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Международная
организация
гражданской
авиации

منظمة الطيران
المدني الدولي

国际民用
航空组织

Reference : T 3/10.1 – AP108/23 (ATM)

6 July 2023

Subject : **Eleventh Meeting of the Air Traffic Management Sub-Group (ATM/SG/11) of APANPIRG (Singapore, 2 – 6 October 2023)**

Action required: 1) To complete online registration by **08 September 2023**; and
2) To submit paper(s) and presentation(s) by **08 September 2023**.

Sir/Madam,

I am pleased to invite your Administration to participate in the Eleventh Meeting of the Air Traffic Management Sub-Group (ATM/SG/11) of APANPIRG, which will be graciously hosted by the Civil Aviation Authority of Singapore in Singapore, from 02 to 06 October 2023.

Enclosed herewith are the Provisional Order of Business (**Attachment A**) and Provisional Agenda (**Attachment B**). A Meeting Bulletin will be made available in the ATM/SG/11 meeting webpage in due course.

I request that the delegate(s) from your Administration who will be attending the meeting complete online registration by **Friday 08 September 2023**, using the link provided in the ATM/SG/11 meeting webpage at <http://www.icao.int/APAC/Meetings/Pages/default.aspx>. Please ensure your delegates use the email address they normally use for official purposes, and that they attach an official nomination letter at the *Event Specific Information Page* when registering. Registered participants will receive a confirmation email. All registered participants are requested to carry valid identification (passport, State identity card, etc.) for admission to the meeting. Persons whose registration has not been confirmed, or who do not have valid identification, will not be admitted to the meeting.

In order to make the meeting more productive and effective, participating Administrations/International Organizations are urged to submit papers and presentations to the meeting **no later than three weeks prior to the meeting date**, via email to the Regional Office. A working paper/information paper template is available from the ATM/SG/11 web page on the ICAO Regional Office website. In the event that papers are received after **Friday 08 September 2023** they will normally be treated as flimsies, and may only be presented to the meeting if time permits and after all other papers correctly submitted before the deadline have been read.

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Participants should obtain meeting materials from the ATM/SG/11 meeting webpage prior to the commencement of the meeting.

Your Administration is also reminded of *Conclusion ATM/SG/10-1*, which urged Asia/Pacific Administrations to report their implementation status of the performance expectations of the following regional plans, at least once annually, by **not later than 28 February each year**:

- a) Regional ATM Contingency Plan;
- b) Regional Framework for Collaborative ATFM;
- c) Regional Plan for Collaborative AIM; and
- d) Regional SAR Plan.

Status reports provided to the ICAO Regional Office will be reported to ATM/SG/11. As 2023 is the first year of the revised reporting date, late status reports received by not later than **Friday 08 September 2023** may be included in the relevant Secretariat Working Paper. The ATM Regional Plans' Monitoring and Reporting Forms are available in MS Excel format on the ICAO Asia/Pacific Regional Office eDocuments web page at: <https://www.icao.int/APAC/Pages/edocs.aspx>.

Administrations currently having ATM-related APANPIRG ATM and Airspace Safety Deficiencies recorded are encouraged to provide information on corrective actions taken, for update of the Deficiencies List. In this regard I also take this opportunity to remind your Administration of *Conclusion APANPIRG/33/14 – Update of Information in APANPIRG Air Navigation Deficiencies Reporting Form*.

Yours sincerely,



Tao Ma
Regional Director

Enclosures:

- A — Provisional Order of Business
- B — Provisional Agenda



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**Eleventh Meeting of the Air Traffic Management Sub-Group
(ATM/SG/11) of APANPIRG**

Singapore, 2 – 6 October 2023

PROVISIONAL ORDER OF BUSINESS

(Presented by the Secretariat)

Monday 2 October 2023

0830-0900	Registration of Participants
0900-0930	Opening of Meeting
	Introduction of Participating Administrations/IOs
	Election of Vice Chair
0930-1100	Discussion on Agenda Items
1100-1200	Break
1200-1700	Discussion on Agenda Items

Tuesday 3 October 2023

0900-1100	Discussion on Agenda Items
1100-1200	Lunch Break
1200-1700	Discussion on Agenda Items

Wednesday 4 October 2023

0900-1100	Discussion on Agenda Items
1100-1200	Lunch Break
1200-1700	Discussion on Agenda Items

Thursday 5 October 2023

0900-1100	Discussion on Agenda Items
1100-1200	Lunch Break
1200-1700	Discussion on Agenda Items

Friday 6 October 2023

0900-1700	Any Business Carried Over
	Review of Draft Report
	Adoption of Report
	Closure of Meeting

Morning and afternoon breaks will be taken each day, the timing being at the discretion of the Chair

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**Eleventh Meeting of the Air Traffic Management Sub-Group
(ATM/SG/11) of APANPIRG**

Singapore, 2 – 6 October 2023

PROVISIONAL AGENDA

(Presented by the Secretariat)

- Agenda Item 1: Election of Vice Chair / Adoption of Provisional Agenda
- Agenda Item 2: Review of Related High Level Meetings
- Agenda Item 3: Performance Frameworks and Metrics
- Agenda Item 4: Air Navigation Service Deficiencies
- Agenda Item 5: ATM Systems (Modernization, Seamless ATM, CNS, ATFM)
- Agenda Item 6: ATM Coordination (Meetings, Route Development, Contingency Planning)
- Agenda Item 7: AOP, AIM, MET, SAR
- Agenda Item 8: Any other business
- Agenda Item 9: ATM/SG Task List Update
- Agenda Item 10: Date and venue for next meeting

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