

**CONFERENCE ON THE ECONOMICS OF AIRPORTS AND
AIR NAVIGATION SERVICES**

Bulletin No. 7 — Tuesday, 27 June 2000

The Daily Bulletin will be issued early in the morning of each working day of the Conference. It will contain the programme of work for the day of issue, a brief review of the work completed on the preceding working day and other pertinent information. The bulletin is the principal means of communication with delegations on matters of general interest related to the Conference.

Programme of work for Tuesday, 27 June 2000

1. Starting at 0930 hours, 27 June, the Conference will continue consideration of its agenda with a view to completing as much as possible of the remaining items in the sequence below. In addition, the Conference will also review the draft report material on Item 3 (WP/101), Item 4 (WP/112) and Item 5.2 (WP/116).

Item 5: ICAO policy	Documentation	
	For action	For reference or information*
5.2.1 Airport charging principles		
- Single till	WP/17 (Secretariat) WPs/48, 50 (ACI) WPs/30, 82, 83 (IATA)	
- Passenger service charges	WP/60 (Secretariat)	
- General aviation	WP/61 (IAOPA)	
5.2.2 Air navigation services charging principles	WP/21 (Secretariat)	WPs/73, 111
5.1 Status, structure and form of ICAO policy	WP/4 (Secretariat) WP/71 (ECAC)	
Item 6: Guidance and assistance by ICAO	WPs/23, 57 (Secretariat)	WP/94

*Please note that some working papers for reference will be tabled for action under other items.

Yesterday's meetings, 26 June 2000

2. The Conference resumed and completed its consideration of the remaining six sub-items under Agenda Item 5.2 - Elements for consideration with regard to ICAO policy, that is: Pre-funding on the basis of WPs/15, 69, 52, 55, 31 and 38; Search and rescue on the basis of WPs/16, 100, 63, 84 and 38; Economic aspects of CNS/ATM operation on the basis of WPs/19, 20, 103, 65, 25 and 38; Consultation with users on the basis of WPs/91, 47 and 79; Proliferation of charges and revenue diversion on the basis of WPs/24 and 77; and Environmental charges on the basis of WP/40. The Conference then commenced its consideration of Agenda Item 5.2.1 - Airport charging principles, which is divided into three sub-items, namely, Single till, Passenger service charges and General aviation.

Registration

3. Delegates, Alternates, Advisers and Observers who have not already registered are requested to do so, in person, as soon as possible. The Registration Desk is located on the first floor.

4. The List of Delegates No.2 will be distributed today (27 June). Please check the accuracy and completeness of that list and notify the Registration Desk for any corrections.

Credentials

5. Delegates who have been notified by the Credentials Coordinator should deposit their credentials without delay at the Registration Desk if they have not yet done so.

6. Members of the public are requested to register at the Registration Desk on the ground floor and will be required to show proper identification in order to obtain a special pass. They may follow the proceedings in the designated area where seats are reserved for their use, unless the meeting has been declared "closed". Where appropriate, a notice to the effect that a meeting has been closed will be placed in a prominent position on the door(s) of the meeting room.

Submission of working papers or information papers

7. Delegations wishing to present working papers for consideration by the meeting are requested to submit them (including electronic versions if available) to a member of the Conference Secretariat staff (so identified by their yellow lapel badge) as early as possible, bearing in mind the time necessary for preparation, translation, reproduction and distribution. If copies are available in more than one of the official languages of the meeting, they should be presented in each of the languages available. Working papers from observers and information papers will be produced and distributed in the official ICAO language in which they are submitted.

Document Distribution

8. The Document Distribution Satellite located on the 4th floor is used exclusively for the distribution of Conference documentation issued by ICAO. Due to space restrictions, documentation and other personal belongings of participants cannot be accepted for safekeeping or short-term storage.

Seating arrangements

9. Due to the computerized microphone system in ICAO conference rooms, it is **very important** that delegates do not change seats designated to them. If a change needs to be made (i.e. alternate or additional members attending/seat change), or for further information on seating arrangements, please do not hesitate to contact the technician in the room or a member of the meeting secretariat. **Documentation and other personal belongings must not be left in the conference room overnight.**

Social Functions

10. As a convenience to delegations, so that they may know the dates on which functions have been planned by various hosts, the Secretary General publishes the following list. It comprises only those functions which have been notified to his Office, and for which in each case the host will extend individual invitations. This schedule is subject to change:

Tuesday, 27 June 2000

Reception by the Delegation of Canada

Delegations wishing to reserve dates for social functions or to make changes to the above list are requested to contact Mrs. M.-R. Derez, Office of the Secretary General (ext. 8042).

Note: All delegates/observers and their spouses are welcome to attend the reception given by the Government of Canada to be held on Tuesday, 27 June 2000 from 1730 to 1930 hours, in the Delegates' Lounge, Conference Centre, 3rd floor.

Secretariat Information Booth

11. Today (27 June), Secretariat representatives from the Air Transport Bureau will highlight the work of the Statistics Section (STA) and the Forecasting and Economic Planning Section (FEP). ***It's Your Organization... come and meet Your Secretariat!***

Miscellaneous

12. Coffee service

12.1 A coffee service will be available in the foyer of the Assembly Hall during the recesses. The timings for the morning and afternoon recesses will be announced during meetings. The cafeteria on the fifth floor of the office tower is open from 0730 to 1530 hours, Monday to Friday, with breakfast served from 0730 to 1100 hours and lunch served from 1130 to 1400 hours.

13. Computer facilities

13.1 Four computer workstations are available on the 4th floor beside the Document Distribution Satellite with Internet browsers for participants who wish to access the Internet and use Web based e-mail services.

14. Long distance phone calls

14.1 Long distance calling cards may be purchased at the entrance of the Train Station located on the corner of University and La Gauchetière Streets, as well as in the Bell Tower located immediately across the street from the ICAO Headquarters. Delegates are invited to make use of these calling cards when requesting the ICAO operator for assistance. Please note that all phones in the general access areas can only effect local calls and therefore, long distance cards are necessary to use these phones for other calls.

15. ICAO Commissariat

15.1 The ICAO Commissariat, located on the ground floor, will be open on Tuesdays between 1200 and 1400 hours, and Thursdays, 1200 to 1400 hours and 1700 to 1900 hours for the convenience of participants entitled to purchase spirits and cigarettes at diplomatic prices.

16. ICAO Staff Association Boutique

16.1 The ICAO Staff Association Boutique, located on the ground floor where participants can buy souvenirs, will be open from 20 to 29 June between 1200 and 1400 hours, except on the week-end and Monday, 26 June. On this particular occasion of the Conference, a special souvenir envelope is issued which can be purchased during the above mentioned hours at the Boutique. The designs on the cover symbolize airports and air navigation services as integral and essential components of the air transport infrastructure.

17. Monitoring system

17.1 Unless otherwise decided, the proceedings of all Conference meetings will be transmitted over the telecommunications system within the Headquarters building. The following dial codes are to be used to monitor the proceedings of the various elements of the meeting:

Room	Floor	English	French	Spanish	Russian	Chinese	Arabic
Assembly Hall	11	12	13	14	15	16	17

18. Weather

18.1 Daily weather maps and the public weather forecast for Montreal provided by Environment Canada are displayed daily by 1300 hours near the elevators on the third floor of the conference centre.

19. Photography

19.1 Photographs taken by the ICAO photographer during the Conference will be displayed as they are developed on Level 1 opposite the Staff Association Boutique. There, the photographer will be available to take orders for photographs. Prices and ordering times will be posted with the photographs on display.

Early departure of participants

20. Members of Delegations and Observers who plan to depart before the end of the meeting are requested to notify the Document Distribution Satellite on the 4th floor.

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