



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 work programme of SAT bodies, proposal for amendment.**

**SAT Stakeholders contact details forms**

*(Presented by the Secretariat)*

<b>SUMMARY</b>	
This working paper proposes a form template for the collection of SAT stakeholders contact details for an effective communication.	
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 current SAT handbook contains provisions regarding the structure of SAT which is made of three main bodies namely SAT Steering Group (SAT SG), SAT Safety Oversight Group (SAT SOG), and SAT Implementation Management Group (SAT IMG). Several project teams are established under the different bodies to carry out study, planning and implementation activities as guided by the SAT SG.
- 1.2 The SAT bodies are composed of SAT member States, ANSPs, IATA, International organizations, Industry stakeholders and ICAO Regional Offices in Dakar, Lima, Mexico, Nairobi and Paris.
- 1.3 The access to details of SAT members remains a challenge due to lack or incomplete information available at the secretariat.

**2. DISCUSSION**

- 2.1 Although the SAT members and observers are cited in the handbook, some key information are yet to be available, notably the identities and contact details of members and observers as well as the details of focal points.
- 2.2 The effective communication of information and data between SAT members relies on readily accessible detailed information concerning all SAT stakeholders. To satisfy this need, some forms have been developed by the secretariat to collect and collate information from the SAT stakeholders.
- 2.3 Information collected and processed will be appended to the SAT handbook in electronic versions and made available to all eligible persons on ICAO secure portal.
- 2.4 The forms developed include, the **Appendix A** “the list of SAT States with contact details and focal points details”, the **Appendix B** “the list of ANSP with associated States or FIR, contact details and focal points”, the **Appendix C** “The list of airspace users, contact details and focal points”, the **Appendix D** “the list of observers, contact details and focal points”, the **Appendix E** “the list of ICAO Regional offices, contact details and focal points”.
- 2.5 It is suggested that amendment to the list be done without necessarily amending the SAT handbook, however the table of records of amendment shall be updated accordingly in SAT Doc 001.

**3 ACTION BY THE MEETING**

- 3.1 The meeting is invited to.
  - a) take note of the information provided in this working paper;
  - b) Urge all SAT Stakeholders to provide the required information to keep the contact information lists up to date; and
  - c) Adopt the following draft conclusion:

<b>WHY</b>	Permanently avail contact information of SAT stakeholders
<b>WHAT</b>	Collect, process, store and share contact information for each SAT member or observer.
<b>WHO</b>	ICAO Secretariat
<b>WHEN</b>	By 31 October 2024

***SAT-SG/01 Conclusion XX: SAT contact lists***

*That,*

- a) *to facilitate communication, SAT members and observers are urged to provide their contact details as well as their focal points to ICAO secretariat through the completion of contact forms approved by the SAT;*
- b) *The contact lists be published on ICAO secure portal by 31 October 2024.*

**APPENDIX A: SAT Member States and contact information.**

State	Official Contact	Focal point	Focal point contact
Angola			
Argentina			
Brazil			
Cabo Verde			
Cote d'Ivoire			
France			
Ghana			
Morocco			
Namibia			
Portugal			
Senegal			
Spain			
South Africa			
Trinidad & Tobago			
Uruguay			

**APPENDIX B: SAT Air Navigation Service Providers (ANSP) and contact information.**

ANSP	Airspace Name	Host States	Focal point	Focal point contact
ASA Cabo Verde	Sal FIR	Cabo Verde		
ASECNA	Dakar FIR	Senegal		
	Abidjan FIS	Cote d'Ivoire		
ATNS	Johannesburg Oceanic	South Africa		
DECEA	Atlántico FIR	Brazil		
DINACIA	Montevideo FIR	Uruguay		
DSNA	Cayenne FIR	France		
EANA SE	Ezeiza FIR	Argentina		
	Comodoro Rivadavia			
ENNA	Luanda FIR	Angola		
ENAIRE	Canarias FIR	Spain		
GCAA	Accra FIR	Ghana		
NAV Portugal	Santa Maria FIR	Portugal		
NCAA	Windhoek FIR	Namibia		
ONDA	Casablanca FIR	Morocco		
TTCAA	Piarco FIR	Trinidad and Tobago		

**APPENDIX C: SAT Airspace users and contact information.**

<b>Airspace users</b>	<b>Official Contact</b>	<b>Focal point</b>	<b>Focal point contact</b>
<b>IATA</b>			

**APPENDIX D: SAT Observers and contact information.**

<b>Observer</b>	<b>Status</b>	<b>Official contact</b>	<b>Focal point</b>	<b>Focal point contact</b>
<b>Canada</b>	<b>SAT Adjacent State in NAT Region</b>			
<b>USA</b>	<b>SAT Adjacent State in NAT Region</b>			
<b>United Kingdom</b>	<b>SAT Adjacent State in NAT Region</b>			
<b>CANSO</b>	<b>International Organization</b>			
<b>IFALPA</b>	<b>International Organization</b>			
<b>IFATCA</b>	<b>International Organization</b>			
<b>IFATSEA</b>	<b>International Organization</b>			
<b>Airbus</b>	<b>Aircraft Manufacturer</b>			
<b>Boeing</b>	<b>Aircraft Manufacturer</b>			

**APPENDIX E: ICAO Regional Offices and contact information.**

<b>Regional Office</b>	<b>Location</b>	<b>Official Contact</b>	<b>Focal point</b>	<b>Focal point contact</b>
<b>Eastern and Southern Africa</b>	<b>Nairobi</b>			
<b>Europe and North Atlantic,</b>	<b>Paris</b>			
<b>North America and Central Caribbean</b>	<b>Mexico City</b>			
<b>South America</b>	<b>Lima</b>			
<b>Western and Central Africa</b>	<b>Dakar</b>			