

INTERNATIONAL CIVIL  
AVIATION ORGANIZATION

ORGANIZACIÓN DE AVIACIÓN  
CIVIL INTERNACIONAL



ORGANISATION DE L'AVIATION  
CIVILE INTERNATIONALE

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ES AN 4/52 - 0163

10 March 2004

**Subject: RVSM Seminar (Nairobi 19 – 21 April 2004)**

**Action Required: To confirm attendance not later than 2 April 2004**

Sir/Madam,

I have the honour to inform you that the ICAO Eastern and Southern African Office (ESAF) is organising a three-day Seminar on RVSM in Nairobi, from 19 to 21 April 2004 in which your Administration is kindly invited to participate.

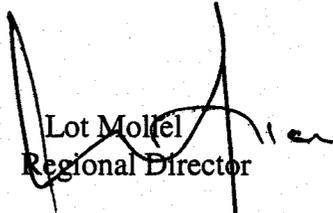
The main objective of this seminar is to assist States of the AFI Region in training their personnel involved with RVSM activities. Participants will be provided with a clear understanding of RVSM implementation requirements and be able to develop an implementation plan of the system for their own State.

The seminar programme appears at **Attachment A** to this letter. The ICAO Office information bulletin is at **Attachment B**. The seminar will be conducted in English.

Your Administration is kindly requested to:

- a) indicate **before 2 April 2004** its intention to be represented in the Seminar.
- b) provide the names and titles of your representative(s) (preferably from the Airworthiness and Air Traffic Services Departments).

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

  
Lot Mollé  
Regional Director

**Attachments: Programme and General Information Bulletin**

**AFRICA AND INDIAN OCEAN REDUCED VERTICAL SEPARATION  
MINIMA SEMINAR:  
NAIROBI ,19-21 APRIL 2004**

**PROGRAMME**

<u>Monday, 19 April 2004</u>		
0830-1000	Registration	
1000-1030	Opening Ceremony	
1030-1100	Introduction Into RVSM <ul style="list-style-type: none"> <li>• Background</li> <li>• Need for RVSM</li> <li>• APIRG Decision</li> <li>• AFI RVSM Strategy</li> <li>• AFI RVSM Task Force</li> </ul>	Speaker TBD
1100-1130	Coffee Break	
1130-1230	RVSM Implementation Program <ul style="list-style-type: none"> <li>• AFI RVSM Implementation Plan</li> <li>• National RVSM Implementation Plan</li> <li>• AFI RVSM Program Office</li> <li>• National RVSM Programs</li> <li>• RVSM Program Assumptions</li> <li>• RVSM Program Dependencies</li> <li>• RVSM Program Risk Assessment</li> <li>• AFI RVSM Airspace</li> <li>• AFI RVSM Transition Airspace</li> <li>• AFI RVSM Interface with Adjacent Regions</li> <li>• ICAO Table of Cruising Levels for AFI RVSM Airspace</li> <li>• Stakeholder Responsibility and Commitment</li> <li>• RVSM Awareness Program</li> </ul>	Speaker TBD
1230-1400	Lunch	

**Monday, 19 April 2004**

<b><u>Monday, 19 April 2004</u></b>		
<b>1400-1500</b>	<b>Aircraft Requirements</b> <ul style="list-style-type: none"><li>• Aircraft Equipment</li><li>• Aircraft Operating Restrictions</li><li>• Primary/Standby Altimeters and Errors</li><li>• Aircraft Height-Monitoring System</li><li>• Aircraft Approval Process</li><li>• Aircraft Certification</li><li>• ACAS</li></ul>	Speaker TBD
<b>1500-1530</b>	<b>Coffee Break</b>	
1530-1630	<b>Aircrew Requirements</b> <ul style="list-style-type: none"><li>• RVSM Airspace Criteria</li><li>• Flight Crew Procedures</li><li>• Flight Planning</li><li>• Pre- and Post Flight Procedures</li><li>• Procedures prior to RVSM airspace entry</li><li>• In-Flight Procedures</li><li>• Changing Levels</li><li>• Automatic Altitude-Control System</li><li>• Altitude-Alerting System</li><li>• Altitude-Reporting Transponder</li><li>• RVSM Airspace Contingency Procedures</li><li>• Height-Keeping System Malfunction Log Entries</li><li>• Flight Crew Training</li></ul>	Speaker TBD

**Tuesday, 20 April 2004**

<b>0900-1030</b>	<b>Flight Operations Within AFI RVSM Airspace</b> <ul style="list-style-type: none"><li>• State Aircraft in AFI RVSM Airspace</li><li>• Aircraft Transition To/From AFI RVSM Airspace</li><li>• Cruising Levels Appropriate to Direction of Flight</li><li>• In-Flight Contingency Procedures</li><li>• Communication Failure Procedures</li><li>• Compulsory Reporting Points</li></ul>	Speaker TBD
<b>1030-1130</b>	<b>Coffee Break</b>	
1130-1230	<b>Air Traffic Management</b> <ul style="list-style-type: none"><li>• Optimisation of ATS Routes</li><li>• ATC Sectorisation</li><li>• ATM Options for RVSM Transition</li><li>• Laterally Spaced, Uni-Directional ATS Routes</li><li>• Flight Level Allocation Scheme</li><li>• ATC Clearances</li><li>• ATC Procedures</li><li>• ATC Phraseology</li><li>• ATC Training</li><li>• Inter-Centre Letters of Agreement</li><li>• Inter-Centre Coordination</li></ul>	Speaker TBD
<b>1230-1400</b>	<b>Lunch</b>	
<b>1400-1500</b>	<b>Air Traffic Systems</b> <ul style="list-style-type: none"><li>• Flight Data Processing Systems</li><li>• Radar Display Systems</li><li>• Flight Strips</li><li>• Online Data Interchange</li><li>• Short Term Conflict Alert and Medium Conflict Alert</li><li>• Flight Planning</li></ul>	Speaker TBD
<b>1500-1530</b>	<b>Coffee Break</b>	

**Tuesday, 20 April 2004**

**1530-1630**

**Height Monitoring**

- Standards and Operation of RMA
- RVSM Approval Database
- Monitoring Aircraft Height-Keeping Performance
- Pre-Implementation Technical Height Monitoring Requirements
- Aircraft Height Keeping Performance Statistics
- Safety and Readiness Assessments
- Safety Reporting and Monitoring Operator Compliance
- RMA Responsibilities
- States and Cognizant RMAs
- Maintenance of State Approvals
- Minimum Monitoring Requirements
- Altimetry System Error Data and Analysis
- HMU and GMU Monitoring Systems

Speaker TBD

**Wednesday, 21 April 2004**

0900-1000	<b>RVSM Safety Assurance</b> <ul style="list-style-type: none"><li>• Overall Safety Requirements</li><li>• RVSM Safety Management</li><li>• Stakeholder Responsibilities</li><li>• Development Phases of Overall RVSM Safety Case</li><li>• ICAO RVSM Target Level of Safety (TLS)</li></ul>	Speaker TBD
1000-1030	Coffee Break	
1030-1230	RVSM Safety Assurance <ul style="list-style-type: none"><li>• ATM and Safety Objective</li><li>• RVSM Safety Policy</li><li>• RVSM Safety Objectives</li><li>• RVSM Safety Policy Deliverables<ul style="list-style-type: none"><li>- RVSM Functional Hazard Report</li><li>- Collision Risk Assessment Report</li><li>- National Safety Plan</li></ul></li><li>• Switch-Over Planning CVSM to RVSM</li><li>• Switch-Over Risk Analysis</li></ul>	Speaker TBD
1230-1400	Lunch	
1400-1430	Operator Perspective	IATA
1430-1500	Closing	ICAO

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**GENERAL INFORMATION BULLETIN**

**1. Site of the Workshop**

1.1 The seminar will be held at the ICAO ESAF Office, Nairobi. Registration of the participants will start at 0830 hours on 19 April 2004. The office postal address, fax, telephone numbers and e-mail are as follows:

1.2 ICAO, Eastern and Southern African Office, United Nations Accommodation, Limuru Road, Gigiri, P. O. Box 46294, Post Code -00100, Nairobi, Kenya. Telephone 622395, 622396, 622374, 622399 and 622400. Fax:254-20-621092/623028. E-mail: icao@icao.unon.org.

**2. Transportation**

2.1 Transportation to and from the meeting site will be provided to participants. The bus will depart from The Six Eighty Hotel at 0800 hours everyday.

**3. Climate**

3.1 Average temperature in Nairobi in April is around 20<sup>0</sup>. In normal circumstances, the month of April is rainy.

**4. Visas**

4.1 Kenyan entry visas are not required for nationals of a number of countries. Participants are therefore advised to ascertain whether or not they are exempt from the Kenyan entry visa requirements.

4.2 Entry Visas may be obtained from a Kenyan Embassy or, where there is no Kenya Diplomatic Representation, from the British High Commission or Consulate.

**5. Health**

A yellow fever vaccination certificate is mandatory. Visitors to Kenya arriving from cholera infected areas should have valid vaccination certificates.

**6. Airport Tax**

6.1 Departing passengers are required to pay airport Tax of US\$40. If this is not already incorporated in the ticket fare.

**7. Exchange Rate**

7.1 The Kenyan shilling exchange rates are determined by the inter bank trade which varies daily. The mean rate for 1 United States Dollar in April is approximately Kshs.78.00.

## **8. Security**

8.1 The number of crime incidents in Nairobi has been on the increase. Precautions, therefore, have to be taken to avoid unpleasant experiences that sometimes can even turn into personal injuries. The following advice is given to assist you in protecting yourself against being victims of criminal action and to ensure that your stay in Kenya is safe and trouble free.

8.2 Mugging in the streets is not confined to night attacks, but can occur at any time, anywhere, during the day. To avoid being an easy victim, it is recommended to take the following precautions:

- a) Do not carry **or display** large sums of money when shopping and do not wear jewellery when walking in the streets.
- b) Do not talk to strangers on the street; simply show confidence and act as if you know where you are going.
- c) Be alert when approached or stopped for whatever reason by one or a group of young people, as they usually are expert pick-pockets.
- d) Under no circumstances should you walk in the streets in Nairobi at night. Even for short distances, take a taxi. Do not take any car offering services as a taxi. Confine yourself to the Kenatco accredited taxis (Tel.225123, 221561, 338611 and 822356) and the “London Taxis” available in the city centre.

8.3 When faced with a criminal action, the best reaction is to calmly give in to the offender. From experience of previous incidents, the person who does not react violently usually comes out unhurt.

## **9. Hotels:**

9.1 The following Hotels are conveniently located in relation to the bus route list attached. The rates quoted are those in effect as of February 2004 and are subject to confirmation on placement of reservation. Participants are asked to make their own reservations direct.

**List of Hotels/Rates**

<b>HOTEL</b>	<b>RATES TARIFF US \$</b>	<b>ADDRESS</b>	<b>TELEFAX NO.</b>	<b>TELEPHONE</b>	<b>Email</b>
Intercontinental Hotel	Superior Rm. 85.00+28% (SO) 105.00+28% (DO)	Cr. City Hall Way, Uhuru Highway	254-20- 32000030/ 32000036	254-20- 261000/32000000/ 32000210	nairobi@interconti.com
Holiday Inn	90.00 (SBB) incl. 115.00 (DBB)	Cor. Parklands Road and Mpaka Lane	254-20-748823	254-20-740920/1 740906	Mayfair@africaonline.co.ke
Six Eighty Hotel	30.00 (SO) incl. 65.00 (BO) incl.	Cr. Muindi Mbingu Street/Kenyatta Avenue	254-20-332908	254-20-332680	
The Stanley Hotel	95.00 Deluxe Room (Single or Double (BO)) 140.00 Club Room (Single or Double)	Cr. Kenyatta Avenue/Kimathi Street	254-20-229388	254-20-228830	reservations@thestanley.sar ova.co.ke
			Reserv. 254-20-715566	Reserv. 254-20-713333	
Hilton Hotel	85.00 (SBB) incl. 105.00 (DBB) incl.	Mama Ngina Street	254-20-250099 or 226477	254-20-25000	Hilton@africaonline.co.ke
Nairobi Safari Club	95.00 (SUO) 105.00 (DUO)	University Way/Koinange Street	254-20-331201	254-20-251333	nsclub@africaonline.co.ke
Meridian Court Hotel	41.00 (SO) 55.00 (DO)	Murang'a Road, off Moi Avenue	254-20-333658	254-20- 333675/331261/	
Landmark Hotel	98.00 (SBB) 117.00 (DBB)	Chiromo Road, Westlands	448977	254-20-448713/7	Reservations@sarova.co.ke
Grand Regency	85.00 (SB) + 28% taxes 95.00 (DBB)	Loita Street	254-20-217120	254-20-228820	
Ambassador Hotel	45.00(SB) 60.00(DB)	Moi Avenue	254-20-336860	254-20-336809	

*These rates are subject to change without notice.*

DB = Double, Bed & Breakfast; SBB = Single, Bed and Breakfast, SO, DO= Bed only.

SUO = Suite, Bed only

**Note: When making their reservations, Delegates should specify that they are attending an ICAO meeting in order to be accorded special rates for ICAO.**

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