International Civil Aviation Organization

WORKING PAPER

SPECIAL AFRICA-INDIAN OCEAN (AFI) REGIONAL AIR NAVIGATION (RAN) MEETING

Durban, South Africa, 24 to 29 November 2008

Agenda Item 2: Outline of the working methods of the meeting (General Committee)

ORGANIZATION, STRUCTURE AND PROPOSED TIMETABLE FOR HANDLING OF AGENDA ITEMS

(Presented by the Secretariat)

SUMMARY

The purpose of this paper is to describe the organization and structure of the meeting pursuant to *Directives to Regional Air Navigation Meetings and Rules of Procedure for their Conduct* (Doc 8144-AN/874/6). A tentative timetable is also proposed in the appendix for the consideration and approval by the General Committee.

Action by the meeting is in paragraph 3.

1. INTRODUCTION

1.1 Regional air navigation meetings should conduct their business according to the *Directives to Regional Air Navigation Meetings and Rules of Procedure for their Conduct* (Doc 8144) approved by the ICAO Council.

1.2 Following approval of the timetable at the first meeting of the General Committee, the task of monitoring and amending it as necessary, depending on the progress of the work of the meeting, is assigned to the Coordinating Group which will meet every day immediately after the close of business of the component bodies of the meeting (Doc 8144, Part III, paragraph 7.6 refers).

1.3 Pursuant to these Directives and Rules, attention is drawn to the following decisions taken by the Council or the Air Navigation Commission on certain organizational procedures.

2. ORGANIZATION AND STRUCTURE OF THE MEETING

a) **Working languages**

The working languages of the meeting will be in English and French.

b) **Agenda**

The agenda of the meeting and explanatory notes on the agenda items are contained in SP AFI/08-WP/1 and SP AFI/08-WP/2, respectively.

c) **Structure of the meeting**

The component bodies of the meeting, as approved by the Air Navigation Commission, are set out hereunder.

Principal body: General Committee

- to carry out the opening and closing formalities of the meeting
- Agenda Items 1, 2, 3, 7 and 8

Technical Committees

Safety Committee
- Agenda Items 4 and 5

Efficiency Committee
- Agenda Item 6

3. ACTION BY THE MEETING

3.1 The meeting is invited to:

a) note this paper and refer it to other components of the meeting for their guidance; and

b) approve the proposed timetable at the appendix, noting that the Coordinating Group will regularly monitor the progress of work and will make the necessary adjustments to the timetable as required.

— — — — — — — —

APPENDIX

SP AFI/08 RAN MEETING — PROPOSED TIMETABLE FOR HANDLING AGENDA ITEMS

Component Body of the Meeting	Agenda Item	Monday 24		Tuesday 25		Wednesday 26		Thursday 27		Friday 28		Saturday 29	
		AM	**PM**	**AM**	**PM**	**AM**	**PM**	**AM**	**PM**	**AM**	**PM**	**AM**	**PM**
General Committee	1	— O										— R4 R5 R6 C	
	2	—											
	3	—											
	7											—	
	8	—											
Safety Committee	4		—	—	—	—	—	—	—	—	—		
	5		—	—	—	—	—	—	—	—	—		
Efficiency Committee	6		—	—	—	—	—	—	—	—	—		

O → Opening ceremonies and first Plenary meeting of the General Committee
R4 to R6 → Approval by the General Committee of the report on the agenda items
C → Closing ceremonies and last Plenary meeting of the General Committee
AM → 0930 to 1230 hours
PM → 1430 to 1700 hours
One coffee break of approximately 15 minutes in the morning and in the afternoon

— END —