



International
Civil Aviation
Organization

Organisation
de l'aviation civile
internationale

Organización
de Aviación Civil
Internacional

Международная
организация
гражданской
авиации

منظمة الطيران
المدني الدولي

国际民用
航空组织

Ref. : T 8/10.21:AP007/15 (CNS)

15 January 2015

Subject: Automatic Dependent Surveillance –
Broadcast (ADS-B) Seminar and the Fourteenth Meeting of
ADS-B Study and Implementation Task Force (ADS-B SITF/14)
(Christchurch, New Zealand, 14 – 17 April 2015)

Action Required: Reply at your earliest convenience,
preferably, **before 02 April 2015**

Sir/Madam,

I have the honour to invite your Administration to the ADS-B Seminar and the Fourteenth Meeting of the ADS-B Study and Implementation Task Force to be held in Christchurch, New Zealand, from 14 to 17 April 2015. The Seminar and the Meeting will be hosted by the Civil Aviation Authority and Airways New Zealand at the Air Force Museum of New Zealand.

The objective of the meeting is to continue the work of the Task Force. The meeting will discuss the issues observed during the implementation of ADS-B and surveillance data sharing between States. The meeting will also review the result of discussions from the Tenth Meeting of South East Asia and Bay of Bengal Working Group (SEA/BOB ADS-B WG/10) held in Singapore from 12 to 13 November 2014. The outstanding action items for members of the Task Force are provided in the **Attachment 1** to this letter.

An ADS-B Seminar - information sharing session focusing general aviation will be arranged on 14 April 2015. Updates from regulator, airframe and avionics manufactures, operators and Air Navigation Service Providers are expected.

States are requested to nominate suitably qualified participant(s) with operational and technical background to participate in the meeting and to exchange information.


Provisional Agenda of the meeting is provided in **Attachment 2**. The Seminar Programme is being developed and will be provided in due course. The Meeting Bulletin containing information on hotel accommodation, venue of the meeting and other useful information of interest to participant(s) is provided in **Attachment 3**.

If the nominated participant(s) wish to make a presentation(s) and/or present paper(s) at the Meeting, these should be submitted in MS Word or Power Point format to the Secretariat as soon as possible, preferably, **before 02 April 2015**.

...2/

I shall be grateful if you would kindly confirm participation from your Administration, by returning the completed a Registration Form in **Attachment 4** to this Office, preferable not later than **02 April 2015.**

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


Arun Mishra
Regional Director

Enclosures:

- Attachment 1 – Outstanding Action Items
- Attachment 2 – Provisional Agenda
- Attachment 3 – Meeting Bulletin
- Attachment 4 – Registration Form

LIST OF ACTION ITMES

No.	Subject	Forum Raised	Status / Target Date	Remarks / follow-up	Action Party
1.	To examine existing air-ground communication and surveillance capability in the boarder area between China and Myanmar and identify the need and possibility for sharing ADS-B data from potential ADS-B ground station at Lashio. (China and Myanmar has established new dataline to support voice com. between ACCs of Kunming and Yangon)	SEA ADS-B WG/6	On going ADS-B WG/10	Report status and position at ADS-B SITF/14	China & Myanmar
2.	ATS operational letter of agreements between neighboring FIRs among South China Sea States for radar-like surveillance service (Operational agreement between Singapore and Viet Nam was signed first in Nov. 2013 and later updated in July 2014 for 30 NM separation)	SEA ADS-B WG/6	Ongoing – Reports at each meeting	Report progress at ADS-B SITF/14	China, Hong Kong China, Viet Nam and Singapore
3.	India to coordinate with Bangladesh Maldives and Sri Lanka for ADS-B data sharing	SEA ADS-B WG/7	On-going revised target SEA/BOB WG/10	Coordination Initiated and report status at ADS-B SITF/14	India
4.	Harmonize process of detection bad TX for inclusion into “Blacklist”	SEA/BOB ADS-B WG/8	ADS-B SITF/14	Review and update on the monitoring mechanism	Singapore & Hong Kong China, RSO
5.	ADS-B data sharing agreement for BOB	SEA/BOB ADS-B WG/8	ADS-B SITF/14	Report progress ADS-B SITF14	Myanmar, India
6.	Update “harmonization Framework Document” for BOB	SEA/BOB ADS-B WG/8	ADS-B SITF/14 (31 Dec. 2012)	Report progress – on going	India, Myanmar

LIST OF ACTION ITMES

No.	Subject	Forum Raised	Status / Target Date	Remarks / follow-up	Action Party
7.	Explore possibility for installation of an ADS-B ground station on the Nicobar Islands to cover eastern gateway of BOB Sub-region (seeking alternate location nearby)	SEA/BOB ADS-B WG/8	ADS-B SITF/14	Report result of study	India
8.	In MEL not included the effect of GNSS failure on ADS-B output which should be included.	SEA/BOB WG/9		Contact Boeing and Airbus through operators	IATA and Hong Kong China
9.	Develop and implement regional collaboration project for ADS-B out operational use including data sharing in Bay of Bengal area and report on implementation progress. Status reported at WG/10		May 2015	Develop and implement sub-regional ADS-B collaboration project.	Bay of Bengal States
10.	States to advise when their ground stations can be upgraded to receive ADS-B DO260B compliant ADS-B data. A survey was conducted during ADS-B SITF/13 (Appendix E). On-going bases	SEA/BOB WG/9	On-going	Further updates the Table and report to ADS-B SITF	
11.	General ADS-B Avionics Problem Reporting Database (APRD) (being implemented)	SEA/BOB WG/9	Specification and database at ADS-B SITF/14		Hong Kong China and RSO
12.	Reporting and analysis processes and recommendations on the ADS-B anomalies	WG/10	ADS-B SITF/14	Prepare a Paper	Australia
13.	Provide clarification on applicability of Cir. 326 in the complexity air space	WG/10	ADS-B SITF/14 and SEA/BOB ADS-B WG/11	Prepare a Paper	Australia

LIST OF ACTION ITMES

No.	Subject	Forum Raised	Status / Target Date	Remarks / follow-up	Action Party
14.	Develop and implement regional collaboration project for ADS-B out operational use including data sharing in South Pacific and report on implementation progress.	Previous meeting of ADS-B SITF and ADS-B SITF/13	ADS-B SITF/14	ADS-B SITF/14	South Pacific States On-going
15.	Study application of ADS-B and mutilate for precision runway monitoring.	Previous meeting of ADS-B SITF and ADS-B	ADS-B SITF/14	Guidance material for implementation	All Members On-going
16.	Perform data collection and data analysis of ADS-B messages to examine GPS performance in different geographic areas.	Previous meeting of ADS-B SITF and ADS-B	ADS-B SITF/14	Report of data collected and analyzed - continuous	All Members On-going
17.	States to advise when their ground stations can be upgraded to receive ADS-B DO260B compliant ADS-B data.	Previous meeting of ADS-B SITF and ADS-B	ADS-B SITF/14	Report status at the Task Force meetings	All Members On-going

International Civil Aviation Organization

**AUTOMATIC DEPENDENT
SURVEILLANCE – BROADCAST SEMINAR
AND FOURTEENTH MEETING OF
AUTOMATIC DEPENDENT
SURVEILLANCE – BROADCAST (ADS-B)
STUDY AND IMPLEMENTATION TASK
FORCE (ADS-B SITF/14)**



Christchurch, New Zealand, 14 – 17 April 2015

PROVISIONAL AGENDA

Tuesday, 14 April 2015

ADS-B Seminar: An agenda will be posted as speakers are confirmed. It is expected to include speakers from Boeing, Airbus, FAA, CAA New Zealand, IATA, AOPA NZ, GA avionics vendors and others.

Wednesday 15 to Friday 17 April 2015

- Agenda Item 1: Adoption of agenda
- Agenda Item 2: Review the outcome of APANPIRG/25 on ADS-B SITF/13 and the report of SEA/BOB ADS- B WG/10 Meetings
- Agenda Item 3: Review Subject/Tasks List and action items updated by the SEA/BOB ADS-B WG/10
- Agenda Item 4: Review States' activities and interregional issues on implementation of ADS-B and multilateralism
- Report on status and progress of ADS-B implementation and mandates
 - ADS-B state of registry ADS-B approval issues (review of the result of response from States)
- Agenda Item 5: Development of Asia/Pacific Regional ADS-B implementation plan and sub-regional ADS-B implementation plan
- Near-term implementation plan in Bay of Bengal
 - Update on near-term implementation plan in South China Sea
 - Update on the implementation plan in the Pacific
 - Forward fit mandates (low cost transition for airlines)
- Agenda Item 6: Divide into working groups as follows and subsequently report conclusions to the Plenary
- South East Asia working group
 - Bay of Bengal and South Asia working group;
 - Pacific working group
- Agenda Item 7: Review TOR of ADS-B SITF
- Agenda Item 8: Any other business

International Civil Aviation Organization



**AUTOMATIC DEPENDENT
SURVEILLANCE – BROADCAST SEMINAR
AND FOURTEENTH MEETING OF
AUTOMATIC DEPENDENT
SURVEILLANCE – BROADCAST (ADS-B)
STUDY AND IMPLEMENTATION TASK
FORCE (ADS-B SITF/14)**



Christchurch, New Zealand, 14 – 17 April 2015

MEETING BULLETIN

1. Venue and Schedule of the Meeting

1.1 The ADS-B Seminar and Fourteenth Meeting of the ADS-B Study and Implementation Task Force will be held on 14 April and 15 – 17 April respectively.

1.2 It will be held in the Club Stand facilities at Riccarton Park, where the contact and address are shown as follows:

Riccarton Park Function Centre
165 Racecourse Road,
Upper Riccarton,
New Zealand
Phone: +64 3 3360055
Website: www.riccartonpark.co.nz

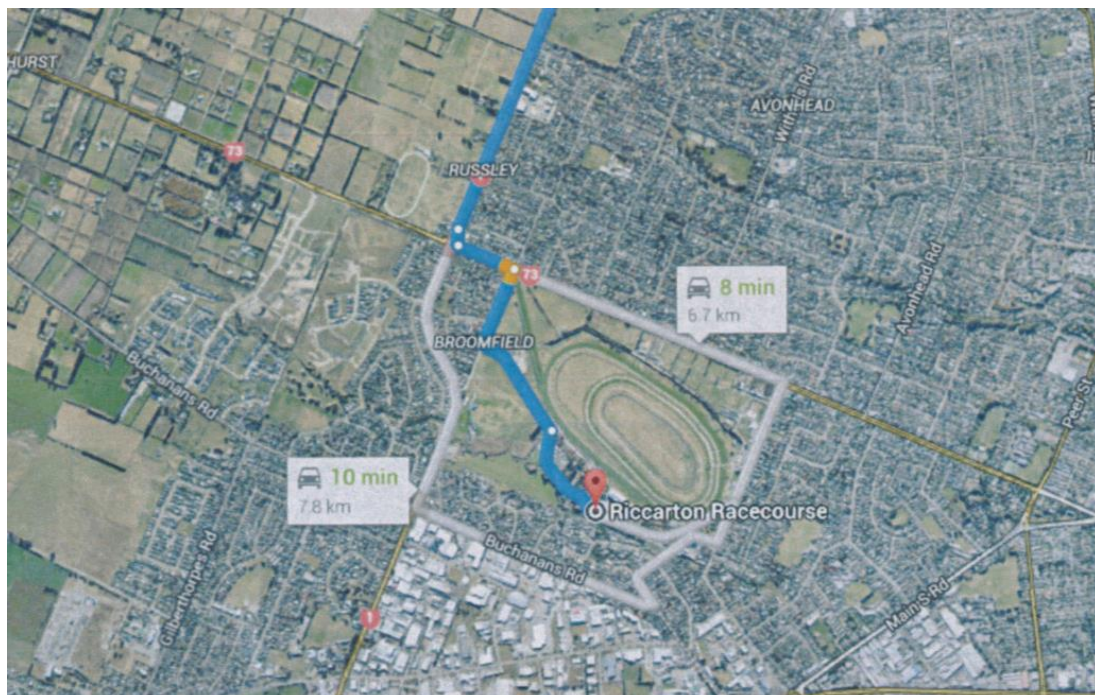


Fig 1 Venue location



Fig 2: Venue location from Commodore Hotel



Fig 3: Venue

1.3 The Seminar/Meeting will commence at 0900 hours daily and conclude at approximately 1700 hours daily with a lunch break between 1230 and 1330 hours approximately. Morning tea, lunch and afternoon tea will be provided.

1.3.1 Delegates are asked to advise if they have any special DIETARY requirements which need to be met.

1.4 The venue will have 'Prayer Rooms' available for delegates to use as required.

1.5 There will be a welcome event on the second day of the meeting (16th April 2015) and delegates of the Fourteenth Meeting of the ADS-B Study and Implementation Task Force are recommended to attend.

2. Registration of Delegates

2.1 Delegates are requested to register at the Registration Desk located on the ground floor of the venue building between 0830 and 0900 hours on the opening day of the Seminar or Meeting (14 April or 15 April 2015).

2.2 Designated lanyards and identification badges will be issued to the delegates upon registration. Delegates are required to wear these throughout the period of the Seminar/Meeting for easy identification.

3. Moderation of the Meeting

3.1 The hosting state will provide a moderator for the meeting as required.

4. Hotel

4.1 A list of hotels/motels within close proximity of **meeting transport** is provided in **Appendix A** for reference.

4.2 **The Commodore Airport Hotel is offering a confirmed booking for the conference provided the room is booked prior to March 30th 2015.**
<http://www.commodorehotel.co.nz/>

4.2.1 Please quote the following code when making a booking: **38990612376**

4.2.2 The rooms are Superior Studio Rooms (King and Twin Share) – rate NZ\$221 (INCL of GST) per night.

NOTE: Due to the Christchurch earthquakes in 2010/2011 accommodation is at a premium in Christchurch therefore **it is suggested you make your bookings as early as possible.**

5. Transportation To/From Riccarton Park (Meeting Venue)

5.1 The conference will provide bus transport from two set locations. The buses will leave from the two sites at 8:00am each day. A return trip will leave the venue at approximately 5pm. The bus departure points are:

5.1.1 The Commodore Airport Hotel (Memorial Ave)

This pick up point will cover delegates staying at The Commodore Airport Hotel, the Sudima Hotel, Airport Gateway Motel, Airport Palms Motel, Airport Christchurch Motel and Airport Delta Motel

5.1.2 Casino Motor Lodge (Papanui Road)

This pick up point will cover delegates staying at Casino Motor Lodge, Milano Motor Lodge, Merivale Court Motel, Adelphi Motel and Ashford Motor Lodge – note there are other motels close by Public bus transport is available from Memorial Ave or from the Papanui Road / Heaton Street intersection. The bus trip will be approximately 35 minutes from Memorial Ave and 25 minutes from Papanui Rd/Heaton RD. Details are available from the following site:

<http://www.metroinfo.co.nz/Pages/default.aspx>

Taxis can be ordered from your Hotel/Motel to the venue.

Some Hotels/Motel may have shuttle transport available provided it is pre-booked.

6. Useful Travel Information

6.1 Visa and entry requirements for New Zealand

6.1.1 All visitors entering New Zealand must possess valid travel documents.

6.1.2 Visitors from most countries do not require a visa however some countries do. Please visit the NZ Immigration site to ascertain whether you require a visa.

<http://www.immigration.govt.nz/migrant/stream/visit/visitors/>

6.1.3 You can obtain further information from your nearest New Zealand embassy. Your travel agent will also be able to advise you.

6.1.4 Regardless of whether a visa is required; all visitors must also meet entry requirements into New Zealand which include the following:

- Travel tickets or evidence of onward travel arrangements
- Evidence that you can support yourself in New Zealand
- A passport that is valid for at least 3 months beyond your intended departure date.

6.2 Currency and Credit Cards

The New Zealand dollar is not pegged to any currency. You will need to check with your local bank prior to departure to get the latest rates

The New Zealand Dollar is the only currency accepted in New Zealand. New Zealand has a comprehensive ATM network and Credit Cards are widely accepted. Please check with your bank on PIN requirements for New Zealand.

Most New Zealand Banks operate a foreign exchange service and are open 9am to 4.30pm with some banks operating a service on weekends where their branches are located within a shopping mall.

Traveller's checks are accepted at banks and hotels.

6.3 **Language**

The official language of New Zealand is English.

6.4 **Weather**

April is the middle of autumn in New Zealand.

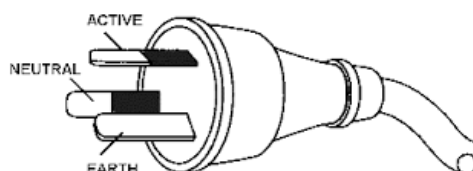
This time of year is known for its crisp sunny days, clear blue skies and cold, bright nights. You can expect highs in Christchurch between 16-18 degrees C during the day. Nights are considerably cooler with temperatures between 6-8 degrees C. April can experience highly changeable weather.

You are advised to bring a warm jacket.

6.5 **Electricity**

New Zealand operates on 230/240v 50Hz. We use angled two or three pin plugs (the same as Australia).

Most hotels and motels provide 110 volt ac sockets (rated at 20 watts) for electric razors only. For all other equipment, an adapter/converter is necessary, unless the item has a multi-voltage option.



6.6 **Water**

New Zealand has some of the purest water in the world. Tap water is suitable for drinking without any filtration. Water from public mains meets international health standards. Electric kettles are available in hotels and motels

Supermarkets sell bottled water if that is your preference.

6.7 **Telephone**

Every Payphone accepts chip PhoneCards, which are available from a large network of retailers such as supermarkets, book stores and service stations.

All Payphones accept Credit Cards. If you want to make a call using coins look out for a booth that shows the phrase “Card and Coin”

6.8 **Goods and Services Tax (GST) and Tipping**

GST applies to all goods and service purchased in New Zealand and is charged at the rate of 15%. For the majority of purchases this is included in the purchase price and not charged on top of the advertised price.

Attachment 3
(Revised 26/02/15)

Please note: Unlike some other countries there is no refund of GST available when you leave New Zealand.

Tipping is not customary and not required; however, for exceptional service a tip is always appreciated. The amount is at the discretion of the tipper and would generally be in the range of 10% according to the value of the meal/service.

6.9 **Time Zone**

New Zealand operates daylight saving. This finishes on 5 April 2015 which means New Zealand will be 12 hours ahead of Coordinated Universal Time/Greenwich Meantime (UTC/GMT+12) when the Seminar/Meeting is held.

7. **Other Useful Information**

The following sites provide useful information.

<http://www.tripadvisor.com/Travel-g255104-s606/New-Zealand:Tipping.And.Etiquette.html>
<http://new-zealand.tourism.net.nz/>
<http://www.newzealand.com/int/visas-and-immigration>

8. **Further Information**

While delegates are expected to make their own visa/transport/hotel accommodation arrangements, any enquiries regarding this information bulletin and logistics arrangements for the Meeting are welcomed. For further information please contact the following personnel of Airways New Zealand:

Mr Andrew (Andy) Alford
Deputy ANS Requirements Manager
Phone +64 3 3570338
Fax: +64 3 3582790
Email: andy.alford@airways.co.nz

Ms Susan Heukels
Executive Assistant SO Management
Phone +64 3 3575409
E-mail: susan.heukels@airways.co.nz

Appendix A-1

HOTEL INFORMATION
(In proximity to Venue transport service departure point)

Meeting Bus 1 – departs from Commodore Airport Hotel Ltd

Commodore Airport Hotel Ltd

440 Memorial Ave,
Burnside
Christchurch 8053

Ph: +64 3 3588129
Fax: +64 3 3582231
Email: reservations@commodorehotel.co.nz
Website: www.commodorehotel.co.nz
Transportation: Provides complementary shuttle transport from CIAL to Hotel

Nearby Hotels/Motels to Commodore

Sudima Hotel Christchurch Airport

550 Memorial Ave,
Harewood,
Christchurch 8005

Ph: +64 3 3583139
Fax: N/A
Email: reservations@sudimachristchurch.co.nz
Website: www.sudimahotels.com/christchurch
Transportation: Provides complementary **24 hr** shuttle transport from CIAL to Hotel
Distance to Commodore: 1.1 km

Airport Gateway Motor Lodge

45 Roydvale Ave,
Burnside
Christchurch 8053

Ph: +64 3 3587093
Fax: N/A
Email: info@airportgateway.co.nz
Website: www.airportgateway.co.nz
Transportation: Provides complementary **24 hr** shuttle transport from CIAL to Motel
Distance to Commodore: 0.6km

Airport Palms Motel

56 Roydvale Ave,
Burnside,
Christchurch 8053

Ph: +64 3 3583078
Fax: +64 3 3581371
Email: bookings@airportplasmotelchch.co.nz
Website: www.airportpalmsmotelchch.co.nz
Transportation: Provides complementary shuttle transport from CIAL to Motel during reception hours
Distance to Commodore: 0.7km

Attachment 3
(Revised 26/02/15)

Airport Christchurch Motel

55 Roydvale Ave,
Burnside,
Christchurch 8053

Ph: +64 3 9774970
Fax: N/A
Email: stay@airportchristchurch.co.nz
Website: www.airportchristchurch.co.nz
Transportation: Provides complementary shuttle transport from CIAL to Motel during reception hours
Distance to Commodore: 0.7km

Airport Delta Motel

61 Roydvale Ave,
Burnside,
Christchurch 8053

Ph: +64 3 3580969
Fax: +64 3 3574251
Email: info@airportdelta.co.nz
Website: www.airportdelta.co.nz
Transportation: Provides complementary shuttle transport from CIAL to Motel during reception hours
Distance to Commodore: 0.7km

Meeting Bus 2 – departs from Casino Court Motor Lodge Papanui Rd.

Casino Court Motor Lodge

76 Papanui Rd,
Merivale,
Christchurch 8014,

Ph: +64 3 3556863
Fax: +64 3 3556944
Email: casino@ihug.co.nz
Website: www.casioncourt.co.nz
Transportation: N/A

Nearby Hotels/Motels to Casino Court Motor Lodge

Milano Motor Lodge

87 Papanui Rd,
Merivale,
Christchurch 8014

Ph: +64 3 3552800
Fax: +64 3 3552800
Email: stay@milanmotorlodge.co.nz
Website: milanmotorlodge.co.nz
Transportation: N/A
Distance to Casino Court Motor Lodge: 73m

Merivale Court Motel

97 Papanui Rd,
Merivale,
Christchurch 8014
Ph: +64 3 3558252
Fax: N/A
Email: N/A
Website: www.merivalecourt.co.nz
Transportation: N/A
Distance to Casino Court Motor Lodge: 120m

Adelphi

49 Papanui Rd,
Merivale,
Christchurch 8014
Ph: +64 3 3556037
Fax: +64 3 3556036
Email: adelphi@xtra.co.nz
Website: www.adelphimotel.co.nz
Transportation: Shuttle to/from CIAL arranged
Distance to Casino Court Motor Lodge: 120m

Ashford Motor Lodge

35 Papanui Rd,
Merivale,
Christchurch 8014
Ph: +64 3 3553416
Fax: +64 3 3553414
Email: N/A
Website: www.ashfordmotorlodge.co.nz
Transportation: N/A
Distance to Casino Court Motor Lodge: 180m

Best Western Camelot Motor Lodge

28 Papanui Rd,
Merivale,
Christchurch 8014
Ph: +64 3 3559124
Fax: N/A
Email: stay@camelot.co.nz
Website: www.comelot.co.nz
Transportation: N/A
Distance to Casino Court Motor Lodge: 240m

**INTERNATIONAL CIVIL AVIATION ORGANIZATION
ASIA AND PACIFIC OFFICE**

**AUTOMATIC DEPENDENT SURVEILLANCE – BROADCAST SEMINAR
AND FOURTEENTH MEETING OF AUTOMATIC DEPENDENT SURVEILLANCE –
BROADCAST (ADS-B) STUDY AND IMPLEMENTATION TASK FORCE (ADS-B SITF/14)**

(Christchurch, New Zealand 14 – 17 April 2015)

REGISTRATION/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.

* Participants are expected to make their own hotel/visa arrangements

* Please download meeting materials from the ICAO Asia/Pacific website
<http://www.icao.int/APAC/Meetings/Pages/default.aspx> prior to the meeting

REGISTRATION/PRESENTATION (Please mark with X)

Seminar: 14 April 2015

Meeting: 15 – 17 April 2015

Attending

Attending

Making presentation/demonstration

Presenting working or information papers

Please indicate if you have any special dietary requirement: Vegetarian Muslim

Other – specify

PLEASE E-MAIL/FAX COMPLETED FORM TO:

ICAO Regional Office for Asia and Pacific, P.O. Box 11, Samsaek Ladprao, Bangkok 10901, Thailand, Fax: +66 (2) 537 8199 or E-mail: APAC@icao.int cc: PLi@icao.int; SSomsri@icao.int