



ISSUES TO BE DISCUSSED, WORKING HOURS AND MODALITIES OF WORK

(Submitted by the Secretariat)

1. Issues to be addressed

1.1 The Provisional Agenda and Explanatory Notes for the Seventeenth Multilateral AIM Meeting of the SAMR Region for the transition from AIS to AIM (SAM/AIM/17), to be held in Lima, Peru, from 27 to 31 May 2024, is presented as **Attachment A** to this working paper.

1.2 On the first day and part of the second day of the Meeting, there will be a Workshop dedicated to SWIM Preparation – Experience and Challenges in the Implementations of Digital Datasets as SWIM Enablers. In addition, a summary of the workshops held in Panama and Rio de Janeiro will be presented.

1.3 In addition, in these first two days, an introduction of the AIS/AIM Staff Competency Assessment will also be presented, as well as the NACC AIM-TF report.

1.2 Items not included in the agenda may be considered under Question 8 - *Other Matters*.

2. Modality of work

2.1 For the development of the event, it is expected to work in plenary session and workshops.

2.2 A Summary of Discussions and Conclusions will be prepared during the event for distribution to interested States and agencies.

2.3 The administrative and procedural aspects of the event documentation will be handled by the ICAO Secretariat and the Rapporteurs.

3. Working Hours

3.1 Subject to the alterations that circumstances demand, it is suggested to adopt the following working hours:

0830 to 1030	Discussion of Issues
1030 to 1045	Intermediate
1045 to 1215	Discussion of Issues
1215 to 1300	Intermediate
1300 to 1430	Discussion of Issues
1430 to 1445	Intermediate
1445 to 1530	Discussion of Issues

4. **Work Plan**

4.1 In the **Attachment B** Included in this study note is the tentative work plan.

5. **Suggested Action:**

5.1 It is suggested that the agenda and the tentative work plan be adopted, on the understanding that in the light of the progress made, the Meeting may adopt such modifications as it deems appropriate.

APPENDIX A
PROVISIONAL AGENDA

Agenda Item 1:

Follow-up of:

- a) Conclusions of Previous Meetings;**
- b) NOTAM Global Campaign; and**
- c) The implementation of SNOWTAM.**

Agenda Item 2:

Follow-up to deficiencies in the AIS/AIM area.

Agenda Item 3:

Follow-up to the implementation of the Quality Management System in the AIM facilities (QMS/AIM).

Agenda Item 4:

Follow-up of the implementation of Digital Data Sets (e-AIP, TOD, etc.), and preparation for SWIM.

Agenda Item 5:

Review by:

- a) NOTAM Contingency Plans;**
- b) AIS Contingency Plan for Volcanic Ash; and**
- c) ICARD System.**

Agenda Item 6:

Review of the implementation of Doc. 8126 – AIS/AIM Staff Competency Assessment and AIS/AIM Staff Training.

Agenda Item 7:

Review of amendments to ICAO AIS documentation and approval of the new PANS-IM.

Agenda Item 8:

Other Matters

EXPLANATORY NOTES

- Agenda Item 1: Follow-up of:**
- a) Conclusions of Previous Meetings;**
 - b) NOTEM Global Campaign; and**
 - c) The implementation of SNOWTAM**

Under this agenda item, the current status of the Conclusions and Recommendations of previous MAP/AIM meetings will be reviewed.

In addition, the topics and documents related to the NOTAM Global Campaign, as well as SNOWTAM, will be followed. Statistics from the Region will be analyzed in relation to old and very old NOTAMs that remain active in the system. States are invited to present the results of the actions implemented with the aim of reducing the number of these types of NOTAMs

- Agenda Item 2: Follow-up to deficiencies in the area of AIS/AIM**

In this item of the agenda, the strategies to raise the deficiencies of the AIM Area will be analyzed, as well as the progress of their resolution. States will receive information on the status of their deficiencies, with sufficient time, prior to the meeting, for analysis and feedback.

- Agenda Item 3: Follow-up to the implementation of the Quality Management System in the AIS/AIM (QMS/AIM)**

This issue will deal with the situation of States that have not yet managed to implement quality management in the AIM, for which an update of the Action Plans will be requested. States that have completed the implementation and certification processes of the QMS/AIM are invited to share good practices in relation to Aeronautical Information Management in an environment associated with Quality Management, and those that are in the process of submitting their Action Plan to achieve the implementation of QMS in the AIS.

- Agenda Item 4: Follow-up to the implementation of Digital Data Sets (e-AIP, TOD, etc.), and preparation for SWIM**

This agenda item will be dedicated to presentations by States on their plans for the implementation of e-AIP, AIXM, TOD, and all Digital Data Sets (DSDs). At this point, the results and recommendations of the Digital Data Set Workshop will also be analyzed.

In addition, the States will be asked to present the infrastructure implementation plan, as well as the standard models for the exchange of information in their different domains, which will make it possible to prepare the State for the implementation of the SWIM. The proposal of the GANP-Seventh Edition in relation to the AIM area and the ICAO Cybersecurity Action Plan will be analyzed.

Agenda Item 5: Review by:
a) NOTAM Contingency Plans;
b) AIS Contingency Plan for Volcanic Ash; and
c) ICARD System.

Under this topic, strategies will be analyzed. In addition, the NOTAM contingency plans and the current status of the route codes and designators used in the SAM Region and found in the ICARD System will be reviewed. States are invited to submit updates to their Action Plans to address the deficiencies in the AIM area, as well as other actions that have been carried out or implemented in relation to these three points.

In addition, States are requested to submit reports on their actions in the context of the NOTAM Contingency Plans.

In addition, the preparation of the VOLCEX exercise will be monitored.

Agenda Item 6: Review of the implementation of Doc. 8126 – AIS/AIM Staff Competency Assessment and AIS/AIM Staff Training

In this agenda item, we will follow up on the actions for the evaluation of AIS/AIM staff competencies aligned with Part I of Doc. 8126 – AIS Manual

In addition, this agenda item will discuss the training activities of States in the area of AIS. States are expected to report on training activities planned for 2024 and those projected for 2025. In addition, States are expected to indicate the strategy for the implementation of Competency-Based Training.

Agenda Item 7: Review of amendments to ICAO AIS documentation and approval of the new PANS-IM.

From this agenda item, the approved amendments to various ICAO Annexes and their impact on the AIS/AIM documentation will be analyzed.

Likewise, the implementation strategy of the PANS-IM Document will be reviewed, in which the results and recommendations of the PANS-IM Workshop will be analyzed.

Agenda Item 8: Other Matters

Under this matter, the Meeting may examine other aspects that have not been considered in the previous matters and that are related to the issues under analysis.

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APPENDIX B

Time	Monday May, 27	Time	Tuesday May, 28	Wednesday May, 29	Thursday May, 30	Time	Friday May, 31
0830 0900	Participant registration	0830 1030	Presentation	NACCTF - Presentación	Review of Agenda Item 4	0900 1000	Report review
0900 0915	Opening Ceremony						
0915 0930	Election of President and Vice- President	1030 1045	<i>Coffee - Break</i>	<i>Coffee - Break</i>	<i>Coffee - Break</i>	1000 1030	<i>Coffee - Break</i>
0930 1030	Presentation	1045 1215	NGA Presentation	NGA Presentación	Review of Agenda Item 5	1030 1200	Report approval
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	Presentation	1300 1430	Review of Agenda Item 1	Presentación	Review of Agenda Item 6		
1200 1300	<i>Break for Lunch</i>	1430 1445	<i>Coffee - Break</i>	<i>Coffee - Break</i>	<i>Coffee - Break</i>		
1300 1530	Presentation	1445 1530	Review of Agenda Item 2	Review of Agenda Item 3	Review of Agenda Item 7 and 8		

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