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When replying please quote:

Ref.: NT-N1-15.2 — **E.OSG - NACC83580**

17 September 2020

To: States, Territories and International Organizations

Subject: **Invitation – CAR/SAM Planning and Implementation Regional Group (GREPECAS) Twentieth Scrutiny Working Group Meeting (GTE/20)**  
Zoom Meeting, 9 – 11 November 2020

Action

- Required:
- 1) Transmittal by States of any additional items to the Provisional Agenda by **2 October 2020**;
  - 2) Submission of documentation by the deadlines provided in this letter
  - 3) Register participation by **4 November 2020**

Sir/Madam,

In accordance with ICAO Doc 9574 – *Manual on a 300 m (1 000 ft) Vertical Separation Minimum Between FL 290 and FL 410 inclusive* provisions, and GREPECAS Conclusion 17/10 - *MANUAL/GUIDE ON THE ASSESSMENT OF LARGE HEIGHT DEVIATIONS (LHDs) WITH SMS METHODOLOGY FOR THE ANALYSIS AND ASSESSMENT OF LHD REPORTS*, I wish to invite your Administration/Organization to participate in the CAR/SAM Planning and Implementation Regional Group (GREPECAS) Twentieth Scrutiny Working Group Meeting (GTE/20), to be convened online from 9 to 11 November 2020.

The main objective of this meeting will be to perform Large Height Deviations (LHDs) risk analysis and determine their impact on the Target Level of Safety (TLS) in Reduced Vertical Separation Minimum (RVSM) airspace in order to issue the relevant risk mitigation recommendations. The mnemonic file of this meeting is attached for your information.

This event is aimed at CAR/SAM States focal points responsible for providing LHD reports before the Caribbean and South American Monitoring Agency (CARSAMMA), Air Traffic Service (ATS) inspectors, pilots, Air Traffic Control (ATC) supervisors, aircraft operation specialists of States and Territories from the ICAO CAR and SAM Regions and representatives of invited international organizations. The working languages of the meeting will be English and Spanish, and simultaneous interpretation will be provided if sufficient participants of both languages provide timely registration.

The Provisional Agenda of the meeting/event is at **Appendix A**. States wishing to submit proposals for the addition of items should do so by **2 October 2020**.

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I would appreciate confirmation of your participation by **4 November 2020** by registering here: <https://icao.zoom.us/meeting/register/tJItdOGpqjovHtfATst6tsmWi3SALnkQlroy>

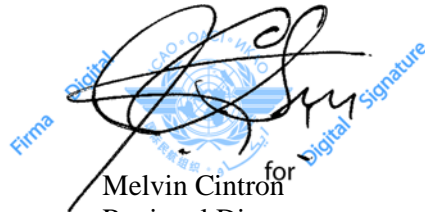
All meeting documentation will be placed in the Meetings Section of the following web page: <http://www.icao.int/NACC/Pages/default.aspx> as it becomes available.

Documentation that your Administration/Organization may wish to submit/present at the meeting should be forwarded to this office by e-mail as soon as practicable in Microsoft Word/PowerPoint format using the attached templates. Working papers should be brief, action-oriented, and focused with a four-page limit excluding any appendices.

**Only** working papers **received** by this office by **9 October 2020**, 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. Otherwise, they will become Information Papers. 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 **30 October 2020**. The deadlines for submission of documentation for translation will be strictly enforced. You are encouraged to submit documentation in both meeting languages (i.e., English and Spanish).

If you require any further information regarding the meeting, please contact Mr. Eddian Méndez, Regional Officer, Air Traffic Management and Search and Rescue (ATM/SAR) (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".

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

**Enclosure:**

- A – Provisional Agenda;*
- B – Working Paper template;*
- C – Information Paper template;*
- D – Appendix template*

**APPENDIX A**

**CAR/SAM PLANNING AND IMPLEMENTATION REGIONAL GROUP (GREPECAS) TWENTIETH SCRUTINY  
WORKING GROUP MEETING (GTE/20)**

**DRAFT AGENDA**

**Agenda Item 1: Review of the Previous CARSAMMA and Scrutiny Working Group Meetings  
Conclusions and Recommendations**

- 1.1 Review of previous conclusions
- 1.2 Review of previous recommendations

**Agenda Item 2: Review of the Results of Large Height Deviation (LHD)**

- 2.1 Indicator data on points of greatest occurrence of LHD events
- 2.2 Actions taken for the enhancement of LHD event data capture and for the improvement of Reduced Vertical Separation Minimum (RVSM) status capture by Registration States or Operator
- 2.3 Results of the assessment project for safety in RVSM airspace for the CAR and SAM Regions
- 2.4 Identification of trends
- 2.5 Lessons learned by CAR/SAM States to reduce the number of LHDs
- 2.6 GTE's recommendations
- 2.7 Report on the progress made by States on LHD management

**Agenda Item 3: Activities and Tasks to be Reported to GREPECAS**

Review of tasks to be reported to GREPECAS 2021

**Agenda Item 4: Other business**

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