



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

LT2/6B.80 - SA247

Lima, 31 May 2016

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 to participate at the Third Meeting of Air Navigation and Flight Safety Directors of the SAM Region** (Lima, Peru, 22 to 24 August), **Tenth Coordination Committee Meeting (RCC/10)** (Lima, Peru, 25 and 26 August), and **Fourteenth Coordination Meeting with the Focal Points of the SRVSOP (RCPF/14)** (Lima, Peru, 25 and 26 August 2016)

**Action required: Inform participation by 18 July 2016**

Sir/Madam,

I have the honour to inform you that the following meetings have been scheduled to be held in Lima, Peru, from 22 to 26 August 2016:

- Third Meeting of Air Navigation and Flight Safety Directors of the SAM Region (AN&FS/3) (Lima, Peru, 22 to 24 August);
- Tenth Coordination Committee Meeting (RCC/10) of 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*, (Lima, Peru, 25 and 26 August), and
- Fourteenth Coordination Meeting with Focal Points of the SRVSOP (RCPF/14) (Lima, Peru, 25 and 26 August 2016)

The events are aimed for the Directors of Air Navigation and Safety Oversight.

The objective of the Third Meeting of Air Navigation and Flight Safety Directors of the SAM Region is to review the status of implementation of the priorities of air navigation and safety oversight of the SAM Region States agreed for implementation in the period 2014-2016 during the Thirteenth Meeting of Civil Aviation Authorities (RAAC/13) held in Bogota, Colombia, from 4 to 6 December 2013 through the Bogota Declaration, Conclusion RACC/13 - *Implementation of air navigation and safety oversight priorities*.

During the meeting, the Directors of Air Navigation and Safety Oversight, in addition to the analysis of the implementation of air navigation and safety oversight activities in the period 2014-2016, will make follow-up to the regional activities on preparation for the 39th Session of the ICAO Assembly and the initial actions for the development of the regional plan for the sustainability of air transport in the SAM Region.

In the Tenth Coordination Committee Meeting (RCC/10) of Regional Project RLA/06/901, Air Navigation Directors will analyze the progress of the activities carried out from the RCC/9 and the activities to be performed in 2017, as well as the approval of the budget 2017 and the evaluation of the project.

During the Fourteenth Coordination Meeting with Focal Points of the Regional Safety Oversight Cooperation Systems SRVSOP the progress of execution of the present year programme of activities will be reviewed, moreover the proposed programme 2017 to be presented to the SRVSOP General Board for approval will be also discussed.

In this regard, I would like to invite your administration to participate in such important events, and propose the name of your candidates no later than **15 July 2016**.

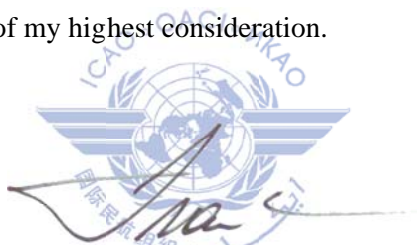
In case your Administration intends to present any working or information papers for the meeting, I would very much appreciate your sending the documentation to this Office before **29 July 2016** to have enough time for its translation. Documents that could not be sent until that date must be provided in both languages (English and Spanish) by the Administration/Organization that presents them.

Attached to this letter is presented as **Appendix A** the provisional agenda of AN&FS/3 Meeting; as **Appendixes B** and **C** respectively, tentative agendas for RCC/10 and RCPF/14 meetings. The information paper IP/01 containing general information is provided in **Appendix D** and the registration form to be filled up by each participant, in **Appendix E**.

The documentation of the events 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 Third Meeting of Air Navigation and Flight Safety Directors of the SAM Region will be carried out in Spanish **with simultaneous interpretation services in English only if confirmation of English speaking States participants is received in this Regional Office no later than 15 July 2016**. With respect to RCC/10 and RCPF/14 meetings both will be conducted only in Spanish.

The daily subsistence travel allowance in addition to other costs for participants, are the responsibility of the nominating States.

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



Franklin Hoyer  
Regional Director  
ICAO South American Office  
Lima

**Enclosures**

*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. Joyce Blokland-Wijnstein, 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  
Mr. Marcus Doller, Air Safety Support Intl. (ASSI), United Kingdom  
Mr. Bruce D'Ancey, Policy Specialist, Flight Ops, Air Safety Support International (ASSI), United Kingdom

## APPENDIX A



*International Civil Aviation Organization*

AN&FS/3

**South American Office**

**Third Meeting of Air Navigation and Flight Safety Directors of the SAM Region**

(Lima, Peru, 22 to 24 August 2016)

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### TENTATIVE AGENDA

- Agenda Item 1: Declaration of Bogota: Follow-up to the implementation of air navigation priorities
- Agenda Item 2: Declaration of Bogota: Follow-up to the implementation of safety oversight priorities
- Agenda Item 3: Preparation activities for the 39<sup>th</sup> Session of the ICAO Assembly (A/39)
- Agenda Item 4: Initial activities for the implementation of a regional plan for the sustainability of air transport in the SAM Region
- Agenda Item 5: Other business

## EXPLANATORY NOTES

### THIRD MEETING OF AIR NAVIGATION AND FLIGHT SAFETY DIRECTORS OF THE SAM REGION

(Lima, Peru, 22 to 24 August 2016)

**Agenda Item 1: Declaration of Bogota: Follow-up to the implementation of air navigation priorities**

Under this Agenda Item, the Meeting will analyse the status of implementation of air navigation priorities agreed for the period 2014-2016 during the Thirteenth Meeting of Civil Aviation Authorities (RAAC/13) held in Bogota, Colombia, from 4 to 6 December 2013 through the Declaration of Bogota, Conclusion RACC/13 - *Implementation of air navigation and safety oversight priorities* by SAM Region States. States shall present information on the progress made in the implementation of air navigation, the difficulties encountered, the positive experiences and the action plans to complete the implementation of the priorities in case not completed. The agreed priorities of air navigation are implementation of PBN in route and terminal area, CDO, CCO, ATFM, AIM, AMHS interconnection, AIDC and national IP networks.

**Agenda Item 2: Declaration of Bogota: Follow-up to the implementation of safety oversight priorities**

Under this Agenda Item, the Meeting will analyse the status of implementation of priorities agreed for the period 2014-2016 during the Thirteenth Meeting of Civil Aviation Authorities (RAAC/13) held in Bogota, Colombia, from 4 to 6 December 2013 through the Declaration of Bogota, Conclusion RACC/13 - *Implementation of air navigation and safety oversight priorities* by SAM Region States. States shall present information on the progress made in the implementation of safety, the difficulties encountered, the positive experiences and action plans to complete the implementation of the priorities in case not completed. The implementation priorities of safety agreed are safety oversight, reduction of accidents, reduction of excursions and runway incursions, certification of aerodromes, implementation of the State Safety Program (SSP) and Safety Management System (SMS).

**Agenda Item 3: Preparation activities for the 39<sup>th</sup> Session of the ICAO Assembly (A/39)**

The Meeting will discuss the progress made by the SAM Region in the preparatory activities for the 39<sup>th</sup> Session of the ICAO Assembly which will take place in Montreal, Canada from September 27 to October 7, 2016. In this sense the working papers prepared by the SAM Region States to be submitted to the A/39 regarding air navigation and safety, will be presented.

**Agenda Item 4: Initial activities for the implementation of a regional plan for the sustainability of air transport in the SAM Region**

Under this Agenda Item, the Meeting will analyze the progress made in the preparation of the regional plan for the sustainability of air transport in the SAM Region. The plan would represent a management tool that would support the decision-making of States to guarantee the sustainable development of air

transport in the next 15 years (until 2032) and contribute in this way with many of the objectives of sustainable development (SDG) established by the United Nations for ensure the prosperity of human beings and the protection of the environment.

**Agenda Item 5:           Other business**

Under this Item, the Meeting will be able to discuss any topic not considered in the precedent items regarding air navigation and safety matters.

**APPENDIX B**

**TENTH COORDINATION COMMITTEE MEETING (RCC/10)  
REGIONAL PROJECT RLA/06/901**

(Lima, 25-26 August 2016)

**TENTATIVE AGENDA**

- Agenda Item 1: Follow up on conclusions adopted by previous Coordination Committee meeting.
- Agenda Item 2: Progress report on the implementation of activities performed since the last Coordination Committee meeting.
- Agenda Item 3: Status of the support provided by the States to the Project and their annual contributions payments.
- Agenda Item 4: Tentative work programme of activities for 2017
- Agenda Item 5: Annual assessment of the project
- Agenda Item 6: Other matters

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## **EXPLANATORY NOTES TO THE TENTATIVE AGENDA**

**Agenda Item 1: Follow up on conclusions adopted by previous Coordination Committee meeting.**

On this Agenda Item, the Coordination Committee will review the status of implementation of the conclusions adopted in the previous meeting.

**Agenda Item 2: Progress report on the implementation of activities performed since the last Coordination Committee meeting.**

The Committee will review the development of the activities undertaken since the last Coordination meeting in ATM, CNS, AIS, MET and AGA areas. It will also review the results of the last SAM implementation group meeting/workshop.

**Agenda Item 3: Status of the support provided by the States to the Project and their annual contributions payments**

The Committee will review the status of contributions of the participating states and the summary of the obligations contracted by the RLA/06/901 Regional Project during 2016.

**Agenda Item 4: Tentative work programme of activities for 2017**

The Committee will review the programme of activities proposed by the Secretariat for 2017 in relation to the results that lead to achieve the immediate objectives of the project and consider it for approval.

**Agenda Item 5: Annual assessment of the project**

The Committee will perform a progress evaluation of the approved work plan for 2016 by using the form that summarizes the status of the project at the end of the year, including its management indicators and results as well as the monitoring and control of the project, concluding with the examination of the survey for the participants states on its annual evaluation.

**Agenda Item 6: Other matters**

The Committee will address any other matters not included in the previous agenda items that the participant States would like to present related to the Regional Project RL/06/901 activities

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**INTERNATIONAL CIVIL AVIATION ORGANIZATION**  
**South American Office – Regional Project RLA/99/901**  
*Regional Safety Oversight Cooperation System*  
**Fourteenth Coordination Meeting with Focal Points of SRVSOP**  
(Lima, Perú, 25 - 26 August 2016)

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**Tentative Agenda**

- Item 1.** Review of the results of the JG/28 Meeting.
- Item 2.** Compliance review of the conclusions adopted at the RCPF.
- Item 3.** Results of harmonization process and / or adoption of LAR Regulations.
- Item 4.** Proposed annual evaluation of the SRVSOP progress for consideration of the General Board.
- Item 5.** Approval of the SRVSOP 2017 programme
- Item 6.** Other items

## NOTES

**Item 1. Review of the results of the Meeting of the GB/28.**

For the treatment of this subject a working paper with information on the results of the last meeting of the General Board and its current situation will be presented.

**Item 2. Review of compliance with the conclusions adopted at the RCPF.**

For the analysis of this Agenda item, a working paper will be presented with information on the status of implementation of the conclusions adopted during the implementation of previous Focal Points meetings, identifying which ones are still valid, while proposing actions appropriate to improve compliance.

**Item 3. Results of the harmonization process and / or adoption of LAR Regulations.**

In this case a working paper with relevant information on the progress of the results achieved by the Member States of the SRVSOP in the process of harmonization and/or adoption of the Aviation Regulations Latin American (LAR) will be presented, considering that March 2017 is the date established by the General Board to complete this process.

Similarly, a working paper on the amendment of the development strategy, harmonization and adoption of LAR will also be presented, considering that the AGA LAR and those for other specialties to start will have a broader term for harmonization.

**Item 4. Proposed annual evaluation of the progress of SRVSOP for consideration by the General Board**

As a result of the extension of the terms of reference of the Focal Points Meetings approved by the General Board in its Conclusion JG 18/05, it corresponds to the Focal Points to perform this activity. In order to develop the evaluation requested by the General Board, forms of survey regarding performance and results indicators send by ICAO to evaluate technical cooperation projects currently running will be used.

**Item 5. Review of the work program for 2017 to be presented to the General Board**

At this point of the agenda the Technical Committee will present the working paper regarding the activities to be developed in 2017, in the various specialties, in order to consolidate progress in the harmonization of LAR and associated documents which will enable to support States in the effective implementation of the critical elements of system safety management.

**Item 6. Other items**

In this agenda item participants can make positive contributions on general issues related to the activities of Regional Project RLA/99/901 and identify interest issues related to safety that may be included as agenda items at regular General System Board meetings, in future SRVSOP activities programs or in subsequent meetings between FFPP and the respective GTS with TC members.

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## APPENDIX D



### **International Civil Aviation Organization**

South American Regional Office

**Third Meeting of Air Navigation and Flight Safety Directors of the SAM Region (AN&FS/3)** (Lima, Peru, 22 to 24 August)

**Tenth Meeting of the Coordination Committee (RCC/10) of the Regional Project RLA/06/901** (Lima, Peru, 25 and 26 August)

**Fourteenth Coordination Meeting with Focal Points of the SRVSOP (RCPF/14)** (Lima, Peru, 25 and 26 August 2016)

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### GENERAL INFORMATION

(Presented by the Secretariat)

#### 1. **Site and dates**

The Third Meeting of Air Navigation and Flight Safety Directors of the SAM Region (Lima, Peru, 22 to 24 August), the Tenth Coordination Committee Meeting (RCC/10) (Lima, Peru, 25 and 26 August), and the Fourteenth Coordination Meeting with the Focal Points of the SRVSOP (RCPF/14) (Lima, Peru, 25 and 26 August 2016) will be conducted in the ICAO South American (SAM) Regional Offices premises in Lima, Peru. 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. Onofrio Smarrelli  
ICAO SAM Regional Office  
Tel: +511 611-8686  
Fax: +511 611-8689  
E-mail: [icaosam@icao.int](mailto:icaosam@icao.int)  
[osmarrelli@icao.int](mailto:osmarrelli@icao.int)

Mr. Marcelo Ureña  
ICAO SAM Regional Office  
Tel: +511 611-8686  
Fax: +511 611-8689  
E-mail: [icaosam@icao.int](mailto:icaosam@icao.int)  
[murena@icao.int](mailto:murena@icao.int)

#### 3. **Participants Registration**

Participants should register on Monday, 22 August 2016, from 08:30 to 09:00 hours.

#### 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.



## APÉNDICE E / APPENDIX E

### ORGANIZACIÓN DE AVIACIÓN CIVIL INTERNACIONAL INTERNATIONAL CIVIL AVIATION ORGANIZATION

#### FORMULARIO DE REGISTRO / REGISTRATION FORM

1. Estado/*State*:  
Organismo/*Organization*: \_\_\_\_\_

2. Nombre/*Name*: \_\_\_\_\_

3. Cargo/*Position*: \_\_\_\_\_

4. Participa como / *Participates as*:

Miembro/  Alternó/  
*Member Deputy*  Delegado/  
*Delegate*  Observador/  
*Observer /*  Ponente/  
*Lecturer*  Instructor/  
*Instructor*  Alumno/  
*Student*

5. Dirección oficial /  
*Business address*: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. Tel.: \_\_\_\_\_ E-mail: \_\_\_\_\_

7. Hotel o dirección en  
la ciudad/ *Hotel or*  
*local address*: \_\_\_\_\_

8. Información de vuelo/ *Vuelo llegada/ fecha/ hora/*  
*Flight information: Arrival flight/ date/ hour:* \_\_\_\_\_

*Vuelo salida/ fecha/ hora/*  
*Departure flight/ date/ hour:* \_\_\_\_\_

9. Participará en/ *Will participate in*: AN&FS/3  RCC/10  RCPF/14

Firma/  
*Signature*: \_\_\_\_\_

Fecha/  
*Date*: \_\_\_\_\_

**Please return this form to: / Por favor envíe este formulario a: E-mail: [icaosam@icao.int](mailto:icaosam@icao.int)**