



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 — **EMX0955**

17 October 2014

To: RASG-PA Executive Steering Committee Members

Subject: **Twenty-Second Regional Aviation Safety Group — Pan America Executive Steering Committee Meeting (RASG-PA ESC/22)**
Rio de Janeiro, Brazil, 5 – 6 November 2014

Action

Required: 1) Submission of documentation by the deadlines identified in this letter
2) Register participation by **27 October 2014**

Sir:

I am pleased to invite you to participate in the Twenty-Second Regional Aviation Safety Group – Pan America Executive Steering Committee Meeting (RASG-PA ESC/22) being held in Rio de Janeiro, Brazil, from 5 to 6 November 2014.

Attached to this letter you will find the following:

- Provisional Agenda — **Attachment A**
- Provisional Schedule — **Attachment B**
- Registration Form — **Attachment C**
- General Information — **Attachment D**

I invite you to submit working and information papers to this office by e-mail. RASG-PA ESC/22 working papers prepared in **only one language (English or Spanish) must be received by 24 October 2014**, in order to complete translation. Working papers submitted after this date must be prepared in **both languages and received by 31 October 2014**. Information papers do not require translation and may be submitted in **only one language by 31 October 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.

... / 2

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 and general information will be posted on the ICAO NACC Regional Office website as it becomes available at the following address <http://www.icao.int/RASGPA/Pages/esc.aspx>.

Please submit the attached registration form to this Regional Office as soon as possible and, in any case, no later than **27 October 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, 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'.

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

Enclosure:

- A — Provisional Agenda*
- B — Provisional Schedule*
- C — Registration Form*
- D — General Information
(Templates)*

ATTACHMENT A
PROVISIONAL AGENDA

- Agenda Item 1: Approval of the Provisional Agenda**
- Agenda Item 2: Review of RASG-PA and ESC valid Conclusions and Decisions; and ESC Action Items**
- Agenda Item 3: RASG-PA Working Group Reports**
- 3.1 Pan America — Regional Aviation Safety Team (PA-RAST)
 - 3.2 Annual Safety Report Team (ASRT)
 - 3.3 Aviation Safety Training Team (ASTT)
- Agenda Item 4: RASG-PA Project Reports**
- 4.1 Flight Operations Quality Assurance (FOQA) Data Sharing (PASO)
 - 4.2 Central American Accident and Incident Investigation Commission
 - 4.3 Development of Metrics to Measure the Institutional Strengths of the Civil Aviation Authorities
- Agenda Item 5: 5th Pan American Aviation Safety Summit**
- Agenda Item 6: ICAO Second High-Level Safety Conference (HLSC) 2015**
- Agenda Item 7: RASG-PA Strategic Plan and Communication Plan Status**
- Agenda Item 8: RASG-PA 2015 Activities Plan**
- Agenda Item 9: RASG-PA/ESC/23 Meeting**
- Agenda Item 10: Other Business**
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ATTACHMENT B
PROVISIONAL SCHEDULE

Hour	5 November 2014	Hour	6 November 2014
08:30 – 09:00	Registration		
09:00 – 09:30	Agenda Item 1	09:00 – 09:30	Agenda Item 4.3
09:30 – 10:00	Agenda Item 2	09:30 – 09:45	Agenda Item 5
10:00 – 10:30	Agenda Item 3.1	09:45 – 10:30	Agenda Item 6
10:30 – 11:00	<i>Break</i>	10:30 – 11:00	<i>Break</i>
11:00 – 12:00	Agenda Item 3.1 (Cont.)	11:00 – 12:00	Agenda Item 6
12:00 – 13:30	<i>Lunch</i>	12:00 – 13:30	<i>Lunch</i>
13:30 – 14:00	Agenda Item 3.2	13:30 – 14:30	Agenda Item 7
14:00 – 14:30	Agenda Item 3.3	14:30 – 15:00	Agenda Item 8
14:30 – 15:00	Agenda Item 4.1	15:00 - 15:15	Agenda Item 9
15:00 – 15:30	Agenda Item 4.2	15:15 – 15:30	Agenda Item 10

ATTACHMENT /ADJUNTO C

RASG-PA ESC/22



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-Second Regional Aviation Safety Group — Pan America Executive Steering Committee Meeting
Vigésima Segunda Reunión del Comité Directivo Ejecutivo del Grupo Regional de Seguridad Operacional de la Aviación — Panamérica
(RASG-PA ESC/22)
Rio de Janeiro, Brazil, 5 to 6 November 2014, Río de Janeiro, Brasil, 5 al 6 de noviembre de 2014

REGISTRATION FORM / FORMULARIO DE REGISTRO

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

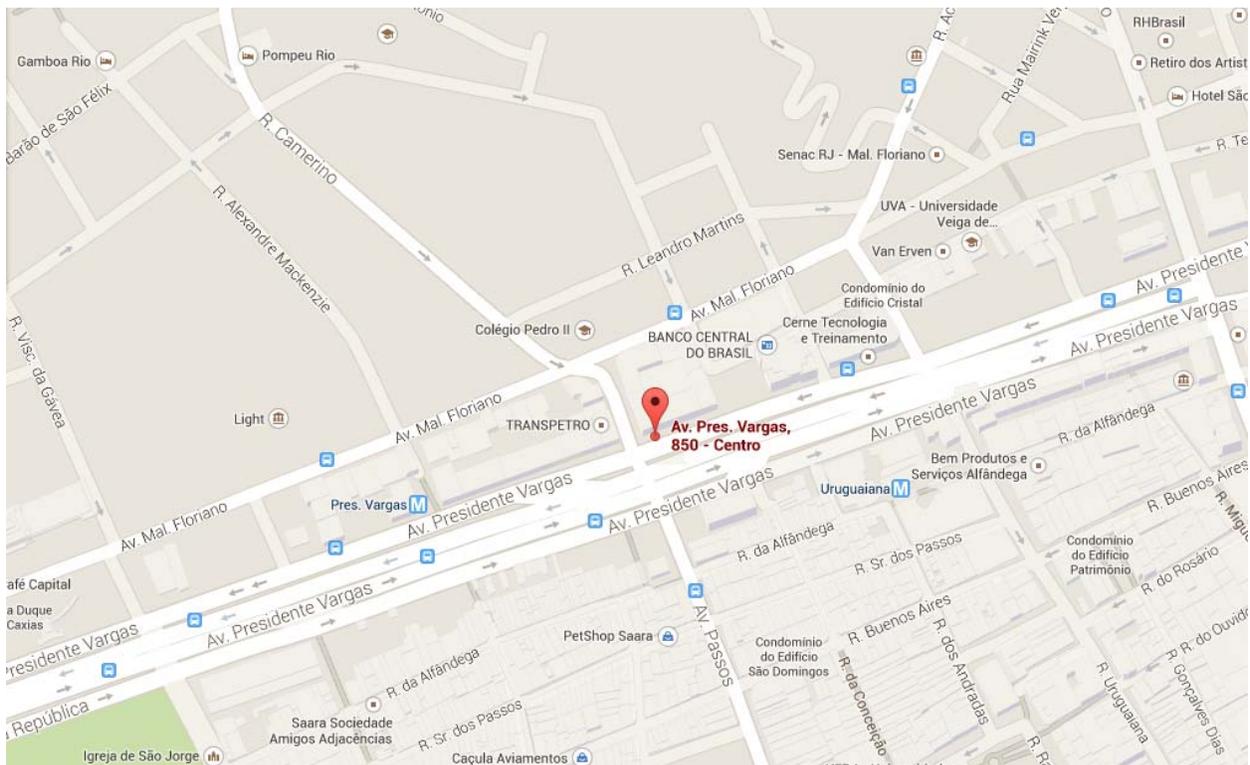
Please send this form to: / Por favor envíe este formulario a:
E-mail: icaonacc@icao.int

ATTACHMENT D

General Information

1. Venue, Date and Languages

The Twenty-Second Meeting of the Regional Aviation Safety Group – Pan America Executive Steering Committee (RASG-PA ESC/22) 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, from 5 to 6 November 2014. The working language will be English.



2. Registration

Participant registration will take place on 5 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