



AGENDA, SCHEDULE AND WORKING METHODS

(Presented by the Secretariat)

1. Agenda

1.1 The Tentative Agenda of the the Second Multilateral Meeting of the SAM Region for the Transition of AIS to AIM (SAM/AIM/2) 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 event, 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 event, 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 - 1530	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

Second Multilateral Meeting of the SAM Region for the transition of AIS to AIM - (SAM/AIM/2)

(Lima, Peru, from 26 to 30 September 2011)

DRAFT AGENDA

Agenda Item 1: Actions adopted by the SAM/IG/13 Meeting

- 1.1 Revision of the actions taken by the GREPECAS AIM/SG/13 Subgroup Meeting
- 1.2 SAM Action Plan with regard to the compliance of the actions adopted by the AIM/SG/13 Meeting.

Agenda Item 2: Revision of the status of application of ICAO Annex 4 and Annex 15 SARPS

- 2.1 States action plans for the resolution of deficiencies identified with Annex 4 and Annex 15 SARPs

Agenda Item 3: Transition Planning from AIS to AIM

- 3.1 Status of implementation of the WGS-84 geodetic global plan taking into consideration the new data products.
- 3.2 Status of implementation of a Quality Management System.
- 3.3 Status of effective compliance of the AIRAC System.
- 3.4 Status of provision of Electronic Terrain and Obstacle Data (e-TOD).
- 3.5 Implementation of Geographical Information Systems (GIS).
- 3.6 Progress in the Integrated Aeronautical Information Documentation (IAIP).
- 3.7 Electronic presentation of the aeronautical information publication (e-AIP).

Agenda Item 4: NOTAM Contingency Plan

- 4.1 revision of the status of application of the letters of agreement for the utilisation of the NOTAM Contingency Plan

Agenda Item 5: Other business

EXPLANATORY NOTES

Agenda Item 1: Actions adopted by the SAM/IG/13 Meeting

- 1.1 Revision of the actions taken by the GREPECAS AIM/SG/13 Subgroup Meeting
- 1.2 SAM Action Plan with regard to the compliance of the actions adopted by the AIM/SG/13 Meeting.

Under this agenda item, the meeting will review the actions that were approved by the GREPECAS AIM/SG/13 Meeting, to further establish an action plan at a regional level, for the harmonized compliance of the same.

Agenda Item 2: Revision of the status of application of ICAO Annex 4 and Annex 15 SARPS

- 2.1 States action plans for the resolution of deficiencies identified with Annex 4 and Annex 15 SARPs

Under this agenda item, each State participating will present to the meeting, through working papers, the status of compliance of Annex 4 and Annex 15 SARPS, and the corresponding action plans for the elimination of identified deficiencies. In these action plans, the responsible persons will be identified, who at the same time will be the focal contact points and the contact means for exchange and follow-up of the information. Thus, the meeting will be able to monitor the degree of application at a regional level, identify short and mid-term working projects oriented towards achieving compliance of SARPs in each State.

Agenda Item 3: Transition Planning from AIS to AIM

- 3.1 Status of implementation of the WGS-84 geodetic global plan taking into consideration the new data products.
- 3.2 Status of implementation of a Quality Management System.
- 3.3 Status of effective compliance of the AIRAC System.
- 3.4 Status of provision of Electronic Terrain and Obstacle Data (e-TOD).
- 3.5 Implementation of Geographical Information Systems (GIS).
- 3.6 Progress in the Integrated Aeronautical Information Documentation (IAIP).
- 3.7 Electronic presentation of the aeronautical information publication (e-AIP).

Under this agenda item and using the information on national application which States will present to this respect through working papers, the meeting will have the task to review and detect eventual lack of compliance of the above-mentioned matters. States of the Region will present the progress of the respective action plans for each one of these projects, mainly those focused in the first and second phases of the roadmap for migration to AIM.

Agenda Item 4: NOTAM Contingency Plan

- 4.1 revision of the status of application of the letters of agreement for the utilisation of the NOTAM Contingency Plan

Under this agenda item, States that have already implemented the NOTAM Contingency Plan will present through working papers their experiences in the exercises carried out. Also, under the methodology of bilateral or multilateral meetings, participating States will be able to assess, jointly adjacent States the contingency plans, in order to finalise harmonisation of the same, which will enable the completion of the “Catalogue of NOTAM Contingency Plans of the SAM Region”

Agenda Item 5: Other business

- 5.1 The meeting will be able to review other aspects which have not been considered in the previous agenda items and that are related with the matters under analysis.

TENTATIVE WORK PROGRAMME

Hour	Monday 26 September 2011	Hour	Tuesday 27 September 2011	Wednesday 28 September 2011	Thursday 29 September 2011	Hour	Friday 30 September 2011
0830 0900	Registration of participants			Ad-Hoc Groups	Ad-Hoc Groups	0900 1000	Report Review
0900 0915	Opening of the Event	0930 1030	Ad-Hoc Groups				
0915 0930	<i>Coffee break</i>	1030 1045	<i>Coffee break</i>	<i>Coffee break</i>	<i>Coffee break</i>	1000 1030	<i>Coffee break</i>
0930 1230	Review of Agenda Item 1	1045 1215	Ad-Hoc Groups	Ad-Hoc Groups	Ad-Hoc Groups	1030 1200	Report Approval
1230 1315	<i>Coffee break</i>	1215 1300	<i>Coffee break</i>	<i>Coffee break</i>	<i>Coffee break</i>	1200 1230	Closing of the Workshop/Meeting
1315 1400	Review of Agenda Item 2	1300 1400	Ad-Hoc Groups	Ad-Hoc Groups	Review of Agenda Item 4 Review of Ad-Hoc Group Reports		
1400 1530	Review of Agenda Item 3	1400 1530	Ad-Hoc Groups	Ad-Hoc Groups	Review of Ad-Hoc Groups Reports		