



**ASSEMBLY - 38th SESSION**

Number 5  
28/9/13

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: Saturday, 28 September 2013**

Fourth Plenary Meeting	0900 hours	Assembly Hall Conference Rooms 1&2 4th floor of the Conference Centre
Fourth Meeting of the Technical Commission	1400 hours	Assembly Hall Conference Rooms 1&2 4th floor of the Conference Centre

**Yesterday's meetings**

**Fifth Meeting of the Executive Committee**

At its Fifth Meeting, held on 27 September at 0900 hours, the Executive Committee considered Agenda Items 22 (*Human resources management*) and 23 (*Status of ICAO workforce*) on the basis of two working papers presented by the Council, WPs/75 and /76 (with information paper WP/226).

Under Agenda Item 24 (*Increasing the efficiency and effectiveness of ICAO*), it reviewed two additional working papers presented by the Council: WP/6 (Amendment of Rule 63 of the *Standing Rules of Procedure of the Assembly of the International Civil Aviation Organization* to include the use of the Chinese language); and WP/74 (Increasing the efficiency and effectiveness of ICAO – Improvements to information management). It also considered working papers WPs/227, 307 and 362 relating to language services.

The following issues were then discussed under Agenda Item 25 (*Other high-level policy issues to be considered by the Executive Committee*): *Update of Assembly Resolution A22-4 (Composition of the Air Navigation Commission and participation in its work)* documented in WP/24 presented by the Council; *Formulation and implementation of Standards and Recommended Practices (SARPs) and Procedures for Air Navigation Services (PANS) and Notification of Differences*, documented in WP/48 presented by the Council and WP/260; *A Policy on assistance to aircraft accident victims and their families*, documented in WP/22 presented by the Council, WP/301 (with Corrigendum No. 1) and information paper WP/300; *Policy on third-party endorsements and Memoranda of Understanding (MOUs)* (WP/338) and *Alignment of ICAO Strategic Objectives with Member States and a progress*

reporting mechanism (WP/335).

The Executive Committee then commenced consideration of Agenda Item 16 (*Facilitation and Machine Readable Travel Documents*) on the basis of four working papers presented by the Council: WP/3 (*Developments pertaining to Annex 9 – Facilitation and proposed work programme for the next triennium*); WP/4 [*Developments pertaining to the Machine Readable Travel Documents (MRTD) Programme and the Public Key Directory (PKD)*]; WP/11 [*Proposal for an ICAO Traveller Identification Programme (ICAO TRIP) Strategy*]; and WP/23 (*Consolidated statement of continuing ICAO policies and practices relating to facilitation*). At the time of adjournment, these working papers, and others relating to WP/ 11 (WP/94 Revision No. 1, 105, 161, 246, 254 and 267 and information papers WP/180, 269 and 322) had been presented and a number of comments made. It was agreed to resume consideration of this Agenda Item at the Executive Committee's next meeting, at which time Agenda Items 13 (*Aviation Security – Policy*), Agenda Item 14 [*Universal Security Audit Programme (USAP)*] and Agenda Item 15 (*Aviation Security – Implementation Support*) would also be discussed

### **Sixth Meeting of the Executive Committee**

At its Sixth Meeting, held on 27 September at 1400 hours, the Executive Committee resumed and completed its consideration of Agenda Item 16 (*Facilitation and Machine Readable Travel Documents*).

It then considered Agenda Item 13 (*Aviation Security – Policy*) on the basis of two working papers presented by the Council: WP/12 [Outcomes of the High-level Conference on Aviation Security (HLCAS)]; and WP/13 [Declaration on Aviation Security and the ICAO Comprehensive Aviation Security Strategy (ICASS)]. The latter working paper was discussed in conjunction with related WPs/64, 128, 129, 133, 136, 138, 158, 172, 178, 197, 235 and 276 and information papers WPs/104, 124, 159, 273 and 345.

The Executive Committee next considered Agenda Item 14 [*Universal Security Audit Programme (USAP)*], documented in two working papers presented by the Council: WP/15 [with Revision No. 1 (French and Russian only)] [*Universal Security Audit Programme (USAP): Transition to a Continuous Monitoring Approach*]; and WP/16 [*Universal Security Audit Programme (USAP)*], with related WP/230 and information papers WPs/168 and 328.

Under Agenda Item 15 (*Aviation Security – Implementation Support*), the Executive Committee discussed three working papers presented by the Council: WP/20 (*Aviation Security Assistance and Capacity Building Strategy*); WP/21 [*Implementation Support and Development – Security (ISD-SEC) Programme*], with related WPs/107, 130 and 320 Revised and information papers WPs/152, 160, 217, 299 and 313 Revised; and WP/14 (*Consolidated statement on the continuing ICAO policies related to the safeguarding of international civil aviation against acts of unlawful interference*).

### **Second Meeting of the Technical Commission**

The Technical Commission, at its second meeting on Friday, 27 September 2013, at 0900 hours, continued its discussion and completed its work on Agenda Item 28. The Technical Commission then considered and completed Item 29: Aviation Safety — Monitoring and Analysis. The Commission began its consideration of Agenda Item 30: Aviation Safety — Implementation Support.

### **Third Meeting of the Technical Commission**

At its Third Meeting, on Friday afternoon, 27 September 2013, at 1400 hours, the Commission continued its discussion of and completed Agenda Item 30: Aviation Safety — Implementation Support as well as 31: Aviation Safety — Emerging Issues.

The fourth meeting of the Technical Commission will be held on Saturday, 28 September at 1400 hours in the Assembly Hall, 4th Floor. The fifth meeting will be held Monday, 30 September, at 0900 hours in the Assembly Hall.

### **Second Meeting of the Legal Commission**

The Legal Commission, at its second meeting on Friday, 27 September, considered all the remaining agenda items.

Under Agenda Item 47, the Commission recommended that an Assembly Resolution be adopted to urge all ICAO Member States to sign and ratify the Montreal Convention of 1999. The Commission also agreed to include in the General Work Programme of the Legal Committee a new item entitled "Study of the Legal Issues relating to Remotely-Piloted Aircraft".

**Please note that the second meeting of the Administrative Commission, previously scheduled for the afternoon of Wednesday, 2 October will be moved to Tuesday, 1 October at 0900 hours.**

### **ICAO Secretariat Presentations on 30 September 2013**

Thematic information sessions will be held in the Assembly Hall Foyer.

**Topic:** Alternative Fuels

**Presenter:** Philippe Novelli, Environment Officer (Alternate Fuels), Environment Branch

**Date/Time:** 30 September (morning coffee break)

**Location:** Assembly Hall Foyer, 4th floor of the Conference Centre

**Topic:** AT Connectivity

**Presenter:** Frederic Malaud, Air Transport Development Manager, Economic Analysis and Policy Section

**Date/Time:** 30 September at 1215 hours

**Location:** Assembly Hall Foyer, 4th floor of the Conference Centre

**Topic:** Aviation Indicators

**Presenter:** Jerome Simon, Infrastructure Manager, Economic Analysis and Policy Section

**Date/Time:** 30 September (afternoon coffee break)

**Location:** Assembly Hall Foyer, 4th floor of the Conference Centre

### **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](http://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.

### **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 Please note that the Credentials/Registration Centre will suspend its operations at 0800 hours for the Council elections at the Plenary Meeting today and at 1300 hours for the Council elections at the Plenary Meeting on 1 October. The Credentials Committee will meet from 0800 to 0830 hours today to verify the last credentials received. The Credentials/Registration Centre will resume normal operations after the conclusion of the elections.

#### **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 should be notified to the Registration Desk. 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.

6.3 The following link can be used to connect to the live webcast (audio only) of the meetings of the Technical Commission <http://www.icao.int/meetings/a38/pages/default.aspx>.

## 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 throughout the Assembly will be as follows:

Monday to Friday	1200 – 1400 hours 1700 – 1800 hours (after sessions)
Saturday	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.