



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

BUREAU AFRIQUE OCCIDENTALE ET CENTRALE / WESTERN AND CENTRAL AFRICAN OFFICE

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28 May 2009

Subject: Seventeenth meeting of the AFI Satellite Network Management Committee (SNMC/17) (Monrovia, Liberia. 23-25 June 2009)

Action Required: Reply not later than 15 June 2009

Sir /Madam,

I have the honour to invite your Administration / Organization to the Seventeenth Meeting of the AFI Satellite Network Management Committee (SNMC/17) which is being hosted by Roberts FIR management and will take place at the Samuel K. Doe Stadium in Monrovia, Liberia, from 23 to 25 June 2009.

As the provisional agenda hereto attached indicates, the SNMC/17 meeting will, amongst other things, mainly review the follow-up actions taken by SNMC members on matters arising from SNMC/16 Conclusions; evaluate the report of the Joint Technical team; review operational statistics and analyze/assess network performance, features and availability; and discuss network modernization and integration aspects.

In this regard, the attention of your Administration/Organization is being drawn to the need to participate actively by preparing Working Papers and providing the necessary inputs in relation to the individual Agenda items. Such inputs should include operational end-to-end circuit statistics, and updates on present network parameters and expected/future applications, with a view to facilitating the upgrading of the AFISNET performance and ensuring smooth integration.

It will be recalled that the Special AFIRAN-8 meeting held in Durban, 24-29 November 2008, noted the work being done by the AFISNET Joint Technical Evaluation Team which was expected to be completed at the end of March 2009.

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You will also find attached the List of Hotels in Monrovia. Meanwhile, be advised that Working Papers prepared by the Secretariat will be circulated in due course.

Kindly advise at your earliest convenience but not later than 15 June 2009 whether your Administration/Organization intends to participate in the SNMC/17 Meeting, and accordingly indicate the name and designation of your delegate(s).

Please accept, Sir/Madam, the assurances of my highest consideration.



fw A. O. Guiteye
ICAO Regional Director
Western & Central Africa office

**Attachment: Provisional Agenda
List of Hotels**

**SEVENTEENTH MEETING OF AFI SATELLITE NETWORK MANAGEMENT
COMMITTEE (SNMC/17)**

(Monrovia, Liberia. 23-25 June 2009)

PROVISIONAL AGENDA

- 1) Follow up on SNMC/16 Conclusions
 - 2) Review of the Joint Technical team reports
 - 3) Review of operational statistics of availability for AFISNET-supported links
 - 4) Review of AFISNET earth stations performance by Administrations/Organizations
 - *Stations MTBF and MTTR performance*
 - *Submission of turnaround times statistics*
 - 5) Review/Updating of AFISNET nodes
 - *AFS nodes: Location, geographical coordinates*
 - *Extended VHF nodes: Location, geographical coordinates, coverage/range*
 6. Submission by AFISNET Administrations/Organizations of basic parameters for all managed IBS links
 7. Guidelines on performance for VSAT network
 8. AFISNET modernization and integration with other regional networks in AFI
 9. Special AFIRAN meeting recommendation 6/19
 10. Any others business
 - Status report on:
 - a) Standardization of the Internet Protocol Suite (IPS)
 - b) Development of end-to-end performance requirements for the formulation and administration of contracts for obtaining managed services.
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Liberia Civil Aviation Authority
P.O. Box-68
Harbel, Margibi County
Republic Of Liberia

Hotel Information for the upcoming Seventeenth AFI Satellite Managerial Committee
(SNMC/17 Meeting) June 22-27, 2009-Monrovia, Liberia

Venue of Meeting: SAMUEL.K. DOE STADIUM; Paynesville, Roberts
International Airport Highway

HOTEL ACCOMONDATION

1- Golden Key Image Hotel: 15mn to the Conference Hall

Rooms-----Suites	2	
	Doubles	12
	Singles	8
		Total Rooms Reserved 22

2- Cape Hotel: downtown Monrovia near US Embassy

Rooms-----Singles	23	
	Junior Suites	4
	Executive Suite	1
		Total Rooms Reserved 28

Total Rooms reserved for meeting----- 50

Note: All rooms at both hotels are at a fixed price of **\$150.00 us** dollars per day and include Breakfast and Wi-Fi High Speed Wireless Internet Services.

Hotel Reservation should be made before the 10th of June, 2009

Please forward all Hotel Reservation information to:
TKOLLIE.FSS@Liberiaca.com

Phone: 002316650970
: 002316625202

NAMES OF HOTELS AND THEIR INFORMATION

NAME	LOCATION	E-MAIL ADDRESS	TELEPHONE NO.	PRICE
1. Krystal Oceanview Hotel	Mamba Point	www.krystaloceanviewhotel.net info@krystaloceanviewhotel.net	+2316510424/+2316430099 +23177767676	Single Room USD 180.00 Double Room- USD 250.00 Junior Suite-USD 300.00
2. The Cape Hotel	Mamba Point	Info@thecapehotel.com www.thecapehotel.com	+23177006633/+2316798333 +2315776633	Single Room-USD150.00 Double Room -USD 200.00 Junior Suite -USD 175.00 Executive Suite -USD 200.00 Apartment -USD 200.00
3. Mamba Point Hotel	Mamba Point	mambapointhotel@yahoo.com reservations@mambapointhotel.biz	+2316440000/+2316544544/ +2316511202/+2315929292/ +2315939393	Single room USD 150.00 Double Room USD 200.00 Suite- USD 250.00
4. Palm Hotel	Corner of Broad and Randall Streets	palmhotelmorovia@yahoo.com	+2316535177/+231585959	Single Room USD 90.00 Double Room USD 140.00
5. Hotel Provident	9 th Street, Payne Avenue	N/A	+231874958/+23177097724	Single Room USD-125.00, Double Room USD-150.00 Junior Executive Suites USD-135.00 Apartment Suites USD-140.00
6. Royal Hotel	Tubman Boulevard	www.royalhotelliberia.com	+23177855333/+2316554444	Single Room- USD 150.00 Double Room -USD 175 Master Suites -USD 190.00
7. Great Wall Hotel	Tubman Boulevard	N/A	+23177555666/+231555666	Single Room - USD 130.00 Double Room -USD 150.00
8. Corina Hotel	Tubman Boulevard	samamitchell@yahoo.com	2316538588	Single Room-USD 70.00/80.25 cent Double Room-USD 91.00
9. Villa Hotel	Tubman Boulevard	villahotel@vahoo.com	+2316790008/+2316517122	Single Room-USD 120.00 Double Room-USD 150.00

NB: Hotel Provident has a large conference facility, well equipment with wireless internet along with a PA System and can accommodate more than sixty persons