

APPENDIX



INTERNATIONAL CIVIL AVIATION ORGANIZATION
NORTH AMERICAN CENTRAL AMERICAN AND
CARIBBEAN OFFICE
E-Mail: icao_nacc@mexico.icao.int

Date: 22 July 2002
File Ref: N 1/8.1.11
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To: Mr. Kenn Banks, Anguilla
Permanent Secretary, Antigua and Barbuda
Mr. J. A. Maduro, Aruba
Mr. Cyril Saunders, Bahamas
Mr. Charles L. Smith, Barbados
Mr. Anthony Archer, Barbados
Mr. Efraín Gómez, Belize
Mr. Ian MacIntyre, Bermuda
Mr. Milton Creque, British Virgin Islands
Mr. Robert Shuter, Canada
Mr. P. Richard Smith, Cayman Islands
Dr. Joseph Bannis, Dominica
M. Jean-Marc Sansovini, French Antilles
Ms. Elizabeth Henry-Greenidge, Grenada
Mr. Jean-Lemerque Pierre, Haiti
Colonel Torrance Lewis, Jamaica
Mr. Alric Taylor, Montserrat
Dr. S.J. Francisco, Netherlands Antilles
Mr. Herald Wilson, Directorate of Civil Aviation, OECS
Mr. Andrew McHale, Saint Lucia
Mr. Michael Da Silva, Saint Vincent and the Grenadines
Mr. Ian M. Liburd, Saint Kitts and Nevis
Mr. Ramesh Lutchmedial, Trinidad and Tobago
Mr. Thomas Swann, Turks and Caicos
Department of the Environment,
Transport and the Regions, United Kingdom
Ms. Alison Thomas, United Kingdom
Mr. D.S. Evans, United Kingdom
Mr. R. Zilz, United Kingdom
Mrs. Cassandra Jordan, United States
Mr. Fernando Oliveira, ACI/LAC
Mr. Alex Strahl, ACI
Mr. David Gamper, ACI
Mr. Rod Heitmeyer, ACI
Mr. Keith Cassiram, IACL
Mr. Al Castan, IATA
Capt Wayne Adamira, IFALPA CAR/EAST
Capt. Raúl Estrella, IFALPA CAR/WEST
Ms. Carole Couchman, IFALPA
Capt. Ricardo Old, IFALPA CAR/SAM
Mr. Juan A. Pérez Mafla, IFATCA

Through OECS Directorate
oecs.dca@candw.ag
dca-aua@setarnet.aw
civilaviation@batelnet.bs
intertransport@sunbeach.net
civilav@sunbeach.net
aviation@btl.net
imacintyre@gov.bm
aviation@bvigovernment.org
shuterb@tc.gc.ca
caacigcm@candw.ky; rs_caa@candw.ky
richardsw@cwdom.dm
jean-marc.sansovini@aviation-civile.gouv.fr
mot@caribsurf.com; spl@caribsurf.com
lpierre@ofnac.org
jcivav@cwjamaica.com; dans@jcaa.gov.jm
comworks@candw.ag
dcana@cura.net
oecs.dca@candw.ag
mot@candw.lc
minatsec@vincysurf.com
mincwp@caribsurf.com; transp@caribsurf.com
ttcaa@tstt.net.tt
cad@tciway.tc

peter_a_smith@dtlr.gsi.gov.uk
alison.thomas@srg.caa.co.uk
ukicao@icao.int
roland.zilz@srg.caa.co.uk
cassandra.jordan@faa.gov
acilac@acilac.org
astrahl@airports.org
dgamper@airports.org
rodheitm@aol.com
kciac@tstt.net.tt
castana@iata.org
adamira@tstt.net.tt
restrella@mexis.com
carolecouchman@ifalpa.org
carsam@att.net.mx
juanperez_mafla@hotmail.com

cc: D/ANB
C/RAO
C/AGA
C/ATM
C/OPS
ICAORD, Lima
ICAORD, Paris

Don Côté, NAV Canada
Alyre Boudreau, Transport Canada
Peggy Wilson, Transport Canada
Drazen Gardilicic, Federal Aviation Administration
John Pallante, Office of Runway Safety, United States
Carol Carmody, NTSB, United States
Andrew Badham, BAA, United Kingdom
Jacques Beaufays, Eurocontrol
Paul Wilson, Eurocontrol

COTEDJ@navcanada.ca
boudrea@tc.gc.ca
wilsop@tc.gc.ca
drazen.gardilicic@faa.gov
john.pallante@faa.gov
carmody@ntsb.gov / vicechair@ntsb.gov
andrew_badham@baa.com
jacques.beaufays@eurocontrol.int
jacques.beaufays@eurocontrol.int

Wallblake, Anguilla
St John's, V C Bird, Antigua and Barbuda
Aruba Airport Authority, Oranjestad, Reina Beatrix, Aruba
Airport Authority, Nassau, Bahamas
Grantley Adams, Bridgetown, Barbados
Belize Airports Authority, Philip S. W. Goldson, Belize
Grenada Airports Authority, Grenada
Autorite Aeroportuaire Nationale, Haiti
Airports Authority of Jamaica, Jamaica
Montserrat Airport Authority, Montserrat
Hato Airport – Curacao, Willemstad, Netherlands Antilles
Flamingo Airport – Bonaire, Kralendijk, Netherlands Antilles
Princess Juliana - Sint Maarten, Philipsburg, Netherlands Antilles
Nevis Air and Sea Ports Authority, Nevis
St. Kitts Air and Sea Ports Authority, St. Kitts
Saint Lucia Air and Sea Ports Authority, Saint Lucia
Directorate of Airports, St Vincent & the Grenadines
Airports Authority of Trinidad and Tobago, Trinidad and Tobago

wallblakeairport@anguillanet.com
vcbia@candw.ag
airportaruba@setarnet.aw
ireid@bahamas.net.bs
adamsair@sunbeach.net
bzeaa@btl.net
gaa@caribsurf.com
dg.aan@haitiworld.com
president.aaj@cwjamaica.com
airport@candw.ag
eajchirino@curinta.com
bonaire.airport@bonairelive.com
eholiday@pjiae.com
nevports@caribsurf.com
skbmetof@caribsurf.com
slaspa@candw.lc
etjoshua@caribsurf.com
jmahabir@tntairports.com

From: ICAO RD, Mexico

Subject: **NAM/CAR/SAM Runway Safety/Runway Incursion Conference**
(Mexico City, 22 to 25 October 2002)

Dear Sir/Madam,

I have the honour to invite your Administration to the NAM/CAR/SAM RUNWAY SAFETY/RUNWAY INCURSION CONFERENCE which will be held in Mexico City from 22 to 25 October 2002 under the co-sponsorship of the Dirección General de Aeronáutica Civil de México (DGAC, México), Aeropuertos y Servicios Auxiliares (ASA) and Servicios a la Navegación en el Espacio Aéreo Mexicano (SENEAM). The purpose of the Conference is to promote awareness on the subject in the NAM/CAR/SAM Regions under the ICAO Global Aviation Safety Plan (GASP) objectives and it will be conducted in English and Spanish and will have simultaneous interpretation services.

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You will find the Draft Agenda included as **Attachment A** to this letter. It is expected that the Conference will allow participants to obtain a full understanding of the Runway Safety and Runway Incursion from the Global and Regional point of view as well as through different case studies that will be presented by prestigious speakers from the international aviation community.

The event will take place in a Hotel in Mexico City that will be informed at a later date in conjunction with the General Information for the event.

I am requesting that you kindly provide, at your earliest convenience and no later than **11 October 2002**, the name(s) of the delegate(s) from your State/Organization that will be attending the Conference. Please send the registration form included in **Attachment B** via e-mail or fax to:

ICAO Regional Director
North American, Central American and Caribbean Regional Office
Subject: *NAM/CAR/SAM Runway Safety/Runway Incursion Conference*
E-mail icao_nacc@mexico.icao.int
Fax (5255) 5203-2757

Any questions regarding the Conference should be addressed to the ICAO NACC Regional Officers who are coordinating the event:

Mr. Gustavo De León
Regional Officer ATM/SAR
Tel. (5255) 55 52503211
Fax: (5255) 55 52032757
E-mail: gdeleon@mexico.icao.int

Mr. Michiel Vreedenburgh
Regional Officer AGA
Tel. (52) 55 52503211
Fax: (52) 55 52032757
E-mail: mvreedenburgh@mexico.icao.int

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

Original signed by

Raymond Ybarra
ICAO Regional Director

ATTACHMENT A

INTERNATIONAL CIVIL AVIATION ORGANIZATION ICAO NAM/CAR/SAM RUNWAY SAFETY / INCURSION CONFERENCE (Mexico City, 22 to 25 October 2002)		
DRAFT AGENDA		
TUESDAY 22 OCTOBER 2002		
Moderator for the Day: (SENEAM)		
08:00 – 09:00	Registration	
09:00 – 09:20	Opening Ceremony	
Global and Regional Activities on the prevention of runway incursions		
09:30 – 10:30	ICAO Developments on Runway Incursions	Vincent Galotti Chief ATM Section ICAO Headquarters
10:30 – 11:00	Coffee Break	
11:00 – 11:45	ICAO PRICESG (Proficiency Requirements in Common English Study Group) Developments	Drazen Gardilic Acting Manager, Air Traffic Services FAA, United States
11:45 – 12:15	Aerodrome matters involved in Runway Incursions	Michiel Vreedenburgh RO AGA ICAO NACC Regional Office
12:15 – 12:45	Air Traffic Management (ATM) matters on Runway Incursions	Gustavo De León RO ATM/SAR ICAO NACC Regional Office
12:45 – 13:15	Coffee Break	
13:15 – 14:15	OPS matters on Runway Incursions	Jan Jurek RO SO ICAO NACC Regional Office
14:15 – 15:00	PAAST Runway Incursion Training Aid	Al Castan Director, Operation & Infrastructure IATA LATAM/CAR

INTERNATIONAL CIVIL AVIATION ORGANIZATION ICAO NAM/CAR/SAM RUNWAY SAFETY / INCURSION CONFERENCE (Mexico City, 22 to 25 October 2002) DRAFT AGENDA		
WEDNESDAY 23 OCTOBER 2002		
Moderator for the Day: (DGAC)		
<i>Runway Incursion Prevention Programmes in States</i>		
09:00 – 09:45	The Status of Runway Safety in America	John Pallante Deputy Director Office of Runway Safety, FAA, United States
09:45 – 10:30	The NTSB Perspective on Runway Incursions	Bill English Senior Investigator Operational Factors/ATC NTSB, United States
10:30 – 11:00	Coffee Break	
11:00 – 11:45	The Status of Runway Incursions in Canada and Prevention Initiatives	Alyre Boudreau Civil Aviation Safety Inspector Aerodrome Standards Transport Canada
11:45 – 12:30	Outline of the Canadian Incursion problem and the efforts it has taken to prevent them	Donald J. Côte ATS Procedures Specialist NAV Canada
12:30 – 13:00	Coffee Break	
13:00 – 13:45	ATS Experiences on Runway Incursions and proposed measures for their prevention	Luis Flores ATS Quality Control Area Manager, SENEAM, Mexico
13:45 – 15:00	EUROCONTROL runway safety programmes	Paul Wilson Head of the Airports Operation Unit Eurocontrol Mr. Jacques Beaufays Safety Expert in Charge of the Runway Safety Project Eurocontrol

INTERNATIONAL CIVIL AVIATION ORGANIZATION ICAO NAM/CAR/SAM RUNWAY SAFETY / INCURSION CONFERENCE (Mexico City, 22 to 25 October 2002) DRAFT AGENDA		
THURSDAY 24 OCTOBER 2002		
Moderator for the Day: (ASA)		
<i>Case studies from Airports, Airlines and ATS Providers:</i>		
09:00 – 09:45	Runway Incursion – Air France/DHL Incident at the Mexico City International Airport	Jacinto Vega Vázquez General Commander Mexico City International Airport, DGAC, Mexico
09:45 – 10:30	Presentation title to be advised	J. Jezequel Air Traffic Manager for Towers and TRACON, Charles de Gaulle Airport, ADP, France G. Batistella Studies and Development Air Traffic Operations ADP, France
10:30 – 11:00	Coffee Break	
11:00 – 11:45	Human Factors in Runway Incursion Incidents	Patrick Hudson Centre for Safety Research University of Leiden The Netherlands
11:45 – 12:30	Presentation by Colegio de Pilotos – title to be advised	Speaker to be determined
12:30 – 13:00	Coffee Break	
13:00 – 15:00	Presentations by Mexican Airlines:	
	Aviacsa Airlines – Presentation title to be advised	Carlos Menéndez López Safety Manager Aviacsa Airlines
	Aerotransporte Más de Carga – Presentation title to be advised	Andrés Fabre Robles Operations Director Aerotransportes Más de Carga
	Other Mexican Airlines to be advised	Speakers to be determined

INTERNATIONAL CIVIL AVIATION ORGANIZATION ICAO NAM/CAR/SAM RUNWAY SAFETY / INCURSION CONFERENCE (Mexico City, 22 to 25 October 2002) DRAFT AGENDA		
FRIDAY 25 OCTOBER 2002		
Moderator for the Day: (ICAO)		
<i>Case studies from Airports, Airlines and ATS Providers (continued):</i>		
09:00 – 09:45	Practicalities of Runway Safety from basic Runways to those with high utilisations and low visibility operations.	Andrew Badham Senior Operations Manager, Airside Operations, BAA Group, United Kingdom
09:45 – 10:30	To be determined	
10:30 – 11:00	Coffee Break	
11:00 – 11:45	To be determined	
11:45 – 12:30	To be determined	
12:30 – 13:00	Coffee Break	
13:00 – 13:30	Discussion Panel	
13:30 – 14:00	Diplomas	
14:00	Closing Ceremony	

ATTACHMENT B

INTERNATIONAL CIVIL AVIATION ORGANIZATION ICAO NAM/CAR/SAM RUNWAY SAFETY / INCURSION CONFERENCE (Mexico City, 22 to 25 October 2002)	
REGISTRATION FORM	
1. NAME	
2. POSITION	
3. ORGANIZATION	
4. COUNTRY	
5. TEL.	
6. FAX	
7. E-MAIL	
8. ADDRESS	
<i>Please return this form to:</i> <i>ICAO Regional Director</i> <i>North American, Central American and Caribbean Office</i> <i>Subject: NAM/CAR/SAM Runway Safety/Runway Incursion Conference</i> <i>Fax: (5255) 5203-2757</i> <i>E-mail: icao_nacc@mexico.icao.int</i>	