



ICAO

International Civil Aviation Organization

The Eighth Meeting of the Asia/Pacific
Aerodrome Assistance Working Group (AP-AA/WG/8)

Bangkok, Thailand, 21 to 24 April 2026

Agenda Item 9: AP-AA/WG TOR & Task List

AP-AA/WG TOR & TASK LIST

(Presented by the SECRETARIAT)

SUMMARY

This paper presents the AP-AA/WG Task List for review and update by the Meeting.

1. INTRODUCTION

1.1 This Working Paper provides the AP-AA/WG Task List for review and update by the Meeting.

2. DISCUSSION

2.1 The AP-AA/WG Task list is provided in **Attachment A**.

3. ACTION BY THE MEETING

3.1 The Meeting is invited to review update the task list of AP-AA/WG.

AP-AA/WG TASK LIST (Updated at AP-AA/WG/7)

	ACTION ITEM/PLANNED ACTIVITIES	RESPONSIBLE PARTY	TIME FRAME	STATUS	REMARKS
1/1	Develop a survey on States which have not completed the implementation of aerodrome certification for all international aerodromes, with an AGA EI below 75% and/or AOP air navigation deficiencies to establish the requirements for assistance	India to lead Bangladesh, Nepal and Thailand to assist	December 2019	Closed	From TOR Conclusion AOP/SG/4-8 agreed to circulate the survey to APAC States / Administrations Circulated through SL AN 3/3 – AP258/20 (AGA) dated 18 December 2020 Interim results presented in AP-AA/WG/3 WP/12 [Continued in Task 3/1]
1/2	Review the status of air navigation deficiencies in the field of AOP (as listed in the APANPIRG air navigation deficiencies database) and assist the concerned State(s) to develop corrective action plans	States COSCAPs to support	Continuous	Open	From TOR
1/3	To assist States which have not completed the implementation of aerodrome certification for all international aerodromes and/or with an AGA EI below 75% in establishing an aerodrome certification	Thailand to lead (c & d) Philippines – item (c) Bangladesh – item (d) India – item (e) & (f) Nepal – item (g) Malaysia (lead), India and Nepal – item (a),	January 2020	Closed – Item (a), (b), (c), (e), (f), (g) & (h) Closed - Item (d) and (h)	From TOR Tasks 1/3 (a), (b), (c) and (g) completed and documents are posted on APAC Website https://www.icao.int/APAC/Pages/eDocs.aspx Agreed by Decision AOP/SG/4-7 SL AN 3/3 – AP257/20 (AGA) dated 18

	ACTION ITEM/PLANNED ACTIVITIES	RESPONSIBLE PARTY	TIME FRAME	STATUS	REMARKS
	<p>process, develop a set of generic documents, such as:</p> <ul style="list-style-type: none"> (a) specific operating regulations; (b) organization structure of the aerodrome regulatory unit; (c) aerodrome certification procedure manual; (d) generic aerodrome inspector handbook with checklists; (e) generic template of the aerodrome manual; (f) training programme and training plan; (g) procedures for accepting non compliances; and (h) surveillance programme. 	<p>(b) & (h)</p> <p>Secretariat to support Request support from TCB/IPAV</p> <p>Thailand – item (d)</p> <p>Malaysia (lead), India and Nepal - item (h)</p>	<p>May 2021</p> <p>December 2021</p>		<p>December 2020</p> <p>Task 1/3 (a), (b), (d), (e), & (f) completed and documents are posted on APAC Website https://www.icao.int/APAC/Pages/eDocs.aspx</p> <p>Task 1/3 (h) completed (AP-AA/WG/4 – WP/08) and document will be posted after approval by AOP/SG/6 on APAC Website https://www.icao.int/APAC/Pages/eDocs.aspx</p>
3/1	<p>For the aerodrome assistance survey questionnaire:</p> <ul style="list-style-type: none"> (a) Recirculate to States / Administration which have yet to respond (b) Conduct analysis and recommend way 	<p>Secretariat</p> <p>India and Nepal</p>	<p>May 2021</p> <p>December 2021</p>	Closed	<p>Task 3/1 (a): SL Ref.: AN 3/3 - AP075/21 (AGA), dated 5 May 2021</p> <p>Task 3/2 (b): AP-AA/WG/4-WP/09</p> <p>Task 3/1 (a) & (b) completed.</p>

	ACTION ITEM/PLANNED ACTIVITIES	RESPONSIBLE PARTY	TIME FRAME	STATUS	REMARKS
	forward				
4/1	Develop Generic Enforcement Policy and Procedure Manual	Malaysia (Lead), India	December 2022	Completed	AP-AA/WG/5-WP/09 Task 4/1 completed.
4/2	Develop Generic Exemption Policy and Procedure Manual	Australia (Lead), Nepal	December 2022	Completed	AP-AA/WG/5-WP/10 Task 4/2 completed.
AP-AA/WG/5 [13 – 16 March 2023]					
5/1	Develop a Generic Guidance for the evaluation of Aerodrome SMS	Australia, Maldives, Thailand (Lead)	First draft GM by December 2023	Completed	AP-AA/WG/6-WP/06
AP-AA/WG/6 [02 – 05 April 2024]					
6/1	Share State's experiences of operation and maintenance of aerodromes without runway side stripe marking at AP-AA/WG/7	Lao PDR to share experiences at AP-AA/WG/7	AP-AA/WG/7 AP-AA/WG/8		
6/2	Review and improvise the RST Questionnaire presented through AP-AA/WG/6-WP/07	Thailand (Lead), Pakistan, Philippines, Malaysia, Maldives, India, Cambodia	End of May 2024.	Completed	Incorporated in the Final Report of AP-AA/WG/6 Reminder to States.
6/3	Share State's experiences, and mechanism established to resolve conflicts between Aviation Authorities and Environmental and/or Land Use Authorities.	Pakistan to share its experience for land use vis-à-vis aviation safety at Islamabad Airport. India (TBC)	AP-AA/WG/7	Completed	AP-AA/WG/7 – IP/09 (Pakistan)
6/4	Share State's Challenges and Mechanism established for certification of Military	India and Malaysia to share its challenges and proposed/possible	AP-AA/WG/7	Completed	AP-AA/WG/7 – WP/13 (Malaysia) India to share experiences at AP-AA/WG/8

	ACTION ITEM/PLANNED ACTIVITIES	RESPONSIBLE PARTY	TIME FRAME	STATUS	REMARKS
	Aerodromes used for international Operations.	solution derived for certification of Military Aerodromes used for international Operations			
6/5	Share State's Experience, challenges and/or practices for safety oversight of Ground Handling Services.	India, Malaysia and Thailand to share experiences and practices at AP-AA/WG/7	AP-AA/WG/7	Completed	AP-AA/WG/7 – WP/15 (Malaysia) AP-AA/WG/7 – IP/06 (India) AP-AA/WG/7 – IP/12 (Thailand)
AP-AA/WG/7 [27 – 30 May 2025]					
7/1	Develop Regional Guidance on Alternative Acceptable Means of Compliance with Regard to RFF Services for Aerodrome Category 1 and 2.	Fiji (Lead), Maldives, Wellington Airport (New Zealand), Philippines, Solomon Islands, USA (TBC)	By AP-AA/WG/9, Progress update at AP-AA/WG/8		
7/2	Sharing experience on USOAP Preparation	Thailand, Maldives, New Zealand (TBC)	AP-AA/WG/8		
7/3	Aerodrome SMS Workshop to address USOAP CMA PQs related to SSP and SMS in conjunction with AP-AA/WG/8	COSCAP-SEA (Lead), USA, India, Pakistan	AP-AA/WG/8		
7/4	Addressing Issues related to Certification of Military Aerodromes used for international Operations.	Workshop on Civil/Military Cooperation in Aerodrome Operations	In 2026		
7/5	Review Appendix A to AP-AA/WG/7 - WP/18 - Guideline for Runway	India (Lead), Pakistan, Thailand, Philippines	By 15 June 2025 First online		

	ACTION ITEM/PLANNED ACTIVITIES	RESPONSIBLE PARTY	TIME FRAME	STATUS	REMARKS
	Classification and amend/update as necessary		Meeting on 5 June 2025 at 13:00 BKK Time		
7/6	Pakistan's experience with conduct and acceptance of Task and Resource Analysis (TRA) for Certified Aerodromes	Pakistan	AP-AA/WG/8		