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منظمة الطيران
المدني الدولي

国际民用
航空组织

Ref. SN 2 (2025): AP035/25 (TC)

28 February 2025

Subject: Establishment of a Small Team to support the 60th APAC DGCA Conference
(28 July - 1 August 2025, Sendai, Japan)

Action required:

- a) To nominate subject matter experts in the areas of Aviation Safety, Air Navigation, Aviation Security and Facilitation, Economic Development of Aviation Transport, Aviation and Environment and Capacity Development and Implementation by **15th March 2025**

Dear Sir/Madam,

I have the honor to refer to section 3 (c) of [Action Item No 59/43](#) endorsed by the 59th Conference of Directors General of Civil Aviation, Asia and Pacific Region (DGCA/59), held from 14-18 October 2024 in Cebu, Philippines. The Conference recommended setting up a small team comprising representatives from States/Administrations to support the running of the APAC DGCA Conference.

Considering that the preparations for the 60th Conference of Directors General of Civil Aviation, Asia and Pacific Region (DGCA/60) are ongoing, the initial objectives of the small team are as proposed as follows:

1. To assist the ICAO APAC Regional Office in reviewing the submitted conference papers to determine whether they should be categorized as discussion papers or information papers or alternatively the papers are recommended to be routed to the APAC technical forums; and
2. To assist the ICAO APAC Regional Office in following up on the progress of action items formulated from the DGCA/59 Conference.

I request States/Administrations to nominate suitably qualified technical personnel in the areas of Aviation Safety, Air Navigation, Aviation Security and Facilitation, Economic Development of Aviation Transport, Aviation and Environment and Capacity Development and Implementation and share their details with a brief Curriculum Vitae (CV) by 15th March to this office at apac@icao.int. The APAC Regional Office will review the suitability of the experts in each area and notify the nominating States/Administrations accordingly.

Please accept Sir/Madam, the assurances of my highest consideration.

Yours sincerely,

Tao Ma
Regional Director