File Ref.: AN 3/2.15-13/172

02 July 2013

Subject: ICAO Special Implementation Project: Seminar/Workshop on the Implementation of ASBU B0 – FICE: Increased Interoperability, Efficiency and Capacity through Ground-Ground Integration (Cairo, Egypt, 1-3 September 2013)

Action required: Reply no later than 15 August 2013

Sir,

I have the honour to invite your Administration/Organization to participate in the Seminar/Workshop on the Implementation of ASBU B0 – FICE: Increased Interoperability, Efficiency and Capacity through Ground-Ground Integration (previously B0-25), which will be held in Cairo at the ICAO Middle East Regional Office from 1-3 September 2013, which is conducted under the ICAO Special Implementation Project (SIP) Programme.

The focus of the Seminar/Workshop will be to provide the participants with up-to-date implementation status of ATS Interfacility Data Communications (AIDC) in the Regions and requirements identified between adjacent regions, share experience gained/lessons learnt by those States that have implemented AIDC and On-Line Data Interchange (OLDI), and the status of PAN-Regional AIDC Interface Control Document (ICD). The last day will discuss MID States ATM systems capabilities, compatibilities and interoperability that will assist to develop harmonized coordinated AIDC/OLDI implementation plan for the MID Region.

In order to develop the coordinated plan efficiently, meaningfully and within the time constraints of the Workshop, participants are requested to review the Agenda of the Seminar/Workshop as at Attachment A and bring along with them their States ATM systems capabilities with regard to Ground-Ground integration.

Kindly, note that no documentation in hard copy will be available. However, all presentations, working and information papers related to the Seminar/Workshop will be available on the ICAO MID Forum at least 15 days prior to the event. Accordingly, participants are requested to download the documentation from the web and bring along their own hard copies or their laptops to the Seminar/Workshop, as appropriate.

The working language of the Seminar/Workshop will be English. The Bulletin describing administrative arrangements for the event, and other useful information for participants including the Hotel List is at Attachment B.

/...
I would appreciate to receive the exchange of correspondence with the ICAO MID Regional Office at the following e-mail address (icaomid@icao.int) with a copy to Mr. Raza Gulam RO/CNS (rgulam@icao.int) or Fax number +20 2 22674843, confirming the names and designation of those who will attend, using the Nomination Form as at Attachment C as soon as possible, preferably not later than 15 August 2013.

Accept, Sir, the assurances of my highest consideration.

Mohamed R.M. Khonji
ICAO Regional Director, Cairo

Attachments
ICAO Special Implementation Project
Seminar/Workshop on the Implementation of ASBU B0 – FICE: Increased Interoperability, Efficiency and Capacity through Ground-Ground Integration

(Cairo, Egypt 1-3 September 2013)

PROVISIONAL AGENDA

Agenda Item 1: Introduction
- General benefits of using AIDC
- Operational advantages of using AIDC over voice communication

Agenda Item 2: Global progress and requirements for AIDC implementation
- Global development
- Requirements between adjacent Regions
- Update from States
- Clarification on the messages set
- Introduce AIDC plan

Agenda Item 3: Technical and operational training requirements
- ATM System supporting AIDC/OLDI
- Operational training
- Technical personnel training
- Testing requirements

Agenda Item 4: Template for bilateral letter of agreement on AIDC
- Technical and operational requirements between States using AIDC
- Operational complexities of using AIDC

Agenda Item 5: Discussions on the development MID AIDC implementation Plan
- Develop MID Region AIDC Implementation Plan
- Issues related to AIDC implementation

Agenda Item 6: Closing
1. LOCATION

1.1 The Seminar/Workshop on the Implementation of ASBU B0 – FICE: Increased Interoperability, Efficiency and Capacity through Ground-Ground Integration (previously B0-25 AIDC) will be held at the Meeting Room of the ICAO Middle East Regional Office in Cairo, Egypt, 1 – 3 September 2013.

2. SCHEDULE OF THE MEETING

2.1 The opening session of the Seminar/Workshop will be held at 0900 hours on Sunday 1 September 2013.

2.2 The schedule and order of the day will be announced at the opening session.

2.3 The Seminar/Workshop will be conducted in English.

3. REGISTRATION OF PARTICIPANTS

3.1 Participants are requested to register, at the Registration Desk located at the entrance of the Meeting Hall, between 0830 and 0900 hours on the opening day of the Meeting. Participants are also requested to wear the identification badge, which will be issued to them when inside the meeting room.

4. ICAO PERSONNEL CONCERNED WITH THE MEETING

4.1 Mr. Mohamed R. M. Khonji, ICAO Regional Director, will open the Seminar/Workshop at 0900 hrs. Mr. Raza Gulam, Regional Officer CNS will serve as Secretary of the Meeting.

4.2 Mrs. T. Qatami (Administrative Officer) and Mrs. M. Hindi (Finance and Administrative Assistant) from the ICAO Cairo Office will handle the administrative arrangements.

4.3 Mrs. Sonia El Sakka, ICT Regional Coordinator will handle the Information Communication Technology matters.

4.4 Mrs. Hoda Gabriel will provide the technical/secretarial assistance.

5. DOCUMENTATION

5.1 Please note that no documentation will be available in hard copy format. However, presentations, working and information papers related to the Seminar/Workshop will be available on the ICAO MID Regional Office website at least 15 days prior to the meeting. Accordingly, participants are requested to download the documentation from the web and bring along their own hard copies or their laptops to the meeting, as appropriate.

6. ICAO MIDDLE EAST REGIONAL OFFICE

MID OFFICE LOCATION

6.1 The ICAO Middle East Regional Office is located at the Egyptian Ministry of Civil Aviation Complex, Airport Road, Cairo. The telephone numbers are: (202) 2267 4841/5/6, the fax number is: (202) 2267 4843, the e-mail address is: icaomid@icao.int and website is http://icao.int/mid.
WORKING HOURS

6.2 The working hours of the ICAO Regional Office are 0730-1430.

6.3 The list of Officers in the ICAO Regional Office is given in Page 4.

7. ICAO SALEABLE PUBLICATIONS

7.1 ICAO publications, if required by participants, may be purchased from the ICAO HQ.

8. HOTEL RESERVATIONS/RETURN AIRLINE BOOKINGS

8.1 Participants are requested to ensure that their return airline booking is confirmed, soon after their arrival in Cairo, through their respective hotel reception desk, as the MID Regional Office is unable to provide this service due to staffing limitations. A list of hotels with ICAO corporate rates is attached for your convenience with telephone/fax numbers and addresses. Participants do have to arrange own hotel reservation.

9. TRANSPORTATION

9.1 Although we would very much wish to welcome you at Cairo Airport, it will not be possible to meet participants on arrival and provide transportation. Participants are, therefore, requested to make their own arrangements for transportation from the airport to the city and return.

9.2 Airport taxi services (Misr Limousine) operate private limousine services from the airport to Cairo city, at L.E. 90.00 approx. per vehicle. Public taxi service is also available, at a cost of approximately L.E. 60.00 (negotiable), at the taxi stand at the airport.

9.3 Free Bus Transportation

9.3.1 Free bus services will only be provided to and from the venue of the Seminar/Workshop according to the following:

Itinerary to the venue of the Meeting

Departure from Intercontinental, City Stars at 07:30
Departure from Beirut Hotel at 08:00
Departure from Le Meridien Heliopolis at 08:15
Departure from Fairmont Hotel Heliopolis (ex-Sheraton) at 08:20
Departure from Radisson Hotel at 8:25
Departure from Iberotel Le Passage (ex Movenpick) and Novotel Hotel at Heliopolis at 08:30

Note: Due to hotel rules, participants have to wait for the bus outside the premises of the hotel.

Itinerary from the venue of the Meeting

Buses will be available after the close of the daily sessions. Departures are tentatively scheduled at 14:30

N.B.  
   i Bus will be identified by the ICAO sign.
   ii Due to security measures participants are requested to be available outside the main entrance of the premises in which the Regional office is located. Punctuality will be much appreciated since departure times are fixed.

10. INSURANCE

10.1 Participants are advised to have insurance coverage for any unexpected contingency including transport hazards (taxi, buses, rented cars etc.) and Medical Coverage.
11. SOME USEFUL TRAVEL INFORMATION

PASSPORT

11.1 All foreign nationals entering Egypt must possess valid passports or other valid documents for travel.

VISA

11.2 It is mandatory that all participants obtain official visas from the Egyptian Embassy or Consulate in their country prior to their departure for Egypt.

CUSTOMS

11.3 The following items may be brought into Egypt duty free:

- Personal effects, such as necessary clothing
- 200 cigarettes or 250 gr. of cigars or tobacco
- 1 liter alcoholic beverages
- Perfume for personal use

Additional quantities of the above items may also be purchased from Cairo Airport duty free shop after clearing customs.

WEATHER CONDITIONS

11.4 The main daily maximum and minimum temperatures for the month of September 24°C and 12°C.

12. CURRENCY, CREDIT CARDS AND BANKING SERVICES

12.1 The unit of currency in Egypt is the Egyptian Pound (L.E.), which in denominations of 100, 50, 20, 10, 5 and 1 L.E. 1 pound comprises 100 piasters. Current UN rate of exchange for US $ is approx. US $ 1 = L.E. 6.50 for June 2013.

12.2 International Credit Cards, such as American Express, Diners Club, Visa, Master Charge, Carte Blanche, etc. are usually accepted at most hotels, department stores and restaurants.

12.3 All commercial banks exchange major foreign currencies and are open 0830-1400 hours Sundays through Thursdays.

13. OTHER USEFUL INFORMATION

SHOPPING

13.1 Be prepared to bargain in small shops, sidewalk vendors etc. In large stores, however, the prices are fixed.

TAP WATER

13.2 It is recommended that all visitors drink only bottled water/beverages.

TELEPHONE CARDS

13.3 Cards are available in the Egyptian Market for international calls.

14. OTHER ASSISTANCE

14.1 The ICAO Regional Office will be glad to assist participants with any advice they may require.
# LIST OF OFFICERS IN THE ICAO MID REGIONAL OFFICE, CAIRO

<table>
<thead>
<tr>
<th>NAME</th>
<th>TITLE</th>
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<tbody>
<tr>
<td>MR. M.R. KHONJI</td>
<td>ICAO REGIONAL DIRECTOR (ICAORD)</td>
</tr>
<tr>
<td>MR. J. FAQIR</td>
<td>DEPUTY REGIONAL DIRECTOR (DEPRD)</td>
</tr>
<tr>
<td><strong>ADMINISTRATION</strong></td>
<td></td>
</tr>
<tr>
<td>MRS. T. QATAMI</td>
<td>ADMINISTRATIVE OFFICER (AO)</td>
</tr>
<tr>
<td><strong>TECHNICAL OFFICERS</strong></td>
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<tr>
<td>MR. M. SMAOUI</td>
<td>REGIONAL OFFICER, AIR NAVIGATION SERVICE &amp; AERONAUTICAL INFORMATION MANAGEMENT (ANS/AIM)</td>
</tr>
<tr>
<td>MR. R. GULAM</td>
<td>REGIONAL OFFICER, COMMUNICATIONS, NAVIGATION AND SURVEILLANCE (CNS)</td>
</tr>
<tr>
<td>MR. A. RAMLAWI</td>
<td>REGIONAL OFFICER, AERODROMES AND GROUND AIDS (AGA)</td>
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<tr>
<td>MR. M. ALBLOWI</td>
<td>REGIONAL OFFICER, FLIGHT SAFETY (FLS)</td>
</tr>
<tr>
<td>MR. E. ELKHOURY</td>
<td>REGIONAL OFFICER, AIR TRAFFIC MANAGEMENT/SEARCH AND RESCUE (ATM/SAR)</td>
</tr>
<tr>
<td>MR. D. STERLAND</td>
<td>REGIONAL OFFICER, AVIATION SECURITY AND FACILITATION</td>
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### LIST OF HOTELS WITH ICAO CORPORATE RATES

**3 June 2013**

**PARTICIPANTS ARE REQUIRED TO MAKE THEIR OWN RESERVATION(S). (ICAO MID REGIONAL OFFICE DOES NOT TAKE ANY RESPONSIBILITY FOR HOTEL RESERVATION OR CONFLICT(S) BETWEEN PARTICIPANTS AND THE HOTEL)**

<table>
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<tr>
<th>HOTEL</th>
<th>RATE US $</th>
<th>ADDRESS</th>
<th>TELEFAX NO.</th>
<th>E-MAIL</th>
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<tr>
<td><strong>Hotel Heliopolis (Fairmont)</strong></td>
<td>Fairmont Room $110.00S-$125.00D Fairmont Pool View $125.00S-$140.00D Heliopolis Suite $220.00S-$235.00D Above Rates include Breakfast basis (Special rates for group more than 9 persons-deal directly with the hotel)</td>
<td>Orouba Street Heliopolis</td>
<td>(202) 22678170 Atention Reservation Department</td>
<td><a href="mailto:Hli.reservations@fairmont.com">Hli.reservations@fairmont.com</a> Cc <a href="mailto:Hli.sales@fairmont.com">Hli.sales@fairmont.com</a></td>
<td>(202) 22677730/40</td>
<td>30</td>
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<tr>
<td><strong>Meridien (Heliopolis)</strong></td>
<td>Superior Room US$100.00 S or D Deluxe Room US$120.00 S or D Royal Club US$145.00 S or D */**/X</td>
<td>51, El Orouba Street Heliopolis</td>
<td>(202) 24172492 Attention: Reservation Depart</td>
<td><a href="mailto:Reservations.heliopolis@lemeridien.com">Reservations.heliopolis@lemeridien.com</a> &amp; <a href="mailto:Ahmed.maher@lemeridien.com">Ahmed.maher@lemeridien.com</a></td>
<td>(202) 24172492 22905055</td>
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<tr>
<td><strong>Radisson Hotel</strong></td>
<td>Standard Room US$90.00 S&amp;D Business Room US$140.00 S&amp;D Including breakfast</td>
<td>Abdel Hamid Badawi St. Sheraton Area Heliopolis</td>
<td>202) 26965657</td>
<td><a href="mailto:reservations.cairo@radissonblu.com">reservations.cairo@radissonblu.com</a> cc <a href="mailto:lhah.Barsoum@radissonblu.com">lhah.Barsoum@radissonblu.com</a> Cc <a href="mailto:Sales.cairo@radissonblu.com">Sales.cairo@radissonblu.com</a></td>
<td>(202) 26965656</td>
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<tr>
<td><strong>Novotel Cairo Airport</strong></td>
<td>US $100.00S US $110.00D (B&amp;B) Incl. Service Charges &amp; Taxes *</td>
<td>Cairo Airport</td>
<td>(202) 2914794/26373530 Attention: Reservation Dept</td>
<td><a href="mailto:rso_egypt@accor-hotels.com">rso_egypt@accor-hotels.com</a> cc <a href="mailto:h0502-sl@accor.com">h0502-sl@accor.com</a></td>
<td>(202)22918520 22918573 22918577</td>
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<td>Le Passage</td>
<td>Superior US$95.00 S or D</td>
<td>Cairo Airport</td>
<td>(202)2 4180761</td>
<td><a href="mailto:Reservations@lepassage-hotels.com">Reservations@lepassage-hotels.com</a></td>
<td>(202) 22929626 direct reservation or Direct Operator 22919400 22670099</td>
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<tr>
<td>Intercontinental Citystars</td>
<td>Standard US$103.00 Bed only</td>
<td>PO Box 1026 Cairo, Egypt</td>
<td>(202) 248000480</td>
<td><a href="mailto:res.citystars@ihg.com">res.citystars@ihg.com</a></td>
<td>(202)24800100 Ext 38</td>
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<td>US$118.00 Bed &amp; Breakfast</td>
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<td>Baron</td>
<td>US $100.00S US$110.00D Incl. open Buffet Breakfast, Service Charges &amp; Taxes *</td>
<td>8, Maahad El Sahari St., Heliopolis</td>
<td>(202) 22907077 Attention: Reservation Dept. or Mr.Osama Kassiem Asst. Sales Manager</td>
<td><a href="mailto:resvcai@baronhotels.com">resvcai@baronhotels.com</a> or <a href="mailto:sales@baroncairo.com">sales@baroncairo.com</a> website: <a href="http://www.baronhotels.com">www.baronhotels.com</a></td>
<td>(202)22907077 22915757</td>
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<tr>
<td>Hotel Beirut</td>
<td>US$73.00 (S) US$90.00 (D) Suite S or D US$130.00 Incl. Serv./Gov. Tax **</td>
<td>56, Beirut Street Heliopolis</td>
<td>(202) 22904065 or (202) 24159422 Attention: Reservation Dept</td>
<td><a href="mailto:res.ca@beiruthotelseg.com">res.ca@beiruthotelseg.com</a> Website: beiruthotelseg.com</td>
<td>(202) 22911092 24145079 22916048</td>
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<tr>
<td>Sofitel Cairo El Gezirah</td>
<td>Superior US$125.00 (S) US$145.00(D) Luxury US$145.00(S) US$165(D) Including open buffet breakfast Club Millesime US$175.00(S) USD195.00(D) Including buffet breakfast *</td>
<td>3 El Thawra Council St. Zamalek</td>
<td>(202) 27398298 Attention Reservation Dept. Or Mr. Ayman Helal Sales Manager</td>
<td><a href="mailto:h5307-re3@sofitel.com">h5307-re3@sofitel.com</a> Or <a href="mailto:H5307-re4@sofitel.com">H5307-re4@sofitel.com</a> Cc <a href="mailto:H5307-s16@sofitel.com">H5307-s16@sofitel.com</a> Website <a href="http://www.sofitel-cairo-elgezirah.com">www.sofitel-cairo-elgezirah.com</a></td>
<td>(20) 27373737</td>
<td>60</td>
</tr>
<tr>
<td>Marriott Hotel</td>
<td>Delux Room US$135.00 S &amp; D Diplomatic Suite US$315.00 Special rate for group more than 10 persons direct deal with Marriott</td>
<td>Saray El Gezira St., Zamalek, Cairo</td>
<td>(202)27358240</td>
<td><a href="mailto:cairomarriottreservation@marriott.com">cairomarriottreservation@marriott.com</a></td>
<td>(202)27351090</td>
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<td>TELEPHONE NUMBER(s)</td>
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| Flamenco Hotel            | Standard Room US $ 82.00 (SB+B) & US $ 92.00 (DB+B)  
Superior Room US$92.00 (SB+B) & US$ 102.00 (DB+B)  
Tripple Superior Room US$129.00 Incl. Serv./Gov. Tax | 2, El Guezira El Wosta St., Abu El Feda, Zamalek | (202) 27359312  
Attention: Mr. Abdel Fattah El Rahman  
Senior Sales Manager | rescairo@flamencohotels.com  
salescairo@flamencohotels.com  
Sales@flamencohotels.com  
Website:www.flamencohotels.com | (202) 27350815 | 60 |
| President                 | US $55.00 (SB)  
US $65.00 (DB)  
75.00 (TPL) Incl. Buffet Breakfast/Serv/Gov.Tax | 22 Taha Hussein St., Zamalek | (202) 27361752  
Attention: Mr. Essam Safwat | Presidenthotel3@gmail.com | (202) 27350718  
27350652 | 60 |

**GENERAL CONDITIONS:**
- To benefit from ICAO corporate kindly make sure to mention in your reservation request that you are a Participant in an ICAO Meeting, Seminar or Workshop.
- All above rates are subject to 12% service charge, 10% sales tax and 2% municipality tax.
- Method of payment should be stated in reservation request.
- In case of booking on guest account a credit card number as well as its expiry date should be submitted in order to guarantee the reservation.
- Special corporate rates are not valid during conferences or events, in which special conference rates will be applied.

**CONDITIONS APPLICABLE TO CERTAIN HOTELS ONLY:**
* Complimentary meet and assist at Cairo International Airport (upon request 48 hours prior notice and full flight details are clearly forwarded).
** Free transportation from and to Cairo International Airport (scheduled shuttle bus service), full flight details to be provided to ensure the maximum level of service.
*** Complimentary down town shuttle bus transportation several times a day.
X One night cancellation fees will be charged in case of no show. Also, the hotel will reserve the right to release the booking 48 hours before the arrival date in case reservation was not guaranteed by either credit card or payment or a voucher.
XX Meet and assist or transportation Service to/from Cairo Intl Airport can be arranged against charge. Requests can be sent via fax to the Reservation Department with at least 24 hours prior to arrival and need to be guaranteed by credit card.
N.B. No ICAO corporate rates will be applicable upon arrival if no PRIOR reservations have been made, following above procedure. Also no reservation is made on the web (online) published rate as this will prevent from obtaining ICAO Corporate rates.

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