



International  
Civil Aviation  
Organization

Organisation  
de l'aviation civile  
internationale

Organización  
de Aviación Civil  
Internacional

Международная  
организация  
гражданской  
авиации

منظمة الطيران  
المدني الدولي

国际民用  
航空组织

Re.: LN 3/21.3-SA5056

Lima, 26 January 2015

To: Mr. Philippe Guivarch, Regional Director of Civil Aviation, West Indies and French Guiana  
Mr. Zulficar Mohamed, Director General, Civil Aviation Authority, Guyana  
Mr. Falisie Jozef Pinas, Minister of Transport, Communication and Tourism, Suriname

Subject: **RLA/03/902 – Transition to GNSS/SBAS in the CAR/SAM Regions – SACCSA - Project Close-Up Meeting / GNSS-SBAS Workshop**  
Bogota, Colombia, 9 to 13 February 2015

**Required action: Confirm participation by February 4, 2015**

Dear Sir,

I am pleased to invite your Administration to the Closing Meeting of Regional Project RLA/03/902, *Transition to GNSS/SBAS in the CAR/SAM Regions – SACCSA*, to be held in the premises of the Special Civil Aviation Administrative Unit (*Unidad Administrativa Especial de Aeronáutica Civil*) in Bogota, Colombia, from 9 to 13 February 2015. This meeting will mark the end of the study on an SBAS for the CAR/SAM Regions, in accordance with the objective of this Project.

Concurrently with the Project Closing Meeting, a GNSS workshop will be conducted to show the final study with the results of the Project, which your Administration can use as a reference and/or information for future action concerning SBAS systems in the CAR/SAM Regions. Spanish/English simultaneous interpretation will be available during the meeting.

The results of the study include information on the elements of an SBAS system for the CAR and SAM Regions, ionosphere behaviour, definition of ionosphere algorithms for the implementation of an SBAS system in the CAR and SAM Regions, compatibility with other SBAS systems, identification of communication requirements for system operation, and definition of the ground reference station network.

The event is for Project members and technical/operational personnel concerned with the implementation of the Global Navigation Satellite System (GNSS) in support of PBN in each State.

Please find herewith **Appendix A**, containing the work program for the events, **Appendix B**, containing the tentative agenda of the meeting, **Appendix C**, containing information paper IP/01 that offers general information on the event, and **Appendix D**, containing the participant registration sheet.

I would very much appreciate it if you could confirm the participation of your Administration to this Regional Office, if possible no later than **4 February 2015**, submitting the registration sheets duly completed by your representatives.

Meeting documentation (working papers, information papers, and presentations) will be posted on the ICAO South American Regional Office website at: <http://www.icao.int/SAM>. Documents will not be distributed during the event. Accordingly, it is recommended that participants bring their own printed or electronic versions.

It is recommended that project member Administrations consider sending officials duly authorised to make decisions on the close-up of the Project as part of their delegation. Accordingly, I am pleased to inform you that two fellowships will be granted to each RLA/03/902 SACCSA project member State/Organisation to participate in the event. The fellowship will cover the *per diems* for this mission. Your Administration will have to provide delegates with round-trip air tickets and make sure they have the required travel documents, vaccines, and visas.

Non-project member States/international organisations may participate in the meeting as observers, except when discussing the financial aspects of the project, in which case only members will participate. These expenditures may be covered by an ICAO technical cooperation project existing in the respective country, or by the budget of the respective Administration.

Please accept, Sir the assurances of my highest consideration.



Franklin Hoyer  
Regional Director  
ICAO South American Office  
Lima

#### **Attachments**

*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. Robby Venlo, acting Director of Civil Aviation Department, Suriname  
Mr. Brian De Souza, acting Director, CASAS, Suriname

**APPENDIX A**

RLA/03/902 - RCC/10  
26/01/15

Time	Monday 9	Tuesday 10	Wednesday 11	Thursday 12	Friday 13
08:30 – 9:00	Registry				
09:00 – 10:30	<p align="center"><b>Opening and Group photograph</b></p> <p>SBAS Workshop instalation and RCC 10 – OACI - Aerocivil</p> <p align="center"><b>GNSS Workshop: RCC/10 Presentation No. 1</b> GNSS System SACCSA Project, historic vision</p>	<p align="center"><b>GNSS Workshop: RCC/10 Presentation No. 6 SACCSA Results</b></p> <p>SACCSA: Technical objectives of the Project and general description of the PT performed (PT-1000 web page, PT-2100, PT-2200, PT-2400, PT-2600, PT-2800, PT-3000, PT-5000, PT-6000)</p>	<p align="center"><b>GNSS Workshop: RCC/10 Presentation No. 9 Resultados SACCSA</b></p> <p>A PT-2200: Ionospheric aspects: continuation - Ionosphere impact in the GNSS system</p>	<p align="center"><b>GNSS Workshop: RCC/10 Presentation No. 13 - Workshop</b> Benefits of SBAS SBAS in CAR/SAM regions Presentations SACCSA mode</p>	<p><b>RCC10</b> Item 3</p>
10:30 – 11:00	Coffee Break	Coffee Break	Coffee Break	Coffee Break	
11:00 – 12:00	<p align="center"><b>GNSS Workshop: RCC/10 Presentation No. 2</b> Augmentation Systems (SBAS)</p> <p align="center"><b>Presentation No. 2 GNSS- ASBU</b></p>	<p align="center"><b>GNSS Workshop: RCC/10 Presentation No. 7 SACCSA Results</b></p> <p>SBAS- Architecture of the system SACCSAII summary, PT-2600)</p>	<p align="center"><b>GNSS Workshop: RCC/10 Presentation No. 10 Resultados SACCSA</b></p> <p>PT-2100 Technical Analysis of the SBAS solution</p>	<p align="center"><b>GNSS Workshop: RCC/10 Presentation No. 14 - Workshop</b> SBAS in a multimodal level</p> <p align="center"><b>GNSS Workshop: RCC/10</b> Real-time demonstration</p> <p align="center"><b>GNSS Workshop: RCC/10</b> Round table Questions time</p>	<p><b>RCC10</b> Items 4 and 5</p>
12:00 – 13:00	Lunch	Lunch	Lunch	Lunch	Lunch
13:00 – 14:30	<p align="center"><b>GNSS Workshop: RCC/10 Presentation No. 3</b> Safety Aspects -SBAS</p>	<p align="center"><b>GNSS Workshop: RCC/10 Presentation No. 8 Resultados SACCSA</b></p> <p>SBAS- Architecture of the system – continuation</p>	<p align="center"><b>GNSS Workshop: RCC/10 Presentation No. 11 Resultados SACCSA</b></p> <p>Technical Analysis of the SBAS solution PT-5000 Complementary Solution</p>	<p><b>RCC10</b> Items 1 y 2</p>	<p><b>RCC10</b> Preliminary Report</p>
14:30 – 15:00	Coffee Break	Coffee Break	Coffee Break	Coffee Break	Closing
15:00- 16:00	<p align="center"><b>GNSS Workshop: RCC/10</b></p> <p align="center"><b>Presentation No. 4</b> Other GNSS systems</p> <p align="center"><b>Presentation No. 5</b> GNSS Regional Activities to support PBN</p>	<p align="center"><b>GNSS Workshop: RCC/10 Presentation No. 9 Resultados SACCSA</b></p> <p>PT-2200: Ionospheric aspects - General concepts - Equatorial ionospher</p>	<p align="center"><b>GNSS Workshop: RCC/10 Presentation No. 12:</b></p> <p>Results with actual data/Monitoring Network PT-3000 Test-bed</p>	<p><b>RCC10</b> Item 2 (cont)</p>	

## APPENDIX B

RLA/03/902 - RCC/10  
WP/01  
26/1/2015



### **INTERNATIONAL CIVIL AVIATION ORGANIZATION South American Regional Office - Regional Project RLA/03/902**

*Transition to GNSS/SBAS in the CAR/SAM Regions – SACCSA*

**Tenth Meeting of the Coordination Committee (RCC/10)**  
(Bogota, Colombia, 9 to 13 February 2015)

---

### TENTATIVE AGENDA

- Item 1: Review of conclusions adopted by the Coordination Committee
- Item 2: Report on activities carried out to date since the last Coordination Meeting of Regional Project RLA/03/902 and status of implementation of Job Packages
- Item 3: Status of the support and contributions paid by States to the Project
- Item 4: GNSS workshop – SACCSA results
- Item 5: Final Project assessment
- Item 6: Other matters

## DESCRIPTION OF TENTATIVE AGENDA ITEMS

**Item 1: Review of conclusions adopted by the Coordination Committee**

Under this agenda item, the Coordination Committee will review the status of implementation of conclusions adopted during its previous meeting.

**Item 2: Report on activities carried out to date since the last Coordination Meeting of Regional Project RLA/03/902 and status of implementation of Work Packages**

The Committee will review the status of activities carried out since the last coordination meeting of Regional Project RLA/03/902, including the results of the Group of Tasks A.2 and the Technical Coordination Transfer Report.

**Item 3: Status of the support and contributions paid by States to the Project**

The Committee will review the status of contributions made by the participating States, the summary of obligations assumed by Regional Project RLA/03/902 and the Final Balance for Project Close-Up.

**Item 4: GNSS workshop – SACCSA results**

Topics will be addressed to create awareness on the importance of the project and the benefits that SBAS can provide to the CAR/SAM Regions, not only in the aviation sector, but also in the multimodal sector. The results obtained from the completed contracted work packages will be shown.

**Item 5: Final project assessment**

The Committee will analyse the progress made, using the project year's end status summary form, including management and outcome indicators, as well as project monitoring and control as compared with the approved 2014 work plan, and will finally review the survey completed by participating States on their final assessment of the project.

**Item 6: Other matters**

The Committee will discuss other matters not included in the agenda that the participating States may wish to address concerning the activities of Regional Project RLA/03/902, taking into account that will be the close-up of the project.

-----

## APPENDIX C

RLA/03/902 - RCC/10  
IP/01  
26/1/2015



### INTERNATIONAL CIVIL AVIATION ORGANIZATION South American Regional Office - Regional Project RLA/03/902

*Transition to GNSS/SBAS in the CAR/SAM Regions – SACCSA*

#### **Tenth Meeting of the Coordination Committee (RCC/10)** (Bogota, Colombia, 9 to 13 February 2015)

---

### GENERAL INFORMATION

(Presented by the Secretariat)

#### 1. Venue and date

The Tenth Meeting of the Coordination Committee of Regional Project RLA/03/902 (RCC/10) will be held on 9 to 13 February 2015 at the auditorium of the *Centro de Estudios de Ciencias Aeronáuticas (CEA) de la Aviación Civil de Colombia*, located in Av. El Dorado # 103-23.

#### 2. Address of the venue

Bogota, Av. El Dorado # 103-23

#### 3. Opening session

The opening session will take place on 9 February 2015, from 09:00 to 09:15, at the auditorium of the *Centro de Estudios de Ciencias Aeronáuticas (CEA) de la Aviación Civil de Colombia*.

#### 4. Languages and documentation

The meeting will be conducted in Spanish and English. As soon as documents are available, they will be posted on the Regional Office website at: <http://www.lima.icao.int>. No documents will be distributed during the meeting.

#### 5. Registration of participants

Participants are requested to pre-register by submitting the duly completed registration form contained in **Attachment C** to the invitation letter to the ICAO Regional Office as soon as possible.

Subsequent registration will take place from 08:30 to 09:00 hours, on Monday 9 February, at the registration desk of the meeting, where participants will receive an identification badge that they must use throughout their stay at the civil aviation facilities of Colombia.

#### 6. Weather

The temperature in Bogota during the month of February varies between a minimum of 9°C and a maximum of 20°C, with an average of 14.5°C. Average moisture is 77%.

## 7. Transportation to/from the airport

Authorised taxi services and the *Transmilenio* feeder bus are available at the El Dorado International Airport. Participants may request information on transportation options from authorised officials at airport exit door No. 4, and ask for transportation rates to the suggested hotels.

The rate to downtown Bogota is approximately \$20,000 by taxi and \$ 50,000 by van.

The following taxi service is suggested:

Company: Taxi Imperial S.A.S      Phone number: 57 (1) 3456789

## 8. Transportation to/from the meeting venue

To be arranged by each participant.

## 9. Hotels suggested in Bogota:

HOTEL	PHONE/FAX	ADDRESS	SINGLE ROOM	DOUBLE ROOM
Hotel Ibis Bogotá Museo	Phone: 57 (1) 3814666 Fax: 57 (1) 3814667	Transversal 6 No. 27-85 Centro Internacional	\$ 159,000	\$ 159,000
Aloft Bogotá Airport	Phone: 57 (1) 742 7070	Av. Calle 26 No. 92-32	\$ 181,400	\$ 200,400
Hotel Sheraton Bogotá	Phone: 57 (1) 2105000 Ext. 2115	Calle 25B No. 69C-80	\$ 309,700	\$ 375,800
Hotel Eventos & Convenciones Habitel	Phone: 57 (1) 419 9999 Ext 8215	Av. el Dorado No. 100-97	\$ 278,400	\$ 342,200
Casa hotel Quintas de Normandía	57 (1) 796 86 82 57 (1) 796 85 63 57 (1) 796 85 95	Av. Rojas No. 50-35 Normandía	\$ 60,000	\$ 120,000
Hotel Elegant Suite	57 (1) 2630987	Av. Boyacá No 51-62	\$ 60,000	\$ 120,000
Hotel Holiday Inn	57 (1) 4044141 57 (1) 4044142	Av. Calle 26 # 68D-91	\$ 284,400	\$ 325,200

Furthermore, the city of Bogota has a wide variety of hotels, which can be found in [www.hotelesbogota.com](http://www.hotelesbogota.com).

**NOTE: Hotel reservations should be made duly in advance directly with the hotel of your choice.**

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

Please check these requirements at the corresponding embassy or consulate in your country. If a visa is required, it can be obtained directly at the airport of destination with the invitation letter. Check if you require a visa at: <http://www.cancilleria.gov.co/services/colombia/visas>.

#### **11. Currency exchange and credit cards**

The currency of Colombia is the Colombian peso. At present, the exchange rate is 2,286.03 pesos per USD 1.

Credit cards like American Express, Master Card, VISA, Diners Club, etc., are usually accepted in hotels, stores and restaurants. Currency and travellers' cheques should be exchanged at currency exchange agencies or banks.

Except for informal street vendors and urban public transportation, most stores, restaurants and establishments accept direct payment in dollars.

#### **12. Medical resources**

Clínica Reina Sofía Address: Cra 31 No. 125 <sup>a</sup> -23	Phone: 57(1) 625 21 11
Clínica SHAI0 Address: Diagonal 110 No. 53-67	Phone: 57(1) 624 32 11
Hospital San Ignacio Address: Cra. 7 <sup>a</sup> No. 40-62	Phone: 57(1) 285 0020

#### **13. Contact number in case of emergencies:**

Course coordinator: Ana Isabel Mosquera Dupont  
Subdirección General  
Phone: + 57 1 2963419  
Fax: + 57 1 2963989  
E-mail: [ana.mosquera@aerocivil.gov.co](mailto:ana.mosquera@aerocivil.gov.co)

#### **14. Power supply**

110/60 Hz voltage.

**15. General recommendations in case of an earthquake****During an earthquake:**

- a) Stay calm.
- b) Move away from windows; do not step into balconies; do not use the elevators.
- c) Proceed to previously identified internal security areas.
- d) If conditions allow, evacuate the premises; otherwise, minimise your movements.

**After an earthquake:**

- a) Proceed to evacuate the building, since aftershocks may occur.
- b) Evacuation must be done calmly, quickly and safely, using the indicated routes.
- c) Remain in the evacuation site until the security personnel of the building confirm that the premises pose no risk.

**APPENDIX D**



**INTERNATIONAL CIVIL AVIATION ORGANIZATION**  
**REGIONAL PROJECT RLA/03/902**  
**PROJECT CLOSE-UP MEETING AND GNSS-SBAS WORKSHOP**

Bogota, Colombia, 9 to 13 February 2015

**REGISTRATION FORM**

1. State /  
Organisation:

\_\_\_\_\_

2. Name:

\_\_\_\_\_

3. Position:

\_\_\_\_\_

4. Participates as:

Delegate

Alternate

Observer

5. Official address:

\_\_\_\_\_  
\_\_\_\_\_

6.  
Phone:

Fax:

E-mail:

\_\_\_\_\_

7. Hotel or address in  
Bogota:

\_\_\_\_\_

8. Flight information:

Date and time of arrival:

\_\_\_\_\_

Date and time of departure:

\_\_\_\_\_

Signature:

\_\_\_\_\_

Date:

\_\_\_\_\_