

APPENDIX A:

PART IV-A - SAT Implementation Management Group (SAT IMG/WG)

TERMS OF REFERENCE, WORK PROGRAMME AND COMPOSITION OF THE SAT-Implementation Management Group (SAT IMG)

SAT Implementation Management Group (SAT-IMG) is responsible to the SAT-SG for the identification, planning, development and coordinated implementation of safe and efficient project supporting the aviation system within the SAT Region.

With regards to requirements of the SAT region, SAT-IMG, composed of multidisciplinary experts including both ATM and CNS experts, will address as a matter of priority, issues of capacity, procedures and interoperability related to EUR/SAM corridor and AORRA Airspace.

In order to efficiently achieve the tasks assigned by SAT-SG, SAT-IMG may be assisted in its work, by contributory bodies as Ad hoc Groups, Project Teams or Implementation Teams charged with specific functions and/or tasks.

1. Terms of Reference

In line with the *Global Air Navigation Plan (GANP)*, *Global Aviation Safety Plan (GASP)* and *Aviation System Block Upgrades (ASBU)*, including recommended implementation priorities, updated timetables and associated milestones for SAT-SG, SAT-IMG shall:

- a) Ensure the continuous improvement of air traffic service over the south Atlantic;
- b) Ensure continuous studies, development, improvement, and sustainability of air traffic services in light of the evolution of traffic flows, (e.g. the EUR/SAM corridor, AORRA areas) including assessment of system capacity and efficiency improvements affecting operations in the South Atlantic;
- c) Coordinate for the identification, development and implementation of safe, efficient and cost-effective programs supporting the aviation system within the SAT including recommending resources needed to achieve the SAT Concept of Operations;
- d) In coordination with the SAT SOG, identify risks inherent in the planning and implementation of programs and changes within the SAT;
- e) Ensure the necessary coordination and/or consultation with SAT Provider States, other States, industry stakeholders, SAT users and appropriate international organizations;
- f) Identify, detail and recommend allocation of tasks and resources required to fulfill coordinated implementation of safe and efficient improvements affecting operations in the SAT area and as appropriate, approve or amend the terms of reference of contributory bodies and to direct their work programs;
- g) Propose amendments to the ICAO regions Air Navigation Plan (AFI, Caribbean and SAM), to the regional Supplementary Procedures (Doc 7030), and all other relevant SAT-developed documents as directed by the SAT-SG; and
- h) Provide reports and recommendations concerning the above tasks to the SAT-SG.

2. Composition

2.1 The SAT-IMG of multi-disciplinary nature shall be comprised of experts from SAT Members and observers.

2.2 Other participants may attend as and when required in order to ensure that the relevant expertise is available when addressing specific tasks.

2.3 The SAT-IMG chairperson may invite participants from other States or organizations as required.

2.4 The Chairperson and vice-Chairperson of the SAT-IMG will be elected by SAT-IMG members for a four years period renewable once, and shall take up his/her duties after confirmation by the SAT-SG.

2.5 Contributory bodies of SAT IMG

2.5.1 The contributory bodies of SAT IMG are:

- EUR/SAM Corridor Interoperability Team (ESCIT),
- AORRA Implementation Team (AOIT) and
- any ad hoc Group or Implementation Team required to expeditiously implementing the tasks assigned by the SAT-SG.

Their terms of reference are described hereinafter.

2.5.2 Terms of Reference of Contributory bodies of SAT-IMG

Each contributory body shall draw up both proposals for, on the one hand, new procedures linked to the implementation of a selected project to be used to provide air navigation services and air operations in the SAT Region and, on the other hand, harmonized procedures to ensure interoperability between the services and systems of each center of the SAT concerned area.

Each sub-group shall:

- a) Develop procedures and guidance documents to respond to changes in the implementation of the project that affect operations in the SAT Region;
- b) Develop guidelines for a harmonized implementation of system interoperability between the centers concerned in order to respond to the changes adopted;
- c) Develop proposals for amendments to the ICAO Regional Supplementary Procedures - (Doc 7030);
- d) Develop mechanisms to monitor and report on the performance of the CNS systems implemented within the framework of the selected project;
- e) Propose solutions for addressing the identified gaps in the automation of systems supporting ATM operations in the SAT subgroup;

- f) Provide reports and recommendations arising from the above tasks to SAT IMG; and
- g) Perform other duties as directed by SAT-IMG and report accordingly.

2.5.3 Composition of contributory bodies of SAT-IMG

Experts shall be nominated by SAT members to address the foregoing tasks. Observers and any other expert may be appointed by SAT-IMG chair to support the task.

3. Working methods

3.1 The SAT-IMG as well as contributory bodies shall meet face-to-face at least once a year and at any time as required by their work programme. Yearly meeting dates, type of meeting and requirements for additional meetings shall be approved by the SAT-IMG.

3.2 The SAT-IMG may use other reasonable means such as teleconference and electronic correspondence to reduce the frequency of face-to-face meetings. Work will be carried out as required using such other means in order to expeditiously carry out their business.