



ICAO

Second Meeting of the Steering Group for the continued Improvement of Air traffic Services over the South Atlantic (SAT/SG2)

Dakar, Senegal, 9-12 December 2024

Agenda Item 6: Terms of Reference and future work programme of SAT bodies.

SAT Bodies 2025 work programme

(Presented by the Secretariat)

SUMMARY	
This working paper proposes a work programme for SAT bodies for the year 2025.	
Action by the Meeting is in paragraph 3.	
Reference	SAT Handbook
<i>Strategic Objectives</i>	A: Safety B: Capacity and Efficiency

1 INTRODUCTION

- 1.1 The SAT handbook, PART I, section 4.4 provides that in order to meet its terms of reference, the SAT Steering Group shall establish and assign to its contributory bodies, work programmes based on the objectives of the SAT.
- 1.2 PART III section 3.1 specifies that at each of its meetings, the SAT-SG shall endeavour to agree on the date, venue and duration of its next meeting.
- 1.3 PART III, 9.3-d provides that each meeting of the SAT-SG shall consider, as required, review and update of the SAT Work Programme.

2. DISCUSSION

- 2.1 The SAT work programme includes that of the SAT SG and its contributory bodies namely the SAT IMG and SAT SOG. Activities of project teams are embedded in the work programme of their respective groups.
- 2.2 The work programmes of SAT bodies for the year 2025 are defined in terms of activities to be implemented with associated timeline as provided at **Appendix A** to this working paper.

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- 2.3 The work programmes presented are subject to subsequent adjustments due to unforeseeable circumstances.

3 ACTION BY THE MEETING

- 3.1 The meeting is invited to:

- a) take note of the information provided in this working paper; and
- b) Review and adopt the future work programme of the SAT bodies.

SAT SG 2 Decision 02/XX: SAT work programme for 2025

That,

- a) *The SAT work programme for 2025, is ~~adopted~~ endorsed.*
- b) *The Secretariat shall keep SAT stakeholders duly informed of any significant changes to the 2025 work programme.*

APPENDIX A: SAT Bodies work programme for 2025.

Note: X=Physical meeting, V=Virtual meeting

Activity	Participants	Frequency	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	Jun 2025	Jul 2025	Aug 2025	Sep 2025	Oct 2025	Nov 2025	Dec 2025
SAT-SOG														
Bi-annual SAT-SOG meeting (alternating in-person/virtual)	SAT-SOG members	Bi-annually				X						V*		
Coordinate/harmonize biannual working program with Lima, Paris, Dakar, Nairobi, and Mexico Regional Offices.	Secretariat	As needed (likely after every SAT SOG meeting)					V							V
Collect and upload background documents and reports on previous SAT meetings to the portal	Secretariat	As needed	The secretariat will establish the frequency.											
Submit Report to SAT Steering Group (SG)	SAT-SOG Chairperson, Secretariat	TBC	SAT-SG meetings will establish the frequency.											
Video conference for coordination of SAT-SOG actions and planning	SAT-SOG Chairperson, Secretariat	As needed	SAT-SOG will establish the frequency.											
Participate in NAT SOG meetings as observers	SAT-SOG Chairperson	Bi-annually						V						V
Coordination of activities – RMA	SAT-SOG, RMAs	As needed	SAT-SOG will establish the frequency.											

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Activity	Participants	Frequency	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	Jun 2025	Jul 2025	Aug 2025	Sep 2025	Oct 2025	Nov 2025	Dec 2025
Coordination of implementation actions.	SAT-SOG, SAT IMG	Quarterly		V			V			V			V	
Project team meetings: SAT Oceanic Errors Safety Bulletin Project Team (SAT OESB PT)	Project team	TBC	Monthly meeting dates shall be agreed on SAT SOG/04											
Project team meetings: SAT Annual Safety Report Project Team (SAT ASR PT)	Project team	TBC	Monthly meeting dates shall be agreed on SAT SOG/04											
Project team meetings: SAT RMAS' Harmonization/Standardization Project Team (SAT RMA H/S PT)	Project team	TBC	Monthly meeting dates shall be agreed on SAT SOG/04											
SAT Area delineation	SAT-SOG SAT-IMG Project team	TBC	The project team leader will establish the frequency (V).											
Coordination meetings for the partnership between ARMA and CARSAMMA	SAT-SOG ARMA CARSAMMA	TBC	SAT-SOG will establish the frequency (V).											

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Activity	Participants	Frequency	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
SAT-IMG														
Bi-Annual SAT-IMG meeting	SAT-IMG Members & Observers	Bi-annually				X					?	?		

ESCIT meeting	ESCIT members & Secretariat	Bi-annually			X						X				
Regular Update of SAT Contingency plan and other published SAT guidance material	Secretariat SAT IMG members	As needed													
Complete the seamless airspace data table and design of the SAT Service Development Roadmap	Secretariat SAT IMG members	Planned for SAT IMG/06													
Development of consolidated AMHS and AIDC implementation status tables and support AIDC implementation in the SAT Area	SAT IMG Secretariat	Planned for SAT IMG05				X									
Post implementation monitoring of bi-directional use of ATS Route UN866 in EUR/SAM corridor	ESCIT Members	Planned for SAT IMG05				X									
Support the PBCS implementation in the EUR/SAM Corridor part 1	ESCIT Members					X									
Reactivate the PBCS IS PT for phase2 (whole SAT Area)	Secretariat SAT IMG members	Planned at SAT IMG06													
Develop PBCS Monitoring and Reporting Guidance Material	SATMA Secretariat SAT IMG members	First draft at SAT IMG 05				X									
Develop a new SAT Document with specific safety occurrence reporting guidance material for ANSPs and airspace users	Secretariat SAT IMG members	First draft at SAT IMG 05				X									
Share information on GNSS Interference and the operational impacts	Secretariat SAT IMG members	Planned for SAT IMG05				X									
Support the delineation activities and establish a PT for phase 2	Secretariat SAT IMG members	First infor at SAT IMG 05, PT launch planned for SAT IMG 06				X									
Review the impact on the SAT Area from the implementation of new concepts (e.g. TBO or 2030/10 initiative) and/or new technologies (e.g. SB ADS-B or SB VHF)	Secretariat SAT IMG members	As needed													

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Activity	Participants	Frequency	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
			SAT-SG											
AASPG 1	SAT SG Secretariat	Annual											X	
Participation in GREPECAS meetings	SAT-SG Chairteam & SAT SOG Secretariat	Annually												

Participation in NAT SPG	SAT-SG Chairteam & SAT IMG Secretariat	Annually														
Atlantic Coordination Meeting	SAT-SG Chairteam & All Secretariats	Annually														
SAT SG Meeting	SAT-SG Members & Observers	Annually														

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Activity	Participants	Frequency	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
JOINT ACTIVITIES: SAT-SG/SAT-SOG/SAT-IMG														
SAT Secretariat coordination meetings	SAT SG, IMG & SOG Secretariats	Quarterly		V			V			V			V	
Documentation review	SAT SG, IMG & SOG Secretariats, DMO	Biannual					V						V	
SAT Projects review	SAT SG, IMG & SOG Secretariats	Biannual			V						V			

Dates and venues of next SAT bodies meetings

Year 2025			
Activity	Dates	Status	Venue
SAT IMG 5 th Meeting	7 to 11 April 2025	Clarification/confirmation of the joint meeting plan	tbc
SAT SOG 5 th Meeting		Clarification/confirmation of the joint meeting plan	
SAT IMG 6 th Meeting	Q3 2025	tbc	Cabo Verde
SAT SOG 6 th Meeting			
SAT SG 3rd Meeting			

TBC=To be Confirmed.