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When replying please quote:

Ref.: NT-NR 3-3 — **E.OSG - NACC73522**

29 May 2018

To: States, Territories and International Organizations

Subject: Regional Workshop on the Air Transport Facilitation Programme Implementation
(Lima, Peru, 16-19 October 2018)

Action

Required: Your confirmation of participation by 30 July 2018

Sir/Madam,

I invite you to participate in the Regional Workshop for the Air Transport Facilitation Programme Implementation that the International Civil Aviation Organization (ICAO) is being organizing for all ICAO Member States from the South American (SAM), North American and Caribbean (NAM/CAR) Regions, with the intention to disseminate concepts and contents on updates related to Annex 9 – *Facilitation* of the Chicago Convention on International Civil Aviation. The Workshop will be held in the ICAO South American Regional Office, Lima, Peru, from 16 to 19 October 2018.

The Workshop will have English/Spanish simultaneous interpretation and the following issues will be discussed: Mandate, Description and Latest Developments of Annex 9; Electronic Filing of Differences (EFOD); National Air Transport Facilitation Programme and its relation to the National Civil Aviation Security Programme (NCASP); among others matters.

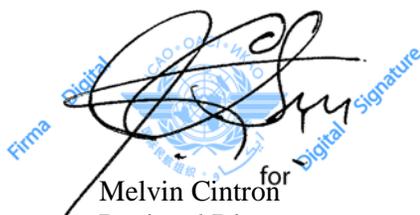
This Workshop is addressed to specialized staff from your Administration in charge of providing services for the compliance with the ICAO Standards and Recommended Practices on Facilitation. Therefore, I will appreciate extending this invitation to members of national and airport facilitation committees of your State, as well as to all entities related with handling and issuing of Travel Documents, such as Migration, Civil Registry and Identification, Ministry of Foreign Affairs, Ministry of Internal Affairs, etc. The Draft agenda and general information for this seminar may be found in **Attachments A and B** respectively.

I will appreciate confirmation of the participation of one or more officials from your Administration and/or other entities representing your State in this event. For this purpose **Attachment C** includes a registration form to be sent back duly filled by **30 July 2018**.

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Should you require additional information, please contact Mr. Ricardo G. Delgado (rdelgado@icao.int) or Mr. José María Peral Pecharromán (jmperal@icao.int), or their assistant, Mr. Gabriel Gutiérrez Serrato (ggutierrez@icao.int).

Accept the assurances of my highest consideration.



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

Enclosure:

As indicated

N:\NR - AVSEC-FAL\NR 3- FAL General\NR 3-3 - Correspondence, doubts and SARPs compliance\1810-Regional Facilitation Seminar - Lima\NACC73522AVSEC-States-InvRegWorkshopImpAirTranspFalProg.docx / GGS

ATTACHMENT A

**ICAO REGIONAL WORKSHOP ON THE AIR TRANSPORT FACILITATION
PROGRAMME IMPLEMENTATION**

Lima, 16-19 October 2018

Draft Agenda

DAY 1, Tuesday, 16 October 2018

8:30 – 9:30 Registration at workshop venue: ICAO Regional Office, SAM

9:30 – 10:00 Opening ceremony

Annex 9: Mandate, Description & Latest Developments

10:00 – 11:00 Outline of the workshop
The Convention on International Civil Aviation, Annex 9: Overview – ICAO

11:00 – 11:30 Coffee Break and Group Photo

11:30 – 13:30 Latest developments & current key issues: Annex 9 – **ICAO**

Implementation of Annex 9: Electronic Filing of Differences (EFOD) & Compliance

States' responsibilities under Article 38 – **ICAO**
Responses to State letters – **ICAO**

13:30 – 15:00 Lunch

Implementation of Annex 9: Electronic Filing of Differences (EFOD) & Compliance

15:00 – 16:30 The Electronic Filing of Differences (EFOD) System – **ICAO**
– Introduction
– Compliance Issues with regard to Annex 9
– ICAO's Role in Maintaining the EFOD System
– States' Role in Completing the EFOD System

DAY 2, Wednesday, 17 October 2018

9:00 – 11:00 The Electronic Filing of Differences (EFOD) System – **ICAO**
– Understanding the EFOD System
– How to make entries into EFOD
– Report on entries into EFOD
– Potential EFOD Problems faced by States

11:00 – 11:30 Coffee Break

11:30 – 13:30 – EFOD Exercise

13:30 – 15:00 Lunch

15:00 – 16:30 **National Air Transport Facilitation Programmes**

Introduction & background – **ICAO**

Annex 9 Standards and Recommended Practices (SARPs) related to National Air Transport Facilitation Programmes (NATFPs) – **ICAO**

DAY 3, Thursday, 18 October 2018

9:00 – 11:00 Doc 10042, *Model National Air Transport Facilitation Programme*, Establishment of a NATFP, National Air Transport Facilitation Committees (NATFCs) and Airport Facilitation Committees: Overview – **ICAO**

The National Civil Aviation Security Programme (NCASP) -- **ICAO**

11:00 – 11:30 Coffee Break

11:30 – 13:30 (Open) Examples of NATFP, NATFC and Airport Committees
States' experiences in developing a NATFP, establishing a NATFC and airport committees – presentations provided by: [STATES]

13:30 – 15:00 Lunch

15:00 – 17:00 Continuation of State's presentations and/or start of writing exercise (in groups)
→ How to develop and implement a NATFP and NATFC

DAY 4, Friday, 19 October 2018

9:00 – 11:00 Writing exercises (in groups) → How to develop and implement a NATFP and NATFC

11:00 – 11:30 Coffee Break

11:30 – 13:30 Presentation and discussion of the outcomes of the various groups' works

Closing

[Note: The discussions of the outcomes of the various groups' work could continue after lunch, if required]



**Regional Workshop on the Air Transport Facilitation Programme Implementation
(FAL/SEM)**
Lima, Peru, 16 to 19 October 2018

GENERAL INFORMATION

(Presented by the Secretariat)

1. **Site and dates**

The **Regional Workshop on Implementation of the Air Transport Facilitation Programme** will be conducted in the ICAO South American Regional Office at Victor Andres Belaunde Avenue 147, 4th Tower, 3rd Floor, San Isidro, Lima, Peru (please refer to the map included in the following page), from 16 to 19 October 2018.

2. **Coordinator**

Mr. Pablo Lampariello, Regional Officer AVSEC/FAL
ICAO SAM Regional Office
Tel: +511 611-8686
E-mail: icaosam@icao.int
plampariello@icao.int

Mr. Jitendra Thaker, Technical Officer, FAL
ICAO Headquarters
Tel: +1514 954-8219 Ext. 6156
E-mail: jthaker@icao.int

3. **Participants Registration**

Participants should register with anticipation, using the form attached to the invitation letter, which should be presented as printout during registration in-situ, on Tuesday, 16 October, from 8:30 to 9:00 hours.

4. **General information**

“General Information”, “Weather” and “Hotels” sections can be found at the ICAO SAM Regional Office website: <https://www.icao.int/SAM/Pages/default.aspx>

5. **Passport, visa and vaccination requirements**

To enter the country, an updated passport and visa are required; however, it is recommended to contact the Peruvian Embassy or Consulate in your country. Please note that it is not possible to obtain entry visas upon arrival in Peru. It will be much appreciated to verify whether yellow-fever or any other vaccination is required.

6. **Money exchange and credit cards**

Local currency in Peru is the Sol Peruano (S/). Please refer to <http://www.peru.gob.pe/> to find out about the actual exchange rate. Credit cards as VISA, American Express, Master Card, Diners Club, etc., are usually accepted in hotels, stores and restaurants. Traveller's checks should be exchanged at banks or money exchange agencies.

7. **Link for documentation and important information**

Workshop documentation will be published at the ICAO SAM Regional Office webpage <https://www.icao.int/SAM/Pages/MeetingsDocumentation.aspx?m=2018-FALSEM>

ICAO SOUTH AMERICAN REGIONAL OFFICE LOCATION MAP IN LIMA, PERU

Ave. Víctor Andrés Belaúnde 147 – 4th Tower, San Isidro

