

**ICAO***International Civil Aviation Organization***Sixth Meeting of the Asia/Pacific Aerodrome Assistance  
Working Group (AP-AA/WG/6)***Bangkok, Thailand, 2 to 5 April 2024*

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**Agenda Item 8: AP-AA/WG Task List****AP-AA/WG TASK LIST**

(Presented by the Secretariat)

**SUMMARY**

This paper presents the AP-AA/WG Task List for review and update by the meeting.

**1. INTRODUCTION**

1.1 This Working Paper provides the AP-AA/WG Task List for review and update by the meeting.

**2. DISCUSSION**

2.1 The AP-AA/WG Task list is provided in **Attachment A**.

**3. ACTION BY THE MEETING**

3.1 The meeting is invited to review update the task list of AP-AA/WG.

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**AP-AA/WG TASK LIST (Updated at AP-AA/WG/5)**

	<b>ACTION ITEM/PLANNED ACTIVITIES</b>	<b>RESPONSIBLE PARTY</b>	<b>TIME FRAME</b>	<b>STATUS</b>	<b>REMARKS</b>
1/1	Develop a survey on States which have not completed the implementation of aerodrome certification for all international aerodromes, with an AGA EI below 75% and/or AOP air navigation deficiencies to establish the requirements for assistance	India to lead Bangladesh, Nepal and Thailand to assist	December 2019	Closed	From TOR  <b>Conclusion AOP/SG/4-8</b> agreed to circulate the survey to APAC States / Administrations  Circulated through SL AN 3/3 – AP258/20 (AGA) dated 18 December 2020  Interim results presented in AP-AA/WG/3 WP/12  [Continued in Task 3/1]
1/2	Review the status of air navigation deficiencies in the field of AOP (as listed in the APANPIRG air navigation deficiencies database) and assist the concerned State(s) to develop corrective action plans	States COSCAPs to support	Continuous	Open	From TOR
1/3	To assist States which have not completed the implementation of aerodrome certification for all international aerodromes and/or with an AGA EI below 75% in establishing an aerodrome certification	Thailand to lead (c & d)  Philippines – item (c) Bangladesh – item (d) India – item (e) & (f) Nepal – item (g) Malaysia (lead), India and Nepal – item (a), (b)	January 2020	Closed – Item (a), (b), (c), (e), (f), (g) & (h)  Closed - Item (d) and (h)	From TOR Tasks 1/3 (a), (b), (c) and (g) completed and documents are posted on APAC Website <a href="https://www.icao.int/APAC/Pages/eDocs.aspx">https://www.icao.int/APAC/Pages/eDocs.aspx</a>  Agreed by <b>Decision AOP/SG/4-7</b>  SL AN 3/3 – AP257/20 (AGA) dated 18

	<b>ACTION ITEM/PLANNED ACTIVITIES</b>	<b>RESPONSIBLE PARTY</b>	<b>TIME FRAME</b>	<b>STATUS</b>	<b>REMARKS</b>
	<p>process, develop a set of generic documents, such as:</p> <ul style="list-style-type: none"> <li>(a) specific operating regulations;</li> <li>(b) organization structure of the aerodrome regulatory unit;</li> <li>(c) aerodrome certification procedure manual;</li> <li>(d) generic aerodrome inspector handbook with checklists;</li> <li>(e) generic template of the aerodrome manual;</li> <li>(f) training programme and training plan;</li> <li>(g) procedures for accepting non compliances; and</li> <li>(h) surveillance programme.</li> </ul>	<p>&amp; (h)</p> <p>Secretariat to support Request support from TCB/IPAV</p> <p>Thailand – item (d)</p> <p>Malaysia (lead), India and Nepal - item (h)</p>	<p>May 2021</p> <p>December 2021</p>		<p>December 2020</p> <p>Task 1/3 (a), (b), (d), (e), &amp; (f) completed and documents are posted on APAC Website  <a href="https://www.icao.int/APAC/Pages/eDocs.aspx">https://www.icao.int/APAC/Pages/eDocs.aspx</a></p> <p>Task 1/3 (h) completed (AP-AA/WG/4 – WP/08) and document will be posted after approval by AOP/SG/6 on APAC Website  <a href="https://www.icao.int/APAC/Pages/eDocs.aspx">https://www.icao.int/APAC/Pages/eDocs.aspx</a></p>
3/1	<p>For the aerodrome assistance survey questionnaire:</p> <ul style="list-style-type: none"> <li>(a) Recirculate to States / Administration which have yet to respond</li> <li>(b) Conduct analysis and recommend way forward</li> </ul>	<p>Secretariat</p> <p>India and Nepal</p>	<p>May 2021</p> <p>December 2021</p>	Closed	<p>Task 3/1 (a): SL Ref.: AN 3/3 - AP075/21 (AGA), dated 5 May 2021</p> <p>Task 3/2 (b): AP-AA/WG/4-WP/09</p> <p>Task 3/1 (a) &amp; (b) completed.</p>

	<b>ACTION ITEM/PLANNED ACTIVITIES</b>	<b>RESPONSIBLE PARTY</b>	<b>TIME FRAME</b>	<b>STATUS</b>	<b>REMARKS</b>
4/1	Develop Generic Enforcement Policy and Procedure Manual	Malaysia (Lead), India	December 2022	Completed	AP-AA/WG/5-WP/09 Task 4/1 completed.
4/2	Develop Generic Exemption Policy and Procedure Manual	Australia (Lead), Nepal	December 2022	Completed	AP-AA/WG/5-WP/10 Task 4/2 completed.
AP-AA/WG/5 [13 – 16 March 2023]					
5/1	Develop a Generic Guidance for the evaluation of Aerodrome SMS	Australia, Maldives, Thailand (Lead)	First draft GM by December 2023		