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منظمة الطيران  
المدني الدولي

国际民用  
航空组织

**Ref.:** T 8/8.9 – AP015/25 (CNS)

24 January 2025

**Subject:** Invitation to the Ninth Meeting of the  
Spectrum Review Working Group (SRWG/9)  
(Bangkok, Thailand, 7-9 May 2025)

**Action Required:**

- 1) To submit nominations by **31 March 2025**;
- 2) To submit paper(s) and/or presentation(s) by **10 April 2025**;
- 3) To complete the online registration by **10 April 2025**.

Dear Sir/Madam,

I am pleased to invite your State/Administration to participate in the Ninth Meeting of the Spectrum Review Working Group (SRWG/9) to be held from **07-09 May 2025** in the ICAO APAC Regional Office, Bangkok, Thailand.

The SRWG/9 meeting is organized to discuss critical matters related to aeronautical spectrum utilization and protection. The meeting will review the progress on the tasks resulting from the eighth meeting of SRWG (SRWG/8) and other outstanding action items. The meeting will assess and update, as appropriate, regional guidance material, VHF COM Frequency Allotment Plan and HF utilization for APAC. It will deliberate on using Frequency Finder (FF), frequency assignment issues in APAC states, frequency lists in the Region, and addressing frequency compatibility and interference in the Region. The meeting will also share the national, regional and global updates related to spectrum and discuss the future work programme, including frequency evaluation (Auditing), implementation of 8.33 kHz separation, frequency spectrum strategy for APAC, and other emerging issues relevant to aeronautical spectrum utilization. The provisional agenda of SRWG/9 is provided in **Attachment A**.

States/International Organizations should submit Presentations, Working Papers, or Information Papers relevant to the proposed agenda for the Meeting in Word/PowerPoint format to this office by email to [apac@icao.int](mailto:apac@icao.int) with copies to [snibhani@icao.int](mailto:snibhani@icao.int) and [vmeefuengsart@icao.int](mailto:vmeefuengsart@icao.int) at the earliest convenience, but no later than **10 April 2025**. If papers are received after 10 April 2025, they will be treated as flimsies.

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Delegates are advised that the ICAO Regional Office is moving towards a 'paperless' meeting environment by promoting electronic media for all meeting materials. Delegates are encouraged to take advantage of the wireless network facility and should bring a portable device equipped with Wi-Fi. Networking capability for the meeting. The Working and Information Papers, presentations, and other related documents for the SRWG/9 will be available on the ICAO website at <https://www.icao.int/APAC/Meetings/Pages/2025-SRWG9.aspx>. All delegates should obtain meeting materials from the SRWG/9 meeting web page before the commencement of the meeting.

A formal letter or email of nomination from a Member State/Administration is required. I would be grateful if you would take advantage of the successive events and nominate participant(s) to attend and contribute to the meeting by sending a nomination letter or email to [apac@icao.int](mailto:apac@icao.int) with copies to [snibhani@icao.int](mailto:snibhani@icao.int) and [ymeefuengsart@icao.int](mailto:ymeefuengsart@icao.int) at the earliest convenience, but no later than **31 March 2025**. The letter should be on official letterhead and signed by the appropriate authority or an authorized signatory of the government entity of the State/Administration. The letter/email should be addressed to the ICAO Regional Director in response to *AP015/25 (CNS) - Invitation to the Ninth Meeting of the Spectrum Review Working Group (SRWG/9) (Bangkok, Thailand, 7-9 May 2025)*.

States/Administrations are encouraged to urge experts involved in aeronautical spectrum management and planning, as well as the designated contact persons in civil aviation responsible for the preparation of World Radio Conference (WRC) positions of States, to participate in the meeting. The Meeting Bulletin, which contained administrative arrangements and instructions/guidelines for participants, is provided in **Attachment B**. All costs to attend the Meeting in Bangkok, Thailand, including travel, accommodation, health insurance, and other miscellaneous expenses, will be borne by the respective States/Administrations.

All nominated participants must complete the online registration using the registration link at <https://www.icao.int/APAC/Meetings/Pages/2025-SRWG9.aspx> at your earliest convenience, but no later than **10 April 2025**, as after this, the link will be closed automatically to accept registrations.

For further assistance regarding the meeting, please contact [apac@icao.int](mailto:apac@icao.int) with copies to [snibhani@icao.int](mailto:snibhani@icao.int) and [ymeefuengsart@icao.int](mailto:ymeefuengsart@icao.int).

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

Yours sincerely,



Tao Ma  
Regional Director

**Enclosures:**

Attachment A - Provisional Agenda of SRWG/9

Attachment B - Meeting bulletin