



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.: NS 2-34 — **EMX0545**

8 July 2013

To: States, Territories and International Organizations

Subject: **Fifth Cooperative Arrangement for the Prevention of Spread of communicable Disease through Air Travel (CAPSCA) Americas Meeting – Invitation**  
(Barbados, 2 – 6 September 2013)

Action

Required: 1) **Notification of any additional items for the agenda by 9 August 2013**  
2) **Register participants by 16 August 2013**

Sir/Madam:

I have the honour to invite your administration/organization to participate in the Fifth CAPSCA Americas Meeting to be convened in Barbados from 2 to 6 September 2013. The working languages of the meeting will be English and Spanish, and simultaneous interpretation will be provided.

Civil aviation authorities, public health authorities, airports, airlines, air navigation service providers, tourism authorities, and emergency response agencies of all States and Territories and representatives and members of invited international organizations are expected to attend. States/Territories/international organizations are encouraged to forward this invitation to all authorities/agencies/organizations/companies with an interest in public health event preparedness and response planning and management in the civil aviation sector.

CAPSCA is a cooperative arrangement between international organizations, including ICAO, WHO, UNWTO, WFP, ACI, IATA, etc., and States/Territories. Further information is available on the CAPSCA web site: [www.capsca.org](http://www.capsca.org).

The draft agenda of the meeting is at **Attachment A**. States/Territories/international organizations wishing to submit proposals for the addition of agenda items should do so by **9 August 2013**.

You are kindly requested to complete in Word and send by e-mail the Registration Form at **Attachment B** for each participant by **16 August 2013**.

A list of hotels recommended for meeting participants will be available on the web site: <http://www.capsca.org/Calendar2013.html> in due course.

... / 2

All meeting presentations will be placed on the above-mentioned web site as they become available. Taking into consideration the availability of presentations in electronic format, no hard copies will be distributed during the event.

Presentations that your administration/organization may wish to provide the meeting should be forwarded to this office by e-mail as soon as practicable in Microsoft Power Point format. Availability of presentations prior to the meeting facilitates advance provision to and preparation by the interpreters.

If you require any further information regarding the meeting, please contact Mr. Jaime Calderon, ICAO CAPSCA Americas NAM/CAR Regional Coordinator and Regional Officer, Aerodromes and Ground Aids (jcalderon@icao.int), and/or his Assistant, Ms. Ana Valencia (avalencia@icao.int).

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

A digital signature in black ink, overlaid on a blue circular stamp. The stamp contains the text "Firma Digital" on the left and "Digital Signature" on the right. The center of the stamp features a globe and the text "ICAO CAPSCA Americas NAM/CAR".

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

**Enclosure:**  
*As indicated*

N:\NS - Technical Co-operation\NS 2-34 -RLA-08-901-CAPSCA\CAPSCA-EVENTS\1309-5thCAPSCAAmericasMtgandTraining\Correspondence\EMX0545AGA-States-5CAPSCAAmericasMtg-Invitation.doc



---

**COLLABORATIVE ARRANGEMENT FOR THE PREVENTION AND MANAGEMENT OF  
PUBLIC HEALTH EVENTS IN CIVIL AVIATION (CAPSCA)**

**FIFTH CAPSCA AMERICAS MEETING AND TRAINING**

(Barbados, 2 – 6 September 2013)

**DRAFT AGENDA**

**Days 1, 2, and 3 - Meeting**

Registration, Opening, Group Photo, Self-introductions

Review of the previous meeting Conclusions and CAPSCA Americas Activities - ICAO

Results of the 4<sup>th</sup> Global Coordination meeting - ICAO

Highlights of CAPSCA in other regions - ICAO

International Health Regulation (IHR) implementation status in the Region – WHO/PAHO

Recent disease/virus outbreaks – WHO/PAHO

"IHR" certification process – WHO/PAHO

Lessons learned from CAPSCA State and Airport Assistance and Follow-up Visits

Mapping of overlaps between IHR provisions and tools and Chicago Convention Annexes (including the respective self-assessment processes and audits) – ICAO

Partner International Organisation Updates: ACI, IATA, ALTA, IFALPA, CANSO, UNWTO, AIMA, etc.

States/Territories Experiences

IHR implementation as a collective learning process - exchange of experiences as well as best practices; suggested possible topics for presentations include the following:

- Inter-sectorial process at national level bridging the gap between aviation and health;
- Airports where aviation and public health jointly focus their preparedness and response efforts;
- Health sectors engaging with airlines;
- Contingency plan(s) related to the management of public health events focusing on the administrative and operational links between existing plans at airport, local, national levels;

- Use of health related documents in air transport: passenger locator form, Health Part of the Aircraft General Declaration; International Certificate of Vaccination or Prophylaxis; etc.
- Others

Barbados Presentations

- Public Health Authority
- Civil Aviation Authority and Air Navigation Service Provider (ANSP)
- Airport Authority
- Airlines
- Tourism Authority
- Disaster Emergency Management Authority

CAPSCA Americas Future Activities Plan

Meeting Conclusions

Closing

**Days 4 and 5 - Training**

Training of CAPSCA Technical Advisors for State and Airport Assistance and Follow-up Visits

Table-top Exercise of Notification of Suspected Communicable Disease, or Other Public Health Risk, on Board an Aircraft (PANS-ATM - ICAO Doc 4444)

Visit to Grantley Adams International Airport for demonstration of CAPSCA Visit

Debriefing Meeting

-----