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Международная
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منظمة الطيران
المدني الدولي

国际民用
航空组织

Ref.: LN3/24.1 – SA5262

Lima, 27 August 2020

To: Mr. M. Thierry Buttin, Regional Director of Civil Aviation Authority (DSAC)
for French Antilles and French Guiana
Mr. Philippe Versi, Regional Director, West Indies and French Guiana
Lt. Col. Egbert Field, Guyana Civil Aviation Authority
Mr. V.J. Chotkan, Minister of Public Works, Transport and Communications, Suriname

Subject: **RLA/06/901 – First (Virtual) Workshop/Meeting of the Supervisors/Operators of COM AMHS Centers of the SAM Region (COM AMHS/1)**
(Teleconference, 23 - 25 September 2020)

Action

Required: **Send documentation no later than September 18th, 2020**

Sir/Madam:

I have the honor to address you with reference to the Regional Project RLA/06/901, to invite your Administration to participate in the First (Virtual) Workshop/Meeting of Supervisors/Operators of COM AMHS Centers of the SAM Region (COM AMHS/1), which will be carried out by means of teleconferences, from September 23 to 25, 2020.

During the event, the SAM Region contingency procedures for the message service will be defined, the routing tables will be reviewed, the information in the EUROCONTROL AMHS Address Management Center (AMC) will be updated and other issues related to the message service will be discussed such as: new message formats, connection with the messaging context of aircraft operators (SITA) and implementation of the Directory Service.

In this regard, I am pleased to attach the provisional Agenda of the event with its explanatory notes and the tentative schedule (**Attachment A**), thanking you in advance for your comments. Also attached you may find the Mnemonic Note Paper (**Attachment B**) and Information Paper IP/01 (**Attachment C**), which contain general information about the event.

It is important to highlight that the participants of this event must be involved with the management of the COM AMHS Centers, with the management of the interconnections of the adjacent COM centers and with the allocation of user addresses and distribution lists (DL). It will be a requirement that the participants present, during the event, the updated list of all addresses (users and DL) attributed in each State.

I would very much appreciate confirming your Administration's participation in the indicated event, sending to this Office the duly completed documents regarding each delegate (Attachment D), so that it is received no later than **September 18th, 2020**.

The documentation of the event, such as working and information papers, will be published on the website of this Regional Office: <http://www.icao.int/SAM>. It is not planned to distribute documentation during the event, so it is recommended that participants carry it in hard copy or on a laptop.

Likewise, it is recommended that all participants who attend the event, purchase travel assistance insurance or have valid international medical insurance in case of any event related to their health, in addition to the necessary visas and vaccines.

If you need more information, please contact Mr. Francisco Almeida da Silva, CNS Regional Officer of the ICAO SAM Regional Office (falmeida@icao.int / +51 977 814 722).

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



Fabio Faizi Rahnemay Rabbani
Regional Director
ICAO South American Office
Lima

cc: Mr. Patrick Pezzeta, Deputy Director, Antilles-Guyane, French Antilles
Mr. Frédéric Danloux, 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
Ms. Constance Karijodinomo, Director of Civil Aviation Department, Suriname
Mr. Anjulio R. Wolf, 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

ATTACHMENT A

REGIONAL PROJECT RLA/06/901

**FIRST WORKSHOP/MEETING OF THE SUPERVISORS/OPERATORS OF COM
AMHS CENTERS OF THE SAM REGION (COM AMHS/1)
(Teleconference, 23 – 25 September 2020)**

TENTATIVE AGENDA

Agenda

Item 1: Approval of the agenda and meeting schedule

Agenda

Item 2: Definition of the SAM Region Contingency Plan for the message service

Agenda

Item 3: Review of the routing tables and exchange of the updated information of the AMHS addresses attributed in each State

Agenda

Item 4: Update of information in the AMHC Address Management Center (AMC) of EUROCONTROL

Agenda

Item 5: Other business

EXPLANATORY NOTES OF THE PROVISIONAL AGENDA

Agenda

Item 1: Approval of the agenda and meeting schedule

The provisional Agenda and Schedule proposed by the Secretariat for the Workshop / Meeting will be submitted for the consideration and approval of the participants.

Agenda

Item 2: Definition of the SAM Region Contingency Plan for the message service

The Workshop/Meeting will work on the elaboration of the procedures of a contingency plan for the message service of the States of the SAM Region

Agenda

Item 3: Review of the routing tables and exchange of the updated information of the AMHS addresses attributed in each State

Under this agenda item, the routing tables between the COM Centers of the SAM Region and the COM Centers of other regions will be reviewed. Likewise, those responsible for the COM AMHS Centers must share the information of the valid addresses in each State, including the information of the distribution lists (DL), with a view to prepare a regional database.

Agenda

Item 4: Update of information in the AMHC Address Management Center (AMC) of EUROCONTROL

With the review of the routing tables, the participants will have the opportunity to update (online) the information in the Eurocontrol AMHS Address Management Center (AMC) and exchange experiences on the use of the resources available in the application of the AMC website.

Agenda

Item 5: Other business

Under this Agenda item, participants will be able to examine issues related to the message service, such as new message formats, the connection with the messaging context of aircraft operators (SITA) and the implementation of the Directory Service; Likewise, other matters deemed convenient.

REGIONAL PROJECT RLA/06/901

**FIRST (VIRTUAL) WORKSHOP/MEETING OF THE SUPERVISORS/OPERATORS
OF COM AMHS CENTERS OF THE SAM REGION (COM AMHS/1)**
(Teleconference, 23 – 25 September 2020)

TENTATIVE SCHEDULE

HOUR	Wednesday 23 September 2020	HOUR	Thursday 24 September 2020	HOUR	Friday 25 September 2020
08:45 09:00	Register of participants	08:45 10:00	Agenda Item 2	08:45 10:00	Agenda Item 4
09:00 09:15	Opening				
09:15 10:00	Agenda Items 1 & 2				
10:00 10:10	<i>Break</i>	10:00 10:10	<i>Break</i>	10:00 10:10	<i>Break</i>
10:10 11:10	Agenda Item 2	10:10 11:10	Agenda Item 3	10:10 11:10	Agenda Item 4
11:10 12:10	<i>Lunch Break</i>	11:10 12:10	<i>Lunch Break</i>	11:10 12:10	<i>Lunch Break</i>
12:10 13:00	Agenda Item 2	12:10 13:00	Agenda Item 3	12:10 13:00	Agenda Item 5
13:00 13:10	<i>Intervalo</i>	13:00 13:10	<i>Intervalo</i>	13:00 13:10	<i>Intervalo</i>
13:10 14:00	Agenda Item 2	13:10 14:00	Agenda Item 3	13:10 13:20	Closing Session

ATTACHMENT C

REGIONAL PROJECT RLA/06/901

FIRST (VIRTUAL) WORKSHOP/MEETING OF THE SUPERVISORS/OPERATORS OF COM AMHS CENTERS OF THE SAM REGION (COM AMHS/1)

(Teleconference, 23 – 25 September 2020)

INFORMATION PAPER

General Information

(Presented by the Secretariat)

1. **Place and dates**

The First (Virtual) Workshop/Meeting of the Supervisors/Operators of COM AMHS Centers of the SAM Region (COM AMHS/1) will be carried out by means of teleconference, from 23 to 25 September 2020.

2. **Coordinators**

Mr. Francisco Almeida da Silva, RO/CNS
ICAO SAM Regional Office
Tel: +51 977 814 722
E-mail: icaosam@icao.int; falmeida@icao.int

3. **Register of participants**

Participants to the event must register on Wednesday, September 23, 2020 from 08:45 to 09:00, Lima hour (13:45 to 14:00 UTC).

4. **Link for documentation**

The documentation will be published on the website of the ICAO SAM Regional Office, <http://www.icao.int/SAM>, English, under South America Office (SAM), Meetings, so participants should review this page frequently to download the documentation. All participants must bring the documentation to the meeting place (printed or electronic on a laptop), as hard copies will not be distributed.