



Thirty Seventh Regional Aviation Safety Group — Pan America Executive Steering Committee Meeting (ESC/37)

Mexico City, Mexico, 25 - 26 May, 2022

Agenda Item 4: Other business

ICAO 41ST SESSION OF THE ASSEMBLY
(Presented by Secretariat)

EXECUTIVE SUMMARY	
This Information Paper presents information regarding ICAO 41st Session of the Assembly new convening dates.	
Suggested action:	The Meeting is invited to take note of the information contained in this document.
<i>Strategic objective:</i>	<ul style="list-style-type: none"> • Safety
<i>References:</i>	<ul style="list-style-type: none"> •

1. Introduction

1.1 By State Letter 2022/62 dated 20 May 2022, ICAO Secretary General announced that in light of improved circumstances surrounding the COVID-19 pandemic, as well as recent enhancements to the technical capabilities at ICAO Headquarters to support the convening of hybrid meetings, the 41st Session of the Assembly will now be convened from 27 September to 7 October 2022, as originally envisaged.

1.2 In this regard, your attention is invited to the website of the 41st Session of the Assembly at <http://www.icao.int/A41> for all the latest information. Please refer to **Attachement A** for more information.

2. Suggested action

3.1 The Meeting is invited to take note of the information contained in this document.

END



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Ref.: SA 41/2 – 22/62

20 May 2022

Subject: Forty-first Session of the Assembly,
Montréal, 27 September to 7 October 2022

Action required: to note a) new convening dates of
27 September to 7 October 2022; b) update of
administrative arrangements as presented in the
Attachment

Sir/Madam,

Further to my State letter SA 41/2 – 22/21, dated 28 February 2022, I have the honour to inform Member States/Organizations that in light of improved circumstances surrounding the COVID-19 pandemic, as well as recent enhancements to the technical capabilities at ICAO Headquarters to support the convening of hybrid meetings, the 41st Session of the Assembly will now be convened from 27 September to 7 October 2022, as originally envisaged.

In this regard, your attention is invited to the website of the 41st Session of the Assembly at <http://www.icao.int/A41> for all the latest information, including the updated administrative arrangements as presented in the Attachment to this letter.

Accept, Sir/Madam, the assurances of my highest consideration.

Juan Carlos Salazar
Secretary General

Enclosure:

Update of Administrative Arrangements

41ST SESSION OF THE ICAO ASSEMBLY

UPDATE OF ADMINISTRATIVE ARRANGEMENTS

1. 41st Session of the Assembly website

1.1 Considering the evolving circumstances due to the global COVID-19 pandemic, participants are encouraged to regularly consult the website dedicated to the 41st Session of the ICAO Assembly, <http://www.icao.int/A41>, to obtain the latest and most up-to-date information.

2. Information on credentials

2.1 Further to the information on Credentials presented in State letter SA 41/2 – 22/21 dated 28 February 2022, Member States/Organizations are reminded that all participants, **including those participating virtually**, require proper credentials, to be deposited on time, preferably by **31 August 2022**, in order to participate in meetings of the Assembly ([Credentials \(icao.int\)](http://www.icao.int)).

3. Visa and travel requirements

3.1 The latest information on Canadian Entry Requirements is presented in Electronic Bulletin EB 2022/019 dated 20 May 2022.

4. Documentation

4.1 In line with United Nations environmental sustainability practices, the Assembly will be conducted as a paperless event. Taking into consideration the access to all Assembly documentation in electronic format and the internet facilities provided to delegates, no documentation in paper format will be distributed. Documentation will be placed on the Assembly website (<http://www.icao.int/A41>) as it becomes available.

4.2 Temporary access to the ICAO-NET will be provided to all delegates upon registration, which will enable delegates to access Assembly documentation in electronic format and saleable ICAO publications required as reference documents for the work of the Assembly.

5. Election of the Council and secret ballot voting

5.1 It is important to note that, while the Assembly is a hybrid event, **in-presence voting is strictly required** for the election of Member States to the Council and any other secret ballot voting. An electronic voting system with all six official ICAO languages (Arabic, Chinese, English, French, Russian and Spanish) will be used at the 41st Session of the Assembly for the election of Member States to the Council.

5.2 Further information regarding the election process and in relation to the submission of formal letters of nomination by Member States can be obtained from the Assembly and Council Secretariat (acsinbox@icao.int).

6. Meeting services and social functions

6.1 As communicated in paragraph 5.1 of the Attachment to State letter SA 41/2 -22/21, the ICAO Conference Centre capacity will be restricted in order to comply with the prevailing social distancing requirements, and meeting space will be significantly reduced due to technical needs associated with the hybrid event format. Therefore, it may not be possible for the Secretariat to offer meeting space for use by Member States or groups of Member States within the ICAO Headquarters building during the Assembly period. Delegations and Regional Groups are kindly invited to arrange for their own meeting space needs in surroundings facilities.

6.2 Furthermore, due to current measures in force related to the COVID-19 pandemic, the holding of social functions will not be possible within the ICAO Conference Centre. Delegations are therefore encouraged to make advance arrangements in an external venue of their choice.

6.3 For the convenience of Delegations, the Secretary General will publish a list of social functions surrounding the 41st Session of the Assembly hosted by Member States. This list comprises all social functions being held, of which his Office has been informed. In each case, the host will extend individual invitations to those Delegations invited, unless specified otherwise. Delegations wishing to include their reception on the list are requested to contact the Office of the Secretary General (email: secgen@icao.int). Considering the paperless format of the meeting, Delegations are encouraged to send digital invitations using the Electronic Mailboxes that will be set up for this purpose.

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