



ATFM/TF/2  
WP/01  
REVISED  
05/06/06

**International Civil Aviation Organization  
UNDP/ICAO Regional Project RLA/98/003  
Transition to CNS/ATM Systems in the CAR and SAM Regions**

**SECOND MEETING OF THE GREPECAS ATM/CNS SUBGROUP ATM COMMITTEE AIR  
TRAFFIC MANAGEMENT TASK FORCE – (ATFM/TF/2)**

(Bogotá, Colombia, 6 to 8 July 2006)

**AGENDA, SCHEDULE AND WORKING METHODS**

(Presented by the Secretariat)

**1. Agenda**

1.1 The Tentative Agenda of the Second Meeting of the ATFM Task Force (ATFM/TF/2) is attached as **Appendix A** to this working paper.

1.2 Those matters not included in the Agenda might be considered under Agenda Item 6, Other Matters.

**2. Working methods**

2.1 For the development of this meeting, it is expected to work in plenary session, and if necessary, in Ad-hoc groups.

2.2 During the course of the meeting, a Summary of Conclusions will be prepared for its distribution to States and International Organizations interested.

2.3 Administrative aspects and documentation processing of the meeting will be in charge of ICAO and the Task Force Rapporteur.

**3. Work Schedule**

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

08.00 – 10.00	Review of agenda items
10.00 – 10.15	Coffee Break
10.15 – 12.00	Review of agenda items
12.00 – 12.30	Coffee Break
12.30 – 14.30	Review of agenda items

**4. Work Plan**

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

**5. Suggested action**

5.1 The approval of the mentioned tentative work plan is suggested, provided that in the light of the progress reached, the Meeting could adopt the modifications considered appropriate.

## **APPENDIX A**

### **SECOND MEETING OF THE GREPECAS ATM/CNS SUBGROUP ATM COMMITTEE ATFM TASK FORCE – (ATFM/TF/2)**

#### **TENTATIVE AGENDA AND EXPLANATORY NOTES**

**Agenda Item 1: Documentation on air traffic flow management and GREPECAS policies**

Under this agenda item and in order to establish a reference framework, the meeting will have the opportunity to take into account the documentation that was presented on the matter during the Fourth Meeting of the GREPECAS ATM/CNS Subgroup ATM Committee (ATM/CNS/SG/4), Mexico City, Mexico, 15 to 18 August 2005, at the GREPECAS/13 Meeting (Santiago, Chile, 14 to 18 November 2005) and ATFM Seminar (Bogotá, Colombia, 4 and 5 July 2006) and also to carry out a revision of the national plans of the CAR/SAM States and International Organizations and to make an analysis as regards progress on the matter that have been reached worldwide.

**Agenda Item 2: Caribbean/South American RVSM Concept of Operations (ATFM CAR/SAM CONOPS)**

Under this agenda item, and in consideration to the fact that ATFM system implementation shall require to identify and determine which would be the minimum requirements for implementation and service of CATFM, FMU or FMP in each ATC unit, the Task Force will review an initial document that would serve for the preparation of the CAR/SAM ATFM CONOPS document.

**Agenda Item 3: ATFM data bank**

Under this agenda item, the meeting will analyse the functions of the data banks related with ATFM service, especially the requirements of each State and other matters related with these data bank, such as the data format, use of communications links, data required for tactical and pre-tactical phases, etc.

**Agenda Item 4: Cost-benefit analysis**

Under this agenda item, the meeting will analyse the minimum requirements for the elaboration of a cost-benefit analysis and adopt the corresponding decisions.

**Agenda Item 5:           Review of ATFM/TF Terms of Reference and Work Programme**

Under this agenda item, the ATFM Task Force terms of reference and work programme will be reviewed.

**Agenda Item 6:           Other matters**

The meeting shall examine other AFTM issues that have not been considered in the other agenda items.

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(Bogotá, Colombia, 6 to 8 July 2006)

**WORK PROGRAMME**

Time	Thursday, 6 July	Time	Friday, 7 July	Time	Saturday, 8 July
0800-00900	Registration	0800-1000	Agenda Item 3	0900-1000	Delivery of the Report to the Meeting
0900-0915	Opening				
0915-1000	Agenda Item 1				
1000-1015	Coffee break	1000-1015	Coffee break	1000-1015	Coffee break
1015-1200	Cont. Agenda Item 1	1015-1200	Agenda Item 4	1015-1200	Revision and approval of the report by the meeting
1200-1230	Coffee break	1200-1230	Coffee break	1200-1230	Coffee break
1230-1430	Agenda Item 2	1230-1430	Agenda Item 5 Agenda Item 6	1230-1245	Closing

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