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国际民用
航空组织

When replying please quote:

Ref.: NT-N1-3.6 — **EMX0128**

18 February 2015

To: MEVA Members and MEVA III Service Provider

Subject: **Invitation – Thirtieth MEVA Technical Management Group Meeting
(MEVA/TMG/30)
Oranjestad, Aruba, 27 to 29 May 2015**

Action

- Required:
- 1) Transmittal by States of any additional items to the Provisional Agenda by **17 April 2015**;
 - 2) Submission of documentation by the deadlines provided in this letter
 - 3) Register participation by **15 May 2015**

Sir/Madam:

Following the implementation of the MEVA III Network scheduled for the end of March 2015 and its corresponding installation and performance evaluation, I wish to invite your Administration/Organization to participate in the Thirtieth MEVA Technical Management Group Meeting (MEVA/TMG/30) to be convened at the Aruba Surfside Marina, Oranjestad, Aruba, from 27 to 29 May 2015, which will be kindly hosted by the Air Navigation Services Aruba N.V. (ANSA) of Aruba, immediately after the MEVA III / REDDIG II Meeting from 25 to 26 May 2015.

The MEVA/TMG/30 Meeting will address the final status of the installation and operation of the MEVA III Network, including all pending matters related to the installation of the MEVA nodes, onsite training matters, coordination issues, network interconnection matters, network acceptance test activities and the first analysis of the MEVA III operation and performance. Moreover, a visit to the ANSA MEVA III facilities has been arranged for the MEVA Members.

All MEVA Members and the MEVA III Service Provider are expected to attend. The working language of the meeting will be English.

The Provisional Agenda of the meeting is shown at **Attachment A**, and the Provisional schedule at **Attachment B**. States wishing to submit proposals for the addition of items should do so by **17 April 2015**.

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You are kindly requested to complete and return the Registration Form at **Attachment C** by e-mail for each participant by **15 May 2015**.

A list of hotels recommended for meeting participants is at **Attachment D**. Participants are encouraged to make reservations directly with the hotel(s) in a timely manner. If you need local please contact the meeting coordinator from ANSA, Mr Joselito Correia de Andrade, Manager Unit CNS/ATM Systems (joselito.correiaandrade@ansa.aw), Telephone: +297 528-2700 and Mobile: +297 593-2923, who can provide local information or assistance with making hotel reservations, if required.

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.

Documentation that your Administration/Organization may wish to submit/present at the meeting should be forwarded to this office by e-mail as soon as practicable by **15 May 2015** in Microsoft Word 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 Mr. Julio Siu, ICAO NACC Regional Officer, Communications, Navigation and Surveillance (jsiu@icao.int); or Ms. Lizette Morales, Assistant, (lmorales@icao.int).

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

A digital signature in blue ink, written over a circular ICAO logo. The logo contains the text 'ICAO • OACI • ICAO' and '世界民航组织 • 国际民航组织'. The signature is flanked by the words 'Firma Digital' on the left and 'Digital Signature' on the right.

for
Melvin Cintron
Regional Director
North American, Central American and
Caribbean (NACC) Regional Office

Enclosure:

A – Provisional Agenda
B – Provisional Schedule
C – Registration Form
D – Hotel Information
(Templates for Papers)

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**THIRTIETH MEVA TECHNICAL MANAGEMENT GROUP MEETING
(MEVA/TMG/30)**

(Oranjestad, Aruba, 27 to 29 May 2015)

PROVISIONAL AGENDA

Agenda Item 1: Approval of Meeting Agenda, Work Method and Schedule

Agenda Item 2: Review of Conclusions and Actions from Previous MEVA/TMG Meetings

Agenda Item 3: Operation and Performance of the MEVA III Network and Pending Transition Matters

- 3.1 Final status of MEVA II matters
- 3.2 MEVA Network Performance and Maintenance: 04/2015-05/2015
- 3.3 Review of Transition Issues
- 3.4 MEVA III Monitoring and Reporting

Agenda Item 4: Overview of MEVA III Implementation Activities

- 4.1 MEVA III Task Force Report and Activities
- 4.2 MEVA III Documentation Status
- 4.3 MEVA III Interconnection Matters
- 4.4 MEVA III *Go-Teams*

Agenda Item 5: World Radiocommunication Conference (2015) (WRC-2015) Activities

Agenda Item 6: Other Matters

- 7.1 Support to the ANI/WG/2 Meeting

ATTACHMENT/ADJUNTO B

**THIRTIETH MEVA TECHNICAL MANAGEMENT GROUP MEETING
(MEVA/TMG/30)**

PROVISIONAL SCHEDULE

Time	Wednesday 27 May	Thursday 28 May	Friday 29 May
08:30 – 09:00	Registration		
09:00 – 09:30	Opening Ceremony & Photo	Agenda Item 3 (cont.)	Agenda Item 5 Agenda Item 6
09:30 – 10:00	Agenda Item 1		
10:00 – 10:30	Agenda Item 2	Agenda ítem 4	
10:30 – 11:00	Coffee Break		
11:00 – 11:30	Agenda Item 3	Agenda ítem 4 (cont.)	Review of the Draft Report
11:30 – 13:00		Visit to Aruba MEVA III facilities	
13:00 – 14:00	Lunch		
14:00 – 15:00	Agenda Item 3 (cont.)	Agenda ítem 4 (cont.)	
15:00-15:30	Coffee Break		
15:30- 16:30	Agenda Item 3 (cont.)	Agenda ítem 4 (cont.)	



ICAO

International Civil Aviation Organization
North American, Central American and Caribbean Office

Thirtieth MEVA Technical Management Group Meeting (MEVA/TMG/30)

Oranjestad, Aruba, 27 to 29 May 2015

ATTACHMENT / ADJUNTO C REGISTRATION FORM

1.	Position in your Delegation: (Please select one option)	Chief Delegate		Delegate	
		Adviser		Observer	
2.	Country / Organization				
3.	Salutation	Mr.		Mrs.	Miss
4.	Name				
5.	Official Position or Title				
6.	Official Telephone				
7.	Mobile (to contact you in case of an emergency)				
8.	Official E-mail				
9.	Hotel and address where you will be staying during the event				
10.	Please indicate if accompanied by your family	Yes		#	
11.	Dates of total stay in the venue Country				
12.	Please indicate if you have any medical condition or allergies				
13.	Emergency contact information in your country of origin	Name			
		Relationship			
		Telephone			

Please send this form to:

E-mail: icaonacc@icao.int &

cc: josecito.correiaandrade@ansa.aw



ICAO

International Civil Aviation Organization
North American, Central American and Caribbean Office

MEVA/TMG/30

06/02/15

Thirtieth MEVA Technical Management Group Meeting (MEVA/TMG/30)

Oranjestad, Aruba, 27 to 29 May 2015

ATTACHMENT / ADJUNTO D GENERAL INFORMATION

(Presented by the Secretariat)

1. Event Venue and Dates

The Thirtieth MEVA Technical Management Group Meeting (MEVA/TMG/30) will take place at the Aruba Surfside Marina Hotel, Oranjestad, Aruba, from 27 to 29 May 2015.

Aruba Surfside Marina

Address: L.G. Smith Blvd. 7 – Oranjestad

Email: info@arubasurfsidemarina.com

Website: www.arubasurfsidemarina.com

Tel: (+297) 583 0300

2. Name of the Meeting's Coordinator, Address and Contact Numbers

Mr. Joselito Correia de Andrade, Manager Unit CNS/ATM Systems

Air Navigation Services Aruba N.V

Telephone: +297 528-2700

Mobile: +297 593-2923

E-mail: joselito.correideandrade@ansa.aw

3. Participants Registration

Delegate registration will take place on 27 May 2015, from 08:30 to 09:00 hours.

4. Opening Ceremony

The opening ceremony will take place on 27 May 2015, from 09:00 to 09:30 hours.

5. Accommodation

Renaissance Marina Hotel 10 minutes walking distance from the meeting venue	Talk of the Town hotel 5 minutes walking distance from the meeting	The Divi Village resort Not in walking distance from meeting venue, but a 10 minutes' drive
<p>Website: www.renaissancemarina.com 24 and 25 May 2015 Resort Room 195 USD 25 to 30 May 2015 Resort Room 169 USD Above rate is per room, per night plus add 23.74% (9.5% government tax and 13.005% service charge, which are calculated on a cumulative basis), and \$3.50 per room per night environmental and AHATA levy. Rate includes one daily breakfast. Additional breakfast at \$10 per night Rates are based on a minimum of 10 rooms per night Daily check in is at 4:00pm and check out is at 12:00pm</p>	<p>Website: www.tottaruba.com 157 USD per room per night (for 1 or 2 persons per room) Rate includes : All taxes Complimentary breakfast buffet (7:00 - 10:00 am) Free Wi-Fi Complementary use of beach chairs Use of beach towels without extra charges Free parking public space @ Linear Park / Plaza Turismo Safe box in room. All rooms available from 15:00 on arrival day until 12:00 noon on departure date All rooms are non-smoking</p>	<p>Website: www.divivillage.com Room type Special Group Rate Single Occupancy: Studio 179 USD One-Bedroom 204 USD Double Occupancy: Studio US\$193.00 One-Bedroom US\$218.00 Rates are: Per room, per night, inclusive of daily a la carte or buffet breakfast, all taxes and service charges. Net, non-commissionable Valid for 30 days from proposal date Early check in and late check-out based upon availability.</p>

6. Documentation Link

The documentation for the Meeting is being posted on the ICAO NACC Office Website; participants should check our website frequently to download the documentation. **All participants must bring their own set of documentation (hard copy or electronically in a laptop) to the Meeting venue; there will be no hard copies available for distribution.**

<http://www.icao.int/NACC/Pages/Meetings.aspx>