



International  
Civil Aviation  
Organization

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Международная  
организация  
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авиации

منظمة الطيران  
المدني الدولي

国际民用  
航空组织

Ref.: LT10/6 – SA270

Lima, 3 May 2023

To: Mr. Yves Tatibouet, Regional Director of Civil Aviation Authority (DSAC), French Antilles and French Guiana  
Mr. Philippe Versi, Regional Director, West Indies and French Guiana  
Lt. Col. Egbert Field, Director General, Guyana Civil Aviation Authority  
H.E. Albert Egbert Jubithana BBA, Minister of Transport, Communication and Tourism, Suriname

Subject: **Invitation to the Humanitarian Assistance and Disaster Response in Aviation Webinar (SAMHADRA23)**

Required  
action: **Register at the link before June 15, 2023**

Dear Sir/Madam:

I am pleased to address you to invite your Administration to participate in the **Humanitarian Assistance and Disaster Response in Aviation Webinar (HADRA)** for the SAM Region, which will be held virtually on 27 June of this year in joint collaboration with ACI-LAC.

Based on ICAO Assembly Resolution A39-24 "*Disaster risk reduction strategy and response mechanisms in aviation*", requested to define a crisis response policy and a disaster risk reduction strategy in aviation. The SAM Civil Aviation Regional Directors adopted on October 2011 the RAAC12/9 conclusion "**Regional Contingency Plan for Natural Disasters and/or Catastrophic Events**", entrusting the ICAO SAM Secretariat that, in cooperation and coordination with the South American Region States, develop a *Regional Contingency Plan* to face natural disasters and/or catastrophic events with the objective of minimizing the impact on civil aviation and re-establishing the operation of air navigation services and airports. Resolution A39-24 was updated by resolution A41-13 where the Assembly reaffirms the commitment and need to address these issues. To this end, the SAM Office has prepared this activity in joint collaboration with ACI-LAC as part of a strategy to:

- ✓ Create States awareness of the available documentation through activities such as virtual seminars, talks, and other means.
- ✓ Identify with the States the different risk (including aviation risks and those related to the Sendai Framework for Disaster Risk Reduction and resolution A41-13) reduction strategies and response mechanisms, to determine the current status or baseline.

- ✓ Propose actions based on this identification and baseline, with a view to comply with conclusion RAAC12/9.
- ✓ Pilot projects.
- ✓ Implementation of measures agreed upon by the States (locally or regionally)-To be defined.

The attached general information is available on the website of this Regional Office, under the following link: <https://www.icao.int/SAM/Pages/MeetingsDocumentation.aspx?m=2023-HADRA>, Meetings option. The tentative program of the event, as well as the presentations of the meeting, will be published on the same web page. The working languages of the Meeting will be Spanish and English and simultaneous interpretation will be provided if enough participants of both languages register on time.

The profile of the participants and other information about the webinar are included in the Mnemonic Paper attached to this letter. We appreciate taking note of the profiles and sharing this invitation with the aviation industry of your State, as well as the authorities in charge of emergency response (disasters) at the national level.

We would also appreciate confirmation of your participation no later than 15 June. In order to confirm your participation for this meeting and obtain the Zoom connection information, you need to register at the following link: [https://icao.zoom.us/webinar/register/WN\\_Ao8tr3N1Qu2ZoYoQhyn84g](https://icao.zoom.us/webinar/register/WN_Ao8tr3N1Qu2ZoYoQhyn84g).

If you register and do not receive the connection link, we request that you contact Ms. Eva Ramirez at the following email [emramirez@icao.int](mailto:emramirez@icao.int) so that she can obtain your personal link to the event.

Should you require further information regarding this request, please do not hesitate to contact Mr. Fabio Salvatierra ([fsalvatierra@icao.int](mailto:fsalvatierra@icao.int)), Regional Officer for Aerodromes and Ground Aids of the ICAO South American Regional Office in Lima.

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

Yours Sincerely,

The image shows a handwritten signature in black ink over a blue circular logo. The logo features a globe with wings and the text 'ICAO OACI ICAO' at the top and '國際民航組織' at the bottom. The signature is written in a cursive style.

Fabio Faizi Rahnemay Rabbani  
Regional Director  
ICAO South American Office  
Lima

**Enclosure:**

*Mnemonic Paper*

cc: Mr. Patrick Pezzeta, Deputy Director, Antilles-Guyane, French Antilles

Mr. Alain Kerhascoet, Head of French Guiana Air Control Centre Cayenne-Félix Eboué Airport, Head of the Aircraft Search and Rescue RCC

Mr. Frederic Danlouox, Adjoint au Chef du SNA, Martinique, French Antilles-Guyane

Mr. Damien Cazé, Director General of Civil Aviation, France

Mrs. Estrea Noordzee, Permanent Secretary, Directorate of Transport, Suriname

Mrs. Cindy Toemin, Acting Head of Civil Aviation Department, Suriname

Mr. Brian de Souza, Director a.i, Civil Aviation Safety Authority Suriname, 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

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## ICAO SOUTH AMERICAN REGIONAL OFFICE

### MNEMONIC PAPER – AGA01/2023

<b>Virtual Seminar on Disasters and Humanitarian Emergencies Response</b>	
<b>Regional strategy</b>	<p>ICAO Assembly Resolution A39-24 "<i>Disaster risk reduction strategy and response mechanisms in aviation</i>", requested to define a crisis response policy and a disaster risk reduction strategy in aviation. The SAM Civil Aviation Regional Directors adopted on October 2011 the RAAC12/9 conclusion "<b>Regional Contingency Plan for Natural Disasters and/or Catastrophic Events</b>", entrusting the ICAO SAM Secretariat that, in cooperation and coordination with the South American Region States, develop a <i>Regional Contingency Plan</i> to face natural disasters and/or catastrophic events with the objective of minimizing the impact on civil aviation and re-establishing the operation of air navigation services and airports at the regional level.</p> <p>With the new resolution A41-13 "<b>Disaster risk reduction strategy and response mechanisms in aviation</b>", the commitment of the Organization and the States to take this matter forward is reaffirmed. Recommendations of the ICAO Office of Internal Oversight on the matter are under review and implementation, in an organization-wide effort.</p> <p>In the meantime, in May 2022, the HADRA (Humanitarian Assistance and Disaster Response in Aviation) expert group, which is chaired by ICAO, published guidance material with the aim to enhance the cooperation between aviation stakeholders and humanitarian stakeholders in the aftermath of a disaster.</p> <p>In 2023, the RAAC17 reviews conclusion 9/12 and confirms its relevance.</p> <p>To implement the mandate of conclusion RAAC12/9, the Regional Office proposes:</p> <ul style="list-style-type: none"> <li>✓ Create States awareness of the available documentation through activities such as virtual seminars, talks, and other means.</li> <li>✓ Identify with the States the different risk (including aviation risks and those related to the Sendai Framework for Disaster Risk Reduction and resolution A41-13) reduction strategies and response mechanisms, to determine the current status or baseline.</li> <li>✓ Propose actions based on this identification and baseline, with a view to comply with conclusion RAAC12/9.</li> <li>✓ Pilot projects.</li> <li>✓ Implementation of measures agreed upon by the States (locally or regionally)-To be defined.</li> </ul>



<b>ICAO Strategic Objectives</b>	Operational Safety Air Navigation Capacity and Efficiency Economic Development
<b>Activities carried out by the SAM Region</b>	✓ This would be the first ICAO SAM activity on this specific topic in the last 5 years.
<b>Current situation of the SAM Region in terms of implementation</b>	<p>The following plans are currently available under the ICAO SAM umbrella:</p> <ul style="list-style-type: none"> <li>✓ Regional ATM contingency plan</li> <li>✓ Contingency plan for volcanic ash</li> <li>✓ Local aerodrome emergency plans (required by ICAO AN14 Vol. I and AN14 Vol. II Chapter 6 provisions)</li> </ul> <p>It is necessary to collect data from the different emergency response mechanisms and in the States in order to determine the current situation.</p> <p>However, in the region there is no regional plan that addresses what is required by conclusion RAAC12/9.</p>
<b>Objective of the activity</b>	<ul style="list-style-type: none"> <li>✓ Disseminate information on HADRA Guidance and ASIT development to ICAO Member States;</li> <li>✓ Information sharing on the challenges faced by all parties involved in disaster response (for example, States: civil aviation authorities and national disaster management authorities; aircraft operators; airport operators; UN entities);</li> <li>✓ Identification of follow-up actions at the regional level and in connection with HADRA work;</li> <li>✓ Establishment of a network of Contact Points in the States accredited to the SAM Regional Office;</li> <li>✓ Serve as part of the activities to support RAAC12/9 Conclusion by SAM States to create a regional contingency plan to address natural disasters and/or catastrophic events.</li> </ul>
<b>Nature of the event</b>	<ul style="list-style-type: none"> <li>✓ Subject matter experts presentations and stakeholder representatives (ICAO, HADRA Secretariat)</li> <li>✓ Current experiences presentations by two identified States.</li> <li>✓ Panel and Q&amp;A session</li> </ul>
<b>Competences that the event will generate</b>	Participants are expected to obtain competencies to identify in their current level of compliance with the requirements of Annex 14, secure a better understanding on the needs of stakeholders involved in disaster response operations and identify immediate follow-up actions, consistently with the HADRA guidance.
<b>Participants profile</b>	✓ Specialists / managers in aviation-related emergency response from the States CAAs



	<ul style="list-style-type: none"><li>✓ Specialists / managers in natural disasters emergency response from the States</li><li>✓ Aircraft operators</li><li>✓ Emergency service providers in the States</li><li>✓ Aerodrome Operators</li><li>✓ States' SSP Managers and SMS service providers</li><li>✓ Air navigation service providers.</li></ul>
<b>Next steps in the States strategy development</b>	<ul style="list-style-type: none"><li>✓ Obtain event feedback</li><li>✓ Designate a Focal Point to facilitate future communications with ICAO</li><li>✓ Compile information and data</li><li>✓ Implementation decision making</li></ul>
<b>Regional framework update</b>	Depending on the event's results, future actions could be planned for the implementation.
<b>Contact person in the SAM Office</b>	Mr. Fabio Salvatierra Aerodromes and Ground Aids Regional Officer ICAO South American Regional Office <a href="mailto:fsalvatierra@icao.int">fsalvatierra@icao.int</a>