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Organization

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Международная  
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منظمة الطيران  
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国际民用  
航空组织

*When replying please quote:*

Ref.: NT-N1-17.1 — **E.OSG – NACC59738**

1 March 2016

To: RASG-PA Executive Steering Committee Members

Subject: **Invitation — Twenty-Sixth Regional Aviation Safety Group — Pan America Executive Steering Committee Meeting (RASG-PA ESC/26)**  
Lima, Peru, 24 - 25 May 2016

Action

Required: 1) Submission of documentation by the deadlines provided in this letter  
2) Register participation by **13 May 2016**

Sir/Madam,

I am pleased to invite you to participate in the Twenty-Sixth Regional Aviation Safety Group — Pan America Executive Steering Committee Meeting (RASG-PA ESC/26) which will be held at the ICAO SAM Regional Office in Lima, Peru, from 24 to 25 May 2016. The working language of the Meeting will be English and no simultaneous interpretation will be provided

Attached to this letter you will find the following:

- Provisional Agenda — **Attachment A**
- Provisional Schedule — **Attachment B**
- Registration Form — **Attachment C**
- Templates — **Attachments D to F**

**Only** working papers **received** by this office by **6 May 2016**, submitted by States/Territories, 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. Papers received from international organizations will not be translated and will be issued only in the language submitted. The deadline to receive papers is **15 May 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).

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Please note that working papers are limited to four pages of text (including appendices) if translation is required. Where a working paper includes appendices and exceeds four pages only the paper will be translated, provided it is within the four-page limit. The documentation will be posted on the ICAO NACC Regional Office website as it becomes available at the following address <http://www.icao.int/RASGPA/Pages/esc.aspx>.

Please submit registration form enclosed at **Attachment C**, to this Regional Office by **13 May 2016**. For information on accommodation visit: <http://www.icao.int/SAM/Pages/Hotels.aspx>.

If you require any further information regarding the meeting, please contact Mr. Eduardo Chacin, Regional Officer, Flight Safety ([echacin@icao.int](mailto:echacin@icao.int)) or Lizette Morales, Assistant, ([lmorales@icao.int](mailto:lmorales@icao.int)).

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

A digital signature in blue ink, overlaid on a circular blue stamp. The stamp contains the ICAO logo and the text "Firma Digital" on the left and "Digital Signature" on the right. The signature itself is a stylized cursive script.

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

**Enclosure:**

- A – Provisional Agenda*
- B – Provisional Schedule*
- C – Registration Form*
- D – F Templates*

**ATTACHMENT A**  
**PROVISIONAL AGENDA**

- Agenda Item 1: Approval of the Provisional Agenda**
- Agenda Item 2: RASG-PA and ESC Valid Conclusions and Decisions**
- Agenda Item 3: RASG-PA Team Reports**
- 3.1 Pan America — Regional Aviation Safety Team (PA-RAST)
  - 3.2 Annual Safety Report Team (ASRT)
- Agenda Item 4: RASG-PA Project Reports**
- 4.1 Flight Operations Quality Assurance (FOQA) Data Sharing (PASO)
  - 4.2 Regional aviation accident investigation group (GRIAA) of Central American States
  - 4.3 CAR and SAM Regions Safety Information Project
- Agenda Item 5: RASG-PA Strategic Plan**
- Agenda Item 6: RASG-PA Communication Plan**
- Agenda Item 7: Seventh Pan American Aviation Safety Summit**
- Agenda Item 8: Ninth Regional Aviation Safety Group – Pan America Plenary Meeting (RASG-PA/9)**
- Agenda Item 9: RASG-PA/ESC/27 Meeting**
- Agenda Item 10: Other Business**
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**ATTACHMENT B**  
**PROVISIONAL SCHEDULE**

Hour	24 May 2016	Hour	25 May 2015
<b>08:45 – 09:00</b>	Registration		
<b>09:00 – 09:30</b>	Agenda Item 1	<b>09:00 – 09:45</b>	Agenda Item 5
<b>09:30 – 10:00</b>	Agenda Item 2		
<b>10:00 – 10:30</b>	Agenda Item 3.1	<b>09:45 – 10:30</b>	Agenda Item 6
<b>10:30 – 11:00</b>	<b><i>Break</i></b>	<b>10:30 – 11:00</b>	<b><i>Break</i></b>
<b>11:00 – 12:00</b>	Agenda Item 3.1 (Cont.)	<b>11:00 – 12:00</b>	Agenda Item 6 (Cont.)
<b>12:00 – 13:30</b>	<b><i>Lunch</i></b>	<b>12:00 – 13:30</b>	<b><i>Lunch</i></b>
<b>13:30 – 14:00</b>	Agenda Item 3.2	<b>13:30 – 14:30</b>	Agenda Item 7
<b>14:00 – 14:30</b>	Agenda Item 4.1	<b>14:30 – 15:00</b>	Agenda Item 8
<b>14:30 – 15:00</b>	Agenda Item 4.2	<b>15:00 - 15:15</b>	Agenda Item 9
<b>15:00 – 15:30</b>	Agenda Item 4.3	<b>15:15 - 15:30</b>	Agenda Item 10

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

## ATTACHMENT C

Twenty-Sixth Regional Aviation Safety Group — Pan America Executive Steering Committee Meeting  
Vigésima Sexta Reunión del Comité Directivo Ejecutivo del Grupo Regional de Seguridad Operacional de la Aviación —  
Panamérica  
(RASG-PA ESC/26)

Lima, Peru, 24 to 25 May 2016 / Lima, Perú, 24 al 25 de mayo de 2016

## REGISTRATION FORM / FORMULARIO DE REGISTRO

1.	Position in your Delegation: (Please select one option)	Chief Delegate / Jefe de la Delegación	Delegate / Delegado			
	Posición dentro de su Delegación: (Por favor seleccione una opción)	Adviser / Asesor	Observer / Observador			
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](mailto:icaonacc@icao.int)