



International
Civil Aviation
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Международная
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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 - NACC79660**

15 August 2019

To: States, Territories and International Organizations

Subject: **Invitation – Thirty Third Regional Aviation Safety Group — Pan America Executive Steering Committee Meeting (RASG-PA ESC/33)**
Lima, Peru, 11 to 12 September 2019

Action

- Required:
- 1) Submission of documentation by the deadlines provided in this letter
 - 2) Register participation by **29 August 2019**

Sir/Madam,

I am pleased to invite your Administration/Organization to participate in the Thirty Third Regional Aviation Safety Group — Pan America Executive Steering Committee Meeting (RASG-PA ESC/33), to be held in Lima, Peru, from 11 to 12 September 2019, at the premises of the ICAO Regional Office in Peru. The general information is available at <https://www.icao.int/SAM/Pages/default.aspx>. The working language of the Meeting will be **English and Spanish**.

Attached to this letter you will find the following:

- Registration Form
- Templates
- Mnemonic Note

You are kindly requested to complete and return the Registration Form at **Attachment A** by e-mail for each participant by **29 August 2019**.

The documentation 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) in **English and Spanish** by **29 August 2019**.

The agenda and the documentation for the meeting will be placed in the Meetings Section of the following web page: https://www.icao.int/SAM/Pages/ES/default_ES.aspx as it becomes available. Taking into consideration the availability of documentation in electronic format, no hard copies will be distributed during the event.

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Should you require further information regarding the meeting, please contact Mr. Éric Picaud, Regional Officer, Flight Safety Implementation (epicaud@icao.int) or Ms. Claudia Riva-Palacio, Assistant (criva-palacio@icao.int).

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

A digital signature in blue ink is written over the ICAO logo. The signature is cursive and appears to read 'Melvin Cintron'. The ICAO logo is a circular emblem with a globe in the center, surrounded by the text 'INTERNATIONAL CIVIL AVIATION ORGANIZATION' and 'OACI - OUA'. The words 'Digital Signature' are written in blue on either side of the signature.

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

Enclosure:

A –Registration Form; B –Working Paper template; C – Information Paper template; D – Appendix template; E – Mnemonic Note



ICAO

International Civil Aviation Organization
South American Office

Thirty Third Regional Aviation Safety Group — Pan America Executive Steering Committee Meeting
Trigésimo Tercera Reunión del Comité Directivo Ejecutivo del Grupo Regional de Seguridad Operacional de la Aviación —
Panamérica
(RASG-PA ESC/33)

Lima, Peru, 11 to 12 September 2019 / Lima, Perú, 11 al 12 de septiembre de 2019

REGISTRATION FORM / FORMULARIO DE REGISTRO

1.	Position in your Delegation: <i>(Please select one option)</i>	Chief Delegate / Jefe de la Delegación		Delegate / Delegado		
	Posición dentro de su Delegación: <i>(Por favor seleccione una opción)</i>	Adviser / Asesor		Observer / Observador		
		Speaker / Conferencista		Moderator / Moderador		
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:

E-mail: icaosam@icao.int

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Av. Víctor Andrés Belaúnde No.147
Centro Empresarial Real
Vía Principal No.102
Edificio Real 4, piso 4, San Isidro
Lima 15073 – Perú

Apartado 4127
Lima 100, Perú
Web page: www.icao.int/SAM

Email: icaosam@icao.int
Tel.: +51 1 611-8686
Fax.: +51 1 611-8689

APPENDIX E



MNEMONIC NOTE PAPER – SI/02

Ordinary Meetings for the Executive Management Committee (ESC) from the Regional Operational Security for the Aviation Group– Pan American (RASG-PA)	
Ordinary Meetings of Executive Management Committee (ESC) from the Regional Operational Security for Aviation Group Pan-American (RASG-PA)	<p>The RASG-PA acts as a regional forum that integrates the regional efforts and sub regionals, thus the ones related for the industry, to achieve a continuous improvement of the operational security.</p> <p>The RASG-PA, through its members, develop and take into advantage actions and initiatives to support the fulfillment and implementation of the Global Annual Operational Security Plan (GASP) for the ICAO, and the Regional Plan approved for the RAAC/16, through the establishment and management of an operational security system for the aviation base on the regional Pan-American performance</p> <p>The activities for the RASG-PA adopts a collaborative methodology between States, International Organizations and the Industry, through the collection and Exchange of data, for an adequate dangers identification, risks evaluation, and adequate dangers identification, risks evaluation, and adequate mitigation measurements determination.</p> <p>The ESC is responsible for:</p> <p>Develop and approve the work plan of RASG-PA, including objectives, priorities, indicators and the establishment of measurable goals to address issues related with operational security in the NAM/CAR and SAM Regions;</p> <ul style="list-style-type: none"> • To supervise the group activities for the working team and their committees; • To approve the RASG-PA Budget, and • To manage the Budget.
Objective of the event	<p>The objective of the meeting is to supervise and follow up the RASG-PA activities and their team working and, when it corresponds, to approve the proposal projects for the team working, approve and budget management.</p>
Activities performed	<p>The Procedures manual of RASG-PA approved by April 27, 2017, establish that ESC meetings should be held twice a year.</p>

	<p>During 2019 meetings ESC/32 and ESC/33 will be held, continuing in chronological order of the pasts' agreements.</p>
Project nature	<p>The following activities will be held during the ESC meetings:</p> <ul style="list-style-type: none">• Detailed revision about the state of activities from RASG-PA, including the advance state from the projects and approved activities;• Informs presentation from the team working groups and committees;• Informs presentation from the Secretariat for the matters under his responsibility; and• Projects approval, activities and budgets.
Participants' profile	<p>State Representatives and International Organizations compose the Executive Management Committee (ESC) from RASG-PA.</p> <p>In attention of the nature of ESC meetings, the State Representatives and the Industry should be count with corresponding attributions to pronounce in the name of their organizations, and approve resolutions, conclusions and decision-making in the name of these.</p>
Contact person in the SAM Office	<p>Mr. Javier Puente Regional Officer Safety Operational Implementation OACI South American Regional Office jpuente@icao.int</p>