



**DIRECTORS GENERAL OF CIVIL AVIATION - ICAO EUROPEAN AND NORTH ATLANTIC  
REGIONS**

**2023 MEETING (EUR/NAT-DGCA/2023)**

*(Paris, France, 20 June 2023)*

**Agenda Item 3:** Procedural issues

**PROPOSED AMENDMENTS TO THE EUR/NAT-DGCA HANDBOOK**

*(Presented by the Secretariat)*

**SUMMARY**

The aim of this paper is to propose amendments to the *EUR/NAT-DGCA Handbook*, which provides guidance on the convening and conduct of the EUR/NAT-DGCA Meetings.

*Action: The Directors General are invited to endorse the proposed changes to the EUR/NAT-DGCA Handbook as presented in **Appendix A**.*

**1. Introduction**

1.1 The *EUR/NAT-DGCA Handbook*, was approved at the EUR/NAT-DGCA/2017 meeting (Paris, 5 May 2017). Its function is to provide guidance on the convening and conduct of the EUR/NAT-DGCA Meetings and to assist the ICAO European and North Atlantic (EUR/NAT) Regional Office in the meeting preparatory process.

**2. Discussion**

2.1 Revised working arrangements are proposed for future EUR/NAT-DGCA Meetings as reflected in the following Sections:

- a) Section 1. Aims and objectives;
- b) Section 2. Meeting frequency and Venue;
- c) Section 5. Languages used at meetings;
- d) Section 6. Chairperson and Vice-chairpersons; and
- e) Section 8. Meeting Documentation.

2.2 Editorial corrections are additionally proposed to the following:

- a) EUR/NAT Office email address;

- b) Acronym of the Meeting of the Directors General of Civil Aviation - ICAO European and North Atlantic Regions;
- c) Section 3. Participation;
- d) Section 4. Agenda;
- e) Section 7. Secretary; and
- f) Section 9. Meeting Outcome.

2.3 The EUR/NAT-DGCA is invited to approve the new edition of the *EUR/NAT-DGCA Handbook* presented in **Appendix A** by the following draft Conclusion:

**Draft EUR/NAT-DGCA Conclusion 2023/1 – Approval of *EUR/NAT-DGCA Handbook*, 2nd Edition**

That:

- a) the *EUR/NAT-DGCA Handbook*, 2nd Edition, June 2023, as presented at Appendix # (**Appendix A**) to this Summary of Discussions, be approved; and
- b) the ICAO Regional Director, Europe and North Atlantic, take appropriate action to publish and promulgate the 2nd Edition of the *EUR/NAT-DGCA Handbook*.

**3. Action by the Meeting**

3.1 The meeting is invited to:

- a) note the information provided;
- b) amend, as appropriate, and approve the *EUR/NAT-DGCA Handbook*, as presented at **Appendix A**; and
- c) endorse the draft EUR/NAT-DGCA Conclusion in 2.3 above.

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*The following Appendices are provided as separate documents to this working paper:*

**APPENDIX A:** Proposed amendments to the *EUR/NAT-DGCA Handbook* (in tracked changes)

**APPENDIX B:** Proposed amendments to the *EUR/NAT-DGCA Handbook* (clean version)

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