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UNITING AVIATION

NO COUNTRY  
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# Session #2 –Virtual Activity

## SAM Strategy

### COVID-19

**International Civil Aviation Organization**

ICAO South American Office





# Working programme

- Administrative aspects
- Background
- Objectives of this session
- Methodology





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# Administrative aspects



Enter your meeting and identify **“The Organization”** and **“Name”**  
example: ICAO – Fabio Rabbani



**All microphones should stay in “mute”**

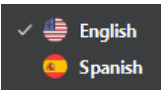
Only the person that is talking should have the microphone open.



**No Video** - Will optimize all participants connection.

**The sesión is being recorded**

**Select your audio channel**



## Questions

1. To ask permission for talk, please “raise hand”.
2. Wait until the presenter give you the authorization to talk. Interventions should be announced by the presenter.
3. Open your microphone and video(optional)  
You can participate !





# Tentative Agenda

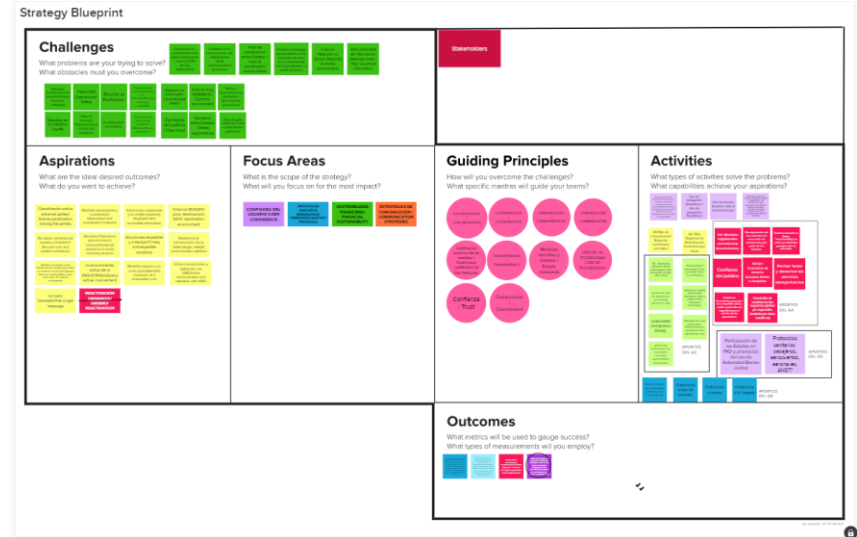
1. **Follow-up on previous meeting**
  - Time: 10 min
  - Purpose: Information
  - Presented by: Secretariat
2. **Activities reports under the strategic plan**
  - Time: 20 min
  - Purpose: Information
  - Presented by: Secretariat
3. **Exercise Preparation**
  - Time: 10 min
  - Purpose: Preparation
  - Presented by: Secretariat

4. **Workshop/Team Exercise**
  - Time: 60 min
  - Purpose: Results
  - Presented by: Team groups
5. **Presentation of results by plenary group & Conclusions**
  - Time: 40 min
  - Purpose: Results
  - Presented by: Teams



# Background

- On April 30th, about 50 participants from SAM States and International Organizations met to work as concluded in the past DGAC Virtual Meeting:
  - The creation of a strategic working group on the guidelines for a regional recovery strategy.
- Collaboration meeting tools were used to develop the exercise and allow participation.
- Results on <https://rb.gy/m83dem>

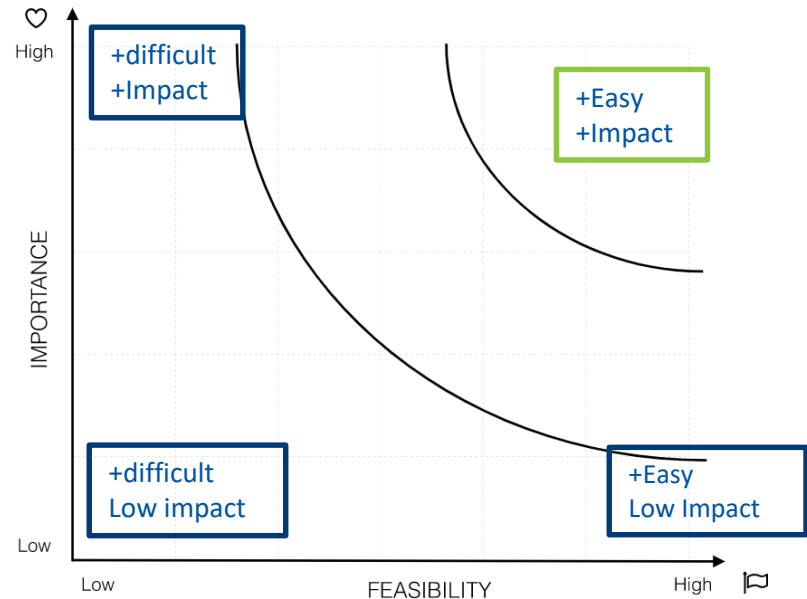




# Objectives of this session

- Work in groups to choose at least three (3) activities to be carried out in the short term by States / ICAO according to the elements of the strategy.
- Use the prioritization matrix in case of having more than 1 initiative.

Idea Prioritization





# To consider in the activities

S

SMART

¿What?

M

MEASURABLE

¿When?

A

ACHIEVABLE

¿How?

R

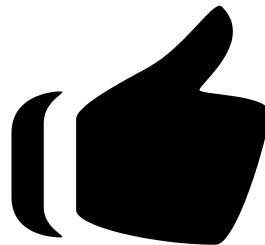
REALISTIC

¿With what?

T

TIMELY

¿When?





# Methodology

1. Virtual meetings of approximately 2 hours.
2. Plenary + Team Working.
3. Working groups carry out analysis and present it to plenary.
4. Plenary reaches an agreement on the strategy and at least 3 activities.
5. Secretariat attends and takes note of inputs from working groups and prepares proposal to submit to DGs Virtual Meeting.
6. The proposal is agreed, and the activities begin.





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# Tools





## Important points to consider

1. Any participants can contribute by other means (email [SAM\\_COVID-19@icao.int](mailto:SAM_COVID-19@icao.int)).
2. The MURAL will remain open, so after this session, participants can contribute continuously (at their own pace).
3. If your proposal is not considered by the majority in this first exercise, it is important that it still be placed at the mural (*Parking Lot* section). Any idea is important and will be considered.



# ¿What are we looking for at the end of the day?

1. Prioritize and choose at least **three (3)** initiatives in which we can work in the **short term**.
2. Have a first draft of the strategy as a group (to be refined in subsequent sessions)
3. Use this tool as a continuous means of coordination between the working groups and ICAO SAM.



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## Contact E-mail

[SAM\\_COVID-19@icao.int](mailto:SAM_COVID-19@icao.int)



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Central American  
and Caribbean  
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South American  
(SAM) Office  
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Central African  
(WACAF) Office  
Dakar

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(APAC) Sub-office  
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Asia and Pacific  
(APAC) Office  
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THANK YOU