



Agenda Item 1: Adoption of the agenda and meeting schedule

ADOPTION OF THE AGENDA AND MEETING SCHEDULE

(Working Paper presented by the Secretariat)

SUMMARY	
This working paper presents to the consideration of the Project RLA/03/901 Coordination Committee, the provisional agenda and meeting schedule of its twenty first meeting.	
ICAO strategic objectives:	<i>A – Safety</i> <i>B – Air navigation capacity and efficiency</i>

1. **Agenda**

1.1 The Secretariat sent to participant States the provisional Agenda for the Twenty First Meeting of the Coordination Committee (RCC/21), expected to be conducted from 14 to 16 May 2018, through letter SA5782 for SAM REDDIG member States, and letter NACC71315 for Trinidad and Tobago.

1.2 The revised provisional agenda and explanatory notes are presented in **Appendix A** to this working paper.

2. **Meeting schedule**

2.1 The meeting schedule for the consideration of the agenda items is presented in **Appendix B** to this working paper.

3. **Suggested action**

3.1 The Coordination Committee is invited to:

- a) Take note of the information contained in this working paper, and
- b) Adopt the agenda and meeting schedule of the RCC/21, presented in **Appendixes A** and **B**, respectively.

APPENDIX A
PROVISIONAL AGENDA

- Agenda Item 1: Approval of the agenda and of the meeting schedule
- Agenda Item 2: Review of the report of the Twentieth Meeting of the Coordination Committee
- Agenda Item 3: Report of the activities carried out to date since the last Coordination Committee meeting.
- Agenda Item 4: Work plan for 2018
- Agenda Item 5: Financial situation of the project and approval of the budget
- Agenda Item 6: Annual project evaluation
- Agenda Item 7: Other matters

EXPLANATORY NOTES TO THE PROVISIONAL AGENDA

Agenda Item 1: Approval of the agenda and of the meeting schedule

The Coordination Committee will consider and approve the provisional agenda and meeting schedule proposed by the Secretariat for its Twenty First Meeting.

Agenda Item 2: Review of the report of the Twentieth Meeting of the Coordination Committee

The Committee will review, for approval, the report of its Twentieth Meeting (RCC/20) held in Lima from 21 to 23 March 2017. Likewise, the Committee will analyse the status of implementation of conclusions formulated during said meeting, as well as of conclusions in force from previous meetings.

Agenda Item 3: Report of the activities carried out to date since the last Coordination Committee meeting

The Committee will analyse the activities carried out since its last meeting regarding:

- a) Follow-up to REDDIG II performance;
- b) REDDIG II training programme; and
- c) New REDDIG II services and activities.

Agenda Item 4: Work plan for 2018

The Committee will analyse the work programme for 2018:

- a) New REDDIG II activities and services;
- b) New MEVAIII / REDDIG II activities and interconnection services; and,
- c) Training programme for 2018

Agenda Item 5: Financial situation of the project and approval of the budget

The Committee will consider the status of the cost-sharing contributions to the project and a summary of the obligations assumed during 2017, as well as the project budget for 2018 for approval.

Agenda Item 6: Annual project evaluation

The Committee will take note of the project's situation at the end of the year, including the management and outputs indicators, as well as the monitoring and control of the project with regard to the approved work plan for 2017, shown in the corresponding forms, concluding with the review of the survey conducted among participant States concerning their annual project evaluation.

Agenda Item 7: Other matters

Under this agenda item, the Committee could analyse any other related issue deemed appropriate.

APPENDIX B

PROVISIONAL TIMETABLE

HOUR	Monday 14 May 2018	HOUR	Tuesday 15 May 2018	HOUR	Wednesday 16 May 2018
08:30 09:00	Registration of participants	09:00 10:30	Review of Agenda Item 4	10:00 10:30	Review of Report
09:00 09:15	Opening				
09:15 09:30	<i>Coffee break</i>	10:30 11:00	<i>Coffee break</i>	10:30 10:45	<i>Coffee break</i>
09:30 12:30	Review of Agenda Items 1 and 2	11:00 12:30	Review of Agenda Item 5	10:45 12:00	Approval of the Report
12:30 13:30	<i>Lunch break</i>	12:30 13:30	<i>Lunch break</i>	12:00	Closing Ceremony
13:30 15:00	Review of Agenda Item 3	13:30 15:00	Review of Agenda Items 6 and 7		

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