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Международная
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منظمة الطيران
المدني الدولي

国际民用
航空组织

Ref: ES AN/473 - 0561

17 September 2008

Subject: Introduction to Performance-Based Navigation (PBN) Seminar and the Second PBN Task Force Meeting (Nairobi, Kenya, 1–6 December 2008)

Action required: Please reply not later than 10 November 2008

Sir/Madam,

I have the honour to invite your Administration to the Introduction to PBN Seminar (1-4 December 2008) and the Second PBN Task Force Meeting (4-6 December 2008), to be held in Nairobi, Kenya, at the ICAO Eastern and Southern African (ESAF) Office.

Performance Based Navigation (PBN) is a key enabler in reaching the goals of the ICAO Global Air Traffic Management Operational Concept. The seminar is being organized with the objective of familiarizing those suitably qualified personnel, who have the responsibilities of planning and implementing PBN and the PBN stakeholders in the AFI Region with the concepts of PBN in order to facilitate the States in implementing PBN in their airspace. These include the State regulators, Air Navigation Service Providers, ATM planners, procedure designers, aerodrome operators, air operators and members of international aviation organizations.

All nominations, with the exception of those from international aviation organizations, are to be made through the civil aviation Administration of their State. In order to benefit most from the seminar, participants will be expected to complete the ICAO PBN Web-based Training, available online at <http://www2.icao.int/en/pbn/>, prior to the seminar. Additional information on PBN as well as updates on the seminar can also be found on this website and also on ESAF website www.icao.int/esaf/pbn.

You may wish to note that in accordance with the ICAO practice, paperless meetings/seminars are desirable in order to reduce, to the extent possible, printing and distribution costs. In this regard, hard copy documentation at the seminar/meeting will be kept to a minimum, in favour of the use of multimedia projectors and electronic copies of documents. Accordingly, participants are urged to bring laptop computers and USB flash drives/CDs to the seminar/meeting.

Eastern and Southern African Office
United Nations Office at Nairobi
P.O. Box 46294,
00100 Nairobi, Kenya

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254 (20) 7622396 (ICAODEPRD)
254 (20) 7622391 (TECH. COOP)
254 (20) 7622399 (ADMIN)
Fax No: 254 (20) 7621092
E-Mail: icao@icao.unon.org

Furthermore, participants are requested to print from the relevant websites and bring along their own hard copies, should they find the need for such hard copies. You may however, wish to note that a hard copy draft PBN Manual will be distributed to participants at the seminar.

The seminar Information Bulletin for Nairobi is at **Attachment A** while the provisional Agenda of the seminar is at **Attachment B** and the one for the PBN Task Force Meeting is at **Appendix C**. I shall be grateful if you could, at your earliest convenience, preferably not later than **10 November 2008**, arrange to forward the completed Nomination Form provided in **Attachment D** of this letter, to the ICAO ESAF Regional Office at the following address:

Mail: ICAO ESAF Regional Office
P.O. Box 46294 – 00100
Nairobi, Kenya
Tel:254-20-7622395/7622396/7622399/7622400/7622374/7622372
Fax:254-20-7621092
E-mail: icao@icao.unon.org

Seminar/Meeting Coordinator:

Mr. Apolo KHARUGA RO/ATM/Secretary PBN TF
Tel: 254-20-7622372/74 Res: 254-20-882264
Cell: 254-735-228-387
E-mail: Apolo.kharuga@icao.unon.org

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


† Geoffrey P. Moshabesha
Regional Director

Attachments:

- A -** Information Bulletin
- B -** Provisional Agenda for the Seminar
- C -** Provisional Agenda for the Meeting
- D -** Nomination Form



**INTERNATIONAL CIVIL AVIATION ORGANIZATION
EASTERN AND SOUTHERN AFRICAN OFFICE**

**Introduction to Performance Based Navigation (PBN) Seminar and PBN
Task Force Two Meeting (Kenya, Nairobi, 1–6 December 2008)**

INFORMATION BULLETIN

1. SITE OF THE SEMINAR/MEETING

1.1 The seminar and meeting will be held at the ICAO Eastern and Southern African (ESAF) Office Nairobi. The ESAF Office is located within the United Nations Complex at Gigiri in Limuru Road about 20 kms from the city centre. The working hours of the Office are 0800-1630. The ICAO Regional Office contacts are:

Telephone: 254-2-762 23 95/96
Fax: 254-2-7621092 /7623028
e-mail: icao@icao.unon.org

Seminar/meeting Coordinator:

Mr. Apolo KHARUGA, RO/ATM
Tel. 254 20 7622372/74 Res: 254 20 882264 Cell: 254 735 228 387
e-mail: apolo.kharuga@icao.unon.org

1.2 Registration

Registration of participants will be from 0830 to 0900 hours.

2. HOTELS

2.1 Participants are requested to make their own hotel reservations and indicate that they are attending an ICAO meeting/seminar in order to acquire special rates for UN. A list of recommended hotels is attached. When reserving, participants should state that they are attending an ICAO meeting/seminar.

3. VISA

3.1 All travellers arriving in Kenya should have a valid passport. Kenyan entry visas are not required for nationals of a number of countries. Participants are therefore advised to ascertain whether or not they are exempt from the Kenyan entry visa requirement. Those who are not exempt should apply for visas well in advance from Kenyan Embassies or High Commissions, which will issue them upon presentation of documentation showing that the applicants are designated representatives to a particular UN meeting to be held in Nairobi. In countries where there is no Kenyan Embassy or High Commission, the British Embassy or High Commission will generally represent Kenya, and be in a position to issue visas.

4. TRANSPORT

4.1 Nairobi/Jomo Kenyatta International Airport is situated 16 kilometres (a 20-minute drive depending on the traffic) from the city centre. Taxis are readily available. The taxi fare from the airport to the city centre is approximately Kshs.1200/- (US\$20). However it is advisable to establish the fare before getting into the vehicle. It is therefore wise to ensure that the taxi is from a reputable company.

Transport to/from the ESAF Office

4.2 Transportation to/from the ESAF Office will be provided to all delegates. **The bus will depart from the Six Eighty Hotel at 08:30 hours** on the first day of the meeting. Delegates residing in other hotels will be expected to proceed to the Six Eighty Hotel before this time. The time shall be adjusted appropriately during the meeting.

5. CLIMATE

5.1 The mean minimum temperature during the month of December is 13^o is and the mean maximum temperature is 28^o.

6. SECURITY

6.1 Please visit the site <http://www.unon.org> and click on “Security Advice” for the latest information. Participants will have to retrieve their badges at the security post at the entrance of the UNON complex in order to be admitted. It is therefore important that the Regional Office be advised as soon as possible of the names of the participants in order for badges to be prepared for them.

7. HEALTH

7.1 A yellow fever vaccination certificate is mandatory for travellers over one year of age coming from infested areas. Please visit the World Health Organization (WHO) site <http://www.who.int/ith/> for information on Kenya.

7.2 A clinic is available at the UN Gigiri Complex.

8. CURRENCY

8.1 The basic unit of currency is the Kenyan shilling, which is divided into 100 cents. There are nickel coins of 50 cents, 1 shilling, 5 shillings, 10 shillings, 20 shillings and 40 shillings. Notes are issued in denominations of 50, 100, 200, 500 and 1000 shillings.

8.2 There is no limit to the amount of foreign bank notes or traveller's cheques which visitors may bring into Kenya. However, the export of Kenyan currency by visitors is strictly forbidden. A maximum of 400 shillings may be taken out. If the amount is greater, the whole lot will be confiscated by the authorities.

8.3 The commercial banks and private Forex Bureaux provide exchange facilities. Most banks are open between 9 a.m. and 4 p.m. from Monday to Friday and between 9 a.m. and 11 a.m. on the first and last Saturday of the month. There are also a number of Forex Bureaux in the city centre. For those who may need Kenyan currency immediately on arrival, the banks at Jomo Kenyatta International Airport are open daily from 7 a.m. to midnight.

8.4 Kenyan shilling exchange rates are determined by the inter-bank trade which varies daily. The mean rate for 1 United States dollar was approximately Kshs.67.5 in September 2008.

8.5 Banking and postal facilities are available at the UN Gigiri Complex.

List of Hotels/Rates 2008

HOTEL	RATES TARIFF US \$	ADDRESS	TELEFAX NO.	TELEPHONE	Email
Intercontinental Hotel	125 00 (SBB) 150.00 (DBB)	Cr. City Hall Way, Uhuru Highway	254-20-32000030	254-20- 32000000	reservations@interconti.co.ke
Holiday Inn	149.00 (SBB) 168.00 (DBB)	Cr. Parklands Road and Mpaka Lane	254-20-3748823	254-20-3740920/1 3740906	Hi-sales@africaonline.co.ke
SixEighty Hotel	Ksh.3645.00(SBB) Ksh.5130.00(DBB)	Cr. Muindi Mbingu Street/Kenyatta Avenue	254-20-332908	254-20-315680	info@680-hotel.co.ke
The Stanley Hotel	US\$145.00(SBB) US\$185.00(DBB)	Cr. Kenyatta Avenue/Kimathi Street	254-20-249757	254-20-316377	reservations@sarova.co.ke
			Reserv. 254-20-2715566	Reserv. 254-20-2713333	
Hilton Hotel	US\$90.00 (SBB) US\$115.00 (DBB) US\$145.00(Deluxe)	Mama Ngina Street	254-20-250099	254-20-250000	hilton@africaonline.co.ke
Nairobi Safari Club	US\$154.00 (SBB) US\$180.00 (DO)	University Way/Koinange Street	254-20-224625 or 215137	254-20-251333	Info@nairobisafariclub.com
Meridian Court Hotel	US\$63.00 (SBB) US\$89.00(BB)	Murang'a Road, off Moi Avenue	254-20-333658	254-20-313991	Meridian@bidii.com
Jacaranda Hotel	US\$112.00 (SBB) US\$140.00 (DBB)	Chiromo Road, Westlands		254-20-4448715/6/7	cor@jacarandahotel.com
Grand Regency	141.00 (SBB) 167.00 (DBB)	Loita Street	254-20-217120	254-20- 22887000 or 2211199	info@grandregency.co.ke
Ambassador Hotel	45.00(SBB) 55.00(DBB)	Moi Avenue	254-20-336860	254-20-242933 226733	hotelambassador@nbi.ispkenya.com
Windsor Hotel	140.00 (SBB) 160.00 (SBB)	Off Kiambu Rd	254-20-8560160/1	254 -20-8562300	admin@windsor.co.ke

These rates are subject to change without notice.

DB = Double, Bed & Breakfast; SBB = Single, Bed and Breakfast, SO, DO= Bed only.

SUO = Suite, Bed only

Note: When making their reservations, Delegates should specify that they are attending an ICAO meeting in order to be accorded special rates for ICAO.

**Introduction to Performance Based Navigation (PBN) Seminar
(Nairobi, Kenya, 1–4 December 2008)**

PROVISIONAL AGENDA

Agenda Item 1:

Introduction to PBN - Context and Description, Airspace Concept.

Agenda Item 2:

Implementation Process -

Process 1: Determining Requirements.

Process 2: Identifying appropriate Navigation Specifications

Process 3: Planning and Implementation.

Agenda Item 3:

Introduction to Navigation Specifications, Overview of En-route/Remote
Oceanic Navigation Specifications, RNAV 10, RNP 4

Agenda Item 4:

Overview of En-route/Continental Navigation Specifications RNAV/5, RNAV/2.

Agenda Item 5:

Overview of Terminal Navigation Specifications RNAV 1, Basic RNP 1

Agenda Item 6:

Overview of Approach Specifications, RNP APCH, Baro-VNAV, RNP AR APCH

Agenda Item 7:

Data Origination and Management and WGS-84

Agenda Item 8:

Planning and Implementation - Development and Validation of Procedures

Agenda Item 9:

ICAO PBN Implementation

Agenda Item 10:

Regional and Industry PBN Implementation



**INTERNATIONAL CIVIL AVIATION ORGANIZATION
EASTERN AND SOUTHERN AFRICAN OFFICE**

PBN Task Force Two Meeting (Kenya, Nairobi, 4-6 December 2008)

PROVISIONAL AGENDA

- Agenda Item 1:** Review and follow-up of the conclusions of the first meeting of the Performance Based Navigation Task Force (PBN TF/1) meeting.
- Agenda Item 2:** Review of the activities of the AFI Regional PBN Implementation Plan Working Group.
- Agenda Item 3:** Review of the activities of the State PBN Plan Working Group.
- Agenda Item 4:** Any other business
- Agenda Item 5:** Date and venue for the next meeting
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