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منظمة الطيران
المدني الدولي

国际民用
航空组织

LN 3/24.1-SA5538

Lima, 13 July 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: **RLA/06/901 – Second Seminar/Workshop on the Implementation of Airports – Collaborative Decision Making (A-CDM)**
(Sao Paulo, Brazil, 19 to 21 October 2016)

Action
required: **Designate participants before 19 September 2016**

Sir/Madam,

I have the honour to invite your Organization to participate in the Second Seminar/Workshop on the Implementation of Airports – Collaborative Decision Making (A-CDM), which is an activity co-financed by Sao Paulo-Guarulhos International Airport and RLA/06/901 Regional Project - *Assistance in the implementation of a ATM regional system according to the ATM operational concept and the corresponding technological support for communications, navigation, and surveillance (CNS)*, and will be held at the Sao Paulo-Guarulhos International Airport facilities, from 19 to 21 October 2016.

The A-CDM concept is a working philosophy for airports based on joint decisions making, through the common availability of information of the different parties involved in air operations. Air operators, air navigation and ground handling providers and airport operators share – updated and precise – information, which until now was not of mutual knowledge, with the consequent repercussion in air operations and benefit both for all the parties involved and the passengers and environment.

The purpose of this seminar/workshop is that Aerodromes and Ground Aids (AGA), Air Traffic Flow Management (ATFM), aerodrome Air Traffic Controllers, Airport Operations Staff and Airlines, acquire and exchange knowledge and skills on Collaborative Decision Making (CDM) tool/process to reach a specific objective for the particular airport environment. Also, the intention of having the activity at Sao Paulo's International Airport facilities is that participants could obtain practical on-site experience of a regional A-CDM effort. Thus, it is highly recommended that participants have the profiles specified in the description of the workshop enclosed to this letter.

Considering the above, I will appreciate your extending this invitation to airport and airlines operators, air navigation service providers, as well as to civil and military personnel in charge of air operations.

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

- a) fellowships from a national ICAO Technical Cooperation Project approved by your State; or
- b) fellowships sponsored by Regional Project RLA/06/901 for member States of RLA/06/901 that do not count with the above alternative, having the interested administration to provide the air tickets to and from the host country to both participants; or
- c) own resources of your administration, in the lack of any of the previous alternatives.

In this regard, it is important to inform that this event has been funded by the contribution of your State, taking into account that part of the annual quota that has been send to the International Civil Aviation Organization (ICAO) has a portion for this purpose.

In this respect, I will appreciate your informing us on the participation of your administration before **19 September 2016**, by submitting to this Regional Office the corresponding *Registration Form* and, if necessary, the *ICAO Fellowship Nomination Form*, attached to this letter, to the e-mail icaosam@icao.int.

Enclosed you will find the General Information for the seminar/workshop. The Tentative Agenda and other related documentation will be published in ICAO SAM Office website, <http://www.lima.icao.int/SAM>, option *Meetings*, as soon as available. No documentation is foreseen for distribution during the event; therefore, it is recommended that participants bring a laptop, or print the related documentation.

Should you require additional information on this event, please do not hesitate to contact Mr. Fabio Salvatierra (fsalvatierra@icao.int), Aerodromes and Ground Aids Regional Officer of the ICAO South American Office in Lima.

Accept, Sir, the assurances of my highest consideration.



Franklin Hoyer
Regional Director
ICAO South American Office
Lima

Enc.

- *Register Form*
- *ICAO Fellowship Nomination Form*

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., United Kingdom
Mr. Bruce D'Ancey, Policy Specialist, Flight Ops, Air Safety Support International (ASSI), United
Kingdom