



International Civil Aviation Organization

North American, Central American and Caribbean Office

**Twenty First Meeting of Directors of Civil Aviation of the Eastern Caribbean
(21st E/CAR DCA)**

Tortola, British Virgin Islands 11 to 14 February 2008

E/CAR DCA/21 - WP/01

10/01/08

DRAFT AGENDA, EXPLANATORY NOTES, WORKING METHOD AND SCHEDULE OF THE E/CAR DCA/21 MEETING

(Presented by the Secretariat)

SUMMARY

This Working Paper presents the Draft Agenda, Explanatory Notes and Working Method for the E/CAR DCA/21 Meeting.

1. General Information

1.1 The Twenty First Meeting of Directors of Civil Aviation of the Eastern Caribbean will be held in Tortola, British Virgin Islands, from 11 to 14 January 2008.

2. Approval of the Agenda

2.1 The Draft Agenda and Explanatory Notes for the E/CAR DCA/21 Meeting are presented in **Appendix A** for consideration by the Meeting.

3. Working Method

3.1 It is suggested that the Meeting hold its sessions as a whole, and that the Chairperson may activate Ad hoc groups to deal with specific matters if deemed necessary.

4. Organization and Working Schedule

4.1 Bearing in mind the considerations expressed in paragraphs 2 and 3 of this paper, as well as the administrative and logistic support aspects, it is suggested that the Meeting adopt the organization and working schedule indicated in **Appendix B**.

5. Suggested Action

5.1 The Meeting is invited to:

- a) consider and approve the Agenda and its explanatory notes presented in Appendix A; and
- b) consider and adopt the modality, working methods and schedule suggested in paragraphs 3 and 4, as well as in Appendix B.

APPENDIX A

21ST MEETING OF DIRECTORS OF CIVIL AVIATION OF THE EASTERN CARIBBEAN E/CAR/DCA/21

(Tortola, British Virgin Islands, 11 to 14 February 2008)

DRAFT MEETING AGENDA

- Agenda Item 1:** Meeting Agenda and Schedule
- Agenda Item 2:** Review of Valid Conclusions/Decisions of previous E/CAR/DCA and other Meetings relevant to the E/CAR area
- Agenda Item 3:** Air Navigation Issues
- 3.1 CAR/WG/1 Meeting Report
 - 3.2 E/CAR AIS Committee Report
 - 3.3 E/CAR ATM Committee Report
 - 3.4 E/CAR CNS Committee Report
 - 3.5 Air Navigation Deficiencies
 - 3.6 Other Air Navigation issues
- Agenda Item 4:** Safety Oversight Developments
- Agenda Item 5:** Aviation Security (AVSEC) Developments
- Agenda Item 6:** Other Business
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APPENDIX B

PROPOSED ORGANIZATION AND WORKING SCHEDULE FOR THE E/CAR DCA/21 MEETING

9 to 12 JULY 2007					
Time	Monday 11	Tuesday 12	Wednesday 13	Time	Thursday 14
08:30-09:00	Registration				
09:00-09:30	Opening Session	Agenda Item 3 (Continuation)	Agenda Item 5: Aviation Security (AVSEC) matters	09:00-10:30	Review of the Draft Summary of Discussions.
09:30-10:00	Coffee Break				
10:30-11:00	Agenda Item 1: Meeting Agenda and Schedule	Coffee Break	Coffee Break		Coffee Break
11:00-12:30	Agenda Item 2: Review of valid conclusions and decisions of the previous meetings of Directors of Civil Aviation of the Eastern Caribbean and other Meetings relevant to the E/CAR area	Agenda Item 3 (Continuation)	Agenda Item 5 (Continuation)	11:00-11:15	Closing of the Meeting
12:30-13:15	Lunch	Lunch	Lunch		
13:15-14:15	Agenda Item 3: Air navigation issues	Agenda Item 4: Safety Oversight matters	Agenda Item 6: Other business		

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