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Международная
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منظمة الطيران
المدنى الدولى

国际民用
航空组织

File Ref.: ME 4/1.3-16/219

11 August 2016

Subject: Third Meeting of the MID Safety Support Team (MID-SST/3) and the States' National Continuous Monitoring Coordinators (NCMCs) Meeting (Abu Dhabi, UAE, 10 – 13 October 2016)

Action required: Reply not later than 11 September 2016

Sir/Madam,

I have the honour to inform you that the Third meeting of the MID Safety Support Team (MID-SST/3) will be gratefully hosted by the General Civil Aviation Authority (GCAA), UAE. The meeting will be held in the **Fairmont Bab Al Bahr Hotel, Abu Dhabi, UAE, from 10 to 13 October 2016.**

The MID-SST was established to support the RASG-MID in the development and monitoring the implementation of the Safety Enhancement Initiatives (SEIs) related to important regional issues such as the implementation of State Safety Programme (SSP), States' Safety Oversight capabilities and regional cooperation for the provision of Accident & Incident Investigation.

The RASG-MID/5 meeting (Doha, Qatar, 22-24 May 2016), endorsed the revised MID-SST Terms of Reference at **Attachment A**, which reflect the new way of doing business, with a focus on targeted assistance, sharing of expertise, experience and best practices in order to agree on recommended actions and provide assistance related to the implementation of the SEIs.

The Agenda and Work Programme of the MID-SST/3 meeting will include a NCMCs meeting to share experiences and discuss issues related to the ICAO USOAP-CMA. Accordingly, it is essential that the NCMCs actively participate in this important meeting by presenting the State's current status within the USOAP-CMA, main challenges, development/implementation of Corrective Action Plans (CAPs).

In addition to the presentations by the NCMCs related to the USOAP-CMA, I strongly encourage sharing of experiences, challenges and best practices related to the development and implementation of SSP.

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It is important that the NCMCs, Focal Points of the MID-SST, safety experts, accident and incident investigation experts and officials involved in the implementation of SSP, actively participate in this meeting, in order to derive optimum advantage and benefits from the meeting.

I would like to highlight that the Second MIDANPIRG/RASG-MID Coordination Meeting (MRC/2), Doha, Qatar 25 May 2016, underlined the importance of the active participation of ANS experts in the activities of the MID-SST. Accordingly, it would be appreciated if you could ensure that your delegation includes ANS experts, in order to support the discussions on common subjects of interest such as Safety Management System (SMS) and English Language Proficiency (ELP).

The Provisional Agenda for the meeting is at **Attachment B**. Your comments on the attached Provisional Agenda, including any amendment(s) you may wish to suggest, would be appreciated.

The Bulletin describing administrative arrangements for the meeting and other useful information for participants, including the Hotel List is at **Attachment C**.

This letter, all its relevant attachments and working/information papers, as they become available, will be posted in PDF format on the ICAO MID Website at: <http://icao.int/mid/>.

Your Administration/Organization is kindly invited to attend and actively participate in the work of the meeting by submitting working and/or information papers and the required power point presentations.

I would appreciate if you could, as soon as possible, preferably not later than **11 September 2016**, confirm the participation of your Administration/Organization by submitting the Nomination Form at **Attachment D** to the following email address (icaomid@icao.int) with copy to malblowi@icao.int.

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



Mohamed Khalifa Rahma
Regional Director
Middle East Office

Attachments

**MID SAFETY SUPPORT TEAM
(MID-SST)**

TERMS OF REFERENCE

A) PURPOSE OF THE MID-SST

The MID-SST is established to support the RASG-MID Steering Committee (RSC) in the development and monitoring the implementation of Safety Enhancement Initiatives (SEIs) related to identified safety issues not directly linked to the agreed Focus Areas (FAs).

In order to meet its Terms of Reference, the MID-SST shall:

- 1) develop SEIs related to safety matters, such as:
 - a) State Safety Programs (SSP) and Safety Management Systems (SMS) implementation;
 - b) Safety Oversight;
 - c) English Language Proficiency (ELP); and
 - d) Accident and Incident Investigation (AIG).
- 2) identify associated difficulties and deficiencies related to implementation of each SEI and propose mitigation measures;
- 3) share expertise and experience and provide recommended actions for each SEI, in a prioritized manner based on best practices;
- 4) monitor the status of achieving related safety objectives and targets included in the MID Region Safety Strategy;
- 5) monitor the implementation of the Global Aviation Safety Plan (GASP) at the regional level and provide feedback to the RSC; and
- 6) propose input to the RSC for the development of the RASG-MID Annual Work Programme.

B) COMPOSITION

The MID-SST is composed of Members designated by the MID States and Partners.

C) ROLES AND RESPONSIBILITIES

- MID-SST Rapporteur – Coordinate MID-SST activities and provide overall guidance and leadership;
- ICAO – Support; and
- Partners – Provide technical expertise and collaborate in the development of material as requested by the MID-SST Rapporteur.

THIRD MEETING OF THE MID SAFETY SUPPORT TEAM

(MID-SST/3)

(Abu Dhabi, UAE, 10-13 October 2016)

PROVISIONAL AGENDA

- Agenda Item 1: Adoption of the Provisional Agenda
- Agenda Item 2: MID-SST Work Programme
 - 2.1 Update on the implementation of the MID-SST Safety Enhancement Initiatives (SEIs)
 - 2.2 Presentations by the States related to the implementation of State Safety Programme (SSP)
 - 2.3 Accident & Incident Investigation
- Agenda Item 3: NCMCs Meeting
 - 3.1 Update on the ICAO USOAP-CMA
 - 3.2 Regional Status
 - 3.3 Presentations by the States' NCMCs related to the USOAP-CMA
- Agenda Item 4: Challenges and Way Forward
- Agenda Item 5: Future Work Programme
- Agenda Item 6: Any other Business



International Civil Aviation Organization

MID Safety Support Team

Third Meeting (MID-SST/3)
(Abu Dhabi, UAE, 10 – 13 October 2016)

BULLETIN

1. LOCATION

1.1 The Third Meeting of the MID Safety Support Team (MID-SST/3) will be held in **Fairmont Bab Al Bahr Hotel, Abu Dhabi, UAE, from 10 to 13 October 2016**. The MID-SST/3 Meeting will be gratefully hosted by the UAE General Civil Aviation Authority (GCAA).

2. SCHEDULE OF THE MEETING

- 2.1 The opening session of the Meeting will be held at 0900 hours on Monday 10 October 2016.
- 2.2 The schedule and order of the day will be announced at the opening session.
- 2.3 The Meeting 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 designated conference room, between 0800 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 during registration.

4. HOTEL RESERVATIONS

- 4.1 Participants are requested to ensure that their return airline booking is confirmed:
 - a) Since the venue will be held at **Fairmont Bab Al Bahr**, they provided GCAA with the following special room rate:
 - AED 675.00net Fairmont room only
 - b) **Park Rotana** provided GCAA with the following special room rate:
 - Classic Room – Single: 450 AED +10% service charge, 6% tourism fees, 4% tourism fee and AED 15 municipality fee per bedroom per night.
 - Double Room: 500 AED +10% service charge, 6% tourism fees, 4% tourism fee and AED 15 municipality fee per bedroom per night.
 - c) You may wish to choose to stay at any of the following hotels located in Yas Island too and which is a 15 minutes driving distance away from the venue:
 - Yas Island Rotana Hotel
 - Centro Yas Island Hotel
 - Crowne Plaza Abu Dhabi Yas Island Hotel
 - Radisson Blu Abu Dhabi Yas Island Hotel
 - Radisson park inn Yas Island Hotel
- 4.2 Participants will need to arrange their own hotel and travel reservations.

5. TRANSPORTATION

5.1 Participants are requested to make their own arrangements for transportation to/from the airport to their hotel. Some hotels offer airport transfers. Transportation from Abu Dhabi International Airport to the hotels listed above is proximately ten minutes (8km).

5.2 Airport Taxi Services operate from Abu Dhabi International Airport. Abu Dhabi Taxi Corporation manages the official government run taxis at Abu Dhabi International Airport.

5.3 Abu Dhabi Airport taxis are available 24 hours a day and the taxi ranks can be found directly outside each of the terminal building arrival areas. The drivers all have a good knowledge of the tourist attractions, hotels and other major locations in Abu Dhabi. All Abu Dhabi airport taxi drivers also command more than one language. The taxis at Abu Dhabi Airport are all metered cabs and are calculated according to the distance recorded.

- Taxi Fare starts at minimum	AED 20.00
- Estimate total fares from Abu Dhabi International Airport to hotels in Yas Island	AED 33.00
- Running Meter Charges per km	AED 1.60

6. INSURANCE

6.1 Participants are advised to have insurance coverage for any unexpected contingency including transport hazards (taxi, buses, rented cars, etc.) and Medical Coverage.

7. SOME USEFUL TRAVEL INFORMATION

PASSPORT/VISA

7.1 All foreign nationals entering the United Arab Emirates must possess valid passports for six months.

7.2 All person entering the United Arab Emirates with the exception of the following nationals require an entry visa that needs to be arranged prior to arrival: Andorra, Australia, Austria, Belgium, Brunei, Denmark, Finland, France, GCC Countries, Germany, Great Britain, Greece, Hong Kong, Iceland, Ireland, Italy, Japan, Liechtenstein, Luxembourg, Malaysia, Monaco, The Netherlands, New Zealand, Norway, Portugal, San Marino, Singapore, South Korea, Spain, Sweden, Switzerland, USA, Vatican City. Entry permits for the above mentioned nationals would be issued upon arrival in the UAE. Please check with UAE embassy for visa requirements.

7.3 Visas when needed should be obtained from the original country. The GCAA Meeting Focal Points identified in paragraph 11 may assist in arranging invitation letters if required. Participants should obtain updated information on entry requirements by accessing the UAE Government web page www.uaeinteract.com/travel/visas.asp.

CUSTOMS

7.4 The following items are exempted from customs duties and shall be allowed entry:

- a) Gifts whose value does not exceed AED 3000.
- b) A total number of 400 cigarettes, or 50 cigars, or 500 grams of tobacco (minced or pressed for pipes) or minced/pressed tobacco for smoking, tumbâk (pure tobacco) or water pipe tobacco.
- c) The amount of alcoholic beverage shall not exceed 4 litres or 2 cartons of beer, each consisting of 24 cans not exceeding 355 ml for each can.

8. CURRENCY, CREDIT CARDS AND BANKING SERVICES

8.1 The unit of currency in UAE is Dirhams (AED) with notes of 5, 10, 20, 50, 100, 200, 500 and 1000 and coins of Fils 1, 5, 25, 50 and 1 Dirham. The current rates of exchange for the major currencies are as follow:

USD 1= 3.673 AED

EUR 1= 4.124 AED

GBP 1 = 5.331 AED

More rates are available from www.xe.com

8.2 All passengers travelling through Abu Dhabi Airport carrying AED100,000 or more or a sum of foreign currency of the same value are required to inform the customs personnel about the cash they have and they should also inform them about the precious items, such as gold and jewelry, they may have through their exit from the designated gates of such cases.

8.3 International Credit Cards, such as American Express, Visa, Master Card...etc., are usually accepted at most hotels, department stores and restaurants.

8.4 Foreign currency exchanges and ATMs are readily accessible at the airport and major shopping destinations.

8.5 Commercial banks exchange major foreign currencies and are generally open from 0800 to 1400 Sundays through Thursdays.

9. OTHER USEFUL INFORMATION

ATTRACTIONS

Yas Marina Circuit <https://www.yasmarinacircuit.com/>

Ferrari World Abu Dhabi <http://www.ferrariworldabudhabi.com/>

Yas Links Golf Course <https://www.yaslinks.com/>

Yas Waterworld <http://yaswaterworld.com/en>

Yas Mall <http://www.yasisland.ae/en/visiting/discover-yas-island/attractions/yas-mall/>

DRINKING WATER

9.1 Only bottled water.

10. WEATHER CONDITIONS

10.1 The mean daily minimum and maximum temperatures for the month of October are 38°C and 26°C. You may also wish to do weather forecasting prior to travel.

11. OTHER ASSISTANCE

11.1 The General Civil Aviation Authority (GCAA) will be glad to assist the participants to the Meeting with any advice they may require.

11.2 The Meeting Focal Point from the GCAA is as follow:

Muna Al Dewani

Executive Assistant

Tel: +971 2 405 4276

Mob: +971 055 5675074

Email : mdewani@gcaa.ae

11.3 In case of emergency in Abu Dhabi, please contact the Meeting Focal Points referred to above.

**INTERNATIONAL CIVIL AVIATION ORGANIZATION
MID REGIONAL OFFICE**

THIRD MEETING OF THE MID SAFETY SUPPORT TEAM

(MID-SST/3)

(Abu Dhabi, UAE, 10-13 October 2016)

NOMINATION FORM

1. Name in full: _____
Mr. / Mrs. / Ms. (as should appear in the official listing and name tag)
2. Title or Official Position: _____
3. State/Organization: _____
4. Mailing Address: _____

5. Telephone Number: _____
- Mobile Number: _____
- E-mail: _____
6. Hotel _____

Date: Signature:

After completing, please send to: ICAO MID Office at the following e-mail address: (icaomid@icao.int).

Note 1: Participants are expected to make their own hotel/visa arrangements

Note 2: Please download meeting materials from ICAO MID Regional Office website.

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