



**NATIONAL COORDINATORS MEETING  
21<sup>ST</sup> – 22<sup>ND</sup> AUGUST 2008  
THIMPU – BHUTAN**

**PROVISIONAL AGENDA**

**1. INSTITUTIONAL ARRANGEMENTS**

- a. Matters arising out of the 1<sup>st</sup> Focal Point Meeting held in Aug 2007
- b. Review of the MoU for the Phase III of the COSCAP-SA
- c. Review of Programme Document for Phase III
- d. Review of State Annual Contributions
- e. Updating essential data / information relating to key Staff in CAAs
- f. Review of TOR for the National Coordinators
- g. Review of the Institutional Framework and Administrative Procedures Manual ( May 2006 Edition)
- h. Administrative Matters connected with National Coordinators

**2. NATIONAL AVIATION SAFETY TEAMS (NAST)**

- a. Review of Progress

**3. USOAP AUDITS**

- a. Identification of assistance needed by States from COSCAP-SA for Preparation for USOAP Audits and implementation of follow up actions in the Action Plans
- b. Disclosure of the USOAP Audit Reports and Action Plans to COSCAP-SA experts

**4. COUNTRY SPECIFIC ASSISTANCE WITH NATIONAL EXPERTS IN THE COSCAP-SA MAINTAINED ROSTER**

- a. Updating the COSCAP-SA maintained National Expert (NE) Roster
- b. Making more use of NE for country specific assistance

**5. COSCAP-SA WEBSITE**

- a. Updating the State specific information in the Web
- b. publishing of all general and country specific reports whilst protecting confidentiality

**6. 18<sup>TH</sup> MEETING OF THE SCM IN ISLAMABAD (14-17 OCTOBER 2008)**

- a. Preparation of Agenda and Programme
- b. Working Papers
- c. List of invitees

**7. REQUIREMENTS / EXPECTATIONS OF THE STATES**

- a. Short term / Mid term / Long term
- b. Identification of Area of Training
- c. Identification of Areas for development of guidance material

**8. SARAST**

- a. Review of Implementation of SARAST SASIs and the Tracking System

**9. BRIEFING OF REGIONAL EXPERTS ON THEIR TA MISSIONS**

- a. Airworthiness
- b. Aerodrome Certification and Safety
- c. Flight Operations

**10. ANY OTHER MATTER**

---

Mailing Address:	COSCAP - South Asia C/o. UNDP P.O.Box 1505 202-204 Bauddhaloka Mawatha Colombo - 07, Sri Lanka	Phone : 94-11-2433403 - 4 Fax : 94-11-2433393 E-mail : <a href="mailto:coscap@silnet.lk">coscap@silnet.lk</a>
------------------	--	---