



International
Civil Aviation
Organization

Organisation
de l'aviation civile
internationale

Organización
de Aviación Civil
Internacional

Международная
организация
гражданской
авиации

منظمة الطيران
المدني الدولي

国际民用
航空组织

When replying please quote:

Ref.: NT-N1-17 — **E.OSG - NACC60384**

21 April 2016

To: States, Territories and International Organizations

Subject: **Invitation — Seventh Pan American Aviation Safety Summit and Ninth Regional Aviation Safety Group — Pan America Annual Plenary Meeting (RASG-PA/9)**
Panama City, Panama, 21 – 23 June 2016

Action

- Required:
- 1) Submit documentation by the deadlines provided in this letter
 - 2) Register participation by **5 June 2016**

Sir/Madam,

Reference is made to State letter EMX1193 dated 22 December 2015, on the subject meetings. I would like to remind you that the ICAO Regional Aviation Safety Group — Pan America (RASG-PA) and the Panamanian Civil Aviation Authority, in partnership with the Latin America and Caribbean Air Transport Association (ALTA), will hold the Seventh Aviation Safety Summit and the Ninth Regional Aviation Safety Group — Pan America Plenary Meeting (RASG-PA/9), entirely focused on the Pan American Region. The collaborative actions stemming from these events have significantly contributed to the improvement of aviation safety in the Pan American Region.

The Safety Summit will be held from 21 to 22 June and will be followed by the Ninth Regional Aviation Safety Group — Pan America Plenary Meeting on 23 June 2016. These events will take place at the Riu Plaza Panama Hotel in Panama City, Panama. International and regional safety leaders representing major aviation stakeholders will be in attendance.

The Safety Summit will showcase senior level experts and executives from States, international organizations and industry. The Summit will not only provide an overview of regional safety statistics and other current RASG-PA initiatives to enhance flight safety, but will also facilitate agreement on specific strategies to mitigate the top aviation safety risk areas in the region. Additional Safety Summit activities include:

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- Panel discussions and seminars focused on mitigation strategies for the top data-driven risk areas in the region
- Opportunities to network and exchange views with leaders and experts from the aviation industry in these key strategic areas

Working together, States, international organizations, and industry have made significant progress towards improving aviation safety in the Pan American Region. In order to continue this positive trend of mutual collaboration to address safety initiatives, participation is open to all aviation stakeholders, including operators (commercial, cargo, corporate and general), pilot groups, regulators, airport personnel, Air Traffic Control (ATC) representatives and any other companies or individuals whose goal is a safer aviation industry.

The Seventh Pan America Safety Summit Provisional Programme is available at the following link: <http://www.alt.aero/safety/2016/agenda.php>; the RASG-PA/9 Plenary Meeting Provisional Agenda is enclosed at **Attachment A**, and the Provisional Schedule will be sent shortly.

I urge States/Territories, international organizations and industry to participate in this event, where the most current relevant aviation topics will be addressed; I invite you to register for the Seventh Pan American Safety Summit at the following link: <http://www.alt.aero/safety/2016/registration.php>. For further details on the Safety Summit, please visit: <http://www.alt.aero/safety/2016/home.php>.

For the RASG-PA/9 Plenary Meeting please submit the registration form (**Attachment B**) to this Regional Office by **5 June 2016**.

All meeting documentation will be placed in the Meetings Section of the following web page: <http://www.icao.int/NACC/Pages/default.aspx> as it becomes available. Taking into consideration the availability of documentation in electronic format, no hard copies will be distributed during the event.

Documentation that your Administration/Organization may wish to submit/present at the meeting should be forwarded to this office by e-mail in Microsoft Word format using the attached templates. Working papers should be brief, action-oriented, and focused with a four-page limit excluding any appendices.

Only working papers **received** by this office by **29 May 2016**, will be translated to ensure timely processing. Working papers received in this office **after** that date will have to be submitted in both languages. Information papers will only be issued in the language submitted. The deadline to receive papers is **8 June 2016**. The deadlines for submission of documentation for translation will be strictly enforced. You are encouraged to submit documentation in both meeting languages (i.e., English and Spanish).

Should you require further information regarding the events, please contact Mr. Eduardo Chacin, Regional Officer, Flight Safety (echacin@icao.int), or Ms. Lizette Morales, Assistant, (lmorales@icao.int); or visit <http://www.icao.int/RASGPA/Pages/default.aspx> and/or <http://www.alt.aero/safety/2016/home.php>.

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

A digital signature in blue ink, appearing as a stylized cursive script. The signature is overlaid on a circular blue stamp. The stamp contains the text "Firma Digital" on the left and "Digital Signature" on the right. At the top of the stamp, it reads "OACI - IKAO".

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

Enclosure:

A – Provisional Agenda

B – Registration Form

C – E (Templates for Papers)

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ATTACHMENT A

PROVISIONAL AGENDA

- Agenda Item 1: Approval of the Provisional Agenda**
- Agenda Item 2: RASG-PA Report**
- Agenda Item 3: RASG-PA Executive Steering Committee (ESC) Report**
- Agenda Item 4: Pan America — Regional Aviation Safety Team (PA-RAST) Report**
- Agenda Item 5: Annual Safety Report Team (ASRT) Report**
- Agenda Item 6: RASG-PA Projects Report**
- Agenda Item 7: Other Safety Initiatives**
- Agenda Item 8: RASG-PA Activities Plan 2017**
- Agenda Item 9: Other Business**

ICAO



OACI

North American, Central American and Caribbean Office (NACC)
Oficina para Norteamérica, Centroamérica y Caribe (NACC)

Ninth Regional Aviation Safety Group — Pan America Plenary Meeting
Novena Reunión Plenaria del Grupo Regional de Seguridad Operacional de la Aviación - Panamérica
(RASG-PA/9)

Panama City, Panama, 23 June 2016 / Ciudad de Panamá, Panamá, 23 de junio de 2016

ATTACHMENT / ADJUNTO B
REGISTRATION FORM / FORMULARIO DE REGISTRO

1.	Position in your Delegation: <i>(Please select one option)</i>	Chief Delegate / Jefe de la Delegación		Delegate / Delegado	
	Posición dentro de su Delegación: <i>(Por favor seleccione una opción)</i>	Speaker / Conferencista		Moderator / Moderador	
2.	Country / Organization País / Organización				
3.	Salutation / Encabezamiento	Mr. / Sr.		Mrs. / Sra.	Miss / Srta.
4.	Name / Nombre				
5.	Official Position or Title / Cargo o Título Oficial				
6.	Official Telephone / Teléfono oficial				
7.	Mobile (to contact you in case of an emergency) Celular (para contactarle en caso de emergencia)				
8.	Official E-mail / Correo-e oficial				
9.	Hotel and address where you will be staying during the event / Hotel y dirección donde se estará hospedando durante el evento				
10.	Please indicate if accompanied by your family Por favor indique si lo acompaña su familia	Yes / Sí		#	
11.	Dates of total stay in the venue Country Fechas de estancia total en el País del evento				
12.	Please indicate if you have any medical condition or allergies / Por favor indique si usted tiene alguna condición médica o alergias				
13.	Emergency contact information in your country of origin / Información de contacto para emergencias en su país de origen		Name Nombre		
			Relationship Relación		
			Telephone Teléfono		

Please send this form to: / Por favor envíe este formulario a:
E-mail: icaonacc@icao.int