INTERNATIONAL CIVIL AVIATION ORGANIZATION
NORTH AMERICAN, CENTRAL AMERICAN AND CARIBBEAN OFFICE

FOURTH MEETING OF DIRECTORS OF CIVIL AVIATION
OF THE CENTRAL CARIBBEAN (C/CAR/DCA/4)

(Grand Cayman, Cayman Islands, 17-20 May 2000)

PROPOSAL OF AGENDA ITEM, CLARIFYING NOTES AND WORKING METHOD OF
C/CAR/DCA/4 MEETING

(Presented by the Secretariat)

Summary

This Working Paper presents for the consideration of the meeting a proposed Agenda, Clarifying Notes and Working Method for the C/CAR/DCA/4 Meeting.

1.   General Information

1.1   The Fourth Meeting of Directors of Civil Aviation of the Central Caribbean will be held in Grand Cayman, Cayman Islands from 17 to 20 May, 2000.   ICAO Regional Director sent the Invitation Letter, General Information and a Draft Agenda of the Meeting to all States, Territories of that Region and International Organizations.

2.   Approval of the Agenda

2.1   The proposed Agenda and Clarifying Notes for the C/CAR/DCA/4 Meeting (**Attachment)** are presented to the Meeting's consideration.

3.   Working method

3.1   Taking into account the Meeting's needs and the administrative support provided, the following working method is provided:

Wednesday 17 May, 2000:

11:30-11:50	Opening
11:50-12:00	Pause
12:00-13:00	Agenda Items 1, and 2
13:00-13:20	Coffee break
13:20-14:30	Agenda Item 3

<u>Thursday 18 May 2000</u>

09:00-10:30	Agenda Items 3 and 4
10:30-10:50	Coffee break
10:50-12:30	Agenda Item 5
12:30-12:50	Coffee break
12:50-14:30	Agenda Items 6

<u>Friday 19 May 2000</u>

09:00-10:30	Agenda Items 7 and 8
10:30-10:50	Coffee break
10:50-12:30	Agenda Items 9 and 10
12:30-12:50	Coffee break
12:50-14:30	Agenda Items 11, and 12

<u>Saturday 20 May 2000</u>

09:00-11:00	Review of the Final Draft Report
11:00-11:30	Coffee break
11:30-12:00	Closing of the Meeting

4.   **Suggested Action**

4.1   The Meeting is invited to:

a) take note of the information presented in this working paper;

b) review and adopt the Proposed Agenda Items; and

c) review and adopt the Suggested Working Method.

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DRAFT AGENDA

Agenda Item 1: **Review of current conclusions of the meetings of Directors of Civil Aviation of the Central Caribbean**

Agenda Item 2: **CAR/SAM/3 RAN results on:**

     a)   ATM and SAR areas
     b)   CNS matters
     c)   AOP matters
     d)   AIS matters
     e)   MET matters

Agenda Item 3: **Air Traffic Management (ATM)**

     a)   Summary of actions taken to meet Y2K and the Leap Year problems.
     b)   Development of a Contingency Plan for the CAR Region
     c)   Application of 10 minutes Minimum Longitudinal Separation and 80 NM RNAV, in the Central Caribbean
     d)   Review of the work of ATS Task Force of the Central Caribbean

Agenda Item 4: **Sharing of radar data between ATC centres in the CAR Region**

Agenda Item 5: **Search and Rescue and Civil Aviation Mass Casualty Incident Response Plan for the Central Caribbean**

Agenda Item 6: **AIS Plans**

     a)   Follow-up the implementation of National Data Bank (NASC) in the Central Caribbean States/Territories
     b)   Review progress in WGS-84 System Implementation

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Agenda Item 7: **Safety Oversight**

Agenda Item 8: **Report on RLA/98/003 Project Activities *"Transition to CNS/ATM Systems in the CAR and SAM Regions"***

Agenda Item 9: **Rotational scheme of States hosting the C/CAR/DCA and MEVA Meetings**

Agenda Item 10: **Summary of the outcome of MEVA/7 Meeting**

Agenda Item 11: **CNS CAR/SAM 01/00 Informal Meeting**

Agenda Item 12: **Other business**

12.1 ICAO Air Transport Programme

CLARIFYING NOTES OF THE AGENDA ITEMS

Agenda Item 1: **Review of current conclusions of the meetings of Directors of Civil Aviation of the Central Caribbean**

Under this agenda item the Meeting will review the Conclusions adopted by the previous meetings of Directors of Civil Aviation of the Central Caribbean, to evaluate the fulfillment of conclusions taken, and to determine follow-up actions that should be taken.

Agenda Item 2: **RAN CAR/SAM/3 results on:**

a) ATM and SAR areas
b) CNS matters
c) AOP matters
d) AIS matters
e) MET matters

Under this Item, the results of the Third Caribbean/South American Regional Air Navigation Meeting (CAR/SAM/3 RAN) in the ATM, SAR, CNS, AOP, AIS and MET areas will be presented. It is expected that the Directors of Civil Aviation will take appropriate action to fulfill the Conclusions and Recommendations of the above mentioned Meeting, as well as to keep the FASID ANP CAR/SAM updated.

Agenda Item 3:   **Air Traffic Management (ATM)**

a)   **Summary of actions taken to meet Y2K and the Leap Year problems**

The Meeting will be informed of actions taken by ICAO and States regarding the Y2K problem in the CAR Region. The outcome of the activities carried out to protect air operations during the millenium and Leap Year rollover are included.

b)   **Development of a Contingency Plan for the CAR Region**

This subject will deal with the convenience of taking advantage of the work carried out on the Y2K contingency planning for the CAR Region and, from this great effort, to develop a contingency plan for the CAR Region that could be used in case of natural disasters, or any other type of event that could affect international air operations. The convenience of keeping the membership of the Y2K Contingency Task Group of the CAR Region should be studied, in order to accomplish the task by only changing the group's name, the terms of reference and work programme.

c)   **Application of Minimum Longitudinal Separation of 10 min. and 80 NM RNAV, in the Central Caribbean**

The Meeting will review the convenience of applying 10 minute Minimum Longitudinal Separation and 80 NM RNAV in the CAR Region, taking into account the recommendations of the CAR/SAM/3 RAN Meeting. The application of this Minimum Separation in the different Central Caribbean FIRs would help to clearly improve the airspace capacity, since 15 min. longitudinal separation is currently applied in most of the Central Caribbean FIRs.

d)   **Review of the work of the ATS Task Force of the Central Caribbean**

Under this Item it is expected that the ATS C/CAR Task Force will present for the Meeting's consideration the outcome of the work carried out.

Agenda Item 4:   **Sharing of radar data between ATC centres in the CAR Region**

Under this Agenda Item, information based on the CAR/SAM/3 RAN results will be presented to the Meeting, as well as actions started in other CAR Region areas on sharing of radar data. It is expected that the Meeting will adopt actions in order to provide operational and technical guidelines and tasks that should be applied to continue developing the planning and implementation of sharing of radar data between ATC centres, contributing to ATC service improvement, and air navigation safety in the Central Caribbean, as well as in the rest of the Caribbean Region.

Agenda Item 5:   **Search and Rescue and Civil Aviation Mass Casualty Incident Response Plan for the Central Caribbean**

Under this Agenda Item the Secretariat will present to the Meeting a review and analysis of progress made in the development of a regional civil aviation mass casualty incident response plan for the Central Caribbean. It is expected that the MCI/SAR C/CAR Task Force will also present to the Meeting any developments since the previous DCA's meeting. Furthermore, the Meeting could make a decision with regard to confirming the requirement for such a response plan and the level of priority, which should be assigned, to this development and completion. Once established that this item will receive full commitment from the Directors, an action plan could be formulated which provides a programme of activities necessary to complete the development of a Regional Civil Aviation Mass Casualty Incident Response Plan for the Central Caribbean.

Agenda Item 6:   **AIS Plans**

    a)   **Follow up on the implementation of the National Data Bank (NASC) in the Central Caribbean States/Territories**

    b)   **Review progress in WGS-84 System Implementation**

It is expected that the Meeting will review the status of development of different AIS matters, such as actions for the development of the AIS Automation Plan. In this regard, it is expected that the Rapporteur of the AIS Automation Task Force present to the Meeting a report on the outcome of the work carried out by the Group. Furthermore, it is expected that the Meeting review the status of the WGS-84 System implementation. The Meeting is invited to take the necessary actions to continue the NASC and the WGS-84 System implementation, required for the new navigation system, according to the CNS/ATM Systems Implementation Plan.

Agenda Item 7:   **Safety Oversight**

The Meeting will be presented with the current results and information on the development of the ICAO Universal Safety Oversight Audit Programme, as well as the list of the States in the Region that will be audited during 2000. Discussion will be held on individual and collective State action to meet Annex 1, 6 and 8 responsibilities. It is expected that the Meeting take appropriate action to improve safety oversight in the Central Caribbean.

Agenda Item 8:   **Report on RLA/98/003 Project Activities** *"Transition to CNS/ATM Systems in the CAR and SAM Regions"*

Under this Agenda Item, the Directors of Civil Aviation will be informed on the activities and outcome that have been carried out under the Technical Cooperation Project RLA/098/003 *"Transition to CNS/ATM Systems in the CAR and SAM Regions"*

Agenda Item 9:   **Rotational scheme of States hosting the C/CAR/DCA and MEVA Meetings**

It is expected that the Meeting consider, under this Agenda Item, the possibility of adopting a rotational scheme for States/Territories hosting the C/CAR/DCA and MEVA Meetings, in order that States/Territories could be prepared with adequate time for organization of these meetings.

Agenda Item 10:   **Summary of the outcome of MEVA/7 Meeting**

Under this Agenda Item the main results of the MEVA/7 Meeting will be presented to the Meeting, especially those where the approval and support of the Directors of Civil Aviation from the States/Territories/Organizations members of the MEVA Network are required.

Agenda Item 11:   **CNS CAR/SAM 01/00 Informal Meeting**

Under this Agenda Item the Meeting should analyze the participation to the CNS CAR/SAM 01/00 Informal Meeting of the CAR States/Territories located along the SAM Region boundary. The Meeting will be held in Mexico City from 26 to 29 June 2000 and will review the present and future development of the regional and national digital communication networks of these Regions, in order to fulfill AFS communications requirements between users of different digital communications networks. The referred Meeting is in accordance with Conclusions 9/8 and 13/28 of the Third CAR/SAM Air Navigation Meeting.

Agenda Item 12:   **Other business**

Under this Agenda Item the ICAO Air Transport Programme for 2000, and the Air Transport Challenge for the new millenium will be presented to the Meeting, as well as any other matters not dealt under these Agenda Items.