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المدني الدولي

国际民用  
航空组织

**Ref.:** T 8/2.10 & T 8/2.11 – AP036/26 (CNS)

5 March 2026

**Subject:** Invitation to the Successive events on SWIM: The Eleventh Meeting of System Wide Information Management Task Force (SWIM TF/11) (*Bangkok, Thailand, 25 – 29 May 2026*) and the Third Working Session of SWIM Implementation Pioneer Ad-hoc Group (SIPG) (*Bangkok, Thailand, 01 – 05 June 2026*)

**Action Required:**

- 1) To submit nominations by **18 May 2026**;
- 2) To submit paper(s) and/or presentation(s) by **18 May 2026**;
- 3) To complete the online registration by **20 May 2026**

Dear Sir/Madam,

I wish to invite your State/Administration to participate in the following SWIM events, to be held in Bangkok, Thailand. The two events are organized in sequence for the convenience of participants who intend to attend both.

- i) The Eleventh Meeting of the SWIM Task Force (SWIM TF/11) from **25 to 29 May 2026**; and/or
- ii) The Third Working Session of the SWIM Implementation Pioneer Ad-hoc Group (SIPG) from **01 to 05 June 2026**.

The objectives of the SWIM TF/11 are to deliberate on various requirements for SWIM implementation in the APAC region to ensure the interoperability between not only SWIM-capable entities but also non-SWIM-capable ones. The Meeting will discuss, but not be limited to, the APAC roadmap for SWIM implementation, a high-level APAC SWIM technical infrastructure, the APAC SWIM governance framework, the APAC common SWIM information services, and the implementation approach to establish the APAC SWIM. The Meeting will also review the progress of various tasks, revisit the task structure, the Terms of Reference (ToR) of the SWIM TF, the Work Plan, and the scope of each task, as required. The provisional agenda of the Meeting is provided in **Attachment A** to this letter.

The objective of the third working session of the SIPG is to continue the work from [the Second working session](#). It is expected that most of the APAC SWIM prototype construction would have been completed before the planned session. The goal is to develop a testing methodology and plan to

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demonstrate that the APAC SWIM prototype fulfils all the requirements set out for it. The provisional agenda of the Meeting is provided in **Attachment B** to this letter.

To make the Meeting more productive and effective, it is strongly urged that States/International Organizations submit Presentations, Working Papers, or Information Papers relevant to the proposed agenda for the Meeting in Word/PowerPoint format to the Regional Office by e-mail to [apac@icao.int](mailto:apac@icao.int) with copies to [snibhani@icao.int](mailto:snibhani@icao.int) and [vmeeфуengsart@icao.int](mailto:vmeeфуengsart@icao.int) at the earliest convenience, but no later than **18 May 2026**.

Delegates are advised that the ICAO Regional Office is moving towards a ‘paperless’ Meeting environment by promoting electronic media for all Meeting materials. The 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 Seminar/Meeting. The Working and Information Papers, presentations, and other related documents for the SWIM TF/11 and SIPG WS/3 Meetings will be available on the ICAO website at <https://www.icao.int/APAC/meetingdocs?fid=60121>. All delegates should obtain Meeting materials from the 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 [vmeeфуengsart@icao.int](mailto:vmeeфуengsart@icao.int) at your earliest convenience, but no later than **18 May 2026**. 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 AP036/26 (CNS) - *Invitation to the Successive events on SWIM: The Eleventh Meeting of System Wide Information Management Task Force (SWIM TF/11) (Bangkok, Thailand, 25 – 29 May 2026) and the Third Working Session of SWIM Implementation Pioneer Ad-hoc Group (SIPG) (Bangkok, Thailand, 01 – 05 June 2026)*.

The Meetings/Working Session bulletin containing information about the Meetings/Working Session venue, recommended hotels, and other information of interest, along with administrative arrangements, is provided in **Attachment C** of this letter. All costs to attend both events 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 your earliest convenience, but no later than **20 May 2026**, 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 [vmeeфуengsart@icao.int](mailto:vmeeфуengsart@icao.int).

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

Yours sincerely,



Tao Ma  
Regional Director

**Enclosures:**

- Attachment A** – SWIM TF11 Provisional Agenda
- Attachment B** – SIPG WS3 Provisional Agenda
- Attachment C** – Meeting/Working Session bulletin