



ICAO

International Civil Aviation Organization

The Fourth Meeting of the Asia/Pacific Aerodrome Design and Operations Task Force (AP-ADO/TF/4)

*Hybrid Meeting, Chiang Rai, Thailand, 10 to 13 January 2023***Agenda Item 6: Any other business****PROPOSAL FOR AN AMENDMENT TO TERMS OF REFERENCE OF AP-ADO/TF**

(Presented by the Secretariat)

SUMMARY

This paper presents a proposal for an amendment to the terms of reference of AP-ADO/TF.

1. INTRODUCTION

1.1 The Terms of Reference (TOR) of AP-ADO/TF detailed the objectives, scope of works, composition, working methods and time frame.

2. DISCUSSION

2.1 The TOR of AP-ADO/TF approved by AOP/SG/2 (Bangkok, Thailand, 27 – 29 June 2018) had been first amended through the following Decision of AOP/SG/5 in July 2021:

Decision AOP/SG/5-10: TOR of AP-ADO/TF

*That, the Terms of Reference of the Asia/Pacific Aerodrome Design and Operations Task Force be amended as in **Appendix T** of the Report.*

2.2 At that time, the tenure of this Task Force was extended for two years from September 2021 to September 2023 considering that the AP-ADO/TF would achieve its objectives by September 2023.

2.3 The COVID-19 pandemic had re-organized priorities among States and Administrations. In addition, the travel restrictions implemented by States and Administrations had made the face-to-face meeting impossible and necessitated the need for additional time to fulfil its objective as envisaged. Moreover, the special task entrusted to this Task Force by the AOP/SG for the development of the *Regional Guidance on Design and Operations of Altiports* is still in progress.

2.4 As a result, the TOR is proposed to be amended to include in its scope the topics, such as, Surface Movement Guidance and Control System (SMGCS) and Advanced SMGCS (A-SMGCS), cover Aerodrome Operations (AOP), Aerodrome Operation Centre (AOPC) and Total Airport Management (TAM) provisions of GANP and upcoming new concept of obstacle limitation surfaces (OLS) and runway strength reporting (ACR/PCR) as shown in **Appendix A**. This would allow additional time for this Task Force to complete the work related to initial as well as additional scope of work and assigned tasks, and to provide some flexibility in the mode of meetings.

2.5 Therefore, AP-ADO/TF/4 is invited to support the following Draft Decision for consideration by AOP/SG/7:

Draft Decision AP-ADO/TF/4-X: Proposal for Amendment to AP-ADO/TF's TOR	
What: That, the Terms of Reference of the Asia/Pacific Aerodrome Design and Operations Task Force be amended as in Appendix A of WP/12.	Expected impact: <input type="checkbox"/> Political / Global <input type="checkbox"/> Inter-regional <input type="checkbox"/> Economic <input type="checkbox"/> Environmental <input checked="" type="checkbox"/> Ops/Technical
Why: To allow additional three years of time to complete the work as per initial and additional scope of the work and assigned tasks and to provide some flexibility in the mode of meetings amid the aftermath of pandemic.	Follow-up: <input type="checkbox"/> Required from States
When: 13-Jan-23	Status: Draft to be adopted by Subgroup
Who: <input checked="" type="checkbox"/> Sub groups <input type="checkbox"/> APAC States <input checked="" type="checkbox"/> ICAO APAC RO <input type="checkbox"/> ICAO HQ <input checked="" type="checkbox"/> Other: AP-ADO/TF	

3. ACTION BY THE MEETING

3.1 The meeting is invited to:

- a) review the proposed amendments to AP-ADO/TF's TOR;
- b) endorse the Draft Decision contained in paragraph 2.5; and
- c) discuss any relevant matters as appropriate.

Asia/Pacific Aerodrome Design and Operations Task Force (AP-ADO/TF)

TERMS OF REFERENCE
(Proposal for Amendment to AP-ADO/TF's TOR)

Objective:

The main purpose of the AP-ADO/TF is to achieve some specific deliverables of the AOP/SG through the systematic works of the Task Force.

Scope of works:

To meet the above objective the AP-ADO/TF shall carry out the following tasks:

- (1) **Study and discuss** aerodrome SARPs and guidance materials related to aerodrome planning, design and operations including PANS-Aerodromes and provide expert advice and clarification to APAC States on any issues related to the implementation of the requirement specified in the SARPs and guidance materials.
- (2) **Review and discuss** AOP parts of the Global Air Navigation Plan (GANP), the Asia/Pacific ANP and Seamless ANS Plan and formulate amendment proposals to the APAC ANP Table AOP I - 1 and Table AOP II – 1 as necessary.
- (3) **Review** provisions of facilities and services at international aerodromes specified in AOP Table of ANP through monitoring the following information published in the AIP and other official documents of the States:
 - Upcoming new concept of Obstacle limitation surfaces;
 - visual aids;
 - rescue and firefighting services and emergency planning;
 - assessment and reporting of the runway surface condition;
 - preventive maintenance programme;
 - runway safety programme including establishment of a runway safety team at international aerodromes;
 - SMGCS & A-SMGCS;
 - Pavement Strength reporting (ACR/PCR)
- (4) **Review and discuss** Airport Operations Plan (AOP), Airport Operations Centre (APOC) and Total Airport Management (TAM) provisions of GANP;
- (4)(5) **Assist in conducting** seminars/workshops/trainings for the aerodrome regulatory and aerodrome operator staff in APAC region;
- (5)(6) **Identify** experts in various AOP fields and **maintain** Asia/Pacific database;
- (6)(7) **Participate** in ICAO's activities/initiatives in aerodromes, if necessary.

Composition: The Task Force is composed of subject matter experts nominated by APAC States/Administrations and International Organization satisfying the criteria:

- (1) Minimum 3 years of experience in Aerodrome Regulatory functions of CAA or in Aerodrome Operations at international airports or in the International Organizations;

- (2) Familiar with Annex 14, PANS-Aerodromes (Doc 9981) and its guidance materials, GANP, GASP, APAC Seamless ANS Plan, APAC ANP; and
- (3) The nominated expert would continue to be a member for a minimum of three consecutive years.

Additional membership could be invited from other regions, if required.

Working Methods: The Task force will hold at least one face-to-face meeting a year. Video teleconference may be held in lieu of face-to-face meeting when travel restrictions are in place. The work would be carried out through electronic correspondences and web conference as far as practicable.

Time frame: The tenure of the Task Force would last until September ~~2023~~ 2026.