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авиации

منظمة الطيران  
المدني الدولي

国际民用  
航空组织

Ref. SN 5/1 – AP131/20 (RD)

19 June 2020

**Subject:** Third Meeting of the ICAO APAC COVID-19  
Contingency and Recovery Planning Group  
(ACCRPG/3), *web-conference, 26 June 2020*

**Action required:** ACCRPG members please **join the web-conference on 26 June 2020**

Dear Sir/Madam,

I have the pleasure of inviting the members of the ICAO APAC COVID-19 Contingency and Recovery Planning Group to participate in the Third Meeting of the Group (ACCRPG/3), via web-conference, on **26 June 2020 from 10:00 am to 12:30 pm (ICT, UTC+7)**. Please use the joining instruction provided in the email.

The main objectives of the ACCRPG/3 will be to continue with development of the Group's work program in relation to restart and connectivity and implementation support as well as review progress by the three ACCRPG sub-groups: Public Health; Safety; and Security and Facilitation.

The meeting will also provide an opportunity for the Group to share experience and challenges on restarting air connectivity. States are invited to share their experience and progress through short presentations on this topic, in particular on the development of relevant Standard Operating Procedures (SOPs) and alignment with the CART Report, *Take-off* document.

Please find attached the provisional agenda (including annotated agenda items) along with the list of members and the terms of reference for the Group. ICAO will make all the meeting documentation available at the ICAO APAC Office website ([www.icao.int/apac](http://www.icao.int/apac) > Meetings > Meeting List – 2020 > ACCRPG/3). In addition, please find attached a copy of the report from the previous meeting of the Group (ACCRPG/2).

It would be helpful if you could confirm the availability of your nominated expert/s to participate in the ACCRPG/3, web-conference, in advance to [apac@icao.int](mailto:apac@icao.int). I look forward to your State's/Organization's active participation.

Yours sincerely,

Arun Mishra  
Regional Director

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**Attachments:**

- Provisional Agenda
- List of Members
- Terms of Reference (ToR)
- Report of ACCRPG/2



ICAO

*International Civil Aviation Organization*

**THIRD MEETING OF THE ICAO APAC COVID-19  
CONTINGENCY AND RECOVERY PLANNING GROUP  
(ACCRPG/3)**

Web-conference, 26 June 2020, 10 am – 12:30 pm (ICT, UTC+7)

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**PROVISIONAL AGENDA**

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|----------------|---|
| Agenda Item 1: | Opening of the meeting and working arrangements |
| Agenda Item 2: | Restart and Connectivity                        |
| Agenda Item 3: | Implementation Support                          |
| Agenda Item 4: | Sub-Group reports and Work Program              |
| Agenda Item 5: | Any other business                              |
| Agenda Item 6: | Next meeting                                    |

## ANNOTATED PROVISIONAL AGENDA

- Agenda Item 1: Opening of the meeting and working arrangements
- *Opening Remarks (Secretary and Co-Chairs)*
  - *Adoption of the Agenda (Secretariat)*
  - *Review the Report of the previous meeting (Secretariat)*
- Agenda Item 2: Restarting air connectivity
- *Presentations by States (including China, India, Malaysia) on experience and challenges on restarting air connectivity*
    - o *Development of relevant Standard Operating Procedures (SOPs)*
    - o *Alignment of the SOPs with the CART Report, Take-off document*
    - o *Challenges of implementing the SOPs*
    - o *Transition strategy for international operations*
    - o *Establishment of so-called “travel bubbles” or “fast lanes”*
- Agenda Item 3: Implementation Support
- *ICAO iPACK resources (Secretariat)*
  - *Implementation support activities (Secretariat)*
- Agenda Item 4: Sub-Group Reports and Work Program
- *Progress report (Public Health sub-group)*
  - *Progress report (Safety sub-group)*
  - *Progress report (Security and Facilitation sub-group)*
- Agenda Item 5: Any other business
- *Self-explanatory*
- Agenda Item 6: Next meeting
- *Provisional agenda and date/time for the next meeting (Secretariat)*
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FOCAL POINT OF APAC COVID-19 CONTINGENCY AND RECOVERY PLANNING GROUP (ACCRPG)

Attachment to State letter AP131/20 (RD)

15 June 2020

	NAME		TITLE/ADMINISTRATION	EMAIL ADDRESS
<b>1.</b>	<b>AUSTRALIA</b>			
	1.	Mr. Jim Wolfe  <i>Co-Chair</i>	Assistant Secretary, COVID International, Department of Infrastructure, Transport, Regional Development and Communications	<a href="mailto:Jim.Wolfe@infrastructure.gov.au">Jim.Wolfe@infrastructure.gov.au</a>
	2.	Mr. Charles Hausknecht <i>(Alternative for Mr. Jim Wolfe)</i>	Director, International Standards and ICAO Department of Infrastructure, Transport, Regional Development and Communications	<a href="mailto:Charles.Hausknecht@infrastructure.gov.au">Charles.Hausknecht@infrastructure.gov.au</a>
	3.	Mr. Miles Gore-Brown	FOI, International Operations & Chair ICAO Flight Operations Panel Civil Aviation Safety Authority (CASA)	<a href="mailto:Miles.Gorebrown@casa.gov.au">Miles.Gorebrown@casa.gov.au</a>
	4.	Mr. Michael Juelg <i>(Alternative for Mr. Miles Gore-Brown.)</i>	Manager, Flight Crew Licensing Standards Civil Aviation Safety Authority (CASA)	<a href="mailto:Michael.Juelg@casa.gov.au">Michael.Juelg@casa.gov.au</a>
<b>2.</b>	<b>CAMBODIA</b>			
	5.	H.E. Capt.Mr. Khan Vanna	Director General for Technical State Secretariat of Civil Aviation of Cambodia (SSCA)	<a href="mailto:k-vanna@civilaviation.gov.kh">k-vanna@civilaviation.gov.kh</a>
	6.	H.E. Mr. Sarin Kunakor	Advisory to SSCA and Deputy Director General/ NCMC State Secretariat of Civil Aviation of Cambodia (SSCA)	<a href="mailto:sarinkunakor@yahoo.com">sarinkunakor@yahoo.com</a>
	7.	H.E. Capt.Mr. Mak Sam Ol	Assistant to SSCA and Director of Standards and Flight Safety Department State Secretariat of Civil Aviation of Cambodia (SSCA)	<a href="mailto:samol@civilaviation.gov.kh">samol@civilaviation.gov.kh</a>



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## FOCAL POINT OF APAC COVID-19 CONTINGENCY AND RECOVERY PLANNING GROUP (ACCRPG)

15 June 2020

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	8.	Mr. Chhun Sivorn	Director of Air Navigation Standards and Safety Department State Secretariat of Civil Aviation of Cambodia (SSCA)	<a href="mailto:chhunsivorn@ssca.gov.kh">chhunsivorn@ssca.gov.kh</a>
	9.	Mr. Long Hay Kampoul	Director of International Relations and Legal Affairs Department State Secretariat of Civil Aviation of Cambodia (SSCA)	<a href="mailto:kampoulphnom@yahoo.com">kampoulphnom@yahoo.com</a>
	10.	Mr. Cheav Vin	Director of Airport Standards and Safety Department State Secretariat of Civil Aviation of Cambodia (SSCA)	<a href="mailto:vincheav@gmail.com">vincheav@gmail.com</a>
<b>3.</b>	<b>CHINA</b>			
	11.	Mr. Wan Xiangdong	Chief Pilot of Civil Aviation Administration of China Civil Administration of China (CAAC)	<a href="mailto:china_icao@caac.gov.cn">china_icao@caac.gov.cn</a> <a href="mailto:yangwei@caac.gov.cn">yangwei@caac.gov.cn</a>
<b>4.</b>	<b>HONG KONG, CHINA</b>			
	12.	Mr. Richard WU	Deputy Director-General of Civil Aviation Civil Aviation Department Hong Kong China	<a href="mailto:rckwu@cad.gov.hk">rckwu@cad.gov.hk</a>
	13.	Mr. Raymond NG	Assistant Director-General of Civil Aviation (Airport Standards)	<a href="mailto:rcng@cad.gov.hk">rcng@cad.gov.hk</a>
	14.	Ms. Charly YU	Operations Officer (AVSEC Support) Civil Aviation Department Hong Kong China	<a href="mailto:hkaccrpg@cad.gov.hk">hkaccrpg@cad.gov.hk</a>
<b>5.</b>	<b>FIJI</b>			



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15 June 2020

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<b>6.</b>	<b>FRANCE</b>			
	16.	Thibaut Lallemand	Asia - Pacific Cooperation Director French Civil Aviation Authority	<a href="mailto:thibaut.lallemand@aviation-civile.gouv.fr">thibaut.lallemand@aviation-civile.gouv.fr</a>
<b>7.</b>	<b>INDIA</b>			
	17.	Capt. Atul Chandra	Chief Flight Operations Inspector	
	18.	Mr. D. C. Sharma	Deputy Director General of Civil Aviation	<a href="mailto:dcsharma.dgca@nic.in">dcsharma.dgca@nic.in</a>
	19.	Mr. Ashutosh Vashisth	Deputy Director General of Civil Aviation	
	20.	Gp. Capt. (Dr.) Y. S. Dahiya	DMS (CA)	<a href="mailto:doctor.dgca@nic.in">doctor.dgca@nic.in</a>
	21.	Mrs. Tuhinanshu Sharma	Director of Airworthiness	<a href="mailto:tuhi.dgca@nic.in">tuhi.dgca@nic.in</a>
<b>8.</b>	<b>INDONESIA</b>			
	22.	Capt. Tri Nusiogo	Deputy Director for Standardization of Airworthiness and Aircraft Operation Directorate General of Civil Aviation (DGCA)	<a href="mailto:nusiogo@gmail.com">nusiogo@gmail.com</a> <a href="mailto:nusiogo@yahoo.com">nusiogo@yahoo.com</a>
	23.	Mr. Tian Kusdinar	Head of Air Traffic Management Directorate General of Civil Aviation (DGCA)	<a href="mailto:tian231182@gmail.com">tian231182@gmail.com</a>
	24.	Ms. Ade Chandra Dewi	Head of International Schedule Flight Directorate General of Civil Aviation (DGCA)	<a href="mailto:adecdewi@gmail.com">adecdewi@gmail.com</a>



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## FOCAL POINT OF APAC COVID-19 CONTINGENCY AND RECOVERY PLANNING GROUP (ACCRPG)

15 June 2020

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	26.	Mr. Bardianto	Head of Standardization for Aviation Security Directorate General of Civil Aviation (DGCA)	<a href="mailto:bardikespen@yahoo.com">bardikespen@yahoo.com</a> <a href="mailto:bardikespen@gmail.com">bardikespen@gmail.com</a>
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	29.	Soukxhongthong Voraphet <i>(Primary Coordinator)</i>	Director of Air Transport Division Department of Civil Aviation of the Lao PDR (DCAL)	<a href="mailto:souk_voraphet@yahoo.com">souk_voraphet@yahoo.com</a>
	30.	Thienthong Sopha <i>(Secondary Coordinator)</i>	Deputy Director of Aviation Security Division Department of Civil Aviation of the Lao PDR (DCAL)	c/o <a href="mailto:laodca@laotel.com">laodca@laotel.com</a> ; <a href="mailto:pikeo1991@gmail.com">pikeo1991@gmail.com</a>
<b>11.</b>	<b>MALAYSIA</b>			
	31.	Capt. Md. Jani Md Dom	Director of Policy, Quality and Standard Civil Aviation Authority of Malaysia (CAAM)	<a href="mailto:janimd@caam.gov.my">janimd@caam.gov.my</a>



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15 June 2020

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	33. Mdm. Suraya Kulop Abd. Rahman	Head of Strategic Affairs Civil Aviation Authority of Malaysia (CAAM)	<a href="mailto:suraya.rahman@caam.gov.my">suraya.rahman@caam.gov.my</a>
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<b>13.</b>	<b>NEPAL</b>		
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<b>14.</b>	<b>NEW ZEALAND</b>		
	38. Bev Driscoll <i>(Lead – focal point)</i>	Manager, Regulatory Policy Ministry of Transport	<a href="mailto:B.Driscoll@transport.govt.nz">B.Driscoll@transport.govt.nz</a>
	39. Sonya Van De Geer	Principal Adviser Ministry of Transport	<a href="mailto:s.vandeger@transport.govt.nz">s.vandeger@transport.govt.nz</a>
	40. Peter Mee <i>(Alternate focal point)</i>	Principal Adviser Civil Aviation Authority (CAA)	<a href="mailto:Peter.Mee@caa.govt.nz">Peter.Mee@caa.govt.nz</a>
<b>15.</b>	<b>PAKISTAN</b>		



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15 June 2020

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	42.	Engr. Muhammad Zahid Bhatti	Director Airworthiness Pakistan Civil Aviation Authority (PCAA)	Call: +92-21-99242756, 02199072600  <a href="mailto:Zahid.Bhatti@caapakistan.com.pk">Zahid.Bhatti@caapakistan.com.pk</a> ; <a href="mailto:dir.airworthiness@caapakistan.com.pk">dir.airworthiness@caapakistan.com.pk</a>
	43.	Mr. Zubair Ghazi	Director Airspace and Aerodrome Regulations Pakistan Civil Aviation Authority (PCAA)	Tel :+92-21-99242741, +92-21-99072660 Fax:+92-21-99242676 <a href="mailto:director.aar@caapakistan.com.pk">director.aar@caapakistan.com.pk</a>
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	47.	Mr. Tan Kah Han	Senior Director of the Safety Regulation Group Civil Aviation Authority of Singapore (CAAS)	<a href="mailto:TAN_Kah_Han@caas.gov.sg">TAN_Kah_Han@caas.gov.sg</a>



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## FOCAL POINT OF APAC COVID-19 CONTINGENCY AND RECOVERY PLANNING GROUP (ACCRPG)

15 June 2020

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<b>18.</b>	<b>SRI LANKA</b>			
	49.	Mr. Rayhan Wannappa	Director Air Transport and Economic Regulations Civil Aviation Authority of Sri Lanka	<a href="mailto:dater@caa.lk">dater@caa.lk</a>
<b>19.</b>	<b>THAILAND</b>			
	50.	Mr. Glot Sanalaksna	Manager of Personnel Licensing Department Civil Aviation Authority of Thailand (CAAT)	<a href="mailto:glot.s@caat.or.th">glot.s@caat.or.th</a>
<b>20.</b>	<b>USA</b>			
	51.	Ms. Carey Fagan	Director, Asia Pacific Area Office Federal Aviation Administration – IAO American Embassy – Singapore 27 Napier Road Singapore 258508	<a href="mailto:Carey.Fagan@faa.gov">Carey.Fagan@faa.gov</a>
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15 June 2020

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<b>22.</b>	<b>ACI</b>			
	57.	SL Wong	Head - Technical Affairs, Safety, Capacity and ATM Airports Council International (ACI)	<a href="mailto:sl@aci-asiapac.aero">sl@aci-asiapac.aero</a>
	58.	Gary Leung	Manager - Security and Facilitation Airports Council International (ACI)	<a href="mailto:gary@aci-asiapac.aero">gary@aci-asiapac.aero</a>
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	59.	Patrick L. Osewe	Chief of Health Sector Group Asian Development Bank (ADB) Manila	<a href="mailto:posewe@adb.org">posewe@adb.org</a>
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	61.	Hai Eng Chiang	Director Asia Pacific Affairs Civil Air Navigation Services Organization (CANSO)	<a href="mailto:hai.eng.chiang@canso.org">hai.eng.chiang@canso.org</a>
<b>25.</b>	<b>EASA</b>			
	62.	Javier Vicedo	EASA Representative European Union Aviation Safety Agency (EASA)	<a href="mailto:javier.vicedo@easa.europa.eu">javier.vicedo@easa.europa.eu</a>



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	64.	Andrew Andersen	Vice-President Pacific Region International Council of Aircraft Owner and Pilot Associations (IAOPA)	<a href="mailto:andrew@andersen.com.au">andrew@andersen.com.au</a>
<b>27.</b>	<b>IATA</b>			
	65.	Mr. Conrad Clifford <i>Co-Chair</i>	Regional Vice President Asia Pacific International Air Transport Association	<a href="mailto:cliffordc@iata.org">cliffordc@iata.org</a>
	66.	Blair Cowles	Regional Director Safety & Flight Operations (SFO) – Asia Pacific International Air Transport Association (IATA)	<a href="mailto:cowlesb@iata.org">cowlesb@iata.org</a>
	67.	Vinoop Goel	Regional Director Airports & External Relations (APCS, MER) – Asia Pacific International Air Transport Association (IATA)	<a href="mailto:goelv@iata.org">goelv@iata.org</a>
<b>28.</b>	<b>IFALPA</b>			
	68.	Captain Amornvaj (Ben) Mansumitchai	Deputy President International Federation of Air Line Pilots' Associations (IFALPA)	<a href="mailto:amornvaj@ifalpa.org">amornvaj@ifalpa.org</a>
	69.	Captain Daniel Dickson	International Federation of Air Line Pilots' Associations (IFALPA), Singapore	<a href="mailto:pgachair@ifalpa.org">pgachair@ifalpa.org</a> ; <a href="mailto:danieljdickson@me.com">danieljdickson@me.com</a>
<b>29.</b>	<b>IFATCA</b>			



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15 June 2020

	NAME		TITLE/ADMINISTRATION	EMAIL ADDRESS
	70.	Mr. Anthony Ang	Executive Vice-President Asia Pacific International Federation of Air Traffic Controllers' Associations (IFATCA)	<a href="mailto:anthony.ang@ifatca.org">anthony.ang@ifatca.org</a>
<b>30.</b>	<b>PASO</b>			
	71.	Mr. Netava Waqa	Operations Manager Pacific Aviation Safety Office (PASO)	<a href="mailto:om@paso.aero">om@paso.aero</a>
<b>31.</b>	<b>ICAO COSCAP-SA</b>			
	72.	Capt. Marie Zubryckyj	Programme Coordinator / CTA COSCAP South Asia Programme (COSCAP-SA)	<a href="mailto:marie.zubryckyj@coscap-icao.org">marie.zubryckyj@coscap-icao.org</a>
<b>32.</b>	<b>ICAO COSCAP-SEA</b>			
	73.	Mr. Michiel Vreedenburgh	Programme Coordinator / CTA COSCAP South East Asia Programme (COSCAP-SEA)	<a href="mailto:mvreedenburgh@icao.int">mvreedenburgh@icao.int</a>
<b>33.</b>	<b>AIRBUS</b>			
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	75.	Mélanie Astruc	Director International Cooperation Corporate External Affairs Airbus	Tel: +33 5 67 19 29 48 Mobile: +33 6 86 68 05 50 Email: <a href="mailto:melanie.astruc@airbus.com">melanie.astruc@airbus.com</a>
<b>34.</b>	<b>BOEING</b>			



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15 June 2020

	<b>NAME</b>		<b>TITLE/ADMINISTRATION</b>	<b>EMAIL ADDRESS</b>
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**ICAO APAC COVID-19 CONTINGENCY AND RECOVERY PLANNING GROUP (ACCRPG)**

**TERMS OF REFERENCE**

*Adopted by ACCRPG/1, 05 June 2020*

**1. Name and establishment of group**

1.1. ICAO APAC COVID-19 CONTINGENCY AND RECOVERY PLANNING GROUP (ACCRPG)

1.2. The ICAO APAC DGCA *Information Sharing web-conference*, on the subject of COVID-19, 31 March 2020, decided to form a task force/group to assist the DGCAs in coordinating their approach to the management of civil aviation through, and out of, the current extraordinary circumstances resulting from the COVID-19 pandemic.

**2. Membership and appointment**

2.1. The size of the group should be commensurate with the need for expeditious and efficient handling of group's business.

2.2. Membership should provide the group with ready access to required research and supporting expertise, demonstrated experience in contingency management, post recovery and adequate geographical representation.

2.3. Members should be nominated by the Civil Aviation Authorities and international organizations concerned and confirmed by ICAO.

2.4. The term of the group will be for one year. However, the term may be extended by the DGCAs as necessary.

2.5. The Secretary of the group is the ICAO APAC Regional Director; with assistance from additional ICAO staff as necessary.

**3. Chairing**

3.1. The group shall elect a Chairperson at its first meeting from experts nominated by the members.

**4. Frequency of meetings and quorum**

4.1. The group will determine an appropriate frequency and schedule for its meetings.

4.2. A simple majority of members is required for the group to carry a motion.

**5. Record of meetings**

5.1. The group will record key discussion and outcomes of each meeting in the form of a progress report.

5.2. The Secretary will be responsible for the records of the group's meetings.

## **6. Reporting mechanism**

6.1. The Secretary will deliver oral and/or written progress reports to the DGCAs, ICAO and other key stakeholders as necessary.

## **7. Functions and delegated authority**

7.1. The purpose of the group is to take into account the priority of ICAO's strategic objectives and work proactively in coordination with the DGCAs, International Organisations, ICAO (HQ and Regional Offices) and other relevant bodies to assist the DGCAs with coordinating the management of international civil aviation contingencies of the COVID-19 pandemic.

7.2. The role of the group is to advise the DGCAs on aviation policy issues.

7.3. The scope of the group will accommodate contingencies of the immediate, recovery and post-recovery phases of the COVID-19 pandemic.

7.4. The key functions of the group are the following:

7.4.1. Obtain and share information on the implementation by Member States, ICAO, International Organizations, industry and other key stakeholders of measures to manage civil aviation contingencies of the COVID-19 pandemic;

7.4.2. Inform the DGCAs on a regular basis of the coordinated measures to manage civil aviation contingencies of the COVID-19 pandemic to encourage harmonised application;

7.4.3. Identify, anticipate, prioritize and make recommendations to address specific issues arising from the ICAO *Council Aviation Recovery Task Force* (CART), which require, or will in the future require remedial or preventive action by Member States and/or ICAO; and

7.4.4. Coordinate work and assist States and industry with the implementation of the CART's work.

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