



AGENDA, SCHEDULE, AND WORK MODALITY

(Presented by the Secretariat)

1. Agenda

1.1 The draft agenda and explanatory notes for the Fourteenth Multilateral Meeting of the SAM Region for the transition of AIS to AIM (SAM/AIM/14), to be held in Lima, Peru, from 6 to 10 September 2021, are shown in **Attachment A** to this working paper.

1.2 Items not included in the Agenda may be addressed under Item 7 - *Other business*.

2. Work modality

2.1 The Meeting is expected to work in plenary session.

2.2 A summary of discussions and conclusions will be prepared during the event for distribution to the States and interested organisations.

2.3 The ICAO Secretariat and the Rapporteurs will be in charge of administrative aspects and the documentation of the Meeting.

3. Schedule

3.1 Subject to changes required by the circumstances, it is suggested that the following working hours be adopted:

0830 to 1030	Discussion of items
1030 to 1045	Break
1045 to 1215	Discussion of items
1215 to 1300	Break
1300 to 1430	Discussion of items
1430 to 1445	Break
1445 to 1530	Discussion of items

4. Work plan

4.1 **Attachment B** to this working paper contains the draft work programme.

5. **Suggested action**

5.1 It is suggested that the agenda and draft work programme be adopted, on the understanding that in light of progress made, the Meeting can make changes as appropriate.

ATTACHMENT A

**FOURTEENTH MULTILATERAL MEETING OF THE SAM REGION FOR THE TRANSITION
OF AIS TO AIM (SAM/AIM/14)**

Lima, Peru, 6 to 10 September 2021

DRAFT AGENDA

- Agenda Item 1: Follow-up on the implementation of the Amendment to Annex 15 - Aeronautical Information Services, the PANS-AIM, and the conclusions of previous meetings**
- Agenda Item 2: Review of the SAM AIS/AIM Personnel Training Plan**
- Agenda Item 3: Follow-up on the implementation of the quality management system in AIM units (AIM/QMS)**
- Agenda Item 4: Review of Phase 2 of AIS-to-AIM transition**
- Agenda Item 5: NOTAM contingency plans, AIM deficiencies, and the ICARD system**
- Agenda Item 6: Global campaign on NOTAM improvement**
- Agenda Item 7: Other business**

EXPLANATORY NOTES

Agenda Item 1: Follow-up on the implementation of the Amendment to Annex 15 - Aeronautical Information Services, the PANS-AIM, and the conclusions of previous meetings

Under this agenda item, the implementation of the new requirements contained in the amendment to Annex 15 as well as in the PANS-AIM will be followed up. Other amendments that have been implemented as a result of amendments to other ICAO Annexes and documents will also be discussed.

Issues and documents relating to SNOWTAM will also be reviewed. In addition, the conclusions and decisions of previous meetings will be followed up. Likewise, the draft of ICAO Doc 8126 will be analysed.

Agenda Item 2: Review of the SAM AIS/AIM Personnel Training Plan

Under this agenda item, the document on training requirements for AIS/AIM personnel in the SAM Region will be discussed. In addition, a report will be made on the training activities planned for 2021 and those projected for 2022.

Agenda Item 3: Follow-up on the implementation of the quality management system in AIM units (AIM/QMS)

This issue will address the situation of States that have not yet implemented quality management in AIM, for which an update of action plans will be requested. In addition, the difficulties faced by States in re-certifying AIM/QMS in the context of the COVID-19 pandemic will be discussed.

States that have completed the processes will be invited to share good practices in relation to aeronautical information management in a quality management environment.

Agenda Item 4: Review of Phase 2 of AIS-to-AIM transition

This agenda item will be devoted to presentations by States on their implementation plans for e-AIP, AIXM, TOD, and all Digital Data Sets (DDS).

In addition, the States will be asked to present their plans for the implementation of infrastructure and the standard information exchange models in their different domains, which will make it possible to prepare the State for the implementation of SWIM. The proposal of the GANP-Sixth Edition in relation to the AIM area will be analysed, as well as a draft of Vol. III of the CAR/SAM e-ANP.

Agenda Item 5: NOTAM contingency plans, AIM deficiencies, and the ICARD system

Under this item, strategies to address deficiencies in the AIM area will be analysed. In addition, NOTAM contingency plans and the current status of codes and route designators used in the SAM Region and contained in the ICARD system will be reviewed. States are invited to present updates on their action plans to address AIM deficiencies as well as other measures taken in relation to these three issues.

In addition, States are requested to report on their actions in the context of NOTAM contingency plans.

Agenda Item 6: Global campaign on NOTAM improvement

Under this agenda item, the action taken in the SAM Region in relation to the Global Campaign on NOTAM Improvement will be reviewed. The Region's statistics on NOTAMs will be discussed. States are invited to present their action plans to reduce the number of OLD NOTAMs and very OLD NOTAMs.

Agenda Item 7: Other business

Under this item, the Meeting may examine other aspects that have not been considered under the previous items and that are related to the issues under discussion.

Attachment B

DRAFT WORK PROGRAMME

Time	Monday 6 September 2021	Time	Tuesday 7 September 2021	Wednesday 8 September 2021	Thursday 9 September 2021	Time	Friday 10 September 2021
0830 0900	Registration of participants	0830 1030	Review of Agenda Item 2	Review of Agenda Item 3	Review of agenda item 5	0900 1000	Review of the report
0900 0915	Opening						
0915 0930	Election of the Chairperson and vice-Chairperson	1030 1045	<i>Coffee break</i>	<i>Coffee break</i>	<i>Coffee break</i>	1000 1030	<i>Coffee break</i>
0930 1030	Review of Agenda Item 1	1045 1215	Review of Agenda Item 3	Review of Agenda Item 4	Review of Agenda Item 6 – Presentation by Brazil	1030 1200	Approval of the report
1030 1050	<i>Coffee break</i>	1215 1300	<i>Lunch break</i>	<i>Lunch break</i>	<i>Lunch break</i>	1200 1230	Closing of the Meeting
1050 1200	Review of Agenda Item 1	1300 1430	Review of Agenda Item 3	Review of Agenda Item 4	Review of Agenda Item 6		
1200 1300	<i>Lunch break</i>	1430 1445	<i>Coffee break</i>	<i>Coffee break</i>	<i>Coffee break</i>		
1300 1500	Review of Agenda Item 2	1445 1530	Review of Agenda Item 3	Presentation	Review of Agenda Item 7		

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