



International
Civil Aviation
Organization

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Internacional

Международная
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гражданской
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منظمة الطيران
المدني الدولي

国际民用
航空组织

When replying please quote:

Ref.: NT-N1-15.12 — **E.OSG - NACC68454**

29 August 2017



To: States, Territories and International Organizations

Subject: Invitation – Seventeenth Scrutiny Working Group Meeting (GTE/17)
Lima, Peru, 30 October to 3 November 2017

Action

- Required:**
- 1) Transmittal by States of any additional items to the Provisional Agenda by **16 October 2017**
 - 2) Submission of documentation by the deadlines provided in this letter
 - 3) Register participation by **21 October 2017**

Sir/Madam,

In accordance with the provisions of ICAO Doc 9574 - *Manual on a 300 m (1 000 ft) Vertical Separation Minimum Between FL 290 and FL 410, Inclusive*, and the CAR/SAM Planning and Implementation Regional Group (GREPECAS) Conclusion 17/10 - *Manual/Guide on the Assessment of Large Height Deviations (LHDs) with SMS Methodology for the Analysis and Assessment of LHD Reports*, I wish to invite your Administration/Organization to participate in the Seventeenth Scrutiny Working Group Meeting (GTE/17) to be convened at the ICAO SAM Regional Office, Lima, Peru, from 30 October to 3 November 2017.

It is important to recall that the GTE was established under the GREPECAS framework in support to the implementation of the Reduced Vertical Separation Minimum (RVSM) in the CAR/SAM Regions. In this regard, the main objective of the meeting will be to perform Large Height Deviations (LHDs) risk analysis and to determine their impact on the Target Level of Safety (TLS) in RVSM airspace in order to issue the relevant risk mitigation recommendations to safeguard safety.

It is expected to count with the participation of the CAR/SAM States focal points responsible for providing LHD reports before the Caribbean and South American Monitoring Agency (CARSAMMA), Air Traffic Service (ATS) inspectors, Air Traffic Control (ATC) supervisors, pilots, aircraft operation specialists of States and Territories from the ICAO CAR and SAM Regions, CARSAMMA specialists, as well as representatives from the invited international organizations.

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The Draft Agenda of the meeting is at **Appendix A**. States wishing to submit proposals for the addition of items should do so by **16 October 2017**. The general information related to the meeting is presented at **Appendix B**.

Only working papers **received** by this office by **16 October 2017**, submitted by States/Territories will be translated to ensure timely processing. Working papers received in this office **after** that date will have to be submitted in both languages. Otherwise, they will become Information Papers. Information papers will only be issued in the language submitted. Papers received from international organizations will not be translated and will be issued only in the language submitted. The deadline to receive papers is **21 October 2017**. The deadlines for submission of documentation for translation will be strictly enforced. You are encouraged to submit documentation in both meeting languages (i.e., English and Spanish).

The working language of the meeting will be Spanish, and simultaneous interpretation will be provided if sufficient participants of both languages provide timely registration.

All meeting documentation will be placed in the Meetings Section of the following web page: <https://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.

Due to the importance that the issues to be addressed during this meeting represent to contribute to improve ATS safety in the CAR/SAM Regions, I encourage you to make all possible efforts to guarantee the assistance of at least one expert from your Administration. In this sense, you are kindly requested to complete and return the Registration Form at **Appendix C** by e-mail for each participant by **21 October 2017**.

If you require any further information regarding the meeting, please contact Mr. Eddian Méndez, Regional Officer, Air Traffic Management and Search and Rescue (ATM/SAR) (emendez@icao.int) or Mrs. Leslie Gándara, Assistant (lgandara@icao.int).

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



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

Enclosure:

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

ATTACHMENT A**DRAFT AGENDA****Agenda Item 1: Review of the previous CARSAMMA and Scrutiny Group meetings Conclusions and Recommendations**

- a) Results on 2016 safety assessment (CRM) in Reduced Vertical Separation Minimum (RVSM) airspace
- b) Statistics on LHD events in CAR/SAM Regions
- c) Identification of point with highest occurrences of LHD events in CAR/SAM Regions

Agenda Item 2: Review of Reduced Vertical Separation Minimum (RVSM) airspace safety assessment Project for the CAR and SAM Regions

- a) Composition
- b) Objectives
- c) Deliverables
- d) Statistics

Agenda Item 3: Large Height Deviation (LHD) analysis

- a) Application of GREPECAS approved methodology for safety assessment of reported LHD events
- b) Identify trends
- c) Lessons learned by CAR/SAM States to reduce the number of LHDs
- d) Creation of safety indicators to measure points with highest number of LHD events
- e) GTE recommendations

Agenda Item 4: Activities and tasks to be reported to GREPECAS

- a) Indicators on points with highest occurrences of LHD events
- b) Actions taken to improve the capture of LHD events data and to improve the capture of RVSM status by States of registry or Operator
- c) CARSAMMA Manual Version 2.0
- d) Training programme to States' Authorities and Air Navigation Services providers POCs concerning LHD events
- e) Results of the Reduced Vertical Separation Minimum (RVSM) airspace safety assessment Project for the CAR and SAM Regions

GTE/17

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Agenda Item 5: Other business

— END —

APPENDIX B



Internacional Civil Aviation Organization
Seventeenth Scrutiny Working Group Meeting (GTE/17)
Lima, Peru, 30 October – 03 November 2017

GTE/17-IP/01
15/08/17

GENERAL INFORMATION

(Presented by the Secretariat)

1. Site and dates

The Seventeenth Scrutiny Working Group Meeting (GTE/17) will be conducted at the ICAO South American (SAM) Regional Offices premises in Lima, Peru, from 30 October to 03 November 2017. Since we count with two conference rooms, it will be appreciated that upon arriving in the Office, you verify where the event will take place – floor 3 or 4.

2. Coordinators

Mr. Roberto Sosa España
Air Navigation Services and Safety Regional Officer, ICAO SAM Regional Office
Tel: +511 611-8686, ext. 104
E-mail: icaosam@icao.int
rsosa@icao.int

Mr. Eddian Méndez
Air Traffic Management/Search and Rescue, Regional Officer, ICAO NACC Regional Office
Tel: +52555 250 3211, ext. 119
E-mail: icaonacc@icao.int
emendez@icao.int

3. Participants Registration

Participants should register on Monday, 30 October 2017, from 08:30 to 09:00 hours, at the site of the meeting.

4. General information

The general information is available at:
https://www.icao.int/SAM/Pages/ES/default_ES.aspx (left side).

5. Documentation

The documentation will be posted in the Meetings Section of the following web page: <https://www.icao.int/NACC/Pages/default.aspx> as it becomes available, participants should check the 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.



APPENDIX/APÉNDICE C

ORGANIZACIÓN DE AVIACIÓN CIVIL INTERNACIONAL
INTERNATIONAL CIVIL AVIATION ORGANIZATION

DÉCIMO SÉPTIMA REUNIÓN DEL GRUPO DE TRABAJO DE ESCRUTINIO
SEVENTEENTH SCRUTINY WORKING GROUP MEETING
(GTE/17)

Lima, Perú, 30 de octubre al 03 de noviembre de 2017 / Lima, Peru, 30 October to 03 November 2017

FORMULARIO DE REGISTRO / REGISTRATION FORM

1. Estado/*State*:
Organismo/*Organization*: _____

2. Nombre/*Name*: _____

3. Cargo/*Position*: _____

4. Participa como / *Participates as*:

Miembro/ Alternativo Delegado Observador
Member Deputy Delegate Observer /

5. Dirección oficial /
Business address: _____

6. Tel.: _____ E-mail: _____

7. Hotel o dirección en
la ciudad/ *Hotel or*
local address: _____

8. Información de vuelo/ *Vuelo llegada/ fecha/ hora/*
Flight information: Arrival flight/ date/ hour: _____

Vuelo salida/ fecha/ hora/
Departure flight/ date/ hour: _____

Firma/ *Fecha/*
Signature: _____ *Date:* _____

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

E-mail icaosam@icao.int (SAM)
icaonacc@icao.int (NACC)