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Ref.: NT-N1-3.6— **EMX0212**

24 March 2014

To: States, Territories and International Organizations

Subject: **Invitation to the Twenty-eighth MEVA Technical Management Group  
(MEVA/TMG/28)  
Miami, United States, 26 to 30 May 2014**

Action

Required: Register participation by **30 April 2014**

Sir/Madam:

As a result of the survey conducted by the MEVA III Task Force, Ref. Item 8 of the 6th MEVA III Task Force Teleconference (5 March 2014), it was agreed to accept additional training denoted as High-Level Training. I have the honour to invite your Administration to participate in the Twenty-eighth MEVA Technical Management Group Event (MEVA/TMG/28) to be held in Miami, United States, from 26 to 30 May 2014. The exact venue of the event will be informed once the MEVA III Task Force completes coordination with COMSOFT.

The MEVA/TMG/28 will start with the MEVA III Network High-Level Training from 26 to 27 May which will focus on technical fundamentals of the new MEVA III Network equipment; the description of COMSOFT's MEVA III Network service concept; and the visit to COMSOFT's regional representative in Teleport, Miami. For this training, a maximum participation of two persons per MEVA Member has been agreed. The event will continue with a half-day meeting with the current MEVA II service provider to review the MEVA II Network performance evaluation, maintenance visit results, implementation status of the new MEVA II Network circuits, and coordination of transition activities and MEVA II contract timelines. Subsequently, the MEVA/TMG/28 will continue discussion on the implementation activities with the MEVA III service provider. The provisional agenda is presented in **Attachment A** and the provisional schedule in **Attachment B** to this letter.

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I urge you to participate in the MEVA/TMG/28, in view that attendance at the High-Level Training will provide all MEVA Members with knowledge of the new MEVA III Network architecture, operation and expected performance as well as familiarity with the facilities of the regional representative of the MEVA III service provider. This event is the last formal group meeting with the current MEVA II service provider and also the first formal group meeting with the new MEVA III Service Provider, where the MEVA II contract and its pending issues will be discussed and agreed, and the implementation aspects of the new MEVA III Network (technical, operational and logistic) will be analyzed and agreed by all MEVA members.

I would appreciate receiving confirmation of your participation by submitting the registration form presented in **Attachment C** for each participant by **30 April 2014**. The General Information for this event will be submitted at a later date.

Documentation for the event will be available on the ICAO NACC Regional Office MEVA website (<http://www.icao.int/NACC/Pages/meetings-by-year.aspx?year=2014&p=4>) with access for MEVA Members only. Taking into consideration the availability of documentation in electronic format, no hard copies will be distributed during the event. The event language will be English only.

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

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

A digital signature in black ink, overlaid on a blue circular watermark. The watermark contains the text 'Firma Digital' on the left and 'Digital Signature' on the right, with 'ICAO' and 'NACC' visible in the center.

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

**Enclosure:**

- A – Provisional Agenda*
- B – Provisional Schedule*
- B – Registration Form*

**ATTACHMENT A**

**TWENTY-EIGHTH MEVA TECHNICAL MANAGEMENT GROUP  
(MEVA/TMG/28)**

**(Miami, United States, 26 to 30 May 2014)**

**PROVISIONAL AGENDA**

- Agenda Item 1: MEVA III Network Advanced High-Level Training**
- Agenda Item 2: Review of Conclusions and Actions from Previous MEVA/TMG Meetings**
- Agenda Item 3: Operation and Performance of the MEVA II Network**
- MEVA Network performance and maintenance: 06/2013-05/2014
  - Review of pending maintenance issues
- Agenda Item 4: Implementation Status of the New MEVA II Circuits**
- Aeronautical Message Handling System (AMHS) and radar circuits/ MEVA II – Eastern Caribbean (E/CAR) Aeronautical Fixed Service (AFS) Network interconnection/other new services
- Agenda Item 5: Transition to MEVA III**
- Review of MEVA II contractual matters and planning of MEVA II contract milestones
  - Coordination and agreements for MEVA II - MEVA III transition
- Agenda Item 6: MEVA III Implementation: Presentation of MEVA III Service Provider Staff and Organization**
- Agenda Item 7: MEVA III Implementation: Review of MEVA III Contractual Matters**
- Agenda Item 8: MEVA III Implementation: Review of MEVA III Implementation Activities**
- Agenda Item 9: MEVA III Implementation: Deliverable Results**
- Agenda Item 10: MEVA III Implementation: Implementation Schedule**
- Agenda Item 11: Other Matters**
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**ATTACHMENT B**  
**PROVISIONAL SCHEDULE**

<b>Schedule</b>	<b>Monday 26 May</b>	<b>Tuesday 27 May</b>	<b>Wednesday 28 May</b>	<b>Thursday 29 May</b>	<b>Friday 30 May</b>
<b>08:30 – 09:00</b>	<b>Registration</b>				
<b>09:00 – 09:15</b>	<b>Opening Ceremony &amp; Photo</b>	MEVA III Network - Advanced High-Level Training (cont.)	Agenda Item 1	Agenda Item 5	Agenda Item 7 (cont.)
<b>09:15 – 10:30</b>	MEVA III Network - Advanced High-Level Training		Agenda Item 2	Agenda Item 6	
<b>10:30 – 11:00</b>	<i>Coffee Break</i>				
<b>11:00 – 13:00</b>	MEVA III Network - Advanced High-Level Training (cont.)	MEVA III Network - Advanced High-Level Training (cont.)	Agenda Item 3	Agenda Item 7	Agenda Item 8
<b>13:00 – 14:00</b>	<i>Lunch Break</i>				
<b>14:00 – 15:30</b>	MEVA III Network - Advanced High-Level Training (cont.)	Visit to Teleport	Agenda Item 4	Agenda Item 7 (cont.)	Agenda Item 9 Agenda Item 10 <b>Closing</b>

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**ATTACHMENT / APÉNDICE C**

**MEVA/TMG/28**



*International Civil Aviation Organization*  
*Organización de Aviación Civil Internacional*  
 North American, Central American and Caribbean Office (NACC)  
 Oficina para Norteamérica, Centroamérica y Caribe (NACC)  
**Twenty-eighth MEVA Technical Management Group**  
**Vigésimoctavo Grupo de Gerencia Técnica de MEVA**  
**(MEVA/TMG/28)**  
**Miami, United States, 26 to 30 May 2014**  
**Miami, Estados Unidos, 26 al 30 de mayo de 2014**

**REGISTRATION FORM / FORMULARIO DE REGISTRO**

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

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

*E-mail:*            [icaonacc@icao.int](mailto:icaonacc@icao.int)