



*International Civil Aviation Organization*

**The Tenth Meeting of the Asia/Pacific Aeronautical Information Services –  
Aeronautical Information Management Implementation Task Force  
(AAITF/10)**

Bangkok, Thailand, 27-30 April 2015

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**WEBSITE FOR SHARING AIM IMPLEMENTATION INFORMATION**

(Presented by the Secretariat)

**SUMMARY**

This paper presents a further information on matters discussed under WP/04 (Regional AIM Transition Progress and Progress Reporting), relating to the development of an Asia/Pacific region website for the recording of progress and the sharing of AIM implementation information and experience.

1.1 WP/04 discussed Regional AIM progress and progress reporting, including the AIM Transition Table maintained by AAITF and available on the ICAO Asia/Pacific Regional Office website.

1.2 During discussions Mongolia reminded the meeting of their earlier proposal to host a website (AAITF/8 and AAITF/9)

1.3 The AAITF Task List includes the following task (Secretariat):

Investigate

1. What ICAO involvement may be possible in advancing the open source pre-flight information database, and in the coordination of the contacts and activities of informal groups; and
2. Advice on setting up informal groups and their information/knowledge exchange mechanisms.

ICAO Involvement in Open Source Pre-Flight Information Database

1.4 The ICAO Regional Office's capacity for involvement in an open source pre-flight information database is limited. The ICAO Regional Office may be able to facilitate the activities of the States/Administrations participating in the database through assistance in the conducting of related discussions and side-meetings during the course of task force or other ICAO meetings, and through providing a coordination point for contact with the database host or administrator.

1.5 ICAO Regional Office is unable to host a pre-flight information database on its website.

1.6 AAITF meetings may be used by the State or States hosting the website to report and discuss issues raised and either provide or seek information on potential solutions.

### Informal Groups

1.7 *Informal groups* are established from time to time among States with shared interest in the coordination and collaborative advancement of aviation matters.

1.8 Such groups within the Asia/Pacific Region include ISPACG, IPACG, Mekong ATM Coordination Group, Group of Five, ASIOCG, etc. While ICAO may occasionally be invited to participate in meetings of informal groups, it has no role in the conducting of the meeting.

1.9 ISPACG, for example, has a website hosted by New Zealand that performs the Central Reporting Agency (CRA) function for FIT-Asia States (permitting the States to comply with their Annex 11 requirements for datalink performance monitoring and improvement).

1.10 *Informal groups* normally operate in a similar manner to ICAO groups. Activities may include the following:

- Draft and agree to terms-of-reference for the activities and expected outcomes of the group;
- Draft and agree to a meeting agenda;
- Establish a schedule of regular meetings, including venue;
- Elect a Chair on either an ongoing or rotational basis;
- Establish a meeting secretary, either on an ongoing or rotational basis;
- Establish mechanisms for the development and signing of letters of agreement or other formal agreements between States/Administrations;
- Develop and follow-up on action plans;
- Create meeting reports;
- Conduct off-line work between meetings,
- Coordinate outcomes with other affected groups including ICAO groups.

1.11 Were an Asia/Pacific administration (or group of administrations) to host an AIM information sharing website facility, AAITF and its Secretary (ICAO) may:

- Participate in the activity by providing a coordination point for contact with the website host/administrator;
- Promote the website through AAITF meeting discussion and reports;
- Provide information relating to ICAO SARPS and Guidance Material;
- Encourage AAITF participants to register on the website and share their experiences in AIM implementation.
- facilitate the website host/administrator in reporting on issues raised on the website to AAITF.

1.12 The following Decision is proposed:

**Decision AAITF/10-X: AIM Transition Information Sharing Website**

That, AAITF agrees to facilitate a project by [Administration/s] to develop a website for the sharing of information related to the implementation of Aeronautical Information Management steps defined in the ICAO Roadmap for Transition from AIS to AIM.

Facilitation includes:

1. Providing a coordination point for the contact details of the website administrator;
2. Assisting in the development of a list of items for inclusion in the website;
3. Promoting the website as a valuable resource for Asia/Pacific Administrations undertaking or planning to undertake AIM transition and implementation projects; and
4. Encouraging discussion of issues raised in the website and lessons learned at AAITF meetings;
5. Providing a summary of information shared through the website, and providing hyperlink/s to the website, in AAITF meeting reports.

1.13 Following establishment of any such website, a Draft Conclusion maybe considered by AAITF, urging States to register on the website, provide information on AIM transition issues and participate in knowledge sharing discussions.