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Ref.: T 3/10.1.6 – AP044/14 (ATM)

2 April 2014

**Subject:** The Ninth Meeting of ICAO Aeronautical Information Services – Aeronautical Information Management Implementation Task Force (AAITF/9) (Pattaya, Thailand, 24 to 27 June 2014)

**Action required:** To reply as soon as possible but not later than **23 May 2014**

Sir/Madam,

I have the honour to invite your Administration to participate in the Ninth Meeting of the Aeronautical Information Services – Aeronautical Information Management Implementation Task Force (AAITF/9), which will be tentatively held at Pattaya Discovery Beach Hotel (D-Beach Hotel), Pattaya, Thailand from 24 to 27 June 2014. Please note that in the event of an improvement in the civil unrest situation in Thailand, the meeting may be relocated back to the Regional Office facilities in Bangkok. If this occurs, we will further advise by electronic means.

AAITF/9 is expected to review the progress of the transition from AIS to AIM and to identify further work to be undertaken regionally by the Task Force. In addition, the Regional AIM transition performance will be reported on the ICAO performance dashboard, so in accordance with State Letter Ref. T 3/12.10.1 – AP026/14 (ATM) dated 07 February 2014 States are requested to provide updated information for the AIS-AIM Transition Table to the ICAO APAC Office as soon as possible.

It is strongly recommended that parties submit papers to the meeting, which should be received by **no later than two weeks prior to the meeting date**, via email to the Regional Office. Participants are advised that ICAO is moving towards a 'paperless' meeting environment by increasing use of electronic media for the distribution of meeting papers and reports. Delegates should obtain copies of meeting materials from the Regional Office website at <http://www.icao.int/apac> prior to the commencement of the meeting.

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Enclosed herewith are the Provisional Agenda of AAITF/9 (**Attachment A**), the Registration Form (**Attachment B**) and the Meeting Bulletin (**Attachment C**). The Meeting Programme will be posted on the Regional Office website when it becomes available. I am requesting that you kindly provide the name(s) of the delegate(s) from your State that will be attending AAITF/9 by **23 May 2014**.

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



Arun Mishra  
Regional Director

**Attachments:**

- A — Provisional Agenda
- B — Registration Form
- C — Meeting Bulletin