



International Civil Aviation Organization

THE SECOND MEETING OF IONOSPHERIC STUDIES TASK FORCE (ISTF/2)

15 – 17 October 2012, Bangkok, Thailand

Agenda Item 6: Any other Business

ISTF PORTAL

(Presented by the Secretariat)

SUMMARY

ISTF, in its First Meeting held in Tokyo decided to use a web-based forum for exchange of information and urged ICAO APAC Office to create this service. ISTF Portal has been created for the Task Force members to exchange information. This paper reports the completion of the task assigned to ICAO APAC Office.

1. INTRODUCTION

1.1 In the First Meeting of Ionospheric Studies Task Force (ISTF/1) held in Tokyo from 27 to 29 Feb, 2012, a suggestion was made to create a web based forum to exchange information. ICAO APAC Office was invited to look into the possibility of accommodating this requirement in the regional website. It was also expected that ICAO APAC Office will advise the feasibility in the next Task Force meeting.

1.2 In ICAO, the public website has been re-structured. In the changed arrangements, creation of web groups at the regional website is not being encouraged. Hence, it was decided to create a separate portal for ISTF.

2. DISCUSSION

2.1 To meeting the requirement of requirement of creating a web-based forum as projected in section 7.5 of the ISTF/1 report, ICAO APAC Office has created a portal for ISTF. The portal was created in June 2012 and as on date, and can be accessed by going to the website <http://portal.icao.int/>. This is a protected website and username and password are provided after assessing the requests.

2.2 As on date 22 members are registered for the ISTF portal and no request for membership is pending. Portal members can exchange information and share documents through the portal. It is therefore in the best interest of the ISTF members to register for membership with the portal, so that they can keep themselves informed about the developments that are taking place.

2.3 Portal members are requested to access the portal and scan the messages at periodical intervals and contribute towards the ISTF task. Members are also requested to share relevant information through the portals and progress the task assigned to the task force.

3. ACTION BY THE MEETING

3.1 The meeting is invited to:

- a) note that an ISTF Portal has been created by ICAO APAC Office; and
- b) actively use this facility created for the exchange and sharing of relevant information

ICAO Portal User: Group Subscription Request Procedure

1. Log on <http://portal.icao.int> with your secure site login credentials;
2. Click on the PROFILE Link on the right hand top corner;
3. A new window pops up, click on GROUP SUBSCRIBE/UNSUBSCRIBE in the left side menu;
4. Enter the group name you are requesting access for in the SUBSCRIBE TO field and The JUSTIFICATION for your request;
5. Click the SUBMIT CHANGES button;
6. When these steps are completed, you will receive an email confirmation that you have
Been granted or denied access to the group in question
