



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 17-1 — **EMX00143**

25 March 2014

To: States, Territories and International Organizations

Subject: **Nineteenth Meeting of the Regional Aviation Safety Group – Pan America
Executive Steering Committee (RASG-PA ESC/19)**
Lima, Peru, 8 to 9 April 2014

Action

Required: 1) Submission of documentation by the deadlines provided in this letter
2) Register participation by **3 April 2014**

Sir/Madam:

I am pleased to invite you to participate in the Nineteenth Meeting of the Regional Aviation Safety Group – Pan America Executive Steering Committee (RASG-PA ESC/19) being held at the ICAO South American Regional Office, Lima, Peru, from 8 to 9 April 2014.

Attached to this letter you will find the following:

- RASG-PA ESC/19 – Provisional Agenda – **Appendix A**
- RASG-PA ESC/19 – Provisional Schedule – **Appendix B**
- Registration Form – **Appendix C**

I invite you to submit working and information papers to this office by e-mail. RASG-PA ESC/19 working papers prepared in **only one language (English or Spanish) must be received by 3 April 2014**, in order to complete translation. Working papers submitted after this date must be prepared in **both languages and received by 3 April 2014**. Information papers do not require translation and may be submitted in **only one language by 3 April 2014**. All documentation submitted for translation and distribution must be received in electronic format. Templates for preparation of working and information papers are attached for your convenience.

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Please note that working papers are limited to four pages of text (including appendices) if translation is required. Where a working paper includes appendices and exceeds four pages only the paper will be translated, provided it is within the four-page limit. The documentation will be posted on the ICAO NACC Regional Office website as it becomes available at the following address: www.rasg-pa.org. For information on accommodation, etc., visit: <http://www.icao.int/SAM/Pages/default.aspx>.

Please submit the attached registration form to this Regional Office as soon as possible and in any case no later than **3 April 2014**.

For more information or assistance regarding this meeting, please contact Mr. Eduardo Chacin, Regional Officer, Flight Safety (echacin@icao.int) or Ms. Leslie Gandara, Assistant (lgandara@icao.int).

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

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

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

Enclosure:

- A – Provisional Agenda*
- B – Provisional Schedule*
- C – Registration Form*
(Templates for Papers)

APPENDIX A

PROVISIONAL AGENDA

- Agenda Item 1** **Review and Approval of the Provisional Agenda**
- Agenda Item 2** **Review of valid Conclusions and Decisions from RASG-PA and ESC**
- Agenda Item 3** **RASG-PA Working Group Reports**
- 3.1 Pan America — Regional Aviation Safety Team (PA-RAST):
PA-RAST/15 and PA-RAST-16 Action Items
- 3.2 Annual Safety Report Team (ASRT): Status of Annual Safety Report –
4th Edition
- 3.3 Aviation Safety Training Team (ASTT): ASTT/5 Action Items
- Agenda Item 4** **RASG-PA Project Reports**
- 4.1 Flight Operations Quality Assurance (FOQA) Data Sharing (PASO):
Update
- 4.2 Central America Accident and Incident Investigation Commission:
Status of MoU
- 4.3 Standardization of Spanish and English ATC Phraseology in Accordance
with the ICAO PANS-ATM (Doc 4444): IATA Toolkit Status
- 4.4 Bird Strike Reduction Programme: MPPT and SEGU Reports
- Agenda Item 5** **5th Pan American Aviation Safety Summit: Preliminary Agenda and
Logistics**
- Agenda Item 6** **Bogota and Port of Spain Declarations**
- Agenda Item 7** **RASG-PA Strategic Communications Plan**
- Agenda Item 8** **RASG-PA Strategic Plan**
- Agenda Item 9** **Development of Metrics to measure the institutional strengths of the Civil
Aviation Authorities**

Agenda Item 10 **Dates/Locations of July and November 2014 RASPA/ESC Meetings**

Agenda Item 11 **Other Business**

APPENDIX B

PROVISIONAL SCHEDULE

Hour	8 April 2014	Hour	9 April 2014
08:30 – 09:00	Registration	09:00 – 09:30	Agenda Item 5
09:00 – 09:20	Agenda Item 1		
09:20 – 10:00	Agenda Item 2	09:30 – 10:30	Agenda Item 6
10:00 – 10:30	Agenda Item 3.1		
10:30 – 11:00	<i>Break</i>	10:30 – 11:00	<i>Break</i>
11:00 – 12:00	Agenda Item 3.2	11:00 – 11:30	Agenda Item 7
12:00 – 13:30	<i>Lunch</i>	11:30 – 12:30	Agenda Item 8
13:30 – 14:30	Agenda Item 3.3	12:30 – 13:30	<i>Lunch</i>
14:30 – 15:00	Agenda Item 4.1	13:30 – 14:00	Agenda Item 9
15:00 – 15:30	Agenda Item 4.2	14:00 – 14:30	Agenda Item 10
15:30 – 15:45	<i>Break</i>	14:30 – 15:00	Agenda Item 11
15:45 – 16:15	Agenda Item 4.3		
16:15 – 16:45	Agenda Item 4.4		

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