

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  
E-Mail Ref: **EMX969**

To: Mr. Kenn Banks, Anguilla  
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Mr. J. A. Maduro, Aruba  
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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  
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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  
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Alyre Boudreau, Transport Canada  
Peggy Wilson, Transport Canada  
Drazen Gardilic, 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

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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  
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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.

... / 3

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: <b>Raymundo Sánchez Cervantes</b> Air Traffic Deputy General Director, SENEAM México		
08:00 – 09:00	Registration	
09:00 – 09:20	Opening Ceremony	
<i>Global and Regional Activities on the prevention of runway incursions</i>		
09:30 – 10:30	ICAO Developments on Runway Incursions	<b>Vincent Galotti</b> 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	<b>Drazen Gardilic</b> Acting Manager, Air Traffic Services FAA, United States
11:45 – 12:15	Runway Incursions in the CAR/SAM Regions and Prevention Measures at Aerodromes	<b>Michiel Vreedenburgh</b> RO AGA ICAO NACC Regional Office
12:15 – 12:45	Air Traffic Management (ATM) matters on Runway Incursions	<b>Gustavo De León</b> RO ATM/SAR ICAO NACC Regional Office
12:45 – 13:15	Coffee Break	
13:15 – 14:00	OPS Guidelines for the prevention of Runway Incursion – Flight Crews	<b>Jan Jurek</b> RO SO ICAO NACC Regional Office
14:00 – 14:45	PAAST Runway Incursion Training Aid	<b>Al Castan</b> Director, Operation & Infrastructure IATA LATAM/CAR
14:45 – 15:30	Active Runway Incursion The Solution is not Merely Technical	<b>Miguel Marin Stillman</b> Chairman of the ATS Committee, ASPA Mexico IFALPA

<b>INTERNATIONAL CIVIL AVIATION ORGANIZATION</b> <b>ICAO NAM/CAR/SAM RUNWAY SAFETY / INCURSION CONFERENCE</b> (Mexico City, 22 to 25 October 2002) <b>DRAFT AGENDA</b>		
<b>WEDNESDAY 23 OCTOBER 2002</b>		
Moderator for the Day: <b>Jesús Moreno Bautista</b> Air Traffic Deputy General Director, DGAC Mexico		
<b><i>Runway Incursion Prevention Programmes in States</i></b>		
09:00 – 09:45	The Status of Runway Safety in the United States of America	<b>John Pallante</b> Deputy Director Office of Runway Safety, FAA, United States
09:45 – 10:30	The NTSB Perspective on Runway Incursions	<b>Bill English</b> 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	<b>Alyre Boudreau</b> 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	<b>Donald J. Côte</b> 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	<b>Luis Flores</b> ATS Quality Control Area Manager, SENEAM, Mexico
13:45 – 14:30	Aircraft accident by incursion in a closed runway by NOTAM	<b>Jesús Moreno Bautista</b> Deputy General Director of Air Safety DGAC, Mexico
14:30 – 15:30	EUROCONTROL runway safety programmes	<b>Paul Wilson</b> Head of the Airports Operation Unit Eurocontrol <b>Mr. Jacques Beaufays</b> Safety Expert in Charge of the Runway Safety Project Eurocontrol

<b>INTERNATIONAL CIVIL AVIATION ORGANIZATION</b> <b>ICAO NAM/CAR/SAM RUNWAY SAFETY / INCURSION CONFERENCE</b> (Mexico City, 22 to 25 October 2002) <b>DRAFT AGENDA</b>		
<b>THURSDAY 24 OCTOBER 2002</b>		
Moderator for the Day: <b>Eduardo Ruíz Sotomayor</b> ASA Network Sub Director, Aeropuertos y Servicios Auxiliares, Mexico		
<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	<b>Jacinto Vega Vázquez</b> General Commander Mexico City International Airport, DGAC, Mexico
09:45 – 10:30	Runway Incursion Prevention Measures at Paris – Charles de Gaulle Airport	<b>J. Jezequel</b> Air Traffic Manager for Towers and TRACON, CDG Airport, ADP, France <b>G. Batistella</b> Studies and Development Air Traffic Operations ADP, France
10:30 – 11:00	Coffee Break	
11:00 – 11:45	Human Factors in Runway Incursion Incidents	<b>Patrick Hudson</b> Centre for Safety Research University of Leiden The Netherlands
11:45 – 12:30	Retrospective Human Factors Analysis of US Runway Incursions	<b>Julia Pounds</b> Civil Aerospace Medical Institute (CAMI) FAA, United States
12:30 – 13:00	Coffee Break	
13:00 – 15:30	<i>Presentations by Mexican Airlines:</i> Human Factors in a Pilot that contribute to runway incursions  Runway Incursions: Focusing on the Human Factors  Runway Incursion in Las Vegas  Aviacsa Airlines – Runway Incursion Prevention Programme and Case Studies of Aviacsa  Runway Incursion Reduction Programme at MasAir.	<b>Miguel Ángel Valero Chávez</b> Colegio de Pilotos Aviadores de México  <b>José Antonio Riveroll Bustos</b> MD Equipment Captain, Aerovías de México  <b>Miguel Lavalle Robles</b> Air Safety Director Mexicana de Aviación  <b>Carlos Menéndez López</b> <b>Capt. Bustamante Rosas</b> Safety Manager, Aviacsa Airlines  <b>Andrés Fabre Robles</b> Operations Director Aerotransportes Más de Carga

<b>INTERNATIONAL CIVIL AVIATION ORGANIZATION</b> <b>ICAO NAM/CAR/SAM RUNWAY SAFETY / INCURSION CONFERENCE</b> (Mexico City, 22 to 25 October 2002) <b>DRAFT AGENDA</b>		
<b>FRIDAY 25 OCTOBER 2002</b>		
Moderator for the Day: Vincent Galotti Chief of the ATM Section, ICAO Headquarters		
<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.	<b>Andrew Badham</b> Senior Operations Manager, Airside Operations, BAA Group, United Kingdom/ Airports Council International
09:45 – 10:30	Runway Incursions – Keeping the runway and taxiway system safe in the future	<b>Ibrahim Zantout</b> Head of Airport Infrastructure Fraport
10:30 – 11:00	Coffee Break	
11:00 – 11:45	MIA Runway Incursion Action Team Recommendations for Incursion Mitigation	<b>Sunil Harman</b> Chief of Aviation Planning Miami-Dade Aviation Department
11:45 – 12:30	Runway Safety programs implemented at DFW	<b>Allen Parra</b> Vice President of Operations, Dallas Fort Worth International Airport Airports Council International
12:30 – 13:00	Coffee Break	
13:00 – 13:45	Fauna Runway Incursion	<b>José Luis Monroy Barrera</b> Sub Director of Operation and Security, Aeropuertos y Servicios Auxiliares
13:45 – 14:30	A Runway Incursion Scenario – Causes & Recommendations	<b>Sven Boewe</b> Flight Safety Manager LACSA
14:30	Closing Ceremony	

<b>INTERNATIONAL CIVIL AVIATION ORGANIZATION</b> <b>ICAO NAM/CAR/SAM RUNWAY SAFETY / INCURSION CONFERENCE</b> (Mexico City, 22 to 25 October 2002)	
<b>REGISTRATION FORM</b>	
<b>1. NAME</b>	
<b>2. POSITION</b>	
<b>3. ORGANIZATION</b>	
<b>4. COUNTRY</b>	
<b>5. TEL.</b>	
<b>6. FAX</b>	
<b>7. E-MAIL</b>	
<b>8. ADDRESS</b>	
<p><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></p>	





INTERNATIONAL CIVIL AVIATION ORGANIZATION  
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Date: 4 September 2002  
File Ref: N 1/8.1.11  
E-Mail Ref: **EMX1188**

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Mr. Milton Creque, British Virgin Islands  
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Airports Authority of Trinidad and Tobago, Trinidad and Tobago	airport@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,

Further to my message Ref: N 1/8.1.11, **EMX969** dated 22 July 2002, I hereby attach the General Information and the updated Programme (**Attachment A**) for the NAM/CAR/SAM Runway Safety/Runway Incursion Conference, which is to be held in Mexico City from 22 to 25 October 2002.

I am pleased to inform you that the “*Aeropuerto Plaza Hotel, Mexico City*” has been designated as the official Hotel for the Conference and will offer special rates to delegates and individuals attending the event. General information with respect to various arrangements is contained in **Attachment B**. Please note that the Conference participants are responsible for making their own reservations directly with the hotel using the form included in Attachment B. Reservations should be made as soon as possible only by phone or fax, referring to the **OACI/ICAO Group** in order to obtain the special rate. Also, please note that participants are responsible for obtaining visas and fulfilling any additional applicable entry requirements for Mexico.

The “Aeropuerto Plaza Hotel” will provide free transportation airport-hotel-airport. The transportation will be located at Gates 3 Domestic and 11 International at the Mexico City International Airport.

A registration desk will be arranged at the “*Aeropuerto Plaza Hotel, Mexico City*” on Tuesday 22 October 2002 between 08:00 and 09:00 hrs., for late registration. Pre-registered participants are requested to collect their badges as well as the detailed programme of activities at the registration desk.

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

Original signed by

Raymond Ybarra  
ICAO Regional Director

**ATTACHMENT B**

**INTERNATIONAL CIVIL AVIATION ORGANIZATION  
ICAO NAM/CAR/SAM RUNWAY SAFETY / INCURSION CONFERENCE  
(Mexico City, 22 to 25 October 2002)**

**GENERAL INFORMATION**

**1. Conference Venue**

The Conference will be held in the Aeropuerto Plaza Hotel, Mexico City

**2. Inaugural Session**

Tuesday 22 October 2002

Registration of participants: 08:00 – 09:00

Opening of the Conference: 09:00

Beginning of the Conference: 09:30

**3. Address, Telephone, etc.**

Aeropuerto Plaza Hotel, Mexico City

Boulevard Puerto Aéreo No. 502, 15530 México, D.F

Tel: (5255) 5785 8522 / (5255) 5326 6900

Fax: (5255) 5762 9934

E-mail: pcaptpl@fiestainn.com.mx

**To make your Hotel Room Reservations for the Conference please contact:**

**Tel: (5255) 5785 8522 ext. 833, 834**

**Toll free: + 800 701 3000**

**Fax: (5255) 5762 9934**

**4. Registration of Participants**

Participants are requested to pre-register with the ICAO NACC Regional Office. A late registry will be available at the Registration Desk at the Aeropuerto Plaza Hotel, Mexico City between 08:00 and 09:00 hours on the opening day of the meeting. For identification purposes, participants are also requested to wear the identification badge which will be issued to them when inside the premises of the hotel.

**5. General Information**

*a) Weather*

The average temperature in Mexico City for October is: maximum 22.2°C, average: 15.1°C, minimum 9.8°C, with humidity of 66%.

b). Currency and Credit Cards

The unit of currency in Mexico is the Peso (\$). Current exchange rate to date is US\$1 (One US Dollar) = MXP\$9.70 (September 2002 - subject to variation).

International credit cards such as American Express, Master Cards, VISA, Diners Club, etc., are usually accepted at major hotels, department stores and restaurants. Travellers cheques should be exchanged at Money Exchange Offices or Banks.

c) Hotel reservations

In paragraph 6 and in the attached graphic you can find the information of the Aeropuerto Plaza Hotel, Mexico City with the special rate for the participants of the Conference. The special rate is given in US Dollars, at the date of this message. Participants should arrange hotel accommodations well in advance, directly with the hotel, using the form included. You will also find a List of Hotels close to the site of the Conference. Approximate prices are given in both Mexican Pesos and US Dollars, and are subject to variation without notice.

d) Welcome service at the airport

The hotel is conveniently located across the Benito Juarez International Airport. Remember that you have to pay a US\$18.00 airport tax when returning to your country.

All persons visiting Mexico City should only use taxis from the authorized taxi stands (Sitios) **at the airport and throughout the city**. Visitors staying in hotels are advised to consult the reception desk for the locations of authorized taxi stands.

f) Taxi Stands

They are safe and trustworthy, though more expensive than street taxis. To use them you have to call their central and they send them to your door. Taxi stands are listed in the yellow pages. Some of them do not use taximeter and rate is negotiable. They are the best choice.

	<u>Telephone</u>
<b>TAXIMEX</b>	<b>5519 7690</b>
<b>Servitaxis</b>	<b>5516 6020</b>
<b>Radio Mex</b>	<b>5574 4596</b>

g) Airline telephone numbers

You may confirm your flights to the following telephone numbers:

AIRLINE	RESERVATIONS	ADDRESS
Aerolíneas Argentinas	5705 4520. 5705 2565. 5705 3512	Reforma 24
Aeroméxico	5133 4010	Leibnitz 100
Aeroperú	5566 1855	Reforma 195 PB
Air Canada	5280 3434/5283 55 00	Andrés Bello 45 PB
Air France	5627 6060	Reforma 404 – 15
Alitalia	5533 1240	Reforma 390-1003
American Airlines	5209 1400	Reforma 314
Aviacsa	5559 1955, 5559 3988	Insurgentes Sur 1292 PB
Avianca	5566 8550	Reforma 195-3
Aviateca	5211 5940. 52116640, 5566 5966	Reforma 509-3211
Copa	5592 3535 LADA 95 800 453 8123	
Lacsa	5525 0025 / 5211 76 40 / 5784 25 57	
Taca	001 800 453 812	
British Airways	5628 0500	Reforma 10-14
Canadian Airlines Intl	5208 1883/ 5207 66 11	Reforma 389-14
Continental Airlines	5283 55 00 / 5283 55 50	
Cubana de Aviacion	5203 1148 / 5255 3776	Temístocles 246
Delta Airlines	5785 1700 / 5202 1608	Reforma 381 PB
Iberia	5705 0716	
Japan Airlines	5533 5515	Reforma 295 PB
KLM	5202 4444 / 5202 3936	Paseo de las Palmas 735-7
Lan Chile	5566 5211	Reforma 87-201
Lloyd Aéreo Boliviano	5591 1087 / 5591 1134	Reforma 80
Lufthansa	5230 0000	Paseo de las Palmas 239
Mexicana de Aviación	5325 0990	Xola 535
Reservaciones/Reservations	5448 0990	
Llegadas/Arrivals	5448 0909	
Scandinavian Airlines	5280 3434	Andrés Bello 45-18
Trans World Airlines	5629 0300	Dante 14-8
United Airlines	5627 0222	Hamburgo 213 PB
USAIR	5628 0580	Reforma 10-14
Varig	5280 9192 / 5535 9700	Anatole France 31

h) Emergency Phone Numbers

Hospital Español	5203 3890
Médica Móvil <i>Intensive Therapy Unit, doctor on board of the ambulance</i>	5598 6222
Aeromed Intl	5395 9222
International Medical Air Transport Unit	5593 3909
Emergencies (Police Department)	080
Red Cross	5557 5757
Locatel (Person localization service)	5658 1111
Dr. Manuel Konstat (Dentist)	5202 7835 / 5202 7883

**6. Hotel Information**

<b>HOTEL</b>	<b>RATE AND REMARKS</b>
<b>HOTEL AEROPUERTO PLAZA <sup>Å</sup></b> Blvd. Puerto Aéreo No. 502 México D.F. C.P 15530 Tel: (5255) 5785-8522 Fax (5255) 5762-9934 <b>Reservations only:</b> <b>Tel: (5255) 5785 8522 ext. 833, 834</b> <b>Toll free: + 800 701 3000</b> <b>Fax: (5255) 5762 9934</b> <sup>Å</sup> See attached graphic	<b>Single/Double Room</b> <b>Special Rate:</b> USD\$ 105.00 (MXP \$ 1,007.55) <b>Single/Double Suite</b> <b>Special Rate:</b> USD\$ 145.00 (MXP \$ 1,399.83) Both rates include buffet breakfast and taxes (16.75%) Free transportation airport-hotel-airport – The transportation will be located at Gates 3 National and 11 International at the Mexico City International Airport. <b>RESERVATION CODE: OACI/ICAO GROUP</b>
<b>HOTEL MARRIOTT</b> Puerto Aéreo 80 México D.F. C:P. 11560 Tel: (5255) 5133 0000 01(800) 709 9500 Fax: (5255) 5133 0001 <i>Direct access from terminal</i>	De Luxe King/Double <b>Rate:</b> USD\$ 165.00 (MXP \$ 1,600.00) + Taxes (16.75%)
<b>HOTEL HILTON</b> Third Level of the new México City Airport Terminal ( <i>Direct access from International Gate</i> ) Tel: (5255) 5133-0505 Fax (5255) 5133-0536	Single/Double Room <b>Rate:</b> USD\$ 265.00 (MXP \$ 2,570.00) + Taxes (16.75%)
<b>HOTEL JR. PLAZA AEROPUERTO</b> Blvd. Puerto Aéreo No.390 México D.F. C:P. 15500 Tel: (5255) 5785-6500 Fax: (5255) 5784-3212	Single/Double Room <b>Rate:</b> USD\$ 80.00 (MXP \$ 772.20) + Taxes (16.75%)
<i>Note: As customary, hotel reservations need to be guaranteed-up with an international credit card.</i>	

<b>OACI/ICAO GROUP</b> <b>INTERNATIONAL CIVIL AVIATION ORGANIZATION</b> <b>ICAO NAM/CAR/SAM RUNWAY SAFETY / INCURSION CONFERENCE</b> (Mexico City, 22 to 25 October 2002)  <b>HOTEL RESERVATION FORM</b>			
<b>1. NAME</b>			
<b>2. COUNTRY / ORGANIZATION / COMPANY</b>			
<b>3. ARRIVAL DATE</b>			
<b>4. DEPARTURE DATE</b>			
<b>5. TYPE OF ROOM</b>	<b>SINGLE</b>		<b>DOUBLE</b>
<b>6. NUMBER OF PERSONS</b>			
<b>7. SMOKING</b>		<b>8. NON SMOKING</b>	
<b>8. REMARKS</b>			
<b>9. RATE</b>		<b>10. CREDIT CARD No.</b>	
<b>11. EXPIRATION DATE</b>			
<b>12. ISSUED BY</b>			
<b>13. RESERVATION NUMBER</b>			
<b>14. CONFIRMED BY</b>			
<b>15. DATE</b>			