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国际民用
航空组织

When replying please quote:

Ref.: NT-N1-17.2 — **E.OSG – NACC67146**

26 June 2017



To: States, Territories and International Organizations

Subject: Invitation – Twenty-Ninth Pan America — Regional Aviation Safety Team Meeting (PA-RAST/29) of the Regional Aviation Safety Group — Pan America (RASG-PA) Fort Lauderdale, United States, 22 to 24 August 2017

Action

Required: 1) Submission of documentation by the deadlines provided in this letter
2) Register participation by **21 July 2017**

Sir/Madam,

As part of the Regional Aviation Safety Group — Pan America (RASG-PA) regular programme activities for 2017, I wish to invite your Administration/Organization to participate in the Twenty-Ninth Pan America — Regional Aviation Safety Team Meeting (PA-RAST/29), hosted by Embraer, and to be held in Fort Lauderdale, United States, from 22 to 25 August 2017. The working language of the meeting will be English, and no simultaneous interpretation will be provided. An extra day has been added to this meeting to accommodate a collaborative training/best practices discussion between the PA-RAST and the US Commercial Aviation Safety Team (CAST).

The Provisional Agenda of the meeting is at **Appendix A**. You are kindly requested to complete and return the Registration Form at **Appendix B** by e-mail for each participant by **21 July 2017**. This early registration deadline has been set due to the administrative time necessary to adhere to Embraer's Security access process to their facilities. You are urged to submit your registration form by the deadline provided, as late registrations may not guarantee your participation. General information regarding the meeting is at **Appendix C**.

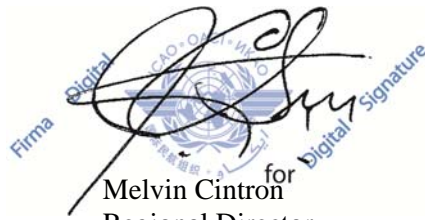
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The working/information papers that your Administration/Organization may wish to submit for the meeting shall be forwarded to this office by e-mail in Microsoft Word (using the attached templates) by **4 August 2017**.

The documentation for the meeting 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.

Should you require further information regarding the meeting, please contact Mr. Romulo Gallegos, Regional Officer, Technical Assistance/RASG-PA Programme Management (rgallegos@icao.int), or Ms. Lizette Morales, Assistant, (lmorales@icao.int).

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



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

Enclosure:

A – Provisional Agenda
B – Registration Form
C – General Information
(Templates for Papers)

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**APPENDIX A
PROVISIONAL AGENDA**

22 August 2017

- Agenda Item 1:** Approval of the Provisional Agenda
- Agenda Item 2:** Open Meeting with the US Commercial Aviation Safety Team (date subject to change)

23 August 2017

- Agenda Item 3:** Review of PA-RAST Action Items
- Agenda Item 4:** Information from other Regional Aviation Safety Groups (RASG) Meetings of Interest to the PA-RAST
- Agenda Item 5:** Aviation Safety Information Analysis Review and Discussion
- Agenda Item 6:** Update from Detailed implementation Plans (DIPs) Champions
- Agenda Item 7:** Participant Presentations (Topics of Interest to the Meeting)

24 August 2017

- Agenda Item 8:** Breakout Sessions: Controlled Flight Into Terrain (CFIT), Loss of Control-Inflight (LOC-I), Runway Excursion (RE), and Mid-Air Collision (MAC)
- Agenda Item 9:** Final Update from DIPs Champions
- Agenda Item 10:** Topics for the Good of the PA-RAST
- Agenda Item 11:** Other Business



ICAO

International Civil Aviation Organization
North American, Central American and Caribbean Office

**Twenty-Ninth Pan America — Regional Aviation Safety Team Meeting
(PA-RAST/29)**

Fort Lauderdale, United States, 22 to 24 August 2017

**APPENDIX B
REGISTRATION FORM**

1.	Position in your Delegation: <i>(Please select one option)</i>	Chief Delegate		Delegate			
		Adviser		Observer			
2.	Country / Organization						
3.	Salutation	Mr.		Mrs.		Miss	
4.	Name						
5.	Official Position or Title						
6.	Official Telephone						
7.	Mobile (to contact you in case of an emergency)						
8.	Official E-mail						
9.	Hotel and address where you will be staying during the event						
10.	Please indicate if accompanied by your family	Yes		#			
11.	Dates of total stay in the venue Country						
12.	Please indicate if you have any medical condition or allergies						
13.	Emergency contact information in your country of origin	Name					
		Relationship					
		Telephone					

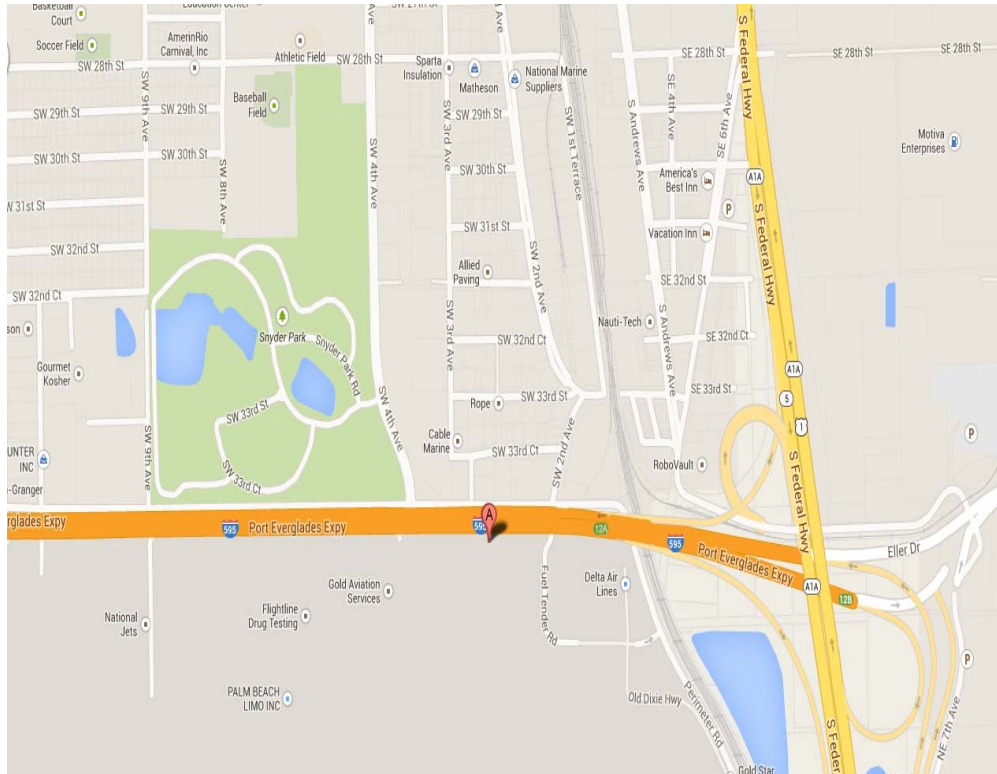
Please send this form to:
E-mail: icaonacc@icao.int

APPENDIX C

GENERAL INFORMATION

1. Event Venue and Dates

The Twenty-Ninth Pan America — Regional Aviation Safety Team Meeting (PA-RAST/29) will take place at the EMBRAER office, located at: 276 SW 34th Street Fort Lauderdale, Florida, United States, 33315, building/room number to be determined, from 22 to 24 August 2017.



2. Name of the Meeting's Coordinator and Assistant, Address and Contact Numbers

Mr. Romy Gallegos, Regional Officer, Technical Assistance/RASG-PA Programme Management

*Miss Lizette Morales, Assistant
ICAO NACC Regional Office*

Telephone: + 52 55 5250 3211

E-mail: icaonacc@icao.int

*Mr. Dan Ramirez, Flight Operations Specialist
Air Safety, NAM/CAR Region
EMBRAER*

276 SW 34th Street Fort Lauderdale, FL 33315

Telephone: + 954 359-3106

Mobile: + 954 806-5295

E-mail: Dramirez@Embraer.com

3. Participants Registration

Delegate registration will take place on 22 August 2017, from 08:30 to 09:00 hours.

4. Accommodation

A list of suggested hotels nearby the EMBRAER facilities will be will be sent shortly.

5. Documentation Link

The documentation for the Meeting is being posted on the ICAO NACC Office Website; 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.**

<http://www.icao.int/NACC/Pages/Meetings.aspx>

Click on "Twenty-Ninth Pan America — Regional Aviation Safety Team Meeting (PA-RAST/29)"