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国际民用
航空组织

Eastern and Southern African Regional Office/Bureau régional Afrique orientale et australe

Ref: ES AN 4/24.14 -0002

5 January 2015

Subject: Air Traffic Management Coordination Meeting for Southern AFI Flight Information Regions (ATM/CM-SAF) (Johannesburg, South Africa, 3-5 February 2015)

Action required: To respond by 21 January 2015

Sir/Madam,

I have the honour to invite your Administration to participate at the Air Traffic Management Coordination Meeting for the Southern AFI Flight Information Regions (ATM/CM-SAF) which will be held in Johannesburg, South Africa, from 3 to 5 February 2015.

The primary objective of the meeting is to address air traffic coordination and related safety and efficiency issues between adjacent airspaces in which various States are responsible for the provision of air navigation services. The meeting will focus on the FIRs that are located in the Southern part of the AFI Region (Antananarivo, Gaborone, Beira, Dar es Salaam, Harare, Johannesburg, Lilongwe, Luanda, Lusaka Mauritius, Seychelles and Windhoek), as well as States within these FIRs. The invitation is also extended to the AFI Regional Monitoring Agency (ARMA) and airspace user representatives due to their inevitable role in contributing to the realization objectives of a meeting of this nature.

It is important to note that, the success of this meeting is highly dependent on the inputs from the participants. In this regard, you are requested to include in your delegation well experienced experts in Air Traffic Management (ATM) and Communications, Navigation and Surveillance (CNS). In addition, the delegations should include officials with current knowledge of operational issues relating to the airspace in which your Administration is responsible for the provision of air traffic services.

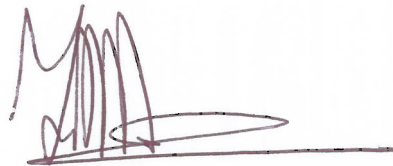
In order to facilitate discussions, delegations are requested to develop working material in the form of discussion paper or information papers, highlighting challenges and proposing solutions. Each delegation is also expected to bring along copies of Letters of Procedure/Agreement (LOP/A) relating to their adjacent airspaces, in order to facilitate update of the LOP/As based on operational procedures that will be addressed during the meeting.

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The provisional agenda with explanatory notes is provided at **Attachment A** to this letter. The bulletin providing useful information for participants as well as the hotel list will be provided in due course. The meeting will be conducted in the English language and documentation will also be provided in the English language. All documents will be distributed in electronic format and as such, each delegation should bring along computers in order to participate effectively in the meeting.

I would appreciate it if you could confirm the participation of your Administration at this meeting at your earliest convenience, preferably not later than **21 January 2015**, by forwarding your response to the following e-mail address icaoesaf@icao.int, copy to smachobane@icao.int using the registration form provided at **Attachment B** to this letter.

Accept, Sir/Madam, the assurances of my highest consideration.

A handwritten signature in dark ink, consisting of several vertical, slightly wavy lines of varying heights, followed by a horizontal line that extends to the right and then curves back under the main signature.

Prosper Zo'oMinto'o
Acting Regional Director

Attachments: A - Provisional agenda
B - Registration Form



**AIR TRAFFIC MANAGEMENT COORDINATION MEETING FOR SOUTHERN AFI FLIGHT INFORMATION REGIONS (ATM/CM-SAF)
(JOHANNESBURG, SOUTH AFRICA, 3-5 FEBRUARY 2015)**

PROVISIONAL AGENDA

ICAO Strategic Objective 2014-2017	Agenda Item No.	Subject
SO- A: Safety SO- B: Air Navigation Capacity and Efficiency	1.	<p>Adoption of the Agenda</p> <p>The meeting will review and adopt the agenda. A Facilitator will be elected from among the participants to facilitate the deliberations.</p>
SO- A: Safety SO- B: Air Navigation Capacity and Efficiency	2.	<p>ATM Coordination issues</p> <p>Under this item, the meeting will discuss issues that are currently affecting traffic coordination between ATS units within each organization and between adjacent FICs/ACCs. Discussions will include the following:</p> <ul style="list-style-type: none"> a) ATS coordination for each FIC/ACC (internal and external); b) ATS/DS in use, whether adequate or not; c) Communication facilities supporting ATM (VHF, HF, CPDLC, AFTN/AMHS etc.); and d) Implementation of surveillance (ADS, MLAT, etc.). <p>As part of the deliberations under this agenda item, the meeting will break into working groups to address specific issues for certain FIRs in much detail.</p>
SO- A: Safety SO- B: Air Navigation Capacity and Efficiency	3.	<p>RVSM Issues: Responding to TAG queries and investigation of UCRs</p> <p>The meeting will review the outcome of the TAG Meetings as well as issues related</p>

		to effectiveness in:
SO- A: Safety SO- B: Air Navigation Capacity and Efficiency	4.	<p>a) Reporting of incidents to the TAG in a timely manner;</p> <p>b) Provision of data to the ARMA;</p> <p>c) Investigation of the UCRs and submission of investigation reports to the TAG Secretariat; and</p> <p>d) Follow-up actions by States, including actions taken to prevent reoccurrence.</p> <p>PBN, ASBUs and the AFI Optimized Route Trajectory and Airspace (AORTA) Initiative</p> <p>The meeting will review progress made in the implementation of PBN routes in the Southern AFI FIRs. Updates will be provided on the AORTA initiative which is aimed at facilitating coordination in the implementation of various modules of the ICAO Aviation System Block Upgrades (ASBUs)</p>
SO- A: Safety SO- B: Air Navigation Capacity and Efficiency	5.	<p>Contingency Plans (CP) Development</p> <p>The meeting will break into working groups to coordinate completion of draft CPs based on the APIRG CP template, in particular the contingency routes (CRs) and related flight level allocations (FLAS).</p> <p>Each participating State/ANSP is expected to bring to the meeting its own CP, or if a CP based on the APIRG template has not yet been developed, to bring a draft CP, its proposed CRs and FLAS, as well as proposal on coordination and support with adjacent FIRs.</p>
SO- A: Safety SO- B: Air Navigation Capacity and Efficiency	6.	<p>Updating of ATS Letters of Agreement/Procedures (LOAs/LOPs)</p> <p>The meeting will review, update and sign where appropriate, Letters of Agreement/Procedures between ACCs/FIGs. The LOAs/LOPs will incorporate contingency routes and FLAS for adjacent FIRs, based on their CPs.</p>

SO- A: Safety	7.	Missing Flight Plans
SO- B: Air Navigation Capacity and Efficiency		The meeting will discuss challenges and solutions to eliminating the matter of missing flight plans.
SO- A: Safety	8.	Search and Rescue (SAR) cooperation States/ANSPPs will share information on progress being made towards SAR provisions in accordance with Annex 12 to the Chicago Convention. Challenges will be highlighted as well on how APIRG and the ICAO Regional Offices may assist.
	9.	Any other business (AOB) -----



**AIR TRAFFIC MANAGEMENT COORDINATION MEETING FOR SOUTHERN AFI FLIGHT
INFORMATION REGIONS (ATM/CM-SAF)
(JOHANNESBURG, SOUTH AFRICA, 3-5 FEBRUARY 2015)**

ATTENDANCE NOTIFICATION AND REGISTRATION FORM

✓Please fill and forward the form in the same (MS Word) format. Do not fax, scan or change format to PDF. ✓Insert information in the grey empty boxes	
1. Surname	Click to select title
2. Given Name (s)	
3. Job Title	
4. State/Organization	
5. Mailing Address	
6. Telephone	
7. Fax	
8. E-mail address	
9. Hotel	

Please complete and return this form to:

The Regional Director
ICAO ESAF Regional Office, Nairobi
Email : icaoesaf@icao.int
Fax: +254 20 762 1092

copy to : smachobane@icao.int