



International
Civil Aviation
Organization

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Международная
организация
гражданской
авиации

منظمة الطيران
المدني الدولي

国际民用
航空组织

Ref.: T 8/8.4, 8.5, 8.6 & 8.10 :AP-CNS0040/14

05 May 2014

Subject: First Meeting of Spectrum Review Working Group
(SRWG/1), Bangkok, Thailand, 26 – 27 June 2014

Action Required: Reply at your earliest convenience,
before **10 June 14**, and forward papers and new operational needs
before **20 June 2014**

Sir/Madam,

You may wish to recall that the CNS Sub-group of the Asia/Pacific Air Navigation Planning and Implementation Regional Group (APANPIRG) made a decision (17/6) to establish a Working Group to investigate the need for an increase in available VHF COM channels and, on the basis of the outcome, to develop Recommendations for further consideration by CNS Sub-group. As a result, a letter AP-CNS0009/14 dated 20 January 2014 was sent out to Australia, China, Hong Kong China, India, Japan, New Zealand, Singapore and Thailand in order to establish the Spectrum Review Working Group on 8.33 kHz channel spacing and nominate the qualified SME(s) to participate in the study.

As a following-up, I have the honor to invite your Administration to the First Meeting of Spectrum Review Working Group (SRWG/1) of the Asia/Pacific Air Navigation Planning and Implementation Regional Group (APANPIRG) to be held at ICAO Regional Office Bangkok from 26 to 27 June 2014.

The objectives of the meeting are to develop a draft of the Terms of Reference of the SRWG and start reviewing of new operational needs in VHF frequencies.

The provisional agenda of the meeting is provided in Attachment 1. A meeting bulletin containing information about meeting arrangements is provided in Attachment 2.

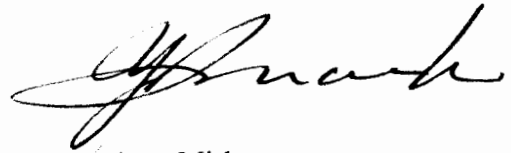
I shall be grateful if you could make necessary arrangements for your nominated experts SME(s) from your Administration to attend the meeting and forward the Nomination Form provided at Attachment 3 to this Office by **10 June 2014**. I would appreciate if your nominated expert (s) would review the tentative agenda items and forward papers for discussion to us to APAC@icao.int before **20 June 2014**.

...2/

A proposed approach to address the needs in VHF communications was discussed with experts of Aeronautical Communication Panel WG-F and regional spectrum experts at the Regional Preparatory Group (RPG) meeting for ITU World Radiocommunication Conference 2015 (WRC-2015) held in Pattaya, Thailand, from 11 to 12 March 2014. The meeting recommended the SRWG to follow the proposed 3 stages approach relying on new criteria being introduced by ICAO at global level. The SRWG/1 Meeting is also invited to consider the experience gained in the other regions and to review the existing regional VHF frequency coordination process based on the new tool.

At last, I would like to draw your attention on the Agenda Item 4 - Review of new operational needs in VHF communications from States for 2014-2018, for which it is expected that you post your operational needs using the template in Attachment 4 before 20 June 2014. Please refer to the guidelines inside the attachment ("how to fill in this form") for guidance.

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



Arun Mishra
Regional Director

Enclosures:

Attachment 1 – Provisional Agenda

Attachment 2 – Meeting Bulletin

Attachment 3 – Nomination Form

Attachment 4 – Template for new VHF communications needs (2014-2018)



International Civil Aviation Organization

FIRST MEETING OF SPECTRUM REVIEW WORKING GROUP (SRWG/1)

Bangkok, Thailand 26 – 27 June 2014

PROVISIONAL AGENDA

- Agenda Item 1: Election of chair
- Agenda Item 2: Review of relevant meetings/conferences and drafting of SRWG Terms of Reference
- Agenda Item 3: Approach in 3 Stages to be followed by the working group and planning
- Agenda item 4: Review of new Operational needs in VHF communications from States for 2014-2018
- Agenda item 6: Improvement of VHF frequency assignment procedure
- Agenda item 7: Review of the frequency assignments in the Global database
<http://gis.icao.int/FF1/FF1.php>
- Agenda item 8: SRWG Portal
- Agenda item 9: Next meeting(s)
- Agenda Item 10: Any other Business.
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International Civil Aviation Organization

FIRST MEETING OF SPECTRUM REVIEW WORKING GROUP (SRWG/1)

Bangkok, Thailand 26 – 27 June 2014

MEETING BULLETIN

1. Schedule of Meeting

1.1 The opening session of the meeting will be held at 0900 hours on Thursday, 26 June 2014 at the Conference Building of the ICAO Regional Office, Bangkok.

1.2 The daily order of business will be announced on the first day of the meeting.

2. Registration of participants

2.1 Participants are requested to register at the Registration Desk in the front of the ICAO Conference Room between 0830 and 0900 hours on the opening day of the Meeting. Participants are also requested to wear the identification badge all the time inside the ICAO premises.

3. Officers and Secretariat concerned with the Meeting

3.1 Messrs. Li Peng and Frederic Lecat, Regional Officers CNS of the ICAO Asia and Pacific Office will act as Secretaries of the Meeting. Their contact addresses are as follows:

Mr. Li Peng, Regional Officer CNS
Tel: +66 (2) 537-8189 to 97 Ext. 158
Fax: +66 (2) 537-8199
E-mail: PLi@icao.int

Mr. Frederic Lecat, Regional Officer CNS
Tel: +66 (2) 537-8189 to 97 Ext. 155
Fax: +66 (2) 537-8199
E-mail: FLecat@icao.int

3.2 The daily Meeting service is the responsibility of Ms. Sarangtip Sundarachampaka Administrative Officer. Ms. Sriprae Somsri, CNS/MET Secretary, will provide secretarial support.

4. Meeting documents for distribution

4.1 All working/information papers for the meeting will be posted on the ICAO APAC web site. Please submit papers for discussions **before 20 June 2014**. Participants are requested to submit papers via following email address and download and bring all meeting papers with them. No hard copy of papers will be distributed.

E-mail address for meeting documents: APAC@icao.int

4.2 Any ICAO publications required by the participants may be obtained from the ICAO Regional Office Library located on the first floor of the Secretariat building. These publications may be purchased or borrowed for reference during the Meeting and returned to the Librarian at the end of the meeting.

5. Location of the ICAO Regional Office and hotel accommodation

5.1 The ICAO Regional Office is located at 252/1 Vibhavadi Rangsit Road, Ladyao, Chatuchak, Bangkok next to the Petroleum Authority of Thailand (PTT) Headquarters and opposite the Sofitel Centara Grand Bangkok Hotel. It is about 40 km away from the Bangkok/Suvarnabhumi International Airport and about 12 km. from the Sukhumvit Road, where most of the recommended hotels are located. Location of the Regional Office and the route map of the Bangkok Mass Transit System (BTS, also known as the Skytrain) and MRTA Sub-way system (the Underground Metro) are published in the APAC website <http://www.icao.int/apac/> under the heading “Information for Visitors”.

5.2 The nearest BTS (Skytrain) station to the Office is Mo Chit and the nearest MRTA station to the Office is Phahon Yothin. Detailed routing instructions are provided on the web site.

5.3 Participants may contact the hotels listed directly by telephone/fax/e-mail for reservation. Due to heavy demand for hotel accommodation reservations should be made as early as possible. The Regional Office would be pleased to assist participants in making hotel reservation, if required. **When making reservation, participants should mention that they are attending ICAO meeting to get the special room rate.**

5.4 Participants are requested to make their own arrangements for transportation from the airport to the city and from their hotels to the venue of the meeting.

5.4.1 Thai Airways International and Airport Taxi Services operate private limousine services from the airport to downtown Bangkok, at about Baht 1,000 per vehicle. Public taxi service is also available at the taxi stands at the airport. In addition to the fare indicated in the taximeter, 50 Baht surcharge is required to be paid for hiring a taxi from airport to city. The Bangkok Mass Transit Authority operates Airport Bus service to the city centre.

5.4.2 When departing, the hotel can arrange for transportation to the airport. Public taxis, which are less expensive than hotel taxis, are also available. Most taxis have a fare meter.

6. Passport, visa and customs

6.1 All foreign nationals entering Thailand must possess valid passports or other valid documents for travel. Participants from certain countries are not required to obtain visas for a temporary visit not exceeding 15 days. It should, however, be noted that the temporary visas issued upon arrival at the Airport cannot be extended beyond the period of 15 days except under extraordinary circumstances. It is, therefore, suggested that all participants consider obtaining official visas from the Royal Thai Embassy or Consulate prior to their arrival in Thailand. Participants may wish to obtain information on entry requirements by accessing the web page <http://www.mfa.go.th/main/en/services/123>

6.2 International certificates of vaccination against yellow fever are required if arriving within 6 days after leaving or transiting an infected area.

6.3 There are no restrictions on import of foreign currency. However, if the amount exceeds US\$10,000 it must be declared on entry. Foreign currencies may be taken out of the country up to the amount imported and declared. (Current exchange rate US\$1 = Baht 29.00 approx).

7. Other Useful Information

7.1 Time in Thailand is 7 hours ahead of Co-ordinated Universal Time (UTC+7).

7.2 International credit cards such as American Express, Diners Club, Visa, Master Card, etc. are normally accepted at major hotels and department stores.

7.3 All commercial banks exchange major foreign currencies and are open from 0830 to 1530 hours from Monday through Friday and some keep the foreign exchange counter open until 2000 hours during weekdays. Foreign exchange counters operated by various commercial banks are located at several places in the city and are also open during Saturdays and Sundays and on public holidays from 1000 to 2000 hours. To change travellers' cheques you are required to show your passport.

7.4 Weather in Bangkok is generally hot with high humidity. June is part of the wet season in Thailand, which lasts from May until October. More weather information can be obtained from the web site of the Thai Meteorological Department: <http://www.tmd.go.th/en/>

7.5 Most hotels add a 10% service charge to the room rate in addition to the government tax of 7%. Baggage boys at hotel expect at least Baht 20. At restaurants, a tip of about 10% is expected unless a service charge has been added to the bill.

7.6 Although the tap water in Bangkok is chemically treated, it is, however, recommended that participants drink only bottled water and beverages.

**INTERNATIONAL CIVIL AVIATION ORGANIZATION
ASIA AND PACIFIC OFFICE**

FIRST MEETING OF SPECTRUM REVIEW WORKING GROUP

(Bangkok, Thailand, 26 – 27 June 2014)

REGISTRATION FORM

1. Name in full : _____

Mr.	Mrs.	Ms.	Dr.	Capt.
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(as 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 1: Participants are expected to make their own hotel/visa arrangements

Note 2: Meeting materials will only be available in soft copy (electronic) to participants. Please download meeting materials from the ICAO Asia/Pacific website (<http://www.icao.int/apac>) prior to the meeting.

Date Signature

After completing, please send to: ICAO Regional Office for Asia and Pacific, P.O. Box 11, Samyaek Ladprao, Bangkok 10901, Thailand, or Fax: +66 (2) 537 8199 or E-mail: APAC@icao.int

LEGEND

1	Precise Country	Australia, China, Hong Kong China, India, Japan, New Zealand, Singapore and Thailand	
2	Indicate the type of service	ACC-L ACC-SR-I ACC-SR-U ACC-U AD AFIS APP-L APP-I APP-PAR APP-SR-I APP-SR-L APP-SR-LU APP-U ATIS CD CTA DF ER RCAG FIR FIS-L FIS-U GPS RCAG SMC TWR VOLMET	Area control service for flights up to FL 250 Surveillance radar area control service up to FL 250 Surveillance radar area control service up to FL 450 Area control service for flights up to FL 450 Within limits of aerodrome Aerodrome flight information services Approach control service for flights below FL120 Approach control service for flights below FL 250 Precision approach radar service up to FL 40 Surveillance radar approach control service up to FL 250 Surveillance radar approach control service up to FL 120 Surveillance radar approach control service up to FL 450 Approach control service for flights up to FL 450 Automatic terminal information service Clearance delivery CTA Direction finding Requirement to utilize extended range technique, RCAG or repeater stations Remote controlled air-ground communication Flight information region Flight information service for flights up to FL 250 Flight information service for flights between FL 250 and FL 450 VHF en-route general purpose system Remote controlled air-ground communication Surface movement control up to limits of aerodrome Aerodrome control service VOLMET broadcasts
3	Indicate the location		
4	Indicate the number of frequencies needed		
5	Indicate the number of frequencies expected to be released		
6	Indicate when you think the need or release of frequencies will occur (date of commissioning/phasing out)		
7	Justify your need (all needs shall be justified): context, project (example: resectorisation of upper airspace, new ATC TWR, etc)		
8	Insert remarks when needed, for example if constraints exist on the frequencies or services		