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منظمة الطيران  
المدنى الدولى

国际民用  
航空组织

File Ref.: ME 3/2.2.1 – 15/327

1 December 2015

**Subject: Third Meeting of the MID ATS Message Management Center Steering Group (MIDAMC STG/3) (Cairo, Egypt, 26 – 28 January 2016)**

**Action required: Reply not later than 05 January 2016**

Sir,

I have the honour to invite your Administration/Organization to participate in the Third Meeting of the MID ATS Message Management Center Steering Group (MIDAMC STG/3) to be held at the ICAO MID Regional Office, Cairo, Egypt, **26-28 January 2016**.

The Provisional Agenda and Explanatory Notes for the meeting are at **Attachments A and B** respectively. Your comments on the attached Provisional Agenda, including any amendment(s) you may wish to suggest, would be appreciated. The Terms of Reference (TOR) of the MIDAMC STG and the List of Members are at **Attachments C and D** respectively.

The Bulletin describing administrative arrangements for the meeting and other useful information for participants, including the Hotel List is at **Attachment E**.

This letter, all its relevant attachments and Working/Information Papers (as they become available), will be posted in PDF format on the ICAO MID website at: <http://www.icao.int/mid/>.

Your Administration/Organization is encouraged to participate actively in the work of the meeting by submitting working and/or information papers covering subjects contained in the Provisional Agenda. I would be grateful to receive your papers in an electronic format prior to **05 January 2016**, in order to allow time for processing and advance posting on the web.

I would appreciate if you could, as soon as possible, preferably not later than **05 January 2016** confirm the participation of your Administration/Organization by submitting the Nomination Form at **Attachment F** to the ICAO MID Regional Office at the following email address ([icaomid@icao.int](mailto:icaomid@icao.int)) with a copy to ([rgulam@icao.int](mailto:rgulam@icao.int)). It would be desirable if the person nominated as your MIDAMC STG Member would be amongst your delegation.

Accept, Sir, the assurances of my highest consideration.

Mohamed R.M. Khonji  
Regional Director, Cairo

## Attachments

**THIRD MEETING OF THE MID ATS MESSAGE MANAGEMENT CENTER  
STEERING GROUP**

**(MIDAMC STG/3)**

*(Cairo, Egypt 26-28 January 2016)*

**PROVISIONAL AGENDA**

- Agenda Item 1:** Adoption of the Provisional Agenda
- Agenda Item 2:** Follow-up on MIDANPIRG/15 and other meetings' Conclusions and Decisions relevant to MIDAMC STG
- Agenda Item 3:** MIDAMC and AMHS Implementation in the MID Region
- Agenda Item 4:** Enhancement of the MID AFS Network Services
- Agenda Item 5:** MIDAMC Functions
- Agenda Item 6:** Future Work Programme
- Agenda Item 7:** Any other Business

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**THIRD MEETING OF THE MID ATS MESSAGE MANAGEMENT CENTER  
STEERING GROUP**

**(MIDAMC STG/3)**

*(Cairo, Egypt 26- 28 January 2016)*

**EXPLANATORY NOTES**

**Agenda Item 1: Adoption of the Provisional Agenda**

The meeting will review and adopt as appropriate the Agenda for the MIDAMC STG/3 meeting.

**Agenda Item 2: Follow-up on MIDANPIRG15 and other meetings' Conclusions and Decisions relevant to the MIDAMC STG**

The meeting will review MIDANPIRG/15, MAEP SC/2 and ATM SG/2 and other meetings Conclusions and Decisions, relevant to MIDAMC and note the follow-up actions taken by concerned parties.

**Agenda Item 3: MIDAMC and AMHS Implementation in the MID Region**

The meeting will be apprised of the regional activities related to the MIDAMC and AMHS such as:

- The Periodic Report from the MIDAMC Operator
- Progress in AMHS Implementation in MID States

**Agenda Item 4: Enhancement of the MID AFS Network Services**

The meeting will address issues to enhance the AFS services such as:

- Contingency Planning for the AFS in the MID Region
- Integration of SITA Type X Gateway in the MID Region
- AFS requirement to establish Regional OPMET Center (ROC)
- Review/update of the removal CIDIN Routes, and a timeframe to phase out the AFTN/AMHS Gateway and AFTN Lines
- Review mechanism to support AMHS in Implementation Phase
- Review the results of survey and trial on ATS Extended Service.
- Progress on the development of the MID IP Network

**Agenda Item 5: MIDAMC Functions**

The meeting will address the following subjects:

- Review MIDAMC User Accreditation Procedure
- Develop user Manual for the MID Users
- Discuss using MIDAMC tool or function to create the AFS part of (eANP)
- The dynamic routing in the MID Network

**Agenda Item 6: Future Work Programme**

The meeting will review and update, as deemed necessary, the Terms of Reference of the MIDAMC Steering Group. The meeting will agree on the dates and venue of the MIDAMC STG/4 meeting.

**Agenda Item 7: Any other Business**

Any other matters not covered by the Agenda, might be addressed under this Agenda Item.

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**MIDAMC Steering Group  
(MIDAMC STG)**

**1. TERMS OF REFERENCE (TOR)**

**1.1 The Terms of Reference of the MIDAMC Steering are:**

- a) to promote the efficiency and safety of aeronautical fixed services in the MID Region through the operation and management, on a sound and efficient basis, of a permanent MID Regional ATS Messaging Management Center (MIDAMC);
- b) foster the implementation of the air traffic service message handling service in the MID Region through provision of the guidance materials and running facilitation tools, utilizing the MIDAMC;
- c) MIDAMC Steering Group will consist of a focal point from each participating MID State to represent the State and act as the Steering Group Member;
- d) MIDAMC Steering Group will be responsible for overall supervision, direction, evaluation of the MIDAMC project and will review/update the MIDAMC work plan whenever required; and
- e) provide regular progress reports to the CNS SG, ANSIG and MIDANPIRG concerning its work programme.

**1.2 In order to meet the Terms of Reference, the MIDAMC Steering Group shall:**

- a) Develop the accreditation procedure for all users on the MIDAMC;
- b) develop and maintain guidance materials for MIDAMC users;
- c) discuss and identify solution for operational problems may be arising;
- d) provide support/guidance to States for AMHS Implementation, and monitor the AMHS activities;
- e) assist and encourage States to conduct trial on Implementation of the ATS extended services, and identify operational requirements;
- f) identify the need for any enhancement for the MIDAMC and prepare functional and technical specifications, and define its financial implications;
- g) follow-up on ICAO standards and recommendations on the ATS messaging management;

- h) define future liabilities and new participating States and ANSPs; and
- i) follow-up and review the work of similar groups in other ICAO Regions.

**2. COMPOSITION**

- a) ICAO MID Regional Office;
- b) Members appointed by the MIDANPIRG Member States; and
- c) other representatives, who could contribute to the activity of the Steering Group, could be invited to participate as observers, when required.

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## MIDAMC STG Members

State	Name	Tel.	Mobile	Email
Bahrain	Mr. Mohamed Ali Saleh	+973 17 321 187	+973 3962 2202	<a href="mailto:masaleh@caa.gov.bh">masaleh@caa.gov.bh</a>
Egypt	Mr. Essam helmy Mohamed Hassanin Mr. Ahmed Farghaly	+20222657946 +20222678999	+2010022505	<a href="mailto:Essamhelmi07@hotmail.com">Essamhelmi07@hotmail.com</a> <a href="mailto:ahmed-farghaly222@yahoo.com">ahmed-farghaly222@yahoo.com</a>
Iran	Mr. Ali Akbar Salehi Valojerdi Mr. Alireza Mahdavisefat Mr. Arash Khodaei	+982163146442 +9821 6604 6645 +982166073534	+982166073534 +989121483840	<a href="mailto:akbarsalehi@gmail.com">akbarsalehi@gmail.com</a> <a href="mailto:aasalehi@airport.ir">aasalehi@airport.ir</a> <a href="mailto:mahdavi@airport.ir">mahdavi@airport.ir</a> <a href="mailto:a-khodaei@cao.ir">a-khodaei@cao.ir</a>
Iraq				
Jordan	Ms. Mona Ribhi Al-Naddaf Ms. Majdolin Mahamood Al-Trad	+9626 489 1473	+96279 987 6710	<a href="mailto:aftn_ais@carc.gov.jo">aftn_ais@carc.gov.jo</a>
Kuwait	Mr. Hassan Al-Attar			<a href="mailto:ha.alattar@dgca.gov.kw">ha.alattar@dgca.gov.kw</a>
Lebanon	Mr. Elias El-Khoury Mr. Rabee El Harakeh	+ 9611 628 150	+961 3 998 823 +9613 719 944	<a href="mailto:khouryeli@beirutairport.gov.lb">khouryeli@beirutairport.gov.lb</a> <a href="mailto:rabeeharakeh@beirutairport.gov.lb">rabeeharakeh@beirutairport.gov.lb</a>
Libya				
Oman	Mr. Abdullah Al-Shaaili Mr. Mashaal Al-Balushi Mr. Akhtar Al-Balushi	+968 24519664 +968 24519206 +968 24519206		<a href="mailto:alshaaili@paca.gov.om">alshaaili@paca.gov.om</a> <a href="mailto:mashaal@paca.gov.om">mashaal@paca.gov.om</a> <a href="mailto:akhter@paca.gov.om">akhter@paca.gov.om</a>
Qatar	Ms. Ruba Ghannam Ms. Pamela Enice	+974 33357080 +974 66252971		<a href="mailto:Ruba.ghannam@caa.gov.qa">Ruba.ghannam@caa.gov.qa</a> <a href="mailto:Pamela.enice@caa.gov.qa">Pamela.enice@caa.gov.qa</a>
Saudi Arabia	Mr. Ibrahim Basheikh	+966 671 7717 ext.1119		<a href="mailto:I_basheikh@hotmail.com">I_basheikh@hotmail.com</a>
Sudan	Mr. Abdulmonem Elsheikh Ahmed ANS Director	+249183 770534	+2499 14101300	<a href="mailto:Aelsheikh78@gmail.com">Aelsheikh78@gmail.com</a> <a href="mailto:Abdulmonem_caa@yahoo.co.uk">Abdulmonem_caa@yahoo.co.uk</a>
Syria				
UAE	Mr. Hamad Al Belushi	+9712 599 6633	+97150 616 4350	<a href="mailto:hbelushi@szc.gcaa.ae">hbelushi@szc.gcaa.ae</a>
Yemen				



*International Civil Aviation Organization*

**MID ATS Message Management Center Steering Group**

**Third Meeting (MIDAMC STG/3)**  
*(Cairo, Egypt, 26 – 28 January 2016)*

**BULLETIN**

**1. LOCATION**

1.1 The Third meeting of the MID ATS Message Management Center Steering Group (MIDAMC STG/3) will be held at the Meeting Room of the ICAO Middle East Regional Office in Cairo, Egypt, 26-28 January 2016.

**2. SCHEDULE OF THE MEETING**

- 2.1 The opening session of the Meeting will be held at 0900 hours on Tuesday 26 January 2016.
- 2.2 The schedule and order of the day will be announced at the opening session.
- 2.3 The Meeting will be conducted in English.

**3. REGISTRATION OF PARTICIPANTS**

3.1 Participants are requested to register, at the Registration Desk located at the entrance of the Meeting Hall, between 0830 and 0900 hours on the opening day of the Meeting. Participants are also requested to wear the identification badge, which will be issued to them during registration.

**4. DOCUMENTATION**

4.1 Please note that no documentation will be available in hard copy format. However, working and information papers related to the meeting will be available on the ICAO MID Regional Office website at least 15 days prior to the meeting. Accordingly, participants are requested to download the documentation from the web and bring along their own hard copies or their laptops to the meeting, as appropriate.

**5. ICAO MIDDLE EAST REGIONAL OFFICE**

**MID OFFICE LOCATION**

5.1 The ICAO Middle East Regional Office is located at the Egyptian Ministry of Civil Aviation Complex, Airport Road, Cairo. The telephone numbers are: (202) 2267 4841/5/6, the fax number is: (202) 2267 4843, the e-mail address is: [icaomid@icao.int](mailto:icaomid@icao.int) and website is <http://icao.int/mid>.

**WORKING HOURS**

- 5.2 The working hours of the ICAO Regional Office are 0730-1430.
- 5.3 The list of Officers in the ICAO Regional Office is given in Page 4.

**6. HOTEL RESERVATIONS**

6.1 Participants are requested to make their own hotel reservations. A list of hotels with ICAO corporate rates is attached for your convenience with telephone/fax numbers and addresses. *Kindly note that rates are subject to change as of January 2016.*



## 7. TRANSPORTATION

7.1 Although we would very much wish to welcome you at Cairo Airport, it will not be possible to meet participants on arrival and provide transportation. Participants are, therefore, requested to make their own arrangements for transportation from the airport to the city and return.

7.2 Airport taxi services (Misr Limousine) operate private limousine services from the airport to Cairo city, at L.E. 90.00 approx. per vehicle. Public taxi service is also available, at a cost of approximately L.E. 60.00 (negotiable), at the taxi stand at the airport.

### 7.3 Bus Transportation

7.3.1 Free bus services **will only be provided** from the venue of the Meeting back to the following hotels:

Intercontinental, City Stars  
Le Meridien Heliopolis  
Fairmont Hotel Heliopolis (ex-Sheraton)  
Radisson Blu  
Iberotel Le Passage (ex Movenpick) Airport  
Novotel Hotel Airport  
Le Meridien Airport

Buses will be available after the close of the daily sessions. Departure is tentatively scheduled at 14:30

## 8. INSURANCE

8.1 Participants are advised to have insurance coverage for any unexpected contingency including transport hazards (taxi, buses, rented cars etc.) and Medical Coverage.

## 9. SOME USEFUL TRAVEL INFORMATION

### PASSPORT/VISA

9.1 All foreign nationals entering Egypt must possess valid passports or other valid documents for travel.

### VISA

9.2 Visa, when needed, should be obtained from the Egyptian's Embassy or Consulate in the Country of Origin/Residence prior to departure for Egypt.

### CUSTOMS

9.3 The following items may be brought into Egypt duty free:

Personal effects, such as necessary clothing  
200 cigarettes or 250 gr. of cigars or tobacco  
1 liter alcoholic beverages  
Perfume for personal use

Additional quantities of the above items may also be purchased from Cairo Airport duty free shop after clearing customs.

### WEATHER CONDITIONS

9.4 The main daily maximum and minimum temperatures for the month of January are 20°C and 15°C.

**10. CURRENCY, CREDIT CARDS AND BANKING SERVICES**

10.1 The unit of currency in Egypt is the Egyptian Pound (L.E.), which in denominations of 100, 50, 20, 10, 5 and 1 L.E. 1 pound comprises 100 piasters. Current UN rate of exchange for US \$ is approx. US \$ 1 = L.E. 7.70 for November 2015.

10.2 International Credit Cards, such as American Express, Diners Club, Visa, Master Charge, Carte Blanche, etc. are usually accepted at most hotels, department stores and restaurants.

10.3 All commercial banks exchange major foreign currencies and are open 0830-1400 hours Sundays through Thursdays.

**11. OTHER USEFUL INFORMATION**

**SHOPPING**

11.1 Be prepared to bargain in small shops, sidewalk vendors etc. In large stores, however, the prices are fixed.

**TAP WATER**

11.2 It is recommended that all visitors drink only bottled water/beverages.

**12. OTHER ASSISTANCE**

12.1 The ICAO Regional Office will be glad to assist participants with any advice they may require.

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**LIST OF OFFICERS IN THE ICAO MID REGIONAL OFFICE, CAIRO**

<b>NAME</b>	<b>TITLE</b>
Mr. M.R. Khonji	ICAO Regional Director (ICAORD)
Mr. M. Smaoui	Deputy Regional Director (DEPRD)
<b>ADMINISTRATION</b>	
Mrs. T. Qatami	Administrative Officer (AO)
<b>TECHNICAL OFFICERS</b>	
Mr. R. Gulam	Regional Officer, Communications, Navigation and Surveillance (CNS)
Mr. A. Ramlawi	Regional Officer, Aerodromes and Ground Aids (AGA)
Mr. M. Alblowi	Regional Officer, Flight Safety (FLS)
Mr. E. El Houry	Regional Officer, Air Traffic Management/Search and Rescue (ATM/SAR)
Mr. A. Niknejad	Regional Officer, Aeronautical Information Management/Air Traffic Management (AIM/ATM)

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## LIST OF HOTELS WITH ICAO CORPORATE RATES

**PARTICIPANTS ARE REQUIRED TO MAKE THEIR OWN RESERVATION(S) (ICAO MID REGIONAL OFFICE DOES NOT TAKE ANY RESPONSIBILITY FOR HOTEL RESERVATION OR CONFLICT (S) BETWEEN PARTICIPANTS AND THE HOTEL)**

15 June 2015

HOTEL	RATE US \$	ADDRESS	TELEFAX NO.	E-MAIL	TELEPHONE NUMBER(S)	TRANSPORTATION BY TAXI TO MID OFFICE (fare)
<b>Hotel Heliopolis (Fairmont)</b>	Heliopolis Room \$115.00S-\$130.00D Fairmont Room \$150.00S-\$165.00D Fairmont View Room \$170.00S-\$185.00D <b>Above Rates include</b> <b>-Breakfast basis</b> <b>-Service Charges &amp;</b> <b>Taxes</b> **	Orouba Street Heliopolis	(202) 22677600  Attention Reservation Department	<a href="mailto:hli.reservations@fairmont.com">hli.reservations@fairmont.com</a>  Cc  <a href="mailto:hli.sales@fairmont.com">hli.sales@fairmont.com</a>	(202) 22677730/40	40
<b>Radisson Hotel</b>	Standard Room US\$90.00 S&D Business Room US\$140.00 S&D Including breakfast	Abdel Hamid Badawi St. Sheraton Area Heliopolis	202) 26965657	<a href="mailto:reservations.cairo@radissonblu.com">reservations.cairo@radissonblu.com</a> cc <a href="mailto:Sales.cairo@radissonblu.com">Sales.cairo@radissonblu.com</a>  www.radissonblu.com	(202) 26965655 26965656	40
<b>Le Meridien Cairo Airport</b>	Deluxe Room US\$95.00 S US\$115.00 D #Club \$145.00S \$165D #Bed & Breakfast inclusive *	Terminal 3, Cairo Airport – Heliopolis	(202)22659700	<a href="mailto:Hesham.amin@starwoodhotels.com">Hesham.amin@starwoodhotels.com</a>  Cellular: 2 0100 999 9326 Cc: <a href="mailto:reservations.03265@lemeridien.com">reservations.03265@lemeridien.com</a>  or visit website <a href="http://www.lemeridiencairoairport.com">http://www.lemeridiencairoairport.com</a>	(202) 22659600	30
<b>The Gabriel Hotel</b>	Deluxe Room \$120.00 S & 135.00 D Deluxe Suite \$243.00S & \$262 D  Inclusive continental breakfast	Suncity, Autostrad Road	(202)26960701	<a href="mailto:reservations@thegabrielhotel.com">reservations@thegabrielhotel.com</a>  cc <a href="mailto:dino.bustani@thegabrielhotel.com">dino.bustani@thegabrielhotel.com</a>  <a href="http://www.Thegabrielhotel.com">www.Thegabrielhotel.com</a>	Direct (202)26960700	30

HOTEL	RATE US \$	ADDRESS	TELEFAX NO.	E-MAIL	TELEPHONE NUMBER(s)	TRANSPORTATION BY TAXI TO MID OFFICE (fare)
<b>Novotel Cairo Airport</b>	Standard US \$70.00S US \$80.00D Superior US\$85.00S US\$95.00 (B&B) Incl. Service Charges & Taxes *	Cairo Airport	(202)2 2914794/26373530 <i>Attention:</i> Reservation Dept	<a href="mailto:H0502@ACCOR.Com">H0502@ACCOR.Com</a> Cc <a href="mailto:H0502-sb@accor.com">H0502-sb@accor.com</a>  Cellular 20 100 172 7171	(202)22696714	30
<b>Le Passage</b>	Superior US\$100.00 S US\$110.00r D Delux Room US \$115.00 S US\$125.00 D Executive Club Room US\$140.00S or US\$150.00D Inclusive of Service Charge & Taxes  */**	Cairo Airport	(202)2 4180761 <i>Attention:</i> Reservations Dept	Reservations@lepassage-hotels.com  & wsalah.sm@lepassage-hotels.com	(202) 22929626 direct reservation or Direct Operator 22919400 22670099 22929635	30
<b>Intercontinental Citystars</b>	Standard US\$110.00 Bed only US\$125.00 Bed & Breakfast Club Intercontinental Room & Business Suite US\$180.00 Bed only US\$195.00 Bed & Breakfast Club Int.Deluxe Room US\$200.00 Bed only US\$215.00 Bed & Breakfast Supplement of US\$30.00 for double occupancy per room & US\$70.00 for Club Intercontinental per night	PO Box 1026 Cairo, Egypt	(202) 24800480	<a href="mailto:res.citystars@ihg.com">res.citystars@ihg.com</a>  cc <a href="mailto:noha.elbahrawy@interconticitystars.com">noha.elbahrawy@interconticitystars.com</a>  <a href="tel:201001633252">Cellular : (2)01001633252</a>	(202)24800100 Ext 38	60

HOTEL	RATE US \$	ADDRESS	TELEFAX NO.	E-MAIL	TELEPHONE NUMBER(s)	TRANSPORTATION BY TAXI TO MID OFFICE (fare)
<b>Holiday Inn Cairo Citystars</b>	Standard US\$80.00 Bed only US\$90.00 Bed & Breakfast Superior US\$110.00 Bed only US\$120.00 Bed & Breakfast Executive Room US\$130.00 Bed only 140.00 Bed & Breakfast Superior Suite US\$155.00 Bed only US\$165.00 Bed and Breakfast Supplement of US\$20.00 for double occupancy& 50.00 for Executive Suites	PO Box 1026 Cairo, Egypt	(202) 24800480	<a href="mailto:res.citystars@ihg.com">res.citystars@ihg.com</a>  cc  tamer.alaa@ihg.com  Cellular 20-12 22 270 106	(202)24800100 Ext 38	60

**GENERAL CONDITIONS:**

- **To benefit from ICAO corporate kindly make sure to mention in your reservation request that you are a Participant in an ICAO Meeting, Seminar or Workshop.**
- All above rates are subject to 12% service charge, 10% sales tax and 2% municipality tax.
- Method of payment should be stated in reservation request.
- In case of booking on guest account a credit card number as well as its expiry date should be submitted in order to guarantee the reservation.
- Special corporate rates are not valid during conferences or events, in which special conference rates will be applied.

**CONDITIONS APPLICABLE TO CERTAIN HOTELS ONLY:**

- \* Complimentary meet and assist at Cairo International Airport (upon request 48 hours prior notice and full flight details are clearly forwarded).
- \*\* Free transportation from and to Cairo International Airport (scheduled shuttle bus service), full flight details to be provided to ensure the maximum level of service.
- \*\*\* Complimentary down town shuttle bus transportation several times a day.
- X** One night cancellation fees will be charged in case of no show. Also, the hotel will reserve the right to release the booking 48 hours before the arrival date in case reservation was not guaranteed by either credit card or payment or a voucher.
- XX** Meet and assist or transportation Service to/from Cairo Intl Airport can be arranged against charge. Requests can be sent via fax to the Reservation Department with at least 24 hours prior to arrival and need to be guaranteed by credit card.
- N.B.** **No ICAO corporate rates will be applicable upon arrival if no PRIOR reservations have been made, following above procedure. Also no reservation is made on the web (online) published rate as this will prevent from obtaining ICAO Corporate rates.**

- END -

**THIRD MEETING OF THE MID ATS MESSAGE MANAGEMENT CENTER**

**STEERING GROUP**

**(MIDAMC STG/3)**

*(Cairo, Egypt 26-28 January 2016)*

**NOMINATION FORM**

PLEASE PRINT OR TYPE CLEARLY

1. Name in full: \_\_\_\_\_  
Mr. / Mrs. / Ms. (as should appear in the official listing and name tag)
2. Title or Official Position: \_\_\_\_\_
3. State/Organization: \_\_\_\_\_
4. Mailing Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
5. Fax Number: \_\_\_\_\_
- Telephone Number: \_\_\_\_\_
- Mobile: \_\_\_\_\_
- E-mail: \_\_\_\_\_
6. Hotel \_\_\_\_\_

Date: ..... Signature: .....

After completing, please send to: ICAO MID Office at the following e-mail address: (icaomid@icao.int).

*Note 1: Participants are expected to make their own hotel/visa arrangements*  
*Note 2: Please download meeting materials from ICAO MID Regional Office website.*