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منظمة الطيران  
المدني الدولي

国际民用  
航空组织

*When replying please quote:*

Ref.: NT- NT-N1-17.2 — **E.OSG - NACC71426**

25 January 2018

To: States, Territories and International Organizations

**Subject:** Thirty First Pan America — Regional Aviation Safety Team Meeting (PA-RAST/31) of the Regional Aviation Safety Group — Pan America (RASG-PA) Miami, United States, 20 to 22 February 2018

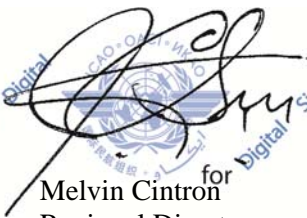
**Action**

**Required:** Take note

Sir/Madam,

Further to my e-mail Ref. NACC70801 dated 15 December 2017, on the Thirty First Pan America — Regional Aviation Safety Team Meeting (PA-RAST/31) of the Regional Aviation Safety Group — Pan America (RASG-PA), to be held from 20 to 22 February 2018, in Miami, United States, enclosed please find the General Information.

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

  
Firma Digital for Digital Signature

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

**Enclosure:**

*As indicated*

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## GENERAL INFORMATION

### 1. Event Venue and Dates

The Thirty First Pan America — Regional Aviation Safety Team Meeting (PA-RAST/31) of the Regional Aviation Safety Group — Pan America (RASG-PA) will take place at the Miami International Airport, located at: 2100 NW 42nd Ave, Miami, Florida, United States, 33126, Concourse D, Level 4, from 20 to 22 February 2018. Enclosed please find the Auditorium map.

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

*Mr. Julio Siu, Regional Officer, Deputy Regional Director*

*Miss Lizette Morales, Assistant*

*ICAO NACC Regional Office*

*Telephone: + 52 55 5250 3211*

*E-mail: icaonacc@icao.int*

*Mr. Santiago Saltos*

*Industry Affairs Assistant Director*

*ALTA*

*Telephone: + 1 786 388 0222*

*E-mail: ssaltos@alta.aero*

### 3. Participants Registration

Delegate registration will take place on 20 February 2018, from 08:30 to 09:00 hours.

### 4. Inaugural Session

The Meeting begins on Tuesday 20 February 2018.

Registration of participants 08:30 am - 09:00 am

Meeting Opening ceremony 09:00 am

### 5. Accommodation

The List of Hotels close to the meeting venue is shown below. You are free to choose whatever accommodation suits your situation. However, please note that transportation to and from the meeting location will not be provided. Participants must arrange hotel accommodation well in advance.

Hotel	Website
Miami Airport Hotel	<a href="http://miahotel.com/">http://miahotel.com/</a>
Pullman Miami	<a href="http://www.pullmanhotels.com/gb/hotel-0889-pullman-miami-airport/index.shtml">http://www.pullmanhotels.com/gb/hotel-0889-pullman-miami-airport/index.shtml</a>
DoubleTree Hotel	<a href="http://doubletree3.hilton.com/en/index.html">http://doubletree3.hilton.com/en/index.html</a>
Hilton Miami	<a href="http://www3.hilton.com/en/hotels/florida/hilton-miami-airport-blue-lagoon-MIAAHHH/index.html">http://www3.hilton.com/en/hotels/florida/hilton-miami-airport-blue-lagoon-MIAAHHH/index.html</a>
Spring Hill Suites	<a href="http://www.marriott.com/hotels/travel/mialg-springhill-suites-miami-airport-south/">http://www.marriott.com/hotels/travel/mialg-springhill-suites-miami-airport-south/</a>

## 6. Dress and Weather

Dress appropriately, preferably business casual. The average temperature in Miami during the month of February is 80/76°F and 27/24°C.

## 7. 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.**

<https://www.icao.int/NACC/Pages/meetings-2018-parast31.aspx>

*Click on “Thirty First Pan America — Regional Aviation Safety Team Meeting (PA-RAST/31)”*

AUDITORIUM  
IS LOCATED  
IN CONCOURSE 'D'  
NORTH TERMINAL  
LEVEL 4

- PARK IN EITHER THE DOLPHIN OR FLAMINGO GARAGE.
- TAKE ELEVATOR TO 3RD LEVEL.
- FIND "MOVING WALKWAY" ENTRANCE - TAKE TO CONCOURSE D.
- AT THE END OF CONCOURSE D, TURN LEFT, THEN RIGHT, TAKE ESCALATOR TO 4TH LEVEL.

