

Regional Training Cooperation Framework (RTCF) Working Group

Record of Discussion of Second Meeting Video Teleconference meeting, 23rd September 2024

1. The Second Regional Training Cooperation Forum (RTCF) Working Group meeting was held virtually on 23rd September 2024. The list of meeting participants is in **Appendix 1**.
2. Mr. Raju Shrestha, Regional Officer/Technical Assistance, ICAO APAC Regional Office Bangkok, welcomed all members of Working Group in the meeting including the Deputy Regional Director, ICAO APAC Regional Office, Chairperson and Vice Chairpersons of the Working Group. Mr. Shrestha expressed his sincere appreciation to all for attending the meeting.

Agenda 1: Opening Meeting

3. Chair expressed her sincere appreciation to ICAO APAC Regional Office for facilitating the meeting. She also thanked the participants for attending the second RTCF Working Group meeting. Chair highlighted the background of RTCF Working Group meeting, recalling its objective to foster closer training collaboration in the region, as well as to meet the training needs of the APAC region.
4. After highlighting the program details, Chair started a round of introduction of all participants attending the meeting. The list of participants has been included in Appendix-1 to the report.

Agenda 2: Updates on DGCA Paper on Implementation of the Asia Pacific Regional Training Cooperation Framework

5. Singapore shared a Discussion Paper to be presented by the Regional Cooperation Mechanisms Task Force (RCM TF) at the 59th APAC DGCA Conference to be held from 14-18 October 2024 in Cebu, Philippines. The paper highlighted the progress of RTCF that was endorsed by the 58th DGCA Conference in 2023 and highlighted the initiatives undertaken by the RTCF Working Group, which included the upcoming ICAO APAC Regional Aviation Training Symposium 2025 and the regional Train-the-Trainer Programme (TTP).
6. Indonesia informed that para 7 of the Annex to the paper had omitted the participation of Indonesia in the GSI-AIR, GSI-PEL and GSI-OPS courses organised by FAA and Boeing during 2023 and 2024. At this opportunity, Indonesia also shared their intention to support the TTP by conducting GSI-AIR to facilitate the OJT for candidates for the ICAO qualified instructors. [Afternote: The ICAO APAC RO verified the database and included Indonesia as beneficiary States of GSI courses in 2023, 2024. The necessary amendments would be reflected in the paper.]
7. India and Bangladesh proposed that the paper should state that courses for Air Law, Facilitation, ANS (Air Navigation Services), AGA (Aerodrome and Ground Aids) should be prioritised.
8. Chair noted the comments and that the courses proposed by India and Bangladesh would be looked into.
9. A Copy of the paper is in the **Appendix 2**.

Agenda 3: Updates Update on Symposium

10. Chair updated on the ICAO APAC Regional Aviation Training Symposium 2025 to be held in Singapore, with the proposed dates of 16 to 17 July 2025. The objectives of the symposium included the following:
 - a. Provide an international forum to exchange best practices and experiences in human resources development and aviation training;
 - b. Assist States / Administrations in establishing training roadmaps and implementation plans
 - c. Inform participants on the latest trends, techniques and tools currently available in aviation training worldwide;
 - d. Enable dialogue between aviation training organisations and academic institutions / universities with aviation education programmes;
 - e. Provide a platform to support the ICAO Next Generation of Aviation Professionals (NGAP) initiative and position the aviation industry as an attractive sector for youths; and
 - f. Promote training activities and training courses available to all States / Administrations through various training institutes and the TRAINAIR PLUS network in the region.
11. The proposed target audience for the symposium would include heads of training and human resource of the CAA, the CEOs or directors of the Civil Aviation academies, representatives from universities and the relevant personnel overseeing or involved in training and development in aviation organisations.
12. The overall coordination of the symposium would be led by focal points from Singapore and ICAO. There would be four workstreams (Programme, Marketing / Registrations, Invitations / Registrations and Event Management / Hospitality to support the effective planning and organization of the symposium.
13. The Programme workstream would be headed by Chair and supported by the Vice Chairs, ICAO and RTCF working group members.
14. ICAO would lead the Marketing / Registration and Invitations / Registrations workstreams in coordination with Singapore and other stakeholders, while Singapore would lead the Event Management / Hospitality workstreams.
15. The proposed timelines for the symposium milestones were also discussed and were agreed on with no further comments.
16. The proposed category list of invitees was also shared with no further comment on the proposal by Chair.
17. Chair proposed to establish a small group within the RTCF working group to contribute towards the Programme workstream of the symposium. She invited members of RTCF Working Group who were keen to contribute in the workstream to contact her and ICAO APRO by 30 September 2024.

Agenda 4: Update on other key initiatives (Train-The-Trainer Programme, training compendium and training needs survey)

18. ICAO APRO updated on the progress of the regional Train-the-Trainer Programme (TTP).
19. The training categories under the TTP included ICAO TIC (Training Instructor Course), ICAO TDC (Training Development Program, ICAO TMC (Training Managers Course), and ICAO GSI (Government Safety Inspector). There were a total of 15 total courses that were completed so far, and 2 courses were in the pipeline.
20. ROK informed that the GSI-PEL Course would be delivered on a different date instead of 2 to 6 Dec 2024 as presented. ICAO APAC RO took note of it.
21. Thailand would also share the exact dates of delivery of the courses to be conducted at Civil Aviation Training Centre in Bangkok, Thailand. ICAO APAC RO also took note and would update the actual date of course delivery.
22. Following the TTP update, ICAO APAC RO noted that the RTCF Working Group had requested for a Training Needs Survey to be developed to ascertain the training needs of the region. A detailed training needs survey would be developed by the Working Group. The targeted timeline would be for the survey to be sent out by Q4' 2024 and results to be available by Q1' 2025. ICAO APAC RO invited members of the Working Group who were interested in developing the survey to approach Chair and ICAO APAC RO by 30 September 2024. The Training Needs Survey would be led by one of the Vice Chairs.
23. ICAO APAC shared the proposal on the development of an APAC Training Compendium detailing the course offerings of relevant training organisations within the region. The compendium could be developed as an online catalogue or hardcopy directory. It was proposed that the compendium be finalised by Q2 2025 for distribution. ICAO APAC RO invited members of the working group who were keen to work on developing the compendium to approach Chair and / or ICAO APAC RO by 30 September 2024. The compendium would be led by one of the Vice Chairs.
24. ICAO APAC RO also updated on the Regional Director's lecture "Human Resources in Aviation: Addressing the Skills Gap" which was delivered during a seminar "Future-Ready Aviation Professionals: Strategies for EMAS 2045" in Indonesia in 6-7 September 2024.

Agenda 5: Any other Business

25. The meeting agreed to hold the 3rd RTCF Working Group meeting in-person on 18 to 19 November 2024 in Bangkok, Thailand. [Afternote: ICAO APRO had discussed and would prefer to hold the meeting as a fully physical meeting.]

Closing Remarks

26. Chair encouraged members who wished to join the small group for the symposium to indicate their interest to her and ICAO by 30 September 2024. She also invited working group members who wished to work on developing the Training Needs Survey and Training Compendium to also indicate their interest to her by 30 September 2024.
27. Without further matters, Chair thanked Working Group members for their participation and concluded the meeting.