



**INTERNATIONAL CIVIL AVIATION ORGANIZATION  
EASTERN AND SOUTHERN AFRICAN OFFICE**

**ATM/CNS Coordination Meeting between Angola, Botswana, Congo, Côte  
d'Ivoire,  
D. R. Congo, Gabon, Ghana, Namibia, Nigeria, Sao Tome & Principe, Senegal,  
South Africa, Zambia and Zimbabwe (Luanda, 24 – 26 November 2003)**

**Agenda Item 1.5: Review of ATS Letters of Agreement/Procedures**

(Presented by the Secretariat)

**Summary**

The Paper presents the relevant ICAO provisions governing the Conclusion of ATS Letters of Agreement/Procedures between adjacent ATS Units.

**References:** ATS Planning Manual (Doc.9426)  
APIRG/6 Conclusion 6/9

**1. Introduction**

1.1 In order to improve the ATS coordination procedures, ATS Authorities are required to establish ATS letters of agreement/procedures (LOAs/LOPs) between the ATS units. These are developed and signed by the relevant ATS Authorities.

**2. Discussion**

2.1 The guidance material contained in the ATS Planning Manual (DOC.9426) Part II Section I, Chapter 2, para. 2.3.8 advocates that matters of ATS significance between neighbouring States or adjacent ATS units should be made the subject of formal Letters of Agreement between the States and ATS Authorities involved. In the same context, APIRG 6 Conclusion 6/9 emphasized the necessity for States to conclude such agreements.

2.2 It is understood that participants will take the opportunity to review the status of the existing Letters of Agreement relevant to their area of concern. It is also expected that they will be able to identify those requiring to be updated or concluded in the light of new developments. The standard blank format for the Letters of Agreement are available for the participants.

**3. Action required**

3.1 The ATS authorities concerned are invited to update existing letters of agreement where necessary and to establish new ones using the sample attached.

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