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Ref. SN 2 (2025): AP061/25 (TC)

30 April 2025

**Subject: 60<sup>th</sup> Conference of Directors General of Civil  
Aviation, Asia and Pacific Region  
(Sendai, Japan, 28 July – 1 August 2025)**

Dear Sir/Madam,

I am pleased to note that the Director General of the Japan Civil Aviation Bureau has extended an invitation by the letter of 4 March 2025 to the Directors General of Civil Aviation, Asia and Pacific and Region for the 60<sup>th</sup> Conference of Directors General of Civil Aviation, Asia and Pacific Region scheduled to be held in Sendai, Japan from 28 July to 1 August 2025.

The Host Administration has set up a conference website at <https://dgca60.mlit.go.jp/>. The Website contains the Provisional Agenda, Tentative Programme, Conference Bulletin, DP and IP Templates, Guidance on Preparation and Submission of DPs and IPs, Registration Procedure and other logistical information. Attendance registration and hotel reservation will start from 1 May 2025 until 27 June 2025. Enclosed, please find the Provisional Agenda, Tentative Programme and Conference Bulletin for ease of reference.

I hope that you have already taken note of the conference dates in order to avoid any conflicting programmes during that period. The ICAO APAC Regional Office remains in constant contact with the Host Administration, and I am pleased to report that preparations for the conference are progressing well.

Similarly, I believe that preparations are underway at your administration to finalize arrangements for the participation of your delegation in the conference as well as to submit Discussion Papers and Information Papers to make the conference meaningful and productive. Please note that the papers are required to be submitted in MS-Word document to the ICAO APAC Regional Office at [apac@icao.int](mailto:apac@icao.int) with a copy to the Conference Secretariat at [hqt-dgca60\\_jcab@ki.mlit.go.jp](mailto:hqt-dgca60_jcab@ki.mlit.go.jp) latest by **16 June 2025**. Being mindful of this timeline will be important to allow the Secretariat to process the papers to upload on the conference website as well as giving sufficient time for your preparations for the conference.

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The Theme Topic for the conference is “*The sustainable skies of the Asia-Pacific region: towards increased economic prosperity and social well-being by air transportation of people and goods in the region*”. The Provisional Agenda includes a High-Level Panel Discussion on the Theme Topic on day one (28 July 2025), and I encourage your active participation to make it interactive and productive.

I am pleased to inform you that the Host of the 61<sup>st</sup> APAC DGCA Conference in 2026 has been confirmed. Additionally, I wish to take this opportunity to invite your State/Administration to consider hosting the conference in 2027 or any subsequent years to maintain the continuity of the conference which has evolved to become the Directors General’s main annual regional event to meet and discuss important matters at policy level, conceptual issues, as well as global and regional trends which helps sustaining the growth of aviation in the region. To formally announce your willingness to host the APAC DGCA Conference from 2027 onwards at the 60<sup>th</sup> APAC DGCA Conference, I welcome you to contact the ICAO APAC Regional Office at [apac@icao.int](mailto:apac@icao.int) soonest, so that we can assist you with the process of announcing this in Sendai, Japan.

I also wish to draw your attention to the *List of Action Items* developed at the 59<sup>th</sup> DGCA Conference enclosed herewith (Attachment D). States/Administrations are kindly requested to complete the survey regarding the implementation on each applicable action item by **27 June 2025** at <https://forms.office.com/r/hHp2ziP9X9>. The information submitted by you will be summarized and presented in a Discussion Paper under Agenda Item 2.

I look forward to meeting you and your delegation in Sendai in July 2025.

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

Yours sincerely,



Tao Ma  
Regional Director

**Enclosures:**

- A – Provisional Agenda
- B – Tentative Programme
- C – Conference Bulletin
- D – Action Items from the 59<sup>th</sup> DGCA Conference & Survey Form