

**Task Force to Strengthen and Evolve Existing Regional Mechanism for  
Regional Cooperation, towards Capability and Capacity Building and Technical Assistance (RCMTF)**

**Summary of Discussion of 6<sup>th</sup> Meeting  
ICAO APAC Regional Office, Bangkok, Thailand, 14 – 15 March 2019**

1. The 6<sup>th</sup> RCMTF meeting was held on 14 – 15 March 2019 at the ICAO Asia Pacific Regional Office in Bangkok, Thailand.
2. Meeting Participants: States/Administrations: Australia, China, Malaysia, New Zealand, Republic of Korea, Singapore, Thailand and United States of America. (Absent with apologies: Hong Kong China, Japan, Pakistan). ICAO: Regional Director, Deputy Regional Director, APAC RO, ROTA
3. The Regional Director and RCMTF Chair thanked members for their contribution and looked towards a productive discussion to further advance the work. RCMTF Chair commended members on the quality of the discussions and papers.

**Adoption of Provisional Agenda:**

4. The Provisional Agenda was adopted. (Appendix 1a).

**Confirmation of Record of Discussion:**

5. The Record of Discussion of the RCMTF 5<sup>th</sup> Meeting on 12 February 2019 (teleconferencing) was adopted with the following amendment: -  
Action Item 1/3 – Status/Revised timeline (column 5), 3<sup>rd</sup> bullet point was amended to include New Zealand to read as ‘Australia, New Zealand and Singapore will assist’. (Appendix 1b).

**Discussion:**

6. Update of Action Items List:

**a. 1/1 Outcome of survey – ICAO APAC RO and Singapore**

- ICAO APAC RO informed States on 13 February 2019 on the extension of the deadline to 5 March 2019 for the completion of the ‘Survey on Common and Evolving Needs of the Asia Pacific Region’. 21 States/Administrations had responded to the survey.
- A Survey Matrix with a compilation of the survey data (Appendix 2a) and summary of the ‘Needs Survey Analysis’ (Appendix 2b) were circulated by email on 13 March 2019.
- Singapore presented the Needs Survey Analysis (Appendix 2c). Comments and suggestions from members were as follows: -
  - Survey identified the need for:
    - more information and best practice sharing among States in various areas;
    - clarity on the difference between State Safety Programme and National Aviation Safety Plan;
    - assistance to develop CORSIA implementation plan;
    - ICAO to give more resources to APAC RO;
    - CAT Missions to give more targeted assistance;
  - Survey noted diversity of needs in some areas such as ATFM which ranked as a top need for States facing congested airspace, while States not providing ANS had no need for these;
  - Response on needs for financial support for ANS was unexpectedly low, as general observation suggested financing for ANS infrastructure improvements were necessary.

- Survey might be skewed for ANS as some States have corporatized ANSP and it was uncertain how many of such ANSPs were consulted, which could also explain the low responses to high ANS priorities;
- Identification of cybersecurity threats and formulation of mitigation measures was top need under Aviation Security;
- Plans for HRD in the region were mostly ineffective and lacked financial support from the Ministries;
- There was a preference for on-site training for some States as it might not be practical to attend workshops at ICAO; online training should be explored while recognizing the IT infrastructure limitations (e.g. internet connectivity / bandwidth) in some States; and
- Survey indicated strong need for technical expertise, support and training required by many for CORSIA implementation mainly in MRV. APAC RO would have to draw on resources residing in ICAO HQ. There was a suggestion for the region to consider the establishment of a regional body for coordination and implementation of initiatives under environment e.g. CORSIA.
- It would be useful for the analysis to be further defined at the sub-regional level for more targeted recommendations.
- Members were encouraged to provide comments on the Survey analysis to Singapore for consolidation and preparation of the final report. The final draft survey report would include recommendations to be circulated to members for further comments before tabling it at the 56<sup>th</sup> DGCA Conference.
- Members also agreed for: -
  - Regional Director to brief the Regional Officers on the findings of the Survey.
  - APAC RO to reach out to States/Administrations that have not responded to the survey to do so, in particular, from South Asia.

**b. 1/3 Discussion paper on governance – Australia**

- Australia presented the paper on Governance (Appendix 3a) and the draft Terms of Reference (ToR) template for ICAO Asia Pacific Regional Aviation Groups (Appendix 3b). Australia highlighted that voting had specifically been left out as it could be complex, and therefore deferred decision making instead to the consensus approach of ICAO.
- Comments and suggestions from the members were as follows: -
  - ToR to include the term of the Chairmanship;
  - There should be periodic reviews of ToR, some of which were approved by the ICAO Council;
  - There were no clear State Points-of-contact for ICAO issues or working group;
  - Difficulties faced by some States, such as funding limitations, to attend the large number of Regional Group Meetings held annually; Some regions limited the creation of new Groups by assigning new tasks to existing groups; and
  - APAC RO to provide a comprehensive diagram of the existing Sub groups/WGs/TFs in the region, reflecting the reporting lines and relative reference to each other.
- Australia highlighted the recent work of the Air Navigation Commission (ANC) to review the Reporting Structure and Terms of Reference, Functions, and Participation of the PIRGs and RASGs and to replace these with a generic ToR. RCMTF requested Australia to review the ANC paper and make the appropriate adjustments of the draft ToR template for ICAO Asia Pacific Regional Groups.
- RCMTF agreed to circulate the draft ToR template to the Chairs and Vice Chairs of RASG, APANPIRG, RASCF and the APAC RO for comments.
- RCM TF members agreed to provide any further comments/input by 29 March 2019 for Australia to update the paper incorporating the comments at the meeting and by circulation. This document would be included as part of the RCMTF report to be tabled at the 56<sup>th</sup> DGCA Conference.

**c. 1/4 List of existing and potential funding – APAC RO and 1/5 List of sustainable funding – Singapore and US**

- RCMTF agreed for APAC RO to consolidate the lists under Action Items 1/4 and 1/5. (Appendix 4 & 5 Consolidated Version) and include more information for each funding mechanism such as criteria, source, and application processes and mapping them to the regional needs identified in the survey.
- RCMTF agreed to look at further enhancing the use of funding available such as identifying additional information to be provided, conveying the regional priorities and needs to donors to strengthen chances of obtaining funding for the region or States, and identifying channels for bilateral arrangements for specific purposes. This Action Item would be further discussed at the RCMTF/7.

**d. 1/6 Approach for industry participation – US**

- The US presented the paper proposing for an Industry Round Table session at the 56<sup>th</sup> DGCA Conference as an approach to garner greater industry participation within the Asia Pacific region.
- There were interests by some members for high level industry discussion to understand their contribution to aviation and the region. Given the tight DGCA Conference schedule, it was agreed that the DGCA Panel Discussion be used for the high-level industry discussion. A more comprehensive Round Table discussion could be arranged in the future.
- RCMTF agreed for the US to work with ICAO APAC RO for a high-level Panel of industry speakers and topics. There was consensus that associations could be included in this panel.
- RCM TF members were requested to provide further comments/input to the US on the proposal and to consider how to increase industry participation at future DGCA Conferences.
- A summary of this item would be included as part of the TF report to be tabled at the 56<sup>th</sup> DGCA Conference.

**e. 1/7 Improvements for alignment/coordination within APANPIRG – Hong Kong China**

- As Hong Kong China was unable to attend the meeting, APAC RO would update Hong Kong China on the discussion on its paper (Appendix 7), in particular, the discussion for the streamlining of coordination and setting up of a central register of projects as best practices rather than mandates.
- RCMTF members were requested to provide further comments/input to Hong Kong China. Hong Kong China to update this paper incorporating the comments for further discussion at RCMTF/7. This paper will be included as part of the TF report to be tabled at the 56<sup>th</sup> DGCA Conference.

**f. 1/8 Communication strategies – New Zealand, Australia and Singapore**

- New Zealand presented the paper (Appendix 8) containing best practices for facilitating communications.
- APAC RO was to consider suggestions for:
  - Modernizing the existing ICAO APAC website to improve the navigation and access to information
  - Enhancing existing repositories including provision of past DGCA Conference papers
  - Simplifying notes of meetings to provide only outcomes and reflect discussions, only if necessary
  - Stating upfront in State Letters the purpose, importance and deadlines
  - Adopting electronic reporting but to identify and consult States/Administrations with internet connectivity difficulties and to provide for alternative communication methods
  - Providing better teleconferencing facilities for regional communications
  - Drafting the Regional Aviation Safety Plan into a concise document for States' ease of reference and understanding of the deliverables
  - COSCAP-SEA CTA agreed to provide a comprehensive list of State/Administration focal points for ICAO.
- RCMTF members agreed to provide any further comments/input for New Zealand to revise the paper taking into account Hong Kong China's inputs. The paper to be included as part of the RCMTF report to be tabled at the 56<sup>th</sup> DGCA Conference.

**g. 1/9 Best practices in ICAO State Letter management – Hong Kong China and Republic of Korea**

- Republic of Korea presented its State Letter Management system, SMIS which had been delivered and installed in some States. APAC RO suggested providing information on the SMIS software through the regional COSCAPs – South East Asia, South Asia, North Asia.
- RCMTF agreed that the SMIS was one approach and that it would be useful to develop a set of best practices for ICAO State Letter management, including key principles and current best practices from Australia, Hong Kong China, Republic of Korea, Singapore. The format and content of State Letters could also be improved.
- RCMTF noted a related paper from Hong Kong, China at Appendix 9.

**Any other Business**

7. RCMTF also provided a few suggestions to enhance coordination: -
  - Request for more ICAO resources to be allocated to the APAC region and APAC RO to implement the Beijing Declaration commitments
  - APAC RO to provide sustainable support to States /Administrations to deliver results
8. RCMTF agreed for the interim report to the 56<sup>th</sup> DGCA Conference to cover the entire list of Action Items to serve as an update to APAC States/Administrations.
9. On the preparations for the 56<sup>th</sup> DGCA Conference, APAC RD briefed participants on the need for active involvement of the DGs on the proceedings of the Conference and highlighted the need to submit papers on topics of current importance to the progress of civil aviation. He informed of a new agenda item on Preview of Assembly Papers which would be presented at the 40<sup>th</sup> Session of the Assembly by States/Administrations for co-sponsorship.
10. On the 2nd Asia Pacific Ministerial Conference on Civil Aviation to be held in 2020 in India, APAC RD reported that there would be an update on the progress of achievements of the targets set under the four specific commitments under the Beijing Declaration. Suggestions for new topics for the Ministerial Conference included: -
  - Aviation Security – GAsEP, Roadmap for APAC Region
  - Security – Cyber Security, Emerging Threats
  - Investment in ANS Modernization
  - National Aviation Safety Plan
  - IOSA Audit
  - Financial/Administrative autonomy of States/Administrations
  - Specific HR related – Strengthening Aviation Training Organizations
  - Environment – Green Airports
  - New Technology – DronesA discussion/workshop would be held at the sidelines of the 56<sup>th</sup> DGCA Conference to discuss these topics.
11. The next meeting of the RCMTF would be via teleconference scheduled for 30 May 2019 at 09:00 a.m. Bangkok time.

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