



International  
Civil Aviation  
Organization

Organisation  
de l'aviation civile  
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Organización  
de Aviación Civil  
Internacional

Международная  
организация  
гражданской  
авиации

منظمة الطيران  
المدني الدولي

国际民用  
航空组织

LT 11/43.4.8-SA513

Lima, 11 September 2015

To: Mr. Philippe Guivarch, Regional Director of Civil Aviation, West Indies and French Guiana  
Ms. Chaitrani Heeralall, Director General, Civil Aviation Authority (ag), Guyana  
Mr. Andojo Rusland, Minister of Transport, Communication and Tourism, Suriname

Subject: **Invitation - Fifteenth Scrutiny Working Group Meeting (GTE/15)**  
(Lima, Peru, 16 to 20 November 2015)

Action

required:

Take note and nominate participants by **23 October 2015**

Review and transmittal by States of additional items to the draft Agenda by **23 October 2015**

Submission of documentation by the deadlines provided in this letter

Sir/Madame,

I have the honour to address you this letter in line with provisions in ICAO Doc 9574 - *Manual on a 300 m (1 000 ft) Vertical Separation Minimum between FL 290 and FL 410, inclusive*, and GREPECAS Conclusions adopted in such sense, to invite your Administration to participate in the Fifteenth Scrutiny Working Group Meeting (GTE/15) to be convened at the ICAO SAM Regional Office, Lima, Peru, from 16 to 20 November 2015.

It is recalled that the Scrutiny Working Group was established under the frame of GREPECAS, in support of the implementation of Reduced Vertical Separation Minimum (RVSM) in the CAR/SAM Regions. In such sense, the main objective of this meeting will be to perform risk analysis of Large Height Deviations (LHDs) and their impact on the Target Level of Safety (TLS) in Reduced Vertical Separation Minimum (RVSM) airspace in order to issue the relevant risk mitigation recommendations to reduce such events, in safeguard of safety.

The draft Agenda of the meeting is at **Attachment A**. States wishing to submit proposals for the addition of items should do so by **23 October 2015**. General information on the event can be found under **Attachment B**.

This meeting is aimed at State's focal points for LHD, ATS inspectors, air traffic controllers, pilots, supervisors of States and Territories of the ICAO CAR/SAM Regions, experts of the Regional Monitoring Agency (CARSAMMA), as well as representatives of invited international organizations.

Please note that the working language of the meeting will be Spanish and simultaneous interpretation will be provided only if participation confirmation of delegates of English speaking States is received in this Regional Office by 23 October 2015.

I would appreciate your reviewing the draft Agenda and submit to this Regional Office no later than **23 October 2015**, those documents on the Order of Business your Administration may wish to present, in Microsoft Word format, to have sufficient time for their translation and edition. Documents received **after this deadline** should be prepared in **both languages** and submitted by **02 November 2015**. Information papers will be presented in its original language only, unless their authors facilitate translated versions.

All meeting documentation will be posted at ICAO SAM Office website, under following link: [http://www.icao.int/SAM/Pages/ES/MeetingsDocumentation\\_ES.aspx?m=2015-GTE15](http://www.icao.int/SAM/Pages/ES/MeetingsDocumentation_ES.aspx?m=2015-GTE15). Taking into consideration the availability of documentation in electronic format, no hard copies will be distributed during the event.

Due to the importance the subjects to be treated during this event represent for the improvement of ATS safety in the CAR/SAM Regions, I invite you to take all possible efforts to guarantee the participation of at least one delegate from your Administration. In such sense, I would appreciate your designating your delegate(s) and submitting, if applicable, the attached registration form (**Attachment C**) duly filled out for each participant, by e-mail ([icaosam@icao.int](mailto:icaosam@icao.int)) or by fax (+511 611 8689), no later than **23 October 2015**.

Messrs. Roberto Arca ([arca@icao.int](mailto:arca@icao.int)), Regional Officer ANS & SFTY and Jorge Fernandez ([jfernandezd@icao.int](mailto:jfernandezd@icao.int)), ATM/SAR consultant of the ICAO South American Regional Office, as well as their Assistant, Mrs. Ursula Danuser ([udanuser@icao.int](mailto:udanuser@icao.int)), remain at your disposal for any further consultation you may have.

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



Franklin Hoyer  
Regional Director  
ICAO South American Office  
Lima

**Enclosure**

*As indicated*

cc: Mr. Claude Miquel, Deputy Director of Civil Aviation, West Indies and French Guiana  
Mr. Olivier Jouans, Regional Director of ATM services, West Indies and French Guiana  
Mrs. Thelma Douglas Pinas, Permanent Secretary, Ministry of Transport, Communication and Tourism, Suriname  
Mr. Faizel Baarn, acting Head of Civil Aviation Department, Suriname  
Mr. Brian De Souza, acting Director, CASAS, Suriname  
ICAORD, Mexico (*for onward transmission to CAR States*)

**ATTACHMENT A**

**DRAFT AGENDA**

**Agenda Item 1: Review of the previous CARSAMMA and Scrutiny Groups Meetings Conclusions and Recommendations**

- a) Results on 2014 safety assessment in Reduced Vertical Separation Minimum (RVSM) airspace
- b) Large Height Deviation (LHD) notification data by ANSPs and other reporting sources
- c) LHD safety assessment methodology

**Agenda Item 2: Large Height Deviation (LHD) analysis**

- a) Application of approved methodology by GREPECAS for safety assessment to reported LHD events
- b) Identifying trends
- c) GTE recommendations

**Agenda Item 3: Lessons learned by CAR/SAM States to reduce LHDs**

**Agenda Item 4: Review of the project on safety assessment in the RVSM airspace for CAR/SAM Regions**

**Agenda Item 5: New Monitoring Agency Implementation in the CAR/SAM Regions**

**Agenda Item 6: Other business**

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## ATTACHMENT B



Internacional Civil Aviation Organization  
**Fifteenth Scrutiny Working Group Meeting (GTE/15)**  
Lima, Peru, 16 – 20 November 2015

GTE/15-NI/01  
08/09/15

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### GENERAL INFORMATION

(Presented by the Secretariat)

1. **Site and dates**

The Fifteenth Scrutiny Working Group Meeting (GTE/15), will be conducted at the ICAO South American (SAM) Regional Offices premises in Lima, Peru, from 16 to 20 November 2015. Since we count with two conference rooms, it will be appreciated that upon arriving in the Office, you verify where the event will take place – floor 3 or 4.

2. **Coordinators**

Mr. Roberto Arca Jaurena  
ANS & SFTY Regional Officer, ICAO SAM Regional Office  
Tel: +511 611-8686, ext. 106  
E-mail: [icaosam@icao.int](mailto:icaosam@icao.int)  
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Mr. Víctor Hernández  
ATM/SAR Regional Officer, ICAO NACC Regional Office  
Tel: +52555 250 3211, ext. 117  
E-mail: [icaonacc@icao.int](mailto:icaonacc@icao.int)  
[vhernandez@icao.int](mailto:vhernandez@icao.int)

3. **Participants Registration**

Participants should register on Monday, 16 November 2015, from 08:30 to 09:00 hours, at the site of the meeting.

4. **General information**

Found in the “*General Information*”, “*List of Hotels*” and “*Weather*” sections in the ICAO SAM Regional Office website, <http://www.icao.int/sam> (left panel, under South American (SAM) Office).

5. **Documentation**

The documentation will be posted on the ICAO SAM Regional Office website, <http://www.icao.int/sam>, *Meetings*. Participants should check our website frequently to download the documentation. All participants must bring their own set of documentation (hard copy or electronically in a laptop) to the meeting venue; there will be no hard copies available for distribution.

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ATTACHMENT/ADJUNTO C

GTE/15



*International Civil Aviation Organization*  
*Organización de Aviación Civil Internacional*  
**Fifteenth Scrutiny Working Group Meeting**  
**Décimo Quinta Reunión del Grupo de Trabajo de Escrutinio**  
**(GTE/15)**

Lima, Peru, 16 - 20 November 2015 / Lima, Perú, 16 al 20 de noviembre de 2015

**REGISTRATION FORM / FORMULARIO DE REGISTRO**

1.	<b>NAME NOMBRE</b>	
2.	<b>POSITION CARGO</b>	
3.	<b>ORGANIZATION ORGANIZACIÓN</b>	
4.	<b>COUNTRY PAÍS</b>	
5.	<b>TELEPHONE TELÉFONO</b>	
6.	<b>E-MAIL CORREO-E</b>	

*Please send this form to: / Por favor envíe este formulario a:*

E-mail: [icaosam@icao.int](mailto:icaosam@icao.int) (Región SAM)  
[icaonacc@icao.int](mailto:icaonacc@icao.int) (Región NACC)