



International
Civil Aviation
Organization

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de l'aviation civile
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Международная
организация
гражданской
авиации

منظمة الطيران
المدني الدولي

国际民用
航空组织

LT 2/3A.27
LN 3/24.1-SA077

16 February 2011

To: Mr. Pierre du Bois/DIRAC, French Guiana
Mr. Zulficar Mahomed /CAD a.i., Guyana
Mr. S. Saboerali/CAD a.i., Suriname
Mr. Peter Cerdá, IATA LATAM/CAR
Ms. Carole Couchman, Regional Officer, IFALPA
Mr. Alex Figuereo, Executive Vice President, IFATCA

Subject: **Regional Project RLA/06/901**
Seventh Workshop/Meeting of the ICAO SAM Implementation Group (SAM/IG/7)
Lima, Peru, 23 to 27 May 2011

Actions
required: a) **Take note and nominate participants before 15 April 2011**
b) **Prepare and send this Regional Office documentation for the meeting before 22 April 2011**

Sir,

I have the honour to inform you that the Seventh Workshop/Meeting of the ICAO South American Region Implementation Group (SAM/IG/7) has been programmed to be held at the ICAO SAM Regional Office premises, in Lima, Peru, from 23 to 27 May 2011, supported by Regional Project RLA/06/901 - *Assistance in the implementation of an ATM regional system according to the ATM operational concept and the corresponding technological CNS support.*

To this end, the workshop/meeting will follow-up on the activities scheduled in the action plans for the implementation of the ATS routes network optimization programme and of PBN in the SAM Region, expecting that States present information on the progress made with tasks assigned in the RNAV-5 implementation programme, as well as on their action plans for the implementation of PBN in terminal and approach areas.

In addition, the meeting will examine the progress achieved in topics related with the RNAV and RNP operational and airworthiness approval of the fleet operating in the SAM Region, and will verify its level of approval; the status of implementation of the activities established in the action plan for ATFM implementation; the status of implementation of the action plans for AMHS interconnection of the new SAM digital network and the interconnection of automated systems; and of the new flight plan format.

For a further analysis of the matters to be dealt with during this event, I am pleased to attach a Draft Agenda and Explanatory Notes (**Attachment A**). I will highly appreciate your comments or agreement with the same. I am also attaching information paper IP/01, (**Attachment B**), which contains general information on the event, and the participants registration form (**Attachment C**).

I am therefore pleased to invite your administration to participate in this Workshop/Meeting, communicating me the list of your representatives not later than **15 April 2011**, keeping in mind the following considerations:

Since the agenda items require participants familiarized with its management, their profile is of utmost importance and should correspond to the appropriate authority levels and the referred areas, including:

- a) 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;
- b) 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;
- c) Experts in Regulations on Operations and Airworthiness, directly involved in the optimisation of routes, SID and STAR RNAV implementation under PBN concept;
- d) Directors, pilots, Operations and Airworthiness experts, flight dispatchers and maintenance personnel from commercial, general and military aviation operating in the SAM Region.

In order to attend this event, you should consider the following financing alternatives:

- a) Fellowships from a national ICAO Technical Cooperation Project approved by your State;
- b) Fellowships sponsored by Regional Project RLA/06/901, having two fellowships for each State participating in this project that does not count on the previous alternative, and having the interested administration to provide the air tickets to and from the host country;
- c) Own resources of your administration, in the lack of any of the previous alternatives.

For participants who require a fellowship, the ICAO fellowship nomination form is also attached, and must be completed and submitted to this Office as soon as practicable.

I will highly appreciate if your administration submits before **22 April 2011** those documents on the agenda items that may wish to present, in order to have sufficient time for their translation and edition. The documentation received after this date, should be prepared in both languages by the administration that presents it.

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

The documentation of the Workshop/Meeting as well as working and information papers will 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 related documentation. The event will be carried out in Spanish and English, with simultaneous interpretation services.

Accept, Sir, the assurances of my highest consideration.



Franklin Hoyer
Regional Director
ICAO South American Office
Lima

Enclosure

As indicated

cc.: Mr. Philippe Guivarch/DSNA, French Guiana
Mr. Manuel Góngora, IATA LATAM/CAR
D/TCB

ATTACHMENT A

SEVENTH WORKSHOP/MEETING OF THE SAM IMPLEMENTATION GROUP (SAM/IG/7)
(Lima, Peru, 23 to 27 May 2011)

DRAFT AGENDA

- Agenda Item 1: Follow up to conclusions and decisions adopted by SAM/IG meetings
- Agenda Item 2: Optimization of the ATS routes
- Agenda Item 3: Implementation of performance-based navigation (PBN) in the SAM Region
- Agenda Item 4: Standards and procedures for performance-based navigation operations approval
- Agenda Item 5: Air Traffic Flow Management Implementation (ATFM) in the SAM Region
- 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
- Agenda Item 7: Operational implementation of new ATM automated systems and integration of the existing systems
- Agenda Item 8: Implementation of the new flight plan format
- Agenda Item 9: Other business

EXPLANATORY NOTES

Agenda Item 1: Follow up to conclusions and decisions adopted by SAM/IG meetings

The Meeting will start its activities carrying out a review to the status of application of conclusions and decisions adopted during the sixth Workshop/Meeting of the SAM Implementation Group (SAM/IG/6), as well as to the valid conclusions and decisions from previous SAM/IG meetings.

Agenda Item 2: Optimization of the ATS routes

The Meeting will make a follow-up to the activities scheduled in the SAM ATS Routes Network Optimization Programme Action Plan, updated during SAM/IG/6.

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

The Meeting will examine the RNAV-5 en-route PBN action plan updated during SAM/IG/6, will evaluate the progress achieved thus far, as well as the regional actions adopted for its implementation, and will verify whether all tasks scheduled with the aim of complying with the RNAV-5 implementation date approved by SAM/IG/6, i.e. 22 September 2011, have been developed. In addition, States will be able to present information on their progress in the tasks assigned to duly comply with the RNAV-5 implementation programme.

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

Under this agenda item, the Meeting will review the progress reached in RNAV and RNP operational and airworthiness approval of the fleet operating in the Region, and verify the level of approval which enables the decision of implementing RNAV5, and also to harmonize the documentation on this matter at a regional level. Also, the Meeting will analyze the advisory circular for the *Performance based navigation instrument flight validation (FV) procedures* (CA 91-012) for its approval and adoption by SAM States. The Meeting will also be presented with the advisory circular on *Aircraft and user approval from RNP APCH operations up to minima with localizer performance (LP) and localizer performance with vertical guidance (LPV) using GBAS* (CA 91-011).

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

The Meeting will review the implementation status of the activities established in the action plan for ATFM implementation in SAM airports, examined during SAM/IG/6. In addition, it will analyze the results on the study for the exchange of ATFM messages, for its inclusion in the ATFM Manual. Finally, it will analyze the status of the activities taken in consideration in the action plan for ATFM implementation in the SAM Region, updated during SAM/IG/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 analyze the implementation status of the activities taken under consideration in the action plan for AMHS interconnection in the SAM Region, updated by SAM/IG/6 meeting. It will also analyze the progress made on the study for a new SAM digital network, on the DME/DME coverage calculations to support RNAV-5, and will take note of the progress in the implementation of CNS systems on the basis of the SAM States' national plans for CNS improvements.

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

The Meeting will review the implementation status of the automated systems interconnection, as a follow-up to the action plan for the interconnection of the automated systems in the SAM Region, updated during SAM/IG/6.

Agenda Item 8: Implementation of the new flight plan format

The Meeting will follow-up on the activities for the implementation of the new flight plan format scheduled in the action plan drafted in this respect for the SAM Region, and updated by SAM/IG/6.

Agenda Item 9: Other business

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

TENTATIVE WORK PROGRAMME

Hour	Monday 23 May 2011	Hour	Tuesday 24 May 2011	Wednesday 25 May 2011	Thursday 26 May 2011	Hour	Friday 27 May 2011
0830 0900	Registration of participants						
0900 0915	- Meeting with Heads of Delegation - Opening of the Event	0930 1030	Review of Agenda Item 5	Ad-Hoc Groups	Ad-Hoc Groups	0900 0930	Report Review
0915 0930	<i>Coffee break</i>	1030 1045	<i>Coffee break</i>	<i>Coffee break</i>	<i>Coffee break</i>	0930 1000	<i>Coffee break</i>
0930 1230	Review of Agenda Items 1 and 2	1045 1215	Review of Agenda Item 6	Ad-Hoc Groups	Ad-Hoc Groups	1000 1130	Report Approval
1230 1315	<i>Coffee break</i>	1215 1300	<i>Coffee break</i>	<i>Coffee break</i>	<i>Coffee break</i>		
1315 1400	Review of Agenda Item 3	1300 1400	Review of Agenda Item 7	Ad-Hoc Groups	Review of Agenda Item 8	1130 1200	Closing of the Workshop/Meeting
1400 1500	Review of Agenda Item 4	1400 1500	Review of Agenda Items 8 & 9	Ad-Hoc Groups	Plenary Review of Ad-Hoc Groups Reports		

- END -

ATTACHMENT B



International Civil Aviation Organization
South American Regional Office - Regional Project RLA/06/901
Seventh Workshop/Meeting of the SAM Implementation Group (SAM/IG/7)
(Lima, Perú, 23 to 27 May 2011)

SAM/IG/7-IP/01
10/02/11

GENERAL INFORMATION

(Presented by the Secretariat)

1. Place and date of the event

The Seventh Workshop/Meeting of the SAM Implementation Group (SAM/IG/7) will be held at the ICAO SAM Regional Office premises, in Lima, Peru, from 23 to 27 May 2011.

2. Address of the ICAO South American Office

Av. Víctor Andrés Belaúnde 147
Vía Principal No. 102
Centro Empresarial Real, Torre Cuatro, Piso 4
San Isidro, Lima (See attached map)
Telephone: +511 611-8686
Fax: +511 611-8689
E-mail: mail@lima.icao.int

3. Opening session

Will take place on Monday, 23 May 2011, from 09:00 to 09:15 hrs, at the ICAO SAM Office's conference room.

4. Languages and documents

This event will be held in Spanish and English and 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 event.

5. Registration of participants

Participants are requested to first fill-in the registration form and submit it to the ICAO SAM Regional Office as soon as possible (please refer to Attachment C of the convening letter).

On Monday 23 May, the registration will be verified at the registration desk, from 08:30 to 09:00 hrs. Participants are requested to use the badges that will be supplied to them during registration.

6. **Temperature**

Temperature in Lima during the month of May varies from 17°C to 27°C. The average humidity is of 90% approximately.

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

There are authorized taxi services at the Jorge Chavez International Airport. The rate to Miraflores or San Isidro (hotel areas) is of approximately US\$ 20.00. This rate can be confirmed in counters at the Airport's international arrivals area. 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:**

A list of hotels located close to the Regional Office may be found at the ICAO SAM Office website: www.lima.icao.int. Foreign passengers are exempted of 19% sales tax (IGV), subject to presentation of the passport during check-in.

10. **Passport, visa and vaccination requirements**

To enter Peru, 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/ 2.75 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. **Health attention**

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

13. **ICAO contact telephone numbers**

Mr. Onofrio Smarrelli, CNS Regional Officer372-0267
(osmarrelli@lima.icao.int)

Mr. Jorge Fernández, Adviser
(jfernandez@lima.icao.int) 224-9007

14. **Electricity**

220 Volts/60Hz.

15. **Airport tax**

Exit airport tax is US\$ 31.00 American Dollars.

16. **Information on safety and protection**

Upon any emergency situation, kindly call the Security Officer of the ICAO South American Office, Ms. Lia Ricalde: Cell 99831*5523, or to the Operations Centre of the United Nations Safety and Security Department (UNDSS), with round the clock assistance during 365 days a year, calling the following cell phones: 99757 – 1008 or 99757 – 1003.

17. **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.
- g) You will be informed when is it safe to return to the facilities.

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**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 C / ATTACHMENT C



ORGANIZACIÓN DE AVIACIÓN CIVIL INTERNACIONAL
INTERNATIONAL CIVIL AVIATION ORGANIZATION

RLA/06/901 Regional Project / Proyecto Regional RLA/06/901

SEPTIMO TALLER/REUNIÓN DEL GRUPO DE IMPLANTACIÓN SAM (SAM/IG/7)
SEVENTH WORKSHOP/MEETING OF THE SAM IMPLEMENTATION GROUP (SAM IG/7)

Lima, Perú, 23 al 27 de mayo de 2011 / Lima, Peru, 23 to 27 May 2011

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*

5. Dirección oficial /
Official 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*: _____