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Международная
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منظمة الطيران
المدني الدولي

国际民用
航空组织

Ref.: T 8/10.21:AP084/16 (CNS)

17 August 2016

Subject: The Twelfth Meeting of the South East Asia and
Bay of Bengal Sub-regional ADS-B Implementation
Working Group (SEA/BOB ADS-B WG/12)
(Guangzhou, China, 8-10 November 2016)

Action Req'd: Reply at your earliest convenience
preferably before 26 October 2016

Sir/Madam,

I have the honour to invite your Administration to the Twelfth Meeting of the South East Asia and Bay of Bengal Sub-regional ADS-B Implementation Working Group (SEA/BOB ADS-B WG/12) to be held in Guangzhou, China from 08 to 10 November 2016. The meeting will be hosted by the Air Traffic Management Bureau (ATMB), Civil Aviation Administration of China (CAAC).

The objective of the Meeting is to progress the development of sub-regional ADS-B implementation plan for the South East Asia and Bay of Bengal areas based on the national plans and coordinated agreements. The Meeting is also expected to share the implementation experience of States and discuss implementation related issues.

It is suggested that suitably qualified participant(s), who have direct responsibilities in the planning and implementing of ADS-B in your Administration may be nominated to attend the Meeting.

The provisional agenda of the meeting is provided in **Attachment 1**. Your comment, if any, on the provisional agenda would be appreciated. Working/Information Papers containing inputs relevant to the proposed agenda for the Meeting may be submitted in Word/Power Point format at your earliest convenience, **preferable before 28 October 2016**. The meeting bulletin containing information on the Meeting is provided in **Attachment 2**.

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I shall be grateful if you would complete the nomination form provided at **Attachment 3** to this letter and forward it to this Office by e-mail at APAC@icao.int at your earliest convenience, preferably **before 26 October 2016**.

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



Arun Mishra
Regional Director

Enclosures:

Attachment 1: Provisional agenda

Attachment 2: Meeting bulletin

Attachment 3: Nomination form



International Civil Aviation Organization

**TWELFTH MEETING OF THE SOUTH EAST ASIA AND BAY OF
BENGAL SUB-REGIONAL ADS-B IMPLEMENTATION WORKING
GROUP (SEA/BOB ADS-B WG/12)**

Guangzhou, China, 08 – 10 November 2016

PROVISIONAL AGENDA

- Agenda Item 1:** Adoption of agenda
- Agenda Item 2:** Review outcome of the ADS-B SITF/15 and APANPIRG/27
- Agenda Item 3:** Review implementation and co-ordination activities and sub-regional implementation plans
- 3.1) Progress on ADS-B implementation – South East Asia
 - 3.2) Progress on deployment and implementation planning – Bay of Bengal
 - 3.3) Updates by other States
 - 3.4) Discuss progress on data sharing among States
 - 3.5) Review outcome of Ad-hoc Working Group at previous meetings
- Agenda Item 4:** Report on ground system and avionics performance monitoring and improvement in compliance
- Agenda Item 5:** Review of TOR of the SEA/BOB ADS-B Working Group
- Agenda Item 6:** Date and venue for the next meeting
- Agenda Item 7:** Any other business
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International Civil Aviation Organization

TWELFTH MEETING OF THE SOUTH EAST ASIA AND BAY OF BENGAL SUB-REGIONAL ADS-B IMPLEMENTATION WORKING GROUP (SEA/BOB ADS-B WG/12)

Guangzhou, China, 08 – 10 November 2016

MEETING BULLETIN

1. Location & Schedule of Meeting

1.1. The Twelve Meeting of the South East Asia & Bay of Bengal Sub-regional ADS-B Implementation Working Group (SEA/BOB ADS-B WG/12) will be held from 08 to 10 November 2016 in Guangzhou, China. The Meeting will commence at 09:00 hours on 08 November 2016.

1.2. The venue of the meeting is at Hotel Guangzhou Baiyun International Convention Center, Address No. 1039-1045 Baiyun Avenue South, Baiyun District, 510405, which is located at about 26 kms from the Guangzhou Baiyun International Airport. Contact Details are hereunder:

Hotel: Guangzhou Baiyun International Convention Center
Address: No. 1039-1045 Baiyun Avenue South, Baiyun District, Post:510405
Website: www.gzbicc.com
E-mail: rsvn@gzbicc.com
Contact Point: Reservation Department
Tel: +86 (20) 8880 0888
Fax: +86 (20) 8619 4037

1.3. A brief introduction about the host city

1.3.1. Guangzhou, which was also called as Canton in the past, is the capital and largest city of Guangdong Province in southeastern China. Located on the Pearl River about 120 km north-northwest of Hong Kong and 145 km north of Macau, Guangzhou was a major terminus of the maritime Silk Road and continues to serve as a major port and transportation hub.

1.3.2. Guangzhou is the 3rd-largest Chinese city in China, just behind Beijing and Shanghai, holds sub-provincial administrative status. The population of city is estimated more than thirteen million. Guangzhou is famous with popular regional cuisines, jade and wood sculpture, and etc.

2. Registration of participants

2.1. Participants are requested to register at the Registration Desk outside the conference room on Tuesday 8 November 2016 between 0800 – 0900 hrs. Participants are also requested to put on the identification badge while attending all activities during the meeting.

3. Meeting Venue

3.1 The meeting will be held at hotel Guangzhou Baiyun International Convention Center, 2nd floor, Guangzhou Hall 2, Building No.4.

4. Officers and Secretariat concerned with the Meeting

4.1. Mr. Li Peng, Regional Officer CNS of the ICAO Asia and Pacific Office will act as Secretary of the meeting. His contact addresses is as follows:

Tel: +66 (2) 537 8189 to 97 Ext. 158
Fax: +66 (2) 537 8199
E-mail: PLi@icao.int

5. Meeting documents for distribution

5.1. All Working/Information Papers for the Meeting should be submitted in Microsoft Word and/or Power Point format **before 28 October 2016** for publishing on the ICAO APAC web site. Participants are requested to download the meeting papers from ICAO APAC website. No hard copy of papers will be distributed. E-mail address for submitting papers for the meeting: APAC@icao.int and PLi@icao.int

6. Hotel Accommodation

6.1. Considering the seasonal and peak festival season, it is recommended to make hotel booking well in advance by participants themselves.

6.2. The list of recommended hotels are provided at the end of this bulletin.

7. Miscellaneous Information

Passport, visa and customs

7.1 All foreign nationals entering China must possess valid passports. Participants from certain countries are not required to obtain visas for a temporary visit. It is suggested that all participants ascertain the need for and obtain visas from a Chinese Embassy or Consulate prior to arrival in China. Participants may wish to contact the point of contact (refers in section 10) and provision detailed information of passport and itinerary for a letter of invitation from the host State in addition to the letter of invitation from ICAO APAC regional Office, if so required.

7.2 The following duty free items can be brought in China:

- a) Personal effects such as clothing etc.;
- b) 400 cigarettes;
- c) 2 bottles of alcoholic beverages; and
- d) Perfume for personal use.

7.3 There are no restrictions on the import of foreign currency. However, when leaving China, you are not allowed to take out currency which exceeds the amounts you declared when entering.

Climate

7.4 Guangzhou has a humid subtropical climate. In early November, the temperature usually is between 16-24°C, or 60-75°F, and sometimes there is a rain.

Currencies and Credit Cards

7.5 The unit of currency is Renminbi (RMB), also called China Yuan (CNY). At the current exchange rate, USD\$1.00 \approx RMB 6.7

7.6 Major international credit cards such as Visa, MasterCard, and China Union Pay are accepted at major hotels, departmental stores and restaurants.

Time

7.7 Time in Guangzhou is 8 hours ahead of Coordinated Universal Time (UTC +8).

Electricity

7.8 Voltage is 220 volt. Some adaptor may be necessary for your appliances and please check the required type from the public website.

7.9 Language: Most of Guangzhou's population is Han Nationality. Most of the local Cantonese people speak Cantonese as their first language, and some young people can speak English as well.

8. Places of Tourist Interest:

8.1 Haixinsha Park, Guangzhou Asian Games Opening ceremony holding there, near pearl river Canton Tower; Chen Clan Ancestral Hall, built by the Chen clans for their juniors' accommodation and preparation for the imperial examinations in 1894 in Qing Dynasty. Later it was changed to be the Chen Clan's Industry College, and then middle schools afterward. Now it houses the Guangdong Folk Art Museum; Guangdong Provincial Museum; Museum of history and culture in city center; Sun Yat-sen Memorial Hall, site of Guangzhou's former presidential palace.

9. Arrival and Departure

9.1 Participants are requested to make their own arrangement for transportation from the airport to the city. Taxi fare from the airport to the conference venue is approximately 100 RMB. Or you can take subway from Airport South Station (Line3), and transit from Jiahewangang station (Line3-Line2), then to Baiyunwenhuaguangchang station. From C-EXIT you can walk to the Guangzhou International Convention Center within 2 minutes.

10. Transportation to and from Meeting

10.1 Participants who do not staying at the conference venue are requested to make their own arrangements for transportation to the meeting venue. The subway or public taxis will be a convenient choice.

11. Contact Point

11.1 Correspondence pertaining to travel arrangement such as information of participants' arrival details, request for hotel accommodation if any and other associated matters should be directed to the following:

Mrs. Caosusu (CNS)
Officer of CNS Division, ATMB, CAAC
Contact: +86 10 8778 6969
Mobile: +86 158 0168 2063
E-mail: caosusu@atmb.net.cn

LIST OF HOTELS

No.	Name & Address of the Hotel	More detailed recommendations	Contact Details	Distance from Meeting Venue
1.	Hotel Guangzhou Baiyun International Convention Center Address: No. 1039-1045 Baiyun Avenue South, Baiyun District	Recommended booking room for Building No.5 of the Hotel which is closer to the venue of the meeting. Reference price for standard room is 450.- RMB per day.	Website: www.gzbicc.com Email: rsvn@gzbicc.com Contact Person: Reservation Department Tel: +86 (20) 8880 0888 Fax: +86 (20) 8619 4037	The venue of the meeting
2.	Hotel Hilton Guangzhou Baiyun No. 515-517 Yuncheng Dong Road, Baiyun District, Guangzhou, 510400,	Standard room rate is about 700.- RMB is about 1.5 kilometer away from the venue of the meeting and there is sub-way for daily transportation.	Website: www3.hilton.com Email: guangzhoubaiyun.reservations@hilton.com Tel: +86 (20) 6660 0666 Fax: +86 (20) 6667 8071	
3.	Hotel Days Inn Guangzhou No. 88, Yunxiao Road, Baiyun District	Standard room rate is about 350.- RMB which also can reach by sub-way station but there are distance to/from subway station from the hotel.	Website: www.daysinn.gz.cn Email: 602627170@qq.com Contact Person: Ms. Mao Huanhuan , Sales Manager Tel: +86 (20) 3612 1350 Fax: +86 (20) 8665 9009 Mobile: +86 137 9805 1269	

**INTERNATIONAL CIVIL AVIATION ORGANIZATION
ASIA AND PACIFIC OFFICE**

**TWELFTH MEETING OF THE SOUTH EAST ASIA AND BAY OF
BENGAL SUB-REGIONAL ADS-B IMPLEMENTATION WORKING GROUP
(SEA/BOB ADS-B WG/12)**

(Guangzhou, People's Republic of China 8 – 10 November 2016)

NOMINATION/REGISTRATION FORM

Name:	(as should appear in the official listing and name tag)
Title/Position:	
Administration/Organization:	
Telephone:	
Mobile:	
Facsimile:	
E-mail:	
Mailing address:	
City:/Postcode/IP	
State:	
Country:	
Hotel:	

ARRIVAL

DEPARTURE

Date of arrival:		Date of departure:	
Time of arrival:		Time of departure:	
Flight number:		Flight number:	

- * Please submit the registration form **by 26 October 2016**
- * If flight information is not available at the time of nomination, please leave this information blank.
- * Participants are expected to make their own hotel/visa arrangements
- * Please download meeting materials from the ICAO Asia/Pacific meeting webpage prior to the meeting

PLEASE E-MAIL/FAX COMPLETED FORM TO:

ICAO Regional Office for Asia and Pacific, P.O. Box 11, Samyae Ladprao, Bangkok 10901, Thailand, Fax: +66 (2) 537-8199 or E-mail: APAC@icao.int cc: PLi@icao.int; SSomsri@icao.int