



International  
Civil Aviation  
Organization

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Международная  
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гражданской  
авиации

منظمة الطيران  
المدني الدولي

国际民用  
航空组织

**Ref. :** T 8/10.21.1 – AP137/20 (CNS)

8 July 2020

**Subject:** Teleconference of the Fifth Meeting of the Surveillance Implementation  
Coordination Group (SURICG/5)  
(*Teleconference, 22 – 24 September 2020*)

**Action required:**

- To register and submit nomination form **before 8 September 2020**;
- To submit presentations and papers for discussion **by 8 September 2020**

Dear Sir/Madam,

Further to the APAC State Letter Ref.: T 8/10.21.1 – AP033/20 (CNS) dated 21 February 2020 regarding the postponement of SURICG/5. Considering the current developments related to COVID-19 and travel restrictions in the ASIA/PAC Region, the ICAO Secretariat, in consultation with the co-chairs of SURICG, has decided to conduct the SURICG/5 meeting via teleconference from 22 to 24 September 2020.

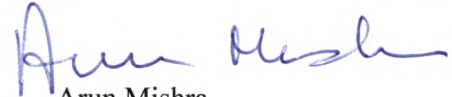
States/Administrations are therefore invited to nominate the regular members of the SURICG and other relevant expert(s) to participate in the teleconference.

All revised documents for provisional agenda, meeting bulletin and registration form of the meeting are provided in Attachments 1, 2 and 3 respectively. Please provide your nomination(s) with accurate email addresses in the registration form to the ICAO Secretariat at [apac@icao.int](mailto:apac@icao.int) with copy to [yluo@icao.int](mailto:yluo@icao.int); [bsirapongkosit@icao.int](mailto:bsirapongkosit@icao.int) **before 8 September 2020**. All registered participants will receive an email directly from the Secretariat with an invitation link to join the meeting. The teleconference on the meeting dates would commence at 09:00 Bangkok time (UTC 0200) and end around 12:30 hours (UTC 0530).

2/...

I shall be grateful if any working papers and information papers on the provisional agenda from your Administration could be forwarded to the ICAO Secretariat **no later than 8 September**.

Yours sincerely,



Arun Mishra  
Regional Director

**Enclosures :**

- Attachment 1 - Provisional Agenda
- Attachment 2 - Meeting Bulletin
- Attachment 3 - Nomination Form



ICAO

*International Civil Aviation Organization*

**Fifth Meeting of the Surveillance Implementation  
Coordination Group (SURICG/5)**

Web-conference, 22 – 24 September 2020

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### **PROVISIONAL AGENDA**

- Agenda Item 1: Adoption of Agenda
- Agenda Item 2: Review of outcomes of relevant meetings including ICAO 40th Assembly, DGCA/56 and APANPIRG/30 on Surveillance
- Agenda Item 3: Review of regional requirements for Surveillance in the e-ANP, Seamless ANS Plan and the reported implementation status
- a) Sharing of surveillance data from departure to destination
  - b) New means of data sharing through centralized database or SWIM/CRV
  - c) Additional System Area Codes (SAC) for surveillance systems in APAC and update on Regional Supplement to ASTERIX Interface Control Document (ICD) for ASIA/PAC Region
- Agenda Item 4: Review the Action Items from SURICG/4 Meeting
- Agenda Item 5: Update on surveillance activities and explore potential cooperation opportunities
- a) States/Administrations
  - b) Aircraft Manufacturers and Avionics Suppliers
  - c) Standards Making Organization (EUROCAE, RTCA, etc.)
- Agenda Item 6: Review Report of SEA/BOB ADS-B WG/15 Meeting and discuss possible options for future of SEA/BOB ADS-B WG
- Agenda Item 7: Review Report of DAPSS WG/3 Meeting
- Agenda Item 8: Review ADS-B Implementation and Operations Guidance Document (AIGD)
- Agenda Item 9: Next meeting & any other business
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*International Civil Aviation Organization*

**Fifth Meeting of the Surveillance Implementation  
Coordination Group (SURICG/5)**

Web-conference, 22 – 24 September 2020

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**REVISED MEETING BULLETIN**

**1. Schedule of the Meeting**

1.1. The Meeting (web-conference) will open at **0900 hrs. ICT (UTC +7)** on **Tuesday, 22 September 2020.**

1.2. The discussion sessions (on the agenda items) are scheduled from **0900 to 1230 hrs. ICT (UTC +7)** on **Tuesday to Thursday, 22 to 24 September 2020.**

1.3. The program will be available on the Meeting webpage.

**2. Officers and Secretariat concerned with the Meeting**

2.1. Secretary of the Meeting:

Mr. Luo Yi, Regional Officer CNS  
Tel: +66 (2) 537 8189 Ext. 155  
Fax: +66 (2) 537 8199  
E-mail: [ylou@icao.int](mailto:ylou@icao.int)

2.2. Additional secretarial and administrative support to the Meeting:

Ms. Bhabhinan Sirapongkosit  
ICAO Programme Assistant  
Tel: +66 (2) 537 8189 Ext. 49  
Fax: +66 (2) 537 8199  
E-mail: [bsirapongkosit@icao.int](mailto:bsirapongkosit@icao.int)

**3. Registration of participants**

3.1. Each participant should ensure that their respective State/Organization has registered the name and e-mail address of the official, nominated delegate(s), with the Secretariat, **no later than 08 September 2020.**

3.2. To ensure each participant's registration, and subsequent invitation e-mail to join the web-conference sessions is correct, it is essential that each participant ensures their official registration form clearly shows their nominated e-mail address in print, or preferably typed.

#### **4. Meeting materials**

4.1. The Secretariat will make the Meeting materials (i.e., documentation, papers, templates, instructions, etc.) available in electronic format prior to the Meeting (web-conference) on the ICAO APAC Office website (at: [www.icao.int/apac](http://www.icao.int/apac) > Meetings > Meeting List – 2020 > SURICG/5.

4.2. Each participant should review all working papers and supporting information papers prior to the commencement of the Meeting (web-conference) discussion sessions.

4.3. Participants wishing to submit papers for consideration by the Meeting must do so, via e-mail to the ICAO APAC Office at: [apac@icao.int](mailto:apac@icao.int), as early as possible and in any case **no later than 08 September 2020**

#### **5. Joining the Meeting (web-conference)**

5.1. When joining the Meeting (web-conference) sessions, please ensure your **microphone is muted** and **video is turned off**.

5.2. Each participant should ensure that their web-conference display name reflects their respective State or Organization first, followed by their participant name, e.g., “**ICAO – Yi LUO**”, “**AUS – name**”, “**Hong Kong, China – name**”, etc.

5.3. Each registered participant will receive by e-mail from the Secretariat with the “*Join meeting*” link and appropriate instructions about one week before the Meeting (web-conference) sessions.

5.4. Participants should join the Meeting (web-conference) sessions approx. 10- to 15-minutes prior to the scheduled start of each session.

#### **6. Participants’ working environment**

6.1 Each participant should ensure they join the web-conference from a location with minimal, or preferably no, background noise.

6.2 To minimize the potential for audio-feedback to hinder the discussions, each participant should join the web-conference using a separate computer/device in a separate room/office. If sharing a single computer/device to join the web-conference with fellow participant/s, please ensure that only one computer/device per room/office has its microphone unmuted and audio speaker on at any one time.

#### **7. During the web-conference**

7.1 Participants who wish to address a question, answer or comment to the Meeting should please inform the Chair, Secretary or moderator of the discussion by using the web-conference interface to send a “CHAT” message, e.g. “*Thailand wishes to speak*”, or “*Thailand question*”, etc.

7.2 Participants who wish to address a message only to a specific member of the Meeting, e.g., to the Chair or Secretary (or another participant), should use the web-conference interface to send a private CHAT message. **CAUTION:** When sending a private CHAT message, please exercise care and **avoid inadvertently sending a private CHAT message to “EVERYONE”**.

7.3 Additional information and instructions concerning the web-conferencing tools and applications, will be provided separately at the meeting website.

7.4 Participants should only unmute their microphone and turn on their video when invited to speak by the Chair, Secretary or moderator of the discussion. Please always remember to mute your microphone when finished speaking.

7.5 The Chair and/or Secretary will manage the presentation of meeting material during the web-conference, unless specifically arranged otherwise. Speakers should clearly identify to the meeting the relevant paper, presentation or other meeting material they are speaking to, as well as the specific paragraphs, pages and slides, as appropriate.

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**INTERNATIONAL CIVIL AVIATION ORGANIZATION  
ASIA AND PACIFIC OFFICE**

**FIFTH MEETING OF THE SURVEILLANCE IMPLEMENTATION  
COORDINATION GROUP (SURICG/5)**

*(Web-conference 22 – 24 September 2020)*

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**REVISED REGISTRATION FORM**

1. Name: \_\_\_\_\_  
(Mr./ Ms./ Mrs.) **(as should appear in the official listing)**
2. Title or Official Position: \_\_\_\_\_
- State/Administration/  
3. Organization: \_\_\_\_\_
4. E-mail: \_\_\_\_\_

**Note 1:** Please download meeting materials from the ICAO APAC Office website ([www.icao.int/apac](http://www.icao.int/apac) > Meetings > Meeting List – 2020 > SURICG/5 prior to the meeting.

**Note 2:** Please return the completed registration form by e-mail (to the ICAO APAC Office at: [apac@icao.int](mailto:apac@icao.int) cc: [ylo@icao.int](mailto:ylo@icao.int); [bsirapongkosit@icao.int](mailto:bsirapongkosit@icao.int)) **no later than 08 September 2020**

**Note 3:** Please print or type clearly. Web-conference joining instructions will only be delivered to the valid, official nominated e-mail address/es at 4, above.

Date \_\_\_\_\_ Signature \_\_\_\_\_

After completing, please send to: ICAO APAC Office, P.O. Box 11, Somyaek Ladprao, Bangkok 10901, Thailand, or Fax: +66 (2) 537 8199 **or e-mail:** [apac@icao.int](mailto:apac@icao.int) cc: [ylo@icao.int](mailto:ylo@icao.int); [bsirapongkosit@icao.int](mailto:bsirapongkosit@icao.int)