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When replying please quote:

Ref.: NT-NS2-26; NT-N1-8.6.4 — **E.OSG-NACC110663**

5 March 2024

To: States, Territories and International Organizations

Subject: **RLA06901 - Workshop on Implementation of Digital Data Sets (DDS) and Phase 2 of the Roadmap for the transition from Aeronautical Information Service (AIS) to Aeronautical Information Management (AIM)**
(Rio de Janeiro, Brazil, 16 to 18 April 2024)

Action

Required: **Complete the registration form no later than 22 March 2024.**

Dear Sir/Madam,

As part of the joint activities of the NACC and SAM Regional Offices in support of the States, particularly in AIM and according to the activities of the implementation groups of the AIM Task Force of the North American, Central American and Caribbean Working Group (NACC/WG/AIM/TF) and GREPECAS Projects and within the framework of the program of activities of the Regional Project RLA/06/901 adopted at the Seventeenth Meeting of the Coordination Committee (RCC/17) (Lima, Peru, 26 October 2023), I am pleased to invite your Administration to participate in the **Workshop on Implementation of Digital Data Sets (DDS) and Phase 2 of the Roadmap for the transition from AIS to AIM**, to be held from 16 to 18 April 2024 in Rio de Janeiro, Brazil.

The objective of this workshop is to provide and share best practices in the implementation of the DDS and the transition to System-wide information management (SWIM). The profile of the participants is of utmost relevance, so it is highly recommended that the participation of personnel and inspectors that fit the profile detailed in the Mnemotechnic Paper of the event (**Attachment A**).

The agenda to be addressed during the Workshop is included in **Attachment B**. The event will be conducted in Spanish and simultaneous interpretation into English will be provided.

Following the above, I am pleased to invite your Administration to designate and submit the list of the specialist(s) who will participate in this Workshop to the e-mail NACC-AIM@icao.int and by completing the registration form no later than **22 March 2024**, through the following link <https://forms.office.com/r/AvdK1qX2TA>.

.../2

Mr. Raul Martinez, Aeronautical Information Management (AIM) Regional Officer (NACC-AIM@icao.int) of the ICAO NACC Regional Office, is at your disposal should you require any additional information on this event.

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

A digital signature of Christopher Barks, written in a cursive script. The signature is overlaid on a circular watermark that contains the ICAO logo and the text "ICAO - OACI - ICAO". The words "Digital Signature" are also visible around the perimeter of the watermark.

Christopher Barks
Regional Director
North American, Central American and
Caribbean (NACC) Regional Office

Enclosure: *As indicated*

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GGS

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ATTACHMENT A

MNEMOTECHNIC PAPER – AIS/AIM 06

RLA/06/901 – Digital Data Sets (DDS) Workshop and Phase 2 of the AIS to AIM Transition Roadmap (Rio de Janeiro, 16 to 18 April 2024)	
Regional strategy for implementation in the AIS/AIM area	<ul style="list-style-type: none"> ✓ Until December 2026: <ul style="list-style-type: none"> - Drive the implementation of Phase 2 of the AIS to AIM Transition Roadmap. - Drive implementation of AIS/AIM digital datasets and enablers for SWIM. - Drive capacity building for AIS/AIM staff performance in managing information in an electronic environment. - Disseminate the restructuring of AIS documents to provide a framework for AIM and SWIM. - Disseminate the requirements of the new AIS/AIM documents; - Drive the preparation and exchange of Digital NOTAMs (X-NOTAMs). ✓ Ongoing tasks: Follow up on: <ul style="list-style-type: none"> - Monitor the implementation of AIS/AIM documentation requirements in the States. - Work jointly with the SRVSOP to assess the regulatory impacts of new AIS/AIM documentation.
ICAO Strategic Objectives	<ul style="list-style-type: none"> - Safety - Capacity and Efficiency - Environmental Protection
Meeting Objective	<ul style="list-style-type: none"> - Share best practices in the implementation of DDS and the transition to SWIM.
Nature of the event	<p>The event is a practical session on the planning and implementation of AIS/AIM Digital Data Sets, their use for aeronautical purposes, as well as for strategic planning of air traffic flow management.</p>
Competencies to be generated by the event	<p>The event will provide capabilities for:</p> <ul style="list-style-type: none"> - Acquire best practices for the implementation of Digital Data Sets; - Strengthen capabilities for planning the implementation of Phase 2 of the AIS to AIM Transition Roadmap; - Strengthen capabilities for implementation planning of SWIM enablers. - Application of Digital Data Sets for strategic planning of air traffic flow management.

Participant profiles	<ul style="list-style-type: none">✓ AIS/AIM technical decision makers.✓ AIS Inspector working at the Civil Aviation Authority.✓ AIS personnel working in the various units of the Aeronautical Information Service.✓ IT staff supporting AIS Phase 2 Roadmap implementations from AIS to AIM.
Next steps in strategy development	<p>In accordance with the deadlines of the regional strategy:</p> <ul style="list-style-type: none">✓ Continue to encourage States to prepare competency assessment procedures for AIS/AIM personnel, both Authority and service provider.✓ Promote the development of courses and training for AIS/AIM personnel with a competency-based approach.✓ Continue to support capacity building for the implementation of Phase 2 of the AIS to AIM Transition Roadmap.
Contact personnel at the SAM Office	<p>Mr. Raúl Martínez Regional Officer, Aeronautical Information Management (AIM) ICAO NACC Regional Office rmartinez@icao.int</p>



ATTACHMENT B

RLA/06/901 – Workshop on Digital Datasets and Phase 2 of the AIS to AIM Transition Roadmap
(Rio de Janeiro, 16 to 18 April 2024)

TENTATIVE WORK PROGRAM

Time	Tuesday, 16 April	Time	Wednesday, 17 April	Time	Thursday, 18 April
0800 0830	Registration				
0830 09:00	Opening	0830 0930	Agenda Item 4. Implementation of Digital Data Sets for the electronic AIP (e-AIP)	0830 0930	Agenda Item 7. Implementation of Digital Aerodrome Data Sets
09:00 0930	Agenda Item 1. Workshop Objectives / General Introduction				
0930 0950	<i>Coffee Break</i>	0930 0950	<i>Coffee Break</i>	0930 0950	<i>Coffee Break</i>
0950 1210	Agenda Item 2. a) Planning the Implementation of Digital Data Sets - The Brazilian experience: b) QMS/AIM Implementation.	0950 1210	Agenda Item 5. Digital Terrain Datasets Implementation and Implementation of Digital Obstacle Datasets	0950 1210	Agenda Item 8. Implementation of Digital Flight Procedure Datasets
1210 1310	<i>Lunch Break</i>	1210 1310	<i>Lunch Break</i>	1210 1310	<i>Lunch Break</i>
1310 1530	Agenda Item 3. Technical visit to CGNA	1310 1530	Agenda Item 6. Technical visit to ICA	1310 1530	Agenda Item 9: The importance of AIM for drone operation planning Agenda Item 10. Planning for SWIM enablers



ATTACHMENT C

RLA/06/901 – Workshop on Implementation of Digital Data Sets (DDS) and Phase 2 of the Roadmap for the transition from AIS to AIM (Rio de Janeiro, 16 to 18 April 2024)

INFORMATION PAPER

1. Place and date of the event

The Workshop on Digital Datasets and Phase 2 of the AIS to AIM Transition Roadmap will be held in Rio de Janeiro, Brazil, April 16-18, 2024.

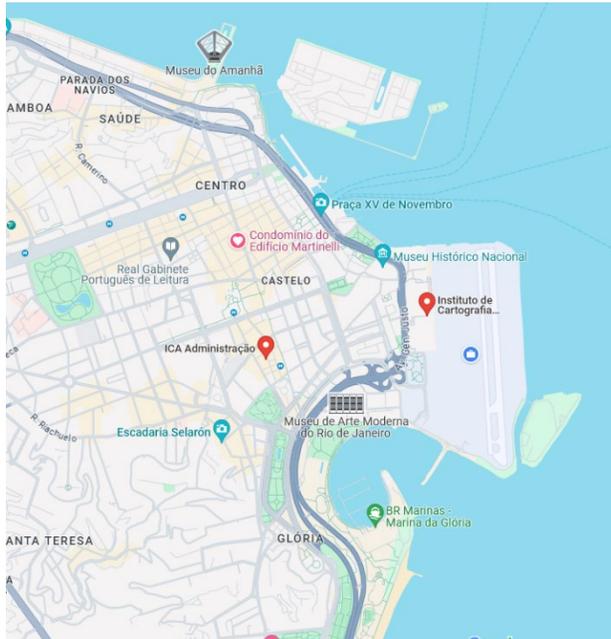
2. Address of the event location:

INSTITUTO DE CARTOGRAFIA AERONÁUTICA (ICA)

Av. General Justo, 160, Centro

Rio de Janeiro - RJ – CEP 20021-130

Phone: +55 21 2101-6136



3. Time Zone

UTC -3

4. Weather and dress code information

It is estimated for the beginning of April a temperature of:
Min 22°C (71°F) y Max 28°C (82°F)

Recommended attire: semi-formal, no tie.

5. Tips

- Hotels: Hotels often include service charges on bills.
- Restaurants: Tips are optional, but are often found at the end of the bill as a "tip" ("tarifa de serviço" or "gorjeta"). In Rio, between 10% and 12% is usually paid.
- Cabs: Taxi drivers do not require a tip, although most passengers will round up the fare when they are satisfied with the service.
- Luggage carts at the airport: free of charge.

6. No Smoking

Está prohibido fumar en espacios completamente cerrados y parcialmente cerrados a ambos lados por una pared, tabique, techo o toldo, en todo el país. La ley también se aplica a las áreas comunes de condominios y clubes. Smoking is prohibited in completely enclosed spaces and partially enclosed on both sides by a wall, partition, ceiling or awning, throughout the country. The law also applies to common areas of condominiums and clubs.

More information at: <https://www.gov.br/inca/pt-br/assuntos/gestor-e-profissional-de-saude/observatorio-da-politica-nacional-de-controle-do-tabaco/politica-nacional/ambientes-livres-de-tabaco>

7. Recommended hotels



<p>HOTEL DEMOISELLE - CLUBE DE AERONÁUTICA (600m) Address: Praça Mal. Âncora, 15 - Centro, Rio de Janeiro - RJ, 20021-200. Phone: (21) 3210-3212 Website: https://www.caer.org.br/reservas-e-indenizacoes/hotel-demoiselle/</p>
<p>IBIS RIO DE JANEIRO SANTOS DUMONT (700m) Address: Av. Mal. Câmara, 280 - 1º andar - Centro, Rio de Janeiro - RJ, 20020-080. Phone: (21) 3506-4500 Website: https://all.accor.com/hotel/5691/index.pt-br.shtml?utm_campaign=seo+maps&utm_medium=seo+maps&utm_source=google+Maps</p>
<p>PRODIGY SANTOS DUMONT (850m) Address: Av. Alm. Silvio de Noronha, 365 – Centro, Rio de Janeiro - RJ, 20021-901. Phone: (21) 3478-4100 Website: https://www.prodigyhotels.com.br/prodigy-hotel-santos-dumont-airport</p>

✓ **Distance from Hotel to ICA**

- Hotel Demoiselle – Clube da Aeronáutica (600 m)
- Ibis RJ Santos Dumont (700 m)
- Hotel Prodigy Santos Dumont (850 m)

8. Airports

The *International Airport of Rio de Janeiro - Tom Jobim* is located in the neighbourhood called "Ilha do Governador" and is very accessible through modern highways that connect it to the Central, South and West regions of the city, where the main hotels of the city are located.

Tom Jobim International Airport– RIOgaleão:
Telephone – information: +5521 3004 6050

Santos Dumont Airport, located in the city center, is only 10 minutes away from Zona Sul, the region where a large number of hotels and the main tourist attractions are located.

Aeroporto Doméstico - Santos Dumont:
Telephoe – information: +5521 3814-7070

9. Transportation

- Taxi - Regular cabs, identified by the yellow color, circulate through the streets with a taximeter. Some also accept credit card payments.
- Metro - Rio de Janeiro's subway (Metrô Rio) is safe, efficient and easy to use. Tickets are sold at counters and self-service machines scattered throughout the 41 stations. Metrô Rio" operates

from Monday to Saturday, from 5 a.m. to midnight. On Sundays and holidays, it operates from 7 am to 11 pm.

More information at: www.metrorio.com.br

- Uber - The urban mobility app Uber is a safe way to get around Rio de Janeiro. The app works in all neighborhoods of the city, accepts payment by cash or credit card, and can be downloaded from the Apple Store or Google Play.
More information at: www.uber.com
- VTL Carioca (Veículos Ligeiros sobre Rieles) - With an innovative proposal in public transportation, the VLT Carioca is the main connection for people circulating in the central area of the city of Rio de Janeiro. Whether for business or pleasure, the VLT is also the best option for those seeking greater efficiency in their daily commute in the region.
- Modern, safe, accessible and sustainable transportation, transforming the experience of getting around downtown Rio for locals and tourists.
More information at: www.vltrio.com.br

10. Currency exchange and credit cards

The currency in Brazil is “Real”.

International credit cards (Visa, MasterCard, American Express and Diners Club) are widely accepted in Brazil. There are many currency exchange offices in Rio de Janeiro, including at the international airport, shopping malls and near recommended hotels.

However, it is important to note that the currencies most widely accepted by currency exchange offices in Rio de Janeiro are the US dollar and the Euro, but it is also possible to exchange other currencies, depending on the availability of the exchange office.

AGÊNCIA NAVEGANTES CÂMBIO E TURISMO (2000m)
Address: Av. Rio Branco, 45 - Loja B - Centro, Rio de Janeiro - RJ, 20090-003. CondomínioEdifício Comercial RB 45 Phone: (21) 2195-0300 Website: https://agencianavegantes.com.br/
JW CÂMBIO TURISMO (1700m)
Address: Av. Rio Branco, 120 - Centro, Rio de Janeiro - RJ, 20040-003. Galeria do Comércio Phone: (21) 3556-7777 Website: http://www.jwcambio.com.br/
ZENITH CÂMBIO E TURISMO (2200m)
Address: Avenida 25 - Av. Rio Branco, 25 - B - Centro, Rio de Janeiro - RJ, 20090-003Aberto · Fecha às 17:00 Phone: (21) 2233-7624 Website: https://www.zenithcambio.com.br/

11. Health care

Travelers must have medical insurance during the trip, but it is good to know that public health services in Brazil are free for foreign tourists. Therefore, if you have an accident, need medical attention or have a health problem, you can call the insurance company or call the Servicio Móvil de Emergencias Médicas (SAMU) at the toll-free number below.

SAMU (Servicio Móvil de Emergencias Médicas - Mobile Medical Emergency Service): 192

Private medical services in Rio de Janeiro are of a high standard and most international prescription drugs are available through retail pharmacies, but most require a prescription from a local doctor.

If necessary, the nearest recommended health facilities are:

- **Hospital Municipal Miguel Couto** (Servicio de Salud Público) Rua Mário Ribeiro, 117 - Leblon
Tel: +5521 3111-3711
- **Hospital Municipal Souza Aguiar** (Servicio de Salud Público) Praça da República, 111 – Centro
Tel: +5521 3111-2600
- **Hospital Glória D’Or** (Servicio de Salud Privado) Rua Santo Amaro, 80 – Glória
Tel: +5521 3262-2000
- **Hospital Copa D’Or** (Servicio de Salud Privado) Rua Figueiredo de Magalhães, 875 – Copacabana
Tel: +5521 2545-3600

12. Electric Power

Residential voltage is 110 volts, 60 circuits. In most hotels and in some commercial establishments there are plugs with a voltage of 220 volts.

The plugs in Brazil are well-shaped, to make it difficult for the finger to meet the electric current and avoid accidents. The three-prong plugs have a system that prevents overloading and overheating, in addition to providing a better coupling with their terminals. The plug adapter can be easily found in electrical equipment stores or airport stores.



13. Security and Police Surveillance

The Rio de Janeiro State Military Police has a battalion - BPTUR - specialized in ostensive patrolling in the city of Rio de Janeiro for the protection of tourists. Properly trained and equipped to deal with police incidents with tourists, the police officers of this corporation are in charge of patrolling tourist spots, beaches and areas near hotels.

- BPTUR – Batallón de Policía de Zonas Turísticas Dirección: Rua Figueiredo de Magalhães, 550 – Copacabana Tel: +5521 2332-7949
The Tourist Assistance Police Station - DEAT - a specialized branch of the Civil Police, is composed of a deputy, detectives, investigators and clerks in charge of investigating and recording any incident. The DEAT has its own headquarters conveniently located in the Leblon neighbourhood. The police station was created, and agents were trained specifically to attend to foreign visitors.
- Tourist Attention (Delegacia de Atendimento ao Turista – DEAT) Dirección: Av. Afrânio de Mello Franco, 159 – Leblon
Tel: +5521 2334-6802

14. Contact telephone numbers for Workshop organizers

- CRISTIANE DE BARROS PEREIRA
☎ +55 21 98624-3102
✉ cristianecebp@decea.mil.br
- RICARDO ELIAS COSENDEY
☎ +55 21 2101-6549
✉ cosendeyrec@decea.mil.br

15. Places of interest to visit

<https://www.visitbrasil.com/es/>

<https://www.expedia.com/es/Rio-De-Janeiro.dx178301?langid=2058&>

<https://www.turismo.rj.gov.br/>