



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-N1-3.6 — **EMX0498**

20 June 2014

To: MEVA III Task Force Members

Subject: **Invitation –Third MEVA III Task Force Meeting (MEVA III TF/3)
(Mexico City, Mexico, 23 to 26 September 2014)**

Action

- Required: 1) Submission of documentation by **12 September 2014**
3) Register participation by **12 September 2014**

Sir/Madam:

Following Conclusion MEVA TMG/28/11 - *MEVA III IMPLEMENTATION SCHEDULE*, and in accordance to the Terms of Reference (ToRs) of the MEVA III Task Force, I have the honour to invite your Administration/Organization to participate in the Third MEVA III Task Force Meeting (MEVA III TF/3) to be convened at the ICAO NACC Regional Office in Mexico City, Mexico from 23 to 26 September 2014.

During the meeting, the MEVA III Task Force will review, analyze and prepare the different MEVA III Network deliverables, including the MEVA III Network System Design Document (SDD) and the MEVA III Transition Plan (for approval of the MEVA Members). Follow-up on MEVA III Task Force activities in support of MEVA III implementation will be also performed.

The Provisional Agenda of the meeting is at **Attachment A**. You are kindly requested to complete and return the Registration Form at **Attachment B** by e-mail for each participant by **12 September 2014**.

The list of suggested hotels, ICAO NACC Regional Office location, hotel sector maps, as well as other useful information are available on the “*Visiting Our Office?*” Section of the ICAO NACC Regional Office website (http://www.icao.int/NACC/Pages/visitors_info.aspx). Participants are encouraged to make reservations directly with the hotel(s) in a timely manner

... / 2

All meeting documentation will be placed in the Meetings Section of the following web page: <http://www.icao.int/NACC/Pages/default.aspx> as it becomes available. Taking into consideration the availability of documentation in electronic format, no hard copies will be distributed during the event, and the meeting will only be conducted in English.

Documentation that your Administration/Organization may wish to submit/present at the meeting should be forwarded to this office by e-mail by **12 September 2014**, in Microsoft Word format using the attached templates. Working papers should be brief, action-oriented, and focused with a four-page limit excluding any appendices.

If you require any further information regarding the meeting, please contact Mrs. Dulce M. Roses, MEVA TMG Coordinator (dulce.roses@faa.gov); Mr. Julio Siu, ICAO NACC Regional Officer Communications, Navigation and Surveillance (jsiu@icao.int); and/or his Assistant, Ms. Lizette Morales (lmorales@icao.int).

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

A digital signature in black ink, overlaid with a blue circular seal. The seal contains the text 'Firma Digital' on the left and 'Digital Signature' on the right. The seal also features the ICAO logo and the text 'ICAO - OACI - ICAO' at the top.

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

Enclosure:

A – Provisional Agenda
B – Registration Form
(Templates for Papers)

M:\MEVA\MEVA TF\EMX0498CNS-MEVAMembers-Invitationletter.docx

ATTACHMENT / APÉNDICE A

**THIRD MEVA III TASK FORCE MEETING (MEVA III TF/3)
(Mexico City, Mexico, 23 to 26 September 2014)**

PROVISIONAL AGENDA

- Agenda Item 1 Approval of Agenda and Schedule**
- Agenda Item 2 Follow-up on MEVA III TF Conclusions and Assigned Tasks**
- Agenda Item 3 Review and Analysis of MEVA III Deliverables and Preparation of the
Deliverables for Approval by the MEVA Members**
- Agenda Item 4 Other Business**
