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国际民用
航空组织

Ref.: T 3/8.30 – AP118/12 (ATM)

18 September 2012

Subject: ICAO Asia/Pacific Performance-Based Navigation (PBN) Development Workshop 2012 and The Tenth Meeting of the Performance-Based Navigation Task Force (PBN/TF/10) (Nadi, Fiji, 10 – 13 December 2012)

Action required: To reply as soon as possible but not later than **23 November 2012**

Sir/Madam,

I have the honour to invite your Administration to participate in the ICAO Asia/Pacific Performance-Based Navigation (PBN) Development Workshop 2012 and The Tenth Meeting of the Performance Based Navigation Task Force (PBN/TF/10), hosted by the Civil Aviation Authority of the Fiji Islands in Nadi, Fiji from 10 to 13 December 2012.

The PBN Workshop is an ICAO Special Implementation Project (SIP), approved to assist small Pacific Island States to develop a PBN Plan.

The workshop will be held from Monday, 10 December to Tuesday afternoon, 11 December 2012, and will be followed by the PBN/TF/10 from the same afternoon of 11 December to Thursday, 13 December 2012.

In addition, please note that a Global Navigation Satellite System Landing System (GLS) Seminar will be held in Sydney, Australia from Thursday, 6 until Friday, 7 December 2012, to enable participants travelling to the PBN/TF/10 and Workshop to travel via Sydney if desired. This event will be conducted by Airservices Australia in cooperation with the Civil Aviation Safety Authority, with venue details to be advised. The GLS Seminar is in accordance with the following APANPIRG Conclusion:

Conclusion 23/26 - Asia/Pacific GLS Seminar

That, ICAO plans an Asia/Pacific GNSS Landing System (GLS) Seminar to provide information on emerging GLS technology, airport and airline GLS planning, and the development of applicable standards.

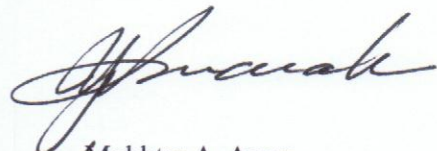
The PBN/TF/10 meeting will continue to promote PBN knowledge sharing and facilitate PBN implementation in the Asia/Pacific Region as well as to identify the PBN implementation gaps, particularly in State PBN Implementation Plans.

/2

It is strongly recommended that parties submit meeting papers, which should be submitted **no later than two weeks prior to the meeting date**, via email to the Regional Office. ICAO is moving towards a 'paperless' meeting environment by increasing use of electronic media for the distribution of meeting papers and reports. Therefore, delegates should obtain copies of meeting materials from the website of the Asia/Pacific Regional office at <http://www.bangkok.icao.int/>

Enclosed herewith are the Provisional Agenda of PBN/TF/10 (**Attachment A**), the Nomination Form (**Attachment B**) and the Meeting Bulletin (**Attachment C**). The Seminar Programme will be placed on ICAO APAC website when it becomes available. I am requesting that you kindly provide the name(s) of the delegate(s) from your State that will be attending PBN Workshop 2012 and PBN/TF/10 by **23 November 2012**. The designated experts may be accompanied by adviser(s), as appropriate.

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



Mokhtar A. Awan
Regional Director

Attachments:

- A — Provisional Agenda PBN/TF/10
- B — Registration Form
- C — Meeting Bulletin

**INTERNATIONAL CIVIL AVIATION ORGANIZATION
ASIA AND PACIFIC OFFICE**

**ICAO ASIA/PACIFIC PERFORMANCE-BASED NAVIGATION (PBN) DEVELOPMENT
WORKSHOP 2012 AND THE TENTH MEETING OF THE PERFORMANCE-BASED
NAVIGATION TASK FORCE (PBN/TF/10)**

(Nadi, Fiji, 10 – 13 December 2012)

PROVISIONAL AGENDA – PBN/TF/10

- Agenda Item 1: Adoption of Agenda
- Agenda Item 2: Review Outcomes of Related Meetings
- Agenda Item 3: Global Update
- Agenda Item 4: Asia/Pacific Region PBN Plans and Implementation
- Agenda Item 5: State/Industry Updates
- Agenda Item 6: PBNTF Task List
- Agenda Item 7: Any Other Business
- Agenda Item 8: Date and Venue of Next Meeting

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(Nadi, Fiji, 10 – 13 December 2012)

REGISTRATION FORM

I will attend (please tick):

PBN Workshop 2012 *and/or*
(10 – 11 December 2012)

PBN/TF/10
(11 – 13 December 2012)

1. Name in full :

Mr.	Mrs.	Ms.	Dr.	Capt.
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_____ (as should appear in the official listing and name tag)

2. Title or Official Position:

3. State/Organization:

4. Mailing Address:

5. Telephone Number:

Fax Number:

E-mail:

6. Hotel

Note 1: Participants are expected to make their own hotel/visa arrangements

Note 2: Meeting materials will only be available in soft copy (electronic) to participants. Please download meeting materials from the ICAO Asia/Pacific website (<http://www.bangkok.icao.int/>) prior to the meeting.

Date Signature

After completing, please send to: ICAO Regional Office for Asia and Pacific, P.O. Box 11, Samyaek Ladprao, Bangkok 10901, Thailand or Fax: 66 (2) 537 8199 or E-mail: icao_apac@bangkok.icao.int and copy to Civil Aviation Authority of the Fiji Islands at E-mail: ce@caaf.org.fj; cgs@caaf.org.fj; ilaitia@caaf.or.fj;

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WORKSHOP 2012 AND THE TENTH MEETING OF THE PERFORMANCE-BASED
NAVIGATION TASK FORCE (PBN/TF/10)**

(Nadi, Fiji, 10 – 13 December 2012)

INFORMATION BULLETIN

Venue of the Workshop and Meeting

1. ICAO Asia-Pacific Performance Based Navigation (PBN) Workshop 2012

The ICAO Asia-Pacific PBN Workshop 2012 will be held at the Banquet Hall, Tanoa Hotel, Votualevu, Nadi from Monday, 10 December to Tuesday, 11 December 2012.

2. The Tenth Meeting of the Performance Based Navigation Task Force

In conjunction with the PBN Workshop, the Tenth Meeting of the PBN Task Force (PBN/TF/10) will be held at the Banquet Hall, Tanoa Hotel, Votualevu, Nadi from midday Tuesday, 11 December to Thursday, 13 February 2012.

HOTEL INFORMATION



**Votualevu Road, Nadi
PO Box 9203,
Nadi Airport, Fiji Islands**

Tel : +(679) 6720277

Fax : +(679) 6720191

Website : www.tanoahotels.com

Email : tanoa@tanoahotels.com.fj

Rate : **Special Price for the PBN Workshop and PBN TF Meeting**
*(Inclusive of VAT & turn over tax)

Special Accommodation	Price*
Single Superior Accommodation	\$155.00
• Full buffet breakfast	
• Upgrade of Rooms upon availability	

A block booking has been made at the Tanoa Hotel for the participants of this Workshop and Meeting. Participants are requested to contact Mrs Vika Fong of Tanoa Hotel directly by email/telephone/fax for reservations. The reservations requests should be sent to reach Tanoa Hotel Nadi by **5th of November 2012**. Participants are encouraged to make their accommodation arrangements at the venue of the Meeting “Tanoa Hotel Nadi” for their convenience.

In order to get the contracted rate for the hotels as mentioned above, please specify to the hotel that the reservation is for the “PBN MEETING” when making reservations. **PLEASE BE ADVISED THAT WE NEED TO BOOK AT LEAST 15 ROOMS TO ENSURE THE BLOCK BOOKING DISCOUNT RATES.**

The above rates are valid for Single availability of Superior Rooms and are inclusive of all required government taxes. Any breakfast charges of (extra) person/s beyond the above rates will be charged at prevailing retail rates. For bookings to be confirmed, advance payment or a guarantee will be required.

Free courtesy transport is provided to and from the Nadi International Airport on a 24-hour shift.

General information for participants

1. Contact point for CAAF

Chief Executive: **Mr. Netava Waqa**
Email: ce@caaf.org.fj
Cc: cgs@caaf.org.fj; ilaitia@caaf.or.fj
Phone: **(679) (721555)** Fax: **(679) 6721500**

2. Visa and Entry Requirements for Fiji

Visitors from most countries do not require a visa but some do. Please check the Fiji Immigration Department Visa and Entry Requirements (www.immigration.gov.fj/) to determine your Visa or Entry Permit requirements, and the length of stay permitted in Fiji. You can also obtain further advice from your closest Fijian Diplomatic or Consular Mission.

3. Currency and Credit Cards

The Fijian Dollar is pegged to the US\$ at FJ\$1.764 to US\$1. Fiji has a comprehensive ATM network and most establishments accept Credit Cards.

4. Language

The official languages are English and Fijian (widely spoken in the service industry).

5. Weather

Fiji has a warm tropical climate perfect for beachside holidays. Maximum temperatures rarely move out of the 31°C (88°F) to 26°C (79°F) range all year round. Southeast trade winds from March to November bring dry weather and the rainy season runs from December to April. On average there are 15 cyclones per decade, and two to four actually cause severe damage. They occur from November to April and with greatest frequency in January and February. There is more risk in the outlying northwest island groups.

Fiji does have a wet season, which is characterised by heavy, brief local showers and contributes most of the country's annual rainfall. The wet season is normally from November to April and results from the southerly movements of the South Pacific Convergence Zone. Typically the smaller islands in Fiji receive less rainfall than the main Island with various amounts according to their location and size. Cyclones do occur in Fiji and are normally confined to wet season.

December.

The best months for holidaying in regards to Fiji weather is late March through to early

6. Electricity

Electricity is 220-240 volts, 50Hz. Most sockets accept primary socket type (Aust style AS-3112).

7. Water

Water from public mains meets international health standards. Electric kettles are available in most hotels. Bottled water is readily available.

8. Telephone

Public telephones accept credit cards or phone cards. Phone cards can be purchased at convenience stores

9. Time Zone

Fiji is twelve hours ahead of Greenwich Mean Time (UTC+12hrs + 1hr Daylight Savings to end of March).

10. Other Useful Information

Bula ME or Fiji Me (www.fijime.com/ or www.tourism.gov.fj/) is a web-site hosted by the Fiji Tourism Board which provides you with other useful information.

11. Recommended Hotels (*Please note that room rates for 2012 are subject to change)

No.	Hotel	Room Type		Net Price in FJD
1. HEXAGON International Martintar, Nadi Tel: +679 672 0044 Fax: +679 672 0071 Email reservation: hexagonintl@connect.com.fj www.hexagonfiji.com Taxis or public bus available:		3 Bedroom Apartment	Main - 1 Queen Bed 2 nd - 1 Queen Bed 3 rd - 1 Single Bed	FJD205(2A2C) FJD220(3 paxs) FJD235 (4 paxs) FJD250(5 paxs)
		2 Bedroom Apartment	Main - 1 Queen Bed or 2 Single Beds 2 nd - 2 Single Beds	FJD163(2A2C) FJD179(3 paxs) FJD194 (4 paxs)
		Studio Deluxe Family Room	1 Queen Bed 1 Queen Bed & 2 Single Beds	FJD118 FJD123(2A2C) FJD113(3 paxs)
		Deluxe Poolside/Balcony Room	1 Queen Bed & 1 Single Bed	FJD90(2 paxs) FJD99 (3 paxs)
		Normal Deluxe Room	1 Queen Bed & 2 Single Beds	FJD77
		Standard Air-conditioned Room	1 Queen Bed & 1 Single Bed	FJD68
		Extra Person Per Nite		FJD15

2. HEXAGON Group of Hotels - The Grand Melanesian Hotel				
Namaka, Nadi Tel: +679 672 2438 Fax: +679 672 0425 Email reservation: melnesianhotl@connect.com.fj www.hexagonfiji.com Taxi or 5 minutes walk to CAAF	Deluxe Double Room (1 large room)	1 Double Bed & 1 Single Bed	FJD69 (2 paxs)	
	Deluxe Family Room (1 large room)	1 Double Bed & 2 Single Beds	FJD79 (3 paxs) FJD129 (5 paxs)	
	Deluxe Dormitory Room (1 large room)	1 Double Bed & 4 Single Beds 6 Beds	FJD159 (6 paxs)	
3. MERCURE Hotel				
Queens Road, Martintar, Nadi Tel: +679 672 2255 Fax: +679 672 0187 Email : reservations@mercurenadi.com.fj www.accorhotels.com.fj Taxis or public bus available:	Standard		FJD115	
	Deluxe		FJD155	
4. NOVOTEL Hotel				
Queens Road, Votualevu, Nadi Tel: +679 672 2000 Fax: +679 672 0590 Email reservations: tima@novotelnadi.com.fj www.novotel.com/Nadi or www.accorhotels.com.fj Taxis or public bus available:	Standard		Please check website	
	Deluxe			
	Suite			
5. RAFFLES Gateway Hotel				
Queens Road, Nadi Airport, Nadi Tel: +679 672 2444 Fax: +679 672 0620 Email reservations: reserve@rafflesgateway.com www.rafflesgateway.com Taxis or public bus available:	Standard		FJD101	
	Deluxe		FJD167	
	Suite		FJD226	

6. TOKATOKA Resort Hotel

Queens Road, Nadi Airport, Nadi

Tel: +679 672 0222

Fax: +679 672 0400

Email reservations:

reservations@tokatokaresort.com.fj

www.tokatokaresortfiji.com

Taxis or public bus available:

Please check website

Note

1. Above rates are inclusive of all taxes i.e. Turn over tax and VAT.
2. In some hotels a key & TV remote control deposit of FJD60 is charged, this is refunded at checkout when keys and TV remotes are returned.
3. Usual amenities of Air-con, TV, Fridge, Tea & Coffee facilities are provided in all
4. Please contact the hotel directly for room rates of the room types not specified in the list.
5. Hotel rates are subject to change without notice.
6. All hotels are located within 5-8 minutes ride by taxi from the Tanoa Hotel.