



ICAO

**First Meeting of the Steering Group of the Improvement of Air traffic Services over the South Atlantic (SAT-SG/01)**

**Virtual, 4 December 2023**

**Agenda Item 4: Terms of Reference and future work programme of SAT bodies, proposal for amendment.**

**SAT work programme 2024**

*(Presented by the Secretariat)*

<b>SUMMARY</b>	
This working paper proposes a work programme for SAT bodies for the year 2024.	
Action by the Meeting is in paragraph 3.	
Reference	SAT Handbook
<i>Strategic Objectives</i>	A Safety B Capacity and Efficiency

**1 INTRODUCTION**

- 1.1 The SAT handbook, PART I, section 4.4 provides that in order to meet its terms of reference, the SAT Steering Group shall establish and assign to its contributory bodies, work programmes based on the objectives of the SAT.
- 1.2 PART III section 3.1 specifies that at each of its meetings, the SAT-SG shall endeavour to agree on the date, venue and duration of its next meeting.
- 1.3 PART III, 9.3-d provides that each meeting of the SAT-SG shall consider, as required, review and update of the SAT Work Programme.

**2 DISCUSSION**

- 2.1 The SAT work programme includes that of the SAT SG and its contributory bodies namely the SAT IMG and SAT SOG. The activities of established project teams are embedded in the work programme of their respective groups.
- 2.2 The work programmes of SAT bodies for the year 2024 are defined in terms of activities to be implemented with associated timeline as shown in Appendix A to this working paper.

- 2.3 The work programmes presented might be subject to adjustment as may be impacted by unforeseeable eventualities or beyond control factors.

### **3 ACTION BY THE MEETING**

- 3.1 The meeting is invited to.
- a) take note of the information provided in this working paper
  - b) Review and adopt the future work programme of the SAT bodies.

#### ***SAT SG Decision 01/XX: SAT future work programme***

*That,*

- a) The SAT work programme for 2024, in Appendix XX, is adopted.*
- b) The Secretariat shall keep SAT stakeholders duly informed of any significant changes to the work programme.*

**APPENDIX A: SAT Bodies work programme for 2024.**

*Note: X=Physical meeting, V=Virtual meeting*

Activity	Participants	Frequency	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
			SAT-SOG (* Virtual)											
Bi-annual SAT-SOG meeting (alternating in-person/virtual)	SAT-SOG members	Bi-annually				X							V*	
Coordinate/harmonize biannual working program with Paris, Dakar, Nairobi, and Mexico Regional Offices.	Secretariat	As needed (likely after every SAT SOG meeting)					V							V
Collect and upload background documents and reports on previous SAT meetings to the portal	Secretariat	As needed	Secretariat will establish the frequency											
Conduct Communication Plan assessment twice a year	SAT-SOG Chairteam, Secretariat	Bi-annually			V							V		
Submit Report to SAT Steering Group (SG)	SAT-SOG Chairteam, Secretariat	TBC	SAT-SG meetings will establish the frequency											
Video conference for coordination of SAT-SOG actions and planning	SAT-SOG Chairteam, Secretariat	As needed	SAT-SOG will establish the frequency											
Participate in SAT PIRG meetings (role to be defined)	SAT-SOG Chairteam	TBC	The PIRG's meetings will establish the frequency											
Participate in NAT SOG meetings as observers	SAT-SOG Chairteam	Bi-annually						X						X
Coordination of activities – RMA	SAT-SOG, RMAs	As needed	SAT-SOG will establish the frequency											
Coordination between SAT Groups	SAT-SOG and IMG representatives	Before each SAT SOG meeting or as needed			V							V		
To conduct studies on integrating SLOP procedure data in Collision Risk Assessment methodology.	Brazil, ASECNA, SATMA	TBC	The coordinator will establish the frequency (V)											
Identify training gaps in SAT member states to define a program addressing members' needs.	Trinidad and Tobago, Secretariat	TBC	The coordinator will establish the frequency (V)											
Project team meetings: SAT Oceanic Errors Safety Bulletin Project Team (SAT OESB PT)	Project team	TBC	The project team leader will establish the frequency (V)											
Project team meetings: SAT Annual Safety Report (SAT ASR PT)	Project team	TBC	The project team leader will establish the frequency (V)											
Project team meetings: SAT RMAS' Harmonization/Standardization project team (SAT RMA H/S PT) Task 1: Harmonizing/	Project team	TBC	The project team leader will establish the frequency (V)											

standardizing RMA common procedures Task 2: feasibility study and database implementation progress) Task 3: Analysis of Collision Risk Assessment Methodologies in the EUR/SAM Corridor			
Feasibility study for SAT Scrutiny Group Establishment	State XXX SAT SOG Secretariat	TBC	Lead State will establish the frequency (V)
Coordination meetings for the partnership between ARMA and CARSAMMA	SAT-SOG, ARMA, CARSAMMA	TBC	SAT-SOG will establish the frequency (V)

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<b>SAT-IMG</b>														
Bi-Annual SAT-IMG meeting	SAT-IMG Members & Observers	Bi-annually		X								?		
<b>ESCIT meeting</b>	<b>ESCIT members</b>	<b>Annually</b>	?	?	?	?	?	?	?	?	?	?		
SAT Contingency plan coordination with AFI and SAM ATM CP PTs	Project Team	As needed by the PT	V											
Design of the SAT Service Development Roadmap	Secretariat SAT IMG members	TBC	The coordinator will establish the frequency (V)											
Coordination meeting with AIM/SWIM Team of the EUR Region to share best practices and guidance on the AMHS implementation	SAT IMG Secretariat	TBC	The coordinator will establish the frequency (V)											
Development of a consolidated AMHS and AIDC implementation status tables	SAT IMG Secretariat	As needed by the Secretariat	The coordinator will establish the frequency (V)											
Update of LOAs between ATS Units for the harmonization of the application of Mach Number Technique in the EURSAM corridor.	SAT IMG Secretariat & SAT ANSPs	As needed by ASNPs	The ATS units will establish the frequency (V)											
Development of a combined implementation plan, task list and timelines/action items to support the harmonized implementation of PBCS and the use of the related PANS-ATM separation minima in the South Atlantic.	PBCSIS PT	As needed by the PT	The coordinator will establish the frequency (V)											
Study on bi-directional use of ATS Route UN866 in EURSAM corridor	ESCIT Members	As needed by the Team	The chairteam will establish the frequency (V)											
Establishment of the SAT Document Management Office (DMO)	SAT IMG Secretariat & lead State	As needed by the Team	The coordinator will establish the frequency (V)											
Participation in the NAT IMG	SAT IMG Secretariat	TBC												

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<b>SAT-SG</b>														
Participation in APIRG Meetings	SAT-SG Chairteam	Annually											X	
Participation in GREPECAS meetings	SAT-SG Chairteam	Annually											X	
Participation in NAT SPG	SAT-SG Chairteam	Annually											?	
Atlantic Coordination Meeting	SAT-SG Chairteam	Annually	?	?	?	?	?	?	?	?	?	?	?	
SAT SG Meeting	SAT-SG Members & Observers	Annually												X

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<b>JOINT ACTIVITIES: SAT-SG/SAT-SOG/SAT-IMG</b>														
Coordination of implementation actions.	SAT-SOG & SAT IMG representatives	Quarterly		V			V			V			V	
SAT Projects review	All SAT bodies & PT chairteams	Biannually				V						V		
Coordination meeting on the delineation of the SAT area	All SAT bodies & PT chairteams	As needed by the chairteams				V						V		

### Dates and venues of next SAT bodies meetings

Year 2024		
Activity	Dates	Venue
SAT IMG 3 <sup>rd</sup> Meeting	5-8 February 2024	Santa Maria, Portugal
SAT SOG 3 <sup>rd</sup> Meeting	15-19 April 2024	Sao Paulo, Brazil
SAT IMG 4 <sup>th</sup> Meeting	TBD	TBD
SAT SOG 4 <sup>th</sup> Meeting	TBD	TBD
SAT SG 2 <sup>nd</sup> Meeting	2-4 December 2024	Dakar, Senegal

TBD=To be determined.