

*INTERNATIONAL CIVIL AVIATION ORGANIZATION***FIRST MEETING OF THE APAC CIVIL AVIATION COMMISSION  
TASK FORCE***Bangkok, Thailand, 22 to 23 June 2015***Agenda Item 4: Establishment of Expert Group****ESTABLISHMENT OF EXPERT GROUP**

(Presented by the Secretariat)

**SUMMARY**

This Working Paper invites APCACTF to establish Expert Group in order to i) define scope of work & develop political frame work and ii) develop administrative and financial proposals including feasibility study for the establishment of APAC Civil Aviation Commission.

**1. INTRODUCTION**

1.1 Pursuant to the acceptance in principle by the 51<sup>st</sup> APAC DGCA Conference held in Hong Kong China from 24 to 27 November 2014 a Task Force to study the feasibility for setting up the Asia Pacific Civil Aviation Commission has been established comprising of Director Generals of Civil Aviation and nominated experts from State Administrations.

1.2 The following are the broad principles describing the scope of work of the Task Force:

1. Carrying out studies of the feasibility for the establishment of the Civil Aviation Commission;
2. Prepare a draft of the Constitution, Objectives & Functions, Relation with ICAO and other international organizations, structure and Procedures, and Financial Matters.

**2. DISCUSSION**

2.1 The Task Force is expected to Report to the DGCA Conference the study of the feasibility on the Establishment of Asia Pacific Civil Aviation Commission. In order to deliver the highly specialized tasks within the time frame agreed in the Terms of Reference, the meeting is invited to establish expert group to i) define scope of work & develop political frame work and ii) develop administrative and financial proposals including feasibility study for the establishment of APAC Civil Aviation Commission. The Expert Group will comprise of aviation experts nominated by States with experience and knowledge.

2.2 The following draft Decision has been formulated for adoption by APCACTF for establishment of the Expert Group.

**Draft Decision APCACTF/1 - Establishment of Expert Group under APCACTF**

That, an Expert Group be established under the APCACTF with the preliminary Terms of Reference and composition provided in the Attachment to this Working Paper.

**3. ACTION BY THE MEETING**

3.1 The Meeting is invited to establish the expert group and endorse the Draft Decision in Para 2.2.

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**ATTACHMENT**

**PRELIMINARY TERMS OF REFERENCE OF THE EXPERT GROUP**

**Deliverable(s)**

Report to the APCACTF the study of the feasibility on the Establishment of Asia Pacific Civil Aviation Commission

**Scope of work**

The following are the broad principles describing the scope of work:

- 1) Carrying out studies of the feasibility for the establishment of the Civil Aviation Commission;
- 2) Prepare a draft of the Constitution, Objectives & Functions, Relation with ICAO and other international organizations, structure and Procedures, and Financial Matters.

**Composition**

The Expert Group would be composed of aviation experts nominated by States;

**Conduct of the work and schedule**

The expert group will work independently with support from a voluntary Administration/State in organizing, coordination and hosting of the meetings such as drafting agenda, circulating invitation letter, conducting meetings, teleconferences report writing etc.

The expert group shall report the work progress to the APCACTF and complete its work and submit the final Recommendations/proposals to the Task Force by June 2016 for endorsement.

**Rapporteur**

At the first meeting the Expert Group will elect a Rapporteur from among its members to Chair its meetings.

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