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WORKING PAPER

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TECHNICAL ADVISORY GROUP ON
MACHINE READABLE TRAVEL DOCUMENTS

Sixteenth Meeting

(Montreal, 26 to 28 September 2005)

Agenda Item   **3:**   **Universal Implementation of Machine Readable Travel Documents**
Agenda Item   **3.2:**   **Report of the Educational and Promotional Working Group**

REPORT OF THE EDUCATION AND PROMOTION
WORKING GROUP

(Presented by the Education and Promotion Working Group)

1.   **INTRODUCTION**

1.1   The past eighteen-month period, since the last meeting of the TAG/MRTD, has been a challenging one for the Education and Promotion Working Group (EPWG). This report outlines key meetings held, activities undertaken and proposes the 2005-2007 work programme of the Group.

2.   **MEETINGS**

2.1   Three full meetings of the EPWG were held following the last TAG/MRTD meeting in May 2004. These were in Haarlem, Netherlands on 30 and 31 August 2004; Paris on 18 and 19 April 2005; and Berlin on 25 and 26 July 2005. Our thanks to the Staats Drukkerij en Uitgeverij (SDU), the Organization for Economic Cooperation and Development (OECD) and Bundesdruckerei, respectively, for hosting these meetings. Meetings were well attended, particularly by ISO members. A small informal meeting was also held in London on 2 February 2005, in addition to two meetings (also in London) of local those EPWG members based in London, to consider "Frequently Asked Questions" (FAQs) for the ICAO MRTD web site. Additionally, EPWG members have taken the opportunity, wherever present, to provide talks/presentations on the work of the Group and the assistance that it can provide.

2.2   Since TAG/15, the Group has lost a number of key members, chief amongst whom was Susan Jessop (Canada), the Chair of the Group since 2004. The EPWG wishes to acknowledge the significant contribution made by Ms Jessop in her time as Chair. Another notable departure was John Hotchner (US) who has been associated with this Group for many years and was also a past Chair of the Group. Carol Scott (NZ) and Anne Adcock-Hart (Can) also left for pastures new during 2005. A number of new members have joined the group and this reflects the increasing profile of the group and a belief that the work of the group is valuable and productive.

3.   **KEY ACTIVITIES UNDERTAKEN DURING 2004/05**

3.1   **Contributions to Journals**

3.1.1   Over the past year, the EPWG has been actively involved in promoting the aims of the ICAO MRTD Programme through the provision of appropriate articles for publication. As reported at TAG/15, the EPWG was considering establishing a relationship with Keesings Journal of Documents & Identity ─ a bi-monthly magazine examining, for example, developments in the document security industry. This took place in 2004 and a number of articles have since then been submitted and published on subjects as diverse as ICAO's minimum security recommendations, US progress in implementing biometrics in passports and visas and the world of document security as seen through the eyes of an immigration officer.

3.1.2   Keesings continues to provide a very useful and appropriate means of communication on passports and related issues. EPWG will continue to support the promotion of articles related to the MRTD Programme via this publication. EPWG wishes to record its appreciation to Keesings and to all those who have contributed articles. It is hoped that this support will continue! EPWG continue to identify other appropriate journals and publications where suitable articles might be submitted for publication.

3.2   **Library of Presentations**

3.2.1   Work has taken place on the collection of suitable (PowerPoint) presentations that may be used in outreach activities. This includes not only those presentations given by EPWG members but also presentations from other working groups. It is envisaged that this library will enable the EPWG to respond more easily to requests for assistance with outreach activities. This supports the ongoing work of the group and provides a readily accessible resource of quality material which improves the existing availability of presentations. EPWG will co-ordinate access to this library as a means of ensuring that the group has an overview of where outreach activity may be taking place and can help identify where such activity may be targeted in the future. It is also envisaged that the use of presentations can be utilised as a means of providing an introduction/overview of the MRTD Programme to new members. Work will shortly commence on the collection of suitable articles that will complement the presentation library.

3.3   **Outreach Activity**

         International Organisation for Migration (IOM)

3.3.1   During 2004/05, the EPWG worked closely with the IOM supporting a number of its initiatives by providing speakers for its events. EPWG members have taken part in IOM-sponsored events in Canada, the Caribbean, the Indian Sub-continent and Africa. Such a partnership is critical for

the success of the ICAO MRTD outreach programme as it enables the EPWG to address delegates from a number of States all of whom have an interest in improving their passport issuance/control systems. Without this assistance the ability of EPWG to meet its target audience would be severely diminished. A report on these activities is the subject of an associated working paper.

Organization for Security and Cooperation in Europe (OSCE)

3.3.2   Since EPWG's first major outreach event with OSCE in March 2004, we have maintained our links with this organization. In the past year, OSCE requested assistance from EPWG members in the drafting of a questionnaire on handling and issuance arrangements in OSCE member states. This was aimed at establishing the need for further workshops. As a result, a 2-day workshop was held in Sofia, Bulgaria, in June 2005 to which EPWG support was provided.

MRTD Programme

3.3.3   The Secretariat has announced the introduction, from 2005, of Regional Seminars on the Universal Implementation of MRTDs that the EPWG will be supporting, where possible.

3.3.4   An e-learning package had been developed by "In-house Training" for ICAO's use as a step-by-step guide on topics including machine readable travel documents and biometrics. A presentation on this had been made to EPWG, and there was a follow-up on the content. As ICAO is now developing its own e-learning programme, external work on this has been discontinued.

3.4   **MRTD Website**

3.4.1   Over the course of 2004/05, EPWG members in the UK developed a number of frequently asked questions (FAQs) for the ICAO MRTD website. Additional FAQs were obtained from the UK Biometrics Working Group.

3.4.2   The current web site has been much improved and the EPWG acknowledges the work that has been undertaken to enhance it and provide easier access to it. The group believes that the web site is a valuable source of information and needs to be promoted as fully as possible. To that end we are pleased to state that Keesings has agreed to include a web link to the ICAO MRTD web site to be included in every issue of their journal.

3.4.3   EPWG would like to encourage other partner organisations (such as ISO) and working groups to implement links to this web site wherever possible.

3.5   **Liaison with the Secretariat and other TAG Working Groups**

3.5.1   Over the past 18 months, there has been substantial involvement between the Secretariat and the Group. A close relationship between the two is essential to achieving common aims. Whilst the contribution made by EPWG is clearly recognised, the need for a continued close working relationship with the Secretariat will ensure that positive outcomes are achieved through a joint partnership approach to educational and promotional activities. At the same time, the resource constraints faced by the Secretariat are also known, and the EPWG appreciates the assistance given by the small number of staff in that part of ICAO.

3.5.2   With the aim of furthering inter-working group cooperation, the group invited the Chair of DCFWG to attend the EPWG meeting in Berlin in July 2005. A presentation was made on the work of DCFWG and it was agreed that there was value in EPWG/DCFWG representation at each other's working group meetings. EPWG would also welcome a representative from NTWG to attend the next meeting of the group. Closer working between groups will ensure that all three working groups are more aware of the work going on across the TAG structure and should also help EPWG identify further areas for outreach.

4.   FUTURE WORK PROGRAMME

4.1   The proposed future work programme for the EPWG is attached as an Annex. It envisages a continuing need to communicate, educate and support the promotion of MRTDs and Doc 9303. The work programme has been drawn up around the achievement of the following aims:

a)   meeting the 2010 deadline for MRTDs;

b)   provision of expert assistance to groups such as IOM and, OSCE;

c)   increased use of the MRTD web site;

d)   expansion of publicity, for example through the publication of articles;

e)   closer cooperation between Working Groups; and

f)   promotion of ICAO best practice on passport issuance/handling to the wider community.

5.   ELECTION OF CHAIRPERSON

5.1   The EPWG has been without a permanent chair since the beginning of 2005. Thanks to those who have stepped in to fill the gap on an ad hoc basis. Steps are being taken to elect a new chair with a view to that person being in post very shortly.

6.   ACTION BY THE TAG/MRTD

6.1   The TAG/MRTD is invited to:

a)   note the programme of activities undertaken by EPWG since TAG/15;

b)   endorse the proposed work programme as outlined in the annex; and

c)   recognise the work of Susan Jessop for the contribution she has made to the work of EPWG.

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APPENDIX

THE EPWG WORK PROGRAMME FOR 2005-2007

1. Working in partnership with relevant organisations to deliver and/or participate in workshops, conferences or other meetings to promote MRTDs and Doc 9303

What	When/How
Provide support to the MRTD Symposium post TAG	Sept 2005
Provide speakers/support for Seminars in Costa Rica & Nairobi (IOM)	2005 – 2006
Work in partnership with other WGs to create a communication plan to enhance/improve dissemination of appropriate information to governments, technology providers and other stakeholders	2005-2006
Provide support to ICAO Regional Seminars	2005 – 2007

2. Developing an inventory of information tools for dissemination through industry journals, websites and other media and distribution channels

What	When/How
Produce an inventory of relevant approved articles for issue to appropriate organisations	To be available for Dec 2005
Continue work on a glossary	First draft by 2005
Produce a library of presentations	To be available by Dec 2005
Provide articles for ICAO relevant journals	Ongoing - list of contributors by Oct 2005

3. Enlisting the participation of countries who have not adopted the MRTD standard in EPWG and other ICAO fora

What	When/How
Promotion of membership to other ICAO working groups	Ongoing - use TAG 16 and Symposium
Identification of potential membership countries and exploration of provision of support for their attendance at ICAO Working Groups	2005 – 2007

4. Gathering required information in support of the promotion of secure MRTDs

What	When/How
Encourage the sharing of experience from countries introducing or updating MRTD systems	Ongoing

5. Acting as a conduit for information to link experts and governments seeking information

What	When/How
Produce a paper for Intergraph on ICAO standards/news	May 2006
Provision/distribution of back copies of Keesings to pre-MRTD countries	Dec 2005

— END —