



International Civil Aviation Organization
CAR/SAM Regional Planning and Implementation Group (GREPECAS)
First Meeting of the GREPECAS Task Force on Institutional Aspects
Rio de Janeiro, Brazil, 12 - 14 May 2004

Agenda, Schedule and Working Methods

(Presented by the Secretariat)

1 Agenda

1.1 The Tentative Agenda of the First Meeting of the GREPECAS Task Force on Institutional Aspects is attached as **Appendix A** to this working paper. Its adoption is suggested.

2 Working methods

2.1 The meeting is expected to work in a plenary session and, if necessary, in Ad-Hoc groups.

2.2 A Draft Report will be prepared and presented the last day of the Meeting for its approval. Subsequently, a Final Report of the Meeting will be distributed to interested States and international organizations.

2.3 The administrative aspects and those for document processing for the Meeting will be in charge of the ICAO SAM Regional Office personnel.

3 Working Schedule

3.1 Subject to the circumstances that would affect the adoption of the work, the following work schedule is suggested:

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| 09.00 – 10.30 | Discussion of agenda items |
| 10.30 – 10.45 | Coffee Break |
| 10.45 – 12.30 | Discussion of agenda items |
| 12.30 – 13.00 | Coffee Break |
| 13.00 – 14.30 | Discussion of agenda items |

4 Work Plan

4.1 **Appendix B** to this working paper includes the tentative work plan.

4.2 The approval of the mentioned tentative work plan is suggested, provided that in the light of the progress reached, the Meeting might adopt the modifications, when deemed advisable.

APPENDIX A

FIRST MEETING OF THE GREPECAS TASK FORCE ON INSTITUTIONAL ASPECTS

(Rio de Janeiro, Brazil, from 12 to 14 May 2004)

Tentative Agenda

- Agenda Item 1** Analysis of the actions adopted by various planning/implementation mechanisms (RAAC, CAR/SAM/3 RAN, GREPECAS Meetings, etc.) on institutional aspects, in the CAR/SAM Regions.
- Agenda Item 2** Examine the current status of institutional arrangements developed in the CAR/SAM Regions (REDDIG, CARSAMMA, COCESNA, SRVSOP).
- Agenda Item 3** Economic aspects of the transition and implementation of the CNS/ATM Systems in the CAR/SAM Regions-Project Evaluation Tool (PET).
- Agenda Item 4** Definition of systems capable of being implemented by institutional agreements and election of the most suitable arrangement.
- Agenda Item 5** Development of institutional arrangements' proposals for consideration by the GREPECAS/12.
- Agenda Item 6** Other matters.

Explanatory Notes on the Agenda of the First Meeting of the GREPECAS Task Force on Institutional Aspects

It is expected that the Meeting might use the experience achieved at the Second Seminar on Institutional Aspects to discuss the matters presented in the Tentative Agenda. As an orientation for these discussions, following is a brief description of the expected objectives of the meeting, regarding each agenda item.

- Agenda Item 1** Under this Agenda Item, the Meeting will be informed on the most relevant background regarding planning of institutional matters that have been discussed and agreed in the CAR/SAM Regions. In this way, the Meeting will use this information in dealing with the other agenda items.
- Agenda Item 2** The Meeting will be able to examine under this Agenda Item the most outstanding issues of the various institutional agreements carried out in the CAR/SAM Regions, on specific technical/operational aspects, as well as gather information on benefits and difficulties experienced in the execution of these arrangements. In this sense, *interalia*, documents concerning the REDDIG, CARSAMMA, COCESNA, SRVSOP, will be examined.

- Agenda Item 3** The Meeting shall examine the economic aspects related to the transition and implementation of the CNS/ATM Systems, considering the ICAO guidelines on these matters, as well as the use of the Project Evaluation Tool (PET), developed by the RLA/98/003 Project.
- Agenda Item 4** The Meeting shall review studies carried out under the RLA/98/003 Project, on the various systems/services that might be implemented through institutional arrangements and will try to determine these systems/services, as well as the most suitable institutional arrangements for the CAR/SAM Regions, related to the identified systems/services.
- Agenda Item 5** It is expected that the Meeting in concluding its work formulate specific proposals to be examined by the GREPECAS/12 Meeting, aimed at fostering the development of institutional arrangements most suitable for the ICAO CAR/SAM Regions.
- Agenda Item 6** Under this Agenda Item, the Meeting shall be invited to discuss any other matter related to the aforementioned matters, but not included in the Agenda.

APPENDIX B

WORK PLAN

Wednesday, 12 May de 2004

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| 08.00 - 09.00 | Registration of participants |
| 09.00 - 09.15 | Opening of the meeting |
| | Welcome addressed by ICAO |
| | Opening address by the Brazilian aeronautical authority |
| 09.15 - 09.30 | Coffee Break |
| 09.30 - 11.00 | Review of Agenda Item 1 |
| 11.00 - 11.15 | Coffee Break |
| 11.15 - 12.45 | Review of Agenda Item 2 |
| 12.45 - 13.00 | Coffee Break |
| 13.00 - 14.30 | Review of Agenda Item 3 |

Thursday, 13 May 2004

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| 09.00 - 10.30 | Review of Agenda Item 4 |
| 10.30 - 10.45 | Coffee Break |
| 10.45 - 12.15 | Review of Agenda Item 5 |
| 12.15 - 12.45 | Coffee Break |
| 12.45 - 14.30 | Continuation of Agenda Item 5 and review of Agenda Item 6 |

Friday, 14 May 2004

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| 09.30 - 11.00 | Review of the Draft Report |
| 11.00 - 11.30 | Coffee Break |
| 11.30 - 12.00 | Closing |
