



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"> • Opening Session – <ul style="list-style-type: none"> - Remarks by SAT ICAORDs; - Remarks by the SAT SG Chairperson |
| 1. | Agenda Item 1: Adoption of the Agenda and Work Programme of the Meeting |
| 2. | Agenda Item 2: Outcomes of the sub-groups' meetings |
| | 3.1 Outcomes of the first and second meetings of the SAT Implementation Management Group |
| | 3.2 Outcomes of the first and second meetings of the SAT Safety Oversight Group |
| 3. | Agenda Item 3: Update on developments in the SAT area |
| 4. | Agenda Item 4: Terms of Reference and work programme of SAT bodies |
| 5. | Agenda Item 5: Review of the outcomes of SAT/SG1 |
| 6. | Agenda Item 6: AOB and Closing |
| | <ul style="list-style-type: none"> • Any Other Business (AOB); • Closing remarks. |

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EXPLANATORY NOTES ON THE AGENDA ITEMS

| Agenda Item | Subjects |
|--------------------|--|
| 1 | <p>Adoption of the Agenda and Work Programme</p> <p>Under this agenda item, the meeting will review the Agenda and Work Programme for adoption.</p> |
| 2 | <p>Agenda Item 2: Outcomes of the sub-groups meetings</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>Agenda Item 3: Update on development in the SAT area</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>Agenda Item 7: Terms of Reference and work programme of SAT entities</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>Agenda Item 8: Review of the outcomes of SAT/SG1</p> <p>Under this item the meeting will review and adopt the conclusions, decisions and actions taken during the discussions.</p> |
| 6 | <p>Agenda Item 9: AOB and Closing</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> |

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WORK PROGRAMME

| Time (UTC) | Agenda Item | ACTIVITY |
|---------------|---------------------|--|
| 11:00 – 11:30 | | <ul style="list-style-type: none"> • Meeting settings • Opening Session – <ul style="list-style-type: none"> - Remarks by SAT ICAORDs; - Remarks by the SAT SG Chairperson. |
| 11:30 – 11:45 | 1 | Adoption of the Agenda and Work Programme of the Meeting |
| 11:45 – 12:15 | 2 | Outcomes of the sub-groups meetings 3.1 Outcomes of the first and second meetings of the SAT Implementation Management Group |
| 12:15 – 12:45 | 2 | 3.2 Outcomes of the first and second meetings of the SAT Safety Oversight Group |
| 12:45 – 13:30 | 3 | Update on developments in the SAT area |
| 13:30 – 14:00 | Health break | |
| 14:00 – 14:30 | 3 | Update on developments in the SAT area |
| 14:30 – 15:00 | 4 | Terms of Reference and work programme of SAT bodies |
| 15:00 – 15:30 | 5 | Review of the outcomes of SAT/SG1 |
| 15:30 – 16:00 | 6 | Agenda Item 5: AOB and Closing <ul style="list-style-type: none"> • Any Other Business (AOB); • Closing remarks. |

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