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When replying please quote:

Ref.: NT- N1-17.2 E.OSG - NACC76815

31 January 2019

To: States, Territories and International Organizations

Subject: **Invitation – Thirty Fifth Pan America — Regional Aviation Safety Team Meeting (PA-RAST/35) of the Regional Aviation Safety Group — Pan America (RASG-PA)**
Miami, United States, 20 to 21 February 2019

Action

- Required: 1) Submission of documentation by the deadlines provided in this letter
2) Register participation by **15 February, 2019**

Sir/Madam,

As part of the Regional Aviation Safety Group—Pan America (RASG-PA) regular programme activities for 2019, I wish to invite your Administration/Organization to participate in the Thirty Fifth Pan America—Regional Aviation Safety Team Meeting (PA-RAST/35), to be held in Miami, United States, from 20 to 21 February 2019. We are grateful for this opportunity to share the safety message with the authorities and aviation stakeholders in United States. Therefore, we ask you to consider attending this important event.

The working language of the meeting will be English, and no simultaneous interpretation will be provided. You are kindly requested to complete and return the Registration Form at **Appendix A** by e-mail for each participant by **February 15, 2019**. **Appendix B** contains the general information of the event, **Appendix C** the Mnemonic Note, and **Appendix D** the Agenda.

The working/information papers that your Administration/Organization may wish to submit for the meeting shall be forwarded to this office by e-mail in Microsoft Word (using the attached **Appendices E** and **F** templates) by **February 15, 2019**.

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

Should you require further information regarding the meeting, please contact Mr. Eric Picaud, Regional Office, Flight Safety Implementation (epicaud@icao.int) or Mrs. Claudia Riva-Palacio, Assistant (criva-palacio@icao.int).

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



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

Enclosure:

A – Registration Form

B –General Information

C –Mnemonic Note

D –Agenda

E and F- Templates for Papers

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GENERAL INFORMATION

1. Event Venue and Dates

The Thirty Fifth Pan America — Regional Aviation Safety Team Meeting (PA-RAST/35) of the Regional Aviation Safety Group — Pan America (RASG-PA) will take place at 800 Waterford Way Miami, FL 33126, from 20 to 21 February 2019.

2. Name of the Meeting’s Coordinator and Assistant, Address and Contact Numbers

*Mr. Javier Puente, Safety Implementation Officer
ICAO SAM Regional Office
Telephone: + 511 611 8686
E-mail: jpuente@icao.int*

*Mr. Gabriel Acosta
IATA
E-mail: acostag@iata.org*

3. Participants Registration

Delegate registration will take place on 20 February 2019, from 08:30 to 09:00 hours.

4. Inaugural Session

The Meeting begins on Tuesday 20 February 2019
 Registration of participants 08:30 am - 09:00 am
 Meeting Opening ceremony 09:00 am

5. Accommodation

The List of Hotels close to the meeting venue is shown below. You are free to choose whatever accommodation suits your situation. However, please note that transportation to and from the meeting location will not be provided. Participants must arrange hotel accommodation well in advance.

Area Hotels / corporate rate:

Pullman Miami Airport (Accor) (request the IATA corporate rate)
 IATA’s contact: Karina Morales (Karina.Morales@accor.com)
 5800 Blue Lagoon Drive
 Miami, FL 33126
 Tel: +1 (305) 264 4888

Sheraton Miami Airport (request the IATA corporate rate)
IATA's contact: Angela Rojas (ARojas@sheratonmiamiairport.com)
3900 NW 21st Street,
Miami, FL 33142
Tel: +1 (305) 870 8103
Hilton Miami Airport
5101 Blue Lagoon Drive,
Miami, FL 33126
Tel: +1 (305) 265 3829

Spring Hill Suites
6700 NW 7th Street
Miami, FL 33126
Tel: +1 (305) 265-0144

Pullman and Sheraton offer free shuttle services to our offices. The other might be able to accommodate it also, but we are not 100% sure.

6. Dress and Weather

Dress appropriately, preferably business casual. The average temperature in Miami during the month of February is 80/76°F and 27/24°C.

7. Documentation Link

The documentation for the Meeting is being posted on the ICAO SAM Office Website; participants should check our website frequently to download the documentation. **All participants must bring their own set of documentation (hard copy or electronically in a laptop) to the Meeting venue; there will be no hard copies available for distribution.**

<http://www.icao.int/SAM>

Click on "Meetings" Thirty Fifth Pan America — Regional Aviation Safety Team Meeting (PA-RAST/35)"

APPENDIX C



ICAO SOUTH AMERICAN OFFICE

MNEMONIC NOTE – SI/01

Ordinary Meetings for the Regional Security Aviation Operational Team – Pan American (PA-RAST)	
Ordinary Meetings for the Regional Security Aviation Operational Team Pan American (PA-RAST)	<p>The PA-RAST acts as a regional forum that integrates the regional efforts and sub regionals, thus the ones related for the industry, to achieve a continuous improvement of the operational security.</p> <p>The PA-RAST, through its members, develop and take into advantage actions and initiatives to support the fulfillment and implementation of the Global Annual Operational Security Plan (GASP) for ICAO, and Regional Plan approved for the RAAC16, through the establishment and management of an operational security system for the aviation based on the regional Pan-American performance.</p> <p>The activities for RASG-PA adopt a collaborative methodology between States, International Organizations and the Industry, through the collection and exchange of data, for an adequate dangers identification, risks evaluation, and adequate mitigation measurements determination.</p>
Objective of the event	<p>The objective of the meeting is the analysis the operational security data of the Pan-American region to determine:</p> <ul style="list-style-type: none"> • Principal regional risks; and • Working team conformation for specific activities; and • The ESC recommendation about corresponding mitigation measurements. <p>The specific planned activities are:</p> <ul style="list-style-type: none"> • Final revision of the material guide “<i>Collaborative Safety Teams</i>” • Groups sessions Ad-Hoc to discuss: <ul style="list-style-type: none"> ○ Recommendation revisions of the ANConf/13 ○ Security data analysis ○ Working plan of PA-RAST ○ Evaluation for pasts activities • Working Ad-Hoc groups plans presentation
Activities performed	<p>During 2019 meetings PA-RAST 35, 36, 37 and 38 will be held, continuing with the chronological order of the past’s agreements. Meetings for PA-RAST according with the Procedures’ Manual of RASG-PA will be held each three months.</p>

Project nature	<p>The following activities will be held during the PA-RAST meetings:</p> <ul style="list-style-type: none">• Analysis of the available operational security data• Follow-up for mitigation related activities projects.• Determination of new mitigation actions, if they correspond, and through the presentation of projects for ESC consideration.
Participants' profile	<p>State Representatives, International Organizations and designed Industry to participate in PA-RAST meeting.</p> <p>In attention of the nature of PA-RAST meetings, it is expected that participants count with experience in handling, analysis and data interpretation, preferably about operational aviation security.</p> <p>The extent possible, the States, International Organization and the Industry should contribute to PA-RAST with the proper data and/or information.</p>
Contact person in the SAM Office	<p>Mr. Javier Puente Regional Officer Safety Operational Implementation. OACI South American Regional Office. jpuente@icao.int</p>



**Thirty Fifth Pan America — Regional Aviation Safety Team Meeting
(PA-RAST/35)**

Miami, United States – 20 to 21 February 2019

**APPENDIX D
Provisional Agenda**

- Agenda Item 1: Approval of the Provisional Agenda**
The Meeting is expected to review and approve the provisional agenda for the meeting
- Agenda Item 2: Review of PA-RAST Action Items and RASG-PA Valid Conclusions/Decisions**
The Meeting will review the last PA-RAST meeting actions items and conclusions, as well as the latest activities of RASG-PA Meetings.
- Agenda item 3: Final review of the PA-RAST Guidance Material on Collaborative Safety Initiatives**
The Meeting will review the latest version of the PA-RAST Guidance Material on Collaborative Safety Initiatives and approve a draft to be presented to the ESC.
- Agenda Item 4: Ad Hoc Teams Breakout Session**
Meeting participants will break out with respective Ad Hoc Teams to develop a project charter, with deliverables, deadlines, etc. on the following topics:
- Review of ANConf/13 recommendations
 - Safety Analysis
 - PA-RAST Working Plan
 - Past Work Evaluation
- Agenda Item 5: Presentation of Ad Hoc Teams Working Plan Charts**
Ad Hoc Teams Focal Points will present to the Meeting the results from the breakout sessions and further discuss the deliverables for the next PA-RAST meeting.
- Agenda Item 6: Other Business**

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