

**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 7th Meeting
Teleconference, 25 June 2019**

1. The 7th RCMTF meeting was held on 25 June 2019 via teleconference.
2. Meeting Participants: States/Administrations: Australia, Hong Kong China, Malaysia, New Zealand, Pakistan, Republic of Korea (only on presentation of their State Letter), Singapore, and United States of America. (Absent with apologies, China, Thailand)

ICAO: APAC Regional Director, APAC Deputy Regional Director and ROTA. COSCAP-SEA: Chief Technical Advisor/Programme Coordinator.

Adoption of Provisional Agenda:

3. The Provisional Agenda was adopted.

Confirmation of Record of Discussion:

4. The Record of Discussion of the RCMTF 6th Meeting on 14 – 15 March 2019 was adopted.

Discussion:

5. Matters Arising:
 - a) **Follow-up for paper on better governance of regional groups – Australia**
 - i. Australia updated that there had been positive comments on the paper and only minor changes had been made. Including replacing The term “Chairman” with “Chair”.
 - ii. As for the Terms of Reference (TOR) template, Australia highlighted it is meant to be high level, adequate for use in any regional group.
 - iii. Chairman thanked and complimented Australia on the good work done. He agreed with the changes to the paper.
 - iv. The meeting agreed for the paper to be part of the RCMTF report to the 56th DGCA Conference.
6. Update on Action Item List:
 - a) **Report on the survey findings – ICAO APAC RO and Singapore**
 - i. Singapore presented updates to the survey findings at the Asia Pacific and sub-regional level, which highlighted the diverse needs of each sub-region. Twenty-eight States/Administrations have responded to the survey so far.
 - ii. RD suggested that the report’s recommendations make reference to the PIDS Aviation Needs Analysis Study which would directly address some of the needs identified. RD updated that the study would be completed in September 2019 and an interim report will be presented to the 56th DGCA Conference. He also informed that there would be a presentation of the draft report for the PIDS Aviation Needs Analysis Study to the PIDS and donors of the study in Fiji on 9 – 10 September 2019. RD informed the meeting that the 40th Session of the Assembly will be apprised of the PIDS Study and the results of the Study will be presented to the ICAO Council at the first sitting after the ICAO Assembly. New Zealand commended the work of the study team. RD shared that the PSIDS Study has requested for a brief account of the work undertaken

by the RCM TF. He also suggested to include an Action Item on the PIDS Study in the Report of the survey findings.

- iii. Australia commented that the survey results showed that there was high expectation from States/Administrations for the ICAO APAC RO to take the lead in providing the support and prioritizing more targeted assistance, and proposed that this be reflected in the report.
- iv. To a query relating to the impact of additional respondents to the findings of the study, Singapore informed that the overall conclusions remained the same.
- v. The meeting agreed to complete the analysis of the survey based on the responses received so far for reporting to the 56th DGCA Conference in August, but the RCM TF will continue to receive further responses from States, would there be any.
- vi. Singapore will be including charts to support the figures and analysis, and the qualitative responses from the respondents as an attachment to the report.
- vii. Singapore will circulate the revised paper as soon as possible for TF members to provide their comments by 8 July 2019, so as to meet the deadline for papers' submission for the 56th DGCA Conference.

b) Review of funding mechanisms paper – ICAO APAC RO, Singapore and US

- i. Singapore provided an overview of the paper.
- ii. RD complimented the work done and suggested that the UN Sustainable Development Fund (Item 6 in the Appendix of the Paper) be removed as the project selections were done in 2014 and the UN would not be accepting new applications.
- iii. Singapore will circulate the updated paper with the above change as soon as possible for TF members to provide their comments by 8 July 2019. The paper will be incorporated as part of the RCM TF Report.
- iv. Chairman thanked all parties who contributed to the paper and specifically to the United States and APAC RO who had followed up to plan a high level panel at the 56th DGCA Conference.

c) Approach to enhance coordination and communication – NZ (Australia, Singapore, Hong Kong China, Republic of Korea)

- i. Republic of Korea (ROK) had difficulties joining in the teleconference and proposed to submit its comments in writing instead. RD requested that ROK present a 15-minute power-point presentation on its State Letter Management system at the 56th DGCA Conference and ROK accepted. Chairman recalled that the recommendation of the RCM TF was to develop a set of best practices for state letter management from States/Administrations who had volunteered to share their arrangements, including Australia, Hong Kong China, New Zealand, ROK and Singapore. Chairman and RD agreed to further discuss this issue separately.
[After-note: It was agreed that ROK will present its State Letter management system under Agenda item 8: Technical Cooperation at the 56th DGCA Conference. States/Administrations will also be invited to present on their best practices in other areas, not limited to state letter management. To complete task 1/9, TF members could provide their input on best practices for state letter management to New Zealand. The input will be included in New Zealand's consolidated paper on communication and coordination.]
- ii. Australia commented that the diagram showing the list of existing SGs/WGs/TFs in the APAC region reflected that there were too many groups with some having overlaps and suggested that it would be useful to review the list to further streamline these for greater efficiency.
- iii. New Zealand updated that as there were no further comments from the RCM TF, the paper will be revised to incorporate Hong Kong China's and ROK's inputs. New Zealand will circulate the revised paper by end of this week for TF members to provide their comments by 8 July 2019. This paper will form part of the RCM TF Report to DGCA Conference in August.

7. RCMTF Report to be presented at 56th DGCA Conference:
 - i. Chairman said that the plan was to present the RCM TF report as a working paper, incorporating the three broad areas of governance, funding mechanism and communications. The survey findings would be separately presented since it was important for the DGCA Conference particularly the States/Administrations who have responded to the survey, to know the outcome of the survey done.
 - ii. RD suggested that the TF present a consolidated paper instead. Chairman explained that the work of the TF is substantive with four key areas to be shared, and more time will be needed for the presentation to be comprehensive. RD noted the need for more time to be allocated to the TF's report on Day 5.
 - iii. Singapore will coordinate and circulate the first cut of the report as soon as possible for TF members to provide their comments by 8 July 2019.
 - iv. The meeting discussed whether this report would be the final or interim report of the RCM TF. Chairman highlighted that one key area in TOR (Recommendations on the approach and roadmap to strengthen regional cooperation) had yet to be addressed. As such, the work of the TF will have to continue. Australia agreed on the major outstanding work which would include streamlining the many regional workgroups.
 - v. The meeting therefore agreed that the TF report will be presented as one consolidated paper to the DGCA Conference.

8. RD will propose dates for the next meeting of the RCMTF (RCMTF/8) via teleconference in the first week of August 2019. Discussions will focus on finalizing the report to be presented at the 56th DGCA Conference, and the next steps of the RCMTF towards the completion of tasks by the 57th DGCA Conference.

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