



International
Civil Aviation
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Международная
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国际民用
航空组织

When replying please quote:

Ref.: NT-NT4-4.47 — **EMX0518**

15 May 2015

To: States, Territories and International Organizations

Subject: **Workshop on Air Traffic Flow Management (ATFM) Implementation for the CAR and SAM Regions**
Panama City, Panama, 25 to 29 May 2015

Action

Required: **Take note and confirm participation by 19 May 2015**

Sir/Madam:

Further to my letter Ref. **EMX356** dated 13 April 2015 (attached for your ease of reference), enclosed please find the Provisional Programme at **Attachment A**, and a revised version of the General Information at **Attachment B**, with further information regarding the venue of the event to be held in Panama City, Panama, from 25 to 29 May 2015.

I invite your administration to participate in this important event and send the registration forms by **19 May 2015**.

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

Melvin Cintron
Regional Director
North American, Central American and
Caribbean (NACC) Regional Office

Enclosure:
As indicated

N:\NT - Air Navigation (Worldwide)\NT 4-4.47 - ATFM Implementation Workshop\Correspondence\EMX051&ATMS-States-RevGeneralInfo.docx

ATTACHMENT / ADJUNTO A

**WORKSHOP ON AIR TRAFFIC FLOW MANAGEMENT (ATFM) IMPLEMENTATION FOR THE CAR AND SAM REGIONS /
TALLER SOBRE IMPLEMENTACIÓN DE LA GESTIÓN DE AFLUENCIA DEL TRÁNSITO AÉREO (ATFM) PARA LAS REGIONES CAR Y SAM
PANAMA CITY, PANAMA, MAY 25-29, 2015 / CIUDAD DE PANAMÁ, PANAMÁ, 25 – 29 DE MAYO DE 2015**

PROGRAMME / PROGRAMA

Time / Hora	Monday, May 25 / Lunes, 25 de mayo	Tuesday, May 26 / Martes, 26 de mayo	Wednesday, May 27 / Miércoles, 27 de mayo	Thursday, May 28 / Jueves, 28 de mayo	Friday, May 29 / Viernes, 29 de mayo
08:00 - 08:30	Registration / Registro	ATFM LoAs	ATFM/PBN interoperability / Interoperabilidad ATFM/PBN	Aerodrome/sector capacity Seamless	CAR and SAM Action Plans / Planes de acción CAR y SAM
08.30 – 09:00	Open Ceremony / Ceremonia de apertura	ATFM rol and responsibilities / Rol y responsabilidades ATFM			
09:00 – 10:30	ICAO Documents on ATFM / Docs de la OACI sobre ATFM				
10:30 – 11:00	Break / Receso				
11:00 – 11:30	Analysis of current ATFM in the CAR and SAM regions / Análisis del ATFM actual en las regiones CAR y SAM	Traffic flows / Flujos de tránsito	Collaborative Decision Making / Toma de decision en colaboración	Overview on ATFM implementation / Panorama sobre la implementación ATFM	CAR and SAM Action Plans / Planes de acción CAR y SAM
11:30 – 12:00		PBN concept			
12:00 – 12:30					Closure / Clausura
12:30 – 13:30	Lunch / Almuerzo				
13:30 – 14:00	Radar and frequency coverage requirements / Requerimientos de cobertura de radar y frecuencia	Route/approach design / Ruta/diseño de aproximación	ATFM lessons learned / Lecciones aprendidas sobre ATFM	ATFM/PBN strategy / Estrategia ATFM/PBN	
14:00 – 14:30					
14:30 – 15:00	Implementing ATFM / Implementando ATFM	Sector designs / Diseños de sector			
15:00 – 15:30					



ATTACHMENT B

International Civil Aviation Organization
**Workshop on Air Traffic Flow Management (ATFM) Implementation for the
 CAR and SAM Regions**
 Panama City, Panama, 25 to 29 May 2015

GENERAL INFORMATION

1. Event Venue and Dates

The Workshop on Air Traffic Flow Management (ATFM) Implementation for the CAR and SAM Regions will be held at the Panama Civil Aviation Authority facilities located at: *Avenida Demetrio Corsi, Calle Héctor Conté Bermúdez, Edificio 646, First Floor, Meeting Room*, in Panama City, Panama, from 25 to 29 May 2015.



2. Coordinator of the Event

Mrs. Juana Cerrud, Administrative Director of the Civil Aviation Authority (CAA) of Panama, will be the event coordinator. She can be reached at: telephone +507- 5019042, cellular +507-69491778, Fax: +507-5019045 and/or electronic mail: jcerrud@aeronautica.gob.pa. As alternative information, if required, you can contact: telephone +507-3159800 extension 9932, Fax +507-5019809, electronic mails: kkillingbeck@aeronautica.gob.pa, larauz@aeronautica.gob.pa; eloo@aeronautica.gob.pa; lmartinez@aeronautica.gob.pa.

3. Registration of Participants

Registration of participants to the workshop will be held on Monday 25 May 2015, from 08:00 a.m. to 08:30 a.m., at the site of the event.

4. Opening Session

The opening session of the workshop will take place on Monday, 25 May 2015, at 08:30 a.m.

5. Temperature

During the month of May, the temperature in Panama City varies from 26° to 31°C.

6. Money Exchange

The national currency is the Balboa (equivalent to US-Dollar). Current exchange rate is B/1.00 = US\$1.00. It is suggested to change money at banks or authorized money exchange houses.

7. Credit Cards

International cards as Visa, Diners, Master Card, American Express, are usually welcomed in hotels, shopping centres and restaurants.

8. Accommodation

Participants are requested to make reservations directly with the selected hotel. Suggested hotels are the following:

Hotel Tryp de Albrook	Room	Rates	Remarks
Av. Marginal, Panamá, Panamá Tel: +507 307-0300	Single Tryp (one person):	USD\$115 + tax*	At the time of making the reservation mention Panama Civil Aviation Authority group
	Double Tryp (two persons)	USD\$125 + tax	
	Suite	USD\$175 + tax	
	Master Suite	USD\$205 + tax	

*Tax: 10%

Hotel Tower House Suites	Room	Rates	Remarks
Av. Ricardo Arango 51, Panamá + 507 214-3719	Single room	USD\$65 + tax*	At the time of making the reservation mention Panama Civil Aviation Authority group
	Double room	USD\$72 + tax	

*Tax: 10%

Hotel El Parador	Room	Rates	Remarks
Eusebio A. Morales, Avenida Eusebio A. Morales Ciudad Panamá, Panamá Tel: + 507 214 4586	Single room	USD\$65 + tax*	At the time of making the reservation mention Panama Civil Aviation Authority group
	Double room	USD\$85 + tax	

*Tax: 10%

Hotel El Ejecutivo	Room	Rates	Remarks
Aquilino de la Guardia Ave Ciudad Panamá, Panamá Tel: + 507 265 8011	Single room	USD\$85 + tax*	At the time of making the reservation mention Panama Civil Aviation Authority group
	Double room	USD\$95 + tax	

*Tax: 10%

Other suggested hotels:

Holiday Inn

Avenida Omar Torrijos Herrera
Clayton, Panamá Canal, Panamá
Tel: + 00 800 052 0126 (Reservaciones)
+ 5-0731 74000 (Recepción)

Albrook Inn

Calle Las Magnolias, Edificio 14
000507 Ciudad de Panamá, Panamá
<http://www.booking.com/hotel/pa/albrook-inn.html>

Panama Civil Aviation Authority will provide transportation from the airport/hotel/event venue/hotel/airport. Participants are therefore requested to submit flight itineraries to Mrs. Luris Martinez, Tel.: +507-5019229, e-mail: lmartinez@aeronautica.gob.pa in order to coordinate the transportation.

9. Hospitals

If required, following hospitals are recommended: Hospital Nacional, Hospital Paitilla and/or Hospital San Fernando.

10. Business Hours

From 11:00 a.m. to 8:00 p.m. at shopping centres.

11. Electricity

110 Volts/60 Hz

12. Airport Tax

Departure airport tax is US\$40.00 (some Airlines include this tax in the air ticket).

13. Taxes and tips

Purchase tax is included in prices. Tips in restaurants are not included in the bill and usually, 10% of the value is considered as tip.

14. Security Recommendations

Security recommendations are the usual to any big city, such as not carrying more money than required and ask for taxi service from the hotel.

— END —