

International Civil Aviaton Organization

Organisation de l'aviation civile internationale

Organización de Aviación Civil Internacional Международная организация гражданской авиации

منظمة الطيران المدني الدولي

国际民用航空组织

File Ref: ES AN 1/6 - 0571

11 September 2007

Subject:

Sixteenth Meeting of the AFI Planning and Implementation Regional Group (APIRG/16) (Kigali, Rwanda, 19-23 November 2007)

Action Required: Reply to paragraph 5 and 6 at your earliest convenience but not later than 15 October 2007

Dear Sir/Madam,

- 1. The AFI Planning and Implementation Regional Group (APIRG) will hold its Sixteenth meeting from 19 to 23 November 2007, in Kigali, Rwanda at the kind invitation of the Civil Aviation authorities of Rwanda. The tentative agenda and explanatory notes for the meeting are at **Attachment A** to this letter. The meeting will be conducted in English and French and documentation will be issued in these two languages. Your Administration is kindly invited to participate in this meeting.
- As you will recall, at its Fifteenth Meeting, APIRG took a number of decisions and adopted some conclusions. The report of that meeting was forwarded to you by the respective ICAO Regional Directors. Subsequently, various actions were taken by the Air Navigation Commission and Council. As an important part of the Agenda, the APIRG/16 will review and consider the status of implementation of APIRG/15 Conclusions and Decisions as well as outstanding conclusions and decisions of APIRG.
- 3. The Council and Air Navigation Commission had in the past emphasized the need and importance of members of ICAO bodies to endeavour to meet their obligations by attending meetings of the respective bodies. Therefore, they commended APIRG members and States of the Region for the efforts made at APIRG meetings. It is therefore expected that all members of APIRG will attend this particular meeting. Attachment B gives the list of members of APIRG as approved by the Council of ICAO and Attachment C the information bulletin and list of suggested hotels in Kigali. However, non-members with specific interests in the subjects to be addressed by the meeting may also attend.

- Documentation for the meeting is being prepared based on reports of contributory bodies namely, the Eighth Meteorology Sub-Group (MET/SG/8), Ninth Air Traffic Management Sub-Group (ATM/SG/9), the Second Communications, Navigation and Surveillance Sub-Group (CNS/SG/2), the Seventh Meeting of the AOP Sub-Group (AOP/SG/7) and the Fourth Meeting of the AFI Traffic Forecasting Group (AFI/ATFG/4). Some of the reports have already been distributed to States through the respective ICAO Regional Offices and are also posted at the ICAO website (http://www.icao.int/esaf and http://www.icao.int/wacaf. as soon as are available.
- 5. Those intending to prepare papers should ensure that these reach the Secretariat not later than 15 October 2007 and where possible should be in English and French. Participants are requested to forward their papers, by e-mail, in order to expedite and facilitate the work. Working Papers received after that date will be distributed only in the language which they are received due to financial constraints of the Organization and directives of Council to minimize such costs (APIRG Decision 11/23 also refers).
- 6. Kindly advise me of your participation at the APIRG/16 Meeting as soon possible but in any case not later than 15 October 2007, giving the names and functions of all participants from your State.

Yours faithfully,

Geoffrey P. Moshabesha

Regional Director and Secretary of APIRG

Attachment A: Tentative Agenda and explanatory notes

Attachment B: List of APIRG Members

Attachment C: Information Bulletin and hotel list



International Civil Aviation Organization

AFI PLANNING AND IMPLEMENTATION REGIONAL GROUP (APIRG) SIXTEENTH MEETING (APIRG/16)

(Kigali, Rwanda 19-23 November 2007)

TENTATIVE AGENDA

(Presented by the Secretariat)

STRATEGIC OBJECTIVES(s)	AGENDA ITEM#	SUBJECTS
	1	Election of Chairperson and Vice-Chairpersons.
A, C, D and E	2	Follow-up on the outcome of APIRG/15 2.1 Review of action taken by Air Navigation Commission (ANC) and the Council on APIRG/15 meeting report. 2.2 Review status of implementation of APIRG/15 Conclusions and Decisions 2.3 Review status of implementation of other outstanding Conclusions and Decisions from previous meetings
A, C, ,D and E	3	Global and Inter-regional activities 3.1 ICAO Business Plan 3.2 Global Aviation Safety Plan 3.3 Global Air Navigation Plan 3.4 The report of the actions being taken on the recommendations of the Director's General of Civil Aviation Conference on a Global Strategy for aviation safety (DGCA/06) 3.5 Outcome of the 36th session of the ICAO Assembly on air navigation issues 3.6 Outcome of the Thirteenth Informal Meeting on the Improvement of Air Traffic Services over the South Atlantic (SAT/13) and related follow up activities.
A, C, D and E	4	AFI Regional Air Navigation Planning and Implementation Issues 4.1 Aerodrome Operational Planning (AOP) 4.2 Communications, Navigation and Surveillance (CNS) 4.3 Air Traffic Management (ATS, AIS and SAR) including RVSM implementation 4.4 Aeronautical Meteorology (MET) 4.5 Comprehensive AFI Regional Implementation Plan 4.6 Outcome of the Fourth Meeting of the AFI Traffic Forecasting Group (AFI/TFG/4)
A and D	5	Air Navigation safety and Deficiencies 5.1 Review and update the list of deficiencies in the air navigation fields 5.2 National and Regional efforts to remove identified

		deficiencies 5.3 Progress report on Implementation of ICAO Universal Safety Oversight Audit Programme
A, C, D, E	6	Special AFI Regional Air Navigation (SRAN) Meeting
A,C,D,E	7	Technical Cooperation
D	8	Terms of reference (TOR) and future work programme
	9	Any other business



International Civil Aviation Organization

AFI PLANNING AND IMPLEMENTATION REGIONAL GROUP (APIRG) SIXTEENTH MEETING (APIRG/16)

(Kigali, Rwanda 19-23 November 2007)

EXPLANATORY NOTES ON THE TENTATIVE AGENDA

(Presented by the Secretariat)

Notes on the Agenda

Agenda Item 1 Election of Chairperson and Vice-Chairpersons.

Under this agenda item the meeting will elect its Chairperson and Vice-Chairpersons in accordance with Part II, para. 3.1.1, Part III, paras. 6.1 and 6.2 of the APIRG Procedural Handbook.

Agenda Item 2 Follow-up on the outcome of APIRG/15

2.1 Review of the actions taken by the Air Navigation Commission (ANC) and Council

The Group will review actions taken by the ANC and Council on the APIRG/15 Conclusions

2.2 <u>Review status of implementation of APIRG/15 Conclusions and Decisions</u>

The Group will review progress made in the follow-up actions by the States, International Organizations and the ICAO Secretariat on the APIRG/15 Conclusions and Decisions.

2.3 Review status of implementation of other outstanding Conclusions and Decisions from previous meetings

The Group will review the progress made on the outstanding Conclusions and Decisions of previous meetings and update the list of outstanding Conclusions which require further follow-up.

Agenda Item 3 Global and Inter-regional activities

3.1 ICAO Business Plan

The Group will consider the ICAO Business and adjust its work programme taking into account the structure and contents of the Plan.

3.2 Global Aviation Safety Plan

The Group will review progress made in the follow-up actions by the States, International Organizations and ICAO Secretariat on the relevant APIRG/15 Conclusions and Decisions.

3.3 Global Air Navigation Plan

The Group will be provided with progress in the development and implementation of the Global Air Navigation Plan and their effect on the regional planning and implementation process.

3.4 The Report of the actions being taken on the recommendations of the Directors General of Civil Aviation Conference on a Global Strategy for aviation safety DGCA/06)

The Group will review progress made in the implementation of DGCA/06 Recommendations.

3.5 Outcome of the 36th session of the ICAO Assembly on air navigation issues

The Group will review air navigation issues concluded during the 36th Session of the ICAO Assembly.

3.6 Outcome of the Thirteenth Informal Meeting on the Improvement of Air Traffic Services over the South Atlantic (SAT/13) and related follow-up activities.

The Group will review the report of SAT/13 Meeting and take appropriate action on specific issues to enhance coordination and orderly conduct of air traffic between AFI and SAM Regions

Implementation Issues

4.1 <u>Aerodrome Operational Planning (AOP)</u>

The Group will review the report of the ninth meeting of the Aerodrome Operational Planning Sub-Group (AOP/SG/9) and take appropriate actions.

4.2 <u>Communications, Navigation and Surveillance (CNS)</u>

The Group will review and take action on the report of the second meeting of the CNS Sub-Group (CNS/SG/2).

4.3 <u>Air Traffic Management (ATS, AIS and SAR)</u> including RVSM implementation

The Group will review the report of the ATS/AIS/SAR/SG/9 meeting and take action on the proposed draft Conclusions and Decisions and assess progress made towards the implementation of RVSM in the AFI Region.

4.4 <u>Aeronautical Meteorology (MET)</u>

The Group will review the report of the MET/SG/8 Meeting and take action on the proposed draft Conclusions and Decisions or other regional initiatives.

4.5 Comprehensive AFI Regional Implementation Plan

The Group will review the Comprehensive AFI Regional Implementation Plan as approved by the Assembly and agree on how the Group will contribute to successful implementation of the Plan.

4.6 Outcome of the Fourth Meeting of the AFI Traffic Forecasting Group (AFI/TFG/4)

The Group will review the report of the AFI/TFG/4 Meeting and take action as appropriate.

Agenda Item 5: Air Navigation Safety and Deficiencies

5.1 Review and update the list of deficiencies in the air navigation fields

The Group will review, State by State, the consolidated list of deficiencies that constitute the major obstacle to the provision of efficient air navigation services. It will also consider necessary actions for elimination of these deficiencies.

5.2 National and Regional efforts to remove the identified deficiencies

The Group will review available reports presented on national and regional initiatives to solve identified deficiencies that create obstacles to air navigation safety.

5.3 <u>Progress report on Implementation of ICAO Universal Safety</u> <u>Oversight Audit Programme</u>

The Group will review progress on the implementation of the ICAO Universal Safety Oversight Audit Programme (USOAP) and take action as appropriate on issues that would further enhance the success of the programme in the region.

Agenda Item 6: Special AFI Regional Air Navigation (SRAN) Meeting

The Group will discuss inputs to the Agenda for the planned Special AFI Regional Air Navigation (SRAN) Meeting to be held in 2008.

Agenda Item 7: Technical Cooperation

The Group will discuss ICAO Technical Cooperation Programme and review initiatives to improve the delivery of air navigation services. The meeting will also be apprised of progress in the Implementation of the various subregional cooperative projects for improvement of aviation safety oversight in the region and on-going efforts to create Regional Safety Oversight Organizations (RSOOs).

Agenda Item 8: Terms and reference and future programme of APIRG

The meeting under this agenda item will review the terms of reference and working arrangements of the Group, including its Procedural Handbook and their relevance in view of the current developments (introduction of the ICAO Business Plan) and other emerging issues in the air navigation

planning and implementation process.

Agenda Item 9:

Any other business

Under this Agenda Item, the Group will consider matters not dealt with under previous agenda items.

MEMBERS OF THE AFI PLANNING AND IMPLEMENTATION REGIONAL GROUP (APIRG)

(Established: 11 September 2007)

Role of Designated Members

Representatives of States designated as Members of the Group shall assume the duties and responsibilities of ensuring the normal conduct of business of the Group. Members should attend regularly all the meetings of the Group and maintain the continuity of the Group's work in the interval between meetings. This may take the form of assignment of specific tasks to selected individual Members and/or participation in task forces. Total members: 31

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ANGOLA
BENIN
CAMEROON
CAPE VERDE
CHAD
CONGO
CÔTE D'IVOIRE

EGYPT, ARAB REPUBLIC OF,

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MALAWI (ALSO REPRESENTING

ZIMBABWE) MALI

MAURITANIA MOROCCO NIGER NIGERIA

SENEGAL (also REPRESENTING THE

GAMBIA) SOUTH AFRICA

SPAIN

TANZANIA, UNITED REPUBLIC OF,

TOGO TUNISIA

UGANDA ZAMBIA

International Organizations

ASECNA IATA IFALPA Houchala Mohamed Helder Preza De Souza, A Sama Juna, I. Rodriguez, J. Guelpina Ceubah Symphorien, M. Boa Angaman Milhail, S.B

Paulos Kahsay Taklu Girma Yami Hunde Demichel, J.-C. Minsa Mi Owono, E.

Adoo, E.

Diallo Thierno Ousmane Eng. R.J. Lubanga Mongali Tlali Makandawire, J.R.

Koné, A.

Mohamed Mahmoud O. Taleb Ahmed

Abdenbi, M. Amadou, A. Iyayi Roland Bessane, M.

Levers Mabaso

Juan de Mata Morales Lopez Ibrahim Musa Mohamed

Alloo, M.R.

Latta Dokissime Gnama Mohamed Cherif (Chairman of APIRG) John Kagoro Tsubira Alex Mutaka Sinyangwe

N'Diaye, M. Gaoussou Konate Carole Couchman MBE



AFI PLANNING AND IMPLEMENTATION REGIONAL GROUP SIXTEENTH MEETING (APIRG/16)

(Kigali, Rwanda 19-23 November 2007)

INFORMATION BULLETIN

1. SITE OF THE MEETING

1.1 The meeting will be held at the Hotel Des Mille Collines next to Central Bank of Rwanda

1.2 REGISTRATION

Registration of participants will be on Sunday, 18 November, 2007 from 1400 to 1900 hours.

2. HOTELS

2.1 Participants are requested to make their own hotel reservations. A list of recommended hotels is attached. When making hotel reservation, participants should state that they are attending APIRG/16, an ICAO meeting.

3. VISA

- 3.1 All travellers arriving in Rwanda should have a valid passport. Participants are advised to provide the following details to the Rwanda Civil Aviation Authority caa@rwanara1.com, Fax +250 582609 with a copy to the ICAO Regional Office, Nairobi, Kenya (ICAO@icao.unon.org Fax +254-20-7621092):
- Name
- Nationality
- Passport number
- Date and place of birth
- Proposed date of arrival
- Proposed point of entry (Kigali International Airport)

Participants from Mauritius, South Africa, East African Community (EAC) Member States and Democratic Republic of Congo(DRC) do not require entry visa to Rwanda.

Participants from other countries are required to pay US\$50 or US\$60 for the VISA.

Those participants who have Rwandese Embassies in their countries should apply for visas well in advance which will be issued to them upon presentation of documentation showing that the applicants are designated representatives to APIRG/16 meeting to be held in Kigali.

4. TRANSPORT

4.1 The Government of Rwanda will provide transport between Kigali International Airport, the Principal hotels and the Conference venue for all participants.

5. CLIMATE

5.1 The average temperatures during the month of November is 20°C, average minimum is 15°C and average maximum is 26 °C. The short rains occur from October to November. The average rainfall for November is 123mm.

6. SECURITY

6.1 The general security is good however, participants are expected to be vigilante at all times. More information will be provided during the meeting.

7. HEALTH

Malaria Risk

7.1 Malaria risk is predominantly due to *P. Falciparaum* and exists throughout the year in the whole country. Resistance to **Chloroquine and Sulfadoxine** has been reported. Recommended prevention: Prevention of mosquito bite plus use of mefloquine, doxycycline or atovaquone + proguanil chemophrophylaxis.

8. CURRENCY

8.1 The average rate of exchange for the Rwanda Franc is 1 US\$ = 546 RWF 1 Euro (€) = 742.4 RWF.

Participants are advised to exchange currencies at the Official Banks or Bureaux de Change.

NB: Participants are encouraged to consult the Information Notice Board each morning for updated information on activities related to the conference and other events.

List of the Hotels/Rates in Kigali, Rwanda is attached.

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			Tvroom,Bar&Restaurant					TV room, Disco room	ווונכוווטו כמוכ	interpot cofe	Bar&resataurant,	International cable TV			breakfast inclusive	Restaurant& bar	International cable TV,				breakfast inclusive(order)	TV room, Bar& Restaurant						International cable TV		International cable TV,	Brerakfist provided	Internet connection,	International cable TV,		International Telephone	Wireless Internet
security ok	water ok	Generator ok	Road is good	FOOITS are ok	security ok	water ok	Generator ok	Road is good	- COLLIS GITC ON	Water on	Generator ok	Road is good	rooms are ok	security ok	water ok	Generator ok	Road is good	rooms are ok	security ok	water ok		t Road is good		Security ok	Water ok	Rooms ok	Generator ok	Road ok	Water ok	Rooms ok	Generator ok	Security ok	Road ok	Water ok	Rooms ok	Generator ok

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					Dist: 14' drive to Hotel des Mille Collines	므
					Location:Remera	_
					Fax:25084136	_
	4		double(14)		Tel:25008304958	_
0 International cable TV	30	16	single(2)	Lower range	HELLO CORNER	23
			VII		Location: Kacyiru	-
					Dist:13' drive to Hotel des Mille Collines	
	Contraction of the contraction o				rrc@rwanda1,com	
20 internet connection	21		***************************************		Tel: 250 0848888	
15 Bar&restaurant,		17	single(17)	Lower range	CROIX ROUGE RWANDAIS	22
					Dist:13' drive to Hotel des Mille Collines	
VI COM GOT HIGH					l ocation:Remera	
hreakfast inclusive			donoic (14)		ncuro@yahoo fr	\downarrow
	2 7	7	double(14)	iowel lange	Tel-25008574800	!
7 TV center lunch served	25	20	single(6)	ower range	CHEZ ROSE	21
					Dist: 13 arive to Hotel des Mille Collines	-
					Location: Kicukiro	\vdash
					johnmacla@yahoo,fr	
30 Breakfast inclusive	31		double(4)		Tel:25008559688	
20 Bar&restaurant, TV room		8	single(4)	lower range	CELENA PLAZA Hotel	20
			10		Dist: 6' drive to Hotel des Mille Collines	_
			uoubie(o)		l coation: Kinali contor	-
selfcontained rooms			single(4)	lower range	Hotel GLOKIA	<u> </u>
Sheeper-00250-044						
					Dist: 5' drive to Hotel des Mille Collines	_
					Location:Gitega	-
					gralyguesthouse@yahoo,com	_
35 Breakfast provided	3		double(1)		Tel:25008867863	
P7 Bar&restaurant,TV room	. 27	10	single(9)	lower range	Glory Guest House	18
			4			- -
					Dist 12' drive to Hotel des Mille Collines	-
	Vo to				Location: Nyamirambo	
					Tel:250 577631	_
50 sauna&massage, bar		- Constant	double	lower range	AFRICANA Guest House	17

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Location:Kicukiro	Tel:25008836485	East In Motel		19175 GIIVE TO LICKEL GES MILIC COMITICS	Dist-26' drive to Hotel des Mille Collines	l ocation:Ximironko	Tel:250 08820921/08423814	BLOOM HOTEL	Dist. 19 di leg (8) l'oter des Mille Com 199	ist 12' drive to Hotel des Mille Collines	l ocation: KIMIHURURA	Tel:250 580077/08532829	EXOTICA GUEST HOUSE	Strate Clark to a social document of the social soc	Dist-25' drive to Hotel des Mille Callines	Location: Kimironko	Tel:250 08323888	Jambo Inn	Dist:17' drive to Hotel des Mille Collines	Location:Kimironko	Tel:25008500837	LIGHT HOUSE		Dist:18' drive to Hotel des Mille Collines	Location:Kacyiru	Tel:250588184	EDEN LODGE	Dist:18' drive to Hotel des Mille Collines	Location Gikondo/Nyenyen	E-mail:jackna&U@yanoo,if	Tel:25008880000	ESPERANZA MOTEL		Dist:28' drive to Hotel des Mille Collines	Location:Kibagabaga	E-mail:vacinamotelki2006@yahoo,fr	Tel:25008626347	VACINA MOTEL	Dist:13' drive to Hotel des Mille Collines	Location:Kicukiro	Tel:25008504858
		Lower range						Lower range					Lower range		<u> </u>			Lower lange				lower range					lower range					Lower range						lower range			
	Single Double rooms(3)	Big Double rooms(2)						Single		4			Single			A LA	Double-4	Single-4		And the second s	double-2	single-4		6			single				single snaired -2	single self contained-b				double-12	single-2	De luxe-1			double-5
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	10	20						45					36				30	20			38	30					18			***************************************	70	200	200			30	24	50			C
the venue available	I ransport from motel to	Rooms are ok		Ciber cafe	Break fast inclusive	Chattle& Tax	Wireless internet	Restaurant,				self contained	Breakfast inclusive		Breakfast inclusive	Telephone center	International cable TV	Bar& Restaurant			TV room,bar&restaurant				breakfast inclusive	center	Bar&restaurant, Telephone				Di Bakiast II Ciusive	Residualicada, IV IOIII	Doctor Short TV room				International phone line	International cable TV,	breakfast included	TV Center	michiganonal prioricanic
HOI Water ON	Road is good	Have generator		security ok	Rooms are ok	water ok	Road is good	Have generator		Rooms are ok	water ok	Road is good	Have generator		water ok	rooms ok	Generator ok	Road is not good	water ok	Rooms are not good	water ok	Road is good	The state of the s	water ok	Rooms are ok	Have generator	Road is good	Occurry on	Security ok	water ok	Dooms are ok	Hayo generator	Dond is assed	Security ok	water ok	Rooms are ok	Road ok	Have generator	water ok	Rooms are ok	ו ופעב אבנובו פנטו

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					ТОТАЦШ	Dist: 4' drive to Hotel des Mille Collines	mutuyubutatu@yahoo.fr	skyHotel1@yahoo.fr	Location:Suburb of kigali,night life busy	Fax:250-516690	Mob:08306030/08420717	Tel:250-516693		SKY HOTEL		Dist:13' drive to Hotel des Mille Collines	Location:Remera	Tel:08564345	HILL FORT MOTEL		Dist:3'drive to Hotel des Mille Collines		Location:Kiyovu	Email:kiyovumotel@yahoo.fr	Tel:	KIYOVU MOTEL	Dist: 8' drive to Hotel des Mille Collines	Location: Kimihurura	Tel:25008681900	ROMALO GUEST HOUSE		Dist:13' drive to Hotel des Mille Collines	
				200 (100 m) (1										Lower range					Lower ranger							Lower range		***************************************		Lower range			
						28							Double	Single				Double 8 rooms	Single 14 rooms	6	Double with two beds	Single	Deluxe with one bed	Deluxe with two beds	Suite with one bed	Suite with two beds	10	Suite(1)	Single rooms(4)	Self contained(5)		5	
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												Restaurant	Telephone	International cable for TV				The state of the s	I V center					international tv	bar and restaurant	Rooms are ok	Internet	International cable TV	Bar&Restaurant	Rooms are ok			
										Hot water OK	Security ok	rooms ok	2 Generators ok	Road is ok		security ok	Hot water ok	water, electricity ok	Road is good		***************************************		security ok	Hot water OK	Road is good	Have generator	security ok	Hot water OK	Road is good	Have generator		security ok	

Möst recommended Conference venue