



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

LT 2/3A.20 – SA043

1 February 2010

To: Mr. Pierre du Bois/DIRAC, French Guiana
Mr. Zulficar Mahomed /CAD a.i., Guyana
Mr. John Veira/CAD, Suriname

cc.: Mr. Philippe Guivarch/DSNA, French Guiana
D/ANB
C/CNS
ICAORD, Mexico

Subject: **Regional NAM/CAR/SAM Preparatory Meeting (RNCSPM) for ITU WRC-2012**
(Mexico City, Mexico, 21 to 22 April 2010) and
Twenty-second meeting of the Aeronautical Communications Panel (ACP) Working Group F (ACP-WG/F)
(Mexico City, Mexico, 23 to 30 April 2010)

Actions
required: **1. Register participants by 26 March 2010**
2. Support the RNCSPM by confirming your intention to give a presentation by 12 March 2010

Sir/Madam:

I have the honour to inform you that ICAO will be carrying out a Regional NAM/CAR/SAM Preparatory Meeting (RNCSPM) for the ITU World Radiocommunications Conference (2012) (WRC-2012) in the ICAO NACC Regional Office from 21 to 22 April 2010. This event will be followed by the 22nd meeting of the Aeronautical Communications Panel - Working Group F – Spectrum Management (ACP-WG/F) that will be held from 23 to 30 April 2010.

These events are intended to assist States in their understanding and practice of aeronautical radio frequency spectrum management, and in their activities to support the ICAO position for the WRC 2012.

Specifically, the RNCSPM for WRC-2012 will include a frequency spectrum management workshop and discussion of the preparatory activities for WRC-2012. The main purpose of the event is to provide States, Territories and International Organizations within the NAM/CAR/SAM Regions with an overview on the radio frequency spectrum management matters and a forum for the preparation of the ITU WRC-12, in order to facilitate a more effective participation at the national and regional level forums within the NAM/CAR/SAM Region in support of the ICAO position. **Appendix A** to this letter contains the Draft Programme for the RNCSPM.

Following the RNCSPM, the ACP-WG/F will address at a global level, with the participation of international ACP experts, the various radio frequency spectrum related issues contemplated in its work programme, with special regard to the preparation of ITU WRC-12. The documentation of the ACP-WG-F is available on the following link:

<http://www.icao.int/anb/panels/acp/wgdoclist.cfm?MeetingID=267>.

Participants to the RNCSPM are encouraged to attend the ACP-WGF meeting for additional in-depth exposure to the issues associated with the preparation for WRC-2012.

The intended audience for these events are the States' designated WRC-2012 focal points, as well as CNS personnel responsible for aeronautical radio frequency spectrum issues associated to the planning and implementation of CNS services.

In this regard, you are cordially invited to participate and inform this Regional Office of your attendance by **26 March 2010**, by completing the registration form included as **Appendix B** to this letter. The RNCSPM will be carried out with simultaneous interpretation in English/Spanish. However, the simultaneous interpretation services will be confirmed considering the participants' registration. The ACP-WG/F meeting will be only in English. Registration may be to one or both of the events.

Regarding the draft programme, your Administration can also support the event by providing a presentation on the topics contained in the programme or any other that your Administration consider convenient to present in relation to the RNCSPM.

In this regard, I would appreciate that you confirm your intention to support the RNCSPM with a presentation no later than **12 March 2010**, by informing the name of the speaker, title of the presentation, duration and its summary. All presentations should be submitted to this Regional Office by **12 April 2010**.

Appendix C to this letter contains the information paper containing the administrative information for the meeting.

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



Franklin Hoyer
Regional Director
South American Office
Lima

Atts.

APPENDIX A / APENDICE A



*International Civil Aviation Organization /
Organización de Aviación Civil Internacional*

**Regional NAM/CAR/SAM Preparatory Meeting (RNCSPM) for WRC-2012 /
Reunión Regional NAM/CAR/SAM en Preparación para la CMR-2012**

ICAO NACC Regional Office, Mexico City, Mexico, 21 to 22 April 2012

Oficina Regional NACC de la OACI, Ciudad de México, México, 21 al 22 Abril
2010

Objectives	Objetivos:
<ul style="list-style-type: none">a) Provide a forum for the understanding and practice of aeronautical radio frequency spectrum management.b) Provide information on ICAO position for the ITU World Radio communications Conference 2012 (WRC-2012)c) Discuss and organize the preparatory State's activities to support ICAO position for the WRC 2012 and its related meetings.	<ul style="list-style-type: none">a) Proporcionar un foro para el entendimiento y practica de la gestión del espectro aeronáutico de radio frecuenciab) Proporcionar información sobre la postura de la OACI para la Conferencia Mundial de radiocomunicaciones 2012 de la UITc) Discutir y organizar las actividades preparatorias del Estado para apoyar la postura de la OACI para la CMR 2012 y reuniones afines.
<p>The event is addressed to:</p> <p>States' designated WRC-2012 focal points, as well as CNS personnel responsible for aeronautical radio frequency spectrum issues associated to the planning and implementation of CNS services in the NAM/CAR/SAM Regions.</p> <p>The draft programme is presented as follows.</p>	<p>El evento está dirigido a:</p> <p>Puntos focales para la CMR-2012 designadas por los Estados, así como personal CNS responsable de los asuntos sobre el espectro aeronáutico de radio frecuencia asociados a la planeación e implantación de servicios CNS en las Regiones NAM/CAR/SAM</p> <p>El programa provisional se presenta a continuación.</p>

DRAFT PROGRAMME / PROGRAMA PROVISIONAL

<p align="center">DAY ONE / DÍA UNO Wednesday 21 April 2010 / Miércoles 21 de abril de 2010</p>	
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08:15 – 09:00	<i>Registration / Registro</i>
09:00 – 09:30	<i>Opening Ceremony / Ceremonia de Apertura</i>
	<i>Remarks by / Palabras de apertura de</i> <ul style="list-style-type: none"> • <i>ICAO NACC Regional Office and Aeronautical Communications Panel Working Group Frequencies (ACP-WG/F)</i> • <i>Oficina Regional NACC de la OACI y Grupo de Trabajo de Frecuencias del Panel de Expertos en Comunicaciones Aeronáuticas (ACP-WG/F)</i>
09:30 – 09:45	<i>Introduction of participants / Introducción de participantes</i>
09:45 – 10:15	<i>Coffee Break / Pausa para el Café</i>

Frequency Spectrum Workshop/ Taller sobre el Espectro de Frecuencia

10:15 – 12:30	<i>Aviation Frequency Spectrum & the ITU World Radio Communication Conference / Gestión del Espectro de Radio frecuencia de la Aviación y Conferencia Mundial de Radio Comunicaciones de la UIT</i> <i>ICAO / OACI</i>
	<i>ICAO Position for the ITU World Radiocommunication Conference (WRC) 2012 (WRC-2012) /</i> <i>Postura de la OACI para la Conferencia Mundial de Radiocomunicaciones (CMR) 2012 de la UIT (CMR-2012)</i> <i>ICAO / OACI</i>
12:30 – 13:30	<i>Break for Lunch / Pausa para el Almuerzo</i>
13:30 – 15:30	<i>NAM/CAR/SAM Regional Frequency Coordination issues/ Asuntos de coordinación Regional de frecuencias NAM/CAR/SAM</i> <i>ICAO/OACI</i>
	<i>State's presentation/ Presentación de los Estados</i> <i>States/ Estados</i>
	<i>Introduction of Doc 9718, Handbook on Radio Frequency Spectrum Requirements for Civil Aviation /</i> <i>Introducción al Doc 9718, Manual relativo a las necesidades de la Aviación Civil en Espectro de Radiofrecuencias (parte 1)</i> <i>ICAO/OACI</i>
	<i>Session of Questions / Sesión de Preguntas</i>

Preparatory Activities For WRC-2012/ Actividades Preparatorias para el CMR-2012

DAY TWO / DÍA DOS

Thursday 22 April 2010 / Jueves 22 de abril de 2010

08:30 – 10:00	<p><i>Introduction of Doc 9718, Handbook on Radio Frequency Spectrum Requirements for Civil Aviation (Part 2) /</i> <i>Introducción al Doc 9718, Manual relativo a las necesidades de la Aviación Civil en Espectro de Radiofrecuencias (Parte 2)</i> <i>ICAO/OACI</i></p>
10:00 – 10:30	<p><i>Coffee Break / Pausa para el Café</i></p>
10:30 – 12:30	<p><i>Introduction of WRC-2012 Agenda Item 1.7 Issues /</i> <i>Introducción a la Cuestión 1.7 del orden del día de la CMR-2012</i> <i>ICAO/OACI</i></p> <p><i>Introduction of WRC-2012 Agenda Item 1.4 Issues /</i> <i>Introducción a la Cuestión 1.4 del orden del día de la CMR-2012</i> <i>ICAO/OACI</i></p>
12:30 – 13:30	<p><i>Break for Lunch / Pausa para el Almuerzo</i></p>
13:30 – 15:00	<p><i>Introduction of WRC-2012 Agenda Item 1.3 Issues /</i> <i>Introducción a la Cuestión 1.3 del orden del día de la CMR-2012</i> <i>ICAO/OACI</i></p> <p><i>Introduction of WRC-2012 Agenda Item 1.12 and Wireless Avionics Intra-Communications (WAIC) /</i> <i>Introducción a la Cuestión 1.12 del orden del día de la CMR-2012 y Comunicaciones inalámbricas dentro del avión (WAIC)</i> <i>ICAO/OACI</i></p> <p><i>Conclusions/ Conclusiones</i></p>
15:00 – 15:20	<p><i>Closing Ceremony / Ceremonia de Clausura</i></p>

APPENDIX B / APÉNDICE B



*International Civil Aviation Organization /
Organización de Aviación Civil Internacional*

**ICAO NAM/CAR/SAM Regional Preparatory Meeting (NCSRPM) for ITU WRC-2012 /
Reunión regional NAM/CAR/SAM de la OACI en preparación (NCSRPM) para la CMR-
2012 de la UIT**

ICAO NACC Regional Office, Mexico City, Mexico, 21 to 22 April 2010

Oficina Regional NACC de la OACI, Ciudad de México, México, 21 al 22 Abril 2010

**Twenty-second meeting of the Aeronautical Communications Panel (ACP) Working Group
F (ACP-WG/F)**

**Vigésimosegunda Reunión del Grupo de Trabajo F del Grupo de Expertos de
Comunicaciones Aeronáuticas (ACP-WG/F) – Inglés únicamente**

ICAO NACC Regional Office, Mexico City, Mexico, 23 to 30 April 2010

Oficina Regional NACC de la OACI, Ciudad de México, México, 23 al 30 Abril 2010

REGISTRATION FORM / FORMULARIO DE REGISTRO

<i>Attending: / Asistiendo a:</i>			
<i>NCSRPM for WRC-2012 NCSRPM para la CMR-2012</i>		<i>ACP-WG/F</i>	

1.	NAME NOMBRE	
2.	POSITION CARGO	
3.	ORGANIZATION ORGANIZACIÓN	
4.	COUNTRY PAÍS	
5.	TELEPHONE TELÉFONO	
6.	E-MAIL CORREO-E	

Please return this form to: / Por favor regrese este formulario a:

E-mail: icao_nacc@mexico.icao.int / mail@lima.icao.int

Fax: + 52 55 5203 2757 / +51 1 611-8689

APPENDIX C



International Civil Aviation Organization

ICAO NAM/CAR/SAM Regional Preparatory Meeting (NCSRPM) for ITU WRC-2012

ICAO NACC Regional Office, Mexico City, Mexico, 21 to 22 April 2010

Twenty-second meeting of the Aeronautical Communications Panel (ACP)

Working Group F (ACP-WG/F)

ICAO NACC Regional Office, Mexico City, Mexico, 23 to 30 April 2010

GENERAL INFORMATION

(Presented by the Secretariat)

1. ICAO NAM/CAR/SAM Regional Preparatory Meeting (NCSRPM) for ITU WRC-2012

The ICAO NAM/CAR/SAM Regional Preparatory Meeting (NCSRPM) for ITU WRC-2012 will take place at the ICAO NACC Regional Office Conference Room from 21 to 22 April 2010.

2. Participants Registration

Delegate registration will take place on 21 April 2010, from 08:30 to 09:00 hrs.

3. Opening Ceremony

The opening ceremony will take place on 21 April 2010, at 09:00 hrs.

4. Twenty-second meeting of the Aeronautical Communications Panel (ACP) Working Group F (ACP-WG/F)

The Twenty-second meeting of the Aeronautical Communications Panel (ACP) Working Group F (ACP-WG/F) will take place at the ICAO NACC Regional Office Conference Room from 23 to 30 April 2010.

5. Participants Registration

Delegate registration will take place on 23 April 2010, from 08:30 to 09:00 hrs.

6. Opening Ceremony

The opening ceremony will take place on 23 April 2010, at 09:00 hrs.

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

Julio César Siu, Communications, Navigation and Surveillance Regional Officer
Claudia López, Assistant
ICAO NACC Regional Office
Presidente Masaryk 29, Third Floor, Polanco, Mexico City, Mexico
Telephone: + 52 55 5250 3211
Fax: + 52 55 5203 2757
E-mail: icao_nacc@mexico.icao.int
jsiu@mexico.icao.int / clopez@mexico.icao.int

Onofrio Smarrelli, Communications, Navigation and Surveillance Regional Officer
ICAO SAM Regional Office
Telephone: +51 1 611 8686
E-mail: mail@lima.icao.int; osmarrelli@lima.icao.int

8. Accommodation, maps and general information for Mexico City and the ICAO NACC Regional Office

The aforementioned information can be found on the “*Visiting our Office?*” Section of the ICAO NACC Regional Office Website located at the following address:

<http://www.mexico.icao.int/VisitorsInfo.html>

9. Documentation Link

The documentation for the ACP-WG/F Meeting is being posted on the ICAO ACP 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/anb/panels/acp/wgdoclist.cfm?MeetingID=267>