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Международная  
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منظمة الطيران  
المدنى الدولى

国际民用  
航空组织

File Ref.: ME 4/1.7 – 20/169

21 September 2020

**Subject: First Meeting of the Safety Enhancement Implementation Group  
(SEIG/1) Virtual Meeting  
(16-18 November 2020)**

**Action Required Reply not later than 25 October 2020**

Sir,

I have the honour to inform you that the First meeting of the Safety Enhancement Implementation Group (SEIG/1) will be held through Video Teleconferencing from **16 to 18 November 2020**. Details on the exact timing of the sessions will be provided at a later stage. Your Administration/Organization is kindly invited to participate in this virtual meeting.

The Provisional Agenda for the meeting is at **Attachment A**. Your comments on the attached Provisional Agenda, including any amendment you may wish to suggest, would be appreciated.

This letter, all its relevant attachments and Working/Information Papers/Power Point Presentations (as they become available), will be posted in PDF format on the ICAO MID website at: [www.icao.int/mid](http://www.icao.int/mid).

Your Administration/Organization is encouraged to participate actively in the work of the meeting by submitting presentations and/or working papers and/or PowerPoint presentations related to the subjects contained in the Provisional Agenda. I would be grateful to receive your presentations/papers, prior to **8 November 2020**, in order to allow time for processing and posting on the ICAO MID website.

I would appreciate if you could, as soon as possible, preferably not later than **25 October 2020**, confirm the participation of your Administration/Organization giving the names and contact details of your delegate(s), by sending an e-mail to the ICAO MID Office at the following email address ([icaomid@icao.int](mailto:icaomid@icao.int)) with a copy to ([mchakib@icao.int](mailto:mchakib@icao.int)).

Accept, Sir, the assurances of my highest consideration.



Mohamed Smaoui  
Acting Regional Director  
Middle East Office

#### Attachment

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**FIRST MEETING OF THE  
SAFETY ENHANCEMENT IMPLEMENTATION GROUP**

**(SEIG/1)**

*Teleconference 16-18 November 2020*

**PROVISIONAL AGENDA**

**Agenda Item 1:** Adoption of the Provisional Agenda and Election of Chairperson

**Agenda Item 2:** Regional Performance Framework for Safety

- Follow-up on the RASG-MID/7 and RSC/7 Conclusions and Decisions
- SEIG Terms of Reference (TORs)
- Implementation Progress of the Safety Enhancement Initiatives (SEIs)
- Review of the SEIs framework including the Draft MID Regional Aviation Safety Plan (MID RASP) 2020-2022 Edition

**Agenda Item 3:** Future Work Programme

**Agenda Item 4:** Any other Business

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