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منظمة الطيران  
المدني الدولي

国际民用  
航空组织

LN 3/20.3 –SA5023

Lima, 18 January 2013

To: Mr. Jean-Michel Boivin, Regional Director of Civil Aviation, West Indies and French Guiana  
Mr. Zulficar Mohamed, Director General, Civil Aviation Authority, Guyana  
Mr. Falisie Jozef Pinas, Minister of Transport, Communication and Tourism, Suriname

Subject: **RLA/03/901 - Sixteenth Meeting of the REDDIG Coordination Committee (RCC/16)**  
Lima, Perú, 18 to 20 March 2013

**Action required: Confirm attendance by 1 March 2013**

I have the honor to address you with reference to the RLA/03/901 Regional Project, *REDDIG Management System and Administration of the Satellite Segment*, to invite your Administration to the Sixteenth Meeting of the REDDIG Coordination Committee (RCC/16), that will be held in this Regional Office, from 18 to 20 March 2013.

Attached please find the provisional Agenda (**Appendix A**), of the matters to be discussed at the meeting, appreciating your comments in this regard. Likewise, in case your Administration would wish to submit working and information papers for consideration of the Committee, they should be sent no later than **1 March 2013**.

It should be noted that the activities carried out by the project since the Fifteenth Meeting of the REDDIG Coordination Committee (Lima, Perú, 25 to 27 June 2012), as well as the ones to be carried out during 2013, the follow-up on the activities for the REDDIG II implementation, financial situation of the project, approval of the budget of 2013, and annual evaluation of the project, will be submitted in this meeting.

I will appreciate receiving a confirmation on participation of your delegates at the RCC/16 meeting, sending to this Office the attached Registration Form (**Appendix B**) duly completed for each delegate, no later than **1 March 2013**.

The documentation will be issued in due course on the website of this Office, [www.lima.icao.int](http://www.lima.icao.int) and will not be printed nor be distributed during the meeting, being desirable that the delegates take them physically or by electronic means.

Accept, Sir, the assurances of my highest consideration.



Franklin Hoyer  
Regional Director  
ICAO South American Office  
Lima

**Enclosure**

*As indicated*

cc: Mr. Olivier Jouans, Regional Director of ATM services, West Indies and French Guiana  
Mrs. Thelma Douglas Pinas, Permanent Secretary, Ministry of Transport, Communication and Tourism, Suriname  
Mr. Robby Venlo, acting Director of Civil Aviation, Suriname  
Mr. Brian De Souza, acting Director, CASAS, Suriname  
REDDIG counterparties  
C/FOS/PIU, ICAO, Montreal

## **APPENDIX A**

**RLA/03/901 Regional Project  
REDDIG Management System and Administration of the Satellite Segment  
SIXTEENTH MEETING OF THE COORDINATION COMMITTEE (RCC/16)  
(Lima, Peru, 18 to 20 March 2013)**

### **PROVISIONAL AGENDA**

- Agenda item 1:** Approval of the agenda and of the meeting schedule
- Agenda item 2:** Review of the report of the Fifteenth Meeting of the Coordination Committee
- Agenda item 3:** Report of the activities carried out to date since the last meeting of the Coordination Committee
- Agenda item 4:** Follow-up on the activities related to the REDDIG II implementation.
- Agenda item 5:** Work plan for 2013
- Agenda item 6:** Financial situation of the project and approval of the budget.
- Agenda item 7:** Annual project evaluation
- Agenda item 8:** Other matters

## **EXPLANATORY NOTES TO THE PROVISIONAL AGENDA**

### **Agenda item 1: Approval of the agenda and of the meeting schedule**

The Coordination Committee will consider and approve the provisional agenda and meeting schedule proposed by the Secretariat for its sixteenth meeting.

### **Agenda item 2: Review of the report of the Fifteenth Meeting of the Coordination Committee**

The Committee will review, for approval, the report of its fifteenth meeting held in Lima from 15 to 17 August 2012. Likewise, the Committee will analyze the status of implementation of conclusions formulated during said meeting, as well as of conclusions in force from previous meetings.

### **Agenda item 3: Report of the activities carried out to date since the last meeting of the Coordination Committee**

The Committee will analyze the activities carried out since its last meeting regarding:

- a) Training programme for year 2012
- b) Implementation of new services; and
- c) REDDIG logistics aspects.

### **Agenda item 4: Follow-up on the activities related to the REDDIG II implementation.**

Under this agenda item, the meeting will take knowledge of the situation of the contract between ICAO and the winning company of the REDDIG II bidding process, of the work program for the revision of the installation documents, of the training program, the REDDIG II implementation phases, and of the acceptance protocols.

### **Agenda item 5: Work plan for 2013**

The Committee will analyze the work programme for 2013 proposed by the Secretariat. Among the activities scheduled, there are the follow-up to the implementation of new services (interconnection of AMHS systems, interchange of radar data and flight plans), REDDIG training and maintenance programme.

### **Agenda item 6: Financial situation of the project and approval of the budget for year 2013**

The Committee will consider the status of the cost-sharing contributions to the project and a summary of the obligations assumed during 2012, as well as the project budget for 2013 for approval.

### **Agenda item 7: Annual project evaluation**

The Committee will take note of project situation at the end of 2012, including the management and outputs indicators, as well as the monitoring and control of the project with regard to the approved work plan for 2012, shown in the corresponding forms, concluding with the review of the survey conducted among participant States concerning their annual project evaluation.

### **Agenda item 8: Other matters**

Under this agenda item, the Committee could analyze any other related issue deemed appropriate .



ORGANIZACIÓN DE AVIACIÓN CIVIL INTERNACIONAL  
INTERNATIONAL CIVIL AVIATION ORGANIZATION

PROYECTO REGIONAL RLA/03/901  
REGIONAL PROJECT RLA/03/901

Sistema de Gestión de la REDDIG y Administración del Segmento Satelital  
REDDIG Management System and Administration of the Satellite Segment

DÉCIMO SEXTA REUNIÓN DEL COMITÉ DE COORDINACIÓN (RCC/16)  
SIXTEENTH MEETING OF THE COORDINATION COMMITTEE (RCC/16)

Lima, Perú, 18 al 20 de marzo de 2013 / Lima, Peru, 18 to 20 March 2013

FORMULARIO DE REGISTRO / REGISTRATION FORM

1. Estado/*State*:  
Organismo/*Organization*: \_\_\_\_\_

2. Nombre/  
*Name*: \_\_\_\_\_

3. Cargo/*Position*: \_\_\_\_\_

4. Participa como / *Participates as*:

Delegado/  *Delegate*      Asesor/  *Adviser*      Observador/  *Observer*

5. Dirección oficial /  
*Business address*: \_\_\_\_\_  
\_\_\_\_\_

6. Tel.: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

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

8. Información de vuelo/  
*Flight information*:  
Vuelo de llegada/ fecha/ hora/  
*Arrival flight/ date/ hour*: \_\_\_\_\_  
Vuelo de salida/ fecha/ hora/  
*Departure flight/ date/ hour*: \_\_\_\_\_

Firma / *Signature*: \_\_\_\_\_ Fecha / *Date*: \_\_\_\_\_

Por favor envíe este formulario a:  
Please return this form to:  
[icaosam@icao.int](mailto:icaosam@icao.int)