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منظمة الطيران
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国际民用
航空组织

LT 2/3A.19-SA170

24 March 2010

To: Mr. Pierre Dubois, DIRAC French Guiana
Mr. Philippe Guivarch, Chef du SNA Antilles-Guyane
Mr. Zulficar Mohamed/CAD Guyana (ai)
Mr. John Veira/Director of Civil Aviation, Suriname

cc.: Mr. Peter Cerdá, IATA Director Safety, Operations & Infrastructure, the Americas & Atlantic
Mr. Manuel Góngora, IATA Manager Safety, Operations and Infrastructure, LATAM/CAR
Maj Av Ricardo Luiz Dantas, CARSAMMA
Ms. Carole Couchman, Regional Officer, IFALPA HQ
Mr. Alex Figuerero Executive Vice President, IFATCA A/C/FAM

Subject: **RLA/06/901 – Fifth Workshop/Meeting of the ICAO South American Region Implementation Group (SAM/IG/5) Lima, Peru, 10 to 14 May 2010 – Regional Project RLA/06/901 - Assistance in the implementation of a ATM regional system according to the ATM operational concept and the corresponding technological support for communications, navigation, and surveillance (CNS)**

Action required: **Take note and nominate participants before 16 April 2010. Prepare and send this Regional Office documentation for the meeting before 23 April 2010.**

Sir/Madam,

I have the honour to address you this letter in order to inform you that the Fifth Workshop/Meeting of the ICAO South American Region Implementation Group (SAM/IG/5) has been programmed to be held at the ICAO SAM Regional Office premises, in Lima, Peru, from 10 to 14 May 2010, as part of the ICAO Regular Programme of Activities of Regional Project RLA/06/901, approved by the Coordination Meeting.

In this regard, I am pleased to attach a Draft Agenda and Explanatory Notes (**Attachment A**). I will highly appreciate if you confirm me whether you agree with the same. The event will be carried out in Spanish and English. I am also attaching information paper IP/01, (**Attachment B**), which contains general information on the event.

This event has the aim to continue the implementation activities of ATM components and the corresponding support of communications, navigation and surveillance system.

In order to comply with this objective, the meeting will review the conclusions and decisions of previous meetings of the SAMIG group, the results of the ATS Routes Network Optimisation Workshop (ATSRO), and the PBN action plan, and States shall present information on their action plans for PBN implementation in terminal area and approach operations.

Also, the meeting shall review matters related with RNAV and RNP operational and airworthiness approval, within the framework of Regional Project RLA/99/901, the implementation of air traffic flow management (ATFM); the status of implementation of the interconnection on automated system as a follow-up to the MoUs approved and signed in the Region; shall review the updating of national plans for CNS systems improvement, and the status of implementation of AMHFS systems interconnection, as per the Memoranda of Understanding (MoU) signed in the Region.

As you may already know, is required that participants be:

1. Air Traffic Management (ATM) authorities, planners and experts from Civil Aviation Administrations and ATS Services Providers, directly involved in the optimization of routes, SID and RNAV STAR implementation under PBN concept, ATFM implementation, and ATM Automation;
2. Authorities and experts in planning, installation and maintenance of Communications, Navigation, and Surveillance Systems, with wide experience in implementation and maintenance of automated systems, such as radar data processors, flight plans, and digital communication networks;
3. Experts in Regulations on Operations and Airworthiness, directly involved in the optimisation of routes, SID and STAR RNAV implementation under PBN concept;
4. Directors, pilots, Operations and Airworthiness experts, flight dispatchers and maintenance personnel from commercial, general and military aviation operating in the SAM Region.

I will highly appreciate if your administration submits before **23April 2010** those documents on the agenda items that your administration may wish to present, in order to have sufficient time for its translation. The documentation received after this date, should be presented by you in both languages.

Information papers will be prepared in its original language, only, unless their authors facilitate translated versions.

I will also appreciate to send the **list of participants of your Administration** in order to include it in the List of Participants to the Workshop/Meeting, not later than **16 April 2010**.

The documentation of the Workshop/Meeting as well as working and information papers shall be published in the ICAO SAM Office website: **<http://www.lima.icao.int>**. No documentation is foreseen for distribution during the event; therefore, it is recommended that participants bring a lap-top, or print the documentation of the workshop/meeting.

Accept, Sir, Madame, the assurances of my highest consideration.



Franklin Hoyer
Regional Director
South American Office
Lima

Attachments

ATTACHMENT A

FIFTH WORKSHOP/MEETING OF THE SAM IMPLEMENTATION GROUP (SAM IG/5) REGIONAL PROJECT RLA/06/901

Lima, Peru, 10 – 14 May 2010

DRAFT AGENDA

Agenda Item 1: Follow up to Conclusions and Decisions adopted by SAM/IG

The Meeting will start its activities carrying out a revision of the status of application of Conclusions and Decisions adopted within the framework of SAM/IG Meetings.

Agenda Item 2: Optimization of the ATS routes

The meeting will have the opportunity to review actions adopted by the First ATS Routes Network Optimisation Workshop (ATSRO/1) as regards the proposals for elimination, re-alignment and implementation of routes foreseen for Version 1 of the SAM routes network, and the improvements expected on such optimization.

Agenda Item 3: Implementation of performance-based navigation (PBN) in the SAM Region

The meeting/workshop will take pertinent actions, in order to continue with en-route PBN, terminal areas and approach implementation, as required. The meeting will take the opportunity to review the action plan updated during the Fourth Meeting of the SAM Implementation Group (SAM/IG/4) and the progress reached. States will have the opportunity to present information on their action plans for PBN implementation in terminal areas and approach, following the PBN Road Map approved by GREPECAS.

This task is related with the following Global Plan Initiatives: Performance-Based Navigation (GPI-5), Dynamic and flexible management of ATS routes (GPI-7), Terminal area design and management (GPI-10), RNP and RNAV SIDs and STARs (GPI-11), FMS-based arrival procedures (GPI-12), and Navigation systems (GPI-21).

Agenda Item 4: Standards and procedures for performance-based navigation operations approval

Under this agenda item, the meeting will review matters related with RNAV and RNP operations and airworthiness approval and harmonize the documentation at a regional level on this particular. It shall develop the work programme of the OPS/AIR working group and the progress in the preparation of guidance material and training programme prepared by Project RLA/99/901 with regard to RNAV/RNP operations approval for air operators.

This task is related with Global Plan Initiative: performance-based navigation (GPI-5).

Agenda Item 5: Air Traffic Flow Management Implementation (ATFM) in the SAM Region

The meeting shall review the improvements that might be introduced, in order to balance demand and capacity, and to this end, it shall study the roadmap for the implementation of air traffic flow management (ATFM), as well as the action plan amended and approved by the SAM/IG/4 Meeting/Workshop on this matter. It shall review the activities established in Phase 1 of the programme for effective implementation of the strategic ATFM in airports at a regional level, in order to improve airport capacity and operational efficiency. This activity relates with Global Plan Initiative: Air traffic flow management (GPI-6).

Agenda Item 6: Assessment of operational requirements in order to determine the implementation of communications and surveillance (CNS) capabilities improvement for en-route and terminal area operations

The Meeting will review the updating of national action plans for CNS systems improvements, the status of implementation of AMHS systems interconnection as per the Memoranda of Understanding (MoU) signed in the Region, the preparation of the new MoUs for AMHS systems interconnection in order to approve them and signed during the Meeting (Conclusion SAM/IG/4-10), the progress on studies for a SAM ATN network structure, the complete VOR/DME estimated coverage data base for the SAM Region, and the training activities in the surveillance area.

Agenda Item 7: Operational implementation of new ATM automated systems and integration of the existing systems

The Meeting will review the status of implementation of the automated systems interconnection as a follow-up of MOUs approved and signed in the Region, preparation of new MoUs for automated systems interconnection, updating of SICD Document (Systems Interphase Control Document), the national action plans for the implementation of the new flight plan format, as per the strategy approved in the region (follow-up of Conclusion SAM/IG/4-11, and the impact on implementation of the new flight plan format in automated systems installed in the Region.

Agenda Item 8: Other business

Under this agenda item, the meeting will be able to review matters, which have not been discussed in the previous agenda items.



SAM/IG/5
IP/01
16/07/09

ATTACHMENT B

International Civil Aviation Organization South American Regional Office

FIFTH WORKSHOP/MEETING OF THE SAM IMPLEMENTATION GROUP (SAM/IG/5) REGIONAL PROJECT RLA/06/901

Lima, Peru, 10 to 14 May 2010

GENERAL INFORMATION

(Presented by the Secretariat)

1. **Place and date of the event**

The Fifth Workshop/Meeting of the SAM Implementation Group (SAM/IG/5) will be held at the ICAO SAM Regional Office, Lima, Peru, from 10 to 14 May 2010.

2. **Address of the ICAO South American Office**

Av. Víctor Andrés Belaúnde 147
Centro Empresarial Real, Torre Cuatro, Piso 4
San Isidro
Telephone: +511 611-8686
Fax: +511 611-8689
E-mail: mail@lima.icao.int

3. **Opening session**

Monday, 10 May 2010
Registration of participants: 08:30 – 09:00 hrs.
Opening session: 09:00 – 09:15 hrs.

4. **Language and documents**

This event will have simultaneous interpretation services. The documentation of the event will be published in the ICAO SAM Regional Office Web page: <http://www.lima.icao.int> as soon as it is available. No documentation will be distributed during the meeting.

5. **Registration of participants**

Participants are requested to fill in the registration form attached to this information paper and submit it to SAM Regional Office as soon as possible. A subsequent registration will take place at the corresponding registration desk, from 08:30 to 09:00 hrs, during the first day of the event, where the duly completed registration sheet should be handed in. Likewise, participants are requested to use the badges supplied to them during registration.

6. **Temperature**

Temperature in Lima during the month of October varies from 16°C to 24°C. The average humidity is of 70%.

7. **Transportation from/to the airport**

There are authorized taxis services at the Jorge Chavez International Airport.

The rate to Miraflores or San Isidro (hotel area) is of approximately US\$ 20.00. This rate can be confirmed in counters at the Airport's international arrivals area.

Taking into account the increase in assaults against persons who travel in the route to and from the airport, the following taxi companies are suggested:

Eurocar	Tel: +511 222-1010
	E-mail: ventas@eurocarperu.com
CMV Servicio Ejecutivo	Tel: +511 422-4838
	E-mail: cmv@exalmar.com.pe

8. **Transportations to and from the site of the event**

Participants can take a taxi or walk to the SAM Regional Office, depending on the location of the selected hotel, and vice versa.

In the city, there are independent or informal taxi drivers. In view of the fact that they do not belong to a company, they do not provide any safety or guarantee. In case of taking an informal taxi, please consider that you may be at a high risk.

Companies recommended for transfers within the city:

Alo Taxi	+51 1 225-4355
Lima Remisse	+51 1 224-5529 / 99965-6639
Taxi Planet	+51 1 794-4864 / 781-7988
Tata Taxi	+51 1 274-5151
Taxi Real	+51 1 470-6263 / 470-6203
Taxi Seguro	+51 1 241-9292

9. **Suggested hotels in Lima:**

Reservations should be arranged directly with the hotel and **well in advance**. In view of the various events carried out in Lima, prices may vary. Kindly consult the hotel of your preference.

Hotel	Dirección Address - Tel/Fax Página Web/ Website - Correo electrónico//E-mail	Simple 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: +51 1 611-4415 - Fax: +51 1 421-4360 E-Mail: elsa.aguirre@swisslim.com.pe Web: http://www.swissotel.com Tarifas sujetas al cargo de 19% de IGV y al 10% de servicios. Se puede exonerar del 19% si el pasajero es extranjero./Rates are subject to 19% Sales Tax and 10% Service Tax. Foreigners are exempted of 19% Sales Tax presenting the passport during check-in. Incluye desayuno buffet / Buffet breakfast included Solicitar código OACI para reservas / Request ICAO code - corporate rate.	Premier US\$ 190.00 Swiss Business Advantage US\$ 200.00 Swiss Executive US\$ 280.00 Todas las tarifas All rates + 10 %	Premier US\$ 200.00 Swiss Business Advantage US\$ 215.00 Swiss Executive US\$ 300.00 Todas las tarifas All rates + 10 %
El Pardo Doubletree Hotel ***** Miraflores	(distancia 10 minutos de la oficina, en taxi/ 10 minutes away from the office, by taxi) Jr. Independencia 141, Miraflores Tel: +51 1 617-1000 Fax. +51 1 444-2171 / 241-0039 Web Page: http://www.elpardodoubletree.com.pe/ E-mail: pardohot@doubletreeelpardo.com.pe Incluye desayuno buffet / Buffet breakfast included	US\$ 150.00 + 10% (130.00 Cuando el evento es en el hotel)	US\$ 165.00 +10% (145 cuando el evento es en el hotel)
Delfines Hotel & Casino ***** (Summit Hotels & Resorts)	(Distancia: 5 mins de la Oficina en taxi)/ distance 5 mins. away from the office by taxi) Calle Los Eucaliptos 555, San Isidro Tel: +51 1 215-7000 - Fax: +51 1 215-7073 Web Page: http://www-losdelfineshotel.com.pe E-mail: reservas@losdelfineshotel.com.pe Incluye desayuno buffet en Delphos Cafe / Buffet breakfast included at Delphos Cafe	Superior US\$ 145.00 Executive US\$ 170.00 +10%	Superior US\$ 165.00 Executive US\$ 190 +10%
Sonesta Hotel El Olivar *****	(a 3 cuadras de la Oficina/ 3 blocks away from the office) Pancho Fierro 194, San Isidro Tel +51 1 712-6060 - Fax +51 1 7126099 Web Page: http://www.sonesta.com E-mail: reservas@sonestaperu.com / mllaque@sonestaperu.com Incluye desayuno buffet / Buffet breakfast included	US\$ 178.00 + 10%	US\$ 191.00 + 10%
Hotel Suites del Bosque *****	(a 3 cuadras de la Oficina/ 3 blocks away from the office) Av. Paz Soldán 165, San Isidro Tel: +511 616 1818 / 616 2121 Web Page: www.suitesdelbosque.com E-mail: reservas@suitesdelbosque.com Incluye desayuno buffet e impuestos por servicios/ Includes breakfast buffet and service taxes	Suite Ejecutiva Estándar (Simple) Executive Suite (single) US\$ 110.00 + 10% Viernes y Sábado US\$100 + 10%	Suite Ejecutiva Estándar Doble Standard Exec. Suite (Double) US\$ 120.00 + 10% Viernes y Sábado US\$100 + 10%

Hotel	Dirección Address - Tel/Fax Página Web/ Website - Correo electrónico//E-mail	Simple US\$	Doble/ Double US\$
Plaza del Bosque Apart Hotel *****	(a 3 cuadras de la Oficina/ 3 blocks away from the office) Av. Paz Soldán 190, San Isidro Tel: +51 1 616-1818 / 616-2121 Web Page: www.plazadelbosque.com E-mail: reservas@plazadelbosque.com Incluye desayuno buffet e impuestos por servicios/ Includes breakfast buffet and service taxes	Suite Ejecutiva Estándar (Simple) Executive Suite (single) US\$ 110.00 + 10% Viernes y Sábado US\$100 + 10% Suite Ejecutiva	Suite Ejecutiva Estándar Doble Standard Exec. Suite (Double) US\$ 120.00 + 10% Viernes y Sábado US\$100 + 10%
Los Tallanes Hotel Suites *****	(distancia 5 minutos de la oficina en taxi/ 5 minutes away from the office, by taxi) Av. Jorge Basadre 325, San Isidro Tel: +51 1 221-0001 - Fax: +51 1 222-5030 Web Page: www.hotel tallanes.com E-mail: mdurand@hotel tallanes.com.pe Incluye desayuno Americano/American breakfast incl.	Suite Ejecutiva Estándar (Simple) US\$ 140.00 + 10%	Suite Ejecutiva Estándar (Doble) US\$ 150.00 + 10%
Hotel José Antonio***	(distancia 10 minutos de la Oficina en taxi/ 10 minutes away from the Office by taxi) Av. 28 de Julio 398, Miraflores Tel: +51 1 445-7743 / 445-6870 Fax: +51 1 446-8295 Web Page: www.hotelesjoseantonio.com E-mail: ventas@hotelesjoseantonio.com Incluye desayuno buffet e impuestos por servicios/Includes buffet breakfast and service taxes	US\$ 90.00 Executive US\$ 100.00 10%	US\$ 100.00 Executive US\$ 120.00 + 10%
Hotel El Doral***	(distancia 10 minutos en taxi/the distance from the office is 10 minutes in taxi) Av. José Pardo 486, Miraflores Tel. +51 1 242-7799 Fax +51 1 446-8344 Web Page: http://www.eldoral.com.pe E-mail: aparthotel@eldoral.com.pe Incluye desayuno americano/ Includes American breakfast	US\$ 58.00 + 10%	US\$ 68.00 + 10%
NOVOTEL Lima ****	Distancia al frente de la Oficina/across the street Av. Victor Andrés Belaunde 198 San isidro Tel: +511 315 9924 / 315 9925 E-mail: h6339-re1@accor.com Incluye desayuno buffet/ Includes buffet breakfast and service taxes Check in 14 hrs - Check out 12 hrs.	US\$140.00 + 10%	US\$160.00 + 10%
Lima Airport Inn	(distancia 10 minutos en taxi/the distance from the office is 10 minutes in taxi) Miguel Grau 191, Miraflores Tel.: +51 (1) 4474943 Fax: +51 (1) 4460267 E-mail: airport_inn@terra.com.pe Incluye desayuno continental/ Includes Continental breakfast	US\$35.00 + 10%	US\$45.00 + 10% Triple US\$60.00 + 10%

Nota/Note: Pasajeros extranjeros están exonerados del 19% de IGV previa presentación del pasaporte con el sello de ingreso al Perú al momento del check in en el hotel.
Foreigners are exempted of 19% Sales Tax presenting the passport during check-in.

10. Passport, visa and vaccination requirements

To enter the country, an updated passport and visa are requested; however, it is recommended to contact the Peruvian Embassy or Consulate in your country, to enquire on this requirement well before your departure. Please also verify if yellow-fever or any other vaccination is required.

11. Money exchange and credit cards

The Peruvian currency is the Nuevo Sol Peruano (S/.). Present exchange rate is S/ 2.90 per US \$ 1.00.

Credit cards as American Express, Master Card, VISA, Diners Club, etc, are usually welcome in hotels, shopping centres and restaurants. Traveller’s checks should be exchanged in banks.

12. Hospitals

In case of emergency, **Clínica Anglo Americana** is recommended, which is located in Alfredo Salazar s/n, Miraflores, Tel: +51 1 616-8900.

13. ICAO Contact telephone numbers

Mr. Jorge Fernández, RO/ATM/SAR
(jfernandez@lima.icao.int) 224-9007
Mr. Alberto Orero, Security Officer
(aorero@lima.icao.int)..... 264-3651 / 99676-0320 / 99831*5523

14. Electricity

220 Volts/60Hz.

15. Airport tax

Exit airport tax is US\$ 31.00 American Dollars.

16. 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

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. 264-3651, 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
99757 – 1008	Cellular

18. General recommendations in the event of an earthquake

The city of Lima is within an earthquake area.

During an earthquake

- 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 the premises only if conditions permit it; otherwise, minimize your movements.

After an earthquake

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

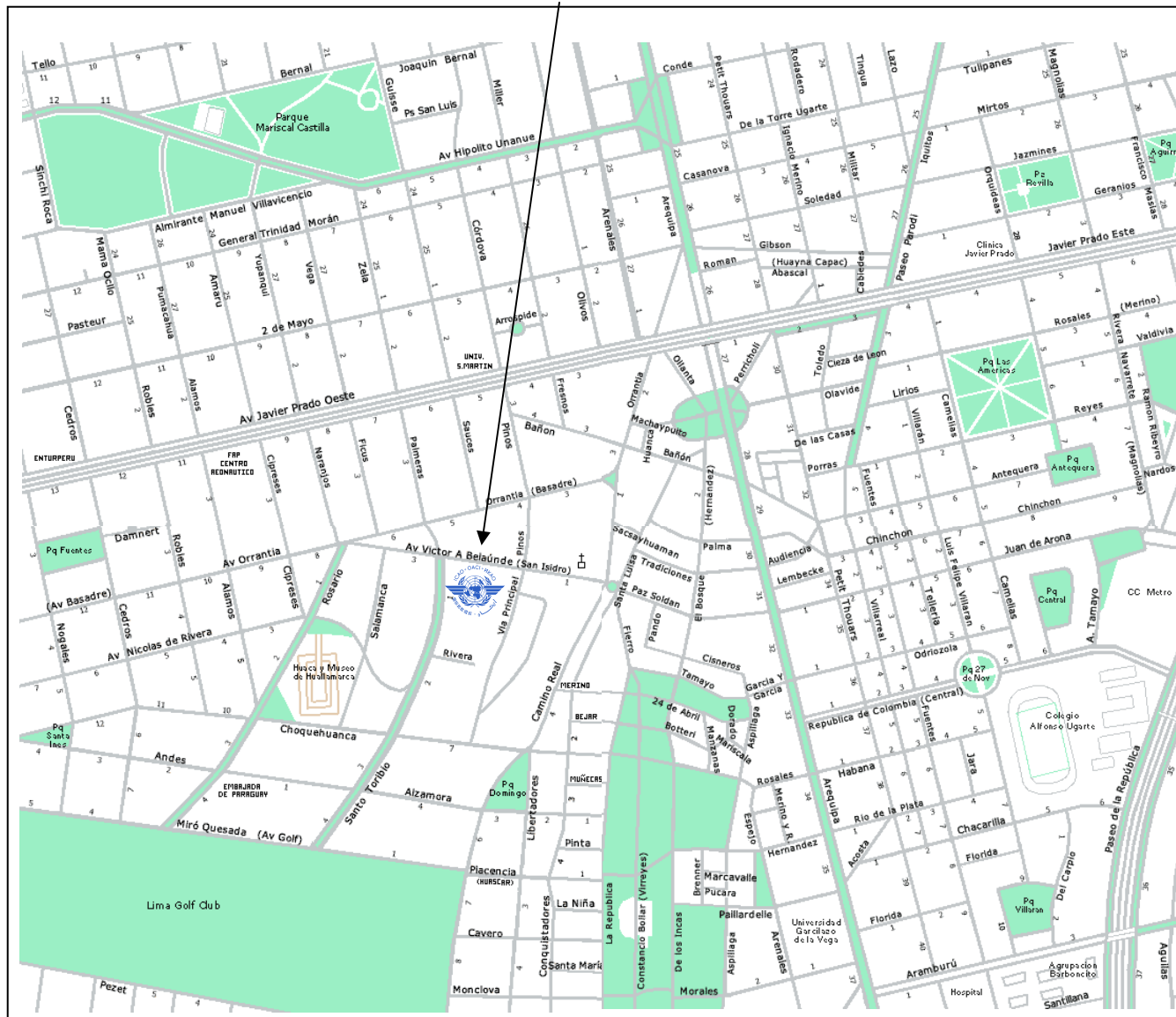
ICAO Third and Fourth floor emergency exits

- 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) Proceed down the staircases. Do not push or run; keep in line, move in one direction only; keep conversation to a minimum.
- d) Exit the building to allow free flow of other evacuees exiting behind you.
- e) Once outside the building and having your back to it, turn left towards the evacuation site, located across V. A. Belaúnde Avenue.
- f) Pay attention at all moment to the indications that the security team might make.

* * * * *

**PLANO DE UBICACIÓN DE LA OFICINA REGIONAL SUDAMERICANA DE OACI EN LIMA, PERÚ/
ICAO SOUTH AMERICAN REGIONAL OFFICE LOCATION MAP IN LIMA, PERU**

Av. Víctor Andrés Belaúnde 147 - Edificio 4, cuarto piso, San Isidro



Adjunto/Attachment



ORGANIZACIÓN DE AVIACIÓN CIVIL INTERNACIONAL
INTERNATIONAL CIVIL AVIATION ORGANIZATION

QUINTO TALLER/REUNIÓN DEL GRUPO DE IMPLANTACIÓN SAM (SAM/IG/5)
PROYECTO REGIONAL RLA/06/901

FIFTH WORKSHOP/MEETING OF THE SAM IMPLEMENTATION GROUP (SAM IG/5)
REGIONAL PROJECT RLA/06/901

Lima, Perú, 10 al 14 de Mayo de 2010 / Lima, Peru, 10 to 14 May 2010

FORMULARIO DE REGISTRO / REGISTRATION FORM

1. Estado/*State*:

Organismo/*Organization*: _____

2. Nombre/

Name: _____

3. Cargo/*Position*:

4. Participa como / *Participates as*:

Miembro/ *Member* *Alterno/ Deputy* *Delegado/ Delegate* *Observador/ Observer* / *Ponente/ Lecturer* *Instructor/ Instructor* *Alumno/ Student*

5. Dirección oficial /

Business address: _____

6. Tel.: _____ Fax: _____ E-mail: _____

7. Hotel o dirección en la ciudad/ *Hotel or local address*:

8. Información de vuelo/
Flight information:

Vuelo llegada/ fecha/ hora/
Arrival flight/ date/ hour:

Vuelo salida/ fecha/ hora/
Departure flight/ date/ hour:

Firma/
Signature: _____

Fecha/ *Date*: _____