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منظمة الطيران  
المدني الدولي

国际民用  
航空组织

Ref. RSO - AP010/22 (RSO)

19 January 2022

**Subject:** The First Meeting of the South Asia, Indian Ocean and Southeast Asia ATM Coordination Group (SAIOSEACG/1)  
(*Video Teleconference, 28 March – 1 April 2022*)

**Actions required:** Online registration and submission of papers by **11 March 2022**

Sir/Madam,

I wish to invite your Administration to participate in the First Meeting of the South Asia, Indian Ocean and Southeast Asia ATM Coordination Group (**SAIOSEACG/1**), which will be held via video teleconference, from **28 March to 1 April 2022**. The Thirty-second Meeting of the Asia/Pacific Air Navigation Planning and Implementation Regional Group (APANPIRG/32, VTC, 01 - 03 December 2021) had endorsed Decision/32-5: Combining SAIOACG and SEACG Group to form the South Asia, Indian Ocean and Southeast Asia ATM Coordination Group (SAIOSEACG).

The SAIOSEACG/1 meeting will continue to identify, plan and implement Air Traffic Management improvements within airspace serving South Asian, Indian Ocean and South East Asian areas. States and Administrations should come prepared to the meeting to provide a documented status report on the implementation of the following matters, which will require internal research and the readiness of the meeting participants:

1. SAIOSEACG Task List (refer Attachment D combined in order by the year);
2. National Air Navigation Plan (NANP) in accordance with the requirements of the Regional Air Navigation Plan;
3. Regional ATFM Plan Monitoring and Reporting Form;
4. Regional ATM Contingency Plan Monitoring and Reporting Form;
5. Regional AIM Plan Monitoring and Reporting Form;
6. Regional SAR Plan Monitoring and Reporting Form;
7. ATS Route Catalogue - ATS route proposals relevant to the meeting – each route proposal to be updated, especially in terms of priority; and
8. ANS Deficiencies - each deficiency relevant to the meeting to have an update on the implementation of any corrective actions.

Enclosed herewith are the SAIOSEACG/1 Provisional Agenda (**Attachment A**) and Meeting Bulletin (**Attachment B**). Meeting registration can be done online at <https://www.icao.int/APAC/Meetings/Pages/2022-SAIOSEACG-1.aspx> preferably by **Friday, 11 March 2022**. Once the registration is accepted, the participants will receive a confirmation email for attending the meeting. Online Registration Guidelines is provided in **Attachment C**. **Only registered participants are entitled to receive the invitation link to join the meeting.**

In order to make the meeting more productive and effective, it is strongly urged that States/Administrations/International Organizations submit papers to the meeting **no later than two weeks prior to the meeting date**, via email to the ICAO APAC Regional Sub-Office ([APAC-RSO@icao.int](mailto:APAC-RSO@icao.int) and [Slee@icao.int](mailto:Slee@icao.int)). In the event that papers are received after **Friday, 11 March 2022**, these will normally be treated as a flimsy. Participants should obtain meeting materials from the ICAO APAC Regional Office website at <https://www.icao.int/APAC/Meetings/Pages/default.aspx> prior to the commencement of the meeting.

Please note that the status updates should not be provided by ad hoc working or information papers, but will be requested State-by-State when the meeting reaches the relevant agenda item. However, if the status report is available well before **Friday, 11 March 2021** Working Paper cut-off date, then States and Administrations are encouraged to send this data to the meeting Secretariat so this can be included in the relevant ICAO Working Paper.

Please accept, Sir/Madam, the assurances of my highest consideration.

Yours sincerely,



Tao Ma  
Regional Director

**Enclosures:**

- Attachment A — Provisional Agenda
- Attachment B — Meeting Bulletin
- Attachment C — Online Registration Guidelines
- Attachment D — SAIOSEACG Task List