



# ICAO

## INTERNATIONAL CIVIL AVIATION ORGANIZATION

### First Meeting of the Steering Group for the continued Improvement of Air traffic Services over the South Atlantic (SAT/SG1) Virtual, 4 December 2023

#### Draft Agenda and Work Programme

Agenda Item	Subject
	<ul style="list-style-type: none"> <li>• Opening Session –               <ul style="list-style-type: none"> <li>- Remarks by SAT ICAORDs;</li> <li>- Remarks by the SAT SG Chairperson</li> </ul> </li> </ul>
1.	<b>Agenda Item 1: Adoption of the Agenda and Work Programme of the Meeting</b>
2.	<b>Agenda Item 2: Outcomes of the sub-groups' meetings</b>
	2.1 Outcomes of the first and second meetings of the SAT Implementation Management Group
	2.2 Outcomes of the first and second meetings of the SAT Safety Oversight Group
3.	<b>Agenda Item 3: Update on developments in the SAT area</b>
4.	<b>Agenda Item 4: Terms of Reference and work programme of SAT bodies, proposal for amendment.</b>
5.	<b>Agenda Item 5: Review of the outcomes of SAT/SG1</b>
6.	<b>Agenda Item 6: AOB and Closing</b>
	<ul style="list-style-type: none"> <li>• Any Other Business (AOB);               <ul style="list-style-type: none"> <li>-Date and venue of the next meeting</li> </ul> </li> <li>• Closing remarks.</li> </ul>

**First Meeting of the Steering Group for the continued Improvement of Air traffic Services  
over the South Atlantic (SAT/SG1)  
Virtual, 4 December 2023**

**EXPLANATORY NOTES ON THE AGENDA ITEMS**

Agenda Item	Subjects
1	<p><b>Adoption of the Agenda and Work Programme</b></p> <p>Under this agenda item, the meeting will review the Agenda and Work Programme for adoption.</p>
2	<p><b>Agenda Item 2: Outcomes of the sub-groups meetings</b></p> <p>The meeting will review the outcomes of the first and second meetings of the SAT IMG and SAT SOG which took place in 2022 and 2023.</p>
3	<p><b>Agenda Item 3: Update on development in the SAT area</b></p> <p>States and Organizations will be given the opportunity to provide information on initiatives carried out for the improvement of ATS in their airspace over the SAT area.</p>
4	<p><b>Agenda Item 7: Terms of Reference and work programme of SAT entities</b></p> <p>The meeting will discuss the terms of reference of the SAT SG and the future work programmes of the group and its sub-group for 2024.</p>
5	<p><b>Agenda Item 8: Review of the outcomes of SAT/SG1</b></p> <p>Under this item the meeting will review and adopt the conclusions, decisions and actions taken during the discussions.</p>
6	<p><b>Agenda Item 9: AOB and Closing</b></p> <p>The meeting will discuss any other business that may be brought to its attention. The closing of the meeting will be carried out under this item.</p>

**First Meeting of the Steering Group for the continued Improvement of Air traffic Services  
over the South Atlantic (SAT/SG1)  
Virtual, 4 December 2023**

**WORK PROGRAMME**

Time (UTC)	Agenda Item	ACTIVITY
11:00 – 11:30		<ul style="list-style-type: none"> <li>• Meeting settings</li> <li>• Opening Session –               <ul style="list-style-type: none"> <li>- Remarks by SAT ICAORDs;</li> <li>- Remarks by the SAT SG Chairperson.</li> </ul> </li> </ul>
11:30 – 11:45	1	<b>Adoption of the Agenda and Work Programme of the Meeting</b>
11:45 – 12:15	2	<b>Outcomes of the sub-groups meetings</b> 2.1 Outcomes of the first and second meetings of the SAT Implementation Management Group
12:15 – 12:45	2	2.2 Outcomes of the first and second meetings of the SAT Safety Oversight Group
12:45 – 13:30	3	<b>Update on developments in the SAT area</b>
13:30 – 14:00	<b>Health break</b>	
14:00 – 14:30	3	<b>Update on developments in the SAT area</b>
14:30 – 15:00	4	<b>Terms of Reference and work programme of SAT bodies, proposal for amendment</b>
15:00 – 15:30	5	<b>Review of the outcomes of SAT/SG1</b>
15:30 – 16:00	6	<b>Agenda Item 5: AOB and Closing</b> <ul style="list-style-type: none"> <li>• Any Other Business (AOB); -Date and venue of the next meeting</li> <li>• Closing remarks.</li> </ul>

--END--