



RVSM/TF/2  
WP/01  
08/07/02

**INTERNATIONAL CIVIL AVIATION ORGANIZATION  
ATM COMMITTEE OF THE GREPECAS ATM/CNS/ SUBGROUP**

**SECOND MEETING OF THE RVSM TASK FORCE  
(Sao José Dos Campos, Sao Paulo, Brazil, 8 to 12 July 2002)**

**(Presented by Roberto Arca, RVSM/TF Rapporteur)**

**AGENDA, WORKING METHODS, SCHEDULE AND WORK PLAN**

(Presented by the Rapporteur)

**1. Agenda**

1.1 The draft Agenda for the RVSM/TF/2 Meeting, is presented as **Appendix A** to this working paper.

1.2 Participants wishing to present working papers to the Secretariat related with the Agenda items, are requested to do so before 24 June 2002.

1.3 Those items not taken into account in the Agenda will be taken into consideration under Agenda Item 6, Any other business.

**2. Working methods**

2.1 For the development of the subjects to be dealt with, it is expected to work as a plenary and, if necessary, ad-hoc groups could be established to deal with specific items.

2.2 A Summary of Conclusions will be prepared during the course of the meeting, for the approval of the delegates. Thereafter, State delegates will be electronically sent a draft Summary of Discussions and Conclusions for their approval. After its approval, the final Summary of Discussions and Conclusions will be distributed among participating States.

2.3 The meeting will be chaired by the RVSM/TF Rapporteur.

**3 Language of the meeting**

3.1 The working language of the meeting is English. No provisions are made for translation or interpretation services.

4      **Schedule**

4.1      Subject to changes when circumstances so demand, the following working hours are suggested:

09.00 - 10.30	Review of Agenda Items
10.30 - 10.45	Recess
10.45 - 12.30	Review of Agenda Items
12.30 - 13.00	Recess
13.00 - 14.30	Review of Agenda Items

5      **Work Plan**

5.1      **Appendix B** to this working paper includes a tentative work plan.

5.1.1    The approval of the mentioned tentative work plan is suggested, under the understanding that in the light of the progress achieved, the meeting may adopt the changes it deems pertinent.

6      **Action proposed**

6.1      The meeting is invited to:

- a)      Note the arrangements for the meetings; and
- b)      Approve the proposed agenda at Appendix A, the proposed work plan at Appendix B, and the working hours of the meeting, as proposed in section 4 above.

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**TENTATIVE AGENDA AND EXPLANATORY NOTES**

**Agenda**

**Agenda Item 1: Analysis of the Conclusions on RVSM matters adopted by the Third Meeting/workshop of Air Traffic Management Authorities and Planners.**

Under this agenda item the RVSM/TF is invited to analyze the conclusions adopted in the AP/ATM/3 and make the appropriate proposals to the ATM Committee in order to facilitate the RVSM implementation.

**Agenda Item 2: To develop and update the RVSM Task Force Terms of Reference as well as its Work Program and set up of three working subgroups in order to achieve the implementation objectives.**

Under this agenda item the meeting is invited to establish its Terms of Reference and Work Program taking into account the Implementation Plan and to constitute three working groups assigning them specific tasks according to their areas of study involved.

**Agenda Item 3: Update the RVSM Implementation Plan and develop the Task List including target dates and responsibilities for each task.**

Under this agenda item the RVSM/TF/2 is invited to update the Basic Implementation Plan in order to harmonize it with the USA RVSM implementation date and to perform a Task List assigning responsibilities and deadline to accomplish them.

**Agenda Item 4: Study and develop the necessary procedures to accomplish the system performance monitoring.**

Under this agenda item the meeting is invited to establish the necessary procedures in order to ensure the Regional Monitoring Agency to make the system performance monitoring successful.

**Agenda Item 5: Analyze and recommend the best implementation steps in the CAR/SAM Regions, taking into account the fleet preparation and ATC simulations.**

Under this agenda item the meeting is invited to study, pursuant to the GREPECAS mandate, the convenience of RVSM implementation phases and, if necessary, to recommend alternatives to achieve the best synchronization and implementation plan taking into account fleet preparation, ATC simulations and any other related issues.

**Agenda Item 6: Any other Business**

Under this agenda item the meeting can analyze and discuss any other business not considered in the preceding items.

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## **WORK PLAN**

### **Monday, 8 July 2002**

08.30 - 09.30	Registration of participants
09.30 - 09.45	Meeting with Heads of delegations
09.45 - 10.00	Opening ceremony
	Election of chairman and vice-chairman
	Approval of the Agenda
10.00 - 10.15	<i>Recess</i>
10.15 - 12.30	Review of Agenda Item 1
12.30 - 13.00	<i>Recess</i>
13.00 - 15.00	Review of Agenda Item 2

### **Tuesday, 9 July 2002**

09.00 - 10.30	Review of Agenda Item 2 (follow-up)
10.30 - 10.45	<i>Recess</i>
10.45 - 12.30	Review of Agenda Item 2 (follow-up)
12.30 - 13.00	<i>Recess</i>
13.00 - 15.00	Review of Agenda Item 3

### **Wednesday, 10 July 2002**

09.00 - 10.30	Review of Agenda Item 3 (follow-up)
10.30 - 10.45	<i>Recess</i>
10.45 - 12.30	Review of Agenda Item 4
12.30 - 13.00	<i>Recess</i>
13.00 - 15.00	Review of Agenda Item 4 (follow-up)

**Thursday, 11 July 2002**

09.00 - 10.30	Review of Agenda Item 5
10.30 - 10.45	<i>Recess</i>
10.45 - 12.30	Review of Agenda Item 5 (follow-up)
12.30 - 13.00	<i>Recess</i>
13.00 - 15.00	Review of Agenda Item 6

**Friday, 12 July 2002**

10.00 – 11.00	Delivery of the Summary of Conclusions for the analysis of the participants
10.30 – 10.45	Coffee break
10.45 – 12.30	Approval of the Summary of Conclusions