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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 4/1.1-17/350

12 December 2017

**Subject: Second Meeting of the MID Annual Safety Report Team (MID-ASRT/2)
(Cairo, Egypt, 4 – 5 February 2018)**

Action required: Reply not later than 15 January 2018

Sir,

I have the honour to confirm that the Second meeting of the MID Annual Safety Report Team (MID-ASRT/2) will be held as scheduled at the ICAO MID Regional Office Cairo, Egypt, **4-5 February 2018**. The meeting will be held back-to-back with the Fourth meeting of the MID Safety Support Team (MID-SST/4), 6-8 February 2018.

Your Administration/Organization is kindly invited to participate in this meeting. The Provisional Agenda is at **Attachment A**. Your comments on the attached Provisional Agenda, including any amendment you may wish to suggest, would be appreciated.

The MID-ASRT was established within the RASG-MID to gather and analyze safety information from different available sources to identify main Focus Areas and Emerging Risks in the MID Region and develop the MID Annual Safety Reports (MID-ASR).

With respect to the composition of the MID-ASRT, I would appreciate, if you have not done so yet, receiving your reply to my letter ME 4 – 17/306, dated 2 November 2017 (*attached for ease of reference*) regarding designation of member(s) for the MID-ASRT. I would like to highlight that the RASG-MID/6 meeting (Bahrain, 26 – 28 September 2017) agreed that in order to improve efficiency of collecting and analysis of data, the composition of the MID-ASRT should encompass members from States and industry partners to actively participate in the Team activities including face-to-face meetings.

For more effectiveness, it was agreed that that States should share their analyses related to the top 5 areas of concern to be presented to the ASRT/2 meeting (RASG-MID/6 Conclusion 6/11 refers). Accordingly, it would be appreciated if your designated member(s) could share the analyses related to the following top 5 areas of concern:

- 1- Near midair Collision (NMAC)-TCAS RA
- 2- Loss of Separation
- 3- Take off Clearance with Runway in use
- 4- Wake Turbulence -Encountered
- 5- Callsign Confusion

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Your Administration/Organization is encouraged to participate actively in the work of the meeting by submitting working, information papers and/or Powerpoint Presentations covering subjects contained in the Provisional Agenda. I would be grateful to receive your papers in an electronic format prior to **18 January 2018**, in order to allow time for processing and advance posting on the web.

Administrative arrangements for the meeting and other useful information for participants, including the MID Office Bulletin and Hotel List are available on the ICAO MID Office website at: (<http://www2010.icao.int/MID/Pages/MID-Office-Bulletin.aspx>).

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/>.

I would appreciate if you could, as soon as possible, preferably not later than **15 January 2018**, confirm the participation of your Administration/Organization by submitting the Nomination Form at **Attachment B** to the following email address (icaomid@icao.int) with copy to malblowi@icao.int.

Accept, Sir, the assurances of my highest consideration.



Mohamed Khalifa Rahma
Middle East Regional Director

Attachments

SECOND MEETING OF THE MID ANNUAL SAFETY REPORT TEAM

(MID-ASRT/2)

(Cairo, Egypt, 4 – 5 February 2018)

PROVISIONAL AGENDA

Agenda Item 1: Adoption of the Provisional Agenda

Agenda Item 2: AIA WG Work Programme

- Revised Terms of Reference
- Data collection – methodology and way forward
- Review and analysis of data
- Identification of Focus Areas and Emerging Risks
- Identification of root causes and contributing factors
- Regional dataset development and harmonization
- Sixth MID Annual Safety Report

Agenda Item 3: Future Work Programme

- Date and venue of the MID-ASRT/3 meeting.

Agenda Item 4: Any other Business

- Any other matters not covered by the agenda, are to be addressed under this Agenda Item.

**INTERNATIONAL CIVIL AVIATION ORGANIZATION
MID REGIONAL OFFICE**

SECOND MEETING OF THE MID ANNUAL SAFETY REPORT TEAM

(MID-ASRT/2)

(Cairo, Egypt, 4 – 5 February 2018)

NOMINATION FORM

- 1. Name in full: _____
Mr. / Mrs. / Ms. (as should appear in the official listing and name tag)
- 2. Title or Official Position: _____
- 3. State/Organization: _____
- 4. Mailing Address: _____

- 5. Telephone Number: _____
Mobile Number: _____
E-mail: _____
- 6. Hotel _____

Date: Signature:

After completing, please send to: ICAO MID Office at the following e-mail address: (icaomid@icao.int).

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

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