



AGENDA, SCHEDULE AND WORKING METHODS

(Presented by the Secretariat)

1. Agenda

1.1 The Tentative Agenda of the Trinidad and Tobago-Venezuela Bilateral ATM/CNS Meeting is attached as **Appendix A** to this Working Paper.

1.2 Those matters not included in the agenda might be considered under Agenda Item 5, Other Matters.

2. Working methods

2.1 For the development of this meeting, it is expected to work in plenary session, and in Ad-hoc groups, in order to analyse specific issues.

2.2 During the course of the meeting, a Summary of Conclusions will be prepared for its distribution to States and International Organizations interested.

2.3 Administrative aspects and documentation processing of the meeting will be in charge of ICAO Secretariat and the Working Groups Rapporteurs.

3. Work Schedule

3.1 Subject to the circumstances that would affect the adoption of the work, the following work schedule is suggested:

0900 - 1030	Review of agenda items
1030 - 1045	Coffee Break
1045 - 1215	Review of agenda items
1215 - 1300	Coffee Break
1300 - 1400	Review of agenda items
1400 - 1500	Review of agenda items

4. Work Plan

4.1 **Appendix B** to this working paper includes the tentative work plan.

5. Suggested action

5.1 The approval of the mentioned tentative work plan is suggested, provided that in the light of the progress reached, the Workshop/Meeting could adopt the modifications considered appropriate.

APPENDIX A

TRINIDAD AND TOBAGO-VENEZUELA BILATERAL ATM/CNS MEETING

Caracas, Venezuela, 1-3 September 2010

DRAFT AGENDA

Agenda Item 1: Analysis of the results obtained at the GTE/9 Meeting at the Piarco and Maiquetia FIR Boundaries

Under this agenda item, the Meeting will review measures proposed by the GREPECAS Scrutiny Group as outcome from the large-height deviations produced at the Piarco and Maiquetia FIR boundaries on this matter. Participants will also be able to evaluate the implementation of the most appropriate measures in order to reduce operational errors in transferring and/or updating flight plans.

Agenda Item 2: Analysis of the Ground-to-Ground Communication means between ATS Units and Ground-Air Communication in the Piarco and Maiquetia FIR areas.

Under this agenda item, the Meeting will assess the implementation and operational status of communications between ATC units and ground-air communication to communicate with aircraft flying in the concerned airspace as agreed in the corresponding CAR/SAM FASID Tables (Table CNS 1A, 1B, 1C, 2A and 2B).

Agenda Item 3: Review and Updating of the Procedures and ATS Letter of Operational Agreement between Piarco and Maiquetia ACCs

Based on the results of Agenda Items 1 and 2, the Meeting will review and update ATC procedures contained in the applicable letter of operational agreement, as appropriate.

Agenda Item 4: Analysis of ATS Contingency Plans

In the light of the procedures and new ATS routes implemented, contingency plans prepared by involved States may be reviewed in order to harmonize them with their adjacent States, taking also as reference ICAO Annex 11 regulations and related procedures shown in Attachment D of the mentioned document.

Agenda Item 5: Other Matters

Under this agenda item, the Meeting will review matters that have not been discussed in previous agenda items.

APPENDIX B

TENTATIVE WORK PROGRAMME

Hour	Wednesday 1 SEP 2010	Hour	Thursday 2 SEP 2010	Friday 3 SEP 2010
0830 0900	Registration of participants			
0900 0915	- Opening of the Event - Election of Chairman	0930 1030	Ad-Hoc Groups	Ad-Hoc Groups
0915 0930	<i>Coffee break</i>	1030 1045	<i>Coffee break</i>	<i>Coffee break</i>
0930 1230	Review of Agenda Item 1	1045 1215	Ad-Hoc Groups	Review of Agenda Item 5
1230 1315	<i>Coffee break</i>	1215 1300	<i>Coffee break</i>	<i>Coffee break</i>
1315 1400	Review of Agenda Item 2 and Agenda Item 3	1300 1400	Ad-Hoc Groups	Report Review and Approval
1400 1500	Review of Agenda Item 4	1400 1500	Ad-Hoc Groups	Closing of the Meeting

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