



International  
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Международная  
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منظمة الطيران  
المدني الدولي

国际民用  
航空组织

LN 3/24.1-SA5634

Lima, 19 August 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. Falisie Jozef Pinas, Minister of Transport, Communication and Tourism, Suriname  
Ms. Carole Couchman, IFALPA  
Mr. Manuel Gongora, ARINC  
Mr. Peter Cerda, LATAM/CAR, IATA  
Mr. Rafael Alonso-Nivez, Airbus  
Mr. Michael Matyas, Boeing  
Mrs. Adriana Mattos, SITA

Subject: **RLA/06/901 – Sixteenth Workshop/Meeting of the ICAO SAM Implementation Group (SAM/IG/16) Lima, Peru, 19 to 23 October 2015**

Actions  
required:

- a) **Take note and nominate participants no later than 25 September 2015**
- b) **Submit ICAO fellowship nomination form no later than 25 September 2015**
- c) **Prepare and send this Regional Office documentation for the meeting before 2 October 2015**

Sir/Madam,

I have the honour to address you this letter with reference to the activities of the 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.*

In this respect, the Sixteenth Workshop/Meeting of the ICAO SAM Implementation Group (SAM/IG/16) will be carried out at the facilities of this Regional Office, in Lima, Peru, from 19 to 23 October 2015.

This Meeting is aimed to follow up the implementation of services, procedures and equipment for the improvements to the efficiency of air navigation capacity in the SAM Region specially the implantation priorities specified in the Declaration of Bogota (Thirteenth Meeting of Civil Aviation Authorities RAAC/13 from 4 to the 6 of December 2013) in which all the SAM Region States were committed in its implementation during 2014 - 2016 period.

The Meeting will discuss the progress in the implementation of the Performance Based navigation (PBN) in terminal area, route and approach, air traffic flow management (ATFM), the implementation of the capabilities improvement in communications, navigation and surveillance (CNS) for operations in route and terminal area and the implementation of the integration of ATM automated systems. The assessment of the implementation of the regional AIDC interconnection will be of particular attention in this Meeting.

For a further analysis of the matters to be dealt with during this event, I am pleased to attach a draft Agenda and corresponding explanatory notes, as well as the schedule (**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/Organization to participate, by sending me the list of your representatives if possible, **not later than 25 September 2015**, and keeping in mind the following considerations:

The profile of participating experts 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;
- b) Specialists in installation, maintenance and operation of automation systems in ATS units in particular AIDC application;
- c) 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;
- d) Directors, pilots, flight dispatchers and maintenance personnel from commercial, general and military aviation operating in the SAM Region.

In order to achieve the expected results, it is important that each State report for the meeting the progress in each of the activities considered in the agenda items of this meeting and regarding any activity established in the action plans and relate projects through working papers or information papers. In this sense kindly forward to this Regional Office, said information not later than **2 October 2015**. Documents that could not be sent until that date must be provided in both languages by the Administration/organization that presents them.

States who wish to attend this event could make use of the following financing alternatives:

- a) Fellowships sponsored by Regional Project RLA/06/901, having two fellowships for each member State of this project, having the interested administration to provide the air tickets to and from the host country to both participants. One of the fellowships will be addressed to a specialist in ATS (AIDC) automation systems, as approved by the Eighteenth Coordination Commenting Meeting of project RLA/06/901 (RCC/18) carried out in Lima, Peru, from 25 to 27 February 2015;
- b) Fellowships from a national ICAO Technical Cooperation Project approved by your State; or
- c) Own resources of your administration, in the lack of any of the previous alternatives.

For participants who require a fellowship from project RLA/06/901, the ICAO fellowship nomination form is also attached (**Attachment D**), and must be completed and submitted to this Office no later than **25 September 2015**.

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

The documentation of the event as working and information papers will be published in the ICAO SAM Office website: <http://www.icao.int/sam>. 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 with simultaneous interpretation services in English **only if confirmation of English speaking participants is received in this Regional Office no later than 25 September 2015.**

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



Franklin Hoyer  
Regional Director  
ICAO Southamerican 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. Robby Venlo, acting Director of Civil Aviation Department, Suriname  
Mr. Brian De Souza, acting Director, CASAS, Suriname  
D/TCB/FOS/PIU, ICAO, Montreal