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Международная
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авиации

منظمة الطيران
المدنى الدولى

国际民用
航空组织

File Ref.: ME 3/2.2-14/173

26 June 2014

Subject: Sixth Meeting of the MIDANPIRG Communication, Navigation and Surveillance Sub-Group (CNS SG/6) (Tehran, Iran, 9 - 11 September 2014)

Action required: Reply not later than 20 August 2014

Sir,

I have the honour to inform you that the Sixth meeting of the MIDANPIRG CNS Sub-Group will be held in Tehran, IRAN from **9 to 11** September 2014. Your Administration/Organization is kindly invited to participate in this meeting.

The Provisional Agenda, Explanatory Notes for the meeting and Terms of Reference of the CNS Sub-Group are at **Attachments A, B and C**, respectively. Your comments on the attached Provisional Agenda, including any amendment(s) you may wish to suggest, would be appreciated.

The Bulletin describing administrative arrangements for the meeting and the Application form for issuing Iran visa along with other useful information for participants, including the Hotel List is at **Attachment D**.

This letter, all its relevant attachments and the Working/Information Papers (as they become available), will be posted in PDF format on the ICAO MID website at: www.icao.int/mid.

In accordance with the approved procedures, as specified in the MIDANPIRG Procedural Handbook, Sub-Groups of MIDANPIRG shall be composed of experts able to contribute to the work of the Sub-Group. For more effectiveness, I shall be grateful if you could ensure that your delegation consists of experts familiar with ICAO documentations and policies, having the required qualifications and experience in the fields of CNS. The attendance of your States CNS focal points and the MID-AMC members to this meeting is also highly encouraged.

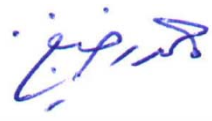
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I would also like to highlight that the CNS SG/6 meeting will discuss the IP addressing for the aeronautical fixed network, the implementation of GNSS, radio navigation issues, the preparations for WRC-2015 and Surveillance related matters. The meeting will also undertake a review and update the list of air navigation deficiencies in the CNS field. In this regard, you are kindly requested to ensure that your designated delegates review the deficiencies related to your State prior to the meeting, with a view to provide the meeting with updated information regarding proposed corrective actions and target dates.

In view of the above, your Administration/Organization is encouraged to participate actively in the work of the meeting by submitting working and/or information papers covering subjects contained in the Provisional Agenda. I would be grateful to receive your papers in an electronic format prior to **20 August 2014**, in order to allow time for processing and advance posting on the web.

I would appreciate if you could, as soon as possible, preferably not later than **20 August 2014**, confirm the participation of your Administration/Organization by exchange of correspondence with the ICAO MID Regional Office at the following e-mail address (icaomid@icao.int), giving the name(s) of your delegate(s), using the Nomination Form at **Attachment E**.

Accept, Sir, the assurances of my highest consideration.



Mohamed R. M. Khonji
ICAO Regional Director, Cairo

Attachments

SIXTH MEETING OF THE MIDANPIRG CNS SUB-GROUP

(CNS SG/6)

(Tehran, Iran, 9 - 11 September 2014)

PROVISIONAL AGENDA

- | | |
|-----------------------|---|
| Agenda Item 1: | Adoption of the Provisional Agenda |
| Agenda Item 2: | Follow-up on MIDANPIRG/14 Conclusions and Decisions relevant to CNS |
| Agenda Item 3: | Global and Regional Developments related to CNS |
| Agenda Item 4: | Developments related to MID-AMC |
| Agenda Item 5: | Performance Framework for CNS implementation in the MID Region |
| Agenda Item 6: | Review of Air Navigation Deficiencies in the CNS Field |
| Agenda Item 7: | Future Work Programme |
| Agenda Item 8: | Any other business. |

SIXTH MEETING OF THE CNS SUB-GROUP

(CNS SG/6)

(Tehran, Iran, 9 – 11 September 2014)

EXPLANATORY NOTES

Agenda Item 1: Adoption of the Provisional Agenda

The meeting will review and adopt as appropriate the Agenda for the CNS SG/6 meeting.

Agenda Item 2: Follow-up on MIDANPIRG14 Conclusions and Decisions relevant to CNS

The meeting will review MIDANPIRG/14 Conclusions and Decisions relevant to CNS and note the follow-up actions taken by concerned parties.

Agenda Item 3: Global and Regional Developments related to CNS

The meeting will be apprised of the Global and Regional activities related to CNS such as:

- The outcome of the 15th meeting of the Navigation Systems Panel;
- Latest Amendments to Annex 10;
- Regional Performance Dashboards; and
- The progress achieved in the development of the eANP.

Agenda Item 4: Developments related to MID-AMC

The meeting will review the following:

- Outcome of first MID-AMC Steering Group meeting;
- Progress in the implementation of AMHS in the Region;
- Progress in the MID-AMC Project; and
- Training needs on the MID-AMC.

Agenda Item 5: Performance Framework for CNS implementation in the MID Region

The meeting will address the following subjects:

- The implementation of Aeronautical Fixed Service (AFS) in the Region;
- AIDC/OLDI implementation;
- Callsigns Confusion related issues;
- issues related to implementation of GNSS in the Region;
- Radio Navigation issues;

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- preparations for WRC-2015;
- Radio Spectrum Management related issues – introduction of Frequency Finder Tool and discuss criteria for Regional VHF Spectrum Coordination;
- discuss Surveillance (SSR, ADS-B, MLAT etc.) related issues;
- Integrated Flight Plan Processing System (IFPS); and
- review and update the Draft MID Region Air Navigation Strategy Parts related to CNS.

Agenda Item 6: Review of Air Navigation Deficiencies in the CNS Field

The meeting will review and update the list of Air Navigation Deficiencies in the CNS field, which have been identified in the MID Region, and propose actions, as appropriate.

Agenda Item 7: Future Work Programme

The meeting will review and update, as deemed necessary, the Terms of Reference of the CNS Sub-Group. The meeting will agree on the dates and venue, of the CNS SG/7 meeting.

Agenda Item 8: Any Other Business

Any other matters not covered by the Agenda, might be addressed under this Agenda Item.

COMMUNICATION, NAVIGATION AND SURVEILLANCE SUB-GROUP

(CNS SG)

1. TERMS OF REFERENCE

1.1 The Terms of Reference of the CNS Sub-Group are:

- a) ensure that the implementation of CNS in the MID Region is coherent and compatible with developments in adjacent Regions, and is in line with the Global Air Navigation Plan (GANP), the Aviation System Block Upgrades (ASBU) methodology and the MID Region Air Navigation Strategy;
- b) monitor the status of implementation of the MID Region CNS-related ASBU Modules included in the MID Region Air Navigation Strategy as well as other required CNS supporting infrastructure, identify the associated difficulties and deficiencies and provide progress reports, as required;
- c) keep under review the MID Region CNS performance objectives/priorities, develop action plans to achieve the agreed performance targets and propose changes to the MID Region CNS plans/priorities, modernization programmes through the ANSIG, as appropriate;
- d) seek to achieve common understanding and support from all stakeholders and involved in or affected by the CNS developments/activities in the MID Region;
- e) provide a platform for harmonization of developments and deployments of CNS facilities and procedures within Region and inter regional;
- f) monitor and review the latest developments in the area of CNS, provide expert inputs for CNS-related issues; and propose solutions for meeting ATM operational requirements;
- g) follow-up the developments of ICAO position for future ITU World Radio Communication (WRC) Conferences and provide expert advises to States;
- h) follow-up the establishment of the MID ATS Message Management Center (MIDAMC);
- i) provide regular progress reports to the ANSIG and MIDANPIRG concerning its work programme; and
- j) review periodically its Terms of Reference and propose amendments, as necessary.

1.2 In order to meet the Terms of Reference, the CNS Sub-Group shall:

- a) provide necessary assistance and guidance to States to ensure harmonization and interoperability in line with the GANP, the MID ANP and ASBU methodology;
- b) provide necessary inputs to the MID Air Navigation Strategy through the monitoring of the agreed Key Performance Indicators related to CNS facilities and procedures;
- c) identify and review those specific deficiencies and problems that constitute major obstacles to the provision of efficient CNS implementation, and recommend necessary remedial actions;
- d) lead the work programme of the MID-AMC including the conduct of trainings and upgrades;
- e) assist, coordinate, harmonize and support in the implementation of CNS facilities and procedures;
- f) seek States support to ICAO Position at WRCs, and encourage States for the proper utilization of the Frequency Spectrum and Interrogation Code Allocations;
- g) update ATN Plan as necessary MID Region and assist in its implementation conduct; and
- h) follow-up surveillance technologies implementation to be in line with the surveillance strategy and MID operational improvements in coordination with other Sub-Groups and coordinate Interrogation Code Allocations.

2. COMPOSITION

2.1 The Sub-Group is composed of:

- a) MIDANPIRG Member States;
- b) concerned International and Regional Organizations as observers; and
- c) other representatives from provider States and Industry may be invited on ad-hoc basis, as observers, when required.



International Civil Aviation Organization

**Sixth Meeting of the MIDANPIRG Communication, Navigation
and Surveillance Sub-Group**

(CNS SG/6)

(Tehran, Iran, 9 - 11 September 2014)

BULLETIN

1. LOCATION

1.1 The Sixth Meeting of the MIDANPIRG CNS Sub-Group (CNS SG/6) will be held from 9 to 11 September 2014 at **Transit Hotel, Terminal 2, Mehrabad Int. Airport, Tehran, I.R. of IRAN.**

2. SCHEDULE OF THE MEETING

2.1 The opening session of the Meeting will be held at 0900 hours on Tuesday 9 September 2014.

2.2 The schedule and order of the day will be announced at the opening session.

2.3 The Meeting will be conducted in English.

3. REGISTRATION OF PARTICIPANTS

3.1 Participants are requested to register, at the Registration Desk located at the entrance of the designated conference room, between 0800 and 0900 hours on the opening day of the meeting. Participants are also requested to wear the Identification Badge which will be issued to them during registration.

4. DOCUMENTATION

4.1 Please note that no documentation will be available in hard copy format. However, working and information papers related to the meeting will be available on the ICAO MID Regional Office <http://www.icao.int/mid/> at least 15 days prior to the meeting. Accordingly, participants are requested to download the documentation from the web and bring along their own hard copies or their laptops to the meeting, as appropriate.

5. HOTEL RESERVATIONS/RETURN AIRLINE BOOKINGS

5.1 Participants are requested to ensure that their return airline booking is confirmed, soon after their arrival in Tehran, through their respective hotel reception desk. A list of hotels with special rates with the telephone/fax numbers and addresses is at the **Attachment D1**. Participants will need to arrange their own hotel reservations.

6. TRANSPORTATION

6.1 Participants are requested to make their own arrangements to move from the airport to the hotel on their own. Taxi service is available at Imam Khomeini Int'l Airport (IKIA).

6.2 Airport taxi services operate from IKIA to Tehran at Min. US\$25 to Max. US\$35 per vehicle.

6.3 CAO.I.R. of Iran may provide transportation from Imam Khomeini Int'l Airport (IKIA) to hotels. Please contact a-khodaei@cao.ir at least 4 days before your arrival for transportation arrangement to confirm if transportation can be provided.

6.4 In order to transfer from selected hotels listed in **Attachment D1** to Conference Hall, pick-up service is available. Please refer to **Attachment D1** for details of pick-up service. CAO.I.R. of Iran will provide transportation to/from meeting venue/Hotels for all participants, please contact a-khodaei@cao.ir for further transportation arrangement to be provided to your hotel.

7. INSURANCE

7.1 Participants are advised to have insurance coverage for any unexpected contingency including transport hazards (taxi, buses, rented cars, etc.) and Medical Coverage.

8. SOME USEFUL TRAVEL INFORMATION

PASSPORT

8.1 All foreign nationals entering I.R. of Iran must possess valid Passports or other valid documents for travel.

VISA

8.2 It is mandatory that all participants obtain official visas from the Iranian Embassy or Consulate in their Country prior to their departure for Tehran.

8.3 It is recommended to refer to the Embassy at least 20 days before departure for Tehran.

8.4 If any participant needs invitation letter, this is possible by sending a copy of his/her passport and completed form in **Attachment D2** to Mr. Saeed Taghipoor by email: s-taghipoor@cao.ir, taghipoor@gmail.com.

CUSTOMS

8.5 The following items may be brought into I. R. of Iran:

- a) Personal gifts of which the applicable import duty/tax does not exceed \$80.
- b) Only 200 cigarettes for every person above 18 years of age.
- c) Camera or Video camera.
- d) Effects for personal use, such as perfume and clothing.
- e) Personal computer (laptop).
- f) Equipment for professional use.

8.6 Importing following goods is prohibited:

- a) Alcoholic Beverages.
- b) Any kinds of plants or animals.
- d) Narcotics and toxic substances and their relevant applicants.
- e) Weapons, ammunition, explosive and radioactive substances.
- f) Antique and art objects including books and magazine.
- g) All kinds of precious metals/stones.

8.7 All ladies entering I.R. of Iran Borders should wear **scarf** and Islamic cloths.

9. CURRENCY, CREDIT CARDS AND BANKING SERVICES

9.1 The unit of currency in I.R. of Iran is Iranian RIALS. The current rate of exchange for US\$ is apprx. US \$ 1~ 32,000 RLS.

9.2 There are no restrictions on import of foreign currency.

9.3 International credit cards are **NOT** accepted.

9.4 Except for Fridays, all commercial banks exchange and major foreign currencies are open from 0800 to 1500.

10. OTHER USEFUL INFORMATION

SHOPPING

10.1 The stores usually work all week from 10:00 a.m. to 22:00 p.m. in most cases you can bargain.

TAP WATER

10.2 Guests can drink the hotels water. But mineral water is also available on request.

TELEPHONE AND INTERNET CARDS

10.3 Cards are available in the Iranian Market for international calls and internet connection. The wireless system and Internet café' are usually available in hotels. Roaming service is provided for most international mobile operators. Participants may buy debit cellphone sim cards by showing their passport in most supermarkets.

11. WEATHER CONDITIONS

11.1 The main daily minimum and maximum temperatures for the month of September in Tehran are between 21°C to 31°C.

12. ENTERTAINMENT PROGRAM:

12.1 The Civil Aviation Organization will be organizing tour after the meeting hours to all participants around the city of Tehran.

13. OTHER ASSISTANCE

13.1 Civil Aviation Organization will be glad to assist the participants to the meeting with any advice they may require.

13.2 In case of any emergencies, participants may contact **Mr. Arash Khodaei**, email: a-khodaei@cao.ir or call Tel: +98 912 148 38 40.

ATTACHMENT D1

LIST OF HOTELS WITH IRANIAN CAO CORPORATE RATES

Hotel	Rate	Website	Telephone Number	Transportation by taxi to the meeting venue
Parsian Azadi	Single: 2,870,000 IRRs Double: 4,140,000 IRRs Single: Junior suite: 5,270,000 IRRs Royal suite: 7,590,000 IRRs (*/**)	www.azadihotel.com	(+98 21) 29112	40 minutes
Homa	Double: 3,020,306 IRRs Junior suite: 3,652,513 IRRs Royal suite: 4,579,174 IRRs (*/**)	www.homahotels.com for reservation: tehran@homahotels.com	(+98 21) 88773021-9	30 Minutes

*Daily transportation to meeting venue.

**CAO.I.R. of Iran special rates. Please forward your reservation details to: a-khodaei@cao.ir

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Daily transportation to meeting venue:

Parsian Azadi Hotel: 07:45

Homa Hotel: 08:00

Please inform hotel reception and wait in lobby for CAO.I.R. of Iran staff.

Application Form for Issue IRAN VISA			
		Name	
		Surname	
		Sex	
		Marital Status	
		Father's Name	
			Date Of Birth
		Country Of Birth	
		Place Of Birth	
		Nationality	
		previous Nationality	
		Grand Father's Name(for Arab Nationality)	
		Passport No	
			Date Of Issue
		Place Of Issue	
			Expiry Date
		Occupation	
		Position	
		company	
		activity	
		Number of travel to Iran before	
			The Last Date Of Entry To IRAN
		Visa Issuance Place	
		Duration Of Stay In IRAN	
			Date of entry to Iran
			Date of exit from Iran

Please forward the completed form and a copy of passport as soon as possible to:

Mr. Saeed Taghipoor

s-taghipoor@cao.ir , taghipoor@gmail.com

INTERNATIONAL CIVIL AVIATION ORGANIZATION
MID REGIONAL OFFICE

SIXTH MEETING OF THE MIDANPIRG CNS SUB-GROUP

(CNS SG/6)

(Tehran, Iran, 9 - 11 September 2014)

NOMINTION FORM

PLEASE PRINT OR TYPE CLEARLY

1. Name in full:	_____
	(as should appear in the official listing and name tag)
2. Title or Official Position:	_____
3. State/Organization:	_____
4. Mailing Address:	_____ _____
5. Telephone Number:	_____
Fax Number:	_____
Mobile Number:	_____
E-mail:	_____
6. Hotel	_____

Note 1: Participants are expected to make their own hotel/visa arrangements

Note 2: Please download meeting materials from ICAO MID Regional Office website.

Date: Signature:

After completing, please send to: ICAO MID Office at the following e-mail address: (icaomid@icao.int) or
Fax number +20 2 22674843
