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## **DRAFT AGENDA AND SCHEDULE OF THE MEVA TMG/25 MEETING**

(Presented by the Secretariat)

### **SUMMARY**

This Working Paper presents for consideration and approval of the Meeting the Draft Agenda and Schedule for the MEVA TMG/25 Meeting.

### **1. Approval of the Agenda and Working Method**

1.1 The draft agenda for the MEVA TMG/25 Meeting is presented in **Appendix A** for consideration and approval by the Meeting.

1.2 It is suggested that the Meeting hold its sessions as plenary. The MEVA TMG Coordinator will chair the meeting assisted by ICAO and may activate Ad hoc Groups to deal with specific matters if deemed necessary.

### **2. Working schedule**

2.1 It is suggested that the Meeting adopt the provisional schedule presented in **Appendix B**, where P01 – P05 represent the 5 presentations of the responses to the MEVA III Request for Information (RFI) suggested by the MEVA III Task Force.

### **3. Suggested action**

3.1 The Meeting is invited to:

- a) approve the draft agenda presented in Appendix A; and
  - b) adopt the provisional schedule presented in Appendix B.
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**APPENDIX A**

**DRAFT AGENDA**

- Agenda Item 1:** Presentations of Request for Information (RFI) Responses
- Agenda Item 2:** Revision of Conclusions, Action Items, and Deliverables from Previous TMG Meetings
- Agenda Item 3:** MEVA III TF Activities Report Review
- Agenda Item 4:** Revision of Request for Proposal (RFP) Activities
- Agenda Item 5:** Drafting of RFP Document and the Activities to Carry out the MEVA III Transition
- Agenda Item 6:** Other Business

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**APPENDIX B**  
**PROVISIONAL SCHEDULE**

Schedule	Tuesday 8	Wednesday 9	Thursday 10	Friday 11
08:30 – 09:00	Registration			
09:00 – 09:15	Opening Ceremony & Photo	Agenda Item 1 (cont.) P04	Agenda Item 3	Agenda Item 5 (cont.)
09:15 -11:00	Agenda Item 1 P01			
11:00 – 11:30	<i>Coffee Break</i>			
11:30 – 12:00	Agenda Item 1 (cont.) P02	Agenda Item 1 (cont.) P05	Agenda Item 4	Agenda Item 6
12:00 – 13:30				
13:30 – 14:00	<i>Coffee break</i>			
14:00 – 16:00	Agenda Item 1 (cont.) P03	Agenda Item 2	Agenda Item 5	

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