



ASSEMBLY - 38th SESSION

Number 10
4/10/13

The ICAO Daily Bulletin, which will be issued early in the morning of each working day of the Assembly, will contain the schedule of meetings for the day of issue; a brief summary of the previous day's work of the Assembly and announcements of general interest.

Schedule of Meetings: Friday, 4 October 2013

| | | |
|-------------------------|------------|--|
| Sixth Plenary Meeting | 0900 hours | Assembly Hall Conference Rooms 1&2 4th floor of the Conference Centre |
| Seventh Plenary Meeting | 1400 hours | Assembly Hall Conference Rooms 1&2 4th floor of the Conference Centre |

Yesterday's meetings

Ninth Meeting of the Executive Committee

At its Ninth Meeting, held on 3 October at 0900 hours, the Executive Committee resumed consideration of its draft report on Agenda Item 17 (*Environmental protection*) (*Section on Climate Change*) contained in WP/378. At the time of adjournment, it had agreed to the amendments to the draft Consolidated statement of continuing ICAO policies and practices related to environmental protection – Climate change proposed in WP/425. Discussion of this subject would continue at the next meeting.

Tenth Meeting of the Executive Committee

At its Tenth Meeting, held on 3 October at 1430 hours, the Executive Committee continued its consideration of its draft report on Agenda Item 17 (*Environmental Protection*) (*Section on Climate Change*) contained in WP/378, in conjunction with related WPs/424, 426, 427 and 432. It would return to this subject at its next meeting.

Eleventh Meeting of the Executive Committee

At its Eleventh Meeting, held on 3 October at 1830 hours, the Executive Committee resumed and completed its consideration of Agenda Item 17 (*Environmental protection*) (*Section on Climate Change*), approving its draft report thereon and draft Consolidated statement of continuing ICAO policies and practices related to environmental protection – Climate change as set forth in WP/378 and amended

during the discussions. It also observed a minute of silence in honour of those who had lost their lives in the air accident which had occurred earlier that day in Lagos, Nigeria.

The Executive Committee then delegated authority to its Chairperson to approve its outstanding minutes.

Computers

Eight computer workstations configured with most of the Microsoft Office tools, and two printers will be available at the Internet Café on the first floor of the Conference Centre for participants who wish to access the Internet to use Web-based e-mail services. In addition, three more computer work stations and one printer will be available at the Business Centre on the 4th floor of the Conference Centre.

Assembly Documentation in Electronic Format

ASSEMBLY DOCUMENTATION IN ELECTRONIC FORMAT

All Assembly documentation is available at www.icao.int/a38

For reference publications, go to <https://portal.icao.int/icao-net>, using your user name and password

Document Distribution

The Document Distribution area in the Business Centre is located on the fourth floor of the Conference Centre. Its hours of operation will be from 0800 to 1700 hours. Additionally, delegates are invited to note the information provided in ICAO State Letter SA – 38/1 – 13/13, Subject: Thirty-eighth Session of the Assembly, Montréal, 24 September to 4 October 2013 that each delegation will receive a maximum of **two** sets of copies of Assembly documentation. Should an individual wish to obtain a specific paper, it will be possible to get it through the ICAO public web-site.

Upon completion of the Assembly, all “A38.delegationname@icao.int” electronic mailboxes and their contents will be permanently deleted on Monday, 7 October, at 1200 hours.

Announcements

1. Dr. Assad Kotaite Memoirs

1.1 The book will be on sale throughout the Assembly in the ICAO Commissariat and the Staff Association boutique. The book is also available for purchase through the ICAO website. The price for the hard-cover edition is CAD 37.95 and CAD 23.95 for the soft-cover edition.

2. Documentation and personal items left in Conference Rooms

2.1 Delegates are kindly requested not to leave any documentation behind in the Conference Rooms. Special bins have been placed in the back of each Room for this purpose. In addition, Delegates are also

requested not to leave any suitcases or personal belongings in the Conference Rooms or with the attendant for security reasons, and as ICAO cannot be held responsible for any loss of such items.

3. Operation of Credentials/Registration Centre on days of Council elections

3.1 The Credentials/Registration Centre will be open from 0800 to 1000 hours. For registration outside these hours, please contact Frederic Letullier, Head, Conference Services Unit, at telephone extension 8226 or Armond Shirinyans at telephone extension 6520.

4. Departure of A38 Participants from Montréal-Trudeau Airport

4.1 For departing participants, the ICAO sign will be displayed at the Montréal-Trudeau Airport in the VIP lane at the security check, normally reserved for business and first class passengers. A38 participants will need to **keep their Assembly badges** for identification purposes to have access to this lane.

5. List of Delegates

5.1 The List of Delegates has been published on the ICAO public website (<http://www.icao.int/a38>). Amendments to the list (with detailed information) should be notified to the Registration Desk and submitted to the following email address: registration@icao.int. Revised lists will be issued during the course of the Assembly.

6. Seating Arrangements

6.1 Seating arrangements for Plenary Meetings are based on the number of participating Member States, the number of registered participants of delegations and the capacity of the Assembly Hall.

6.2 For meetings in Conference Room 1 (fourth floor of the Conference Centre), two seats will be allotted to each Member State delegation (one at table and one behind). Conference Room 6, located on the third floor of the Conference Centre, will be used as overflow room with audio and video capability in the six official languages. For meetings in Conference Room 2 (fourth floor of the Conference Centre), two seats will be allotted to each Member State delegation (one at table and one behind). For meetings in Conference Room 3 (first floor of the Conference Centre) one seat will be allotted to each Member State delegation (one at table). Please note that there are not enough seats to accommodate all Observer delegations in Conference Rooms 1, 2 and 3, due to the limited capacity of the rooms. Therefore, a maximum of one seat per Observer delegation may be allotted on a first-come, first-served basis. One seat will be reserved at the front of the room (marked "Presenter") in order for Observer delegations to present their papers.

7. Simultaneous interpretation equipment

7.1 On top of the table you will find an audio control unit. The language selector gives you the choice of language:

| | | | |
|----------|---|---------|---|
| Original | 0 | Russian | 4 |
| English | 1 | Chinese | 5 |
| French | 2 | Arabic | 6 |
| Spanish | 3 | | |

8. Monitoring Exchange (MX) System

8.1 National Delegations with offices in the ICAO Headquarters premises can follow the proceedings of the Plenary of the Assembly meetings on the MX System by dialling the code numbers on their sets as follows:

| | Assembly Hall | CR 1 | CR2 | CR3 | CR5 |
|---------|---------------|------|-----|-----|-----|
| Speaker | 11 | 11 | 21 | 31 | 41 |
| Arabic | 17 | 17 | 27 | 37 | 47 |
| Chinese | 16 | 16 | 26 | 36 | 46 |
| English | 12 | 12 | 22 | 32 | 42 |
| French | 13 | 13 | 23 | 33 | 43 |
| Russian | 15 | 15 | 25 | 35 | 45 |
| Spanish | 14 | 14 | 24 | 34 | 44 |

9. Early Departure of Participants

9.1 **Early departure of an entire delegation** should be notified in writing to the Secretary General. Such notification may be deposited at the Distribution Satellite on the 4th floor of the Conference Centre.

10. Commissariat services

10.1 For the convenience of Delegations and Secretariat, the Commissariat hours of operation will be as follows:

| | |
|------------------|------------------------------------|
| Monday to Friday | 1200 – 1400 hours |
| | 1700 – 1800 hours (after sessions) |

Staff Association Boutique

We would like to invite you to visit our Boutique located on the first floor of the Conference Centre.

Special philatelic envelope

On the occasion of the 38th Session of ICAO Assembly (A38), a special philatelic envelope will be issued. This limited-edition envelope can be purchased during the Assembly for CAD 4.00 each from the Staff Association Boutique, located on the first floor of the Conference Centre.

This envelope will be sold with two different stamps, both bearing the same cachet/design on the left side.