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航空组织

LT 1/4.3.19-SA0645

20 August 2008

To: Mr. Pierre Dubois, DRAC - **French Guiana**
Mr. Zulficar Mohamed, GCAA (a.i.) - **Guyana**
Mr. John Veira, DCA, **Suriname**

cc.: Mr. Philippe Guivarc'h, Chef du SNA – Antilles-Guyane
A/C/PCI

From: ICAORD, Lima

Subject: **ICAO Special Implementation Project – Workshop on the development of a business case for the implementation of CNS/ATM systems**
(Lima, Peru, 10 to 14 November 2008)

Sir/Madam,

I have the honour to inform you that ICAO will be holding a workshop on the development of a business case for the implementation of Communications, Navigation and Surveillance/Air Traffic Management (CNS/ATM) systems under an ICAO Special Implementation Project (SIP) established by the Council. The workshop will be held from 10 to 14 November 2008 at the ICAO Regional Office Lima, Peru. I hereby extend an invitation to your Administration to participate in this workshop.

As you may be aware, the Eleventh Air Navigation Conference (AN-Conf/11), held at ICAO Headquarters in Montreal, Canada (22 September to 3 October 2003), endorsed the air traffic management (ATM) operational concept which, along with *Global Air Navigation Plan* (Doc 9750) and the CAR/SAM Regional Air Navigation Plan, will guide States and users in their efforts for the transition to a seamless global ATM system. Furthermore, recognizing the need for the formulation of a business case so as to secure financing of the implementation of air navigation systems, including CNS/ATM systems, ICAO has completed developing the relevant guidance material that includes financial analysis and risk management by means of a user-friendly tool. Consequently, in order to share this recent development with States, the Council of ICAO, in March 2008, established a special implementation project (SIP) consisting of a workshop for the South American Region.

The objective of this workshop is to provide participants with practical experience for the development of a business case through specially designed hands-on exercises using real-time data. The workshop will also be presented with a framework of Global ATM system and discuss implementation issues including planning mechanisms, performance based air navigation planning and harmonization tools. The agenda is available in **Attachment A** hereto.

In order to conduct the hands-on exercises efficiently, meaningfully and within the time constraints of the workshop, you are requested to provide the required data as called for in **Attachment B** hereto. Furthermore, you may wish to advise your participants to carry this duly filled Attachment B along with your national plans to the workshop. The exercises would be most productive, if participants could bring a laptop along with them.

It should also be noted that the ICAO Secretariat has created a new secure website called *Civil Aviation Forecasts and Economic Analyses* (CAFEA) to facilitate the establishment of the network of experts and to assist in the exchange of studies and analyses. The documents on the cost-effectiveness, cost-benefit analyses and business cases for the implementation of CNS/ATM systems as well as other forecasts and economic analyses documents are available on the ICAO CAFEA website. The procedure for requesting membership to the ICAO CAFEA secure website is outlined in **Attachment C** hereto.

In light of the above, your nominated participants should include both economists and CNS/ATM systems specialists. The working language of the business case workshop will be English with interpretation in Spanish. The daily subsistence travel allowance in addition to other costs for participants are the responsibility of the nominating States. A workshop bulletin, which contains general information to assist participants, will be provided separately. General information regarding the site of the workshop as well as administrative aspects is contained under **Attachment D** to this letter.

In order to proceed with the planning for the workshop, I would request you to advise me by **10 October 2008** the names and designation of those who will attend and also to submit duly completed Attachment B.

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



José Miguel Ceppi
Regional Director
South American Office
Lima

Enclosures:

- A – Agenda of the workshop
- B – Sample templates for providing data
- C – Access guide for the ICAO CAFEA website
- D – General information



**ATTACHMENT A
to State letter LT 1/4.3.19-SA0645**

INTERNATIONAL CIVIL AVIATION ORGANIZATION

SOUTH AMERICAN OFFICE

ICAO SPECIAL IMPLEMENTATION PROJECT (SIP)

**WORKSHOP ON THE DEVELOPMENT OF BUSINESS CASE FOR THE
IMPLEMENTATION OF CNS/ATM SYSTEMS**

(Lima, Peru, 10 to 14 November 2008)

AGENDA

Agenda Item 1:	Global ATM System: Framework	<ul style="list-style-type: none"> ▪ CNS/ATM systems ▪ Air Traffic Management ▪ Communications ▪ Navigation ▪ Surveillance
Agenda Item 2:	Global ATM System: Implementation	<ul style="list-style-type: none"> ▪ Planning mechanism ▪ Performance based planning and implementation ▪ Interoperability and harmonization
Agenda Item 3:	Economics of air navigation services	<ul style="list-style-type: none"> ▪ Air navigation services charges and their collection ▪ ICAO policy on air navigation services charges ▪ Cost basis for air navigation services charges ▪ Performance management and results of (CEANS) ▪ International cooperation
Agenda Item 4:	Business case development	<ul style="list-style-type: none"> ▪ Definition ▪ Traffic forecast ▪ Economic assessment ▪ Cost/benefit analysis ▪ Organizational issues ▪ Financial analysis and funding ▪ Risk management
Agenda Item 5:	Hands-on exercises for the development of business case	<ul style="list-style-type: none"> ▪ Participation in practicum for the development of business case for the implementation of CNS/ATM Systems ▪ Group discussion ▪ Formulation of Recommendations
<p>The exercises will be conducted using the DFACS model which is an interactive and analytical tool that enables air navigation service providers (ANSPs) and airspace users to build, evaluate and compare the economics of alternative options or scenarios for the implementation of CNS/ATM Systems leading to a seamless global ATM system..</p>		
Agenda Item 6:	Future developments	<ul style="list-style-type: none"> ▪ Work programme of ICAO Panels. ▪ CAEP work programme – Environmental benefits of CNS/ATM systems ▪ Overview of emerging technologies

Reference Documents:

1. Development of business case for the implementation of CNS/ATM Systems – Guidance Material (available on the ICAO CAFEA website).
2. CNS/ATM Database and Financial Analysis Computer System (DFACS) user’s manual (available on the ICAO CAFEA website).
3. DFACS illustrative application (available on the ICAO CAFEA website).
4. Global Air Traffic Management Operational Concept (ICAO Document 9854), available on ICAONET.
5. Global Air Navigation Plan (ICAO Document 9750), available on ICAONET.
6. Manual on Global Performance of the Air Navigation System (ICAO Document 9883), available on ICAONET.
7. Air Navigation Plan - Caribbean and South American Regions, Volume I - Basic ANP and Volume II - FASID (ICAO Document 8733), available on ICAONET.
8. National Plan for CNS/ATM System - Guidance Material (ICAO Circular 278).
9. Economics of Satellite-based Air Navigation Services (ICAO Circular 257).
10. ICAO’s Policies on Charges for Airports and Air Navigation Services (ICAO Document 9082, seventh edition).
11. Manual on Air Navigation Services (ANS) Economics (ICAO Document 9161, fourth edition).
12. Documentation of the Conference on the Economics of Airports and Air Navigation Services (CEANS): <http://www.icao.int/ceans/Docs.htm>.



ATTACHMENT B
to State letter LT 1/4.3.19-SA0645

INTERNATIONAL CIVIL AVIATION ORGANIZATION

SOUTH AMERICAN OFFICE

ICAO SPECIAL IMPLEMENTATION PROJECT (SIP)

**WORKSHOP ON
THE DEVELOPMENT OF BUSINESS CASE
FOR THE IMPLEMENTATION OF CNS/ATM SYSTEMS**

(Lima, Peru, 10 to 14 November 2008)

**SAMPLE TEMPLATES FOR PROVIDING DATA
FOR DEVELOPMENT OF BUSINESS CASE
FOR THE IMPLEMENTATION OF CNS/ATM SYSTEMS**

State: _____
Region: _____
Date: _____

CURRENT INFRASTRUCTURE

TABLE 1

Current infrastructure – Airports

SNO	NAME	INTERNATIONAL AND/OR DOMESTIC	AERODROME LAYOUT	NO. OF RUNWAYS/ CONFIGURATION
1	XXX ¹	International	Complex	2-parallel

Qualification

- a) New airports, if planned, may also be stated separately.
- b) Aerodrome layout may be classified as basic, simple or complex.
 - Basic – An aerodrome with one runway with one taxiway to one apron area.
 - Simple – An aerodrome with one runway having more than one taxiway to one or more apron area(s).
 - Complex – An aerodrome with more than one runway, having many taxiways to one or more apron area(s).
- c) Runway configuration may be converging, intersecting, parallel or near parallel.

¹ Example; to assist in completing Table

TABLE 2

Current infrastructure – Voice communications (VHF RT, HF RT, ATIS and VOLMET)

SNO	SYSTEM	LOCATION(S)	QTY	DATE OF INSTALLATION	UNTIL WHEN CURRENT SYSTEM EXPECTED TO PROVIDE SATISFACTORY SERVICE
1	VHF RT ²	XXX	10	Oct. 1990	Oct. 2005
2	VHF RT ²	YYY	15	Jan. 2000	Jan. 2015
3	VHF RT ²	Δ ZZZ	20	Feb. 2009	Feb. 2024
4	VHF RT ²	* RRR	10	Oct. 2010	Oct. 2025

Qualification

- a) VHF RT refers to all phases of flight.
- b) HF RT includes both MWARA and RDARA frequencies.
- c) ATIS is automatic terminal information service operating in VHF band.
- d) VOLMET (meteorological information for aircraft in flight) is a voice broadcast on HF about meteorological information.
- e) The equipment planned or under installation may also be shown.
- f) Assume 15 years of life.
- g) Δ Indicate facility, which is under installation.
- h) * Indicate facility, which is planned.
- i) Main and standby equipment together constitute one system in operation.

² Example; to assist in completing Table

TABLE 3

Current infrastructure – Navigation: NDB, VOR (CVOR/DVOR) and DME

SNO	SYSTEM	LOCATION(S)	QTY	DATE OF INSTALLATION	UNTIL WHEN CURRENT SYSTEM EXPECTED TO PROVIDE SATISFACTORY SERVICE

Qualification

- a) Assume 15 years of life.
- b) Δ Indicate facility, which is under installation.
- c) * Indicate facility, which is planned.

TABLE 4

Current infrastructure – Navigation: ILS (including DME)

SNO	SYSTEM	LOCATION(S)	QTY	DATE OF INSTALLATION	UNTIL WHEN CURRENT SYSTEM EXPECTED TO PROVIDE SATISFACTORY SERVICE

Qualification

- a) Assume 15 years of life.
- b) Δ Indicate facility, which is under installation.
- c) * Indicate facility, which is planned.
- d) ILS includes markers, locators and DME, as the case may be.

TABLE 5

**Current infrastructure – Surveillance:
All primary (ARSR, ASR, ASDE) and secondary radars (Mode A/C, Mode S)**

SNO	SYSTEM	LOCATION(S)	QTY	DATE OF INSTALLATION	UNTIL WHEN CURRENT SYSTEM EXPECTED TO PROVIDE SATISFACTORY SERVICE

Qualification

- a) Assume 15 years of life
- b) Modes A/C of SSR and Mode S of SSR may be indicated separately
- c) Δ Indicate facility, which is under installation.
- d) * Indicate facility, which is planned.
- e) PSR (terminal) is also known as ASR
- f) PSR (en-route) is also known as ARSR
- g) ASDE is airport surface detection equipment

TABLE 6

Current infrastructure – Average costs:

SNO	SYSTEM	AVERAGE ACQUISITION COST	AVERAGE MAINTENANCE COST	AVERAGE OPERATION COST	AVERAGE REFURBISHMENT COST	AVERAGE DECOMMISSIONING COST

Definitions:

Refurbishment cost: This is estimated as an average generic cost. In many cases, equipment reach their life cycle (life expectancy) while they are still operable. The air navigation service provider may stretch their usage for a few years. In other cases, in order to extend the life of equipment and continue its use, a special maintenance operation may be required by which some parts may be replaced. Such maintenance operation is referred to as refurbishment. For each equipment an average refurbishment cost is estimated by the user.

Decommissioning cost: This is an average generic cost as before. If the air navigation service provider decides to discontinue the use of an equipment and remove it, some costs may be incurred such as the removal, transportation and recycling costs, earth leveling, etc. These costs are cumulatively referred to as decommissioning cost.

AIR TRAFFIC FORECASTS

TABLE 7

Summary of air traffic forecasts up to year 2025

	ACTUAL 2007	ESTIMATE 2008	FORECAST				AVERAGE ANNUAL GROWTH RATE (PER CENT)			
			2010	2015	2020	2025	2005-2010	2010-2015	2015-2020	2020-2025
Passengers (millions)										
Domestic										
International										
Total										
Freight (thousand metric tonnes)										
Domestic										
International										
Total										
Aircraft movements (thousands)										
Domestic										
International										
Total										
Over-flying aircraft (thousands)										
Total										

Qualification

- a) For the forecast, provide the absolute figures and/or the growth rates
- b) Focus should be put on the aircraft movements/over-flights forecasts; passengers and freight forecasts are provided in the absence of aircraft movements forecasts

TRANSITION PLAN

TABLE 16

**Air traffic management transition
Proposed implementation of systems/procedures for enhancing/improving ATM**

AIRSPACE MANAGEMENT		AIR TRAFFIC SERVICES		AIR TRAFFIC FLOW MANAGEMENT	
SYSTEMS/ PROCEDURES	DATE	SYSTEMS / PROCEDURES	DATE	SYSTEMS / PROCEDURES	DATE
FLEXIBLE USE OF AIRSPACE*		RVSM*		ATFM DATABASE*	
MILITARY/CIVIL COORDINATION*		RNAV 5*		CAPACITY BALANCING	
		DECISION SUPPORT SYSTEMS*			

***Note:** Information provided in the Table 16 are examples.
Decision support systems may include the following: STCA, MTCA, Database for route catalogue, etc.

ATTACHMENT C
to State letter LT 1/4.3.19-SA0645

ACCESS GUIDE TO THE ICAO SECURE SITE OF CAFEA

1. To access the Civil Aviation Forecasts and Economic Analyses (CAFEA) site through the Internet you will need to open your web browser and enter the ICAO secure site address:

[<http://icaosec.icao.int>](http://icaosec.icao.int)

2. The home page will show the ICAO logo along with two options: **New User** (on the lower left hand side) and **Login** (on the lower right hand side).

If you are a new user:

3. Click on **New User** and a window will open asking you to identify the group you want to join; type **CAFEA** and press <enter>. After that a form will open requesting some personal information. Please complete the form and send it by pressing the <submit> button at the bottom of the page. An e-mail will then be automatically sent to the manager of the group. Within one working day you should receive an e-mail with a temporary password to access the website. We recommend that you change your password once you log in.

If you already have a username/password:

4. **Log in** and a window will open showing the groups to which you already belong to. If you do not belong to the group CAFEA, then click on **Group Membership**; a form will open requesting some information. Please complete the form and send it by pressing the <submit> button at the bottom of the page. An e-mail will then be automatically sent to the manager of the group. Within one working day you should receive an e-mail confirming that access to the CAFEA group has been granted.

5. Should you experience any problems with the above-mentioned procedures, please contact the Economic Analyses and Databases Section of ICAO by e-mail: sta@icao.int; tel.: +1 (514) 954-8219 ext. 8398; or by facsimile: +1 (514) 954-6744.



International Civil Aviation Organization

ICAO Special Implementation Project (SIP) – workshop on the development of a business case for the implementation of CNS/ATM systems

Lima, Perú, 10 to 14 November 2008

GENERAL INFORMATION

(Presented by the Secretariat)

1. Site and dates of the meeting

The working sessions of the workshop on the development of a business case for the implementation of CNS/ATM systems (SIP08111), will take place in the Conference Room of ICAO South American Office, in Lima, Peru, from 10 to 14 November 2008.

2. Address and contact information

ICAO South American Regional Office is located in Av. Víctor Andrés Belaúnde No. 147, Vía Principal No. 102 - Edificio Real 4, Piso 4, Centro Empresarial - San Isidro, Lima, Peru.

Telephone: (511) 611-8686
Fax: (511) 611-8689
E-mail: mail@lima.icao.int
Website: www.lima.icao.int

3. Registration of Participants

Participants are requested to fill in the respective registration form and submit it to the SAM Regional Office as soon as possible. A subsequent registration will take place during the first day of the event, between 08:00 and 09:00 hours, on Monday 10 November 2008, at the Registration Desk next to the Conference Room of ICAO Regional Office. For identification purposes participants are required to use the identification badge, which will be provided during their registration.

4. Opening of the workshop

The opening session of the workshop will take place on Monday 10 November 2008, at 09:00 hours at the Conference Room of ICAO South American Regional Office.

5. Language and documents

The business case workshop will be carried out in English, with interpretation in Spanish. The pertinent documentation will be published at the ICAO SAM Regional Office website: <http://www.lima.icao.int>. No printed documentation will be distributed during the event.

6. Temperature

During the month of November, the temperature in Lima varies from an average minimum of 17° C and an average maximum of 21° C. The average humidity is 83%.

7. Exchange rate and Credit cards

The national currency in Peru is the Nuevo Sol (S/.), and the current exchange rate (August 2008) is approximately 2.90 Nuevos Soles per US\$ 1.00 (subject to variation). It is recommended to exchange currency at the Banks or Money Exchange Offices.

International credit cards as American Express, Visa, Master Card, etc., are usually accepted in the most important hotels, shopping centers and restaurants. Most stores accept payment in US dollars.

8. Passport and visa requirements

A valid passport and visa are required for citizens from certain countries. To this effect, delegates are kindly requested to complete the formalities **well in advance** in order to obtain entry visa from the respective embassy or consulate.

9. Lodging

Participants should make their reservations directly with the hotel of their preference. We suggest to make the reservations as soon as possible, in view of the high hotel demand expected for this year, since Peru is host of several international events.

The hotels suggested and their current rates, subject to variation, are as follows:

Note: when making your reservation please mention your participation at the ICAO meeting.

Hotel	Dirección/Address Tel/Fax – Página Web/Website Correo electrónico/E-mail	Simple/Single US\$	Doble/ Double US\$
Swissôtel Lima***** (A 50 mts de la Oficina/50 mts away from the Office)	Via Central 150, Centro Empresarial Real, San Isidro Tel: (511) 611 4415 Fax: (511) 421 4360 E-Mail: reservations.lima@swissotel.com Web Page: http://www.swissotel.com Incluye desayuno buffet / Buffet breakfast included	Swiss Advantage 200.00 Swiss Deluxe 220.00 Swiss Exec. Club 240.00 + 10 %	200.00 220.00 240.00 + 10%
El Pardo Doubletree Hotel***** Miraflores (distancia 10 minutos en taxi/ distance from the office is 10 minutes in taxi)	Jr. Independencia 141, Miraflores Tel: (511) 617-1000 Fax. (511) 444-2171 / 241-0039 Pag. Web: http://www.elpardodoubletree.com.pe/ E-mail: pardohot@doubletreeelpardo.com.pe Incluye desayuno buffet / Buffet breakfast included	135.00 + 10%	145.00 +10%

Hotel	Dirección/Address Tel/Fax – Página Web/Website Correo electrónico/E-mail	Simple/Single US\$	Doble/ Double US\$
Delfines Hotel & Casino ***** (Summit Hotels & Resorts) (a 5 mins de la oficina en taxi / 5 mins from the office in taxi)	Calle Los Eucaliptos 555, San Isidro Tel: (511) 215-7000 Fax: (511) 215-7073 Pag. Web: http://www.losdelfineshotel.com.pe E-mail: reservas@losdelfineshotel.com.pe Incluye desayuno buffet / Buffet breakfast included	175.00 +10%	195.00 +10%
Sonesta Posada del Inca ***** (a 3 cuadras de la Oficina /3 blocks away from the office)	Pancho Fierro 194, San Isidro Tel (511) 712-6060 Fax (511) 712-6099 Pag. Web: http://www.sonestaperu.com E-mail: reservas@sonestaperu.com Incluye desayuno buffet / Buffet breakfast included	135.00 + 10%	145.00 + 10%
Hotel Suites del Bosque ***** (a 3 cuadras de la Oficina /3 blocks away from the office)	Av. Paz Soldán 165, San Isidro Tel: (511) 221-1108 Fax: (511) 221-1107 Pag. Web: www.suitesdelbosque.com E-mail: reservas@suitesdelbosque.com Incluye desayuno buffet / Buffet breakfast included	Suite Ejecutiva Simple 120.00 + 10%	Suite Ejecutiva Doble 130.00 + 10%
Plaza del Bosque Apart Hotel ***** (a 3 cuadras de la Oficina /3 blocks away from the office)	Av. Paz Soldán 190, San Isidro Tel: (511) 441-8818 Fax: (511) 421-8582 Pag. Web: www.plazadelbosque.com E-mail: reservas@plazadelbosque.com Incluye desayuno buffet / Buffet breakfast included	Suite Ejecutiva Simple/Single 120.00 + 10%	Suite Ejecutiva Doble/Double 130.00 + 10%
Los Tallanes Hotel Suites***** (a 5 mins de la oficina en taxi / 5 minutes from the office in taxi)	Av. Jorge Basadre 325, San Isidro Tel: (511) 221-0001 Fax: (511) 222-5030 Pag. Web: www.hotelaltallanes.com.pe E-mail: mdurand@hotelaltallanes.com.pe Incluye desayuno Americano / American breakfast included	Hab. Standard 110.00 + 10%	Suite Ejecutiva King 160.00 + 10%
Hotel José Antonio*** (a 10 minutos de la oficina en taxi/ 10 minutes from the office in taxi)	Av. 28 de Julio 398, Miraflores Tel: (511) 445-7743, 445-6870 Fax: (511) 446-8295 Pag. Web: www.hotelesjoseantonio.com E-mail: ventas@hotelesjoseantonio.com Incluye desayuno buffet / Buffet breakfast included	80.00 10% incluido/included	90.00 + 10%
Hotel El Doral*** (10 minutos de la oficina en taxi/ 10 minutes from the office in taxi)	Av. José Pardo 486, Miraflores Tel. (511) 242-7799, Fax (511) 446-8344 Pag. Web: http://www.eldoral.com.pe E-mail: aparthotel@eldoral.com.pe Incluye desayuno americano / American breakfast included	50.00 + 10%	60.00 + 10%

10. Transportation from/to airport

There are several authorized taxi services at the Jorge Chávez International Airport.

The rate to Miraflores/San Isidro (hotels area) is approximately US\$20.00. You may confirm this rate at the counters located outside the Airport international exit.

As a safety measure for travelers in the route to/from the airport, the following taxi companies are recommended:

National Car Rental	Telephone: +511 575-1111 o 222-1010 E-mail: national@terra.com.pe
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CMV Taxi Remisse Ejecutivo	Telephone: +511 422-4838 E-mail: cmv@exalmar.com.pe
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11. Transportation from/to site of the event

Participants should directly coordinate their transportation from/to the site of the event, either taking a taxi or walking, depending on the location of the selected hotel.

There are independent or informal taxis all over the city, which, upon not belonging to any particular company, are not safe or guaranteed. In the event of taking an informal taxi, please consider you will be exposing yourself to a very high risk.

Taxi companies recommended to be taken within the city:

Alo Taxi	+511 217-7777
Tata Taxi	+511 274-5151
Taxi Real	+511 470-6263 / 470-6204
Taxi Móvil S.A	+511 422-3322 / 422-6890
Taxi Go S.A.C.	+511 481-1995 / 9927-8750

12. Hospitals

The **Clínica Anglo Americana**, located in Alfredo Salazar s/n, Miraflores, Tel: (511) 7123000, is the recommended hospital.

13. Useful telephones**ICAO**

Mr. Carlos Stehli, Deputy Director SAM Office	435-2752 / 99831-5513
Mr. Alberto Orero, Security Officer SAM Office	446-1147/ 99676-0320

14. Airlines

The following telephone numbers are provided, with the aim you can confirm your flights back to your country:

Aerolíneas Argentinas.....	513-6565
Aeroméxico.....	705-1111
Air Canada	0800 52073
Air Comet	0800 52222
Alitalia	241-1026 / 241-8303
American Airlines.....	0800 40350 / 211-7000
Avianca	0800 51936
Continental Airlines.....	0800 70030 / 712-9230
Copa Airlines	610-0808
Delta Airlines.....	0800 4 3210 / 211-9211
Gol	0800 52917
Iberia	411-7801
KLM	213-0200
Lan	0801-11234 / 213-8200
Lloyd Aéreo Boliviano	444-0510 / 241-5210
Lufthansa	442-4455 / 444-4440
Mexicana de Aviación	610-6065 / 610-6066
Taca.....	511-8222

15. Electricity

220 Volts/60Hz.

16. General recommendations in the event of an earthquake

During

- a) Keep calm.
- b) Stay away from windows, do not go to any balconies, do not use elevators.
- c) Locate yourself in previously identified internal safety zones.
- d) Evacuate only if conditions permit it; otherwise, minimize your movements.

After

- a) Proceed to leave the premises, since quakes can continue.
- b) Evacuation must be carried out calmly, quickly and safely through the established routes.
- c) Stay in the evacuation site until the designated security team has verified whether the installations are at risk.

ICAO/4th floor emergency exit

- a) In front of the elevator area are two emergency staircases.
- b) Both stairs end in the first floor of the building, in the main entrance area.
- c) Once outside the building and having your back to it, turn left towards the evacuation site, located across V. A. Belaúnde Avenue.
- d) Pay attention at all moment to the indications that the security team might make.

17. Information on safety and protection

Upon any emergency situation, kindly call the Security Officer of the ICAO South American Office, Mr. Alberto Orero: tel. 628-7015, Cells 99676-0320 or 99831*5523, or to the Operations Centre of the United Nations Safety and Security Department (UNDSS):

Assistance 24 Hours - 365 days

213 – 3220	Direct
213 – 3200	Ext. 1600
9757 – 1008	Cellular

18. Airport tax

Flights reservations should be made by participants. Airport tax is US\$ 30.25.

**PROYECTO ESPECIAL DE IMPLANTACIÓN (SIP08111)
SPECIAL IMPLEMENTATION PROJECT (SIP08111)**

**TALLER SOBRE EL DESARROLLO DE UN CASO DE NEGOCIO
PARA LA IMPLANTACIÓN DE SISTEMAS CNS/ATM**

**WORKSHOP ON THE DEVELOPMENT OF A BUSINESS CASE
FOR THE IMPLEMENTATION OF CNS/ATM SYSTEMS**

(Lima, Perú, 10 al 14 de noviembre 2008 / Lima, Peru, 10 to 14 November 2008)

FORMULARIO DE REGISTRO / REGISTRATION FORM

1. NOMBRE/NAME	
2. CARGO/POSITION	
3. ORGANIZACIÓN/ ORGANIZATION	
4. PAÍS/COUNTRY	
5. TELÉFONO/ TELEPHONE	
6. FAX	
7. E-MAIL	
8. DIRECCIÓN/ ADDRESS	

Por favor devolver este formulario completo a:

OACI - Oficina Sudamericana

Fax: + (511) 611-8689

E-mail: mail@lima.icao.int