



International
Civil Aviation
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

Ref.: N1-17 — **EMX0700**

3 August 2012

To: States, Territories and International Organizations

Subject: **Fifth Meeting of the Regional Aviation Safety Group – Pan America (RASG-PA/5)
Santiago, Chile, 22 – 24 October 2012**

Action

Required: 1) submission of documentation by the deadlines provided in this letter; and
2) register participation by **27 September 2012**

Sir/Madam:

Reference is made to my letter Ref.: N1-17 — **EMX0473** dated 25 May 2012, on the subject meeting. In this regard, it is my honour to invite you to the Fifth Meeting of the Regional Aviation Safety Group – Pan America (RASG-PA/5), which is being hosted through the generous support of the DGAC of Chile.

I strongly encourage RASG-PA States and representatives to attend this year's meeting, which will present as part of its agenda a unique opportunity to participate in the Flight Safety Foundation's (FSF) 65th annual International Air Safety Seminar (IASS), being held at the same hotel simultaneously with the RASG-PA/5 Meeting. The FSF is inviting participants from the RASG-PA/5 Meeting to join the IASS event on the morning of Tuesday, 23 October, for the IASS opening ceremony and lunch. Combining these two events is part of RASG-PA's overall objective to coordinate aviation safety activities in Pan America and improve civil aviation efficiency and global safety. RASG-PA continues to set the standard in the Pan American region for the harmonization of safety initiatives, which will only be achieved through a cooperative, collaborative and coordinated approach in partnership with all stakeholders under the leadership of ICAO.

The agenda for this year's meeting will include the current status of RASG-PA safety initiatives, which are focused on the top three identified risk areas: runway excursions, controlled flight into terrain and loss of control in-flight. Members will also receive useful information from numerous RASG-PA projects, which include the protection of aviation safety information through legislative changes; the implementation of an accident and incident prevention programme in Central America; promoting the consistent use of Spanish ATC phraseology in accordance with ICAO Doc 4444; a Bird Risk Reduction Programme; and review and approval of the RASG-PA work programme for 2013. In addition, the third edition of the Annual RASG-PA Safety Report for the Pan-American region will be presented during the meeting. Enclosed you will find the Registration Form (**Attachment A**) and Draft Agenda (**Attachment B**). Simultaneous English/Spanish translation services will be provided.

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I invite States/Territories, International Organizations, industry representatives and flight safety aviation groups to submit working and information papers to this office by e-mail. Working papers prepared in **only one language (English or Spanish) must be received by 21 September 2012**, in order to complete translation. Working papers submitted after this date must be prepared in **both languages and received by 5 October 2012**. Information papers do not require translation and may be submitted in only **one language by 5 October 2012**. All documentation submitted for translation and distribution must be received in electronic format. Templates for preparation of working and information papers are attached for your convenience.

Please note that working papers are limited to four pages of text (including appendices) if translation is required. Where a working paper includes appendices and exceeds four pages, only the paper will be translated, provided it is within the four-page limit. All meeting documentation will be posted on the ICAO NACC Regional Office website as it becomes available at the following website address: www.mexico.icao.int/rasgpa.html

The event will be held at Sheraton Santiago Hotel & Convention Center. You will find the General Information in **Attachment C**.

For more information or assistance regarding this meeting, contact the coordinators: Mr. Eduardo Chacin, Regional Officer Flight Safety (echacin@icao.int); Mr. Adolfo Zavala, Regional Officer Air Traffic Management (azavala@icao.int); or Ms. Claudia Riva-Palacio, Assistant (crivapalacio@icao.int).

Please submit the attached registration form to this Regional Office as soon as possible and in any case no later than **27 September 2012**.

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

A digital signature in blue ink, overlaid on a circular blue stamp. The stamp contains the text "Firma Digital" and "Digital Signature" around the perimeter. The signature itself is a stylized, cursive script.

Loretta Martin
Regional Director
North American, Central American and
Caribbean (NACC) Regional Office

Enclosures:

- A – Registration Form*
- B – Draft Agenda*
- C – General Information*
- D – Templates for Papers*



International Civil Aviation Organization
**Fifth Regional Aviation Safety Group – Pan America Meeting
(RASG-PA/5)**
Santiago, Chile, 22 to 25 October 2012

**ATTACHMENT B
DRAFT AGENDA**

- Agenda Item 1 Review and Approval of the Draft Meeting Agenda and Schedule**
- Agenda Item 2 Review of Conclusions and Decisions from the RASG-PA/04 Meeting and
RASG-PA ESC/11, ESC/12, ESC/13 and ESC/14 Meetings**
- Agenda Item 3 RASG-PA Working Groups**
- 3.1 Report on Pan America - Regional Aviation Safety Team (PA-RAST) activities
 - 3.2 Presentation of Third Edition of the RASG-PA Annual Safety Report
 - 3.3 Report on Aviation Safety Training Team (ASTT) activities
- Agenda Item 4 RASG-PA Projects Status**
- 4.1 Report on the RASG-PA Project on Model Legislation for the Protection of Safety Information
 - 4.2 Report on the RASG-PA Project on Central America Accident and Incident Prevention Investigation Commission
 - 4.3 Report on the RASG-PA Project on FOQA Data Sharing
 - 4.4 Report on the RASG-PA Project on Consistent use of ATC Standard Spanish Phraseology in accordance with the ICAO PANS-ATM (Doc 4444)
 - 4.5 Report on the RASG-PA Project to implement a Bird Strike Reduction Programme
- Agenda Item 5 RASG-PA Plan of Activities for 2013**
- 5.1 Fourth Pan American Aviation Safety Summit 2013
 - 5.2 RASG-PA Work Programme for 2013
- Agenda Item 6 Other Business**
- 6.1 Host and Dates for the Next Meeting
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ATTACHMENT C

RASG-PA/5
01/08/12



International Civil Aviation Organization
Fifth Meeting of the Regional Aviation Safety Group
– Pan America (RASG-PA/05)
Santiago, Chile, 22 – 24 October 2012



GENERAL INFORMATION

(Presented by the Secretariat)

1. Place and date

The Fifth Regional Aviation Safety Group – Pan America Meeting (RASG-PA/5) will be held at the Sheraton Santiago Hotel & Convention Center in Santiago, Chile, from 22 to 24 October 2012.

2. Address of the Meeting Venue

Sheraton Santiago Hotel & Convention Center
Av. Santa María 1742, Providencia, Santiago
Telephone: +562 233-5000

Please be advised that internet access is not available in the RASG-PA/05 Meeting rooms. Internet access is only available in specific hotel areas and for only registered hotel guests.

3. Opening session

Monday, 22 October 2012
Registration of participants: 08:30 to 09:00 hrs.

4. Registration of participants

Participants are requested to complete the registration form attached to this information paper and submit it to the NACC and SAM Regional Offices as soon as possible. A subsequent registration will take place at the corresponding registration desk from 08:30 to 09:00 hrs. during the first day of the event where the completed registration sheet should be presented. Participants are requested to use the badges supplied to them during registration.

5. Documentation link and languages

The event will be carried out in Spanish and English with simultaneous interpretation services. The documentation for the meeting will be posted on:

NACC Regional Office www.mexico.icao.int/rasgpa.html	SAM Regional Office http://www.lima.icao.int Select <i>Inglés</i> (English) on the upper right corner of the welcome page Click on “UPCOMING MEETINGS” Look for and click on “RASG-PA/5” (events appear ordered by date)
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Participants should check our website frequently to download the documentation. All participants must bring their own set of documentation (hard copy or electronically in a laptop) to the

Meeting venue; there will be no hard copies available for distribution.

6. Temperature

Temperature in Santiago during the month of October varies from 13°C to 26°C. The average humidity is 46%.

7. Passport, visa and vaccination requirements

These requirements should be checked with the respective Embassy or Consulate of Chile previous to departure.

8. Transportation from/to the airport

Authorized taxi and mini bus services can be found at the Santiago International Airport. Participants can check on transportation alternatives at the corresponding counters at the Airport where transportation services for most of the suggested hotels are located (Las Condes, Providencia, Vitacura) are provided.

The rate for mini bus or any shared transportation services to Las Condes, Providencia and Vitacura (hotels area) and vice-versa is approximately US\$12.00. The following companies are recommended:

TRANS VIP	Telephone No.: (562) 677 3000
TUR TRANSFER	Telephone No.: (562) 677 3600

For any contingency, participants are requested to send their flight arrival information to arivera@dgac.cl with copy to fernanda.pinto@dgac.cl.

9. Transportation to and from the site of the event

No transportation will be provided to and from the meeting venue.

Information on radio taxi service within the city can be requested at the counter of the selected hotel.

10. Accommodations at the meeting hotel

Participants are recommended to stay at the Sheraton Santiago Hotel, the meeting venue. The Sheraton has offered a preferential rate to the Directorate General of Civil Aviation of Chile (DGAC) and has blocked 10 rooms that will be available for participants only up to 15 September 2012. After this date, the preferential rate can vary and reservation requests will be taken by the hotel depending on availability.

Interested participants should make their reservations directly with the hotel before the indicated date through the following contacts: Ms. Gina Orlandini (gina.orlandini@sheraton.com) or Ms. María José Castillo (maria.castillo@starwoodhotels.com); telephone: +562 7070110 / 7070108, indicating that they will be participating in the DGCA event.

Hotel	Telephone No./ Web Site	Address	Single Room US\$	Double Room US\$
Sheraton Santiago Hotel	Tel. (562) 7070110 / (562) 7070108 http://www.starwoodhotels.com/sheraton/	Av. Santa María 1742, Providencia	185 (classic)	195 (classic)

The Flight Safety Foundation is also extending the opportunity to reserve rooms at the group rate negotiated for the IASS event. You can access information about the IASS block of rooms by accessing the following link: <http://flightsafety.org/aviation-safety-seminars/international-air-safety-seminar/iass-2012-hotel-reservations>. Please note that the group cut-off date is September 20 so please remember to make reservations early. We also advise that participants look closely at the hotel cancellation policy.

11. Suggested hotels in Santiago

Participants who wish to stay at any of the hotels indicated below should make their reservation directly with the hotel selected, and in order to obtain the preferential rate they should state **“Rate granted to the Directorate General of Civil Aviation (DGAC)”** at the time the reservation is made.

It is worth to point out that October is high season regarding hotel demand in Santiago; therefore, reservations should be made as soon as possible.

Hotel	Telephone No./ Web Site	Address	Single Room US\$	Double Room US\$
Hotel Regal Pacific	Tel: (562) 377 6331 Fax: (562) 377 6334 Contact: Carolina Hermosilla reservas@regalpacific.cl www.regal-pacific.com	Av. Apoquindo 5680 Las Condes	165 Standard	165 Standard
Hotel Bonaparte	Tel: (562) 7966942 Contaco: Francisco Chales de Beaulieu fchalesdeb@bonaparte.cl www.hotelbonaparte.cl	Mar del Plata 2171 Providencia	160	180
Hotel Kennedy	Tel: (562) 290 8100 Fax: (562) 218 2188 reservas2@hotelkennedy.cl reservas@hotelkennedy.cl www.hotelkennedy.cl	Av. Kennedy 4570, Vitacura	144	144
Hotel Atton El Bosque	Tel: (562) 422 7979 Fax : (562) 422 7908 Contact: Loreto Jeldres ljeldres@atton.com www.atton.com	Roger de Flor 2770, Las Condes	140	155
Hotel Best Western Marina Las Condes	Tel: (562) 599 4025 Contact: Amelia Mutuverría amelia.mutuverria@marinahoteles.cl	Av. Alonso de Córdova 5727 Las Condes	135	135

Hotel	Telephone No./ Web Site	Address	Single Room US\$	Double Room US\$
Hotel Atton Las Condes	Tel: (562) 422 7979 Fax : (562) 422 7908 Contact: Loreto Jeldres ljeldres@atton.com www.atton.com	Av. Alonso de Córdova 5199 Las Condes	130	145
Panamericana Hoteles	Tel: (562) 2332230 Contact: Katherine Fuss reservas@photelprovidencia.cl	Francisco Noguera 146 Providencia	130	130
Hotel Director Vitacura	Tel: (562) 389 1900 Fax: (562) 246 0088 reservas@director.cl www.director.cl	Av. Vitacura 3600, Las Condes	120	120
Hotel Director El Golf	Tel: (562) 498 3000 Fax: (562) 246 0088 reservaciones@director.cl www.director.cl	Carmencita 45 Las Condes	120	120
Alcalá del Río	Tel: (562) 236 0871 Fax: (562) 236 0987 reservas@hotelalcala.cl www.hotelalcala.cl	Av. Padre Mariano 331 Providencia	72	84
María Angola	Tel: (562) 235 1280 Fax: (562) 235 5914 Contact: Nelda Villegas neldamvp@hotmail.com www.hotelmaria-angola.cl	Av. Miguel Claro N° 425 Providencia	60	70

Apartment Hotels

Apartment Hotel	Telephone No./ Web Site	Address	Single / Double Room US\$
Tempo Rent Apart Hotel	Tel. (562) 519 4099 Contacto: Marcela González reservas@temporent.cl www.temporent.cl	Santa Magdalena 116, Providencia	104 Standard single/double room 114 Single/double suite
Apart Hotel Cambiaso	Tel (562) 333 7167 Reservas: Jessica apart@aparthotelcambiaso.cl	Av. Pedro de Valdivia 150 Providencia	72 Standard apartment with full bed, bathroom and kitchenet 94 Executive apartment with two beds, bathroom and kitchenet

12. Money exchange and credit cards

The Chilean currency is the Peso (Ch\$.). Present exchange rate (August) is Ch\$ 482 por US\$1.00. Credit cards such as American Express, Master Card, VISA, Diners Club, etc.; are usually welcome in hotels, shopping centres and restaurants. Cash and Traveller's Checks should be exchanged at money exchange services or banks.

13. Shopping

Shopping hours downtown and in Providencia centre are Monday to Friday from 10:00 to 19:00 hrs. On Saturday, shops are open from 10:00 to 14:00 hrs. Malls are normally open from Monday to Sunday from 11:00 to 21:00 hrs. Banks are open from 9:00 to 14:00 hrs. Monday to Friday.

14. Tips

At restaurants a 10% tip of the total bill is customary. No tip is necessary for taxi services.

15. Hospitals

In case of emergency, the following hospitals and clinics are recommended:

Hospital de la Fuerza Aérea de Chile (FACH) Av. Las Condes 8631	T.: 782 6000
Clínica Indisa Av. Santa María 1810, Providencia	T.: 362 5555
Clínica Alemana Av. Manquehue Norte 1410, Las Condes	T.: 210 1334 (Emergency) 2101010 (Ambulance)
Hospital Clínico Universidad Católica Marcoleta 367	T.: 633 2051
Hospital del Trabajador Ramón Carnicer 201	T.: 685 3129 (Central) 685 3333 (Call Centre)
Mobile coronary unit (ambulance)	T.: 391 4444

16. Electricity

220 Volts/50Hz; plugs have two or three legs.

17. Airport tax

The airport tax is normally included in the cost of the air ticket. However, if this is not the case, the exit airport tax is US\$ 30.00.

18. Airlines

The following telephone numbers are provided to confirm your flights:

AeroMéxico	Tel. (56 2) 390 1000
Air Canada	Tel. (56 2) 690 1115
Aerolines Argentinas	Tel. (56 2) 210 9000
Avianca	Tel. (56 2) 270 6600
Copa Airlines	Tel. (56 2) 200 2100
Lan	Tel. (56 2) 526 2000
Taca	Tel. 800 46 1133
Tam Airlines	Tel. (56 2) 676 7900

19. Information on safety and protection

Safety recommendations are those common to every big city such as: place only the necessary amount of money in a front pocket, do not show jewelry, cameras, video cameras, etc. unnecessarily. Request the radio taxi service at the hotel counter at any time when transportation services within the city are required.

Upon any emergency situation, please communicate with Carabineros de Chile (police), telephone no. 133 or the ambulance, telephone no. 131.

20. Contact Information**International Civil Aviation Organization South American Regional Office in Peru**

Telephone: (511) 611 8686, Fax: (511) 611 8689

E-mail: mail@lima.icao.int

Directorate General of Civil Aviation of Chile

Mr. Luis A. Rossi

Chief, International Aeronautical Relations

Av. Miguel Claro 1314, Providencia, Santiago, Chile

Telephone: (562) 439 2443 / 2442

Cellular: 09-9-158-1829 (calling from land line)

9-158-1829 (calling from a cellular phone)

E-mail: rossi@dgac.cl / rai@dgac.cl

21. Suggested Dress Code

During the meeting, business attire is recommended.

22. General recommendations in the event of an earthquake**During an earthquake**

- a) Keep calm.
- b) Stay away from windows, do not go to any balconies, and do not use elevators.
- c) Locate yourself in previously identified internal safety zones.
- d) Evacuate the premises only if conditions permit it; otherwise, minimize your movements.
- e) Follow instructions of specialized services.

After an earthquake

- a) Proceed to leave the premises, since aftershocks may occur.
- b) Evacuation must be carried out calmly, quickly and safely through the indicated routes.
- c) Stay at the evacuation site until the designated building security team has verified whether the installations are at risk.

**Santiago Sheraton Hotel
(Venue of the Meeting)**

Av. Santa María 1742, Providencia, Santiago

