



International
Civil Aviation
Organization

Organisation
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Международная
организация
гражданской
авиации

منظمة الطيران
المدني الدولي

国际民用
航空组织

LT 2/8.12.7-SA361

6 June 2009

To: Mr. Vincent Carmigniani/DIRAC, French Guiana
Mr. Zulficar Mahomed /CAD a.i., Guyana
Mr. John Veira/CAD, Suriname

cc.: Mr. Philippe Guivarch/DSNA, French Guiana
ICAORD, Mexico

Subject: **Seventh Meeting of the GREPECAS Aerodrome and Ground Aids/Aerodrome Operational Planning Subgroup (AGA/AOP/SG/7)**
(Buenos Aires, Argentina, 10 to 14 August 2009)

Sir/Madam:

I have the honour to inform you that the Seventh Meeting of the GREPECAS Aerodrome and Ground Aids/Aerodrome Operational Planning Subgroup (AGA/AOP/SG/7) will be held in Buenos Aires, Argentina, from 10 to 14 August 2009. It is important for the continuity and work progress of the AGA/AOP/SG that all members attend with their nominated representatives. Please find attached the following for your reference and action:

Attachment A	AGA/AOP/SG Composition
Attachment B	Draft Meeting Agenda
Attachment C	Draft Meeting Schedule
Attachment D	IP/01 – General Information
Attachment E	Registration Form

States are invited to comment on the content of the draft meeting agenda. States are also invited to submit working and information papers to this office by e-mail. Working papers prepared in **only one language (English or Spanish) must be received by 26 June**. Working papers submitted after this date must be prepared in **both languages and received by 24 July**. Information papers do not require translation and may be submitted in only **one language by 24 July**. All documentation submitted for translation and distribution must be received in electronic format.

The Meeting will open on Monday 10 August at 09:00 hrs, preceded by participant registration, and is expected to close on Friday 14 August at 11:30 hrs. Sunday 9 August will be dedicated to informal AGA/AOP/SG Task Force meetings. The exact venue for the Task Force meetings will be forwarded as soon as it is available.

Meeting participants are requested to make their own accommodation, travel and visa arrangements.

I would appreciate confirmation of the name(s) of the delegate(s) representing your Administration as soon as possible and no later than **24 July 2009**, by sending this Regional Office the attached Registration Form duly completed.

If you require any further information on this event, you may contact Mr. Onofrio Smarrelli, RO/CNS (osmarrelli@lima.icao.int).

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



José Miguel Ceppi
ICAO Regional Director
South American Office
Lima

Enclosures



International Civil Aviation Organization

CAR/SAM Regional Planning and Implementation Group (GREPECAS)

**Seventh Meeting of the GREPECAS Aerodromes and Ground Aids/Aerodrome
Operational Planning Subgroup**

(AGA/AOP/SG/7)

Buenos Aires, Argentina, 10 to 14 August 2009

AGA/AOP/SG/7 – Composition

03/06/09

**AERODROME AND GROUND AIDS/AERODROME OPERATIONAL
PLANNING SUBGROUP (AGA/AOP/SG)**

COMPOSITION

Argentina, Barbados, Bolivia, Brazil, Chile, Colombia, Costa Rica, Cuba, Dominican Republic, Ecuador, Honduras, Mexico, Paraguay, Trinidad and Tobago, United States, Uruguay, Venezuela, ACI, ALACPA, CARSAMPAF, IATA, IFALPA and IFATCA.

Member State/Organisation	Representative
Argentina	José Alberto Palermo (Vice-Chairman) / Marcelo Clivio
Barbados	David Broomes
Bolivia	Daniel Navajas
Brazil	Ana Lucia Carvalho de Moraes / Fabio Almeida Esteves
Chile	Sergio Gallo Rosales / Juan Luis Rodríguez
Colombia	Aldemar Pinzón
Costa Rica	Luis Gustavo González Trigo
Cuba	Norberto Cabrera Alonso (Chairman)
Dominican Republic	Francia Peña
Ecuador	<i>To be defined</i>
Haiti	Jacques Boursiquot
Honduras	Geovany Saucedo
Mexico	Gilberto Vázquez Alanís
Paraguay	Francisco Méndez Maldonado / Emilio Rodríguez
Trinidad and Tobago	Ronald Gittens
United States	George Legarreta
Uruguay	Fernando Maurente / Arturo Forteza
Venezuela	<i>To be defined or confirmed</i>
ACI-LAC	Eduardo Flores
ALACPA	William Fullerton
CARSAMPAF	Roberto Cardoza
IATA	Peter Cerdá
IFALPA	Heriberto Salazar
IFATCA	Cedric Murrell



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AGA/AOP/SG/7 – Agenda

03/06/09

DRAFT AGENDA

- Agenda Item 1 Approval of the Meeting Agenda and Schedule**
- Agenda Item 2 Review of GREPECAS/15 Conclusions and Decisions**
- Agenda Item 3 Review of Deficiencies in the AGA Field**
- 3.1 Database, Deficiencies and Action Plans in the AGA Field
 - 3.2 Certification of Aerodromes / Safety Management Systems (SMS)
 - 3.3 Annex 14 and the ICAO USOAP audits
 - 3.4 Progress on the Activities of ALACPA
 - 3.5 Progress on the Activities of the CAR/SAM Regional Bird/Wildlife
Hazard Prevention Committee (CARSAMPAF)
- Agenda Item 4 Review of Air Navigation Plan Issues**
- 4.1 Amendments to the CAR/SAM Regional Air Navigation Plan
- Agenda Item 5 Review of Task Forces Activities**
- 5.1 Report of the Runway Strips and Runway End Safety Areas (RESA)
Task Force
 - 5.2 Report of the Airport Demand/Capacity Task Force
 - 5.3 Report of the Emergency Plans/Emergency Operations Centres (EOC)
 - 5.4 Report of the AGA Aeronautical Studies Task Force
 - 5.5 Report of the Adequacy of Airport Infrastructure Task Force
 - 5.6 Report of the Slippery Runways (Coefficient of Friction, Runway
Decontamination and Rubber Removal) Task Force

Agenda Item 6 Review of other technical matters

- 6.1 The ICAO Regional Air Navigation Plan
- 6.2 Amendments to Annex 14
- 6.3 ICAO regional and global activities in the AGA field

Agenda Item 7 Administrative matters

- 7.1 AGA/AOP/SG Terms of Reference, Work Programme and Composition
- 7.2 Next Meeting Site and Dates

Agenda Item 8 Other business



AGA/AOP/SG/7 – Schedule
03/06/09

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DRAFT MEETING SCHEDULE

Schedule	Monday 10	Tuesday 11	Wednesday 12	Thursday 13	Friday 14
08:30 – 09:00	Registration	Agenda Item 3.4	Agenda Item 5.3	Agenda Item 6.2	Reading of the Report
09:00 – 09:30	Opening Ceremony				
09:30 – 10:00	Agenda Item 1	Agenda Item 3.5	Agenda Item 5.4	Agenda Item 6.3	Review of the Report
10:00 – 10:30	Agenda Item 2				
10:30 – 11:00	<i>Coffee Break</i>				
11:00 – 11:30	Agenda Item 2	Agenda Item 4.1	Agenda Item 5.5	Agenda Item 7.1	Closing Ceremony
11:30 – 12:00	Agenda Item 3.1				
12:00 – 12:30		Agenda Item 5.1	Agenda Item 5.6		
12:30 – 13:00	Agenda Item 3.2		Agenda Item 7.2		
13:00 – 13:30	<i>Coffee Break</i>				
13:30 – 14:00	Agenda Item 3.2	Agenda Item 5.2	Agenda Item 6.1	Agenda Item 8	
14:00 – 14:30	Agenda Item 3.3				



AGA/AOP/SG/7 - IP/01
03/06/09

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Buenos Aires, Argentina, 10 to 14 August 2009

GENERAL INFORMATION

(Presented by the Secretariat)

1. Meeting Venue and Dates

The sessions of the Seventh Meeting of the GREPECAS Aerodromes and Ground Aids / Aerodrome Operational Planning Subgroup (AGA/AOP/SG/7) will be held at the *Círculo de Oficiales de la Fuerza Aérea Argentina (Sede Central)* located in Avenida Córdoba 731, in Buenos Aires, Argentina, from 10 to 14 August 2009.

2. Address and Contact Information – Meeting Venue

Círculo de Oficiales de la Fuerza Aérea Argentina (Sede Central)
Avenida Córdoba 731, Buenos Aires
Telephone: +54 11 4514-4242
E-mail: eventos@circulofa.org.ar
Website: www.circulofa.org.ar

3. Address and Contact Information – Meeting Coordinator

Comodoro D. Alberto Palermo
Director de Tránsito Aéreo
Comando de Regiones Aéreas
Telephone/Fax: +54 11 4317-6307
E-mail: aerodromos@faa.mil.ar; buertad@faa.mil.ar

4. Address and Contact Information – ICAO

*Mr. Jaime Calderón, Regional Officer, Aerodromes and Ground Aids
ICAO NACC Regional Office and Secretary of the Subgroup*
Telephone: + 52 55 5250 3211
Fax: + 52 55 5203 2757
E-mail: icao_nacc@mexico.icao.int
jcalderon@mexico.icao.int / clopez@mexico.icao.int

*Mr. Onofrio Smarrelli, Regional Officer, Communications, Navigation and Surveillance
ICAO SAM Regional Office*
Telephone: +51 1 611 8686
E-mail: lima@icao.int; osmarrelli@lima.icao.int

5. Participants Registration

Delegate registration will take place on Monday, 10 August 2009, from 08:30 to 09:00 hours. The registration table will be located at the entry hall of the *Circulo de Oficiales de la Fuerza Aérea Argentina*. For security purposes, participants are required to wear the identification badge which will be issued to them during registration.

6. Opening Ceremony

The opening ceremony will take place on Monday, 10 August 2009, from 09:00 to 09:30 hours.

7. Documentation Link

The event will be carried out in Spanish and English, with simultaneous interpretation services. The documentation for the Meeting is being posted on the GREPECAS Website; participants should check our website frequently to download the documentation. **All participants must bring their own set of documentation (hard copy or electronically in a laptop) to the Meeting venue; there will be no hard copies available for distribution.**

The instructions to log into the GREPECAS Website from the NACC and SAM sites are:

NACC Office:

<http://www.mexico.icao.int/Objectives2009.html>

Click on “August / Agosto”

Click on the “WPs/IPs” corresponding link located next to the *Seventh Meeting of the GREPECAS Aerodromes and Ground Aids/Aerodrome Operational Planning Subgroup*

Enter:

Username: ***carsamrpg***

Password: ***ccretkode***

SAM Office:

<http://www.lima.icao.int>

Click on “GREPECAS”

Select ***English*** on the right upper corner of the welcome page

Enter:

Username: ***carsamrpg***

Password: ***ccretkode***

Click on *Meetings*

Click on *Seventh Meeting of the GREPECAS Aerodromes and Ground Aids/Aerodrome Operational Planning Subgroup*

8. Hotel reservations

Buenos Aires offers excellent hotels; the hotels suggested for this meeting are:

<p>HOTEL PANAMERICANO BUENOS AIRES</p> <p>Carlos Pellegrini 525 Tel: + 54 11 4348-5100/5200 E-mail: reservas@panamericano.travel Web: www.panamericano.travel</p>	<p>RATE</p> <p>Single/Double Room USD 140.00 + 21% <i>Breakfast Included</i></p>
<p>HOTEL MELIA BUENOS AIRES</p> <p>Reconquista 945 Tel: +54 11 4891-3808/3809/3820/3821 Web: www.meliabuenaaires.com.ar</p>	<p>RATE</p> <p>Single/Double Room USD 150.00 + 21% <i>Breakfast Included</i></p>

HOTEL CLARIDGE Tucuman 535 Tel: +54 11 4314-2020/4319-8074 E-mail: inforeservas@claridge.com.ar Web: www.claridge.com.ar	RATE Single/Double Room USD 150.00 + 21% <i>Breakfast Included</i>
GRAN HOTEL DORA Maipú 963 Tel: +54 11 4312-7391 E-mail: mail@dorahotel.com.ar Web: www.dorahotel.com.ar	RATE Single Room USD 100.00 + 21% <i>Breakfast Included</i> Double Room USD 130.00 + 21% <i>Breakfast Included</i>

Note: *As customary, hotel reservations must be guaranteed with a credit card. These rates are approximate and are subject to change without prior notice.*

9. Transportation from/to airport

The Buenos Aires-Ezeiza/Ministro Pistarini International airport has taxi, limo, transfer and bus (colectivo) services 24-hours a day. The airport/hotel taxi rate is approximately \$70.00 and \$98.00 Argentinean Pesos (US\$19.00 and US\$27.00), depending on the service. The *Bus Manuel Tienda León* rate is approximately \$45.00 and \$60.00 Argentinean Pesos (US\$12.00 and US\$16.00). The *Remis de Manuel Tienda León* rate is approximately \$141.00 Argentinean Pesos (US\$30.00).

10. Transportation system in the city

There is a transportation system with multiple options, five lines of *subtes* (the abbreviated name for subterráneo [subway]), over one hundred lines of *colectivos* (name for “buses” in Buenos Aires) and interurban railways (or trains). Taxis and limos are very common means of transportation because they are safer and more economical than in other cities.

Taxis can be requested by phone or you may take them directly from the street. Radiotaxis (provided with radio systems) are considered safer. In tourist areas there is a great number of taxis in the city, and getting a taxi is easy at any time of day or night. Taxis can be easily recognized by their colours: black and yellow. The taxi rate is in Argentinean Pesos, and is equivalent to US\$0.53 when the meter is activated, plus US\$0.06 for every 200 meters.

11. Passport, visa and vaccine requirements

A valid passport and visa are required for citizens from certain countries. To this effect, delegates are kindly requested to complete the formalities well in advance in order to obtain entry visa from the respective Argentinean embassy or consulate. In addition, to enter Argentina, it is required that people from certain countries get some vaccines. Please contact the Argentinean embassy or consulate in your country, to enquire whether, in your case, any is required.

12. Temperature

In Buenos Aires, the temperature ranges from 0°C to 10°C during the month of August. The average humidity is 70%.

13. Exchange rate and credit cards

The Argentinean currency is the Peso Argentino (\$). The current exchange rate is approximately \$4.00 Argentinean Pesos per US\$1.00. The following international credit cards are accepted in most stores and restaurants: American Express, Master Card, Visa, Diners Club, etc.

14. Electricity

220 Volts, 50 Cycles.

15. Emergencies

Call the free emergency ambulance service SAME at 107. Public hospitals available for tourists, offer a 24-hour emergency service, without charge.

Medical Service: *Hospital General de Agudos Cosme Argerich* - Almirante Brown 240 - La Boca - Buenos Aires. TE: 43625555/58117/6533. *Guardia Médica del Escuadrón Sanidad del Edificio Condor (FAA)* TE 43176000 extension 14125.

16. Tax Exemption "Tax free"

At the airport, and on the day of your departure, you may request to be refunded the Value Added Tax (21%) paid for articles purchased in shops that bear the legend: TAX FREE. Request for this form in the shop, which is to be filled with information on your purchase. Keep all invoices or tickets and filled forms and deliver them in a Tax Free counter available at the airport.

17. Airport Tax

The airport departure tax (*Taza de embarque*) at the Ezeiza Airport for international flights is US\$ 29.00 except for Uruguay for which the cost is US\$ 12.90.



AGA/AOP/SG/7

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REGISTRATION FORM

1.	NAME	
2.	POSITION	
3.	ORGANIZATION	
4.	COUNTRY	
5.	TELEPHONE	
6.	FAX	
7.	E-MAIL	
8.	OFFICIAL ADDRESS	

Please return this Form by **24 July 2009** to:

	CAR Region	SAM Region
E-mail:	<i>icao_nacc@mexico.icao.int</i>	<i>mail@lima.icao.int</i>
Fax:	+ 52 55 5203 2757	+ 51 1 611 86 89