



International Civil Aviation Organization
South American Regional Office - Regional Project RLA/03/901
REDDIG Management System and Satellite Segment Administration
Sixteenth Meeting of the Coordination Committee (RCC/16)
Lima, Peru, 18 to 20 March 2013

Agenda Item 1: Adoption of the agenda and meeting schedule

(Working paper presented by the Secretariat)

SUMMARY	
This working paper presents to the consideration of the Project RLA/03/901 Coordination Committee, the provisional agenda and meeting schedule of its Sixteenth Meeting.	
ICAO strategic objectives:	<i>A – Safety; and C – Environmental protection and sustainable development of air transport.</i>

1. **Agenda**

1.1 The Secretariat sent to participant States the provisional Agenda for the Sixteenth Meeting of the Coordination Committee, expected to be conducted from 18 to 20 March 2013, through letter SA5023 of 18 January 2013 for SAM REDDIG member States, and letters EMX0076 and EMX0077 of 24 January 2013 for Trinidad & Tobago and COCESNA.

1.2 The revised provisional agenda and explanatory notes are presented in **Appendix A** to this working paper.

2. **Meeting schedule**

2.1 The meeting schedule for the consideration of the agenda items is presented in **Appendix B** to this working paper.

3. **Suggested action**

3.1 The Coordination Committee is invited to:

- a) Take note of the information contained in this working paper and
- b) Adopt the agenda and meeting schedule of the RCC/16, presented in **Appendices A** and **B**, respectively.

APPENDIX A

**RLA/03/901 Regional Project
REDDIG Management System and Satellite Segment Administration**

SIXTEENTH MEETING OF THE COORDINATION COMMITTEE (RCC/15)

(Lima, Peru, 18 TO 20 March 2013)

PROVISIONAL AGENDA

- Agenda Item 1:** Approval of the agenda and of the meeting schedule
- Agenda Item 2:** Review of the report of the Fifteenth Meeting of the Coordination Committee
- Agenda Item 3:** Report of the activities carried out to date since the last meeting of the Coordination Committee
- Agenda Item 4:** Follow-up to REDDIG II implementation activities
- Agenda Item 5:** Work plan for year 2013
- Agenda Item 6:** Financial situation of the project and approval of the budget
- Agenda Item 7:** Annual project evaluation
- Agenda Item 8:** Other matters

EXPLANATORY NOTES TO THE PROVISIONAL AGENDA

Agenda Item 1: Approval of the agenda and of the meeting schedule

The Coordination Committee will consider and approve the provisional agenda and meeting schedule proposed by the Secretariat for its fifteenth meeting.

Agenda Item 2: Review of the report of the Fifteenth Meeting of the Coordination Committee

The Committee will review, for approval, the report of its fifteenth meeting held in Lima from 15 to 17 August 2012. Likewise, the Committee will analyze the status of implementation of conclusions formulated during said meeting, as well as of conclusions in force from previous meetings.

Agenda Item 3: Report of the activities carried out to date since the last meeting of the Coordination Committee

The Committee will analyze the activities carried out since its last meeting regarding:

- a) The 2012 training programme;
- b) Implementation of new services; and
- c) REDDIG logistics aspects.

Agenda Item 4: Follow-up to REDDIG II implementation activities

Under this Item, the Meeting will take note of the current situation with regard to the contract between ICAO and the REDDIG II bid winner, the work programme for the review of the installation documents, the training programme, the REDDIG implementation phases and the acceptance protocols.

Agenda Item 5: Work plan for year 2013

The Committee will analyze the work programme for year 2013 proposed by the Secretariat. Among the activities scheduled, there are the follow-up to the implementation of new services (AMHS interconnection, interchange of radar data and flight plans), the REDDIG training and maintenance programme.

Agenda Item 6: Financial situation of the project and approval of the budget

The Committee will consider the status of the cost-sharing contributions to the project, a summary of the obligations assumed during 2012, as well as the project budget for 2013, for approval.

Agenda Item 7: Annual project evaluation

The Committee will take note of project situation at the end of the year, including the management and outputs indicators, as well as the monitoring and control of the project with regard to the approved work plan for 2012, shown in the corresponding forms, concluding with the review of the survey conducted among participant States concerning their annual project evaluation.

Agenda Item 8: Other matters

Under this agenda item, the Committee could analyze any other related issue.

APPENDIX B

REGIONAL PROJECT RLA/03/901
REDDIG Management System and Satellite Segment Administration
SIXTEENTH MEETING OF THE COORDINATION COMMITTEE (RCC/15)
(Lima, Peru, 18 to 20 March 2013)

PROVISIONAL MEETING SCHEDULE

Time	Monday	Tuesday	Time	Wednesday
08:15-09:00	08:15 Registration of participants 08:45 Opening ceremony			
09:00-10:45	Agenda Item 1: Adoption of the agenda and meeting schedule Agenda Item 2: Review of the report of the Fifteenth Meeting of the Coordination Committee Agenda Item 3: Report of the activities carried out to date since the last meeting of the Coordination Committee	Agenda Item 4 – Continuation Agenda Item 5: Work plan for year 2013	10:00-12:00	Review of the report
10:45-11:00	<i>Coffee break</i>	<i>Coffee break</i>	12:00-12:15	Closing ceremony
11:00-12:45	Agenda Item 3 - Continuation	Agenda Item 6: Financial situation of the project and approval of the budget for year 2013		
12:45-13:30	<i>Lunch</i>	<i>Lunch</i>		
13:30-15:00	Agenda Item 4: Follow-up to REDDIG II implementation activities	Agenda Item 7: Annual project evaluation Agenda Item 8: Other matters		

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