

WORLDWIDE AIR TRANSPORT CONFERENCE: CHALLENGES AND OPPORTUNITIES OF LIBERALIZATION

Bulletin No. 1 — Monday, 24 March 2003

The Daily Bulletin will be issued early in the morning of each working day of the Conference. It will contain the programme of work for the day of issue, a brief review of the work completed on the preceding working day and other pertinent information. The bulletin is the principal means of communication with delegations on matters of general interest related to the Conference.

Information for Delegates

1. A booklet containing general information for Delegates, including important text on security and medical arrangements, is being distributed to all Delegates.
2. Basic information concerning the origins and organizational arrangements for the Conference is provided in ATConf/5-WP/2.

Programme for Monday, 24 March 2003

Conference - opening session

3. The Conference will be formally opened at 0930 hours in the Assembly Hall. The Order of Business for the opening session is provided in ATConf/5-OB/1.

Conference - regular session

4. Immediately following the opening session, the Conference will proceed with the consideration of its agenda. In view of the limited time available no provision has been made for opening statements.

		Documentation¹	
	Agenda items	For action²	For reference or information
Item 1:	Preview	WP/2 and 4 (Secretariat)	
Item 1.1:	Background and experience of liberalization	WP/5 (Secretariat) WP/20 (Secretariat) WP/88 (France) WP/43 (Georgia) WP/86 (India) WP/58 (CLMV States) WP/31 (ILO) WP/98 (LACAC States)	WP/23 (Secretariat) WP/25 (China) WP/30 (APEC) WP/35 (ICC) WP/45 (Fiji) WP/37 (Singapore) WP/54 (Cuba) WP/60 (WAEMU) WP/61 (ECAC & EU States) WP/66 (ILO) WP/67 (United States) WP/72 (Pacific Is. Forum) WP/81 (AFCAC States) WP/89 (CARICOM) WP/90 (United States) WP/97 (United States)
Item 1.2:	Safety and security aspects of liberalization	WP/6 (Secretariat) WP/96 (United States) WP/76 (AFCAC States)	WP/68 (ECAC and EU States)
Item 2:	Examination of key regulatory issues in liberalization	WP/22 (Secretariat)	
Item 2.1:	Air carrier ownership and control	WP/7 (Secretariat) WP/48 (Barbados) WP/52 (Cuba) WP/57 (Pakistan) WP/39 (Singapore) WP/96 (United States) WP/65 (ACAC States) WP/80 (AFCAC States) WP/84 (Greece for ECAC and EU States) WP/33 (IACA) WP/26 (IATA) WP/75 (ITF)	WP/34 (IFALPA) WP/71 (ALADA)

¹ Any additional papers received for these Agenda items after production of this Bulletin will be advised during the meeting.

² "For Action" papers are listed in order of presentation.

Registration

5. Delegates, Alternates, Advisers and Observers who have not already registered are requested to do so, in person, as soon as possible. The registration desk is located on the ground floor.

6. The first issue of the List of Delegates will contain meeting participants registered as of 1600 hours, Monday, 24 March 2003. The accuracy and completeness of that list will depend on the information provided by those registering. You are therefore requested to fill in all parts of the registration forms in a clear and legible manner. Addenda and revisions to the list will be issued periodically.

Credentials

7. Delegates are reminded that their credentials must be deposited without delay at the Registration Desk.

Members of the public

8. Members of the public without credentials are requested to register at the Registration Desk on the ground floor and will be required to show proper identification (photo ID) in order to obtain a special pass. They may follow the proceedings from the Public Gallery of the Assembly Hall where seats are reserved for their use (or in overflow accommodation, if necessary), unless the meeting has been declared “closed”. Where appropriate, a notice to the effect that a meeting has been closed will be placed in a prominent position on the door(s) of the meeting room.

Document distribution

9. Document distribution for accredited Delegates and Observers will be from the satellite located on the 4th floor. Document distribution for members of the public who registered for the seminar prior to the Conference will be from the satellite located on the ground floor. The Document Distribution Satellite is used exclusively for the distribution of Conference documentation issued by ICAO. Due to space restrictions, documentation and other personal belongings of participants cannot be accepted for safekeeping or short-term storage.

Submission of working papers or information papers

10. Delegations wishing to present working papers for consideration by the meeting are requested to submit them (including electronic versions if available) to a member of the Conference Secretariat staff (so identified by their yellow lapel badge) as early as possible, bearing in mind the time necessary for preparation, translation, reproduction and distribution. If copies are available in more than one of the official languages of the meeting, they should be presented in each of the languages available. Working papers from Observers and information papers will be produced and distributed in the official ICAO language in which they are submitted.

Seating arrangements

11. Due to the computerized microphone system in ICAO conference rooms, it is **very important** that delegates do not change seats designated to them. If a change needs to be made (i.e. alternate or additional members attending/seat change), or for further information on seating arrangements, please do not hesitate to contact the technician in the room or a member of the meeting secretariat. *Documentation and other personal belongings must not be left in the conference room overnight.*

Social Functions

12. As a convenience to Delegations, so that they may know the dates on which functions have been planned by various hosts, the Secretary General publishes the following list. It comprises only those functions which have been notified to his Office, and for which in each case the host will extend individual invitations. This schedule is subject to change.

Monday, 24 March 2003	Reception by the President of the Council and the Secretary General of ICAO
Tuesday, 25 March 2003	Reception by the Delegation of Canada
Wednesday, 26 March 2003	Reception by the Delegation of Singapore
Thursday, 27 March 2003	Reception by the Delegation of South Africa
Friday, 28 March 2003	Reception by the Delegation of Ukraine

Delegations wishing to reserve dates for social functions or to make changes to the above list are requested to contact Mrs. M.-R. Derez, Office of the Secretary General (ext. 8042).

Note: All members of Delegations, Observers and their spouses are cordially invited to attend the reception given by the President of the Council and the Secretary General of ICAO which will be held in the Delegates' Lounge, 3rd floor, Conference Centre, on Monday, 24 March 2003 from 1800 to 2000 hours.

All participants to the ATConf/5 and their spouses are invited to attend the reception hosted by the Government of Canada on Tuesday, 25 March 2003 at 1800 hours, in the Delegates' Lounge, 3rd floor, Conference Centre.

Exhibition and Secretariat Information Booth

13. Beginning on Monday, 24 March and continuing until Friday, 28 March, ICAO is hosting an exhibition on the 4th floor outside the Assembly Hall. The objective of the exhibition is to provide a forum for networking and discussions with a wider group of parties outside the more structured Conference environment. Participants in the exhibition will include representatives from industry, service providers and international organizations.

14. Also beginning on Monday, there will be an ICAO Secretariat Information Booth outside the Assembly Hall. This booth is a unique opportunity for all Delegates to become better acquainted with the work being carried out by the Secretariat on behalf of the Organization's Contracting States. It is also a timely opportunity to meet Secretariat staff members to whom you can address your questions on different aspects of the Air Transport Programme of ICAO, as well as other aviation-related subjects. Check this bulletin daily to see which topics will be featured.

Presentation on the International Financial Facility for Aviation Safety (IFFAS)

15. Delegates and other participants are invited to view a video presentation on the ICAO International Financial Facility for Aviation Safety (IFFAS) which will be screened close to the ICAO booth in the exhibition area outside the Assembly Hall. The presentation, which is approximately 5 minutes duration, will run continuously during lunch and coffee breaks.

Assembly Hall

16. Delegates are asked to note that the Assembly Hall and other parts of the ICAO Headquarters building, are a smoke-free environment. Furthermore, no food or drink is permitted in the Assembly Hall, and Delegates are requested to turn off all cellular phones before entering the Hall.

Miscellaneous

17. **Coffee service** will be available in the foyer of the Assembly Hall during the recesses. The timings for the morning and afternoon recesses will be announced during meetings. The cafeteria on the 5th floor of the office tower is open from 0730 to 1530 hours, Monday to Friday, with breakfast served (including Saturday) from 0730 to 1100 hours and lunch served (on weekdays) from 1130 to 1400 hours.

18. **Computer facilities.** Ten computer work stations will be available on the 4th floor beside the Document Distribution Satellite, with Internet browsers for participants who wish to access the Internet and use Web based e-mail services.

19. **Long distance phone calls.** Long distance calling cards may be purchased at the Registration desk between 0900 and 1000 hrs each day of the Conference or at the entrance of the train station located on the corner of University and La Gauchetière Streets, as well as in the Bell Tower located immediately across the street from the ICAO Headquarters. Delegates are invited to make use of these calling cards when requesting the ICAO operator for assistance. Please note that all phones in the general access areas can only effect local calls and therefore, long distance cards are necessary to use these phones for other calls.

20. **The ICAO Commissariat**, located on the ground floor, will be open on Tuesdays and Thursdays between 1200 to 1400 hours and 1700 to 1900 hours for the convenience of participants entitled to purchase spirits and cigarettes at diplomatic prices.

21. **The ICAO Staff Association Boutique**, where participants can buy souvenirs, located on the ground floor, will be open from 24 to 28 March between 1200 and 1400 hours.

22. **Monitoring system.** Unless otherwise decided, the proceedings of all Conference meetings will be transmitted over the telecommunications system within the Headquarters building. The following dial codes are to be used to monitor the proceedings of the various elements of the meeting:

Room	Floor	English	French	Spanish	Russian	Chinese	Arabic
Assembly Hall	11	12	13	14	15	16	17

23. **Access to the Office Tower** is restricted to those members of Delegations with blue and white badges invited by National Delegations or Secretariat. Delegates are requested to register with the Security Desk at the ground floor which will verify whether the office to visit is open and issue the Delegate a temporary access badge.

24. **Daily weather** maps and the public weather forecast for Montreal provided by Environment Canada are displayed daily by 1300 hours near the elevators on the 3rd floor of the Conference Centre.

Photography

25. The ICAO photographer will be available during the Conference to take photographs of Delegations and/or individuals at individual or Delegation expense. The photographer will be in the Assembly Hall on Monday, 24 March and Wednesday, 26 March to take pictures at Delegates' seats prior to the start of the Conference sessions. Additional times for photographs will be announced in the daily bulletin.

26. Photographs will be displayed as they are developed, starting Wednesday, 26 March, on Level 1, opposite the Staff Association Boutique. There, at predetermined times commencing Monday, 24 March, the photographer will be available to take orders for photographs. Prices and ordering times will be posted with the photographs on display.

Early departure of participants

27. Members of Delegations and Observers who plan to depart before the end of the meeting are requested to notify staff at the Document Distribution Satellite on the 4th floor.

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