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Ref.: LT 3/1.4.25 – SA146

Lima, 30 April 2018

To: Mr. Jerome Journet, Regional Director, West Indies and French Guiana



**Subject: Invitation to CNMC/8, SAT/FIT/13 and SAT/23 meetings (Durban, South Africa, 04-08 June 2018)**

*Action*

*required: Please reply not later than 20 May 2018*

Sir,

I have the honor to inform you that upon the kind invitation of **Air Traffic and Navigation Services (ATNS)** of South Africa, the ICAO Regional Offices in Dakar, Lima and Paris will organize the following events in Durban, South Africa to which your Administration/Organization is invited to participate:

- a) Eighth Meeting of the CAFSAT Network Management Committee (CNMC/8) and Thirteenth Meeting of the FANS I/A Interoperability Team (SAT/FIT/13), 4 to 5 June 2018, and
- b) Twenty third Meeting on the improvement of Air Traffic Services over the South Atlantic (SAT/23), 6 to 8 June 2018.

The main objectives of the meetings are to explore ways and means of further enhancing the provision of air traffic services in the South Atlantic through the established interregional coordination mechanism.

In this meetings the participants will have the opportunity to review important aspect as the performance of the CAFSAT VSAT network and the follow up of the implementation of CAFSAT modernization (CNMC/8), review the implementation of ADS-C CPDLC and the monitoring performance of FANS services in the SAT Region (SAT/FIT/13); follow up the implementation of AORRA air space, evaluation of procedures in the AORRA , review the ATS contingency plan, the implementation of RNP4 in the EUR SAM corridor and the improvements of the CNS system to ensure the capacity, efficiency and safety in the SAT Region (SAT/23).

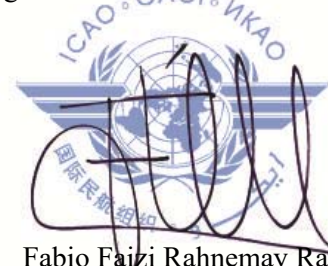
The events are mainly addressed to Air Traffic Management (ATM) and Communication Navigation and Surveillance (CNS) experts, and representatives of international organizations involved in the planning, implementation, operation and maintenance activities in the SAT Region. All events will be carried out only in English language.

Your Administration is particularly invited to:

- a) Confirm by electronic mail ([icaowacaf@icao.int](mailto:icaowacaf@icao.int); [icaosam@icao.int](mailto:icaosam@icao.int); [icaoeurnat@paris.icao.int](mailto:icaoeurnat@paris.icao.int)) or fax to +221 33 820 32 59; + 511 611 86 89; +331 46 41 85 00 its intention to participate and accordingly provide the names and functions of its representatives filling the registration form presented as **Appendix A** as soon as possible, but in any case not later than **20 May 2018**; and
- b) Prepare and send to any of the three Regional Offices electronic copies (in Word) of working and/or information papers (if any) to be presented on the basis of the attached Provisional Agendas. The working and/or information papers should be sent at your earliest convenience, but not later than **15 May 2018**.

The provisional Agendas for the meetings are attached hereto as **Appendices B, C and D**. The draft working schedule of the events is presented as **Appendix E** the general information bulletin, providing to participants useful information on issues like venue, work programme, immigration procedures, accommodation, local transportation etc. is attached as **Appendix F**.

Please accept, Sir/Madam, the assurances of my highest consideration.



Fabio Faizi Rahnemay Rabbani  
Regional Director  
ICAO South American Office  
Lima

*Attachments:*

- Appendix A - Registration form*
- Appendix B - CNMC/8 Draft Agenda*
- Appendix C - SAT/FIT/13 Draft Agenda*
- Appendix D - SAT/23 Draft Agenda*
- Appendix E - CNM/8, SAT/FIT/13 and SAT /23 draft work schedule*
- Appendix F - Information Bulletin*

cc: Mr. Claude Miquel, Deputy Director, Antilles-Guyane, French Antilles  
Mr. Michel Arenó, 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  
ICAORD, Dakar  
ICAORD, Mexico (for transmittion to Trinidad & Tobago)

APPENDIX A

INTERNATIONAL CIVIL AVIATION ORGANIZATION  
South American Office

CNNMC/8, SAT/FIT/13 and SAT/23 meetings

Durban, South Africa, 4 - 8 June 2018

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Registration Form

Meeting to Attend:          CNNMC/8           SAT/FIT/13           SAT/23

First Name (in full) \_\_\_\_\_

Family Name (in full) \_\_\_\_\_

Title \_\_\_\_\_

Administration/Organization \_\_\_\_\_

Address \_\_\_\_\_

City and Country \_\_\_\_\_

Telephone/Fax \_\_\_\_\_

E-mail \_\_\_\_\_

Hotel \_\_\_\_\_

*Please return this form to: E-mail: [icaosam@icao.int](mailto:icaosam@icao.int) / [icaowacaf@icao.int](mailto:icaowacaf@icao.int)*

## APPENDIX B

### CNMC/8 Draft Agenda

**Agenda Item 1: Review of the status of implementation of the Conclusion/Decision of the Seventh meeting of CNMC (CNMC/7)**

Under this agenda item the meeting will review the status of implementation of the Conclusion/Decision of the sixth meeting of CNMC (CNMC/7).

**Agenda Item 2: Review the performance of CAFSAT earth stations and the operational statistics of availability for supported links**

Under this agenda item the meeting will review and analyze the performance of the Network in term of:

- *Stations MTBF and MTTR performance*
- *Turnaround time's statistics*

The meeting will also examine the statistics of availability of the links supported by CAFSAT and take the necessary decisions to develop a comprehensive programme to enhance the availability rate.

In this regards every Organization is invited to provide the Secretariat with the technical and operational statistic of its CAFSAT node or develop a working paper on the matter.

**Agenda Item 3: Interconnection and interoperability of CAFSAT with its neighboring networks**

Under this agenda item, the meeting will review the status of interconnection of CAFSAT with its neighboring networks (REDDIG, AFISNET) and address interoperability issues.

**Agenda Item 4: CAFSAT re-engineering and modernization**

Under this agenda item the meeting will examine the status of implementation of phase II of the network re-engineering and update the roadmap for CAFSAT modernization with regard to the evolution of the technology for satellite and base band facilities.

**Agenda Item 5: ICAO Position for the ITU World Radiocommunication Conference (WRC-19) on issues pertaining to VSATs Networks**

Under this agenda item the meeting will review the ICAO Position for the ITU World Radiocommunication Conference (WRC-19) on issues pertaining to VSATs Networks. The meeting will address the stake on the C band operated by CAFSAT network and propose future actions in the framework of the preparation of ITU WRC-19.

**Agenda Item 6: Evolution of Satellite technology**

Under this item the meeting will analyze the status of implementation of recommendation 6/19 of Special AFI/RAN meeting that calls for regular meetings of all AFI networks managers.

**Agenda Item 7: Review of the Terms of Reference and Work Programme of CNMC**

Under this agenda item the meeting will review and update if necessary the Terms of Reference and Work Programme of CNMC.

**Agenda Item 8: Adoption of the draft Conclusions/Decisions of CNMC/8 Meeting**

Under this item the meeting will adopt its conclusions and decisions of CNMC/8 Meeting

**Agenda Item 9: Any other business**

Under this agenda item, the meeting will examine any other topic which should have any interest for the meeting to debate about.

## APPENDIX C

### SAT/FIT/13 PROVISIONAL AGENDA

**Agenda Item 1:**        *Adoption of the Agenda*

Under this agenda item the meeting will review and adopt the draft agenda

**Agenda Item 2:**        *Review of SAT/FIT/12 Report*

Under this agenda item, the meeting will review the status of implementation of the conclusions /decisions within SAT/FIT/12 Report;

- CPDLC/ADS-C Application
- Reduction in the Use of Free-Text Messages
- AIDC/AMHS Operations
- Performance Based Communication and Surveillance (PBCS)

**Agenda Item 3:**        *Review of ADS/CPLC programmes and implementation activities in SAT FIRs*

Under this agenda item the meeting will review the evolving status of ADS-C/CPDLC programmes and implementation activities in SAT FIRs.

**Agenda Item 4:**        *System performance monitoring and maintenance*

Under this agenda item the meeting will discuss ADS/CPDLC systems performance monitoring and maintenance in terms of:

- a. Interoperability requirements
- b. Safety monitoring aspects
- c. Problem identification, reporting and resolution procedures

**Agenda Item 5:**        *Review of the terms of reference of the FANS 1/A Interoperability Team and Future work programme*

Under this agenda the meeting will review and update if necessary the terms of reference of the FANS 1/A Interoperability Team and Future Work Programme

**Agenda Item 6:**        *Any other business*

Under this agenda item, the meeting will examine any other topic which should have any interest for the participants to debate about.

## APPENDIX D

### SAT/23 Draft Agenda

**Agenda Item 1:**        *Election of the chairperson and adoption of the agenda (Plenary session)*

Under this agenda item, the SAT group will elect a chairperson to moderate the proceedings of its 23<sup>rd</sup> meeting and adopt the agenda and work programme.

**Agenda Item 2:**        *Air traffic management (ATM) (by the ATM Working Group)*

Under this agenda item the meeting will discuss the following issues:

1. Status of implementation of SAT/22 Conclusions pertaining to the ATM field
2. Review of SATMA report on Traffic Statistics, Safety procedures and operational procedures in the EUR/SAM corridor.
3. EUR SAM Corridor Risk Assessment and LHD Monitoring
4. EUR/SAM Corridor Airspace Concept Project
5. Follow up on operations in the AORRA airspace.
  - AORRA post Implementation and PBCS application in the entire SAT area
6. ATM Contingency Plan for the SAT Area
7. Any other business

**Agenda Item 3:**        *Communications, navigation and surveillance (CNS) (by the CNS Working Group)*

Under this agenda item the meeting will discuss the following issues:

1. Status of implementation of SAT/22 Conclusions pertaining to the CNS field
2. Review of the performance of SAT CNS Infrastructure and systems
3. Improvement of the CNS systems in the SAT Region (AMHS, AIDC, ADS-C&B)
4. Interconnection and interoperability of CNS/ATM systems
5. Any other business

**Agenda Item 4:**        *Communications, navigation and surveillance / Air traffic management (CNS/ATM) Systems (Plenary session)*

Under this agenda item the meeting will review and follow up the following issues:

1. Endorsement of the conclusions/decisions of the thirteen meeting of the SAT/ FANS 1/A Interoperability Team (SAT/FIT/13).
2. Endorsement of the conclusions/decisions of CNMC/8 meeting

**Agenda Item 5:**        *New structure, Working methodology, Terms of Reference and Future work programme of the SAT Group (Plenary session)*

Under this agenda item the meeting will discuss the new structure and working methodology of the SAT Group and update if necessary its terms of reference and Future Work Programme.

**Agenda Item 6:**        *Adoption of the conclusions/decisions of the SAT/23 meeting (Plenary session)*

Under this item the meeting will adopt its conclusions and decisions as proposed by the ATM and CNS Working Groups

**Agenda Item 7:**        *Any other business (Plenary session)*

Under this agenda item, the meeting will examine any other topic which should have any interest for the participants to debate about.

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**APPENDIX E**

**TENTATIVE WORK SCHEDULE OF CNMC/8, SAT/FIT/13 and SAT/23 MEETINGS**

<b>Time</b>	<b>Monday 4 June CNMC/8 and SAT/FIT/13</b>	<b>Time</b>	<b>Tuesday 5 June CNMC/8 and SAT/FIT/13</b>	<b>Time</b>	<b>Wednesday 6 June SAT/23</b>	<b>Time</b>	<b>Thursday 7 June SAT/23</b>	<b>Time</b>	<b>Friday 8 June SAT/23</b>
08:30 09:00  09:00 09:30	Register of CNMC/8, SAT FIT/13 and SAT/23 Participants  <b>Plenary</b> Opening of the Meetings	09:00 10:30	<b>CNMC/8 MEETING</b> Agenda Item 6 Agenda Item 7  <b>SAT/FIT/13 Meeting</b> Agenda Item 4 (Continuation)	08:30 09:00 09:00 09:30 09:30 10:30	Register of new participant of SAT/23  <b>Plenary SAT/23</b> Agenda Item 1 (Election of Chairperson)  <b>SAT ATM Group</b> Agenda Item 2  <b>SAT CNS Group</b> Agenda Item 3	09:00 10:30	<b>Plenary SAT/23</b> Agenda Item 4	09:00 10:30	<b>Plenary SAT/23</b> Agenda Item 6
09:30 10:00	<i>Coffee break</i>	10:30 11:00	<i>Coffee break</i>	10:30 11:00	<i>Coffee break</i>	10:30 11:00	<i>Coffee break</i>	10:30 11:00	<i>Coffee break</i>
10:00 12:30	<b>CNMC/8 Meeting</b> Agenda Item 1 Agenda Item 2 Agenda Item 3  <b>SAT/FIT/13 Meeting</b> Agenda Item 1 Agenda Item 2	11:00 12:30	<b>CNMC/8 Meeting</b> Agenda Item 8  <b>SAT/FIT13 Meeting</b> Agenda Item 5	11:00 12:30	<b>SAT ATM Group</b> Agenda Item 2  <b>SAT CNS Group</b> Agenda Item 3	11:00 12:30	<b>Plenary SAT/23</b> Agenda Item 5	11:00 12:30	<b>Plenary SAT/23</b> Agenda Item 7
12:30 13:30	<i>Lunch break</i>	13:00 13:30	<i>Lunch break</i>	13:00 13:30	<i>Lunch break</i>	13:00 13:30	<i>Lunch break</i>	12:30 12:45	<i>Break</i>
13:30 15:30	<b>CNMC/8 Meeting</b> Agenda Item 4 Agenda Item 5  <b>SAT/FIT/13 Meeting</b> Agenda Item 3 Agenda Item 4	13:30 15:30	<b>CNMC/8 Meeting</b> Agenda Item 9  <b>SAT/FIT/13 Meeting</b> Agenda Item 5 (Continuation) Agenda Item 6	13:30 15:30	<b>SAT ATM Group</b> Agenda Item 2  <b>SAT CNS Group</b> Agenda Item 3	13:30 15:30	<b>Plenary SAT/23</b> Agenda Item 5	12:45 13:00	<b>Plenary SAT/23</b> Closing ceremony

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## Appendix F

### CNMC/8, SAT/FIT/13 and SAT/23 meetings Durban, South Africa, 4-8 June 2018, South Africa 4 to 8 June 2018

#### INFORMATION BULLETIN

##### 1. Site of the workshop

The meetings will be hosted by Air Traffic and Navigation Services from 4 to 8 June 2018 at the Southern Sun Maharani Hotel in Durban, South Africa.

##### Contact Person/s

Hosting Related Queries
<b>Mr. Simon Zwane</b> Senior Manager: ATM Research and Planning Telephone Number: +27 11 607 1253 Mobile Number: +27 71 883 3256 E-mail: Simonz@atns.co.za

Security Related Queries
<b>Mr. Kealeboga (KK) Modisane</b> Telephone Number: +27 11 607 1312 Mobile Number: +27 082 386 5856 E-mail: kealebogam@atns.co.za

General Information/Queries
<b>Mbali Nyembe</b> Telephone Number: +27 11 607 1166 Mobile Number: +27 74 436 48442 E-mail: mbalin@atns.co.za
<b>Jean-mari Weatherington</b> Telephone Number: +27 11 607 1126 Mobile Number: +27 083 772 1922 E-mail: Jean-mariW@atns.co.za
<b>Lebogang Mokoena</b> Telephone Number: +27 11 607 1184 Mobile Number: +27 060 983 5547 E-mail: lebogangma@atns.co.za

##### Languages

The Meetings will be conducted in English. Documentation will be in English.

## **Visas**

Participants are advised to ascertain at the respective Embassies whether or not they are exempt from the Kenyan entry visa requirement. South African visas may be obtained from the South Africa High Commissions or Embassies. In applying for the visa, it is advisable to produce the letter of invitation from ICAO, together with other documents which may be required by the High Commission or Embassy.

It is important to apply for visas well in advance to avoid delays and inconveniences. Participants should ensure that their travel documents and visa are valid prior to their departure to South Africa. **A Visa Requirements letter is attached herewith.**

## **Hotel Information**

A list of recommended hotels is attached herewith. Participants may make booking directly or communicate their preferred hotels to the local team to do the bookings on their behalf. All accommodation costs will be for the participant's account.

## **Health**

Participants must ensure they obtain travel insurance from their home country for the duration of their stay in South Africa.

## **Weather and local time information**

The month of June is mostly partly cloudy in Durban with a minimum of 3 rainy days. The average temperature in Durban in June is very mild at 16.5 °C (61.7 °F). Afternoons can be really warm with average high temperatures reaching 22 °C (71.6 °F). Overnight temperatures are generally quite mild with an average low of 11 °C (51.8 °F). The range/ variation of daily average temperatures in June is 11 °C (19.8 °F). The weather in June is somewhat parched with infrequent rain. A paltry 28mm (1.1in) of H<sub>2</sub>O is laid down across an average of 3 days. The skies in Durban are fine having on average a detectable 6:40 of splendid sunlight per day. The shortest day is 10:11 long and the longest day is 10:19 long with an average length of 10:13. There are approximately 3:25 per day when bright sunshine is absent due to cloud, haze or the sun being too low on the horizon to register. It is sunny approximately 66.1% of daylight hours and cloudy 33.9% of daylight hours. Additional information can be obtained online via:

<http://www.durban.climatemps.com/june.php#ixzz5C9sgqTYd>

## **Local Currency and Foreign Exchanges Rates**

The official currency in South Africa is the South African Rand (ZAR).

The South African Rands exchange rates are determined by the interbank trade which varies daily. Participants may wish to obtain current information from the internet.

Commercial banks and forex bureaux provide exchange facilities. Most banks are open between 9.00 am to 4.00 pm from Monday to Friday and between 9.00 am to 12.00 noon on Saturdays. Some forex bureaux may be open outside these hours. Forex services are also available on arrival at King Shaka International Airport.

**Credit cards and travellers cheques are accepted in most establishments. Most shops and hotels accept Visa Cards.**

## **Language**

The Official Language of South Africa is English.

## **Hours of business**

The working week in South Africa runs from Monday to Friday (**0730-1700hrs**) with Saturday and Sunday being non- official working days.

## **Local Transportation**

Taxis are available from the airport to the city center and the fare is normally between ZAR 250 to ZAR 450. However, it is advisable to agree on the fare before getting into the vehicle. Enquiries may be made at the airport information desks/counters upon arrival. In addition to the below shuttle details, hotel may provide their own shuttles at a rate.

## **Airport Shuttles**

Operating Hours: 5:00am - 8:00pm  
Tel: 031 465 5573 / 031 465 1660 / 082 340 9990  
Email: [airportbus@mweb.co.za](mailto:airportbus@mweb.co.za)

Accredited service provider with shuttles leaving King Shaka International Airport in 30/45-minute intervals. Tickets available on the bus. Hours of Operation 07h30 to 22h30 Monday to Sunday.

Rikki Cabs  
Tel: +27 (0)73 283 5795 OR +27 (0)79 484 7565  
E-mail: [rikkicabs@yahoo.com](mailto:rikkicabs@yahoo.com)

King Shaka Shuttles  
Tel: +27 84 2311 363 OR +27 86 274 3984  
E-mail: [ksashuttles@telkomsa.net](mailto:ksashuttles@telkomsa.net)

## **Telephones**

Sim cards of the following mobile operators (**MTN, Telkom, Vodacom, Virgin Mobile and Cell C**) can be purchased at shops or with assistance by Local Members.

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**LIST OF HOTELS IN DURBAN**

<b>HOTEL</b>	<b>TELEPHONE</b>	<b>AMOUNT (SINGLE)</b>	<b>E-MAIL/Website</b>
Southern Sun Elangeni & Maharani (Conference Venue)	+27 31 492 4001	ZAR 1600	<a href="https://www.tsogosun.com/southern-sun-elangeni-maharani/contact-us">https://www.tsogosun.com/southern-sun-elangeni-maharani/contact-us</a>
Garden Court Marine Parade	+27 31 <a href="tel:3373341">337 3341</a>	ZAR 1330	<a href="https://www.tsogosun.com/garden-court-marine-parade/contact-us">https://www.tsogosun.com/garden-court-marine-parade/contact-us</a>
Garden Court South Beach (Requires taxi transfers to the conference venue)	+27 31 <a href="tel:3372231">337 2231</a>	TBC	<a href="https://www.tsogosun.com/garden-court-south-beach/contact-us">https://www.tsogosun.com/garden-court-south-beach/contact-us</a>



**To** : **The South African High Commission**  
**The South African Visa Application Center**

**From** : ATNS, SM: ATM Research & Planning  
 Mr. Simon Zwane

**Date** : 09 April 2018

**Subject** : **Visa Application – the CAFSAT Network management committee (CNMC), FANS 1/A Interoperability Team (SAT/FIT) Meeting on the improvement of Air Traffic Services over the South Atlantic (SAT), Durban South Africa**

Dear Sir/Madam

Air Traffic and Navigation Services (ATNS) is hosting the CAFSAT Network management committee (CNMC), FANS 1/A Interoperability Team (SAT/FIT) and Meeting on the improvement of Air Traffic Services over the South Atlantic (SAT), from the 4<sup>th</sup> of June until the 8<sup>th</sup> of June 2018, at the Southern Sun Maharani Hotel, Durban South Africa.

The CNMC is a technical meeting that explores ways and means to further enhance the provision of air traffic services in South Atlantic (SAT) Corridor through established interregional coordination mechanism. The first meeting (CNMC), is a technical meeting where ATNS technical personnel is required to attend. The other two meetings (SAT/FIT and SAT) is required to be attended by ATNS ATM personnel.

The SATFIT was established to oversee FANS 1/A system performance monitoring in the SAT and EURO SAM Corridor to ensure that the system continues to meet safety and interoperability requirements and that operations and procedures are working as specified. South Africa is part of this group due to services rendered over the oceanic airspace as delegated by ICAO. The meeting also adopted to develop action plans to enable implementation of the adopted conclusions/decisions from past meetings. This is to enable states which are struggling to implement conclusions/decisions as adopted in past meetings under the ICAO statement of “No Country Left Behind”.

The SATFIT team comprises of experts from States responsible of Flight Information Regions (FIRs) in AFI and EURO SAM routing areas AR1/AH2 and AR2/AH8 as defined in the Global Air Navigation Plan (ICAO Doc 9750), and experts from adjacent FIRs and international organizations with Mr. Simon Zwane as appointed Chairperson.

It is for this reason that we humbly request your assistance in granting the following traveler a visa to enable them to attend this event.

**Full Name** :  
**Passport No** :

Yours sincerely

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**SIMON ZWANE**  
**SENIOR MANAGER: ATM RESEARCH & PLANNING**  
**AIR TRAFFIC AND NAVIGATION SERVICES SOC LTD**  
**TEL: +27 11 607 1253**  
**CELL: +27 71 883 3256**  
**E-mail: [Simonz@atns.co.za](mailto:Simonz@atns.co.za)**

ATNS/HO/SATFIT	Page 1 of 1	09 April 2018
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