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File Ref.: AN 5/23-19/220

14 July 2019

**Subject: Joint ICAO/ACAO Airport Collaborative Decision Making (A-CDM) Workshop (Cairo, Egypt, from 20 to 22 October 2019).**

**Action required: Reply not later than 7 October 2019**

Sir/Madam,

I have the honour to inform you that the Joint ICAO/ACAO Airport Collaborative Decision Making (A-CDM) Workshop will be held at the ICAO MID Office, Cairo, Egypt, from 20 to 22 October 2019. Your Administration/Organization is kindly invited to participate in this Workshop.

The main objective of the Airport Collaborative Decision Making is to improve the communication between the partners operating at airports which are requested or willing to implement A-CDM. The Workshop will introduce the A-CDM concept Elements and the challenges involved in converting those concept Elements into practical implementation by key partners.

In addition, implementing A-CDM improves the Operational Airport Capacity and the Air Traffic Flow and Management (ATFM) by reducing delays, improving the predictability of events and optimizing the utilization of resources.

For more effectiveness, I would appreciate your assistance to encourage participation, from your side, of the concerned stakeholders such as Airport Operators, ATCs, Aircraft Operators, Military, MET, Airlines and Ground Handlers.

The Provisional Agenda of the Workshop is at **Attachment A**. Administrative arrangements for the Workshop 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>.

I would appreciate if you could, as soon as possible, preferably not later than **7 October 2019**, 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)) and ([mohamed.rejeb65@gmail.com](mailto:mohamed.rejeb65@gmail.com)).

Accept, Sir/Madam, the assurance of my highest consideration.



Mohamed Khalifa Rahma  
Middle East Regional Director

#### Attachments



## Joint ICAO/ACAO Airport Collaborative Decision Making (A-CDM) Workshop

*(Cairo, Egypt, from 20 to 22 October 2019)*

### Provisional Agenda/Programme Overview



## **PROVISIONAL AGENDA/PROGRAMME OVERVIEW**

### **Day 1 – Sunday, 20 October 2019**

**Opening Ceremony: Workshop Introduction and set the scene**

**Introduction to A-CDM**

**A-CDM Concept Elements**

**Partners involved in A-CDM implementation**

**ATCOs contribution in A-CDM implementation**

**Conclusion of Day 1 and preparation for Day 2**

### **Day 2 – Monday, 21 October 2019**

**Aircraft Operators involvement in A-CDM**

**Airport Operators role in A-CDM**

**State/Airport Experience on A-CDM**

**Conclusion of Day 2 and preparation for Day 3**

### **Day 3 – Tuesday, 22 October 2019**

**The support of Ground Handlers in A-CDM**

**The role of Pilots in A-CDM**

**Integration of A-CDM with ATFM**

**Closing Ceremony**

**-END-**