



International
Civil Aviation
Organization

Organisation
de l'aviation civile
internationale

Organización
de Aviación Civil
Internacional

Международная
организация
гражданской
авиации

منظمة الطيران
المدنى الدولى

国际民用
航空组织

File Ref.: ME 3/2.5.1 – 15/163

3 June 2015

**Subject: Third Meeting of the MID Region AIM Database Task Force (MIDAD TF/3)
(Kish Island, Iran, 29 – 30 August 2015)**

Action required: Reply not later than 8 August 2015

Sir,

I have the honour to inform you that the Third meeting of the MID Region AIM Database (MIDAD) Task Force (MIDAD TF/3) will be gratefully hosted by Iran Civil Aviation Organization. The meeting will be held at **Kish International Convention Center, Kish Island, Iran, 29 - 30 August 2015.**

Your Administration/Organization is kindly invited to participate in this meeting. The Provisional Agenda, Explanatory Notes of the meeting and the Terms of Reference of the MIDAD Taskforce 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.

I would appreciate if you could, as soon as possible, preferably not later than **8 August 2015** confirm the participation of your Administration/Organization, by submitting the Nomination Form at **Attachment E** to the ICAO MID Regional Office at the following e-mail address (icaomid@icao.int) with a copy to (aniknejad@icao.int).

The Bulletin describing administrative arrangements for the meeting, including information related to the entry visa to Kish Island and the Hotel List is at **Attachment D**.

This letter, all its relevant attachments and working/information papers (as they become available), will be posted in PDF format on the ICAO MID Website at: <http://icao.int/mid/>.

You may recall that the DGCA-MID/3 meeting, through Conclusion 3/4, tasked the MIDAD TF and MAEP SC/Board to take a decision on the funding mechanism of the MIDAD Project. Accordingly, States committed to the MIDAD Project were invited to ensure that their representatives to the upcoming MIDAD TF and MAEP SC/Board meetings have the authority to decide on the funding of the MIDAD Detailed Study.

../.

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 **8 August 2015**, in order to allow time for processing and advance posting on the web.

I strongly encourage for correspondence the use of electronic mail as the most suitable means of communication. Your correspondence should be addressed to icaomid@icao.int.

Accept, Sir, the assurance of my highest consideration.



for/ Mohamed R. M. Khonji
ICAO Regional Director, Cairo

Attachments

THIRD MEETING OF THE MID REGION AIM DATABASE TASK FORCE (MIDAD TF/3)

(Kish Island, Iran, 29-30 August 2015)

PROVISIONAL AGENDA

- Agenda Item 1: Adoption of the Provisional Agenda
- Agenda Item 2: Follow-up on DGCA-MID/3, MIDANPIRG/15 and MSG/4 Conclusions and Decisions relevant to MIDAD
- Agenda Item 3: MIDAD Project Phase 2 - Detailed Study
- Agenda Item 4: Future Work Programme
- Agenda Item 5: Any other Business

THIRD MEETING OF THE MID REGION AIM DATABASE TASK FORCE (MIDAD TF/3)

(Kish Island, Iran, 29-30 August 2015)

EXPLANATORY NOTES

Agenda Item 1: Adoption of the Provisional Agenda

The meeting will review and adopt as appropriate the provisional agenda for the MIDAD TF/3 meeting.

Agenda Item 2: Follow-up on DGCA-MID/3, MIDANPIRG/15 and MSG/4 Conclusions and Decisions relevant to MIDAD

The meeting will review the DGCA-MID/3, MIDANPIRG/15 and MSG/4 Conclusions and Decisions relevant to AIM and the follow-up actions taken by concerned parties.

Agenda Item 3: MIDAD Project Phase 2 – Detailed Study

The meeting will discuss and agree, based on the initial evaluation, on final evaluation of tenders and decision regarding the awarded company. Proposal(s) for the funding mechanism of the Detailed Study will also be discussed to be presented to the MAEP Board/2 meeting. The meeting will develop/review a draft MOC to be signed on MIDAD between EUROCONTROL and ICAO MID (on behalf of MIDAD States).

Agenda Item 4: Future Work Programme

The meeting will agree on the dates and venue of the MIDAD TF/4 meeting.

Agenda Item 5: Any other Business

Matters not covered by the agenda, might be addressed under this agenda item.

MID REGION AIM DATABASE TASK FORCE (MIDAD TF)

1. TERMS OF REFERENCE

The terms of Reference of the MIDAD TF are to:

- a) take responsibility for overall leadership, supervision, direction, and management of the MIDAD project;
- b) carry out necessary coordination with States for the establishment of the MID Region AIM Database (MIDAD);
- c) address all technical, operational, financial, legal and institutional issues related to MIDAD;
- d) agree on the mechanism(s) for the oversight of MIDAD;
- e) monitor the developments of the MIDAD Project; and
- f) provide regular progress reports to the AIM SG, ANSIG and MIDANPIRG, as appropriate, concerning its work programme.

2. COMPOSITION

The MIDAD TF is composed of:

- a) all MIDAD member States;
- b) other MID States which are not member of MIDAD and concerned International/Regional Organizations, as observers; and
- c) representatives from industry and user Organizations having a vested interest in Aeronautical Information Management and experience in the development of Regional AIS/AIM Databases could participate as observers, as necessary.



International Civil Aviation Organization

Third Meeting of the MIDANPIRG MIDAD Task Force

(MIDAD TF/3)

(Kish Island, Iran, 29 - 30 August 2015)

BULLETIN

1. LOCATION

1.1 The Third Meeting of the MIDANPIRG MIDAD Task Force (MIDAD TF/3) will be held at the **Kish International Convention Center (Razi Meeting hall)**, Sahel Blvd., Kish Island, Iran, from 29 – 30 August 2015. The meeting will be hosted by Civil Aviation Organization of the Islamic Republic of Iran (CAO.IRI).

2. SCHEDULE OF THE MEETING

- 2.1 The opening session of the Meeting will be held at 0900 hours on Saturday 29 August 2015.
- 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 Kindly note that no documentation in hard copy will be available. Participants are requested to bring their laptops to the meeting.

5. HOTEL RESERVATIONS

5.1 Participants are requested to make their own hotel reservations. A list of hotels with Civil Aviation Organization (CAO.IRI) corporate rates are attached for your convenience.

6. TRANSPORTATION

WELCOME SERVICE

6.1 Welcome service and free transportation from the airport to hotel will be provided to the Participants upon arrival at the Kish International Airport. Participants are requested to inform CAO.IRI Focal Point of their itineraries before departure.

FREE BUS TRANSPORTATION

6.2 Free bus services will be provided to and from the venue of the Meeting according to the following:

Itinerary to the venue of the Meeting

- Departure from Marina Park Hotel at 08:35
- Departure from Darius Grand Hotel at 08:45
- Departure from Parmis Hotel at 08:50
- Departure from Maryam Hotel at 08:55

Departure from Sadaf Hotel at 08:50

Itinerary from the venue of the Meeting

Buses will be available after the close of the daily sessions. Departures are tentatively scheduled at 14:30

N.B. i Bus will be identified by CAO.IRI sign.



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/VISA

8.1 All foreign nationals entering the Islamic Republic of Iran must possess valid passports for a minimum of six months.

8.2 For direct entry into Kish Free Zone, you are not required to obtain visa. Officials stamp entry on your valid travel document at Kish airport and port allows 14 days of stay. Participants should obtain updated information on entry requirements by accessing Kish Free Zone web page <http://www.kish.ir>

AIRLINE BOOKING

8.3 Kish International Airport has 3-4 daily direct flights to/from Dubai (and Abu Dhabi) International Airports, operated by Kish Airlines. Participants are requested to book their airline tickets thorough Kish air agent by following contact details :

Tel: 0097142720006
Fax:0097142720036
Mob:0097155916332
Email:anny9dxb@gmail.com

Note: according to the coordination between CAO and Kish air agent, participants can send their ticket request to above email by subject Request ticket reservation for ICAO meeting at Kish island.

8.4 Schedule of direct flights to/from Kish Airport operated by Kish Airlines is attached for your convenience.

CUSTOMS

8.2 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 (lab top).
- f) Equipment for professional use.

8.3 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.

8.4 All ladies entering I.R. of Iran Borders should wear **scarf** and Islamic clothes.

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 approx. US \$ 1~ 33,000 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 Be prepared to bargain in small shops, sidewalk vendors etc. In large stores, however, the prices are fixed.

TAP WATER

10.2 It is recommended that all visitors drink only bottled water/beverages.

11. WEATHER CONDITIONS

11.1 The main daily minimum and maximum temperatures for the month of August are between 30 °C and 38 °C.

12. OTHER ASSISTANCE

12.1 The CAO.IRI will be glad to assist the participants to the meeting with any advice they may require.

12.2 The meeting Focal Points from CAO.IRI are as follows:

- **Mr. Meisam Shaker** (Main)
Email: m-shaker@cao.ir
Ska.meisam@gmail.com
Mob: +989126454753
Tel: +9866073534
- **Mr. Javad Danaee** (Alternate)
Email: mj_danaee@yahoo.com
Mob: +989126952720

12.3 In case of emergency in Kish Island, please call the above meeting Focal Points.

LIST OF HOTELS

PARTICIPANTS ARE REQUIRED TO MAKE THEIR OWN RESERVATION(S).

dated 1 June 2015

Hotel	Rate US S\$	Telephone Number(s)	Email	Transportation to International Kish Convention center *
Marina park hotel	Double room, Park view 180 US \$ Double Room, Sea view 205 US \$ Standard room, 170US \$ Deluxe Single 207 US \$ Half Board	Tel: +98 764 4465040 Fax: +98 764 446501	kishmarinapark@yahoo.com marina_park_kish@yahoo.com www.marinaparkhotel.ir	10 min
Dariush Grand Hotel	SGL room, Park view 155 US \$ Double Room, Park view 197 US \$ Double Room, Sea view 227 US \$ Deluxe Suite 272US \$ Breakfast included	Tel: 0098 764 4444900 Fax:0098 764 4441513	Ahmadian@ttgroup.ir www.dariushgrandhotel.com	7 min
Kish Shayan pars hotel	Double room, Island view 155 US \$ Double Room, Sea view 170 US S\$ Breakfast included	Tel: 0098 764 ۴۴۲۲۷۷۱-5 Fax:0098 764 ۴۴۲۲۴۰۹	www.pars-hotels.com	Beside International Kish Convention center
Parmis Hotel	Double room, Island view 170 US \$ Double Room, Sea view 177 US S\$ Breakfast included	Tel: +98 764 4468633 Fax: +98 764 4468621	http://www.parmishotel.ir	5 min

Hotel	Rate US \$\$	Telephone Number(s)	Email	Transportation to International Kish Convention center *
Maryam Hotel	Standard Room, 310 US \$ Junior Suite 350 US \$ Luxury Suite 390 US \$ Breakfast included	Tel: +98 764 4421111-7 Fax: +98 764 4421110	maryamhotel.sorinet@gmail.com http://www.sorinethotels.com/	5 min
Shaygan Hotel	Double / Twin Room 142 US \$ Suite - One bed room with Jacuzzi 325 US \$	Tel: +98 764 4467444 Fax: +98 764 4467451	info@shayganhotel.com	5 min
Aryan Hotel	Double / Twin Room 75 US \$	Tel: +98 764 4467350-55 +98 764 4467356	Reception @hotelaryan.ir	5 min

GENERAL CONDITIONS:

- Kindly make sure to mention in your reservation request that you are a Participant in ICAO Meeting.
- Method of payment (in cash) should be stated in reservation request.
- in case of any question and/or assistance required, please contact the CAO.IRI Focal Point as mentioned in the Meeting Bulletin.
- Transportation from airport to hotel and from hotel to Meeting Venue from all listed hotel will be provided by prior arrangement with CAO.IRI Focal Point.

Schedule of Flights operated by Kish Airlines

(For more information on booking with Kish Airline see the Meeting Bulletin item 8.3)

Days & Date	Remark	FltNo	Route	Dep Time	Arr Time	A/C	p
Saturday		7134	KIH - DXB	16:15	16:30	MD/82	
		7135	DXB - KIH	17:30	18:45	MD/82	
		7138	KIH - DXB	20:45	21:00	MD/82	
		7139	DXB - KIH	22:00	23:15	MD/82	
		7130	KIH - DXB	12:45	13:00	MD/82	
		7131	DXB - KIH	14:00	15:15	MD/82	
		7142	KIH - DXB	9:20	9:35	MD/82	
		7143	DXB - KIH	10:35	11:50	MD/82	
Days & Date	Remark	FltNo	Route	Dep time	Arr time	A/C	B
Sunday		7130	KIH - DXB	12:45	13:00	MD/82	
		7131	DXB - KIH	14:00	15:15	MD/82	
		7134	KIH-DXB	16:15	16:30	MD/82	
		7135	DXB-KIH	17:30	18:45	MD/82	
		7142	KIH - DXB	9:45	10:00	MD/82	
		7143	DXB - KIH	11:00	12:15	MD/82	
		7138	KIH - DXB	20:45	21:00	MD/82	
		7139	DXB - KIH	22:00	23:15	MD/82	
Days & Date	Remark	FltNo	Route	Dep Time	Arr Time	A/C	c
Monday		7134	KIH-DXB	16:15	16:30	MD/82	
		7135	DXB-KIH	17:30	18:45	MD/82	
		7138	KIH-DXB	20:45	21:00	MD/82	
		7139	DXB-KIH	22:00	23:15	MD/82	
		7142	KIH - DXB	9:45	10:00	MD/82	
		7143	DXB - KIH	11:00	12:15	MD/82	
		7130	KIH-DXB	11:40	11:55	MD/82	
		7131	DXB-KIH	12:55	14:10	MD/82	
Days & Date	Remark	FltNo	Route	Dep Time	Arr Time	A/C	P
Tuesday		7142	KIH - DXB	9:45	10:00	MD/82	
		7143	DXB - KIH	11:00	12:15	MD/82	
		7138	KIH - DXB	20:45	21:00	MD/82	
		7139	DXB - KIH	22:00	23:15	MD/82	
		7130	KIH - DXB	12:45	13:00	MD/82	
		7131	DXB - KIH	14:00	15:15	MD/82	
		7134	KIH-DXB	16:15	16:30	MD/82	
		7135	DXB-KIH	17:30	18:45	MD/82	
Days & Date	Remark	FltNo	Route	Dep Time	Arr Time	A/C	Reg
Wednesday		7142	KIH - DXB	9:45	10:00	MD/82	
		7143	DXB - KIH	11:00	12:15	MD/82	
		7178	KIH-AUH	21:15	21:30	MD/82	
		7179	AUH-KIH	22:30	23:45	MD/82	
		7130	KIH - DXB	12:45	13:00	MD/82	
		7131	DXB - KIH	14:00	15:15	MD/82	
		7138	KIH -DXB	20:45	21:00	MD/82	
		7139	DXB - KIH	22:00	23:15	MD/82	
Days & Date	Remark	FltNo	Route	Dep Time	Arr Time	A/C	
Thursday		7142	KIH - DXB	9:45	10:00	MD/82	
		7143	DXB - KIH	11:00	12:15	MD/82	
		7138	KIH-DXB	20:45	21:00	MD/82	
		7139	DXB-KIH	22:00	23:15	MD/82	
		7134	KIH-DXB	15:55	16:10	MD/82	
		7135	DXB-KIH	17:10	18:25	MD/82	
Days & Date	Remark	FltNo	Route	Dep Time	Arr Time	A/C	
Friday		7134	KIH-DXB	16:15	16:30	MD/82	
		7135	DXB-KIH	17:30	18:45	MD/82	
		7138	KIH-DXB	20:45	21:00	MD/82	
		7139	DXB-KIH	22:00	23:15	MD/82	