



International Civil Aviation Organization

**DAILY BULLETIN**

**CONFERENCE ON THE ECONOMICS OF AIRPORTS AND  
AIR NAVIGATION SERVICES**

**Montréal, 15 to 20 September 2008**

Number 1  
15/9/08

The Bulletin will be issued early in the morning of each working day of the meeting. It will contain the programme of work for the day of issue and other pertinent information of general interest. Kindly refer to the *CEANS Programme and Directory*, provided upon registration, for general information regarding registration of participants, timetable and meeting arrangements as well as ancillary facilities and services provided through ICAO or available in Montreal.

**1. TIMETABLE – MONDAY, 15 SEPTEMBER 2008**

<b>Time</b>	<b>Activity/Event</b>	<b>Location</b>
<b>0730-1700</b>	<b>On-site registration</b>	<b>ICAO Conference Block – 1st floor</b>
<b>0930-1000</b>	<b>Opening</b>	<b>Assembly Hall, 4th floor, Conf. Block</b>
<b>1000-1230</b>	<b>Agenda item 1: Issues involving interaction between States, providers and users</b> <b>1.1 Economic oversight</b>	
<b>1045-1100</b>	<i>Coffee/Refreshments</i> sponsored by ACI	
<b>1230-1400</b>	<b>Lunch</b>	
<b>1400-1700</b>	<b>1.1 Economic oversight (Cont'd)</b> <b>1.2 Economic performance and minimum reporting requirements</b>	<b>Assembly Hall</b>
<b>1515-1530</b>	<i>Coffee/Refreshments</i>	
<b>1700-1900</b>	<b>Reception</b> hosted by the President of the ICAO Council	<b>Delegates' Lounge, Conf. Block, 3rd floor</b>

## 2. DOCUMENTATION

### 2.1 Documentation in electronic format

2.1.1 Delegates may contribute to environmental preservation by using CEANS documentation in electronic format. CEANS documentation is available on the publicly accessible Conference website ([www.icao.int/ceans](http://www.icao.int/ceans)). Computers and printers are available on the 1st floor of the Conference Block.

2.1.2 The following reference material for the Conference can be downloaded from the Conference website using the inserted hyperlinks ([www.icao.int/ceans](http://www.icao.int/ceans)): *ICAO's Policies on Charges for Airports and Air Navigation Services* ([Doc 9082](#), seventh edition), *Airport Economics Manual* ([Doc 9562](#), second edition), *Manual on Air Navigation Services Economics* ([Doc 9161](#), fourth edition), *Performance Management and Measurement for Air Navigation Services Providers* ([ICAO Secretariat document](#)), *Case Studies on Commercialization, Privatization and Economic Oversight* and the Report on *Ownership, Organization and Regulatory Aspects of Airports and Air Navigation Services Providers 2007*.

### 2.2 Document distribution

2.2.1 The documentation distribution area is located on the 4th floor of the Conference Centre. On the first day, it will be attended from 0730 to 1700 hours to coincide with the hours of operation for registration.

2.2.2 Each delegation of a Contracting State is entitled to a maximum of four sets of Conference documentation. Each delegation of an organization with observer status is entitled to a maximum of three sets. If you have not submitted the names of the delegates to the ICAO Secretariat who shall receive hard copy documentation in their language of choice as requested in the process of pre-registration, delegates need to give instructions to that extent during on-site registration. Only those designated delegates with Conference badges flagging DOC will be handed their documentation at the documentation distribution counter. In order to avoid bottle necks during rush hours at the distribution counter, delegations are encouraged to kindly coordinate among themselves that the papers will be collected for the entire delegation instead of individually. Please note that any other documents can be downloaded from the ICAO website.

2.2.3 Participants who are entitled to receive Conference documentation in paper format as part of the registration fee paid, will receive a badge indicating their distribution box number.

### 2.3 List of working papers

The List of Working Papers as of 10 September 2008 is issued as CEANS-WP/67 (IP). For the agenda items to be dealt with on Monday, 15 September 2008, information is provided below.

Agenda Item	WP No.
---	1, 2 (IP), 3 (IP) IP= information paper
1.1	4, 18 (IP), 22, 24, 27, 41 (IP), 46, 53, 58, 63 (IP), 66 (IP)
1.2	5, 18 (IP), 22, 24, 28, 34, 41 (IP), 52, 55, 56, 63 (IP)

## 2.4 List of participants

A List of Participants will be issued not later than Wednesday, 17 September 2008.

## 3. MEETING ARRANGEMENTS

### 3.1 Seating arrangements

3.1.1 Seating arrangements during the Conference are based on pre-registration records and will be progressively updated with information from on-site registration. Each delegation representing a Contracting State can expect a maximum of six reserved seats (three at table and three behind) as per name plates in alphabetical order of States. Additional designated seats are subject to availability.

3.1.2 Conference participants who represent organizations with observer status to ICAO will find their designated seats by name plate of their organizations following the States.

3.1.3 All other Conference participants are invited to be seated in the areas not designated to either States or Observers in the back of the Assembly Hall subject to availability. Additional seats are available in the Observation Gallery located on the fifth floor of the Conference Centre. Access can be gained by elevator nos. 7 or 8 or by the stairs immediately in front of the Assembly Hall doors on the 4th floor.

3.1.4 Due to the computerized microphone system, it is important that delegates do not change seats designated to them. For further information or assistance if a change needs to be made on seating arrangements, please contact a member of the ICAO Secretariat (yellow badges). Documentation and other personal belongings must not be left in the Conference facilities overnight.

### 3.2 Simultaneous interpretation

Under the edge of the table you will find an audio control unit. The language selector dial gives you the choice of language:

Speaker	0	Russian	4
English	1	Chinese	5
French	2	Arabic	6
Spanish	3		

## 4. CEANS EXHIBITION

4.1 ICAO is hosting an exhibition in the Foyer of the Assembly Hall. Please consult the *CEANS Programme and Directory* for an exhibition floor plan and a profile of exhibitors. The exhibition may be attended daily during coffee and lunch breaks as well as evening receptions in the exhibition area Monday 15 through Wednesday 17 September 2008. The objective of the exhibition is to provide a forum for networking and discussion with a wider group of parties outside the structured Conference environment. You are invited to visit exhibitors from aviation industries and international organizations at their respective booth.

#### 4.2 **ICAO information booths**

You are invited to visit the ICAO booth at no. 16 to obtain information material and to become better acquainted with the work being carried out related to the Conference theme by the Secretariat. In addition, ICAO's Technical Cooperation Bureau will inform about their programme and activities at booth nos. 14 and 15.

#### 5. **MISCELLANEOUS**

##### 5.1 **Special philatelic envelope**

On the occasion of the Conference on the Economics of Airports and Air Navigation Services (CEANS), a special philatelic envelope will be issued, the postmark of which was prepared in cooperation with Canada Post Corporation. This exceptional cover can be purchased for Can \$3.00 from the Staff Association boutique, at level A in the Conference Centre. The boutique has also other items of potential interest for sale.

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