



International  
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Международная  
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гражданской  
авиации

منظمة الطيران  
المدنى الدولى

国际民用  
航空组织

File Ref.: ME 3/72-13/053

11 February 2013

**Subject:** *Second Meeting of the Directors General of Civil Aviation-Middle East Region (DGCA-MID/2) (Saudi Arabia, 20 - 22 May 2013)*

**Action Required:** **Reply not later than 20 April 2013**

Sir,

I have the honour to refer to my Invitation Letter ME 3/72-13/026 dated 20 January 2013 on the above mentioned subject (*copy attached for ease of reference*). Further to a request from the host State, the DGCA-MID/2 meeting will now be held from **20 to 22 May 2013**.

I would appreciate it if you could confirm your participation to this important meeting as soon as possible, preferably **not later than 20 April 2013**, providing the names, functions and other details of all participants from your State/Organization by submitting the Nomination Form at **Attachment A**.

Please note that the Bulletin of the meeting showing the venue, visa procedures/requirements and all necessary information will be posted on ICAO MID website at ([www.icao.int/mid](http://www.icao.int/mid)) in due course

Accept, Sir, the assurances of my highest consideration.

Mohamed R. M. Khonji  
ICAO Regional Director, Cairo

#### Attachments



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File Ref.: ME 3/72-13/026

20 January 2013

**Subject:** *Second Meeting of the Directors General of Civil Aviation-Middle East Region (DGCA-MID/2) (Saudi Arabia, 9 - 11 April 2013)*

**Action Required:** **Reply not later than 15 March 2013**

Sir,

I have the honour to refer to the First Meeting of the Directors General of Civil Aviation-Middle East Region (DGCA-MID/1) that was held in Abu Dhabi, UAE 22-24 March 2011, during which Saudi Arabia indicated its interest in hosting the DGCA-MID/2 meeting in 2013.

At the kind invitation of the General Authority of Civil Aviation (GACA), Saudi Arabia, the DGCA-MID/2 meeting will be held in Saudi Arabia, 9-11 April 2013. I would like to kindly invite you to participate in this meeting. It's highly recommended that Directors General/Chief Executives attend in person accompanied by appropriate Technical Experts from their Administrations/Organizations, in order to derive optimum advantage and benefits from the meeting.

The focus of the meeting will be on policy matters and implementation issues regarding aviation safety, security, air navigation, environmental protection, air transport and any other civil aviation subject of common interest.

The Provisional Agenda and Explanatory Notes of the meeting are at **Attachments A and B**, respectively. The Bulletin describing administrative arrangements for the meeting and other useful information for participants, including the exact venue of the meeting and the Hotel List will be forwarded in due course and will be posted in PDF format on the ICAO MID Website at: [www.icao.int/mid](http://www.icao.int/mid) along with this State Letter and all its attachments.

Please note that, the meeting will be conducted in both Arabic and English languages, and documentation will also be issued in both languages.

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In view of the above, your Administration/Organization is encouraged to participate actively in the work of the meeting by submitting working/information papers and/or power point presentations covering subjects contained in the provisional agenda. I would be grateful if you could send your papers in electronic format to the ICAO MID Regional Office ([icaomid@cairo.icao.int](mailto:icaomid@cairo.icao.int)), with copy to Mr. Ahmed Tawfiq, GACA Focal Point: ([atawfiq@gaca.gov.sa](mailto:atawfiq@gaca.gov.sa)), prior to **1 March 2013**, in order to allow time for processing and translation.

As a matter of procedure, papers received after this date will be distributed in the language in which they are received. All working and information papers related to the meeting will be available on the ICAO MID Office website: [www.icao.int/mid](http://www.icao.int/mid), at least 15 days prior to the meeting.

I would appreciate it if you could confirm your participation to this important meeting as soon as possible, preferably **not later than 15 March 2013**, providing the names, functions and other details of all participants from your State/Organization by submitting the Nomination Form at **Attachment C**.

Accept, Sir, the assurances of my highest consideration.



*for/* Mohamed R. M. Khonji  
ICAO Regional Director, Cairo

**Attachments**

**SECOND MEETING OF THE DIRECTORS GENERAL OF  
CIVIL AVIATION-MIDDLE EAST REGION**

**(DGCA-MID/2)**

*(Saudi Arabia, 9 - 11 April 2013)*

**PROVISIONAL AGENDA**

- Agenda Item 1:** Adoption of the Provisional Agenda
- Agenda Item 2:** Election of Chairperson and Vice-Chairperson
- Agenda Item 3:** Review and Follow-up of Action Items arising from the previous Meeting
- Agenda Item 4:** Managerial Issues
- Agenda Item 5:** Air Navigation
- Agenda Item 6:** Aviation Safety
- Agenda Item 7:** Aviation Security
- Agenda Item 8:** Environmental Protection
- Agenda Item 9:** Technical Cooperation
- Agenda Item 10:** Air Transport
- Agenda Item 11:** Dates and Venues of Next Meetings
- Agenda Item 12:** Any other Business

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**SECOND MEETING OF THE DIRECTORS GENERAL OF  
CIVIL AVIATION-MIDDLE EAST REGION**

**(DGCA-MID/2)**

*(Saudi Arabia, 9 - 11 April 2013)*

**EXPLANATORY NOTES**

**AGENDA ITEM 1: ADOPTION OF THE PROVISIONAL AGENDA**

The meeting will review and adopt as appropriate the provisional agenda for the DGCA-MID/2 meeting.

**AGENDA ITEM 2: ELECTION OF CHAIRPERSON AND VICE-CHAIRPERSON**

The meeting will elect a Chairperson and Vice-Chairperson for the DGCA-MID/2 meeting as per the DGCA-MID Guidelines paragraph 5 regarding Administration of Meetings.

**AGENDA ITEM 3: REVIEW AND FOLLOW-UP OF ACTION ITEMS ARISING FROM THE PREVIOUS MEETING**

The meeting will review the Conclusions of the DGCA-MID/1 meeting, note the follow-up actions taken by concerned parties and/or agree on further action, as appropriate.

**AGENDA ITEM 4: MANAGERIAL ISSUES**

The meeting will review and update, as necessary, the Guidance material for the convening of the DGCA-MID meetings and address other managerial issues, as appropriate, including the participation to the DGCA-MID meetings.

**AGENDA ITEM 5: AIR NAVIGATION**

The meeting will be presented with a summary of the outcome of the Thirteenth Middle East Air Navigation Planning and Implementation Regional Group (MIDANPIRG/13). The meeting is expected to agree on actions to increase the efficiency of MIDANPIRG and its subsidiary bodies. The meeting will be apprised of the progress achieved in the development/implementation of a number of air navigation projects/initiatives in the MID Region (i.e.: MIDRAR, MIDAD, etc) and provide overall guidance and directives, as appropriate.

**AGENDA ITEM 6: AVIATION SAFETY**

The meeting will be presented with a summary of the outcome of the Second Meeting of the Regional Aviation Safety Group-Middle East Region (RASG-MID/2). The meeting will be apprised of the outcome of the Seminar/Workshop on Regional Safety Oversight Programmes and address other aviation safety issues, as appropriate.

**AGENDA ITEM 7: AVIATION SECURITY**

The meeting will be apprised of the outcome of the High-level Conference on Aviation Security. The meeting will be briefed on the progress achieved related to the establishment of the Civil Aviation Security Programme for the Middle East (CASP-MID) and address other aviation security and facilitation issues of relevance to the Region.

**AGENDA ITEM 8: ENVIRONMENTAL PROTECTION**

The meeting will be briefed on the Environmental Activities at global and regional level and address other environmental issues, as appropriate.

**AGENDA ITEM 9: TECHNICAL COOPERATION**

The meeting will be briefed of the ICAO Technical Cooperation activities/Projects in the MID Region and address other Technical Cooperation-related subjects, as appropriate.

**AGENDA ITEM 10: AIR TRANSPORT**

The meeting will be apprised of the outcome of the ICAO Air Services Negotiation Conference (ICAN) held in Jeddah, 7-12 December 2012 and the Sixth Worldwide Air Transport Conference (Montreal, 18-22 March 2013). The meeting will address other air transport issues of relevance to the Region, as appropriate.

**AGENDA ITEM 11: DATES AND VENUES OF NEXT MEETINGS**

The meeting will agree on the dates and venues of the DGCA-MID/3 and DGCA-MID/4 meetings.

**AGENDA ITEM 12: ANY OTHER BUSINESS**

Matters not covered by the above mentioned items, are to be addressed under this agenda item.

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