

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

**FIRST MEETING OF DIRECTORS OF CIVIL AVIATION
OF THE CARIBBEAN REGION (CAR/DCA/1)**

(Grand Cayman, Cayman Islands 8-11 October 2002)

Agenda Item 8: Air Transport

8.1 Security

ESTABLISHMENT OF THE GREPECAS AVSEC COMMITTEE AND RESULTS OF THE FIRST MEETING

(Working Paper presented by the Secretariat)

SUMMARY	
This paper presents to the Meeting the establishment of the GREPECAS AVSEC Committee and the results of the 1 st AVSEC Committee Meeting held from 26 to 28 August 2002.	
REFERENCES	
<ul style="list-style-type: none">• Report of the 10th GREPECAS Meeting (Spain, 23 – 27 October 2001)• Report of the 2nd ACG Meeting (Mexico, 4 – 5 March 2002)• Report of the 2nd AGA/AOP/SG Meeting (Peru, 26 – 29 August 2002)	

1. Introduction

1.1 GREPECAS at its 10th Meeting held in Spain in October 2001 decided to incorporate AVSEC matters within its Work Programme, approved by the ICAO ANC and Council. In this regard, the GREPECAS Administration Coordination Group (ACG) at its 2nd Meeting held in Mexico in March 2002 decided that the AGA/AOP/SG establish a new AVSEC Committee, approved by GREPECAS members.

1.2 The First AVSEC Committee Meeting was held in the ICAO SAM Regional Office in Lima, Peru, from 26 to 28 August 2002, in conjunction with the second meeting of the Aerodromes and Ground Aids/Aerodrome Operational Planning Subgroup (AGA/AOP/SG/2), to which it will initially depend. The AVSEC Committee will operate in similar fashion to the ATM and CNS Committees of the ATM/CNS/SG, in that the results and draft conclusions/decisions of the AVSEC Committee will be submitted for approval to GREPECAS through the AGA/AOP/SG.

1.3 The GREPECAS Secretary has invited States and International Organisations to be members of the AVSEC Committee and nominate their representatives. These persons are aviation security specialists familiar with ICAO AVSEC specifications, activities and developments, as well as the AVSEC conditions in the CAR and SAM Regions.

1.4 This paper presents to the Meeting the establishment of the GREPECAS AVSEC Committee within the AGA/AOP/SG and the results of the 1st AVSEC Committee Meeting held from 26 to 28 August 2002.

2. Background

2.1 The 10th Meeting of the CAR/SAM Regional Planning and Implementation Group (GREPECAS) was held from 23 to 27 October 2001 in Spain. The Meeting noted the increased emphasis being placed on aviation security by States, International Organisations and ICAO since the terrorist events of 11 September 2001 and, in particular, the resolution adopted during the 33rd Session of the ICAO Assembly. As a consequence, ICAO had already organised a series of activities which would include the holding of an aviation security (AVSEC) panel meeting in November 2001 and a high-level ministerial conference early in 2002. It was therefore likely that an ICAO action plan would emerge and the Meeting agreed that GREPECAS should cooperate and contribute as appropriate to increased AVSEC activities such as:

- review of international AVSEC conventions, SARPs and guidance material;
- strengthening of the ICAO AVSEC mechanism;
- study of the establishment of an ICAO Security Audit Programme; and
- the possible application of international AVSEC provisions to domestic civil aviation.

2.2 In addition to preparing to support any ICAO initiatives, the Meeting agreed that GREPECAS should examine what initiatives it needed to take in its capacity as an ICAO planning and implementation regional group (PIRG). It agreed that there were many aspects of its mandate that allowed it to address AVSEC matters in a multi-disciplinary manner, particularly in the field of aerodromes.

2.3 The Meeting therefore gave consideration as to how it might proceed and examined a number of options which it could implement immediately, including:

- Establishment of a new AVSEC task force reporting to the AGA/AOP Subgroup;
- Establishment of a new AVSEC task force reporting directly to GREPECAS;
- Establishment of a new AVSEC sub-group;
- Expansion of the terms of reference of the ASB to include AVSEC matters; and
- Tasking the ACG to propose the appropriate method for GREPECAS to deal with AVSEC matters based on the results of the upcoming AVSEC Panel meeting and AVSEC Conference.

2.4 The Meeting recognised that it may take time for appropriate terms of reference to be drawn up to define a GREPECAS role that would, *inter alia*, take into account ongoing developments in ICAO. In light of this it decided to initially entrust its Administrative Coordination Group (ACG) with the task of evaluating what GREPECAS's role should be in relation to aviation security. The ACG would keep abreast of developments in ICAO, in States and international organisations and make proposals to GREPECAS as to the terms of reference and composition of the GREPECAS entity that would be charged with future AVSEC work.

2.5 The Meeting considered the latter option as the most appropriate and adopted the following decision:

DECISION 10/67 AVIATION SECURITY

That,

- a) GREPECAS incorporate AVSEC matters within its work programme;
- b) the ACG determine the *modus operandi* for GREPECAS to undertake a) above, including the designation of the appropriate contributory body and the development of the necessary terms of reference, work programme and composition; and
- c) the ACG circulate the proposal developed in b) above to GREPECAS members for their consideration immediately following the forthcoming holding of the high-level ministerial meeting planned by ICAO.

2.6 The Second Meeting of the GREPECAS Administration Coordination Group (ACG/2), was held in Mexico City on 4 and 5 March 2002. The Secretariat presented a proposal for the *modus operandi* for GREPECAS to incorporate AVSEC matters within its work programme in accordance with the GREPECAS Decision 10/67. The paper provided a summary of ICAO AVSEC developments since the GREPECAS/10 Meeting, namely the results of the 12th meeting of the ICAO Aviation Security Panel held at ICAO Headquarters from 5 to 9 November 2001 and the High-Level Ministerial Conference on Aviation Security held at ICAO Headquarters on 19 and 20 February 2002. The Meeting considered the following options:

- Establishment of a new AVSEC contributory body reporting to the AGA/AOP Subgroup;
- Establishment of a new AVSEC contributory body reporting directly to GREPECAS; and
- Expansion of the terms of reference of the ASB to include AVSEC matters.

2.7 The Meeting considered the option of an AVSEC working group subordinate to the AGA/AOP/SG to be the most feasible option. The Meeting decided the group be a Committee to provide it with the status warranted by the importance of its function and strong commitment from the States and international organisations. The AVSEC Committee would have its first meeting in conjunction with the AGA/AOP/SG/2 meeting and ICAO Secretariat support would be requested from ICAO Headquarters. The meeting developed the following draft decision to reflect the result of its discussion:

**DRAFT
DECISION ACG/2/01**

AVIATION SECURITY (AVSEC)

That,

- a) the AGA/AOP/SG establish an AVSEC Committee with the Terms of Reference outlined in the Appendix (to the ACG/2 Report) and with the strong commitment from the CAR/SAM States and international organisations for its composition as well as Secretariat support from the ICAO Regional Offices;
- b) the AGA/AOP/SG convene the 1st meeting of the AVSEC Committee at their 2nd AGA/AOP/SG Meeting or as soon as possible thereafter;
- c) the AVSEC Committee determine its work programme at its 1st Meeting, to be submitted to GREPECAS for approval;
- d) GREPECAS request ICAO Headquarters provide the necessary support and assistance to the AVSEC Committee, particularly while the ICAO Regional Offices do not have AVSEC officers; and
- e) GREPECAS modify its Terms of Reference, and those of the AGA/AOP/SG, to reflect the inclusion of AVSEC matters in their work programmes.

2.8 The GREPECAS Secretary circulated the ACG/2 Meeting Report and Draft Decision ACG/2/01 was approved by GREPECAS members. The AVSEC Committee will initially depend on the Aerodromes and Ground Aids/Aerodrome Operational Planning Subgroup (AGA/AOP/SG). The AVSEC Committee will operate in similar fashion to the ATM and CNS Committees of the ATM/CNS/SG, in that the results and draft conclusions/decisions of the AVSEC Committee will be submitted for approval to GREPECAS through the AGA/AOP/SG.

2.9 The GREPECAS Secretary invited States and International Organisations to be members of the AVSEC Committee and nominate their representatives. These persons are aviation security specialists familiar with ICAO AVSEC specifications, activities and developments, as well as the AVSEC conditions in the CAR and SAM Regions.

2.10 The 1st AVSEC Committee Meeting was held in the ICAO SAM Regional Office in Lima, Peru, from 26 to 28 August 2002, in conjunction with the second meeting of the Aerodromes and Ground Aids/Aerodrome Operational Planning Subgroup (AGA/AOP/SG/2). The resulting AVSEC/COMM Draft Terms of Reference and Composition and Report of the AVSEC/COMM/1 Meeting are included in **Appendices A** and **B**, respectively, to this paper.

3 Actions Suggested to the Meeting

3.1 The Meeting is invited to review the content of this paper and support the work of the GREPECAS AVSEC/COMM as reflected in the results of its first meeting.

APPENDIX A

GREPECAS AVIATION SECURITY COMMITTEE (AVSEC/COMM)

DRAFT TERMS OF REFERENCE AND COMPOSITION

1. Terms of Reference

- a) To foster regional cooperation among States, international organizations and industry in order to facilitate the successful implementation of ICAO Standards and Recommended Practices (SARPs) related to aviation security (AVSEC);
- b) to encourage the participation of States in the ICAO AVSEC Mechanism and Implementation Programmes to include their provision of voluntary funding and personnel when requested by ICAO;
- c) to actively support the approved ICAO AVSEC Plan of Action and other regional AVSEC initiatives; and
- d) to promulgate AVSEC awareness within the region through sponsorship of and participation in related training activities and seminars.

2. Composition

<u>Member State/Organisation</u>	<u>Representative</u>
Argentina	Gustavo Driussi
	Rodolfo Almeida
Chile	Eduardo Cerda Gómez
Jamaica	Oscar Derby
Mexico	Aarón Salvador Villar Bernal
Paraguay	Cándido Méndez
Perú	César Matos Díaz
United States	Mary E. Lake
ACI	Juan Salas Rivera
IATA	Peter Cerda
LACAC	To be determined

3. Chairpersons

Chairman – Oscar Derby (Jamaica)
Vice-Chairman – Eduardo Cerda Gómez (Chile)

4. Work Programme

To be developed at the Second Meeting.

APPENDIX B

GREPECAS AVIATION SECURITY COMMITTEE (AVSEC/COMM)

REPORT OF THE 1ST MEETING OF THE GREPECAS AVIATION SECURITY COMMITTEE (AVSEC/COMM/1) (Lima, Peru, 26 – 28 August 2002)

Agenda Item 3 GREPECAS AVSEC Committee

3.1 *Establishment of the AVSEC Committee*

3.1.1 The Secretariat presented WP/3 which invited the Meeting to formalise the establishment of the GREPECAS AVSEC Committee (AVSEC/COMM) within the AGA/AOP/SG and convene the 1st Meeting to be held simultaneously with the AGA/AOP/SG/2 Meeting. The Meeting noted the establishment of the GREPECAS AVSEC/COMM with the given draft Terms of Reference and composition and convened its 1st Meeting for the Committee to commence implementation of Decision ACG/2/01 including the election of chairpersons, confirmation of composition, review of the draft Terms of Reference and development of a work programme. The Meeting also invited the AVSEC Committee to present the results of its 1st Meeting to the AGA/AOP/SG during its 2nd Meeting.

3.1.2 The Meeting noted its concern with the AVSEC/COMM/1 documentation only being available in English and requested the Secretariat to provide the documentation in Spanish. The Meeting therefore adopted the following Draft Decision:

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DECISION 2/1 TRANSLATION OF AVSEC/COMM/1 DOCUMENTATION

That the Secretariat prepare the AVSEC/COMM/1 documentation in Spanish and make it available to States on the GREPECAS web page by the end of 2002.

3.1.3 The Meeting also noted its concern with the creation of a new regional AVSEC body given the existence of the LACAC AVSEC Group due to the lack of sufficient resources in States for experts to participate in all activities and the possible duplication of work. The Secretariat clarified that LACAC is limited by its membership while GREPECAS represents all States in the CAR/SAM Regions. Nevertheless, the AVSEC/COMM would need to coordinate closely with the LACAC AVSEC Group to ensure complementary activities and avoid duplication of work, making reference also to the relevant RAAC/7 Conclusion 7/2. It was also expected that the focus of the two bodies would be different as reflected in the AVSEC/COMM revised terms of reference and work programme objectives.

3.2 *Results of the 1st AVSEC Committee Meeting (refer to AVSEC/COMM/1 Documentation)*

3.2.1 Administrative Matters

3.2.1.1 The participants of the 1st Meeting of the Aviation Security (AVSEC) Committee selected Mr. Oscar Derby, Jamaica, as Chairperson and Mr. Eduardo Cerda Gomez, Chile, as Vice-Chairperson. It was agreed that in order to provide continuity in the administration of the committee, the

term of tenure for both offices would be 3 years. It was understood by the participants that the selection process will be invoked again should the current individuals notify the Committee in advance that they are unable or unwilling to continue in their positions.

3.2.1.2 It was decided that the AVSEC Committee, at its inception, would include ten approved members. The initial composition includes States and international organizations originally notified to the GREPECAS Secretary, along with additional States which petitioned to be present at its first meeting. The membership list includes Argentina, Chile, Jamaica, Mexico, Paraguay, Peru, United States, ACI and IATA. The tenth position, which is currently not filled, would be held for a representative from LACAC. The agreement to initially limit the number of members was made with the understanding that any other State may formally petition GREPECAS to be included as an additional member on the committee and that its request would be considered. Additionally, no limit would be set for States or recognized regional or international organizations to participate in the committee meetings. Meetings are expected to be held annually at a minimum, but may be requested by the Chairperson at any time when warranted by its work programme, and scheduled independently of the AGA/AOP/SG Meetings.

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DECISION 2/2 AVSEC/COMM COMPOSITION

That the AVSEC Committee composition include ten members (Argentina, Chile, Jamaica, Mexico, Paraguay, Peru, United States, ACI, IATA and LACAC) with the understanding that the committee membership number may be increased upon consideration of any petition by a State to be included.

3.2.1.3 In order to comply with Conclusion 7/2 of RAAC/7, which states that the LACAC and GREPECAS Secretaries are urged to carry out the necessary coordination to avoid duplication of work in the AVSEC area, the committee agreed that an officer from LACAC should be invited to join all committee meetings and receive copies of all pertinent reports and documents relating to the work of the committee. In like manner, the committee agreed that it is important for it to receive pertinent reports and documents relating to the work of the LACAC AVSEC Group of Experts. This reciprocal exchange of information will assist in harmonizing regional AVSEC efforts between the two regional bodies.

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CONCLUSION 2/3 AVSEC/COMM COORDINATION WITH LACAC

That LACAC be invited to designate an officer to attend all AVSEC Committee meetings; that LACAC be requested to share pertinent reports and documents from the LACAC AVSEC Group of Experts with GREPECAS; and that the AVSEC Committee share pertinent reports and documents on its work programme with LACAC.

3.2.2 **Committee Discussions**

3.2.2.1 The AVSEC Committee agreed to follow the meeting agenda as laid out in Appendix C of WP/03. In beginning its deliberations for Agenda Item 1: Review of the AVSEC Committee Terms of Reference, the Committee reached unanimous agreement to accept the revised Draft Terms of Reference, as proposed by the Secretariat in WP/01, which states:

- a) to foster regional cooperation among States, international organizations and industry in order to facilitate the successful implementation of ICAO Standards and Recommended Practices (SARPs) related to aviation security (AVSEC);

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- b) to encourage the participation of States in the ICAO AVSEC Mechanism and Implementation Programmes to include their provision of voluntary funding and personnel when requested by ICAO;
- c) to actively support the approved ICAO AVSEC Plan of Action and other regional AVSEC initiatives; and
- d) to promulgate AVSEC awareness within the region through sponsorship of and participation in related training activities and seminars.

This agreement was made by the AVSEC Committee with the understanding that, even if adopted by GREPECAS, the terms of reference may be adjusted at a later time to match the evolving work programme for the AVSEC Committee.

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DECISION 2/4

AVSEC/COMM TERMS OF REFERENCE

That the revised Draft Terms of Reference be adopted as referenced in paragraph 3.2.2.1.

3.2.2.2 Under Agenda Item 2: Methodology for AVSEC Assistance to States, it was agreed that the next 6 months beginning from 1 September 2002 should be an information-gathering period for the committee to better assess the AVSEC needs and priorities of States to include, at a minimum, the level of interest in the following activities:

- a) requesting an ICAO audit under the Universal Security Audit Programme (USAP);
- b) conducting a security self-audit based on materials provided by ICAO in order to determine a State's own deficiencies in accordance with Annex 17;
- c) funding AVSEC specialists to attend ICAO security auditor certification training courses with the intention to provide their certified auditors as team members on future ICAO USAP audits; and
- d) hosting and participating in AVSEC education and awareness workshops that cover topics such as national quality control of AVSEC programmes, development of national AVSEC legislation and crisis management of AVSEC incidents to include those which involve new and emerging threats.

It was proposed that the Secretary of the AVSEC Committee develop a survey questionnaire, taking into account any similar effort already accomplished by LACAC and in coordination with committee members, for distribution to States. States should be instructed to reply to the survey questionnaire around 31 January 2003 in order to evaluate the most important areas requiring assistance and to identify any on-going AVSEC initiatives in the region which could be shared with other States. This would enable the committee to develop a work programme relevant to the region.

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DECISION 2/5 AVSEC SURVEY QUESTIONNAIRE

That the AVSEC Committee proceed as soon as possible with the development and distribution of an AVSEC Survey Questionnaire in order to assess the needs and interests of States with expectations of a preliminary report to GREPECAS on the survey responses after the second meeting of the AVSEC Committee.

3.2.2.3 Under Agenda Item 3: Requirements and Responsibilities for the ICAO regional AVSEC officers, in relation to the proposed establishment of AVSEC Regional Units as described in IP/04, the committee strongly supported such a proposal, with modifications, and discussed what it believed would be the optimal conditions for this ICAO initiative. The committee agreed that there should definitely be a full-time ICAO AVSEC specialist position located in each of the SAM and NACC Regional Offices. These ICAO specialists must be located in each region so as to be knowledgeable on the political, social and technical problems specific to the region of assignment; they should promote an exchange of information on regional AVSEC matters; and they should contribute to regional education and training activities in AVSEC. These specialists should also be the technical focal point in their regions for all activities involving the ICAO USAP. Because the committee determined that the need for full-time AVSEC specialists at the ICAO regional offices is even more critical following the events of 11 September 2001, the members further agreed that States should be encouraged to support this initiative through either contributions in kind, i.e. provision of airline tickets for official travel and of temporary support staff, or with monetary contributions.

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CONCLUSION 2/6 ICAO REGIONAL AVSEC OFFICERS

That ICAO consider the need for an ICAO AVSEC specialist to be located in each of the ICAO NACC and SAM Regional Offices at the earliest opportunity and to encourage States to support this ICAO initiative through contributions in kind or with monetary funding.

3.2.2.4 Under Agenda Item 4: Develop the AVSEC Committee Work Programme, it was determined that, at this time, it was premature to set down the committee's work programme without more information. It will be necessary to determine and prioritise the AVSEC needs and interests of the CAR and SAM regions which are expected to be accomplished initially through the results of the survey questionnaire which is described under paragraph 3.2.2.2. A committee meeting is planned for April or May 2003, tentatively in Mexico, in order to evaluate and analyse the preliminary report on the survey results and to begin developing a work programme. In addition, the following agenda topics, at a minimum, will be considered at the next committee meeting:

- a) budget and procedural issues for the committee's work programme;
- b) plans for conducting AVSEC education and awareness workshops on specific topics to be determined through 2004;
- c) exploring a means of researching costs and availability of security equipment and advanced technology for standardized use at the regional level;

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- d) a regional mechanism for sharing intelligence information on threats to civil aviation (refer to Amendment 10, Annex 17, Standards 2.3.4 and 2.3.5); and
- e) a standardized regional methodology for implementing a risk management approach to increased threat levels (refer to Amendment 10, Annex 17, Standard 3.1.4).

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DECISION 2/7 AVSEC/COMM/2 MEETING

That the 2nd Meeting of the AVSEC Committee be held by May 2003, tentatively in Mexico, in order that the committee may develop its work programme.

3.2.2.5 Under Agenda Item 5: Any other business, it was agreed that all future AVSEC Committee meetings employ concurrent interpretation services and provide documentation in both English and Spanish.

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DECISION 2/8 AVSEC/COMM LANGUAGE SERVICES

That concurrent interpretation services and documentation in both English and Spanish be provided for future AVSEC Committee meetings.

3.2.2.5.1 Additionally, under Agenda Item 5, the Committee agreed that the AVSEC mission and the committee's related work programme is of high importance and concurred that the committee should be elevated to an appropriate level within the GREPECAS structure. At a minimum, the committee believed that it should be given the authority to report its work progress and conclusions directly to GREPECAS instead of through the AGA/AOP Subgroup.

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CONCLUSION 2/9 AVSEC/COMM CONTRIBUTORY BODY

That the AVSEC Committee report directly to GREPECAS; and that the committee be elevated, as appropriate, within the GREPECAS structure.
