



International  
Civil Aviation  
Organization

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Международная  
организация  
гражданской  
авиации

منظمة الطيران  
المدنى الدولى

国际民用  
航空组织

File Ref.: ME 4/1.2.1-18/306

26 September 2018

**Subject: Fifth Meeting of the Runway and Ground Safety Working Group  
(RGS WG/5)  
(Cairo, Egypt, 25 – 27 November 2018)**

**Action required: Reply not later than 5 November 2018**

Sir,

I have the honour to inform you that the Fifth meeting of the Runway and Ground Safety Working Group (RGS WG/5) will be held at the ICAO MID Office, Cairo, Egypt, from 25 -27 November 2018. Your Administration/Organization is kindly invited to participate in this meeting.

The Provisional Agenda for the meeting is at **Attachment A**. Your comments on the attached Provisional Agenda, including any amendment you may wish to suggest, would be appreciated.

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

The RGS WG/5 meeting will review implementation status of the agreed Safety Enhancement Initiatives (SEIs) and Detailed Implementation Plans (DIPs) in the area of RGS and recommend future actions. In addition, the meeting will explore ways and means to support implementation of aerodrome certification and enhance Runway Safety.

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: [www.icao.int/mid](http://www.icao.int/mid).

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 **30 October 2018**, in order to allow time for processing and advance posting on the web.

It is to be highlighted that the RGS WG/5 will be followed by a Workshop on Aerodrome SMS to be held in Cairo (28-29 November 2018) for which a separate invitation letter will be issued.

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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 address ([icaomid@icao.int](mailto:icaomid@icao.int)) with a copy to ([MHamdi@icao.int](mailto:MHamdi@icao.int)).

Accept, Sir, the assurance of my highest consideration.



*for/* Mohamed Khalifa Rahma  
Middle East Regional Director

**Attachments**

**FIFTH MEETING OF THE RUNWAY AND GROUND SAFETY  
WORKING GROUP**

**(RGS WG/5)**

*(Cairo, Egypt, 25 – 27 November 2018)*

**PROVISIONAL AGENDA**

- Agenda Item 1:** Adoption of the Provisional Agenda
- Agenda Item 2:** Global and Regional Development related to RGS
- Agenda Item 3:** Implementation of Aerodrome Safety priorities and objectives in the MID Region (Aerodrome Certification, Runway Safety, Aerodrome safeguarding, Wildlife management, Aerodrome emergency planning, etc...)
- Agenda Item 4:** Coordination between RASG-MID and MIDANPIRG in the area of Aerodromes
- Agenda Item 5:** AOP Air Navigation Deficiencies
- Agenda Item 6:** Future Work Programme
- Agenda Item 7:** Any other business.

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INTERNATIONAL CIVIL AVIATION ORGANIZATION  
MID REGIONAL OFFICE

FIFTH MEETING OF THE RUNWAY AND GROUND SAFETY  
WORKING GROUP

(RGS WG/5)

(Cairo, Egypt, 25 – 27 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).

**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.**