



International
Civil Aviation
Organization

Organisation
de l'aviation civile
internationale

Organización
de Aviación Civil
Internacional

Международная
организация
гражданской
авиации

منظمة الطيران
المدني الدولي

国际民用
航空组织

When replying please quote:

Ref.: NT-N1-17.1 — **E.OSG - NACC65485**

13 March 2017



To: RASG-PA Executive Steering Committee Members

Subject: **Invitation — Twenty - Eighth Regional Aviation Safety Group — Pan America Executive Steering Committee Meeting (RASG-PA ESC/28)**
(ICAO SAM Regional Office, Lima, Peru, 4 to 5 May 2017)

Action

Required: 1) **Submission of documentation by the deadlines provided in this letter**
2) **Register participation by 14 April 2017**

Sir/Madam,

I am pleased to invite you to participate in the Twenty - Eighth Regional Aviation Safety Group — Pan America Executive Steering Committee Meeting (RASG-PA ESC/28) which will be held at the ICAO SAM Regional Office in Lima, Peru, from 4 to 5 May 2017. The working language of the Meeting will be conducted in English and no simultaneous interpretation will be provided

Attached to this letter you will find the following:

- Provisional Agenda — **Attachment A**
- Provisional Schedule — **Attachment B**
- Registration Form — **Attachment C**
- Templates — **Attachments D to F**

Only working papers **received** by this office by **7 April 2017**, submitted by States/Territories, will be translated to ensure timely processing. Working papers received in this office **after** that date will have to be submitted in both languages. Information papers will only be issued in the language submitted. Papers received from international organizations will not be translated and will be issued only in the language submitted. The deadline to receive papers is **21 April 2017**. The deadlines for submission of documentation for translation will be strictly enforced. You are encouraged to submit documentation in both languages.

... / 2

Please note that working papers are limited to four pages of text (including appendices) if translation is required. Where a working paper includes appendices and exceeds four pages only the paper will be translated, provided it is within the four-page limit. The documentation will be posted on the ICAO NACC Regional Office website as it becomes available at the following address <http://www.icao.int/RASGPA/Pages/esc.aspx>.

Please submit registration form enclosed at **Attachment C**, to this Regional Office by **14 April 2017**. For information on accommodation visit: <http://www.icao.int/SAM/Pages/Hotels.aspx>.

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.

A digital signature in blue ink, consisting of a stylized cursive script. The signature is overlaid on a circular blue stamp that contains the ICAO logo and the text "Firma Digital" on the left and "Digital Signature" on the right.

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

Enclosure:
As indicated

M:\RASG-PA\Executive Steering Committee (ESC)\ESC28-2017\Correspondence\NACC65485RASG-PA-ESCMembers-InvitationLetter.docx
Morales, Lizette

ATTACHMENT A
PROVISIONAL AGENDA

- Agenda Item 1: Approval of the Provisional Agenda**
- Agenda Item 2: RASG-PA and ESC Valid Conclusions and Decisions**
- Agenda Item 3: RASG-PA Team Reports**
- 3.1 Pan America — Regional Aviation Safety Team (PA-RAST)
 - 3.2 Annual Safety Report Team (ASRT)
- Agenda Item 4: RASG-PA Project Reports**
- 4.1 Flight Operations Quality Assurance (FOQA) Data Sharing (PASO)
 - 4.2 Regional Aviation Accident Investigation Group (GRIAA) of Central American States
 - 4.3 CAR and SAM Regions Safety Information Project
- Agenda Item 5: RASG-PA Strategic Plan**
- Agenda Item 6: RASG-PA Communication Plan**
- 6.1 Outreach efforts for RASG-PA Activities
- Agenda Item 7: Other Business**
- 7.1 Election of new RASG-PA Co-chairs
 - 7.2 RASG-PA Participation at ALTA Conference
 - 7.3 Proposed change to PA-RAST Calendar
- Agenda Item 8: RASG-PA/ESC/29 Meeting**
-

ATTACHMENT B
PROVISIONAL SCHEDULE

Hour	4 May 2017	Hour	5 May 2017
08:45 – 09:00	Registration		
09:00 – 09:30	Opening Agenda Item 1	09:00 – 09:45	Agenda Item 5
09:30 – 10:00	Agenda Item 2		
10:00 – 10:30	Agenda Item 3.1	09:45 – 10:30	Agenda Item 6
10:30 – 11:00	<i>Break</i>	10:30 – 11:00	<i>Break</i>
11:00 – 12:00	Agenda Item 3.1 (Cont.)	11:00 – 12:00	Agenda Item 6 (Cont.)
12:00 – 13:30	<i>Lunch</i>	12:00 – 13:30	<i>Lunch</i>
13:30 – 14:00	Agenda Item 3.2	13:30 – 14:30	Agenda Item 7.1
14:00 – 14:30	Agenda Item 4.1	14:30 – 15:00	Agenda Item 7.2
14:30 – 15:00	Agenda Item 4.2	15:00 - 15:15	Agenda Item 8
15:00 – 15:30	Agenda Item 4.3	15:15 - 15:30	Presentation of relevant conclusions and closing

ICAO



OACI

North American, Central American and Caribbean Office (NACC)
Oficina para Norteamérica, Centroamérica y Caribe (NACC)

ATTACHMENT / ADJUNTO C

Twenty - Eighth Regional Aviation Safety Group — Pan America Executive Steering Committee Meeting
Vigésima Octava Reunión del Comité Directivo Ejecutivo del Grupo Regional de Seguridad Operacional de la Aviación —
Panamérica
(RASG-PA ESC/28)

Lima, Peru, 4 to 5 May 2017 / Lima, Perú, 4 – 5 de mayo de 2017

REGISTRATION FORM / FORMULARIO DE REGISTRO

1.	Position in your Delegation: (Please select one option)	Chief Delegate / Jefe de la Delegación	Delegate / Delegado			
	Posición dentro de su Delegación: (Por favor seleccione una opción)	Adviser / Asesor	Observer / Observador			
2.	Country / Organization País / Organización					
3.	Salutation / Encabezamiento	Mr. / Sr.		Mrs. / Sra.		Miss / Srta.
4.	Name / Nombre					
5.	Official Position or Title / Cargo o Título Oficial					
6.	Official Telephone / Teléfono oficial					
7.	Mobile (to contact you in case of an emergency) Celular (para contactarle en caso de emergencia)					
8.	Official E-mail / Correo-e oficial					
9.	Hotel and address where you will be staying during the event / Hotel y dirección donde se estará hospedando durante el evento					
10.	Please indicate if accompanied by your family Por favor indique si lo acompaña su familia	Yes / Sí		#		
11.	Dates of total stay in the venue Country Fechas de estancia total en el País del evento					
12.	Please indicate if you have any medical condition or allergies / Por favor indique si usted tiene alguna condición médica o alergias					
13.	Emergency contact information in your country of origin / Información de contacto para emergencias en su país de origen	Name Nombre				
		Relationship Relación				
		Telephone Teléfono				

Please send this form to: / Por favor envíe este formulario a:

E-mail: icaonacc@icao.int