



International  
Civil Aviation  
Organization

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Международная  
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国际民用  
航空组织

*When replying please quote:*

Ref.: NT-N1-8.1.9 — **E.OSG - NACC81476**

9 January 2020

To: States, Territories and International Organizations

Subject: **Invitation – NAM/CAR Regional Seminar on the new Global Reporting format (GRF) for Runway surface conditions**  
Mexico City, Mexico, 17 to 18 March 2020

Action

Required: Register participation by **10 March 2020**

Sir/Madam,

I wish to invite your Administration/Organization to participate in the NAM/CAR Regional Seminar on the new Global Reporting format (GRF) for Runway surface conditions to be convened at the ICAO NACC Regional Office, in Mexico City, Mexico, from 17 to 18 March 2020.

The objective of this seminar is to internationally disseminate the new ICAO methodology to assess and notify the status of the runway surface before its implementation date (November 2020), further to the global event on this same topic that was held at ICAO Headquarters, in Montreal, Canada, in March 2019.

This new methodology, commonly known as Global Reporting Format (GRF), harmonizes the assessment and notification of the status of the runways surface, allowing a better evaluation of the performance of take-offs and landings by the flight crews. The Provisional Programme of the event is at the **Appendix**.

Civil Aviation Authorities, aerodromes and aircraft operators, air navigation services providers, aeronautical information services providers, and aerospace industry of States and Territories of the ICAO NAM/CAR Regions and representatives of invited international organizations are expected to attend. The working languages of the meeting will be English and Spanish, and simultaneous interpretation will be provided if sufficient participants of both languages provide timely registration.

We would appreciate confirmation of your participation by **10 March 2020** by registering here: <https://forms.gle/WyptDSd7hkgbuWRc6>

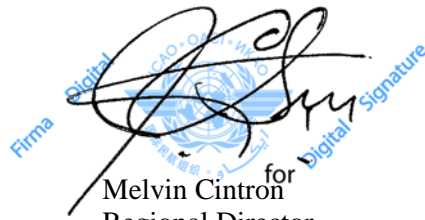
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The list of suggested hotels, ICAO NACC Regional Office location, hotel sector maps, as well as other useful information are available on the “*Visiting Our Office?*” Section of the ICAO NACC Regional Office website ([http://www.icao.int/NACC/Pages/visitors\\_info.aspx](http://www.icao.int/NACC/Pages/visitors_info.aspx)). Participants are encouraged to make reservations directly with the hotel(s) in a timely manner.

All event presentations will be placed in the Meetings Section of the following web page: <http://www.icao.int/NACC/Pages/default.aspx> as it becomes available. Taking into consideration the availability of presentations in electronic format, no hard copies will be distributed during the event.

If you require any further information regarding the event, please contact Mr. Jaime Calderón, Regional Officer, Aerodromes and Ground Aids ([jcalderon@icao.int](mailto:jcalderon@icao.int)) or Mrs. Leslie Gandara Assistant, ([lgandara@icao.int](mailto:lgandara@icao.int)).

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



for  
Melvin Cintron  
Regional Director  
North American, Central American and  
Caribbean (NACC) Regional Office

**Enclosure:**  
*Provisional Programme*

ICAO



OACI

North American, Central American and Caribbean Office (NACC)  
Oficina para Norteamérica, Centroamérica y Caribe (NACC)

**NAM/CAR Regional Seminar on the new Global Reporting format (GRF) for Runway surface conditions**  
**Seminario Regional NAM/CAR sobre el nuevo Formato mundial de notificación (GRF) del estado de la superficie de la pista**

Mexico City, Mexico, 17 to 18 March 2020 / Ciudad de México, México, 17 al 18 March de 2020

**PROVISIONAL PROGRAMME / PROGRAMA PROVISIONAL**

<b>DAY ONE / DÍA UNO</b> <b>Tuesday, 17 March 2020 / Martes, 17 de marzo de 2020</b>	
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08:30 – 09:00	Registration / Registro
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09:00 – 09:30	Opening Ceremony / Ceremonia de Apertura <b>Remarks by / Palabras de apertura de</b> <ul style="list-style-type: none"> <li>• <i>Mr. Melvin Cintron, Regional Director, International Civil Aviation Organization – ICAO</i></li> <li>• <i>Sr. Melvin Cintron, Director Regional, Organización de Aviación Civil Internacional – OACI</i></li> </ul>
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**Group Picture / Foto de Grupo**

**Seminar module topics / Temas de los módulos del Seminario:**

09:30 – 10:30	<ul style="list-style-type: none"> <li>• <i>Overview of GRF, Friction Task Force (FTF) Member or ICAO</i> <i>Vision General del GRF , Miembro del Equipo especial sobre rozamiento (FTF) u OACI</i></li> </ul>
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10:30 – 11:00	<i>Coffee break / Pausa para el café</i>
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11:00 – 11:45	<ul style="list-style-type: none"> <li>• <i>ICAO Documentation, A14, Circ. 355, Doc 9981 and Doc 10064, FTF Member or ICAO</i> <i>Documentación de la OACI, A14, Circ. 355, Doc 9981 y Doc 10064, Miembro del FTF u OACI</i></li> </ul>
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11:45 – 12:30	<ul style="list-style-type: none"> <li>• <i>Runway Condition Assessment Matrix (RCAM) – Development and Background, FTF Member or ICAO</i> <i>Matriz de evaluación del estado de la pista (RCAM) – Desarrollo y Antecedentes, Miembro del FTF u OACI</i></li> </ul>
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12:30 – 13:30	<i>Lunch / Pausa para el almuerzo</i>
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<b>DAY ONE / DÍA UNO</b> <b>Tuesday, 17 March 2020 / Martes, 17 de marzo de 2020</b>
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13:30 – 14:30	<ul style="list-style-type: none"> <li>• <i>Airport’s Perspective on GRN, ACI-LAC</i> <i>Perspectiva de los aeropuertos sobre GRF, ACI-LAC</i></li> </ul>
14:30 – 15:30	<ul style="list-style-type: none"> <li>• <i>Air Traffic Control (ATC) and Aeronautical Information Management (AIM) Aspects, CANSO/FAA/ICAO ATM and AIM Regional Officers)</i> <i>Aspectos sobre Control de Tránsito Aéreo (ATC) y Gestión de la Información Aeronáutica (AIM), CANSO/FAA/ICAO y Especialistas Regionales ATM y AIM</i></li> </ul>

<b>DAY TWO / DÍA DOS</b> <b>Wednesday 18 March 2020 / Miércoles 18 de marzo de 2020</b>
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<b>Seminar module topics / Temas de los módulos del Seminario: (Cont’d)</b>
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09:00 – 09:30	<ul style="list-style-type: none"> <li>• <i>Turbojet Braking Performance on Wet Runways, FAA</i> <i>Habilidad de frenado en turborreactores en pistas mojadas, FAA</i></li> </ul>
09:30 – 10:00	<ul style="list-style-type: none"> <li>• <i>SNOWTAM – Amendment 39B Annex 15, ICAO</i> <i>SNOWTAM – Enmienda 39 B Anexo 15, OACI</i></li> </ul>
10:00 – 10:30	<ul style="list-style-type: none"> <li>• <i>Training requirements and resources, ACI-LAC</i> <i>Requerimientos y recursos para entrenamiento, ACI-LAC</i></li> </ul>
10:30 – 11:00	<i>Coffee break / Pausa para el café</i>
11:00 – 11:45	<ul style="list-style-type: none"> <li>• <i>Implementation Challenges of the RCAM and New GRF, FAA</i> <i>Retos en la implementación del RCAM y nuevo GRF, FAA</i></li> </ul>
11:45 – 12:30	<ul style="list-style-type: none"> <li>• <i>GRF – A new Concept to report Runway Surface Condition, IFALPA</i> <i>GRF – Un nuevo concepto para notificar Condiciones de la superficie de la pista, IFALPA</i></li> </ul>
12:30 – 13:30	<i>Lunch / Pausa para el almuerzo</i>
13:30 – 14:30	<ul style="list-style-type: none"> <li>• <i>Exercises/workshop, State, ACI, IATA, CANSO, FAA</i> <i>Ejercicios/Talle, Estado, ACI, IATA, CANSO, FAA</i></li> </ul>
14:30 – 15:30	<ul style="list-style-type: none"> <li>• <i>Conclusions and next steps, Mr. Jaime Calderon, Regional Officer, Aerodromes and Ground Aids (AGA)</i> <i>Conclusiones y pasos siguientes, Sr. Jaime Calderón, Especialista Regional en Aeródromos y Ayudas Terrestres (AGA)</i></li> </ul>