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国际民用
航空组织

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24 April 2006

To: ICAORD, Mexico (kindly retransmit to CAR Region)
Mr. Jean-Marc Sansovini/DIRAC, French Guiana
Mr. Gerald Daniel/Chief Guyana Aeronautical District, French Guiana
Mr. Chabeenan Ramphul/CAD Guyana
Ms. Isabelle Monnier, Chef du SNA Antilles, Guyane
Mrs. Marlene Harris/Permanent Secretary Suriname
Mr. John Veira/Director of Civil Aviation, Suriname

Subject: **Second Meeting of the GREPECAS ATM/CNS Subgroup ATM Committee
ATFM Task Force – (Bogotá, Colombia, 5 to 7 July 2006)**

**Action
required:** Select and nominate participants not later than 31 May 2006

Sir/Madam,

I have the honour to communicate you that, according to the GREPECAS ATM/CNS Subgroup ATM Committee, and after the holding of the First Seminar on Air Traffic Flow Management in the CAR/SAM Regions, hosted by the Regional Project RLA/98/003, the Second Meeting of the ATFM Task Force (ATFM/TF/2) will be held in Bogotá City, Colombia, from 5 to 7 July 2006.

The States and International Organizations involved, which are members of the ATFM Task Force are: Argentina, Brazil, Chile, Colombia, Costa Rica, Mexico, Peru, United States, Uruguay, COCESNA and IATA. Notwithstanding, States and International Organizations that are not members of the ATFM/TF are cordially invited to participate in this meeting.

For ease of reference, I am attaching the tentative agenda and explanatory notes. Your administration is invited to select and nominate participants not later than **31 May 2006**.

Also, I will highly appreciate your informing me whether your administration shall present working papers or information papers, and if so, I request you to send the invitation as soon as possible, and in any case, not later than **16 June 2006**.

Finally, I inform you that the information paper with general information on the meeting shall be submitted very shortly.

Accept, Sir, the assurances of my highest consideration.

Original signed by

José Miguel Ceppi
ICAO Regional Director
South American Office
Lima

Enc.



**International Civil Aviation Organization
UNDP/ICAO Regional Project RLA/98/003
Transition to CNS/ATM Systems in the CAR and SAM Regions**

**SECOND MEETING OF THE GREPECAS ATM/CNS SUBGROUP ATM COMMITTEE ATFM
TASK FORCE – (ATFM/TF/2)**

(Bogotá, Colombia, 5 to 7 July 2006)

Agenda, Schedule and Working Methods

(Presented by the Secretariat)

1. Agenda

1.1 The Tentative Agenda of the Second Meeting of the ATFM Task Force (ATFM/TF/2) will be held in Bogotá City, Colombia, from 5 to 7 July 2006 is attached as **Appendix A** to this working paper.

1.2 Those matters not included in the Agenda might be considered under Agenda Item 5, Other Matters.

2. Working methods

2.1 For the development of this meeting, it is expected to work in plenary session, and if necessary, in Ad-hoc groups.

2.2 During the course of the meeting, a Summary of Conclusions will be prepared for its distribution to States and International Organizations interested.

2.3 Administrative aspects and documentation processing of the meeting will be in charge of ICAO and the Task Force Rapporteur.

3. Work Schedule

3.1 Subject to the circumstances that would affect the adoption of the work, the following work schedule is suggested:

08.00 – 10.00	Review of agenda items
10.00 – 10.15	Coffee Break
10.15 – 12.00	Review of agenda items
12.00 – 12.30	Coffee Break
12.30 – 14.30	Review of agenda items

4. Work Plan

4.1 **Appendix B** to this working paper includes the tentative work plan.

5. Suggested action

5.1 The approval of the mentioned tentative work plan is suggested, provided that in the light of the progress reached, the Meeting could adopt the modifications considered appropriate.

APPENDIX A

SECOND MEETING OF THE GREPECAS ATM/CNS SUBGROUP ATM COMMITTEE ATFM TASK FORCE – (ATFM/TF/2)

(Bogotá, Colombia, 5 to 7 July 2006)

TENTATIVE AGENDA AND EXPLANATORY NOTES

Agenda Item 1: Documentation on air traffic flow management and GREPECAS policies

Under this agenda item and in order to establish a reference framework, the meeting will have the opportunity to take into account the documentation that was presented on the matter during the Fourth Meeting of the GREPECAS ATM/CNS Subgroup ATM Committee (ATM/CNS/SG/4), Mexico City, Mexico, 15 to 18 August 2005, at the GREPECAS/13 Meeting (Santiago, Chile, 14 to 18 November 2005) and ATFM Seminar (Bogotá, Colombia, 3 and 4 July 2006) and also to carry out a revision of the national plans of the CAR/SAM States and International Organizations and to make an analysis as regards progress on the matter that have been reached worldwide.

Agenda Item 2: Caribbean/South American RVSM Concept of Operations (ATFM CAR/SAM CONOPS)

Under this agenda item, and in consideration to the fact that ATFM system implementation shall require to identify and determine which would be the minimum requirements for implementation and service of CATFM, FMU or FMP in each ATC unit, the Task Force will review an initial document that would serve for the preparation of the CAR/SAM ATFM CONOPS document.

Agenda Item 3: ATFM data bank

Under this agenda item, the meeting will analyse the functions of the data banks related with ATFM service, especially the requirements of each State and other matters related with these data bank, such as the data format, use of communications links, data required for tactical and pre-tactical phases, etc.

Agenda Item 4: Cost-benefit analysis

Under this agenda item, the meeting will analyse the minimum requirements for the elaboration of a cost-benefit analysis and adopt the corresponding decisions.

Agenda Item 5: Other matters

The meeting shall examine other AFTM issues that have not been considered in the other agenda items.

**SECOND MEETING OF THE GREPECAS ATM/CNS SUBGROUP ATM COMMITTEE ATFM
 TASK FORCE – (ATFM/TF/2)**

(Bogotá, Colombia, 5 to 7 July 2006)

WORK PROGRAMME

Time	Wednesday, 5 July	Time	Thursday, 6 July	Time	Friday, 7 July
0800-0815	Registration	0800-1000	Cont. Agenda Item 2	0800-1000	Agenda Item 5
0815-0830	Opening				
0830-1000	Agenda Item 1				
1000-1015	Coffee break	1000-1015	Coffee break	1000-1015	Coffee break
1015-1200	Cont. Agenda Item 1	1015-1200	Agenda Item 3	1015-1200	Revision and approval of the report by the meeting
1200-1230	Coffee break	1200-1230	Coffee break	1200-1230	Coffee break
1230-1430	Agenda Item 2	1230-1430	Agenda Item 4	1230-1345	Cont. Revision and approval of the report by the meeting
				1345-1400	Closing

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