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Ref.: NT-N1-15.12 — **EMX0842**

21 September 2015

To: States, Territories and International Organizations

Subject: **Invitation – Fifteenth Meeting of the GREPECAS Scrutiny Working Group (GTE/15)**
Lima, Peru, 16 – 20 November 2015

Action

Required: 1) Transmittal by States of any additional items to the Draft Agenda by **23 October 2015**;
2) Submission of documentation by the deadlines provided in this letter
3) Register participation by **23 October 2015**

Sir/Madam:

In accordance with ICAO Doc 9574 - *Manual on a 300 m (1 000 ft) Vertical Separation Minimum Between FL 290 and FL 410 Inclusive* provisions, and CAR/SAM Planning and Implementation Regional Group (GREPECAS) Conclusions as adopted, I wish to invite your Administration/Organization to participate in the Fifteenth Meeting of the GREPECAS Scrutiny Working Group (GTE/15) to be convened at the ICAO South American (SAM) Regional Office, Lima, Peru, from 16 to 20 November 2015.

Please note that the Scrutiny Working Group (GTE) was established under the GREPECAS framework, in support of the implementation of Reduced Vertical Separation Minimum (RVSM) in the CAR/SAM Regions. To this end, the main objective of this meeting will be to perform risk analysis of Large Height Deviations (LHDs) and their impact on the Target Level of Safety (TLS) in Reduced Vertical Separation Minimum (RVSM) airspace in order to issue the relevant risk mitigation recommendations to reduce such events, in the interest of safeguarding safety.

State's focal points for LHD, Air Traffic Service (ATS) inspectors, air traffic controllers, pilots, supervisors of States and Territories of the ICAO CAR/SAM Regions experts of the Regional Monitoring Agency (CARSAMMA), as well as representatives of invited international organizations are expected to attend. The working language of the meeting will be Spanish, however, simultaneous interpretation will be provided only if sufficient participants of English speaking States provide timely registration.

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Attachment A includes the Working Paper 01, which contains the Draft Agenda, Explanatory notes and Tentative Work Programme of the Meeting. States wishing to submit proposals for the addition of items should do so by **23 October 2015**.

Due to the importance of the subject matter to be discussed for the improvement of ATS safety in the CAR/SAM Regions, I invite you to make every effort to ensure the participation of at least one delegate from your Organization. As such, you are kindly requested to complete and return the Registration Form at **Attachment B** by e-mail for each participant by **23 October 2015**.

General information on the event can be found under **Attachment C**. Participants are encouraged to make reservations directly with the hotel(s) in a timely manner.

All meeting documentation will be placed in the Meetings Section of the following web page: <http://www.icao.int/NACC/Pages/default.aspx> as it becomes available. Taking into consideration the availability of documentation in electronic format, no hard copies will be distributed during the event.

I would appreciate your reviewing the Draft Agenda and submit any additional item to this Regional Office no later than **23 October 2015**, those documents on the Agenda your Administration may wish to present, in Microsoft Word format, to allow sufficient time for their translation and editing. Documents received **after this deadline** should be prepared in **both languages** and submitted by **2 November 2015**. Information papers will be presented in its original language only, unless their authors facilitate translated versions. States are urged to submit documentation in both languages of the Meeting.

If you require any further information regarding the meeting, please contact Mr. Victor Hernández, Regional Officer, Acting Deputy Regional Director (A/DRD) (vhernandez@icao.int); Mr. Rómulo Gallegos, Technical Cooperation Associate (rgallegos@icao.int) or Mrs. Ana Valencia, Assistant (avalencia@icao.int).

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



for
Melvin Cintron
Regional Director
North American, Central American and
Caribbean (NACC) Regional Office

Enclosure:

A – Draft Agenda in WP/01
B – Registration Form
C – General Information
(Templates for Papers)



ATTACHMENT A

DRAFT AGENDA, METHODS, SCHEDULE AND WORK PROGRAMME

(Presented by the Secretariat)

1. **Agenda**

1.1. The Draft Agenda and explanatory notes of the Fifteenth Meeting of the GREPECAS Scrutiny Working Group (GTE/15) are attached as **Appendix A** to this working paper.

1.2. Those matters not included in the Agenda might be considered under Agenda Item 6 - Other business.

2. **Working Methods**

2.1. For the development of this meeting, it is expected to work in plenary session, and if necessary, in *Adhoc* groups.

2.2. During the Meeting, a Summary of Discussions and Conclusions will be prepared for its distribution to States and interested organizations.

2.3. Administrative aspects and documentation processing of the meeting will be in charge of the Task Force Rapporteur and the ICAO Secretariat.

3. **Work Schedule**

3.1. Subject to the alterations that may request, the following work schedule is suggested to be adopted:

08:30 – 10:30	Agenda items review
10:30 – 10:45	Coffee break
10:45 – 12:30	Agenda items review
12:30 – 13:30	Break for lunch
13:30 – 15:00	Agenda items review

4. **Work Programme**

4.1. **Appendix B** to this Working Paper includes the tentative work programme.

5. **Suggested Action**

5.1. The approval of the mentioned draft Agenda and working programme is suggested, provided that in the light of the progress reached, the Meeting could adopt the modifications considered appropriate.

APPENDIX A

DRAFT AGENDA

(Revised)

Agenda Item 1: Review of Previous CARSAMMA and Scrutiny Groups Meetings Conclusions and Recommendations

- a) Presentation of recommendations of the Tenth Meeting of the Regional Monitoring Agencies (RMACG/10), supported by the International Civil Aviation Organization (ICAO), held in Bangkok, Thailand, from 18 to 22 May 2015
- b) Presentation of the quantitative Vertical Collision Risk Model (CRM) for year 2014
- c) Results on 2014 quantitative safety assessment in Reduced Vertical Separation Minimum (RVSM) airspace
- d) Large Height Deviation (LHD) notification data by Air Navigation Service Providers (ANSPs) and other reporting sources
- e) Qualitative LHD safety assessment methodology: Safety Management System Methodology/ Safety Management System (SGSO/SMS)

Agenda Item 2: Large Height Deviation (LHD) Analysis

- a) Application of approved methodology by GREPECAS for qualitative safety assessment to reported LHD events
- b) Identifying trends
- c) GTE recommendations

Agenda Item 3: Lessons Learned by CAR/SAM States to Reduce LHDs

Agenda Item 4: Review of the Project on Safety Assessment in the RVSM Airspace for the CAR/SAM Regions

Agenda Item 5: New Monitoring Agency Implementation in the CAR/SAM Regions

Agenda Item 6: Other business

EXPLANATORY NOTES**Agenda Item 1: Review of Previous CARSAMMA and Scrutiny Groups Meetings Conclusions and Recommendations**

The Meeting will have the opportunity to review the status of implementation of conclusions and recommendations adopted by previous meetings; it will be informed on the results of the Tenth Regional Monitoring Agency Coordination Group Meeting (RMACG/10), it will also analyse the quantitative Vertical Collision Risk Model (CRM) for 2014, examine the 2014 quantitative safety assessment in Reduced Vertical Separation Minimum (RVSM) airspace results, take note of Large Height Deviation (LHD) data by ANSPs and other reporting sources and will observe qualitative LHD safety assessment methodology (SGSO/SMS).

Agenda Item 2: Large Height Deviation (LHD) Analysis

Under this Agenda item, the Meeting will review the application of approved methodology by GREPECAS for qualitative safety assessment to reported LHD events, identify trends and assess GTE recommendations.

Agenda Item 3: Lessons Learned by CAR/SAM States to Reduce LHDs

The Meeting will have the opportunity to assess experiences and lessons learned by States taking into account particular LHD events, the results achieved and the mitigating measures to be taken in order to reduce LHD events.

Agenda Item 4: Review of the Project on Safety Assessment in the RVSM Airspace for the CAR/SAM Regions

Under this Agenda item, the Meeting will have the opportunity to review the project on safety assessment in the RVSM airspace for the CAR/SAM Regions and present recommendations as deemed convenient.

Agenda Item 5: New Monitoring Agency Implementation in the CAR/SAM Regions

The Meeting will assess the convenience for the implementation of a new monitoring Agency in the CAR/SAM Regions

Agenda Item 6: Other business

Under this Item, the Meeting may review related matters that have not been discussed under the previous Agenda Items.

APPENDIX B

TENTATIVE WORK PROGRAMME

Hour	Monday 16 November	Hour	Tuesday 17 November	Wednesday 18 November	Thursday 19 November	Hour	Friday 20 November
08:30 09:00	Registration of participants	08:30 10:30	Review of Agenda Item 2	Review of Agenda Item 3	Review of Agenda Item 4 (Cont.)	09:00 09:30	Report review
09:00 09:15	Opening of the Meeting						
09:15 09:30	<i>Coffee break</i>	10:30 10:45	<i>Coffee break</i>	<i>Coffee break</i>	<i>Coffee break</i>	09:30 10:00	<i>Coffee break</i>
09:30 12:30	Approval of the Agenda and Work Programme. Review of Agenda Item 1	10:45 12:30	Review of Agenda Item 2 (Cont.)	Review of Agenda Item 3 (Cont.)	Review of Agenda Item 5	10:00 11:30	Report approval
12:30 13:30	<i>Break for lunch</i>	12:30 13:30	<i>Break for lunch</i>	<i>Break for lunch</i>	<i>Break for lunch</i>	11:30 12:00	Closing
13:30 15:00	Review of Agenda Item 1 (Cont.)	13:30 15:00	Review of Agenda Item 2 (Cont.)	Review of Agenda Item 4	Review of Agenda Item 6		

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ATTACHMENT C



Internacional Civil Aviation Organization
**Fifteenth Meeting of the GREPECAS Scrutiny Working Group
(GTE/15)**
Lima, Peru, 16 – 20 November 2015

GTE/15-NI/01

GENERAL INFORMATION

(Presented by the Secretariat)

1. **Site and dates**

The Fifteenth Meeting of the GREPECAS Scrutiny Working Group (GTE/15), will be conducted at the ICAO South American (SAM) Regional Offices premises in Lima, Peru, from 16 to 20 November 2015. Since there are two conference rooms, it will be appreciated that upon arriving in the Office, you verify where the event will take place – floor 3 or 4.

2. **Coordinators**

Mr. Roberto Arca Jaurena
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3. **Participants Registration**

Participants should register on Monday, 16 November 2015, from 08:30 to 09:00 hours, at the site of the meeting.

4. **General information**

Found in the “*General Information*”, “*List of Hotels*” and “*Weather*” sections in the ICAO SAM Regional Office website, <http://www.icao.int/sam> (left panel).

5. **Documentation link**

The documentation will be posted on the ICAO SAM Regional Office website, <http://www.icao.int/sam>, *Meetings*. Participants should check our website frequently to download the documentation. All participants must bring their own set of documentation (hard copy or electronically in a laptop) to the meeting venue; there will be no hard copies available for distribution.

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