



International
Civil Aviation
Organization

Organisation
de l'aviation civile
internationale

Organización
de Aviación Civil
Internacional

Международная
организация
гражданской
авиации

منظمة الطيران
المدني الدولي

国际民用
航空组织

When replying please quote:

Ref.: NT-N1-17.2 — **EMX0992**

22 October 2014

To: States, Territories and International Organizations

Subject: **Invitation — Eighth Information Analysis Team Meeting (IAT/8), (Rio de Janeiro, Brazil, 3, November 2014) and Eighteenth Pan America — Regional Aviation Safety Team Meeting (PA-RAST/18) (Rio de Janeiro, Brazil, 4 and 7 November 2014)**

Action

Required: 1) Submission of documentation by **27 October 2014**
2) Register participation by **30 October 2014**

Sir/Madam:

As part of the Regional Aviation Safety Group — Pan America (RASG-PA) regular activities programme, I have the honour to invite your Administration/Organization to participate in the Eighth Information Analysis Team Meeting (IAT/8), which will be held on 3 November 2014, and the Eighteenth Pan America — Regional Aviation Safety Team Meeting (PA-RAST/18), to be held on 4 and 7 November 2014. Both meetings will take place in Rio de Janeiro, Brazil. The working language of the meetings will be English, no simultaneous interpretation will be provided.

Attached to this letter you will find the following:

- IAT/8 – Provisional Agenda — **Attachment A**
- IAT/8 – Provisional Schedule — **Attachment B**
- PA-RAST/18 – Provisional Agenda — **Attachment C**
- PA-RAST/18 – Provisional Schedule — **Attachment D**
- Registration Form – **Attachment E** (for completion and submission by **30 October 2014**)
- General Information — **Attachment F**
- Templates

All meeting documentation will be placed in the Meetings Section of the following web page: <http://www.icao.int/NACC/Pages/meetings-by-year.aspx?year=2014> as it becomes available. Taking into consideration the availability of documentation in electronic format, no hard copies will be distributed during the events.

... / 2

Documentation that your Administration/Organization may wish to submit for the meetings should be forwarded to this office by e-mail in Microsoft Word (using the attached templates) by **27 October 2014**. Working papers should be brief, action-oriented, and focused with a four-page limit, excluding any appendices. For information on accommodation visit: <http://www.icao.int/SAM/Pages/default.aspx>.

If you require any further information regarding the meetings, please contact Mr. Eduardo Chacin, Regional Officer, Flight Safety (echacin@icao.int), or his Assistant, Mrs. Leslie Gandara (lgandara@icao.int).

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

A digital signature in black ink, overlaid with a blue circular stamp. The stamp contains the text "Firma Digital" on the left and "Digital Signature" on the right, with a central logo.

Loretta Martin
Regional Director
North American, Central American and
Caribbean (NACC) Regional Office

Enclosure:

As indicated

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ATTACHMENT A

EIGHTH INFORMATION ANALYSIS TEAM MEETING (IAT/8)

PROVISIONAL AGENDA

- Agenda Item 1: Approval of the Provisional Agenda**
 - Agenda Item 2: Analysis of ASIAS Database**
 - Agenda Item 3: IAT Terms of Reference: Process to Include Hot Spot/Emergent Areas of Concern**
 - Agenda Item 4: IAT/8 Report for PA-RAST/18 Meeting**
 - Agenda Item 5: Other Business**
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ATTACHMENT B

EIGHT INFORMATION ANALYSIS TEAM MEETING (IAT/8)

PROVISIONAL SCHEDULE

Schedule	Monday 3 November 2014
08:30 – 09:00	Registration
09:00 – 09:30	Agenda Item 1
09:30 – 10:30	Agenda Item 2
10:30 – 11:00	Break
11:00 – 12:30	Agenda Item 2 (cont.)
12:30 – 14:00	Lunch Break
14:00 – 15:00	Agenda Item 3
15:00 – 15:30	Agenda Item 4
15:30 – 16:00	Agenda Item 5

ATTACHMENT C

**EIGHTEENTH PAN AMERICA — REGIONAL AVIATION SAFETY TEAM
MEETING (PA-RAST/18)**

PROVISIONAL AGENDA

- Agenda Item 1: Approval of the Provisional Agenda**
 - Agenda Item 2: Valid PA-RAST Action Items**
 - Agenda Item 3: Eighth Information Analysis Team Meeting (IAT/08) Report**
 - Agenda Item 4: Detailed Implementation Plan (DIP) *RE/09-Specific Training for Pilots and Air Traffic Controllers to Avoid Unstabilized Approaches***
 - Agenda Item 5: Safety Enhancement Team (SET) 1 - Loss Of Control-Inflight (LOC-I) Detailed Implementation Plan (DIP)**
 - Agenda Item 6: Safety Enhancement Team (SET) 2 - Controlled Flight Into Terrain (CFIT) Detailed Implementation Plan (DIP)**
 - Agenda Item 7: Safety Enhancement Team (SET) 3 - Runway Excursion (RE) Detailed Implementation Plan (DIP)**
 - Agenda Item 8: RASG-PA Strategic Plan: Proposal to the ESC on Specific Goals Related to CFIT, RE, LOC-I and MAC Reduction Over Time**
 - Agenda Item 9: PA-RAST/18 Meeting Action Items**
 - Agenda Item 10: PA-RAST/19 Meeting**
 - Agenda Item 11: Other Business**
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ATTACHMENT D

EIGHTEENTH PAN AMERICA — REGIONAL AVIATION SAFETY TEAM
MEETING (PA-RAST/18)

PROVISIONAL SCHEDULE

Schedule	Tuesday 4 November 2014	Schedule	Friday 7 November 2014
08:30 – 09:00	Registration		
09:00 – 09:30	Agenda Item 1	09:00 – 10:15	Agenda Item 6
09:30 – 10:30	Agenda Item 2	10:15 – 10:30	Agenda Item 7
10:30 – 11:00	<i>Break</i>	10:30 – 11:00	<i>Break</i>
11:00 – 12:00	Agenda Item 3	11:00 – 12:00	Agenda Item 7 (cont.)
12:00 – 13:30	<i>Lunch Break</i>	12:00 – 13:30	<i>Lunch Break</i>
13:30 – 14:45	Agenda Item 4	13:30 – 14:30	Agenda Item 8
14:45 – 16:00	Agenda Item 5	14:30 – 15:30	Agenda Item 9
		15:30 – 15:45	Agenda Item 10
		15:45 – 16:00	Agenda Item 11



International Civil Aviation Organization
Organización de Aviación Civil Internacional
 Regional Aviation Safety Group — Pan America (RASG-PA)
 Grupo Regional de Seguridad Operacional — Panamérica (RASG-PA)
**Eighth Information Analysis Team Meeting (IAT/8) / Eighteenth Pan America —
 Regional Aviation Safety Team Meeting (PA-RAST/18)**
**Octava Reunión del Equipo de Análisis de Asuntos (IAT/8) y Décima Octava
 Reunión del Equipo Regional de Seguridad Operacional de la Aviación —
 Panamérica (PA-RAST/18)**
 Rio de Janeiro, Brazil, 3, 4, and 7 November 2014 / Río de Janeiro, Brasil, 3, 4 y 7 de
 noviembre de 2014

REGISTRATION FORM / FORMULARIO DE REGISTRO

Attending / Asistencia a:			
IAT/8 Meeting / Reunión IAT/8 (3 November 2014 / 3 de noviembre de 2014)		PA-RAST/18 Meeting / Reunión PA-RAST/18 (4 and 7 November 2014)	

1.	NAME NOMBRE	
2.	POSITION CARGO	
3.	ORGANIZATION ORGANIZACIÓN	
4.	COUNTRY PAÍS	
5.	TELEPHONE TELÉFONO	
6.	E-MAIL CORREO-E	

Please send this form to: / Por favor envíe este formulario a:

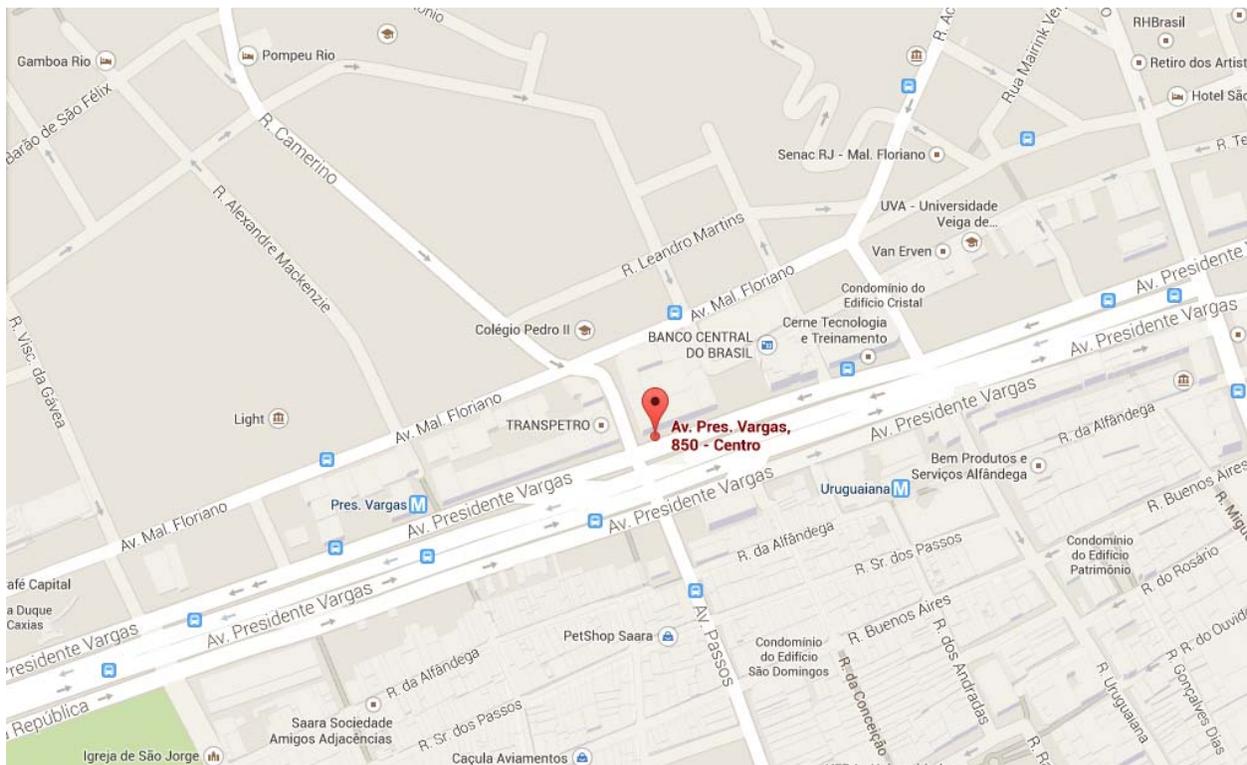
E-mail: icaonacc@icao.int

ATTACHMENT F

General Information

1. Venue, Date and Languages

The Eighth Information Analysis Team Meeting (IAT/8), and Eighteenth Pan America — Regional Aviation Safety Team Meeting (PA-RAST/18) will be held at the Brazilian National Civil Aviation Agency (Agência Nacional de Aviação Civil – Representação Regional Rio de Janeiro – ANAC-RR/RJ), Rio de Janeiro, Brazil, located at Avenida Presidente Vargas, N° 850 – Centro, Rio de Janeiro, Brazil, 3, 4, and 7 November 2014. The working language will be English.



2. Registration

The IAT/8 Meeting participant registration will take place on 3 November 2014, from 08:30 to 09:00 hours and the PA-RAST/18 Meeting participant registration will be on 4 November 2014, from 08:30 to 09:00 hours.

3. Passport, visa and vaccination

Required travel documents and identification must be verified with the Brazilian Consulate in the country of origin. Such requirements might include the need for a visa.

4. Transportation

Upon arrival, it is recommended to contract taxis directly at the prepaid booths located at the airport in the arrival area. Major credit cards are accepted and usually these taxis charge a fixed fare.

Special taxis have a higher cost. Staff at any Copacabana hotel can help with transportation and suggest the best option in each scenario.

5. Accommodation

Rio de Janeiro's lodging scene is very diversified, offering options in all price ranges. The first thing to do is find the area or neighborhood that best suits your delegation's needs. The ANAC facilities are located in the downtown area, which has some good hotels. However, due to the lack of after-hour activities (it is basically a business district); it is strongly recommended lodging in the south zone of the city. A brief description of the main suggested neighborhoods is given below; as well as a suggested hotels list.

Suggested Neighborhoods

Copacabana is a borough located in the southern zone of the city of Rio de Janeiro known for its 4 km beach, which is one of the most famous in the world. Hotels, restaurants, bars, night clubs and residential buildings dot the promenade. Approximate distance to meeting venue: 15 minutes by car.

Leme is a neighborhood in the southern zone of the city next to Copacabana. Approximate distance to meeting venue: 10-12 minutes by car.

Ipanema is a neighborhood located in the southern zone of the city. The beach at Ipanema became widely known by the song "The Girl from Ipanema." Ipanema is adjacent to Copacabana beach, but it is distinct from its neighbor. It is relatively easy to navigate because the streets are aligned in a grid. Private infrastructure has created world-class restaurants, shops, and cafes. Ipanema is one of the most expensive places to live in Rio. Approximate distance to meeting venue: 20 minutes by car.

Suggested Hotels

SUPERIOR

JW Marriott Rio de Janeiro – Copacabana

Address: Av. Atlântica, 2.600

Phone: 2545-6500 - Fax. 2545-6555

International reservations: Toll Free. 0800 7031612

reservas.brasil@marriot.com

www.marriottbrasil.com

Caesar Park – Ipanema

Address: Av. Vieira Souto, 460

Phone: 2525-2525 - Fax. 2525-2509

Reservations: Toll Free 0800-557275

hospedagem.cprj@caesarpark.com.br

www.caesar-park.com

STANDARD**Arpoador Inn – Ipanema**

Address: Rua Francisco Otaviano, 177
Phone: 2523-0060 - Fax. 2511-5094
Reservations: 2274-6995
E-mail: arpoador@unisys.com.br
Site: http://ipanema.com/hotel/arpoador_inn.

Vermont – Ipanema

Address: Rua Visconde de Pirajá, 254
Phone: 3202-5500 - Fax. 2267-7046
reservas@hotelvermont.com.br
www.hotelvermont.com.br

San Marco – Ipanema

Address: Rua Visconde de Pirajá, 524
Phone: 2540-5032 - Fax. 2239-2654
email@sanmarcohotel.net
www.sanmarcohotel.net

Debret – Copacabana

Address: Av. Atlântica, 3.564 – Copacabana
Phone: 2522-0132 - Fax. 2521-0899
E-mail: sales@debret.com
Site: <http://www.debret.com>

Windsor Guanabara Palace – Downtown

Address: Av. Presidente Vargas, 392
Phone: 2195-6000 - Fax. 2516-1582
E-mail: reservas.guanabara@windsorhoteis.com.br
Site: <http://www.windsorhoteis.com.br>

Golden Tulip Continental – Leme

Address: Rua Gustavo Sampaio, 320
Phone: 2546-1070 - Fax. 2541-1946
E-mail: continental@goldentulip.com.br
Site: <http://www.goldentulip.com.br>

Leme Othon Palace – Leme

Address: Av. Atlântica, 656
Phone: 2122-5900
Toll Free: 0800-725-0505
E-mail: leme@othon.com.br
Site: <http://www.othon.com.br>

ECONOMY

Benidorm Palace – Copacabana

Address: Rua Barata Ribeiro, 547

Phone: 2548-8880 - Fax. 2256-6396

E-mail: hotelbenidorm@uol.com.br

Site: <http://www.benidorm.com.br>

Ibis Rio de Janeiro Santos Dumont – Downtown

Address: Av. Marechal Câmara, 280

Phone: 3506-4500 - Fax. 3506-4501

E-mail: h5691-re@accor.com.br

www.ibis.com.br