



EUROPEAN COMMISSION
DIRECTORATE-GENERAL FOR MOBILITY AND TRANSPORT
Directorate E - Aviation and international transport affairs
The Director

03 SEP. 2013

Brussels,
DG MOVE E2/SW/ed

**TO THE MEMBERS OF THE EXPERT TEAM OF THE
INTERIM DEPLOYMENT STEERING GROUP
(SENT BY E-MAIL)**

Dear Sir/Madam,

I would like to invite you to attend the fifteenth meeting of the Expert Team of the Interim Deployment Steering Group (IDSG) , which will be held on **Tuesday 10th September 2013 at Eurocontrol HQ**, rue de la Fusée n°96, 1130 Brussels - Meeting Room CASTOR. The meeting shall commence at 10:00 a.m. and is targeting to close not later than 16.00 p.m.

Attached you will find the draft agenda of the meeting.

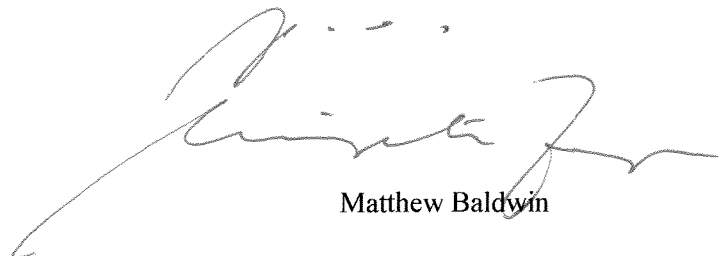
The travel costs incurred by the experts will be borne by the Commission within the limits of IDSG's rules of procedures.

Reimbursement can only be paid into bank accounts in the name of the organisation to which he/she belongs and not into a private bank account. Reimbursement will only be possible upon presentation of the original ticket, as well as boarding passes where appropriate. **Please note that experts must submit all documents necessary for the reimbursement of expenses as soon as possible; the Commission must reimburse within a period of 30 calendar days following the meeting.**

Payment is only guaranteed if each expert produces the documentation requested as well as duly completing the expenses form at the beginning of the meeting. Please hand over all necessary documents for the reimbursement of travel expenses during the meeting to enable timely processing of your claims.

In order to comply with security procedures, participants to the meeting must register by e-mail stating the number of their identity card/passport to Mr Ovidiu Dumitrache (ovidiu.dumitrache@eurocontrol.int).

Yours faithfully,



Matthew Baldwin

Enclosure: Draft Agenda

Contact: *Stuart Wain* - tel.: 00 32 2 295 73 20, e-mail: stuart.wain@ec.europa.eu



EUROPEAN COMMISSION
DIRECTORATE-GENERAL FOR MOBILITY AND TRANSPORT
DIRECTORATE E - Air Transport
E.2 - Single sky & modernisation of air traffic control

Brussels
MOVE E2/SW D(2013)

DRAFT AGENDA

Fifteenth meeting of the Interim Deployment Expert Team

10th September 2013, 10:00 to 16:00

EUROCONTROL HQ - BRUSSELS

Venue CASTOR

1- Introduction

2- Execution of the Interim Deployment Programme

- **Monitoring process;**
 - **Data collection: status at cut-off**
 - **ANSP coordination and outcome**
 - **AGDL: indicator prototyping - status**
- **IDP maintenance;**
 - **Intermediary milestones**
 - **Proposals for updating the WBS and tasks**
- **Performance considerations**

3- Expert Team's Work Programme 2014

- **Key dates;**
- **IDSG's Annual Work Programme 2014.**

4- The Interim Deployment Programme and the Centralised Services

- **Discussion on ET contribution**
- **Tentative timeline, including related events**

5- Conclusions