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Международная  
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منظمة الطيران  
المدنى الدولى

国际民用  
航空组织

File Ref.: AS 22/1-18/082

12 March 2018

**Subject: Third Meeting of the SECFAL Plan Development Group  
(SECFAL PDG/3)  
(Kuwait, 8 – 10 May 2018)**

**Action required: Reply not later than 15 April 2018**

Sir/Madam,

I have the honour to inform you that the Third meeting of the Aviation Security and Facilitation Plan Development Group (SECFAL PDG/3) will be gratefully hosted by the Directorate General of Civil Aviation (DGCA) of Kuwait, from **8 to 10 May 2018**. The exact venue will be communicated at a later stage.

Your Administration/Organization is kindly invited to participate in this meeting. The Provisional Agenda for the meeting is at **Attachment A**. Your comments on the attached Provisional Agenda, including any amendment you may wish to suggest, would be appreciated.

The Bulletin describing administrative arrangements for the meeting and other useful information for participants, including the Hotel List will be provided/posted on the ICAO MID Office website, in due course.

This letter, all its relevant attachments and Working/Information Papers, as they become available, will be posted on the ICAO MID Website at <http://www.icao.int/mid/>.

You may wish to recall that the SECFAL Plan Development Group was established to provide a forum for all members to communicate and exchange views about the necessary actions for the implementation of the Riyadh Declaration on Aviation Security and Facilitation in the ACAC and ICAO MID Regions, and develop the following deliverables:

- Draft ACAC/MID SECFAL Plan, including the establishment of regional ACAC/MID SEC/FAL targets; and
- Draft Procedural Handbook for the Middle East Regional Aviation Security and Facilitation Group (MID-RASFG).

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I would appreciate if you could, as soon as possible, preferably not later than **15 April 2018**, confirm the participation of your Administration by submitting the Nomination Form at **Attachment B** to the following e-mail address ([icaomid@icao.int](mailto:icaomid@icao.int)). For continuity and efficiency purpose, the attendance of the experts who participated in the SECFAL PDG/1 and PDG/2 meetings is strongly encouraged.

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



Mohamed Khalifa Rahma  
Middle East Regional Director

**Attachments**



*International Civil Aviation Organization*

**Aviation Security and Facilitation Plan Development Group**

**Third Meeting (SECFAL PDG/3)**

**(Kuwait, 8 – 10 May 2018)**

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**PROVISIONAL AGENDA**

- Agenda Item 1:** Adoption of the Provisional Agenda
- Agenda Item 2:** AVSEC/FAL Global and Regional Developments
- Agenda Item 3:** Draft ACAC/MID SECFAL Plan
- Agenda Item 4:** Draft MID-RASFG Procedural Handbook
- Agenda Item 5:** Future Work Programme
- Agenda Item 6:** Any other Business

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INTERNATIONAL CIVIL AVIATION ORGANIZATION  
MID REGIONAL OFFICE

THIRD MEETING OF THE SECFAL PLAN DEVELOPMENT GROUP

(SECFAL PDG/3)

(Kuwait, 8 – 10 May 2018)

NOMINATION FORM

Name in full: \_\_\_\_\_  
Mr. / Mrs. / Ms. (as should appear in the official listing and name tag)

Title or Official Position: \_\_\_\_\_

State/Organization: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Telephone Number: \_\_\_\_\_

Mobile: \_\_\_\_\_

E-mail: \_\_\_\_\_

Hotel \_\_\_\_\_

Date: ..... Signature: .....

After completing, please send to: ICAO MID Office at the following e-mail address: ([icaomid@icao.int](mailto:icaomid@icao.int)).

- Note 1: Participants are expected to make their own hotel/visa arrangements.*
- Note 2: Please download meeting materials from ICAO MID Office website.*
- Note 3: No hardcopies will be provided; you are kindly requested to bring your laptop, iPad, tablet, etc. to the meeting.*