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.

.../2
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.

Prosper Zo'oMinto'o
Acting Regional Director

**Attachments:**
- A - Provisional agenda
- B - Registration Form
**PROVISIONAL AGENDA**

**ICAO Strategic Objective 2014-2017**

JOHANNESBURG, SOUTH AFRICA, 3-5 FEBRUARY 2015

AIR TRAFFIC MANAGEMENT COORDINATION MEETING FOR SOUTHERN AFRIкан FIGHT INFORMATION REGIONS (ATM/CMSAP)

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### AGENDA

1. Adoption of the Agenda
2. ATM Coordination Issues
3. AMSN Issues: Responsive to TG Agendas and Investigation of UGS

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**RSMN Issues:** Responsive to TG Agendas and Investigation of UGS

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<tr>
<th>Item No.</th>
<th>Subject</th>
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**Update of ATS Letters of Agreement Procedures (ILO/LOP)**

The meeting will review and sign where appropriate, letters of
agreement/procedures between ACES/FLAS. The ILO/LOP will incorporate
changes and updates from the ACES/FLAS program.

Each participation is expected to bring in the meeting his own CP, or if a
related high level allocation (FLAS), and
based on the APRIC CP roadmap, in particular the
agreement rules (CRS) and
contingency plans (CP) developed.

PBN, ASELBS and the AF Optimized Route Traversal and Airspace (ORVTA)

- (d) Follow-up actions by States, including action taken to prevent recurrence,
  - (e) Investigation of the CRs and submission of investigation reports to the TAC
  - (f) Provision of data to the ARM.
  - (g) Reporting of incidents to the TAC in a timely manner.

Attachment a
ATM/CEN EFAP Meeting
ES AN4/24.14 - 2002

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<thead>
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<th>Any other business (AOB)</th>
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<td>be highlighted as well on how APRA and the ICAO Regional Offices may assist</td>
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<td>provisions in accordance with Annex 12 to the Chicago Convention</td>
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<td>Challenges will be made towards SAR</td>
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<td>SO - A: Safety</td>
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<td>The meeting will discuss challenges and solutions to eliminating the matter of</td>
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<td>Missing Flight Plans</td>
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Attachment a
ATM/CM EFAP Meeting
ES AN424A14 - 0002
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