

**Task Force to Strengthen and Evolve Existing Regional Mechanisms for
Regional Cooperation, towards Capability and Capacity Building
and Technical Assistance (RCM TF)**

**Record of Discussion of 18th Meeting
Video Teleconference meeting, 3 December 2025**

1. The 18th RCM TF meeting was held on 3 December 2025 virtually. The list of meeting participants is in **Appendix 1**.
2. ICAO APAC Regional Director, Mr. Tao Ma, welcomed the participants and delivered the opening remarks. He briefed the meeting on the outcomes of DGCA/60 and ongoing efforts to develop an electronic tool for tracking DGCA action items. He acknowledged the progress achieved under the RTCF WG and the TTP initiative, as well as the successful conclusion of the Regional Aviation Training Symposium in Singapore in July 2025. He also emphasized the need for enhanced support to PSIDS, along with APAC RO's planned work on developing a PSIDS Implementation Support Roadmap and related capacity-building activities in this regard.
3. Mr. John Kay, Chair of the Task Force, welcomed the TF members and presided over the meeting.

Agenda 1: Adoption of Provisional Agenda

4. The meeting adopted the meeting agenda. *[Note: The provisional agenda is posted on the ICAO APAC RO Website under Meetings.]*

Agenda 2: Adoption of Record of Discussion RCM TF/17

5. The meeting adopted the record of discussion of the RCM TF/17 meeting. *[Note: Record of Discussion RCM TF/17 has been posted on the ICAO APAC RO Website under Meetings.]*

Agenda 3: Matters Arising from RCM TF/17 Meeting

6. The meeting noted the matters arising from RCM TF/17 meeting.

Agenda 4: RCM TF Work Programme for 2026

Agenda 4a: DGCA Report Back

7. The Chair briefed the meeting on the discussions held during the DGCA/60 Conference regarding the RCMTF report and outlined the proposed future work focus of the Task Force, including (i) drafting ToRs to strengthen the existing DGCA Conference based on comments received, (ii) continuing its work to explore the value and practicality of the dedicated Forum including, scope, objectives and operational approach based on comments received and (iii) considering the future of the RCM TF. He shared his thoughts on the relationship between DGCA and the proposed dedicated Forum, as well as the principles to facilitate the further development of the ToRs.
8. The meeting invited RCM TF members to share their views on the above proposals. During the discussion, the meeting provided the following suggestions:
 - a) To continue to explore the value and practicality of a dedicated Forum. If a State feels there is an issue that is not currently covered by the DGCA Conference, consideration should be given to whether this topic could be tabled at the DGCA Conference, instead of starting a new platform. If the region has to create a new forum, it should be action oriented, and for solving specific problems. There should be clear tasking and timeline to address the problem or issue

identified. If a Forum were to be set up, it must be with a firm commitment adequately resource it.

- b) Broaden the focus of DGCA beyond safety and security to cover other ICAO Strategic Objectives.
 - c) Seek States' views and position on the necessity of the proposed dedicated Forum and assess its distinction from DGCA.
9. The Chair summarized the discussion and proposed establishing three working groups to develop materials for reporting to DGCA/61, in line with the action items of the previous DGCA Conference. The Chair also recommended that the agenda of the forthcoming DGCA Conference include a dedicated session to solicit the positions of individual States regarding the proposed Forum and its value and practicality and relationship to the existing DGCA framework.
10. Based on the Chair's proposal, the meeting agreed to establish three working groups, as follows:
- a) Group 1 on DGCA Enhancements — led by Singapore with support from Australia, Bangladesh, China, Hong Kong China, Japan, Malaysia, New Zealand, the Republic of Korea, Thailand, and the United States. This group is tasked with drafting ToRs towards strengthening of existing DGCA Conference based on comments received and formalizing the establishment of a small team, together with APRO/DGCA Secretariat, to assist with the administration of the DGCA Conference;
 - b) Group 2 on the proposed dedicated Forum — led by Australia and supported by China, Hong Kong China, India, Japan, Malaysia, New Zealand, the Republic of Korea, Singapore, Sri Lanka and Thailand. This group is tasked with continuing the work to explore the value and practicality of the dedicated Forum including, scope, objectives and operational approach based on comments received;
 - c) Group 3 on the potential transition of the RCM TF into a permanent body — led by New Zealand with support from Australia, China, Hong Kong China, Malaysia, the Republic of Korea, Singapore, and Thailand. This group is tasked with defining the scope, objectives, and future arrangements of the proposed permanent body.
11. In addition, the meeting was also updated on the tentative dates for the next DGCA Conference, which is planned for September 2026 in Malaysia. Bangladesh acknowledged the use of the electronic tool at the previous DGCA for submitting follow-up action items and supported adjusting the related monitoring tool from a yearly to a multi-year cycle.

Agenda 4b: Deadlines and Key Dates

12. New Zealand presented the proposed key dates and deadlines for next year's RCM TF meetings and activities. Following the update to the tentative dates for DGCA/61, it was agreed that the revised draft work plan would be circulated to RCM TF members via email for their consideration.
13. The meeting noted that discussions with APRO were underway regarding the possibility of holding the next on-site meeting in New Zealand in March.

Agenda 5: Other business

14. The Secretariat informed the meeting that a small team should be established at least one month prior to the start of the next DGCA Conference to support related work.

Agenda 6: Date for next meeting – RCM TF/19

15. The meeting noted that the next RCM TF meeting would be held virtually by the end of January 2026, with the exact date to be confirmed.

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RCM TF /18 List of Participants

Seq.	Participant Name	State/ Administration
1.	Mr. Jim Wolfe	Australia
2.	Engr. Md Anwar Hossain	Bangladesh
3.	Mr. Md Manirul Islam	
4.	Mr. WANG Ruoyuan	China
5.	Mr. JIANG Hang	
6.	Ms. HUANG Xinyue	
7.	Mr. PU Yuntao	
8.	Ms. WANG Rui	Hong Kong, China
9.	Mr. Allen Kwong	
10.	Mr. Amit Teotia	India
11.	Mr. Satoshi OSHIMA	Japan
12.	Mr. Thirunaukaraser A/L Suppan	Malaysia
13.	Mr. Azman Bin Hitam	
14.	Ms. Norzahin Mazlee	
15.	Mr. Atif Sattar	Pakistan
16.	Ms. Mahrukh Mumtaz Hussain	
17.	Mr. John Kay (RCM TF Chair)	New Zealand
18.	Ms. Kate Smith	
19.	Mr. Hyochul PARK	Republic of Korea
20.	Ms. Quehee KIM	
21.	Ms. Lia Sunok LEE	
22.	Mr. Ng Tee Chiou (RCM TF Vice Chair)	Singapore
23.	Ms. Charmaine Liu	
24.	Ms. Disha Gurnani	
25.	Capt. Daminda Rambukwella	Sri Lanka
26.	Mr. H M Rangana Samanpriya	
27.	Mr. Rayhan Wannappa	
28.	Mr. Thilina Warnasinghe	
29.	Mr. Kajonpat Maklin	Thailand
30.	Ms. Chittinand Sukhakij	
31.	Ms. Nitcha Kannalak	
32.	Ms. Natalie Randolph	United States
33.	Mr. Tao Ma (ICAO APAC Regional Director)	ICAO APAC
34.	Dr Manjit Singh (ICAO APAC Deputy Regional Director)	
35.	Mr. Farid Imam Wahyudin	
36.	Ms. Shan Wang	
37.	Ms. Chananphorn Sakdanuphap	