

EUROPEAN COMMISSION
DIRECTORATE-GENERAL FOR MOBILITY AND TRANSPORT

Directorate E - Aviation and international transport affairs
The director

- 2 JUIN 2014

Brussels,
MOVE/E.2/SW/lm Ares(2014) 1876690

**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 Twentieth meeting of the Expert Team of the Interim Deployment Steering Group (IDSG), which will be held on **Wednesday 25th June 2014 at Eurocontrol HQ**, rue de la Fusée N°96, 1130 Brussels - **Meeting Room SIRIUS**. The meeting shall commence at 11:00 a.m. and is targeting to close not later than 15.00 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.

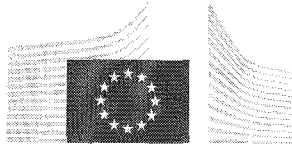
In order to comply with security procedures, participants to the meeting must register by e-mail to Mr Ovidiu Dumitrache (ovidiu.dumitrache@eurocontrol.int).

Yours faithfully,

Matthew Baldwin

Enclosure: Draft Agenda

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



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DRAFT AGENDA

Twentieth meeting of the Interim Deployment Expert Team

25th June 2014, 11:00 to 15:00

EUROCONTROL HQ - BRUSSELS

Venue SIRIUS

1- Introduction

2- Execution of the Interim Deployment Programme

- **Monitoring process**
 - **Results of the first 2014 monitoring cycle**
 - **Draft IEPR v3.0**
 - **Performance considerations**

3- IDP vs PCP analysis

- **The IDP prerequisites report – draft v1.0**

4- Preparing the transition to the Deployment Manager

- **Transition report –draft v1.0**

5- Work programme 2014

- **Annual Work Programme 2014 - update**
 - **Key dates**
 - **Update on expectations / deliverables**