

ASIA PACIFIC GENERIC GUIDANCE MATERIALS AND CUSTODIANS

Procedure for periodic review and update of the Asia/Pacific Generic Guidance Materials
in the area of Aerodromes and Ground Aids
[Third Edition, July 2025 approved by AOP/SG/9]

1. INTRODUCTION

1.1 In accordance with the TORs and task lists of the various Working Groups and Task Forces of AOP/SG, a number of Generic Guidance Materials (GGMs) were developed by these Working Groups/Task Forces and approved by AOP/SG and APANPIRG. All Generic Guidance Materials are published on ICAO APAC Website at eDocuments Webpage under AGA heading for use/reference by States/Administrations and can be accessed using URL:

<https://www.icao.int/APAC/Pages/eDocs.aspx>.

1.2 The list of Asia/Pacific GGMs developed by various Working Groups and Task Forces and approved by AOP/SG and APANPIRG including the details of the Custodians is provided in **Attachments A to D**.

2. PROCEDURE

2.1 The Working Groups/Task Forces identify a custodian of the individual Asia/Pacific GGM from State(s)/ International Organization(s)/Industries with the responsibility to review and update the respective Asia/Pacific GGM(s) in coordination with ICAO APAC Office whenever it becomes necessary.

2.2 For periodic review and update of the Asia/Pacific GGMs in the area of AGA in future, the following process should be followed by the Custodians and the Secretariat:

- a) The Secretariat would inform to the respective custodian(s) of the Asia/Pacific GGM(s) once ICAO approved amendments to ICAO SARPs and PANS-Aerodromes (Doc 9981), revisions to Airport Services Manuals and other relevant ICAO documents that may necessitate the review and update of the GGM(s);
- b) The Secretariat/Custodian(s) exchange information about newly developed States/Industries good practices relevant to Asia/Pacific GGM(s) as soon as they become aware of their availability;
- c) The custodian of the respective GGM coordinates with the relevant subject matter experts of the respective Working Group/Task Force and the Secretariat to initiate the review of the GGM;
- d) Once the review and revision of the GGM is completed the custodian would present the revised GGM through the Working Paper at the respective WG/TF meeting for its endorsement with a draft conclusion for adoption by the AOP/SG; and
- e) After the adoption of the draft conclusion by the AOP/SG the revised GGM(s) should be uploaded by the Secretariat on the ICAO APAC Website on eDocuments Webpage under AGA heading.

Attachment A

List of GGMs developed by AP-AA/WG and approved by AOP/SG with details of the custodians

| S. No | APAC Generic Guidance Materials | Edition/Version, Date | States involved in the Development of Generic Guidance Materials | Custodian (Responsible party for future review and updates) |
|--------------|--|------------------------------|---|--|
| 1 | Asia Pacific Regional Guidance on AIP – AD 1.5 Status of Certification of Aerodromes | Version 1.0, Dec 2020 | Secretariat | Secretariat apac@icao.int pshakya@icao.int |
| 2 | Generic Aerodrome Certification Procedure | Version 1.0, Dec 2020 | Thailand (lead) and Philippines | Thailand - Mr. Teeravee Yongwattanajiaranon (Ling) teeravee.y@caat.or.th |
| 3 | Generic Procedures for Accepting Non-compliance in Aerodromes | Version 1.0, Dec 2020 | Nepal (lead) and Malaysia | Nepal - Mr. Babu Ram Paudel paudelbabu@gmail.com |
| 4 | Generic Training Programme and Training Plan for Aerodrome Inspectors | Version 1.0, 2 July 2021 | India | India - Mr. Amit Srivastava amits.dgca@nic.in |
| 5 | Generic Aerodrome Inspector Handbook | Version 2.0, 2023 | Thailand (lead) and Bangladesh | Thailand - Mr. Teeravee Yongwattanajiaranon (Ling) teeravee.y@caat.or.th |
| 6 | Generic Aerodrome Manual | Version 1.0, 2 July 2021 | India | Mr. Amit Srivastava amits.dgca@nic.in |
| 7 | Generic Aerodrome Certification Specific Operating Regulations | Version 1.0, 2 July 2021 | Malaysia (lead), India and Nepal | Malaysia - Mr. Mahyuddin Bin Sajuri mahyuddin@caam.gov.my |
| 8 | Generic Organization Structure of the Aerodrome Regulatory Unit | Version 1.0, 2 July 2021 | Malaysia (lead), India and Nepal | Malaysia - Mr. Mahyuddin Bin Sajuri mahyuddin@caam.gov.my |

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| 9 | Generic Surveillance Programme by Aerodrome Operators | Version 1.0, 2 July 2021 | Malaysia (lead), India and Nepal | Malaysia - Mr. Mahyuddin Bin Sajuri mahyuddin@caam.gov.my |
| 10 | Generic Surveillance Programme for Certified Aerodromes | Version 1.0, August 2022 | Malaysia (lead), India and Nepal | Malaysia - Mr. Mahyuddin Bin Sajuri mahyuddin@caam.gov.my |
| 11 | ICAO Asia-Pacific Aerodrome Assistance Go-Team Methodology | March 2024 | ACI | ACI - Ms. Badriyah Binti Noordin badriyah@aci-asiapac.aero ; ICAO Secretariat apac@icao.int |
| 12 | Asia-Pacific Generic Aerodrome Enforcement Policy and Procedures Manual | October 2023 | Malaysia (Lead) and India | Malaysia - Mr. Mahyuddin Bin Sajuri mahyuddin@caam.gov.my |
| 13 | Asia-Pacific Generic Aerodrome Exemptions Policy and Procedures Manual | October 2023 | Australia (Lead) and India | Mr. Darren Angelo darren.angelo@casa.gov.au ; |
| 14 | Asia-Pacific Generic Aerodrome SMS Evaluation Tool and Guidance | First Edition, September 2024 | Thailand (Lead), Australia, and Maldives. | Thailand - Ms. Angsana Panmongkon angsana.r@caat.or.th |
| 15 | Asia/Pacific Guidance on Runway Classification | First Edition, July 2025 | Thailand (Lead), India and Pakistan | Thailand – Mr. Witsarut Chinwipat witsarut.c@caat.or.th India – Mr. D. K Mandal dhusar.dgca@gov.in |
| 16 | Asia/Pacific Regional Guidance on Aerodrome Operations Personnel Competency Requirement Framework | Version 1.0 – December 2020 | Bangladesh, Cambodia, China, Macao, China, Maldives, Singapore, ACI (Lead) | ACI – Ms. Badriyah Binti Noordin badriyah@aci-asiapac.aero ; Maldives - Ms. Aminath Shiznee shiznee@caa.gov.mv ; |

Attachment B

List of GGMs developed by AP-WHM/WG and approved by AOP/SG with details of the custodians

| S. No | APAC Generic Guidance Materials | Edition/Version, Date | States involved in the Development of Generic Guidance Materials | Custodian (Responsible party for coordination for future review and updates) |
|--------------|--|-------------------------------|---|---|
| 1 | Composition of National Wildlife Hazard Management Committee | Sep. 2019 | Nepal, Bhutan, Lao PDR | Nepal Mr. Deo Chandra Lal Karna, d_karna@hotmail.com |
| 2 | Terms of References of National Wildlife Hazard Management Committee | Sep. 2019 | Nepal, Bhutan, Lao PDR | Nepal Mr. Deo Chandra Lal Karna, d_karna@hotmail.com |
| 3 | Asia Pacific Guidance for Evaluation of Aerodrome Wildlife Hazard Management Programme | First Edition, 2 July 2021 | WBA, Australia, Bangladesh, India, Thailand and ACI | WBA Ms. Lalita Vaswani lalita@worldbirdstrike.com |
| 4 | Asia Pacific Guidance for Establishment of National Procedure for Recording and Reporting Wildlife Strikes to Aircraft | First Edition, 2 July 2021 | Philippines, Sri Lanka, Nepal, WBA, IFALPA | WBA Ms. Lalita Vaswani lalita@worldbirdstrike.com |
| 5 | Asia Pacific Guidance on Development and Implementation of Airport Wildlife Hazard Management Programme | First Edition, August 2022 | Australia, Fiji, India, WBA, AAPA | WBA Ms. Lalita Vaswani lalita@worldbirdstrike.com |
| 6 | ICAO Asia Pacific Wildlife Hazard Management Go-Team Methodology | Second Edition, November 2024 | Australia, India, Thailand, ACI and WBA | Australia Mr. Ashley McAlpine Ashley.Mcalpine@casa.gov.au |

Attachment C

List of GGMs developed by AP-ADO/TF and approved by AOP/SG

| S. No | APAC Generic Guidance Materials | Edition/Version, Date | States involved in the Development of Generic Guidance Materials | Custodian (Responsible party for coordination for future review and updates) |
|--------------|--|---|---|---|
| 1 | Sample APAC Regulations for Water Aerodromes | First Edition (unedited version) — March 2015 | Indonesia, Maldives (Lead), Sri Lanka, New Zealand and USA | CAA Maldives Ms. Fathimath Ramiza Email: ramiza@caa.gov.mv |
| 2 | Asia Pacific Regional Guidance on Requirements for the Design and Operations of Water Aerodromes for Seaplane Operations | First Edition — January 2019 | Indonesia, Maldives (Lead), Sri Lanka, New Zealand and USA | CAA Maldives Ms. Fathimath Ramiza Email: ramiza@caa.gov.mv |