civil Aviation
THAILAND

Director of Civil Aviation
Ministry of Transport, Communication & Public Works
TIMOR-LESTE

Minister of Transport
Ministry of Transport (Civil Aviation, Marine and Ports Authority)
TONGA

Cc: Acting Director of Civil Aviation
Civil Aviation Department

Director General of Civil Aviation
Ministry of Infrastructure and Public Utilities
VANUATU

Director
Civil Aviation Authority
VANUATU

Director General
Civil Aviation Administration of Viet Nam

VIET NAM

Director of Civil Aviation
Civil Aviation Authority

FRENCH POLYNESIA

Director of Civil Aviation
Department of Civil Aviation

NEW CALEDONIA

COPY TO:

D/ANB
RPC COSCAP-SA
CTA COSCAP-SEA
CTA COSCAP-NA
PASO
Tentative Programme

**Tuesday 30 June 2009**

0800 - 0830  1. Registration
0830 - 0845  2. Opening remarks and welcome
0845 - 0900  3. Self-introduction of participants
0900 - 1030  4. ICAO – Foreign Air Operator Requirements – Why?
1030 - 1100  Tea Break
1100 - 1200  5. ICAO Convention - State Responsibilities and Authority Related to Foreign Air Operators
1200 - 1300  Lunch
1300 - 1430  6. Foreign Air Operator Model Regulations
1430 - 1500  Tea Break
1500 - 1600  7. Procedures for Validation and Surveillance of Foreign Air Operators

**Wednesday 1 July 2009**

0830 - 1030  7. Procedures for Validation and Surveillance of Foreign Air Operators (cont)
1030 - 1100  Tea Break
1100 - 1200  8. Ramp Inspection Procedures and Checklist
1200 - 1300  Lunch
1300 - 1430  8. Ramp Inspection Procedures and Checklist
1430 - 1500  Tea Break
1500 - 1600  8. Ramp Inspection Procedures and Checklist
### Thursday 2 July 2009

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BULLETIN

1. Schedule of Meeting

1.1 The opening session of the Foreign Air Operator Validation and Surveillance Course will be held at 08:30 hours on Tuesday, 30 June 2009 at the Conference Hall, Kotaite Wing of the ICAO Asia and Pacific Office, Bangkok.

2. Registration of participants

2.1 Participants are requested to register at the Registration Desk in the lobby of the Kotaite Wing between 08:00 and 08:30 hours on the opening day of the Course. Participants are also requested to wear the identification badge all the time while inside the ICAO premises.

3. Location of the ICAO Regional Office

3.1 The ICAO Bangkok Regional Office is located at 252/1 Vibhavadi-Rangsit Road, Chatuchak, next to the Petroleum Authority of Thailand (PTT) Headquarters and opposite the Centara Sofitel Grand Bangkok (former Sofitel Central Plaza Bangkok). It is about 35 km away from the Suvarnabhumi International Airport and about 12 km. from the Sukhumvit Road, where most of the recommended hotels are located. Location of the Regional Office and the route map of the Bangkok Mass Transit System (BTS, also known as the Skytrain) and MRTA Subway system (the Underground Metro) are published on the APAC website http://www.bangkok.icao.int/ under the heading “Information for visitors”.

4. Officers and Secretariat concerned with the Meeting

4.1 Capt. Fareed Ali Shah, Regional Officer, Flight Safety, ICAO Asia and Pacific Office, will act as the Coordinator for the Course.

4.2 The daily meeting services are the responsibility of Ms. Sarangtip Sundarachampaka, Administrative Officer, and Ms. Patoomrat Kamboonrat, Secretary to the Flight Safety Section.

4.3 Any inquiries related to the Course should be addressed to:

Fax: +66 (2) 537-8199
E-mail: icao_apac@bangkok.icao.int
Cc: fshah@bangkok.icao.int

5. Passport, visa and customs

5.1 All foreign nationals entering Thailand must possess valid passports or other valid documents for travel. Participants from certain countries are not required to obtain visas for a temporary visit not exceeding 15 days. It should, however, be noted that the temporary visas issued upon arrival at
the Airport cannot be extended beyond the period of 15 days except under extraordinary circumstances. Detailed instructions on visa requirements can be obtained from the website of the Thai Foreign Affairs: www.mfa.go.th

5.2 International certificates of vaccination against yellow fever are required if arriving within 6 days after leaving or transiting an infected area.

5.3 Following items can be brought in duty free:

a) Personal effects such as clothing etc.

b) 200 cigarettes or 250 grams of cigar or tobacco.

c) 1 litre alcoholic beverages.

d) Perfume for personal use.

5.4 There are no restrictions on import of foreign currency. However, if the amount exceeds US$10,000 it must be declared on entry. Foreign currencies may be taken out of the country up to the amount imported and declared. (Current exchange rate US$1 = Baht 33 approx).

6. Hotel reservations, arrival and departure

6.1 A list of recommended hotels that provide special discounted room rate for participants in ICAO meeting is at Attachment D. Participants may contact recommended hotels directly; it is recommended that reservations are made well in advance of the Conference. On request, the Regional Office may assist participants in making hotel reservation. While making reservations, participants should mention that they are attending ICAO Meetings to get the special room rate.

6.2 Participants are requested to make their own arrangements for transportation from the Airport to the city.

6.2.1 Airports of Thailand (AOT) operate limousine services from the Airport to downtown Bangkok, at about Baht 1000 per vehicle. Public taxi meter service called “Suvarnabhumi Airport Taxi Center” is also available at the Arrival of the Airport, in addition to the fare indicated in the taximeter, 50 Baht extra surcharge is required to be paid for hiring a taxi from Airport to city plus express way toll charges if any. The Bangkok Mass Transit Authority operates Airport Bus service to the city centre.

6.2.2 When departing, the hotel can arrange for transportation to the airport. Public taxis, which are less expensive than hotel taxis, are also available. Most taxis have a fare meter.

6.2.3 Participants are requested to ensure that their return bookings are confirmed as required.

6.2.4 Participants are requested to make their own arrangements for transportation from their hotels to the venue of the Meeting.

7. Other Useful Information

7.1 Time in Thailand is 7 hours ahead of Co-ordinated Universal Time (UTC+7).

7.2 International credit cards such as American Express, Diners Club, Visa, Master Card, etc. are normally accepted at major hotels and department stores.
7.3 All commercial banks exchange major foreign currencies and are open from 0830 to 1530 hours from Monday through Friday and some keep the foreign exchange counter open until 2000 hours during weekdays. Foreign exchange counters operated by various commercial banks are located at several places in the city and are also open during Saturdays and Sundays and on public holidays from 1000 to 2000 hours. To change travellers’ cheques you are required to show your passport.

7.4 Information about Bangkok climate could be found on the ICAO APAC website. More weather information including 5-day forecasts can be obtained from the web site of the Thai Meteorological Department: www.tmd.go.th.

7.5 Tropical or lightweight and washable cottons will suffice.

7.6 Most hotels add a 10% service charge to the room rate in addition to the government tax of 7%. Baggage boys at hotel expect at least Baht 20. At restaurants, a tip of about 10% is expected unless a service charge has been added to the bill.

7.7 Although the tap water in Bangkok is chemically treated, it is recommended to drink only bottled water and beverages.