



International
Civil Aviation
Organization

Organisation
de l'aviation civile
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Organización
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Международная
организация
гражданской
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منظمة الطيران
المدني الدولي

国际民用
航空组织

Ref.: T 11/5.13.2 — AP044/25 (AGA)

28 March 2025

Subject: Ninth Meeting of the Aerodromes Operations
and Planning Sub-Group (AOP/SG/9)
(Bangkok, Thailand, 30 June to 4 July 2025)

Action required: Reply at your earliest convenience,
preferably not later than **6th June 2025**

Dear Sir/Madam,

I have the honour to invite your State/Administration to the Ninth Meeting of the Aerodromes Operations and Planning Sub-Group (AOP/SG/9). The AOP/SG/9 Meeting will be held at the ICAO Asia and Pacific Regional Office, Bangkok, Thailand from 30 June to 4 July 2025.

The *AOP Sub-Group Meeting* focuses and addresses matters in the areas of aerodrome certification, planning, design, operations, maintenance, environmental initiatives, innovation and technology and services to support Asia/Pacific States/Administrations and APANPIRG's Work Programme.

Enclosed herewith are Provisional Agenda (**Attachment A**), Meeting Bulletin (**Attachment B**), Registration Form (**Attachment C**), Template for preparing Working and Information Paper (**Attachment D**) and Tentative Programme (**Attachment E**). Any comment concerning the proposed agenda of the AOP/SG/9 Meeting should be forwarded as soon as possible.

You are kindly requested to disseminate this invitation letter to the Operators of the International Airports and other relevant organizations in your States willing to contribute to the AOP/SG Meeting.

In order to make the meeting more productive and effective, it is strongly urged that States/International Organizations prepare Working and Information Papers in MS Word format as per attached template (**Attachment D**), and submit to ICAO APAC office preferably **no later than 6th June 2025** via email to apac@icao.int. Once Working/Information Papers are accepted by the Secretariat and if States/International Organizations prefer to present the papers in Power Point format, they should be submitted to the Secretariat, preferably **no later than 13th June 2025** for review. Meeting materials will be available on ICAO APAC meeting webpage: <https://www.icao.int/APAC/Meetings/Pages/2025-AOP-SG-9.aspx>

I shall be grateful if you would confirm participation from your Administration by [Online Registration](#) or returning the completed Registration Form in **Attachment C** to the ICAO Regional Office via e-mail to apac@icao.int at the earliest preferably not later than **6th June 2025**.

Accept, Sir/Madam, the assurances of my highest consideration.



for Tao Ma
Regional Director

Enclosures:

- A — Provisional Agenda
- B — Meeting Bulletin
- C — Registration Form
- D — Template of Working and Information Paper
- E — Tentative Programme