



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.: AT 2 - 18/289

13 September 2018

**Subject: Joint ACAO/IATA/ICAO Airports and Air Navigation Charges Workshop  
(Rabat, Morocco, 27 - 28 November 2018)**

**Action required: Reply no later than 5 November 2018**

Sir,

I have the honour to inform you that ACAO, IATA and ICAO MID Regional Office are jointly organizing an Airports and Air Navigation Charges Workshop. The Workshop is gratefully hosted by ACAO in Rabat, Morocco, 27-28 November 2018, back-to-back with a Workshop on Quality Management Systems (Rabat, Morocco, 26 November 2018). Your Administration/Organization is kindly invited to participate in this Workshop.

The Workshop will be conducted in the English language only. The Provisional Agenda/Programme for the Workshop is at **Attachment A**. Administrative arrangements for the event and other useful information for participants, including the Hotel List in Rabat (with ACAO corporate rates) will be provided in due course.

You may wish to recall that the DGCA-MID/4 Meeting (Muscat, Oman, 17-19 October 2017), encouraged States to attend the Workshop on Charges for Airports and Air Navigation Services, which will be organized in November 2018. The objective of the Workshop is to provide the participants with an overview of the ICAO framework for aviation charges, address the identified challenges and issues from different perspectives and agree on the way forward, based on lessons learned and best practices.

I would appreciate if you could, as soon as possible, preferably not later than **5 November 2018**, confirm the participation of your Administration/Organization by submitting the Nomination Form at **Attachment B** to the following email addresses: (icaomid@icao.int) and (acac@acac.org.ma).

Accept, Sir, the assurances of my highest consideration.



Mohamed Khalifa Rahma  
Middle East Regional Director

#### Attachments

Ministry of Civil Aviation Complex  
Cairo Airport Road  
P.O. Box 85,  
Airport Post Office  
Cairo 11776 A.R.E

Tel: +2 (02) 2674840/1/5/6  
Fax: +2 (02) 2267 4843

E-mail: [icaomid@icao.int](mailto:icaomid@icao.int)  
<http://www.icao.int/mid>



# Airport & Air Navigation Charges Workshop

27-28 November 2018  
Rabat, Morocco



# Airport & ANS Charges Workshop

---

## Schedule - Day 1

Time	Agenda Item
8:00 – 9:00	<b>Registration</b>
9:00- 9:30	<b>Welcome &amp; Opening</b>
9:30 – 10:30	<b>A Regional Economic Overview &amp; the Value of Aviation (Panel Discussion)</b> <ul style="list-style-type: none"> <li>- An overview of the regional economic performance &amp; trends</li> <li>- Economic challenges faced by Airports</li> <li>- Economic challenges faced by ANSPs</li> <li>- Economic challenges faced by Airlines</li> <li>- Value that aviation brings to the different stakeholders</li> </ul>
10:30 – 11:00	<b>Coffee Break &amp; Group Photo</b>
11:00 – 12:30	<b>ICAO Framework for Aviation Charges (Panel Discussion)</b> <ul style="list-style-type: none"> <li>- An overview of the ICAO framework (SARPS) for setting user charges &amp; supporting documents (Doc 9082, Doc 9161)</li> <li>- The level of conformity to the ICAO Doc 9082 in the MID region by the different States</li> <li>- User charges challenges from different perspectives &amp; the role of regulators (starting by airlines to explain the challenges, followed by ANS, and Airports, and the role of regulators)</li> </ul>
12:30 – 13:30	<b>Lunch Break</b>
13:30 – 15:30	<b>Moving Towards a Customer Centric Approach &amp; Performance Based Service Providers (Panel Discussion)</b> <ul style="list-style-type: none"> <li>- An ANSP (NAV Canada - TBC) to share their experience</li> <li>- An Airport (TBC) to share their experience</li> </ul> <p>A discussion to be facilitated with a regional ANSP, Airport, Regulator, Airline to define a regional work program for addressing user charges and introducing the concept of CRM and SLAs.</p>

**Schedule - Day 2**

<b>Time</b>	<b>Agenda Item</b>
08:30 – 10:00	<b>The Concept of Building Blocks in Aviation Charges (Presentation)</b> <ul style="list-style-type: none"> <li>- Depreciation</li> <li>- Operational Costs</li> </ul>
10:00 – 10:30	<b>Coffee Break</b>
10:30 – 12:00	<b>The Concept of Building Blocks in Aviation Charges (Presentation)</b> <ul style="list-style-type: none"> <li>- Capital Expenditures</li> <li>- Traffic Forecasts</li> </ul>
12:00 – 13:00	<b>Lunch Break</b>
13:00 – 14:30	<b>Calculating the Overall Charges Level (Panel Discussion)</b> <ul style="list-style-type: none"> <li>- Information retrieval and coordination</li> <li>- Different types of charges (for ANS and Airports) and cost allocation</li> <li>- Multidimensional and multi-year charges determination methods</li> <li>- Best Practices in determining the MET share of the Air Navigation Charges</li> </ul>
14:30 – 15:00	<b>Wrap up and closing</b>

-----

INTERNATIONAL CIVIL AVIATION ORGANIZATION  
MID REGIONAL OFFICE

JOINT ACAC/IATA/ICAO AIRPORTS AND  
AIR NAVIGATION CHARGES WORKSHOP

*(Rabat, Morocco, 27 – 28 November 2018)*

NOMINATION FORM

Name in full: \_\_\_\_\_  
Mr. / Mrs. / Ms. (as should appear in the official listing and name tag)

Title or Official Position: \_\_\_\_\_

State/Organization: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone Number: \_\_\_\_\_

Mobile Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

Hotel \_\_\_\_\_

Date: ..... Signature: .....

After completing, please send to: ICAO MID Office at the following e-mail address: ([icaomid@icao.int](mailto:icaomid@icao.int))  
with copy to (mohamed.rejeb65@gmail.com).

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

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

***Note 3: No hardcopies will be provided; you are kindly requested to bring your laptop, iPad, tablet, etc. to the meeting.***