



International
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Международная
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منظمة الطيران
المدني الدولي

国际民用
航空组织

Ref.: FJ 2/5.1 – AP0036/05 (ATO)

24 March 2005

Subject: ICAO Seminar on Facilitation [Machine Readable Travel Documents, Biometrics] and Radio Frequency Identification (RFID), Hong Kong, China, 21 - 24 June 2005

Action required: Reply concerning attendance **not later than 6 May 2005**

Sir/Madam,

I have the honour to invite your Administration to participate in an ICAO Asia/Pacific Seminar on Facilitation and RFID to be held in Hong Kong, China from 21 to 24 June 2005. The Seminar, organized by ICAO, will be hosted by the Civil Aviation Department, Hong Kong, China. Details regarding the Seminar including the tentative programme are attached.

During the 41st Annual Conference of the Directors General of Civil Aviation in Asia and Pacific in Hong Kong, China in November 2004, there was considerable interest in developments with Machine Readable Travel Documents (MRTDs), biometrics and Radio Frequency Identification (RFID). In particular, discussions focused on ICAO's global blueprint for MRTDs enhanced with biometric identifiers and of initiatives being taken to amend Annex 9 – *Facilitation* in accordance with the recommendations arising from the 12th Session of the Facilitation Division held in Cairo, Egypt in February/March 2004. The Directors General also took note of the potential efficiency and security benefits from applying RFID technology for tracking and sorting hold baggage and cargo. In light of the interest shown, the Conference adopted Action Item 41/8:

Recognizing the valuable contribution of new technologies in improving security and facilitation, the Conference urged States to actively participate in an Asia/Pacific Regional seminar to be convened by ICAO in 2005 on Machine Readable Travel Documents, Biometric identifiers, and Radio Frequency Identification.

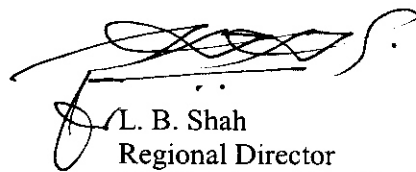
ICAO therefore has made appropriate arrangements for the Seminar and, with the generous support of the host, the Civil Aviation Department, Hong Kong, China, is able to offer attendance on a no-charge basis. This seminar will be particularly relevant to those officials who are directly responsible for implementing national civil aviation facilitation and security

programmes and from related agencies involved in the design and issue of passports and other travel documents or in the design of handling/screening systems for hold baggage and cargo. You are therefore encouraged to extend this invitation to appropriate organizations in your State or Territory.

I should be grateful if you would indicate and/or confirm to me at your earliest convenience, **preferably before 6 May 2005**, whether your Administration wishes to participate in this Seminar, and if so, names of the officials who will be attending and their positions. Please note that details about the Seminar will be posted on the ICAO Regional Office website: <http://www.icao.int/apac/>.

Additional details about arrangements for the Seminar and accommodation can be found on the Civil Aviation Department's website: <http://www.gov.hk/cad/>.

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



L. B. Shah
Regional Director
ICAO Asia and Pacific Office

Enclosures:

- A — ICAO Seminar on Facilitation and RFID - Programme
- B — ICAO Seminar on Facilitation and RFID - Details
- C — Nomination Form

**ICAO ASIA PACIFIC REGIONAL SEMINAR
FACILITATION [MACHINE READABLE TRAVEL DOCUMENTS, BIOMETRICS] AND
RADIO FREQUENCY IDENTIFICATION**

(International Finance Centre Two, Hong Kong, China, 21-24 June, 2005)

PROGRAMME

Opening Session

Session 1: Overview of ICAO doctrine on travel document security

1. ICAO's mandate, actions and developmental work on secure travel documents
2. What aviation has to gain from this work

Session 2: MRTD applications, tools and resources

1. MRTD-related airport inspection systems (immigration, customs), future security boarding programmes and what travellers without MRTDs are missing
2. Overview of the ICAO knowledge bank and literature:
 - a) Doc 9303, Parts 1, 2 and 3;
 - b) Biometrics Technical Reports (TRs) and other TRs;
 - c) Security "standards" for quality, issuance procedures and document authentication

Session 3: The role of biometrics in MRTDs and implementation issues

1. What biometrics are, why they are being introduced into MRTDs, how they will work; "Smart" documents - will they replace MRTDs?
2. Challenges in facilitation and security and the role of MRTDs and biometrics; Privacy and identity protection; Public relations issues

Session 4: Sharing experiences with MRTDs and biometrics

1. States' experiences with e-passports, smart electronic identity cards, and application of standards for globally interoperable ICAO-compliant electronic IDs
2. Presentations by States on trials of facial recognition, fingerprinting and iris applications
3. Challenges in implementing universal implementation of Machine Readable Passports in Asia/Pacific

4. Panel discussion on developing national strategies and regional partnerships for universal MRTD and MRP enhancement

Session 5: Radio Frequency Identification (RFID) concepts and current status

1. Operational benefits and security enhancements offered by RFID baggage tags
2. Current status of RFID technology and standards and implications for international civil aviation

Session 6: Applications of RFID

1. Reports on RFID baggage tracking trials
2. RFID applications in cargo operations and security of the supply chain
3. Profiting from applications of RFID
4. Panel discussion: Regional cooperation to address technological or operational concerns/problems associated with RFID technology applications

Closing Session

Site Visits

1. Smart Identity Card and System (SMARTICS) with Automated Passenger Clearance Demonstration
2. Visit to Airport Baggage Hall (RFID) and passenger terminal

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ATTACHMENT B to State letter Ref.: FJ 2/5.1 – AP0036/05 (ATO)

**ICAO ASIA PACIFIC REGIONAL SEMINAR
FACILITATION [MACHINE READABLE TRAVEL DOCUMENTS, BIOMETRICS]
AND RADIO FREQUENCY IDENTIFICATION**

(International Finance Centre Two, Hong Kong, China, 21-24 June, 2005)

DETAILS

Date	21 to 24 June 2005
Place	International Finance Centre Two, Hong Kong, China
Nominations	Please complete the attached nomination form. Advice of acceptance of nominations will be issued by the Regional Director, ICAO Asia and Pacific Office
Registrations	Registrations will occur on-site, 21 June 2005, 0830 hours
Opening	Tuesday, 21 June 2005, 0930 hours
Objective	To build on the outcome of the 12 th Session of the Facilitation Division by focusing on the practical aspects of universal implementation of Machine Readable Passports, the enhancement of Machine Readable Travel Documents with biometric identifiers, the use of RFID technology at airports and operational trials, sharing experiences and exchanging views, and consideration of national and regional strategies.
Invited	States: Australia, Bangladesh, Bhutan, Brunei Darussalam, Cambodia, China, Cook Islands, Democratic People's Republic of Korea, Fiji, India, Indonesia, Japan, Kiribati, Lao People's Democratic Republic, Malaysia, Maldives, Marshall Islands, Federated States of Micronesia, Mongolia, Myanmar, Nauru, Nepal, New Zealand, Pakistan, Palau, Papua New Guinea, Philippines, Republic of Korea, Samoa, Singapore, Solomon Islands, Sri Lanka, Thailand, Tonga, United States, Vanuatu, Viet Nam
Who should attend?	For States, senior government officials responsible for developing and implementing national facilitation and security programmes, and the design and implementation of electronic travel documents. For the industry (national air carriers, airports and other air transport service providers), senior executives, managers and/or officials who deal with MRTDs, trials of MRTDs and biometric identifiers, and RFID trials and implementation for hold baggage and cargo handling and screening.
Fees	Not applicable
Language	English

Seminar officials	Adviser: Ms. Mary McMunn, Chief, Facilitation Section, ICAO Headquarters Tel: +1 (524) 954-8219 ext 8052; facsimile: +1 (514) 954-6408; e-mail: mmcmunn@icao.int Assisted by: Mr. Mauricio Siciliano, Security & Facilitation Branch, ICAO Headquarters. Tel: +1 (524) 954-8219 ext 7068; facsimile: +1 (514) 954-6408; e-mail: msiciliano@icao.int www.icao.int.mrtd ICAO Secretary: Dr. Paul Hooper, Regional Officer, Air Transport, ICAO Regional Office for Asia and Pacific Tel: +66 (2) 537-8189 ext 156; facsimile: +66 (2) 537-8199; e-mail: phooper@bangkok.icao.int Host Secretary: Mr. Gabriel Chow, Senior Operations Officer, Airport Standards Division, Civil Aviation Department, Hong Kong, China. Tel: +(852) 2182-1219; facsimile: +(852) 2362-4257; e-mail: gkchow@cad.gov.hk www.info.gov.hk/cad/icaofal/index.html
Documentation	Brief background information papers and presentation notes will be made available to participants.
Seminar arrangements	Information about visas, hotels, and other travel information is available at the web site for the Civil Aviation Department, Hong Kong, China at www.info.gov.hk/cad/icaofal/index.html

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**ICAO ASIA PACIFIC REGIONAL SEMINAR
FACILITATION - MACHINE READABLE TRAVEL DOCUMENTS, BIOMETRICS
AND RADIO FREQUENCY IDENTIFICATION**

(International Finance Centre Two, Hong Kong, China, 21-24 June, 2005)

NOMINATION FORM

PLEASE PRINT OR TYPE CLEARLY:

1. Name in full: _____
(as it should appear in the official listing and name tag)
2. Title or Official Position: _____

3. State/ Organization: _____
4. Mailing Address: _____

5. Telephone Number: _____
Fax Number: _____
E-mail: _____
6. Hotel: _____

Note: Participants are expected to make their own hotel/visa arrangements

Date: _____ Signature: _____

After completing please send to:

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P.O. Box 11, Samyae Ladprao
Bangkok 10901, Thailand

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E-mail: icao_apac@bangkok.icao.int