

INTERNATIONAL CIVIL
AVIATION ORGANIZATION

ORGANIZACIÓN DE AVIACIÓN
CIVIL INTERNACIONAL



ORGANISATION DE L'AVIATION
CIVILE INTERNATIONALE

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27 October 2003

**Subject: Second Meeting of the RVSM/RNAV/RNP/ITF
(Dakar, 19 – 21 November 2003)**

Action required: Reply by 15 November 2003

Sir/Madam,

I have the honour to inform you that the second meeting of the RVSM/RNAV/RNP/ITF will be held at the ICAO Western and Central African Office, Dakar from 19 to 21 November 2003.

Please find enclosed the Provisional Agenda (**Attachment A**), the Information Bulletin (**Attachment B**) and a hotel list for Dakar (**Attachment C**). You may wish to recall that the APIRG/14 meeting instructed the Task Force to complete the RVSM Implementation Strategy/Action Plan by 31 December 2003. The plan is to be circulated to States and comments from States should be received by ICAO by 30 March 2004.

You will also recall that APIRG, the Air Navigation Commission and the Council of ICAO have emphasized the importance of members playing an active role by attending all meetings as well as contributing by way of working papers (WPs).

In this regard and in order to facilitate processing of the working papers, you should forward those prepared by you to reach this office as early as possible but not later than **15 November 2003**. In accordance with established procedures governing task force meetings the meeting will be conducted in English only.

Kindly advise me as soon as possible but not later than 15 November 2003
regarding:

- a) Your participation in the meeting;
- b) The name, address, telephone or fax numbers of your nominee(s) and adviser(s) if any;
- c) Any supporting documentation or working papers your nominee(s) or yourself wish to present to the meeting.

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



Lot Mollé
Regional Director

Attachment:

**INTERNATIONAL CIVIL AVIATION ORGANIZATION
WESTERN AND CENTRAL AFRICAN OFFICE**

**SECOND MEETING OF THE RVSM/RNAV/RNP/ITF
(DAKAR, 19 – 21 NOVEMBER 2003)**

PROVISIONAL AGENDA

1. Review of the Terms of Reference and work programme of the implementation Task Force.
2. Review of the RVSM SIP report.
3. Development of Implementation strategy/action plan for RVSM.
4. Development of guidance material for RVSM implementation.
5. **ATC operations**
 - 5.1 Development of ATC operational manual.
 - 5.2 Development of RVSM standard training programme model for pilots and Controllers.
 - 5.3 Identify airspace and determine the limits where RVSM will be implemented.
6. **Legislation**
 - 6.1 Develop a sample national Legislation on RVSM.
 - 6.2 Develop a sample national RVSM plan.
 - 6.3 Develop a sample AIC, NOTAM, AIP Supplement on RVSM.
 - 6.4 Develop guidance material for airworthiness and operational approval.
 - 6.5 Develop guidance material on the approval of aircraft and operators for flight in the RVSM airspace.
7. **Safety assessment and monitoring**
 - 7.1 Develop a sample deviation investigation form.
 - 7.2 Develop sample format for the report of large altitude deviation.
 - 7.3 Develop monitoring and safety analysis programme.
 - 7.4 Develop a sample format for data collection.
8. Develop Doc.7030 amendment.
9. Any other business.

INTERNATIONAL CIVIL AVIATION ORGANIZATION
WESTERN AND CENTRAL AFRICAN OFFICE

Second meeting of RVSM/RNAV/RNP/ ITF
(Dakar, 19 - 21 November 2003)

INFORMATION BULLETIN

1. Organization, Site and Dates

The Second meeting of the RVSM/RNAV/RNP Task Force will be held in the conference room of ICAO Regional Office in Dakar, Senegal, from 19 - 21 November 2003.

2. ICAO Western and Central African Office

The ICAO Western and Central African Regional Office is located at 15, Boulevard de la République at the Third floor of the building.

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icaodkr@telecomplus.sn

3. Language

The meeting will be conducted in English language.

4. Opening session

The opening session of the meeting will take place on Wednesday, 19 November 2003 at 0930 hours.

Subject to confirmation by the meeting, the work schedule will be as follows:

Wednesday to Friday: 0830 - 1500 hours

5. Registration

The registration of delegates/participants will take place at the meeting registration desk near the conference room on 19 November 2003 at 0830 hours.

6. Secretariat of the Meeting

Mr Apolo Kharuga, Regional Officer ATM (RO/ATM) from the ICAO ESAF Office will be the Secretary of the meeting. Regional Officers in ATM and CNS fields from the ICAO WACAF Office will assist him.

7. Passport and VISA requirements

VISA is required for citizens from certain countries. To this effect, delegates are kindly requested to complete the formalities in advance in order to obtain entry VISA from any Country's Embassy, prior to departure.

Delegates who anticipate difficulties with the immigration procedures should contact the ICAO Western and Central African Office for assistance.

8. Exchange Rate

The currency used in Sénégal is the Franc CFA (1EURO = 656.97 FCFA). The exchange of money should be made in banks or authorized places.

9. Transportation

The International airport of Léopold Sédar Senghor of Dakar is at about 15 km from downtown. Taxis are available at any time of the day. The charge is 3500 FCFA from the airport to downtown at daytime and is posted at arrival.

10. Lodging

A list of selected hotels in Dakar is enclosed at **Attachment C**. The hotel rates quoted are subject to confirmation when making reservations.

Attachment C:

HOTEL LIST/ LISTE DES HOTELS DAKAR			Rate in FCFA/ Prix	
Name/Nom	Address/Adresse/tel	E-Mail/FAX/OBS/RMK	Single	Double
*Al Afifa	46 Rue Jules FFRY B.P. 3474 Tél. : 889 90 90	gmbafifa@telecomplus.sn FAX: 823 88 39 Breakfast : 3.300	32.100	36.300
Al Baraka	35, Rue El Hadj A. K. Bourgi, Tél. : 822 55 32	FAX: 821 75 41	26.600	32.200
Atlantic Ocean	Yoff, Route de l'Aéroport (à 1 km) Tél. : 820 00 77 - 820 00 47	Climatisée +TV	17.000 19.000 20.000 21.000 25.000	19.000 21.000 25.000 27.000
Farid	51, Rue VINCENS B.P. 1514 Tél. : 821 61 27	FAX: 821 08 94	22.000	25.700
*Ganale	38, Rue Amadou A. NDOYE Tél. : 889 44 44	ganale@telecomplus.sn FAX : 822 34 30	26.600	33.200
*Indépendance	Place de l'Indépendance X Av. Pompidou Tél. : 823 10 19- 823 10 50	hotelhi@telecomplus.sn FAX : 821 11 17 <i>Réduction pour 3 nuitées</i>	50.000 30.000	55.000 40.000
Lagon 2	Route de la Corniche Est Tél. : 889 25 25 - 823 60 31	Lagon1@telecomplus.sn FAX : 823 77 27 <i>Reduction up to 30% for one(1) week stay Réduction de 30% pour un séjour d'une(1) semaine</i>	72.600	81.200
* Miramar	Rue Félix FAURE 25-2 7 Tél. : 823 20 97 (near/près UNESCO)	miramard@hotmail.com FAX : 823 35 05	25.600	31.200
Nina	Rue du Dr. Theze X Rue A.a. Ndoye Tél. : 889 01 20	ninahotel@metissacana.sn FAX : 821 41 81	24.600	30.200
Novotel	Av. Abdoulaye FADIGA B.P. 2073 Tél. : 823 88 49 823 78 72- 823 10 90	novotel@metissacana.sn FAX : 823 89 29 <i>Vue sur mer Vue sur ville</i>	82.000 78.000	*51.500 *47.500
OCEANIC	Rue de Thann, (Marché Kermel) Tel. : 822 20 44 - 822 17 18		21.600	25.800
* Plateau	62, Rue Jules FERRY B.P. 2906 Tél. : 823 44 20 823 15 26- 823 47 80	FAX : 822 50 24 <i>Breakfast : 3000 Petit déjeuner : 3.000</i>	24.000	27.000
Saint Louis Sun	68, Rue Félix FAURE Tél. : 822 25 70	FAX : 822 46 51	23.500	29.500
* Teranga	Place de l'Indépendance (Rue Carnot X Colbert) B.P. 3380 Tél. : 823 10 44- 823 55 02	teranga@ns.arc.sn FAX : 823 50 01 <i>Vue sur mer Vue sur ville</i>	130.000 105.000	*72.000 *57.000
*Mérédien Président	Pointe des Almadies, Ngor Tél. : 869 69 39	Resa.meridien@sentoo.sn FAX : 869 69 79 869 69 79 groupé <i>For delegates of ICAO mtg / Pour les délégués des réunions OACI</i>	135.000	*74.000

- *Special rates for ICAO. (Delegates should specify that they are attending an ICAO meeting).
- * Tarifs spéciaux pour l'OACI. (Les délégués doivent préciser qu'ils participent à une réunion OACI).