

**Task Force on Strengthening and evolving existing regional mechanism for regional cooperation, towards capability and capacity building and technical assistance' in Asia & Pacific Region**

**Brief Summary of the First Task Force Meeting through Video Conference**

Date: 5th June 2018  
Time: 0400 UTC (1100 am BKK Time)  
Facilitator: Mr. Arun Mishra, Regional Director, ICAO APAC  
Participating States: Australia, China, Pakistan, Republic of Korea, Malaysia, Singapore, Thailand and United States of America  
Excused: Hong Kong China, Japan and New Zealand

*(Note: TF Members and contact details attached. 11 States, 17 Members)*

Proceedings:

No	Item	Comments made/ Presented by:	Follow up Action by:	Remarks
1	<p><b><u>Introduction</u></b></p> <ul style="list-style-type: none"> <li>-DGCA 54 noted insufficient facts to proceed with the TF for APAC CA Commission</li> <li>-DGCA 54 decision to formulate TF exclusively on the current subject</li> <li>-Description of arrangements currently in place provided to the meeting</li> <li>-Draft Terms of Reference circulated</li> </ul>	- Regional Director		
2	<p><b><u>Election of Chairman of the TF</u></b></p> <ul style="list-style-type: none"> <li>-Chair: Mr. Tay Tiang Guan (Deputy Director General, Civil Aviation Authority of Singapore)</li> <li>-Vice Chair: to be elected later in consultation within TF</li> </ul>	<ul style="list-style-type: none"> <li>- Proposed by Malaysia</li> <li>- Supported by ROK</li> <li>- Supported by Australia</li> </ul> <p>- Regional Director</p>	- Chair	
3	<p><b><u>Remarks of the Chair</u></b></p> <ul style="list-style-type: none"> <li>-Thanked all for the support and confidence in Singapore.</li> </ul>	- Chair		

No	Item	Comments made/ Presented by:	Follow up Action by:	Remarks
4	<p><b><u>Comments on Draft TOR</u></b></p> <ul style="list-style-type: none"> <li>- Shorten the Preamble</li> <li>- Shorten/combine the Scope: combine a) &amp; d), b) &amp; e) etc.</li> <li>- Revised TOR to be finalized by Chair, inputs to be provided by Australia and working via email</li> </ul>	<ul style="list-style-type: none"> <li>- Comments of Chair</li> <li>- Agreed by Australia</li> <li>- Chair and Australia</li> </ul>	<ul style="list-style-type: none"> <li>- Chair and Australia</li> </ul>	<ul style="list-style-type: none"> <li>- Chair to circulate finalized TOR to TF members via email.</li> </ul>
5	<p><b><u>Future Work Plan</u></b> <b><u>Discussion items</u></b></p> <ul style="list-style-type: none"> <li>- Face to Face Meeting</li> <li>- Interim Report to 55 DGCA Conference</li> <li>- Data collection</li> <li>- Participation of Council members</li> </ul> <p><b><u>Discussion</u></b></p> <ul style="list-style-type: none"> <li>- After discussion on preferable dates, decided to convene one face-to-face meeting on 31 July – 1 August 2018. States to inform APRO if they are not available for revised dates to be suggested by the APRO via email</li> <li>- Venue to be ICAO APAC RO, Bangkok</li> <li>- TF Members were invited to explore/propose ways and means to improve the mechanisms to strengthen regional co-operation for capacity building and technical co-operation and provide inputs prior to the face-to-face meeting</li> </ul>	<ul style="list-style-type: none"> <li>- Comments of China, Malaysia and Australia</li> <li>- Comments of ROK</li> <li>- Agreed by the meeting</li> <li>- Offered by Regional Director</li> <li>- Meeting noted.</li> </ul>	<ul style="list-style-type: none"> <li>- To be convened by the Chair</li> <li>- APAC Regional Office</li> <li>- All TF members</li> </ul>	

	-Prepare a template for the face-to-face meeting	-Meeting noted.	-Chair	
<b>No</b>	<b>Item</b>	<b>Comments made/ Presented by:</b>	<b>Follow up Action by:</b>	<b>Remarks</b>
5	<p>-Assign tasks to the TF members</p> <p>-Collate existing reports from regional subgroups or task forces, that would inform on the needs of States including information available at ICAO HQ, especially with the review group for USOAP CMA, survey done in previous TF on APAC CAC, data on ATM reporting etc., and provide them preferably prior to the first meeting.</p> <p>-On the participation of Council members, the Regional Director mentioned that there are 7 members in the Montreal Group as well as some resident APAC State delegations in Montreal like Pakistan and Indonesia. The Regional Director would meet the Montreal group during his visit to Montreal from 19-23 June 2018 to brief them on the TF.</p>	<p>-Meeting noted.</p> <p>-Meeting noted.</p> <p>-Meeting noted.</p>	<p>-Chair</p> <p>-ICAO -Members</p> <p>-Regional Director</p>	<p>-Outcome of the meeting to be provided to the Chair</p>
6	<p><b><u>Conclusion of the meeting</u></b></p> <p>-Regional Director and the Chair of the Task Force thanked all members for participation.</p>			