

WORLDWIDE AIR TRANSPORT CONFERENCE: CHALLENGES AND OPPORTUNITIES OF LIBERALIZATION

Montreal, 24 to 29 March 2003

Agenda Item 1: Preview

CONFERENCE ORIGINS AND ORGANIZATIONAL ARRANGEMENTS

(Presented by the Secretariat)

SUMMARY

This paper describes briefly the administrative origins and convening of the Conference, preparations by the Secretariat and some organizational and procedural arrangements for the conduct of the Conference.

Action by the Conference is in paragraph 4.1.

REFERENCES

State letter SC 5/1-02/94
State letter SC 5/1-01/124

1. ORIGINS AND CONVENING OF THE CONFERENCE

1.1 This Conference is in part a follow-up to the work of the Fourth Worldwide Air Transport Conference held in November/December 1994. WP/4 provides further background to the present Conference, placing it in the context of ICAO's work on the economic regulation of international air transport.

1.2 Preliminary planning for a fifth conference on the regulation of international air transport was included by the Council in the budget preparation process for the 2002-2003-2004 triennium. The inclusion of a conference was in response to significant developments in the air transport industry and in regulatory policy since the previous Conference in 1994, especially in relation to liberalization trends. Detailed planning for a conference began in early 2001 and on 28 February 2001 the Council decided to convene a conference on the liberalization of international air transport in March 2003 with the theme "Challenges and Opportunities

of Liberalization”. States were consulted on a proposed agenda and the Council subsequently agreed on the agenda which is provided in WP/1.

1.3 The Secretary General issued an invitation to States and Observer organizations on 27 December 2001 (State letter SC 5/1-01/124). On 25 October 2002 a follow-up letter (SC 5/1-02/94) was sent out drawing attention to some key organizational and procedural arrangements. States have also been kept informed of the Conference, its background, agenda and arrangements as well as the documentation through the Conference Web page which is accessible via the ICAO Web site (www.icao.int).

2. CONFERENCE PREPARATIONS

2.1 In convening the Conference, the Council highlighted the need for substantive preparatory work. To assist the Secretariat in this task the Air Transport Committee reactivated the Air Transport Regulation Panel. The Panel’s revised terms of reference were to assist the Secretariat preparations for the Conference by examining all the key topics on the Conference agenda. The Panel met in May 2002 to carry out its task and has since assisted the Secretariat through correspondence.

2.2 The results of the Panel’s work formed the basis for the substantive papers prepared by the Secretariat and in particular WPs 5 to 17 which cover Agenda items 2, 3 and 4. Following its meeting, follow-up consultations with the Panel were necessary with respect to liberalization experiences of States (Agenda item 1.1); the Template Air Services Agreement (Agenda item 3.1); and the Declaration of global principles (Agenda item 4.2). In addition, the Panel established a Working Group (the Air Transport Regulation Panel Working Group on Air Carrier Ownership and Control). The outcome of the Working Group’s work was subsequently taken into account in the Secretariat documentation on this topic (WP/7).

2.3 Also, as part of the Conference preparations, and in order to raise the profile of the Conference as well as to assist States in their own preparations for the Conference, a series of informal regional seminars in most regions were conducted by the Secretariat in October and November 2002 and January 2003. Several of these seminars were held at the initiative and with the cooperation of regional civil aviation commissions in Latin America, Africa and the Middle East. These seminars sought to sensitize States about the Conference, explain its arrangements and review its documentation.

3. ORGANIZATIONAL ARRANGEMENTS AND PROCEDURES

3.1 **Convening and working hours.** The Conference will begin with opening formalities at 0930 hours on Monday 24 March 2003. In view of the limited time available, there is no provision for opening statements. Following the formalities, the Conference will proceed immediately to the first agenda item.

3.2 A registration centre will be in operation at the international arrivals terminal at the Montreal International (Dorval) Airport on 20, 21, 22 and 23 March 2003 from 1300 to 2200 hours. A registration centre will also be in operation at the ICAO Conference Centre located at the Headquarters premises on 21, 22, 23 and 24 March 2003 from 0800 to 1700 hours, and daily from 25 to 28 March 2003 from 0830 to 1700 hours.

3.3 The normal working hours of the Conference will be from 0930 to 1700 hours with a lunch break 1230 to 1400 hours and brief coffee breaks mid morning and mid afternoon.

3.4 **Timetable.** The Conference will work as a single body and a tentative timetable is set out in WP/3. The Conference will wish to note that it will need to complete the substantive items of the agenda by Friday, 28 March in order to allow time to prepare the draft report and have it available for review and adoption on the morning of Saturday, 29 March. Whereas the timetable serves as a guide to the Conference in the conduct of its business, the limited time available for it to deal with a complex and comprehensive agenda will require reasonably close adherence to the timetable in order to allow sufficient time for consideration of all topics in five days. The cooperation of Delegates in adhering generally to the timetable and a concentrated effort to focus discussions on the topic at hand (and in particular any specific proposals put forward) should enable the Conference to complete its work in a timely fashion.

3.5 **Seminar.** When convening the Conference, the Council agreed that a seminar be held prior to the Conference. An invitation to the Seminar, which has been convened for 22 to 23 March 2002, was sent out under cover of State letter SC 5/5-02/108 on 31 December 2002. The Seminar has been organized in association with the International Air Transport Association (IATA), Airports Council International (ACI), McGill University's Institute of Air and Space Law and Concordia University's International Centre for Aviation Management, Education and Research (ICAMER). The Seminar, entitled "Aviation in Transition: Challenges and Opportunities of Liberalization", will promote open dialogue and provide insights into some of the issues to be discussed at the Conference. It will enable participants to explore liberalization experiences and trends with the help of industry and institutional bodies, as well as experts not only from States but also from labour, consultants, academics and organizations.

3.6 No documentation will be provided for the Seminar and there will be no report of the meeting or record of its proceedings since this is an informal meeting prior to the Conference. However, copies of the presentations of Seminar speakers will be made available in the languages in which they are received.

3.7 **Rules of procedure.** The Conference will be conducted under the *Standing Rules of Procedure for Meetings in the Air Transport Field* (Doc 8683). In accordance with Rule 2 of Doc 8683, credentials are required. In order to increase the efficiency of the meeting, the Council has decided to suspend Rule 26 of Doc 8683 which calls for the preparation of summary minutes.

3.8 **Languages.** The working languages of the Conference (translation and interpretation) will be Arabic, Chinese, English, French, Russian and Spanish.

3.9 **Documentation.** The Secretariat has prepared working papers on all the sub-items of the agenda and a list of such papers is provided together with the tentative timetable in WP/3. Most of the papers have been dispatched to States and Observer organizations prior to the Conference. The papers have also been made available through the Documentation link on the Conference Web page, which is accessible through the ICAO Web site (www.icao.int). The Web site will continue to be used during the Conference as an alternative access to all working papers. Delegates' boxes, however, are used to distribute the hard copy of papers during the Conference.

3.10 Working papers have been invited from States and Observer organizations and, as with the Secretariat papers, have been distributed to States once processed. Papers from States and organizations have also been posted on the Web site. Papers from States and organizations are limited to six pages, including attachments. Working papers developed and submitted during the Conference should be handed to a member of the Conference Secretariat, as early as possible to allow processing into other working languages. The submission of papers by e-mail, on CD or diskette, with identification of the word processing system used, is encouraged, as this will greatly assist with their processing.

3.11 Because of the very tight time constraints on the Conference proceedings, information papers (that is papers not requesting any specific action by the Conference) will not be formally presented. They will, however, be distributed and will form part of the record of the Conference. The formal introduction of working papers on which specific action is sought by States or organizations may need to be restricted substantially in order to maximize the time available for substantive discussion on each of the topics.

3.12 The Declaration of global principles for international air transport in WP/19 will be available prior to the Conference. This item will be taken upon Friday, 28 March 2003 and will form part of the "Framework for ongoing liberalization". Although the Air Transport Regulation Panel (ATRP) was consulted in the draft Declaration, States and organizations may also wish to provide input prior to its formal consideration under Agenda item 4. In order to allow for such input, a procedure similar to that used for the Conference Declaration by the High-level Ministerial Conference on Aviation Security in February 2002 will be followed. Heads of Delegations are invited to submit comments on WP/19 to the Secretary of the Conference. All comments received prior to 1700 hours on Wednesday, 26 March 2003 will be taken into account in the further development of the draft in WP/19 for its formal review and adoption on Friday, 28 March 2003.

3.13 **Reference documentation.** In addition to the basic document, *Policy and Guidance Material on the Economic Regulation of International Air Transport* (Doc 9587), a number of ICAO reference materials will be used. A new edition of the *Digest of Bilateral Air Transport Agreements* (Doc 9511) will be available at the Conference. A revised edition of *Manual on the Regulation of International Air Transport* (Doc 9626) is available in English only, and is attached to WP/22; the first edition of the Manual (Doc 9626) is available on request in the other languages. The 2001 edition of *The World of Civil Aviation* will be available as Circular 291. An information paper, WP/23, covering the industry situation and long term airline traffic outlook will be distributed at the Conference. Finally, as reference, *Report on the World-wide Air Transport Conference on International Air Transport Regulation: Present and Future* (Doc 9644) will be made available. Owing to the number of Delegates expected to attend the Conference, it is not possible to distribute these reference documents to all Delegates and Observers and, with the exception of WP/22 and WP/23, the distribution of all the abovementioned reference documents will be limited to one per Delegation. Other ICAO publications that have been cited in some Secretariat papers as reference documents will be available on request, but limited to one per Delegation. One of the studies (Circular 295 *Guidance on the Implementation of Article 83 bis of the Convention on International Civil Aviation*), referred to in WP/9 on aircraft leasing, will only be available in English at the time of the Conference.

3.14 **Report material.** Draft report material on the proceedings will be developed by the Secretariat progressively during the meeting and submitted for the approval of the Conference on the final day 29 March 2003. A "report folder" will be issued to each Delegate for inclusion of the report material.

3.15 **Orders of Business/Daily Bulletin.** An Order of Business will be issued the first day of the Conference only, 24 March. A Daily Bulletin will be issued on each working day of the Conference to summarize the previous day's work, present the programme for the day of issuance and provide other information.

4. **ACTION BY THE CONFERENCE**

4.1 The Conference is invited to note the information on the Conference origins and preparations and on the organizational and procedural arrangements for the conduct of the Conference.

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