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When replying please quote:

Ref.: NT-NT4-1.9, NT-N1-15.1 — **E.OSG-NACC91677**

17 December 2021

To: CAR States and Territories

Subject: **Invitation – Virtual workshop for the preparation of Volume III of the CAR/SAM Air Navigation Plan (ANP) for the CAR Region (CAR/SAM/ANP-VOLIII)**

Action

Required: **Confirm participation by registering by 15 January 2022**

Dear Sir/Madam,

Further to my State Letter ref. *E.OSG-NACC91302*, dated 9 November 2021, which detailed the initial steps for the project on the formulation and management of Volume III of the CAR/SAM Air Navigation Plan (ANP), and the designation of the Points of Contact (PoC) was requested to participate in this project, I wish to invite your Administration/Organization to participate in the Virtual Workshop for the preparation of Volume III of the CAR/SAM Air Navigation Plan (ANP) (CAR/SAM/ANP-VOLIII), to be convened online from 14 to 18 February 2022.

The objective of this workshop is to provide guidance for the regional planning of air navigation to the CAR/SAM States, initiating the work to complete the activities related to this project, using the guidelines of the “*Instructions to use of the template for Volume III of the Regional Air Navigation Plan - ANP CAR/SAM*”, approved by the Third Virtual Meeting of the GREPECAS Programmes and Projects Review Committee (ePPRC/03), held online on 22 to 23 July 2021.

To ensure compliance with the objectives of this Workshop, as well as those related to the project for the formulation and management of Vol. III, the participation of the PoC designated by its Administration for the preparation of Vol. III of the CAR/SAM ANP is required, as well as members of your work team for these purposes.

The working languages of the Workshop will be English and Spanish, and simultaneous interpretation will be provided if sufficient participants of both languages provide timely registration. The Provisional Programme and Guidance material will be timely distributed to the participants.

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It is important to note that all participants need to have a Zoom account as all sessions scheduled by ICAO are only for authenticated users. The workshop will be held on **14 to 18 February 2022** from 14:00 to 18:00 hours UTC. In order to confirm your participation at this workshop and obtain the Zoom connection information, you need to register at the following link:

[https://icao.zoom.us/meeting/register/tJwqd-ioqzgsHdPd\\_v82q2iaLE06RemlW8vb](https://icao.zoom.us/meeting/register/tJwqd-ioqzgsHdPd_v82q2iaLE06RemlW8vb)

Once registered, Zoom will generate a unique connection link for the registered participant and he/she will receive a confirmation email from Zoom containing information about joining the workshop; please note that the connection link is unique to the registered participant and cannot be shared with other users. **Please ensure to save this message, as you will need it to connect to the event.** Furthermore, please consider that you have to be signed into your Zoom account in order to enter the event. It is important to consider that a lot of servers block Zoom messages, therefore, if you register and do not receive your connection link, please contact Mrs. Yolanda Terrazas to the following email: [yterrazas@icao.int](mailto:yterrazas@icao.int) so you can obtain your personal access link for the event.

If you require any further information regarding the event, please contact Mr. Eddian Méndez, Regional Officer, Air Traffic Management and Search and Rescue or his Assistant Mrs. Yolanda Terrazas, to the following e-mail [nacc-atm@icao.int](mailto:nacc-atm@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