



International
Civil Aviation
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Organisation
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Internacional

Международная
организация
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منظمة الطيران
المدني الدولي

国际民用
航空组织

When replying please quote:

Ref.: NT-N1-8.7.4— **E.OSG - NACC77921**

15 May 2019

To: States, Territories and International Organizations

Subject: **Invitation – NAM/CAR Safety Management System (SMS) Implementation Workshop for Air Navigation Service Providers (ANSPs)**
Mexico City, Mexico, 13 – 15 August 2019

Action

Required: Register participation by **2 August 2019**;

Sir/Madam,

I wish to invite your Administration/Organization to participate in the NAM/CAR Safety Management System (SMS) Implementation Workshop for Air Navigation Service Providers (ANSPs) to be convened from 13 to 15 August 2019, at the new premises of the ICAO NACC Regional Office: **Mariano Escobedo 526-2nd floor, Colonia Anzures, 11590 Mexico City, Mexico.**

The purpose of this event is to establish the necessary actions to promote the Safety Management Systems (SMS) implementation among Air Navigation Service Providers (ANSPs) and support the development of acceptance and supervision programmes of these management systems by Civil Aviation Authorities, as part of their State Safety Programme (SSP).

In this sense, I invite the States, Territories, International Organizations and NAM/CAR Air Navigation Service Providers to share their experiences through a presentation of their progress on this subject and the barriers faced during the SMS implementation process. The information will be analysed in order to consolidate the lessons learnt of successful SMS implementation and acceptance, which will allow outlining a regional assistance strategy on this subject.

Civil Aviation Authorities, International Organizations and Air Navigation Service Providers from the NAM/CAR Regions are expected to attend. The working languages of the event will be English and Spanish, and simultaneous interpretation will be provided if sufficient participants of both languages provide timely registration.

The Provisional Programme 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 **2 August 2019**.

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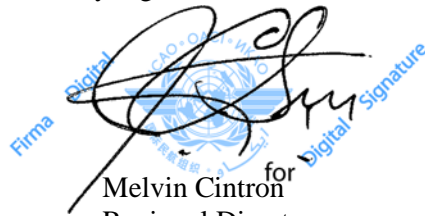
The list of suggested hotels, ICAO NACC Regional Office location, hotel sector maps, as well as other useful information are available on the “*Visiting Our Office?*” Section of the ICAO NACC Regional Office website (http://www.icao.int/NACC/Pages/visitors_info.aspx). Participants are encouraged to make reservations directly with the hotel(s) in a timely manner.

All event presentations 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 presentations in electronic format, no hard copies will be distributed during the event.

Presentations that your Administration/Organization may wish to present at the event should be forwarded to this office by e-mail as soon as practicable in Microsoft PowerPoint format

If you require any further information regarding the event, please contact ICAO Coordinator Mr. Eddian Méndez, Regional Officer, Air Traffic Management and Search and Rescue (emendez@icao.int), or Sybil Gómez, Assistant, (sgomez@icao.int).

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

A digital signature in blue ink, overlaid on a circular blue stamp. The stamp contains the ICAO logo and the text "Firma Digital" and "Digital Signature".

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

Enclosure:

A – Provisional Programme;

B – Registration Form



ATTACHMENT A / ADJUNTO A

International Civil Aviation Organization

Organización de Aviación Civil Internacional

North American, Central American and Caribbean Office (NACC)

Oficina para Norteamérica, Centroamérica y Caribe (NACC)

NAM/CAR Safety Management System (SMS) Implementation Workshop for Air Navigation Service Providers (ANSPs)

Taller NAM/CAR de Implementación de Sistemas de Gestión de la Seguridad Operacional (SMS) para Proveedores de Servicio de Navegación Aérea (ANSP)

Mexico City, Mexico, 13 – 15 August 2019 / Ciudad de México, México, 13 – 15 de agosto de 2019

DRAFT PROGRAMME / PROGRAMA PROVISIONAL

DAY ONE – DÍA UNO

Tuesday 13 August 2019 - Martes 13 de agosto de 2019

08:30 – 08:45	Registration -Registro
08:45 – 09:00	Opening - Inauguración
09:30 – 11:00	Safety Management Basic Concepts /Conceptos Básicos para la Gestión de la Seguridad Operacional
11:00 – 11:30	<i>Coffee break / Pausa para el café</i>
11:30 – 13:00	ICAO Requirements for Safety Management / Requisitos de la OACI sobre la Gestión de la Seguridad Operacional
13:00 - 1400	<i>Lunch / Almuerzo</i>
14:00 – 16:00	Safety Management System (SMS) for ANSPs / Sistemas de Gestión de la Seguridad Operacional (SMS) para ANSP

DAY TWO - DÍA DOS

Wednesday 14 August 2019- Miércoles 14 de agosto de 2019

09:00 – 11:00	SMS acceptance, monitoring and oversight for ANSPs/ Aceptación, monitoreo y supervisión de los SMS para ANSP
11:00 – 11:30	<i>Coffee break / Pausa para el café</i>
11:30 – 13:00	Tools to support SMS management and oversight/ Herramientas para la gestión y supervisión de SMS
13:00 – 14:00	<i>Lunch / Almuerzo</i>
14:00 – 14:30	Presentations from the States and/or service providers / Presentaciones de los Estados y/o proveedores de servicio
14:30 – 15:00	Presentations from the States and/or service providers / Presentaciones de los Estados y/o proveedores de servicio
15:00 – 16:00	Identification of implementation and operational challenges/ Identificación de retos de implementación y operación

DÍA TRES
Thursday 15 August 2019– Jueves 15 de agosto de 2019

09:00 – 09:45	Work Groups / Grupos de trabajo
09:45 – 10:30	Work Groups / Grupos de trabajo
10:30 – 11:00	<i>Coffee Break / Pausa para el café</i>
11:00 – 13:00	Work Groups / Grupos de trabajo
13:00 – 14:00	<i>Lunch / Almuerzo</i>
14:00 – 15:30	Workshop Conclusions - Conclusiones del taller
15:30 – 16:00	Closing - Clausura

ICAO



OACI

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

NAM/CAR Safety Management System (SMS) Implementation Workshop for Air Navigation Service Providers (ANSPs)
Taller NAM/CAR de Implementación de Sistemas de Gestión de la Seguridad Operacional (SMS) para Proveedores de Servicio de Navegación Aérea (ANSP)
(SMS/ANSP)

Mexico City, Mexico, 13 – 15 August 2019 / Ciudad de México, México, 13 – 15 de agosto 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: / Por favor envíe este formulario a:

E-mail: icaonacc@icao.int