



International
Civil Aviation
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Международная
организация
гражданской
авиации

منظمة الطيران
المدني الدولي

国际民用
航空组织

Ref.: LN3/24.1 - SA5214

Lima, 03 May 2018

To: Mr. Frédéric Guignier, Regional Director of Civil Aviation Authority (DSAC)
for French Antilles and French Guiana
Mr. Jerome Journet, Regional Director, West Indies and French Guiana
Lt. Col. Egbert Field, Guyana Civil Aviation Authority
Eng. Patrick Pengel MBA, Ministry of Public Works, Transport and Communications,
Suriname



Subject: ***RLA/06/901 - Assistance for the implementation of a regional ATM system based on the ATM operational concept and the corresponding technological support for communications, navigation and surveillance (CNS)***
NAM/CAR/SAM Seminar on Space Weather and ICAO Weather Information Exchange Model (IWXXM)
Panama City, Panama, 16 to 20 July 2018

Action
required: Register participation by **06 July 2018**

Sir/Madam:

I have the honour to address you to refer to my letter LN3/24.1-SA5126 dated 9 April 2018, (copy enclosed for easy reference), inviting your Administration to participate in the NAM/CAR/SAM Seminar on Space Weather and ICAO Weather Information Exchange Model (IWXXM), to be held in Panama City, Panama, **from 16 to 20 July 2018**.

As indicated, this Seminar will provide States of the NAM/CAR and SAM Regions with tools and capabilities with which they can deal with the forecast of the conditions of space weather as well as the implementation of the ICAO Weather Information Exchange Model (IWXXM). In this regard, the participation of professional staff of the technical area dedicated to the management of meteorological information in your Administration would be of utmost importance.

Av. Víctor Andrés Belaúnde No.147
Centro Empresarial Real
Via Principal No.102
Edificio Real 4, piso 4
San Isidro
Lima 15073 – Perú

Apartado 4127
Lima 100, Perú
Tel.: +51 1 611-8686
Fax.: +51 1 611-8689

Email: GREPECAS: infogrepecas@icao.int
Email: icaosam@icao.int
Web page: www.icao.int/SAM

Please take into account that contrary to the indicated in aforementioned letter, the registration to this event **will be done online**. In this sense, I would appreciate that each participant could register by filling out the online application form by **06 July 2018**, at following link:

[Space Weather and ICAO Weather Information Exchange Model Seminar](#)

Enclosed you will find a quick guide to proceed to online registration. For any additional information or clarification, please contact Mr. Jorge Armoa, AIM/MET Regional Officer at the ICAO South American Office (jarmoa@icao.int).

Please accept the assurances of my highest consideration.



Fabio Faizi Rahnemay Rabbani
Regional Director
ICAO South American Office
Lima

Enclosure



As indicated

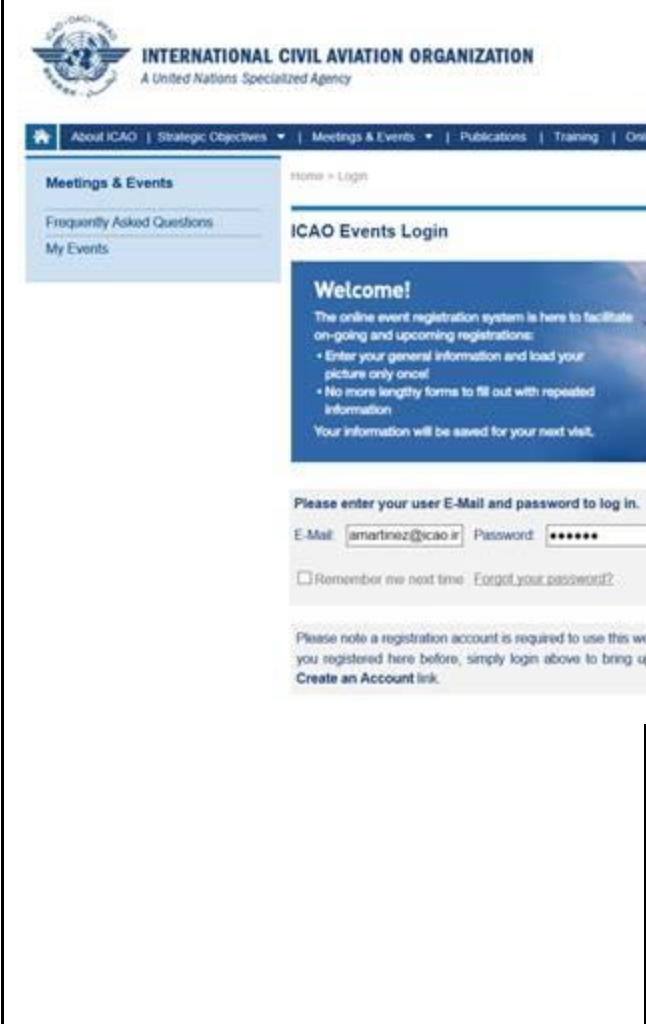
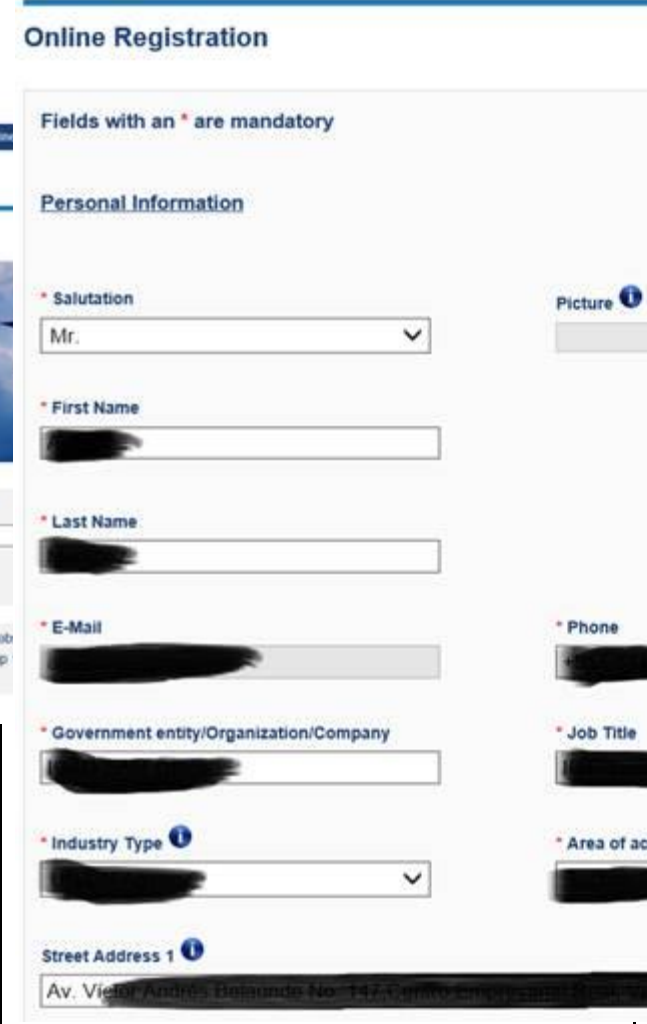
cc: Mr. Claude Miquel, Deputy Director, Antilles-Guyane, French Antilles
Mr. Michel Areno, Head of French Guiana Air Control Centre Cayenne-Félix Eboué Airport, Head of the Aircraft Search and Rescue RCC
Mr. Jean-Jacques Deschamps, Directeur Adjoint, ANSP Martinique, French Antilles-Guyane
Dr. Joyce Blokland-Wijnstein, Permanent Secretary, Directorate of Transport and Communication, Suriname
Mr. Faizel Baarn, Head of Civil Aviation Department, Suriname
Mr. Brian De Souza, 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
ICAO NACC (*for onward transmission to NAM/CAR States*)
RLA/06/901 Focal Points

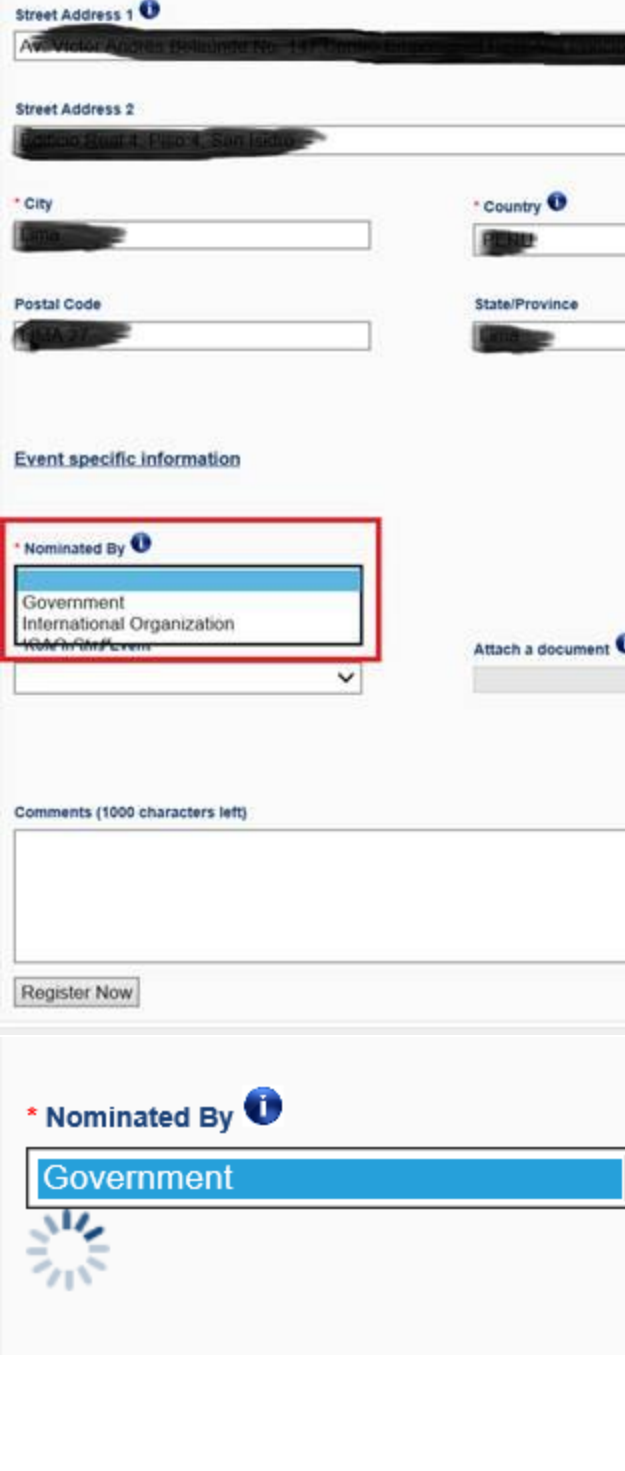






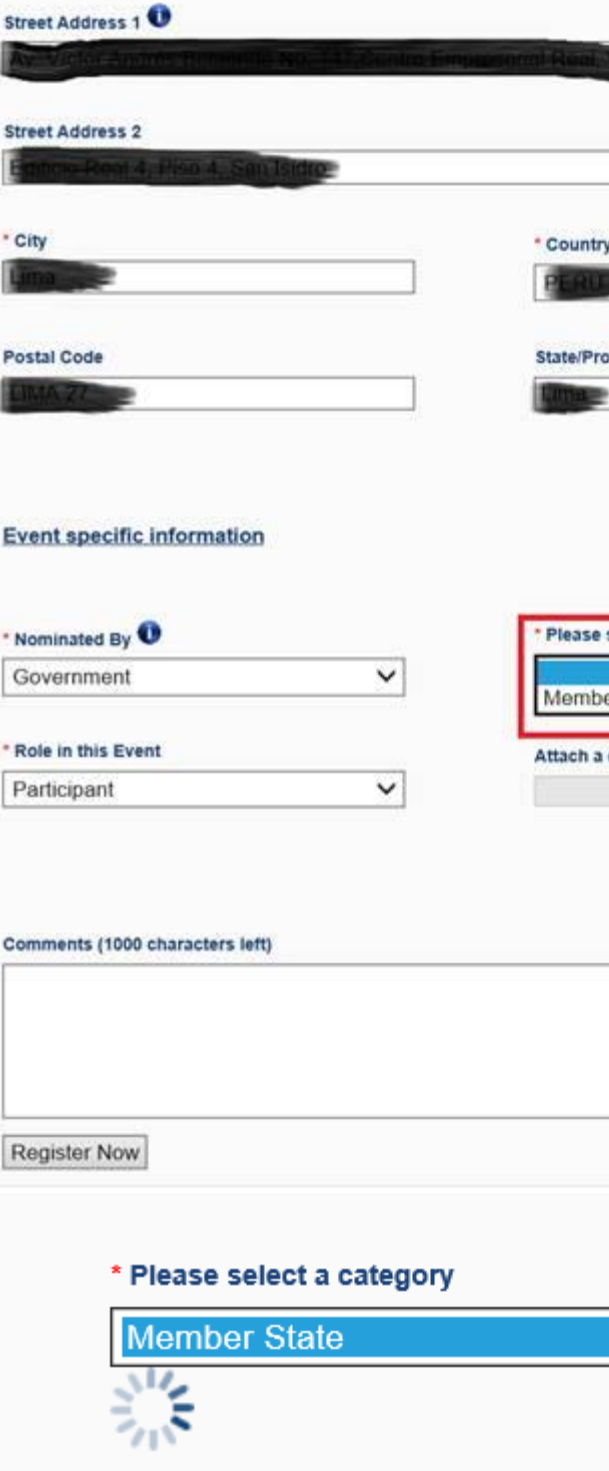





QUICK GUIDE FOR ONLINE REGISTRATION

Enter the enabled link on the event page which can be accessed either from the banner of the main page of the ICAO SAM Office website, or from the list of events by choosing the "Meetings" option from the left panel:

[Space Weather and ICAO Weather Information Exchange Model Seminar](#)

<p>1. Click on the word "OPEN".</p>	<p>2. A new window opens with the information of the meeting. Here click on "Register for this Event".</p>
	
<p>3. The window below is displayed. If participant has not used online registration before, he must create an account by using the option "Create an Account". This process is done only once for all future events. If the account exists and the password is forgotten, the option "Forgot your password" will be found. If the account exists, the participant must enter his e-mail and password and press the "Log In" button. To create a new account it is recommended to use the Organisation's or Administration's e-mail.</p>	<p>4. In the form shown below, all fields with a red asterisk are mandatory. Complete the fields.</p>

	
<p>5. From this part, follow this order for data entry. When reaching the "Nominated by" field, select the appropriate one, for the example, "Government" and wait for the system to display the list.</p>	<p>6. Go to the "Please select category" field and wait for the system to display the list as shown below. Select the desired option, in this case "Member State".</p>

 <p>Street Address 1 </p> <p>Street Address 2</p> <p>* City <input type="text" value="Lima"/></p> <p>* Country  <input type="text" value="PERU"/></p> <p>Postal Code <input type="text" value="LIMA 27"/></p> <p>State/Province <input type="text" value="Lima"/></p> <p>Event specific information</p> <p>* Nominated By </p> <p>Government International Organization Role in this Event</p> <p>Attach a document  <input type="text"/></p> <p>Comments (1000 characters left)</p> <p>Register Now</p> <p>* Nominated By </p> <p>Government</p> 	 <p>Street Address 1 </p> <p>Street Address 2</p> <p>* City <input type="text" value="Lima"/></p> <p>* Country  <input type="text" value="PERU"/></p> <p>Postal Code <input type="text" value="LIMA 27"/></p> <p>State/Province <input type="text" value="Lima"/></p> <p>Event specific information</p> <p>* Nominated By  <input type="text" value="Government"/></p> <p>* Role in this Event <input type="text" value="Participant"/></p> <p>Attach a document  <input type="text"/></p> <p>Comments (1000 characters left)</p> <p>Register Now</p> <p>* Please select a category</p> <p>Member State</p> 
<p>7. The system shows a new field, in this case "Government".</p>	<p>8. When selected, it shows the list of States to choose the one that corresponds</p>

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Event specific information

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* Role in this Event Attach a

Comments (1000 characters left)

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ANTIGUA AND BARBUDA
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ECUADOR
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HAITI
HONDURAS
JAMAICA
MEXICO
NETHERLANDS
NICARAGUA
PANAMA
PARAGUAY
PERU
ST. KITTS & NEVIS

9. In the field "Government" choose the desired State; enter some comments and click on "Register now".

10. The system will show the window that appears below, informing that the participant will receive a confirmation message.

