



International
Civil Aviation
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internationale

Organización
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Международная
организация
гражданской
авиации

منظمة الطيران
المدني الدولي

国际民用
航空组织

LT 2/ 6B. 22 – SA534

25 August 2011

To: Mr. Pierre Dubois, Directeur Régional de l'Aviation Civile aux Antilles et en Guyane (France)
Mr. Zulficar Mohamed, Director General, Civil Aviation Authority, Guyana
Mr. Stanley Betterson, Acting Director of Civil Aviation, Suriname

Subject: **ICAO/FAA/IFATCA Regional Runway Safety Seminar for the NAM/CAR/SAM Regions – Invitation**
Miami, Florida, United States, 12-14 October 2011

Action

Required: 1) Register participation by **20 September 2011**; and
2) Inform on the existence of Runway Safety Teams in States/Territories

Sir,

Runway safety is the ICAO number one aviation safety concern as runway related accidents are the main cause of fatalities in aviation. ICAO, in partnership with the United States Federal Aviation Administration (FAA), the International Federation of Air Traffic Controllers' Associations (IFATCA), and Miami International Airport, invite your State/Territory/International Organization to participate in the ICAO/FAA/IFATCA Regional Runway Safety Seminar for the NAM/CAR/SAM Regions to be held at the **North Terminal Auditorium** of the Miami International Airport, Miami, Florida, United States, from 12 to 14 October 2011.

This seminar is being held to support a comprehensive approach to improve runway safety. It follows the recommendations of the High-level Safety Conference (HLSC) 2010 (Report of the High-level Safety Conference 2010 - Doc 9935, Recommendation 3/3 d), which calls for ICAO to support a series of "international runway safety summits" and from the Global Runway Safety Symposium held in Montreal, Canada, from 24 to 26 May 2011, considering that a global effort to improve runway safety outcomes is needed (<http://www2.icao.int/en/runwaysafety/default.aspx>).

ICAO intends to use the seminar to promote and support the implementation of Runway Safety Teams (RSTs) for the enhancement of runway safety. Experts from multiple operational domains from States/Territories, International Organizations and the industry will provide presentations and participate in panel discussions to highlight the interaction of factors that elevate risk when operating within the runway environment and the safety and operational benefits of RST actions.

Participants of States/Territories of the ICAO NAM/CAR/SAM Regions and representatives of the International Organizations listed above are expected to attend, including civil aviation authorities, airports, air navigation service providers and airlines.

The Provisional Programme of the seminar is at **Attachment A**. The working languages of the meeting will be English and Spanish, and simultaneous interpretation will be provided.

Please note that during the week following this event, the Fourth Meeting of the Regional Aviation Safety Group – Pan America (RASG-PA/04) will also be held in Miami from 19-21 October 2011 (invitation letter dated 17 August 2011 EMX0836 refers).

The Registration Form of the event is at **Attachment B**. You are kindly requested to advise this Office by **12 September 2011**, whether your Administration/Organization intends to participate by submitting a Registration Form for each participant.

The Miami International Airport Hotel (www.miahotel.com) located at the Miami International Airport Terminal, 2nd level, Concourse E is offering 15% off the rack rate/any room type. The special code and reservations department contact number for reservations **via telephone only** (not through the Internet) are:

Code: **ICAO/FAA**

Phone: +1.305.871.4100, Toll Free: +1.800.327.1276

Participants can make their reservations until **20 September 2011**. After this date, reservations will be subject to rate change and availability.

Other hotels near the airport are the following (some of them with shuttle service to/from the airport):

- [Crowne Plaza Miami Intl. airport](http://www.ichotelsgroup.com/crowneplaza/hotels/us/en/miami/miaap/hoteldetail)
<http://www.ichotelsgroup.com/crowneplaza/hotels/us/en/miami/miaap/hoteldetail>
- [Miami Airport Marriot Courtyard](http://www.marriott.com/hotels/travel/miaap-miami-airport-marriott/)
<http://www.marriott.com/hotels/travel/miaap-miami-airport-marriott/>
- [Sofitel Miami Hotel](http://www.sofitel.com/gb/hotel-0889-sofitel-miami/index.shtml)
<http://www.sofitel.com/gb/hotel-0889-sofitel-miami/index.shtml>
- [Hyatt Summerfield](http://miamiairport.summerfieldsuites.hyatt.com/hyatt/hotels/summerfield/index.jsp)
<http://miamiairport.summerfieldsuites.hyatt.com/hyatt/hotels/summerfield/index.jsp>
- [Homewood suites by Hilton](http://homewoodsuites1.hilton.com/en_US/hw/hotel/MIABLHW-Homewood-Suites-by-Hilton-Miami-Airport-Blue-Lagoon-Florida/index.do;jsessionid=DA4A4C302D63B69FCBDCF04774BE64DB.etc13?brand_id=HW&brand_directo ry=/en/hw/&xch=992834714,GQIZZRSZH5PBECSSGBIY2VCQ)
http://homewoodsuites1.hilton.com/en_US/hw/hotel/MIABLHW-Homewood-Suites-by-Hilton-Miami-Airport-Blue-Lagoon-Florida/index.do;jsessionid=DA4A4C302D63B69FCBDCF04774BE64DB.etc13?brand_id=HW&brand_directo ry=/en/hw/&xch=992834714,GQIZZRSZH5PBECSSGBIY2VCQ

All event presentations will be placed on the following web page: <http://www.mexico.icao.int/Meetings/Meetings.html>. Taking into consideration the availability of presentations in electronic format, no hard copies will be distributed during the event.

In preparation for the event, I kindly request that your State/Territory inform me which, if any, airports have already established Runway Safety Teams. In this regard, I refer you to the guidance provided in ICAO Doc 9870 – *Manual on the Prevention of Runway Incursions*.

If you require any further information regarding the seminar, please contact Ms. Lia Ricalde, Regional Officer, Aerodromes and Ground Aids (lricalde@lima.icao.int) or Ms. Deborah Coriat, her Assistant, (dcoriat@lima.icao.int).

Accept, Sir, the assurances of my highest consideration.



Franklin Hoyer
Regional Director
ICAO South American

Office

Lima

Enclosures:

A – Provisional Programme

B – Registration Form

cc: Mr. Daniel Madiot, Chef du SNA (a.i.) aux Antilles et en Guyane (France)
ICAORD México
D/ANB
C/ISM, C/AGA, C/ATM, C/OPS

anb@icao.int;

icaohq@icao.int;



*International Civil Aviation Organization /
Organización de Aviación Civil Internacional*
**ICAO/FAA/IFATCA Regional Runway Safety Seminar for the NAM/CAR/SAM
Regions / Seminario Regional sobre Seguridad Operacional en Pista
de la OACI/FAA/IFATCA para las Regiones NAM/CAR/SAM**
 Miami, Florida, United States, 12-14 October 2011 /
 Miami, Florida, Estados Unidos, 12-14 de octubre de 2011

PROGRAMME / PROGRAMA
(18/08/11)

DAY ONE / DÍA UNO
Wednesday 12 October 2011 / Miércoles 12 de octubre de 2011

Time/ Hora	Subject / Tema	Speaker / Conferencista
08:00 – 08:30	Registration / Registro	
08:30 – 09:00	Opening Ceremony / Ceremonia de Apertura Remarks by / Palabras de apertura de <ul style="list-style-type: none"> • ICAO/OACI: Loretta Martin, Regional Director, ICAO NA CC Office/Directora Regional Oficina NACC de la OACI • United States/Estados Unidos (FAA): Christa Fornarotto, Associate Administrator for Airports • IFATCA: • MIA Airport: 	
09:00 – 09:30	The ICAO Runway Safety Programme / El programa de Seguridad Operacional en Pista de la OACI	
09:30 – 10:00	Partnerships – Why the industry/international organization have bought in? Asociaciones - ¿Por qué la industria/organizaciones internacionales se han aliado?	
10:00 – 10:30	<i>Coffee Break / Pausa para el Café</i>	
10:30 – 12:30	What is a Runway Safety Team (RSTs in action): Panel discussion / Panel de discusión: Qué es un Equipo de Seguridad Operacional en la Pista (RST en acción)	

Time/ Hora	Subject / Tema	Speaker / Conferencista
	The operator's perspective on RSTs / La perspectiva del explotador sobre los RST	
	The ANSPs' perspective on RST / La perspectiva de los ANSP sobre los RST	
	The airports' perspective on RSTs / La perspectiva de los aeropuertos sobre los RST	
	The pilot's perspective on RSTs / La perspectiva del piloto sobre los RST	
12:30 – 13:30	<i>Break for Lunch/ Pausa para el Almuerzo</i>	
13:30 – 14:30	Runway Safety incident – root cause analysis example / Incidente de seguridad en la pista – ejemplo de análisis de la causa originaria	
14:30 – 15:00	How do RSTs collect information? Lessons learned in data collection efforts / ¿Cómo recaba información el RST? Lecciones aprendidas sobre los esfuerzos para recabar datos	
15:00 – 15:30	<i>Coffee Break / Pausa para el café</i>	
15:30 – 16:00	ICAO Integrated Safety Trend Analysis and Reporting System (iSTARS) / Sistema Integrado de Notificación de Tendencias del Análisis sobre Seguridad Operacional (iSTARS)	
16:00 – 16:30	Specific regional runway safety issues and what is being done about them / Cuestiones regionales específicas sobre seguridad operacional en la pista y qué se está haciendo al respecto	

DAY TWO / DÍA DOS
Thursday 13 October 2011 / Jueves 13 de octubre de 2011

08:30 – 10:30	Availability and Use of Runway Safety Toolkits: Panel Discussion / Panel de discusión: Disponibilidad y uso de herramientas de seguridad operacional en la pista	
	ICAO Runway Safety toolkit / Herramientas de seguridad operacional en la pista de la OACI	
	Skybrary	
	Runway safety tools (ALAR Toolkit) / Herramientas de seguridad operacional en la pista (Herramientas ALAR)	
	Runway safety tools (RERR Tool Kit) / Herramientas de seguridad operacional en la pista (Herramientas RERR)	
	SMGCS and visual aids / SMGCS y ayudas visuales	
10:30 – 11:00	<i>Coffee Break / Pausa para el Café</i>	
11:00 – 11:30	ICAO views on pavements / Visión de la OACI acerca del pavimento	
11:30 – 12:00	ALACPA perspective on pavements / Perspectiva de ALACPA acerca del pavimento	

Time/ Hora	Subject / Tema	Speaker / Conferencista
12:00 – 13:00	<i>Break for Lunch/ Pausa para el Almuerzo</i>	
13:00 – 15:00	Runway Excursions: Panel Discussion / Panel de discusión: sobre excursiones en pista <ul style="list-style-type: none"> • Technology / Tecnología • Procedures / Procedimientos • Training / Instrucción (Industry: airlines / Industria: aerolíneas) 	
15:00 – 15:30	<i>Coffee Break / Pausa para el Café</i>	
15:30 – 16:30	Runway Incursions: Panel Discussion / Panel de discusión: Incursiones en pista <ul style="list-style-type: none"> • Technology / Tecnología • Procedures / Procedimientos • Training / Instrucción • Incursion Example (State) / Ejemplo de incursión (Estado) 	
DAY THREE / DÍA TRES <i>Viernes 14 October 2011 / Viernes 14 de octubre de 2011</i>		
08:30 – 10:30	RST case study/workshop / Estudio de caso/taller sobre RST	
10:30- 12:00	Group 1: Airfield training exercise (visit to MIA Intl' Airport) / Grupo 1: Ejercicio de instrucción en el aeropuerto (visita al aeropuerto internacional de Miami)	
	Group 2: Developing a regional plan for implementing RSTs Grupo 2 : Elaboración de un plan regional para implantar RST.	
12:00 – 13:00	<i>Break for Lunch/ Pausa para el Almuerzo</i>	
13:00 – 14:30	Group 2: Airfield training exercise (visit to MIA Intl' Airport) Grupo 2: Ejercicio de instrucción en el aeropuerto (visita al aeropuerto internacional de Miami)	
	Group 1: Developing a regional plan for developing RSTs Elaboración de un plan regional para implantar RST.	
14:30 – 15:00	<i>Coffee Break / Pausa para el Café</i>	
15:00 – 16:00	Seminar Conclusions / Conclusiones sobre el seminario	
16:00 – 16:30	Closing ceremony / Ceremonia de clausura	