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Международная
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منظمة الطيران
المدني الدولي

国际民用
航空组织

Ref.: T 8/2.11, T 8/10.21:AP030/14 (CNS)

17 February 2014

Subject: The First Meeting of Aeronautical Communication
Services Implementation Coordination Group (ACSICG/1)
(Seoul, Republic of Korea, 13 - 16 May 2014)

Action Required: Reply at your earliest convenience,
preferably, before **25 April 2014**

Sir/Madam,

I have the honor to invite your Administration to the First Meeting of the Aeronautical Communication Services Implementation Coordination Group (ACSICG/1) from 13 – 16 May 2014. The meeting will be hosted by the Ministry of Land, Infrastructure and Transport (MOLIT) and Korea Airports Corporation (KAC) and it will be held back to back with the Second Meeting of the Common Regional Virtual Private Network Task Force (VPN) of the Asia/Pacific Air Navigation Planning and Implementation Regional Group (CRV TF/2) to be held on 12 May 2014.

The ACSICG was established by APANPIRG at its 24th meeting through Decision 24/31. The objective of the meeting is to progress the implementation plan for ground/ground communication infrastructure in the ASIA/PAC Region to provide the underlying communications backbone so as to support the evolving ICAO operational requirements for the exchange and management of aeronautical information and data. The meeting will also review and discuss the outcome of the CRV TF/2 on the proposal of the common regional VPN.

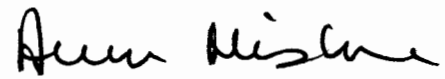
The provisional agenda of the meeting is provided in Attachment 1. Meeting bulletin containing information about meeting arrangements is provided in Attachment 2.

I shall be grateful if you could make necessary arrangements for nominating the experts on Aeronautical Communications Services from your Administration to attend the meeting and forward the nomination form provided at Attachment 3 to this Office by **25 April 2014**.

...2/

I would appreciate if your nominated expert (s) would review the provisional agenda and propose necessary changes, if any, and prepare papers for discussion in MS Word and/or Power Point, as appropriate. I would also appreciate if such contributions to the meeting could be forwarded to us through E-mail at APAC@icao.int by **25 April 2014**.

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



Arun Mishra
Regional Director

Enclosures:

- Attachment 1 – Provisional Agenda
- Attachment 2 – Meeting Bulletin
- Attachment 3 – Nomination Form

International Civil Aviation Organization



**THE FIRST MEETING OF AERONAUTICAL
COMMUNICATION SERVICE (ACS)
IMPLEMENTATION CO-ORDINATION GROUP
OF APANPIRG (ACSICG/1)**



Seoul, Republic of Korea, 13 - 16 May 2014

PROVISIONAL AGENDA

- Agenda Item 1: Adoption of Agenda
- Agenda Item 2: Review outcome of APANPIRG/24 on Implementation of Aeronautical Communication Facilities and Services
- Agenda Item 3: Air Navigation Reporting Form (ANRF) and Seamless planning items Communication relating to Communications
- Agenda Item 4: Review States' ATN/AMHS Implementation Status, Transition and Operational Issues:
(Member States are expected to provide latest implementation status in the attached format)
- Agenda Item 5: Review outcome of the Common Regional VPN Task Force on draft DOA, CONOP, RFI, cost-benefit analysis and work programme
- Agenda Item 6: Review Concept of Operation of the System Wide Information Management (SWIM)
- Agenda Item 7: Report of IMS/SWIM Sub-Group on regional SWIM implementation objective and IMS roadmap including cost-benefit analyses
- Agenda Item 8: Information Security
- Agenda Item 9: Pan Regional AIDC ICD
- Agenda Item 10: Review and update Subject/Tasks List and Action Items List etc.
- Agenda Item 11: Any other business



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MEETING BULLETIN

1. Schedule of Meeting

1.1 The opening session of the First Meeting of Aeronautical Communication Service Implementation Co-ordination Group ACSICG/1 of APANPIRG will be held at 10:00 a.m. on Tuesday, 13 May 2014 at the Hotel Riviera, located at 53-7 Cheongdam-dong Gangnam-gu, Seoul, Republic of Korea. The telephone number of the hotel is +82 (2) 541-3111 and fax number is +82 (2) 546-6111.

2. Registration of participants

2.1 Participants are requested to register at the Registration Desk in the front of the Conference Room between 08:30 and 09:45 on the first day of the Meeting. Participants are also requested to wear the identification badge provided at the time of registration, while attending all activities during the meeting.

3. Meeting Documents, Paper for Distributions

3.1 Participants wishing to present papers for distribution during the meeting are requested to forward them to the Secretariat of the meeting at following email addresses as early as possible so that they can be posted in the ICAO APAC website in a timely manner.

icao_apac@bangkok.icao.int and flecat@icao.int or pli@icao.int

4. Passport and Visa and Customs

4.1 All foreign nationals entering the Republic of Korea must possess valid passports and visa. However participants from certain countries are not required to obtain visas for a temporary visit. Participants may wish to obtain information on entry requirements by access in the web page <http://www.mofa.go.kr/ENG/main/index.jsp>(Ministry of Foreign Affairs)

4.2 The following items can be brought in duty free:

- a) Personal effects such as clothing etc(Under USD 400);
- b) 200 pieces of cigarette;
- c) 1 bottle(Less than 1 litre and valued at under USD 400) alcoholic liquors;
- d) 2 ounces of perfume for personal use

For more information, please visit the following links.

Immigration Bureau : <http://www.moj.go.kr/HP/ENG/index.do>

4.3 There are no restrictions on the import of foreign currency. However, when leaving Korea, you are not allowed to take money, which exceeds the amounts you declared when entering.(Current exchange rate US\$ 1 = 1,080.00 Korean Won).

5. **Hotel Reservations, Daily Transportation, Arrival and Departure**

5.1 Information regarding recommended hotels is given in Annex 1. Due to peak tourist season, participants should arrange their own hotel accommodations well in advance. In case assistance is required participants may wish to contact the designated contact persons whose details are provided in para 6 below

5.2 Participants are required to make their own arrangement for transportation from/to airport to hotel and to/from the venue of the meeting. Participants are also requested to ask for a map to the venue of the meeting when they check in the hotel. Participants staying at some of the recommended hotels given in Annex 1 may go to the venue of the meeting on foot because the hotels are located within the 10 min walking distance. Transportation arrangements for the other activities will be announced during the Meeting.

➤ **By Subway**

- Line 7 Cheongdam Station – 200meters from Exit #13

➤ **By Bus**

- Seoul Airport Bus #6006, <http://www.seoulbus.co.kr>
Incheon International Airport(IIA) ↔Apgujeong↔ Hotel Riviera
(Interval : 10~20Mins, Service time : Incheon airport 5:30~23:00/Seoul
04:05~21:00, Duration :70Mins, Fare : KRW 10,000)
⇒Arrival : Incheon Airport Station (5A, 11B) → Hotel Riviera
⇒Departure : Hotel Riviera → Incheon Airport

➤ Free Shuttle Bus Service

- The Hotel Riviera has a courtesy bus that runs every three time in the morning (Hotel Riviera at 08:00, 09:00, 10:00 → COEX → Samsung Subway Station → City Air Terminal → Hotel Riviera)

6. Contact Points

6.1 Correspondence pertinent to travel arrangement such as information of participants' arrival details, visa, request for accommodation at hotels other than the recommended hotel and other relevant matters should be directed to Mr. KIM KI HYOUN of Korea Office of Civil Aviation.

You may wish to contact;

Mr. KIM KI HYOUN	
Assistant Director	Tel: +82 (44)201 4362
Air Navigation Facilities Division	Fax: +82 (44)201 5637
Office of Aviation Policy	E-mail: kimhwalove@korea.kr
#11, Doum-ro 6, Sejong Special Self-governing City	
Republic of Korea, 339-012	

Mr. Yongjin-HA	Tel: +82 (2)2660-2864
Deputy General Manager, NAVAIDS Team	Fax: +82 (2)2660-2320
Korea Airports Corporation	E-mail: ji1ha@airport.co.kr
78,Haneul-gil,Gangseo-gu	
Seoul. Republic of Korea,157-711	

7. Currency Exchange

7.1 The basic unit of the Korean monetary system is the won(W). Coin denominations are 10, 50, 100 and 500. Bank notes, Foreign bank notes and traveler's checks can be converted into Korean won at most banks, hotels, and airports. International credit cards such as Visa, MasterCard, American Express are widely accepted at major hotels, department stores, shopping malls and restaurants in the larger cities. You may be required to show your passport.

7.2 All commercial banks exchange major foreign currencies during office hours from 0930 to 1600 hrs. from Monday to Friday. All major hotels also have foreign exchange counters.

8. Public Transportation

8.1 The subway is the most efficient and convenient way for foreign travelers to get around in Seoul. Station names, ticket counters, and transfer signs are all clearly marked in English as well as Korean, the different lines are color-coded, and all trains have announcements in English and Korean. The subways themselves are clean and efficient, air-conditioned, and have automatic ticket

dispensers and convenient bus connections. Fares are inexpensive, but do vary with service areas, so check the cost for your destination before purchasing a ticket from the ticket counter or dispenser. Nine subway lines serve the whole of Seoul and suburbs. And a color-coded system is used for routing such as red for Line 1, green for Line 2, orange for Line 3, blue for Line 4, and violet for Line 5.

* <http://www.seoulmetro.co.kr/station/eng/linemap.action>

8.2 Taxis are plentiful, clean, safe and inexpensive in Korea. There are taxi stands in most of the city areas, and taxis can also be hailed on the streets and at taxi stands. All taxis are equipped with a fare meter. Minimum fare is 3,000 Won. Most taxi drivers do not speak English, so it is advisable to tell him or her the names of different landmarks (ex. major hotels or attractions) near your destination. Vacant taxis have red indicator lamps in front of the front passenger seat and on the roof.


9. Other Useful Information

9.1 Time in Seoul is 9 hours ahead of Coordinated Universal Time (UTC). There is no daylight saving time.

9.2 The electrical outlet in Korea is 220 volts (AC 60Hz). Always check the power supply before using your equipment.


9.3. Temperatures for Seoul in end of May is about 18° C during the daytime and 8° C or lower at night.

LIST OF RECOMMENDED HOTELS**1. HOTEL RIVIERA (*****)**

	Room Type	Bed Type	Room Rate
	Standard	Double	KRW 150,000
	Standard	Twin	KRW 150,000
	Deluxe	Double	KRW 150,000
	Deluxe	Twin	KRW 150,000
* Service Charge (10%) and tax (10%) are not included			

Breakfast	Not included (Breakfast : KRW 22,990 per person) * The price of breakfast is including the service charge and tax
Contact Info	Mr. Matthew Kwon E-mail: kwonts@hotelriviera.co.kr Ad: #53-7, Cheongdam-dong, Gangnam-gu, Seoul ZipCode: 135-952 Tel: 82-2-3438-4200 Fax: 82-2-3438-4209 Website : http://www.hotelriviera.co.kr
Remarks	<ul style="list-style-type: none"> ✓ Venue of the meeting ✓ Free High-speed Internet service from each room ✓ Reservation should be made at least 4 weeks in advance ✓ Free entry to Fitness Club and in-door Swimming pool


2. ELLUI HOTEL (**)**

	Room Type	Bed Type	Room Rate
	Deluxe	Double	KRW 121,000
		Twin	KRW 121,000
* Service Charge (10%) and tax (10%) are included			

Breakfast	Not included (Breakfast : KRW 18,150 per person) * The price of breakfast is including the service charge and tax
Contact Info	Mr. Jang Woo Yong E-mail: annres@ellui.com , wypuppy@naver.com Ad: #129, Cheongdam-dong, Gangnam-gu, Seoul ZipCode: 135-100 Tel: 82-2-514-3535 Fax: 82-2-3447-3535 Website : http://www.ellui.com
Remarks	<ul style="list-style-type: none"> ✓ 8 minutes walking distance to the Venue(Hotel Riviera) ✓ Internet is available for free

Annex 1

3. HOTEL PRIMA (***)**

	Room Type	Bed Type	Room Rate
	Standard	Double	KRW 150,000
	Deluxe	Double	KRW 180,000
	Deluxe	Twin	KRW 180,000
	Junior	Suite	KRW 350,000
* Service Charge (10%) and tax (10%) are included			
Breakfast	Not included (Breakfast : KRW 19,000 per person) * The price of breakfast is not including the service charge and tax		
Contact Info	Miss.SURMin Ji E-mail: cloudsmj@naver.com Ad: #52-3Cheongdam-dong, Gangnam-gu, Seoul, Korea 135-952 Tel: 82-2-6006-9114 Fax: 82-2-544-8523 Website : http://www.prima.co.kr		
Remarks	<ul style="list-style-type: none"> ✓ 7 minutes walking distance to the Venue(Hotel Riviera) ✓ Free High-speed internet service ✓ Sauna 50% discount 		

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Seoul, Republic of Korea, 13 - 16 May 2014



NOMINATION FORM

Name:	
Title/Position:	
Administration/Organization:	
Telephone:	
Facsimile:	
E-mail:	
Mailing address:	
City:/Postcode/IP	
State:	
Country:	
Hotel:	

ARRIVAL:**DEPARTURE:**

Date of arrival:		Date of departure:	
Time of arrival:		Time of departure:	
Flight number:		Flight number:	

* If flight information is not available at the time of nomination, please leave this information blank, and then forward the information to the host when it is available.

REGISTRATION/PRESENTATION (Please mark with X)

Attending

Presenting working or information papers

PLEASE E-MAIL/FAX COMPLETED FORM:

To: ICAO Regional Office, Bangkok Fax: +66 (2) 537-8199 or E-mail: apac@icao.int

cc: Host – Korea Office of Civil Aviation, MOLIT, Republic of Korea

Mr. KIM KI HHOUN: E-mail: kimhwalove@korea.kr

Tel: +82 (44) 201-4362 Fax: +82 (44) 201-5637
