

**FINAL VERSION
NACC/DCA/1 REPORT**



INTERNATIONAL CIVIL AVIATION ORGANIZATION

**REPORT OF THE
FIRST NORTH AMERICAN, CENTRAL AMERICAN AND CARIBBEAN
DIRECTORS OF CIVIL AVIATION MEETING
(NACC/DCA/1)**

Grand Cayman, Cayman Islands

8-11 October 2002

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

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History of the Meeting

ii.1 Place and Duration of the Meeting

The First North American, Central American and Caribbean Directors of Civil Aviation Meeting. (NACC/DCA/1) was held at the Grand Cayman Marriott Beach Resort, Grand Cayman, Cayman Islands. The Meeting commenced on 8 October and ended on 11 October 2002.

ii.2 Opening Ceremony and other matters

Reverend Jarold H. Smith offered a benediction for the success of the Meeting. Dr. Assad Kotaite, President of the Council of ICAO greeted the participants to this historic Meeting and highlighted the most important tasks to be performed by the Meeting. Hon. Gilbert A. McLean, Minister of Health, District Administration and Agriculture, welcomed the Meeting to Cayman Islands and officially inaugurated the Meeting.

ii.3 Organization, Officers and Secretariat

Dr. Assad Kotaite, President of the Council of ICAO chaired the Meeting during the approval of the agenda and work programme as well as during the election of the Chairperson. The Meeting unanimously elected Mr. Richard Smith, Director of Civil Aviation of Cayman Islands as Chairman and Mr. Carlos Alvarez Guzmán, Director of Civil Aviation of the Dominican Republic as Vice-Chairman. Mr. Raymond Ybarra, Regional Director of the ICAO NACC Office and Secretary of the Meeting, informed on the history leading to this ICAO CAR Region Directors of Civil Aviation Meeting and its scope and focus emphasizing regional co-operation. He was assisted, as Secretary of the Meeting by Mr. Chris Lyle, Deputy Director of Air Transport Bureau, ICAO Headquarters, and by Messrs. Gustavo De León, Regional Officer ATM/SAR, Aldo Martínez, Regional Officer CNS and Michiel Vreedenburgh, Regional Officer AGA, all from the ICAO NACC Office.

ii.4 Working Languages

The working languages of the Meeting were English and Spanish. The documentation and the Report of the Meeting were issued in both languages.

ii.5 Agenda

The following agenda was adopted:

Agenda Item 1: GREPECAS and Sub regional Working Group Conclusions

Agenda Item 2: Safety Oversight

Agenda Item 3: ICAO Council Representation

Agenda Item 4: Air Navigation

- 4.1 ATM Developments
- 4.2 CNS Developments
- 4.3 Aerodrome/AGA Developments
- 4.4 AIS Developments
- 4.5 MET Developments
- 4.6 CAR Region Contingency Plan
- 4.7 Air Navigation Deficiencies

Agenda Item 5: Human Resource Planning and Training

Agenda Item 6: Technical Cooperation- Projects

Agenda Item 7: Search and Rescue/Mass Casualty Incidents (SAR/MCI)

Agenda Item 8: Air Transport

- 8.1 Security
- 8.2 War Risk Insurance
- 8.3 Privatization of Airports and Air Navigation Services
- 8.4 Funding of Civil Aviation Activities.

Agenda Item 8: Other Business

ii.6 Schedule and Working Methods

The Meeting held its sessions as a Whole from 0900 to 1500 hours, with appropriate breaks.

ii.7 Attendance

The Meeting was attended by 73 delegates from 21 States/Territories of North America, Central America and the Caribbean, 8 International Organizations, as well as representatives from 1 State of the SAM Region.

ii.8 **List of Conclusions**

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**Address by the President of the Council of the
International Civil Aviation Organization (ICAO)
Dr. Assad Kotaite
before the First Meeting of Directors of Civil Aviation of the Caribbean Region
(Grand Cayman, 8-11 October 2002)**

Introduction

I wish to thank the Government of the Cayman Islands for its kind invitation to take part in this first-ever meeting of Directors of Civil Aviation of the Caribbean Region, I would also like to take this opportunity to extend a warm welcome to Saint Kitts and Nevis which is participating with you as a new ICAO Contracting State.

This gathering is historic for two other reasons. On 28 November, the people of the Cayman Islands will commemorate the 50th Anniversary of the first landing by an aircraft on Grand Cayman and the 500th Anniversary of the recorded history of your islands.

Christopher Columbus first sighted two of the Cayman Islands in 1503. Since their discovery, transport to and from the Caymans continued to be by sea for the next 450 years until that fateful day when, on 28 November 1952, Commander Owen Roberts landed his aircraft at the airport that was later to be named after him. In so doing, he introduced Cayman Islands to the miracle of civil aviation.

Over the past half century, air transport has been the catalyst for a fundamental social, cultural and economic transformation of the Cayman Islands. It is now a lifeline for the islands. It supports a growing tourism industry, brings in much of the imported foodstuffs on which the local population depends, and sustains business travel essential to the financial activity here. To varying degrees, the same can be said for the other islands of the Caribbean Region. Life without aviation would be totally different.

Aviation Security and War Risk Insurance

You and I know how much this progress and prosperity relies on the safety, the security, the reliability, and the efficiency of air travel. We also know how vulnerable and fragile air transport can be, as demonstrated so dramatically by the outfall from events of 11 September 2001 in the United States of America. ICAO statistics show that the world's scheduled airlines experienced a net loss of some 12 billion US dollars in 2001. Global traffic was down by 35 million passengers and 2 million tonnes of freight. In the United States, the backbone of the industry is in serious trouble. US Airways filed for bankruptcy under Chapter 11 and will continue to operate while it tries to restructure its finances and emerge from protection early next year. United Airlines has indicated it may well do the same, and American Airlines, the world's largest carrier, is dealing with revenue shortfalls and major personnel layoffs. Elsewhere around the planet, many airlines are experiencing difficulties. Caribbean traffic and Caribbean carriers have by no means been immune, and Caribbean carriers are particularly vulnerable to downturns in tourist traffic.

Our collective challenge is clear. We need to restore public confidence in air travel, strike the right balance between added security measures with the need for speedier clearance of passengers, and bring financial health back to the air transport industry. As President of the Council of ICAO, I must say I am pleased with much of the actions we have taken thus far.

Within days of the September attacks, Contracting States of ICAO moved quickly to put in place reinforced security measures and procedures, particularly at airports. Those measures are continually being improved. At the 33rd Session of our Assembly, which commenced two weeks to the day after the tragic events and which many of you attended, we gave priority to aviation security. We initiated immediate action, including the review of existing security regulations, and called for a High- Level, Ministerial Conference on Aviation Security, with an overall objective of preventing, combatting and eradicating terrorism involving civil aviation.

In the following months, Annex 17 to the *Convention on International Civil Aviation* on Security was strengthened and many new standards were adopted, including a requirement to prevent unauthorized persons from entering the flight crew compartment. Improved security around the cockpit area involves such measures as reinforced cockpit doors. The High-Level, Ministerial Conference, held in February 2002, reviewed and endorsed an ICAO *Plan of Action for Strengthening Aviation Security* which was approved by the Council last June. A major component of the Plan is a programme of aviation security audits in all 188 ICAO Contracting States, beginning next month. Many other elements of the Action Plan will be put into place progressively in the coming months.

We also developed a global war risk insurance scheme to cover the risks left open by the withdrawal, in part or in whole, of commercial insurance coverage following the September events. I was gratified by the response of States to ICAO's request to cover temporarily the risks left open by the aviation insurance markets. The deadline for States to notify ICAO of their intention to participate in the scheme is 15 October 2002. The main objectives of the scheme are to allow air transport operations to continue under reasonable financial conditions, to spread the aviation war risk and related risks amongst the parties including all participating States involved, and to provide adequate insurance coverage in the short- and medium-term while allowing the private insurance markets to come back gradually into the market. Should States representing at least 51 percent of ICAO's funding percentage agree to join in providing the guarantees, ICAO will establish and implement the global scheme, in close cooperation with other interested parties representing the international aviation community. I invite you to support and join this global insurance plan under the auspices of ICAO whereby coverage in the field of aviation war risk insurance would be provided by a non-profit entity which would have multilateral government backing for the initial years.

In the long term, the global strategy is to continue to focus on three critical areas. One is to diligently assess new and emerging threats to aviation security so as to develop an ability to initiate pre-emptive action. The second is to continually monitor and upgrade existing security processes to ensure they are commensurate with the level of threat identified. And the third is to expedite the clearance of passengers while at the same time maintaining the highest level of security. This is perhaps the most visible and the most sensitive aspect of aviation security from a passenger's perspective. We have to avoid transforming airports into bunkers, otherwise people will not want to fly, resulting in even more hardship for the air transport industry, and for carriers at large. New security measures must be effective, internationally coordinated, and applied with greatest possible passenger convenience in mind.

Training remains one of the key elements for aviation security. I strongly encourage you to make full use of the Aviation Security Training Centre in Trinidad and Tobago, which provides English courses, or the Centre in Quito, Ecuador, which provides Spanish courses.

I want to take this opportunity to thank and congratulate the Directors of Civil Aviation of the Caribbean Region for their contribution to the development of the security measures and programmes I have just described. I also want to acknowledge your long-standing commitment to ensuring the overall safety and efficiency of air transport in your region. It is by working together that we can best ensure the integrity of an air transport system that is so vital to the economic and personal well-being of all the citizens of your respective countries.

Safety Oversight

Your support of the universal safety oversight audit programme is another good example of how ICAO and its Member States can work together in improving the quality of air travel. One clear benefit of the programme in the Caribbean Region was to identify deficiencies in the safety oversight activities of some States and to develop action plans to correct the noted shortcomings. I was delighted to learn that follow-up audits performed under the supervision of an ICAO team confirmed that significant improvements had been made. Another positive result is that we are now better sensitized to the objectives, process and enormous potential benefits of a sound safety oversight system. When the programme is expanded in 2004 to include aircraft accident and incident investigation, air traffic control, and aerodromes, we can look to even more improvements to our air transport system. One final benefit that I have noted is a closer working relationship between States and their civil aviation administrations. That is a promising development indeed.

Resources and Cooperation

Of course, many of these improvements will require human and financial resources. For those States that require assistance in these areas, a number of options are at your disposal. One of the most effective and accessible is ICAO's technical cooperation programme. I urge you to make full use of the programme as some of your neighbours have in the past. I also invite you to consider a Cooperation Agreement which I signed on behalf of ICAO in 1989 with the President of the Caribbean Development Bank and a Memorandum of Cooperation that I will be signing shortly with the President of the Inter-American Development Bank. Both of these agreements can help in funding projects related to the safety and security of civil aviation. As their names emphasize, cooperation is key to success in our collective endeavour to improve aviation safety and efficiency.

As a Region, you have many times proven the value of this approach. Although the Caribbean Region is made rich by its diversity of languages, social structures, types of governments and different levels of aviation technology and systems, you nevertheless have shown the way to cooperation, through structures like the Eastern and Central Caribbean Working Groups. The Mejoras al Enlace de Voz ATS (MEVA) Network has resolved the perennial aeronautical fixed service (AFS) communications problems in the area and was the first of its kind in the world. Similarly, States of the Eastern Caribbean are in the process of implementing a digital AFS Network to be operated by Intercaribbean Aeronautical Communications Ltd. Referring back to safety oversight for a moment, I note that several Caribbean Community (CARICOM) States have established the Association of Civil Administrations of the Caribbean (ACAAC) in order to better meet their safety oversight commitments. This follows on the excellent initiative on the part of the States of Central America who, with the support of the Central American Corporation for Air Navigation Services (COCESNA), established in 1999 the Central American Agency for Aeronautical Safety (ACSA), the first such sub-regional safety oversight entity in the world. Let me add the groundbreaking effort currently undertaken by the Caribbean Island States with regard to the establishment of a Regional Response Mechanism for Mass Casualty Incidents. This Mechanism is of vital importance to most Caribbean States and Territories that do not have the resources to cope effectively with accidents involving mass casualties and that need the assistance of their neighbouring States. These are but a few of the examples of increasing cooperation between members of the Caribbean Region.

ICAO Air Transport and Air Navigation Conferences

Over the next months, you will also be called upon to extend that spirit of cooperation to the international arena. In March 2003, the ICAO Fifth Worldwide Air Transport Conference: Challenges and Opportunities of Liberalization, will look at developing a framework for the progressive liberalization of international air transport. The Conference will include discussion on safeguards to ensure fair competition, safety and security, while addressing measures for the effective and sustained participation of developing countries. What we need to realize is that the liberalization movement is irreversible, even if it is a gradual process. In the world today, the majority of ICAO Contracting States are now formally committed to some form of liberalization of the regulation of international air services, either bilaterally or through sub-regional and regional agreements. There is no question that liberalization is here to stay. Each State has to decide on how best to integrate the ongoing global process of liberalization.

Later in 2003, ICAO will hold the Eleventh Air Navigation Conference to discuss subjects in the fields of air traffic management, communications, navigation, surveillance, and related operational issues. The conference should provide a clear strategy which will allow us to take the next steps in the evolution of communications, navigation, surveillance and air traffic management (CNS/ ATM) systems. We hope to come away from the conference with a common vision of the future of global air traffic management. The meeting will provide a road map for the international civil aviation community to move towards its ultimate goal of a coherent, integrated and global air traffic management system that meets the agreed safety, security and performance targets. Many outstanding technical issues will also be addressed, such as the need for appropriate back-up systems to allow the global navigation satellite system (GNSS) to support all phases of flight.

You have already received State letters from ICAO on these two conferences and I urge you to attend and take an active part in these meetings that will shape the regulatory and operational landscape of air transport for years to come.

Conclusion

As I reflect on the first sighting of Christopher Columbus of the Cayman Islands, it seems to me that he brought two important gifts. One was a passageway to the outside world and the second was a spirit of adventure and of discovery that can inspire us as we address the aviation challenges of the 21st century.

**OPENING SPEECH BY
HONOURABLE GILBERT A. MCLEAN
MINISTER OF HEALTH, DISTRICT ADMINISTRATION & AGRICULTURE WITH
RESPONSIBILITY FOR AVIATION**

- Dr. Assad Kotaite – President of the Council of the International Civil Aviation Organization
- Mr. Raymond Ybarra – Director of the North American, Central American and Caribbean ICAO Regional Office
- Directors of Civil Aviation of the Caribbean Region
- Other Distinguished Delegates
- Ladies and Gentlemen

Like all the other Island States/Territories in the Caribbean Region, air transport is key to the financial and social development of the Cayman Islands and to its continued prosperity and quality of life.

50 years ago, the Cayman Islands embarked on a mission to develop the infrastructure necessary for safe and reliable international air transport with the construction of what is now the Owen Roberts International Airport. Prior to that time, air transport was conducted with amphibious aircraft landing in the waters surrounding the islands. During that era, there were many inconsistencies in service due to frequent hazardous weather conditions. On numerous occasions air mail was delivered by dropping the bags from the aircraft as it flew overhead because it was unable to land. It soon became obvious that steps had to be taken to enhance the safety and reliability of air transport operations and thus began our airports' development programme.

The foresight for such development in these islands that were then described as “the islands that time forgot” portrays the pioneering spirit of the people of the Cayman Islands. Today we have fifteen international airlines providing scheduled air service from eighteen destinations and bringing over three hundred thousand visitors annually to our islands.

As a territory in the Caribbean Region, the Cayman Islands is committed to participating in the development of safe and efficient aviation throughout the region. We are therefore honored for the opportunity to host this very important First Meeting of Directors of Civil Aviation of the Caribbean Region. We are also grateful to the International Civil Aviation Organization (ICAO) for having the confidence in us to facilitate this gathering.

I would like to take this opportunity to express sincere gratitude and appreciation to the North American Central American and Caribbean (NACC) ICAO Regional Office in Mexico City for the relationship that they have developed with the region's Aviation Authorities to ensure that information necessary for compliance with international standards and recommended practices is readily available. As a result of their expert vigilance and concern for the region's aviation developments, territories that are often in need of guidance, are continually provided with the information and advice necessary to enhance their aviation operations. We are especially grateful to Mr. Raymond Ybarra as Director of that Office, not only for his expertise, but also for the commitment he has demonstrated towards maintaining excellent working relationships with the Directors of Civil Aviation of the Region.

The attendance today is testament to the importance of this meeting. Although our territories each have their own unique qualities throughout the Caribbean, many common issues bind us. It is therefore timely that as a region we come together to share our knowledge, experiences and resources so that this region can be proud not only for its natural beauty but also its ability to maintain those standards as established by the International Civil Aviation Organization.

I note from the agenda the many important topics to be discussed. Not the least of these is human resource planning and training. This is an area without which our entire aviation infrastructure would not survive. We must therefore ensure that our people are given every opportunity to receive the necessary training for us to succeed in our efforts.

The ICAO Universal Safety Oversight Programme has highlighted the need for co-operation between regional regulatory authorities. Qualified aviation inspectors are resources which are not always readily available and are also very costly. It will serve the region well to pool this expertise to ensure that States/Territories are well served in maintaining their obligations with respect to the ICAO Standards and Recommended Practices. In this regard, the newly formed association of Civil Aviation Authorities of the Caribbean (ACAAC) should be given the support necessary for it to succeed. This support should not only come from the governments of the respective States/Territories, but also from bodies such as the International Airline Pilots Association (IFALPA) and the International Federation of Air Traffic Controller's Association (IFATCA) as we are all beneficiaries of this effort.

Since the terrible terrorist attacks in the United States last year, aviation security has been elevated to previously unimaginable levels. The fear and apprehension instilled in many travelers has severely impacted their desire to fly. As we know, this in turn has caused major financial losses for the airlines, and also to the economy of the region. The war on terrorism must be tackled on every front, and in particular from the aviation front as this has been their most prominent target. It is imperative that the aviation community throughout the region, and indeed the world, rally together to share intelligence and provide assistance where necessary to thwart these acts. We know that providing the resources for adequate training and equipment is very costly and in some cases the equipment is simply unaffordable. In this regard, I will take this opportunity to thank the United Kingdom for the support and assistance to its territories in the Region.

ICAO is to be commended for its efforts in establishing a global aviation war risk insurance scheme. Last year September the commercial insurance underwriters withdrew this coverage leaving airlines, airports and other aviation support services totally exposed. While the governments of the larger states intervened to guarantee coverage for their aviation entities, States and Territories who could not afford to do so were left to make the decision of either suspending their aviation operations, which would be like committing suicide, or take the risk of operating without the cover. Even now that some cover is being made available to airports, it comes at an exorbitant cost with reduced benefits. It is appalling and unacceptable for the international aviation community to be held hostage by these commercial underwriters. I am aware that there are those States that have a preference to return to the commercial market. This however, will be at the expense of denying their territories the opportunity of participating in this scheme. I appeal to those States to reconsider their position. Let us give this initiative a chance of succeeding.

In closing, let me say how honoured we are to have Dr. Assad Kotaite present at this Meeting. Dr. Kotaite has been an eminence of the international aviation community for many years. This is evidenced by the extended period that he has held the position of President of the Council. I hope that this meeting will be another memorable milestone in his career.

Ladies and gentlemen, I welcome you and hope that you will have a successful and productive meeting, and that you will enjoy our beautiful island and warm hospitality. Thank you. I now declare this meeting open.

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No.	Agenda Item	Title	Date	Presented by
IP/29	4.1	ATM Developments Runway Incursion Prevention Programme (RIPP)	09/09/02	IATA
IP/30	9	Other Business Western Hemisphere Transport Initiative Group of Experts on Aviation Safety, Security and Assistance	09/10/02	Jamaica

PRESENTATIONS

2	Presentation by the Central American Safety Oversight Agency (ACSA)	ACSA
2	Presentation by the Association of Civil Aviation Authorities of the Caribbean (ACAAC)	ACAAC
5	Presentation by the Central American Aeronautical Training Institute (ICCAE)	ICCAE

Agenda Item 1: GREPECAS and Sub regional Working Group Conclusions***Implementation of the CAR/SAM Regional and CAR Subregional Meetings Recommendations/Conclusions/Decisions***

1.1 The Meeting agreed on the need for developing air navigation systems, meeting civil aviation needs with regard to the increase in air traffic, and to enhance aeronautical safety, and took note of the need to comply with Recommendations/Conclusions of regional planning and implementation bodies through the attention, coordination and cooperation of States/Territories/International Organizations. Likewise, the Meeting reviewed an executive summary of the Recommendations/Conclusions/Decisions of the CAR/SAM Regional and CAR Subregional meetings organized to deal with air navigation areas, AGA, AIS/MAP, ATM, CNS, MET and MCI/SAR, shown in the **Appendix** to this part of the Report. It also agreed that items contained in the abovementioned executive summary constitute main guidelines for the CAR Region. The Meeting also noted that other conclusions/recommendations of the aforementioned bodies that are not referred to in the Appendix also need attention and implementation.

1.2 Based on the above considerations, the following Conclusion was agreed:

**CONCLUSION 1/1 SUPPORT FOR THE IMPLEMENTATION OF
RECOMMENDATIONS / CONCLUSIONS / DECISIONS OF
CAR/SAM REGIONAL AND CAR SUBREGIONAL MEETINGS**

That CAR States/Territories/International Organizations, with a view to developing air navigation systems, meeting civil aviation needs and increasing the efficiency and safety of air navigation:

- a) optimize the support and attention to the implementation of Recommendations/Conclusions/Decisions of the CAR/SAM Regional and CAR Subregional Meetings regarding AGA, AIS/MAP, ATM, CNS, MET and MCI/SAR fields;
- b) consider the issues included in the Appendix to this part of the report as the main working guidelines; and
- c) establish the appropriate coordination and bilateral or multilateral cooperation agreements for the purposes expressed in the items above.

Follow-up and implementation mechanism of the Recommendations/Conclusions/Decisions of the Regional CAR/SAM y CAR Subregional Meetings

1.3 The Meeting, when reviewing the existing follow-up and implementation mechanism in the CAR Region, and bearing in mind the experience of this first meeting of Directors of Civil Aviation of this Region, with the purpose of optimizing and rationalizing the aforementioned mechanism, formulated the following Conclusion:

CONCLUSION 1/2

WORKING MECHANISM FOR THE FOLLOW-UP AND IMPLEMENTATION OF THE ANP AND THE RECOMMENDATIONS/CONCLUSIONS OF THE REGIONAL CAR/SAM MEETINGS

That,

- a) the existing mechanism in the CAR Region, consisting of working groups and civil aviation authorities meetings of the Central Caribbean, Eastern Caribbean and Central America subregions be retained in order to deal with particular issues of each one of these subregions, with the periodicity and length deemed necessary; and
- b) Civil Aviation Authorities meetings of all the CAR Region be held every two or three years.

Improvement of the participation of States/Territories/International Organizations in the work of GREPECAS and in the Subregional Bodies

1.4 The Meeting analyzed the need and agreed on actions to improve the participation and support of the staff of the States/Territories/International Organizations of the CAR Region in the work of GREPECAS and in its contributory bodies, as well as in Subregional implementation bodies of the CAR Region taking into account human and financial resource limitations.

1.5 As a result of this analysis, the Meeting agreed that for developing this task it was necessary that the following main factors and actions be taken into account:

- a) optimize and rationalize the regional and subregional follow-up and implementation mechanism;
- b) based on this rationalized mechanism, to assign available resources in order to support the work of groups, not excluding task forces, in view that these small groups enable the development of specific tasks;
- c) use of suitable software as efficient working tools;
- d) use of E-mail and Internet to coordinate the development of the tasks;

- e) minimize the number of meetings of each body, but convening the essential meetings; and
- f) deal with general CAR Region matters during CAR Regional meetings; the specific subregional matters would be dealt with at Subregional meetings as required.

1.6 Based on the considerations expressed in the paragraph above, the Meeting agreed on the following Conclusion:

CONCLUSION 1/3

ENHANCEMENT OF SUPPORT BY STATES / TERRITORIES / INTERNATIONAL ORGANIZATIONS TO THE WORK CARRIED OUT BY CAR/SAM REGIONAL AND CAR SUBREGIONAL BODIES

That the States/Territories/International Organizations, in order to improve the work developed by the regional and subregional CAR bodies, bearing in mind the resource limitations, consider,

- a) nominating experts to develop tasks assigned to the different groups, granting them sufficient support and resources to carry out the work; and
- b) optimizing the working methods and coordination using suitable software and electronic communication means.

Executive Summary of the Recommendations/Conclusions/Decisions of the CAR/SAM Regional and CAR Subregional Meetings

ITEM	AREA	MATTER/STATUS AND OBJECTIVE	REFERENCE RECOMMENDATIONS/CONCLUSIONS/DECISIONS							
			CAR/SAM		CAR					
			CAR/SAM/3 RAN	GREPECAS	C/CAR			E/CAR		CAM
					C/CAR/WG	C/CAR/DCA	MEVA	E/CAR/WG	E/CAR/DCA	
1	2	3	4	5	6	7	8	9	10	11
1	GEN									
1.1		Solution to air navigation services deficiencies The review and update of existing deficiencies in the AGA, AIS/MAP, ATM, CNS, MET and SAR fields is kept, urging the States/International Organizations to make every effort in order to solve them.	4/1 13/19	10/59 10/60	1/4 1/9 1/20 1/30 2/8 2/19	5/3 5/8 5/22 5/32		24/21 25/9 25/10 25/21 25/32	16/14 17/7	85/6
1.2		Implementation of the requirements established in the CAR/SAM ANP FASID The follow-up to the implementation of the requirements established in the FASID on the air navigation fields AGA, AIS/MAP, ATM, CNS, MET and SAR, as well as the relevant amendments is needed.	7/9, 7/8 8/1, 8/2 8/4, 9/2 9/13, 9/21 10/2 11/3	9/15 10/5 10/21 10/31 10/41	1/18 1/19 1/29 2/7	5/16 5/21				88/12
2	AGA									
2.1		Aerodrome Certification States were urged to implement aerodrome certification in order to comply with the new SARPs no later than 27 November 2003.		10/44 10/45 10/46	1/5 2/18	5/4			16/16	88/2
2.2		Aerodrome Maintenance Programmes States were urged to ensure that the aerodromes operators implement and keep aerodrome maintenance programmes in order to contribute with aircraft operations safety in runways, taxiways and aprons.	4/13	10/43						

Executive Summary of the Recommendations/Conclusions/Decisions of the CAR/SAM Regional and CAR Subregional Meetings

ITEM	AREA	MATTER/STATUS AND OBJECTIVE	REFERENCE RECOMMENDATIONS/CONCLUSIONS/DECISIONS							
			CAR/SAM		CAR					
			CAR/SAM/3 RAN	GREPECAS	C/CAR			E/CAR		CAM
					C/CAR/WG	C/CAR/DCA	MEVA	E/CAR/WG	E/CAR/DCA	
1	2	3	4	5	6	7	8	9	10	11
2.3		Bird Hazard National and Regional Committees States were urged to establish and keep Bird Hazard National Committees. It is also intended to establish a CAR/SAM Regional Bird Hazard Prevention Committee to deal with the relevant regional problems.	4/10	10/48		4/7				85/7
2.4		Runway Incursions. States were urged to gather and compile reports on aerodromes operators, air traffic services and aircraft operators runway incursions incidents in order to analyze and prevent their negative impact on operational safety.		10/47					16/17	
3	AIS/MAP									
3.1		Aeronautical Information Services and Aeronautical Charts Automation States/International Organizations of the CAR Region have been urged to implement an Integrated AIS/MAP Automated System in order to meet the operational requirements of the CNS/ATM Systems through the transition of the current AIS manual systems towards a totally automated and integrated AIS/MAP environment, which design is based on common procedures and standardized formats, especially AIS/MAP Data Bases Systems.	12/7	8/5 10/51 10/54	1/8 2/16	4/13 5/7		22/5 23/11 26/7 26/8		85/15 88/6
3.2		Implementation of AIS/MAP Quality System States/International Organizations of the CAR Region were urged to implement as soon as possible an AIS/MAP Quality System, so that the system allows quality assurance of the Aeronautical Information/Data for Global Air Navigation in order to provide AIS/MAP services with a high quality level of its products.	12/1		1/8	4/14 5/7		26/7		85/16 88/8

Executive Summary of the Recommendations/Conclusions/Decisions of the CAR/SAM Regional and CAR Subregional Meetings

ITEM	AREA	MATTER/STATUS AND OBJECTIVE	REFERENCE RECOMMENDATIONS/CONCLUSIONS/DECISIONS							
			CAR/SAM		CAR					
			CAR/SAM/3 RAN	GREPECAS	C/CAR			E/CAR		CAM
					C/CAR/WG	C/CAR/DCA	MEVA	E/CAR/WG	E/CAR/DCA	
1	2	3	4	5	6	7	8	9	10	11
3.3		Total implementation of WGS-84 In the CAR Region, the lack of total implementation of WGS-84, as a Common Geodetic Reference for Global Air Navigation, affects the development of strategies for the progressive introduction of requirements concerning the implementation of Area Navigation (RNAV) as part of the future implementation of the Global Navigation Satellite System (GNSS) and the Regional CNS/ATM Transition Plan among others.	12/6	10/49 10/55 10/56 10/57	1/7 2/17	4/16 5/6		22/7 24/24 25/20 26/10	16/9	85/17 86/1 86/2 86/4 87/3 88/4 88/5
4	ATM									
4.1		Implementation of RNAV Routes States/International Organizations have been urged to continue the implementation of RNAV routes affecting the CAR Region. This implementation would require an amendment to the CAR/SAM ANP Volume I, Basic (Doc 8733), which has been suggested through GREPECAS.	5/15 5/16 5/22 5/23	8/10 8/11 10/10	1/10	4/9 5/9		24/27 24/28 25/1		88/10
4.2		Implementation of Required Navigation Performance (RNP) States/International Organizations have also been urged to implement RNP.	5/23 10/17	8/32 10/13 10/14						
4.3		Implementation of Reduced Vertical Separation Minimum of 300 mts (1000ft) GREPECAS has urged the States/Territories and COCESNA to implement RVSM in the respective Flight Information Regions through an implementation programme by steps, and using an implementation framework adopted by GREPECAS/10.	5/27 5/28 5/29 5/31	8/14 10/11 10/13 10/14	2/2			25/6 26/5		
4.4		ATS Contingency Plans GREPECAS has urged the States/Territories/International Organizations to review the contingency plans among adjacent ATS units developed for the Y2K rollover and to adopt them for any event that might affect the provision of ATS and related services.		10/8	2/4	4/8		20/2 20/3 24/4 25/3 26/4		85/8 87/8

Executive Summary of the Recommendations/Conclusions/Decisions of the CAR/SAM Regional and CAR Subregional Meetings

ITEM	AREA	MATTER/STATUS AND OBJECTIVE	REFERENCE RECOMMENDATIONS/CONCLUSIONS/DECISIONS							
			CAR/SAM		CAR					
			CAR/SAM/3 RAN	GREPECAS	C/CAR			E/CAR		CAM
					C/CAR/WG	C/CAR/DCA	MEVA	E/CAR/WG	E/CAR/DCA	
1	2	3	4	5	6	7	8	9	10	11
4.5		ATS Quality Assurance Programmes GREPECAS has urged the States/Territories/International Organizations to use the "CAR/SAM Regional Guidance Material for Air Traffic Services Quality Assurance Programmes" adopted by GREPECAS/10.	5/37 5/38	10/18 10/58	2/5			25/6 26/5		84/6 88/3
4.6		Civil/Military coordination and interception of civil aircraft The CAR/SAM/3 RAN urged the States to establish appropriate civil/military coordination bodies to ensure the coordination of the decisions regarding civil and military problems on airspace management, air traffic control and measures to prevent the unnecessary interception of civil aircraft.	5/6 5/7 5/8 5/11 5/12		1/17	5/15				
5	CNS									
5.1		Support to ICAO position at the ITU's WRC-2003. Support ICAO position at the ITU's WRC-2003 to defend the interests and needs of radio frequency spectrum for civil aviation.		9/1 9/2 10/19	2/6	5/29				88/11
5.2		Development and interconnectivity of regional digital networks. It is intended to complete the implementation and management of regional networks CAMSAT, E/CAR and MEVA of the CAR Region, to attain the interconnectivity with South American REDDIG network in order to achieve the complete implementation and improvement of the required AFS circuits and to facilitate the backbone support for the implementation of ATN.	9/1 13/29 13/30	10/2 10/25 10/26 10/27 10/28			8/13 8/14 8/15	23/19 23/20 24/11 25/11 25/12 25/13 26/11 26/12	16/12 17/4	

Executive Summary of the Recommendations/Conclusions/Decisions of the CAR/SAM Regional and CAR Subregional Meetings

ITEM	AREA	MATTER/STATUS AND OBJECTIVE	REFERENCE RECOMMENDATIONS/CONCLUSIONS/DECISIONS							
			CAR/SAM		CAR					
			CAR/SAM/3 RAN	GREPECAS	C/CAR			E/CAR		CAM
					C/CAR/WG	C/CAR/DCA	MEVA	E/CAR/WG	E/CAR/DCA	
1	2	3	4	5	6	7	8	9	10	11
5.3		Improvement of and compliance with the required VHF/HF AMS coverage. It is required to complete and improve VHF and HF air-ground communications coverage, especially by continuing the implementation and improvement of VHF and HF stations to serve Curacao, Kingston, Piarco and CENAMER FIRs.	9/21 10/2 10/6	10/29	1/21 1/22 1/23 2/9 2/10	5/17				88/15
5.4		Transition from AFTN to ATN. Implementation of ATN ground portion. Most circuits and AFTN Centres have been implemented in accordance with the requirements established in the CAR/SAM ANP. It is necessary to improve the circuits and AFTN centres pending and to continue the transition and the development for the implementation of the ground portion of ATN.	9/2 9/3 9/4 9/5 9/6 9/13	10/20 10/21 10/22 10/23 10/24	1/24 2/11	5/18	7/6 7/9 8/6 8/8 8/9	25/14		88/16
5.5		GNSS Implementation. States/International Organizations pretend to continue actions towards GNSS planning and implementation in the Region. Among these actions, it is necessary to update and publish national legislations/regulations authorizing the use of GNSS.	10/1 10/2 10/6	10/32	1/25 1/26 2/12	5/19		25/15 25/11		88/17 88/18
5.6		Radar data exchange. It is intended to develop radar data sharing among ATC units in order to improve radar service. States/International Organizations are urged to consider the initial regional guidelines on radar data sharing developed by GREPECAS.	11/4 11/5	10/33	1/27 1/28 2/13 2/14	4/11 5/20		24/13 24/14 25/16 26/13		84/5 85/14 88/19

Executive Summary of the Recommendations/Conclusions/Decisions of the CAR/SAM Regional and CAR Subregional Meetings

ITEM	AREA	MATTER/STATUS AND OBJECTIVE	REFERENCE RECOMMENDATIONS/CONCLUSIONS/DECISIONS							
			CAR/SAM		CAR					
			CAR/SAM/3 RAN	GREPECAS	C/CAR			E/CAR		CAM
					C/CAR/WG	C/CAR/DCA	MEVA	E/CAR/WG	E/CAR/DCA	
1	2	3	4	5	6	7	8	9	10	11
6	MET									
6.1		Significant Weather Charts (medium level) (SWM) for the CAR/SAM Regions In view that there are no significant weather charts medium level requirements, Washington WAFC will not produce SWM maps for limited zones of the CAR/SAM Regions.		10/34						
6.2		Maintenance of WAFS equipments and systems That States acquire a new workstation considering the technical functional specifications in accordance with the information provided by Washington WAFC. That a maintenance service contract be obtained in order to support the operation of the workstation of the WAFS.		10/35						
6.3		Communication problems regarding OPMET information exchange The COM/MET SIP Phase I (Central America and Mexico) detected communication problems, there are also some problems affecting OPMET information exchange in the rest of the CAR Region. In order to solve these problems, the adoption of relevant actions by States/Territories/International Organizations is required.	8/3	9/5 9/6 10/36	1/33	5/25				
6.4		COM/MET Special Implementation Project (SIP) As a result of the actions carried out by the NACC Regional Office and the Air Navigation Commission, ICAO Council also approved the communications/aeronautical meteorology special implementation project (COM/MET SIP) for the CAR Region, comprising Central and Eastern Caribbean, which will be held as at end September 2002.		9/7 10/37						

Executive Summary of the Recommendations/Conclusions/Decisions of the CAR/SAM Regional and CAR Subregional Meetings

ITEM	AREA	MATTER/STATUS AND OBJECTIVE	REFERENCE RECOMMENDATIONS/CONCLUSIONS/DECISIONS							
			CAR/SAM		CAR					
			CAR/SAM/3 RAN	GREPECAS	C/CAR			E/CAR		CAM
					C/CAR/WG	C/CAR/DCA	MEVA	E/CAR/WG	E/CAR/DCA	
1	2	3	4	5	6	7	8	9	10	11
6	MCI/SAR									
6.1		Regional Response Plan to Mass Casualty Civil Aviation Incidents. States have agreed upon actions to develop a Response Plan for Mass Casualties Incidents in the Caribbean.				4/12 5/31			16/18 17/3	
6.2		Search and Rescue (SAR) Agreements among States States/Territories/International Organizations have been requested to develop a SAR Plan for the CAR Region including the necessary procedures and resources for effective SAR services provision.	6/3 6/4 6/5 6/7 6/8 6/11 6/12			3/14 5/30			16/3 17/1 17/2	

Agenda Item 2: Safety Oversight

2.1 The Secretariat presented WP/04, which provided background information on the ICAO Global Aviation Safety Plan (GASP), the ICAO Universal Safety Oversight Audit Programme (USOAP), and related ICAO regional activities including ICAO Technical Cooperation Project RLA/99/901 and several educational events.

2.2 COCESNA made a presentation on ACSA, the Central American Aeronautical Safety Agency. ACSA includes COCESNA member States Belize, Costa Rica, El Salvador, Guatemala, Honduras, and Nicaragua. ACSA currently provides oversight of Annexes 1, 6 and 8 but plans to expand to include Annexes 11 and 14.

2.3 ACAAC, the CARICOM Association of Civil Aviation Authorities of the Caribbean, made a presentation on RASOS, the Regional Aviation Safety Oversight System for the Caribbean Region. RASOS includes Barbados, Belize, Guyana, Haiti, Jamaica, Suriname, Trinidad and Tobago and OECS States (Antigua and Barbuda, Dominica, Grenada, Montserrat, St. Kitts and Nevis, St. Lucia and St. Vincent and the Grenadines).

2.4 The Meeting noted the success of ACSA and discussed how RASOS could benefit from cooperation and therefore adopted the following conclusion:

CONCLUSION 1/4 REGIONAL SAFETY OVERSIGHT COOPERATION

That ACSA cooperate with RASOS so that it may benefit from ACSA's achievements as a regional safety oversight agency.

2.5 The United Kingdom presented WP/18, which outlined the actions being taken by the UK to improve its oversight of civil aviation in its Overseas Territories. UK plans to establish a subsidiary company of the UKCAA to provide oversight in the Overseas Territories. The Company will have its headquarters in the UK but will have an office in the Caribbean to cover the Territories in the Region, namely Anguilla, British Virgin Islands, Cayman Islands, Montserrat and Turks and Caicos Islands. The Caribbean office will also seek to co-operate with the regional regulatory bodies for the region. The Meeting discussed that it would be beneficial for the UK to refer to the regulations used in the Caribbean in deciding which it would apply for the Territories and therefore adopted the following conclusion:

CONCLUSION 1/5 SAFETY OVERSIGHT IN UNITED KINGDOM OVERSEAS TERRITORIES

That the United Kingdom refer to, review and consider regulations adopted in the Caribbean in the selection of regulations to be adopted for the safety oversight in its Overseas Territories.

2.6 The United States presented IP/06 which summarized the necessary approvals and authorizations that must be issued by Civil Aviation Authorities in relation to oversight of their air carriers in relation to special operations such as Cat II/III, RVSM, LAHSO, MNPS and RNP operations in accordance with ICAO provisions, as well as the related U.S. requirements for these same operations by foreign carriers in U.S. airspace.

2.7 The United States presented IP/08, which provided a review of the requirements contained in the new repair station rule (14 CFR 145) that becomes effective on April 6, 2003.

2.8 The United States presented IP/09, which provided a description of two proposed amendments to ICAO Annex 6, Part I developed by the Federal Aviation Administration. The two subject areas addressed in these proposals are the safety oversight obligations of States of Operator/Registry and methods of control and supervision of flight operations.

2.9 IATA presented IP/28, which summarized the objectives and accomplishments of the Pan American Aviation Safety Team (PAAST).

2.10 The Meeting concluded the discussions on safety oversight adopting the following conclusion:

CONCLUSION 1/6 SAFETY OVERSIGHT

That States,

- a) continue to actively support, contribute to and participate in regional safety oversight programmes and activities; and
- b) prepare for the ICAO USOAP audits of Annexes 11, 13 and 14.

Agenda Item 3: ICAO Council Representation

3.1 The Meeting held a closed session with the participation of the delegates of the following Caribbean Island States: Bahamas, Barbados, Cuba, Dominican Republic, Haiti, Jamaica, Saint Kitts and Nevis, Trinidad and Tobago and ICAO.

3.2 The Meeting noted the proposal presented by the delegate of Cuba on a rotational mechanism for the representation of the Caribbean Island States before the Council of ICAO and the information provided by the President of the ICAO Council, at the request of the delegate from Trinidad and Tobago, on the way that the Council is formed and the importance of having a cooperative spirit that allows a rotational agreement ensuring the present representation of the Caribbean on the ICAO Council.

3.3 After a lengthy discussion where diverse views were expressed by the delegates of Barbados, Cuba, Jamaica, Trinidad and Tobago and OECS on the working paper presented by Cuba, the Meeting considered that a rotational scheme for the Caribbean Island States should be supported, and fine-tuned in a meeting to be held in Jamaica in January 2003, at a date to be informed by Jamaica. The Caribbean Island States would be invited to this meeting to continue finalizing details in order to achieve a rotational agreement and thus ensure the seat of the Caribbean on the ICAO Council.

3.4 Based on the above, the following conclusion was formulated:

**CONCLUSION 1/7 REPRESENTATION OF THE CARIBBEAN ISLAND STATES
BEFORE THE ICAO COUNCIL**

That the Caribbean Island States agree to establishing a rotational scheme to ensure the continuity of the seat of the Caribbean on the ICAO Council, and in order to finalize the details of this rotational scheme, they will meet in Jamaica in January 2003 at a date to be informed by Jamaica.

Agenda Item 4: Air Navigation**4.1 ATM Developments***ATS Quality Assurance*

4.1.1 The Meeting noted the information presented by the Secretariat on the background and the activities developed in the CAR Region since 1997 concerning the ATS Quality Assurance programmes, including recommendations by the CAR/SAM/3 Regional Air Navigation Meeting, Seminars, Workshops, ATM evaluation meetings and guidance material on ATS Quality Assurance Programmes (www.icao.int/nacc) for the CAR/SAM Regions.

4.1.2 The Meeting also noted the work carried out by Cuba to implement an ATS Quality Assurance system taking as a reference the CAR/SAM Regional Guidance Material for ATS quality assurance programmes and the quality management system under standard ISO 9001/2000.

4.1.3 The Meeting was of the opinion that ATS quality assurance programmes would allow the CAR Region civil aviation authorities to minimize ATS incidents and at the same time improve the quality of air traffic services rendered. To this end, it was considered necessary that all the States/Territories/ATS Services Providers should implement ATS quality assurance programmes in their ATS units no later than December 2003.

4.1.4 Based on the above, the Meeting formulated the following Conclusion:

CONCLUSION 1/8 ATS QUALITY ASSURANCE PROGRAMME

That the States/Territories/ATS Service Providers of the CAR Region:

- a) based on the guidance material for ATS quality assurance programmes approved by the CAR/SAM Regional Planning and Implementation Group (GREPECAS), implement ATS quality assurance programmes at their ATS units not later than **December 2003**, designating the individual responsible who will also be the focal point and coordinator of the aforementioned programmes;
- b) inform the ICAO NACC Regional Office on the designation; and
- c) participate actively at all events that seek to disseminate, provide training in, and implement ATS quality assurance programmes.

Extension of the ICAO Universal Safety Oversight Audit Programme (USOAP) to Annex 11 – Air Traffic Services

4.1.5 The Meeting was informed on ATM evaluations carried out in the CAR Region by the NACC Office since 1997 that have provided information on the status of ATS Services supplied by the different States/Territories/ATS service providers and the level of familiarization of ATS staff with the ATM evaluation methodology of the CAR/SAM Guidance Material on ATS Quality Assurance Programmes. These evaluations have served as a transition to the USOAP audits to Annex 11, Air Traffic Services that will be conducted by ICAO in 2004 as approved by the ICAO Assembly in its session (Montreal 25 September-5 October 2001) through Resolution A33-8.

Runway Safety/Runway Incursions

4.1.6 The Meeting was informed on the NAM/CAR/SAM Runway Safety/Runway Incursions Conference (English/Spanish), organized by the ICAO NACC Office, to be held in Mexico City from 22 to 25 October 2002 with the support of the Dirección General de Aeronáutica Civil (DGAC Mexico), Aeropuertos y Servicios Auxiliares (ASA) and Servicios a la Navegación Aérea en el Espacio Aéreo Mexicano (SENEAM). The purpose of this Conference is to promote awareness on this important subject on aircraft operations safety under the ICAO Global Aviation Safety Plan (GASP) objectives.

4.1.7 Taking into account the importance of this event to provide valuable information on Runway Safety/Runway Incursions to the States, International Organizations, Operators, Airport Authorities and users in the NAM/CAR/SAM regions, the Meeting decided to formulate the following Conclusion:

**CONCLUSION 1/9 NAM/CAR/SAM CONFERENCE ON RUNWAY
SAFETY/RUNWAY INCURSIONS**

Administrations of the CAR Region are urged to attend the NAM/CAR/SAM Conference on Runway Safety/Runway Incursions that will be held in Mexico City from 22 to 25 October 2002.

4.1.8 The Meeting was informed by IATA on the Runway Incursion Prevention Program (RIPP) prepared by the Pan American Aviation Safety Team (PAAST), FAA and IATA and that has been distributed not only in the CAR/SAM Regions, but also at a worldwide level.

4.1.9 IATA requested the administrations of the CAR Region to begin a process of documentation of runway incursion incidents, in order to analyze these incidents and thus prevent their occurrence in the airports of the Region. The subject of runway incursions is also being studied by the GREPECAS Aerodrome Subgroup.

Implementation of RNAV Routes and Required Navigation Performance (RNP)

4.1.10 The Meeting noted the pre-operational trials and demonstrations and RNAV routes implementation for bng-haul flights held in the CAR/SAM Regions, in accordance with the guidance emanating from the Third CAR/SAM RAN (CAR/SAM/3 RAN) Meeting (Buenos Aires, 1999), planned and implemented by the CAR/SAM Regional Planning and Implementation Group (GREPECAS) with the support of the Regional Project RLA/98/003

4.1.11 The CAR Region has benefited from this implementation process of RNAV routes, which has permitted the gradual introduction of CNS/ATM elements in the CAR/SAM Regions and the use of avionics already installed in aircraft, thus allowing users to obtain substantial flight time and fuel savings.

4.1.12 Users have provided information with regard to the benefits obtained that do not only refer to economic aspects, but also, more important, to improvements which have a direct impact on safety of air operations, such as: greater possibilities of obtaining optimum flight levels, flexible use of airspace, reduction of flight distances and times and improvement of some deficiencies in ground/air and ATS speech communications.

4.1.13 Despite successful RNAV route implementation, the co-ordination process has revealed factors that affect the process and that require that States implement national implementation programmes of RNAV routes and take into consideration the impact of the implementation of these routes on the airspace and the efficient provision of air traffic services.

4.1.14 Several delegates expressed concern on the need for integrated studies of the airspace in the CAR/SAM Regions in order to allow better use of RNAV and RNP implementation. This task has been already requested by GREPECAS to its ATM Committee. There was also concern on the impact that this implementation might have in terminal areas (TMAS) in assimilating the traffic that would result from these ATM improvements.

4.1.15 Based on the above, the Meeting decided to formulate the following conclusion:

**CONCLUSION 1/10 NATIONAL RNAV/RNP IMPLEMENTATION PROGRAMMES
FOR THE CAR REGION**

That civil aviation administrations in the Caribbean (CAR) Region develop, as soon as possible, national RNAV route and RNP implementation programmes that are consistent with the CAR/SAM regional RNAV route and RNP implementation programmes, allowing the study on the impact of the implementation of these routes and their RNP values on the airspace and air traffic services under their responsibility permitting the implementation of these elements in an integrated, harmonious and timely fashion in the CAR Region.

Reduced Vertical Separation Minimum (RVSM)

4.1.16 The Meeting was informed on the successful implementation of 1000-ft reduced vertical separation minimum (RVSM) between flight levels (FL) 290 and 410 in the North Atlantic airspace (NAT), Pacific, the WATRS area, the South Atlantic (SAT) EUR/SAM corridor, and in the European Region.

4.1.17 The Meeting was also informed on the RVSM implementation plans in the CAR/SAM Regions approved by GREPECAS/10 and the implementation foreseen by United States in its domestic airspace (NAM Region) for December 2004 in a single phase from FL 290 to FL 410. Harmonization is being carried out between the CAR/SAM Regions and NAM Region in order to avoid, as much as possible, dates and flight level differences between both regions. This work will be presented to the GREPECAS/11 Meeting to be held in Manaus, Brazil the first week of December 2002.

4.1.18 The Meeting deemed it appropriate that, in order to support the regional RVSM implementation process, States should establish national RVSM implementation programmes consistent with regional planning being carried out in the CAR/SAM Regions so that they may comply with different requirements such as regulations, safety oversight, procedure development, personnel training, quality assessment, development of handbooks and publications.

4.1.19 Users must assume the costs of inspection, modification and certification of their aircraft by aircraft type or group. The first important step is the approval process by aircraft by the aeronautical authority and operators.

4.1.20 The Meeting noted the information provided by United States on the current status of implementation of RVSM in the United States airspace as well as complementary information on the harmonization with the CAR/SAM Regions. United States RVSM information is available on the website: www.faa.gov/ats/ato/rvsm1.htm

4.1.21 Based on the above, the Meeting decided to formulate the following Conclusion:

**CONCLUSION 1/11 DEVELOPMENT OF A NATIONAL RVSM IMPLEMENTATION
PLAN IN THE STATES/TERRITORIES/COCESNA IN THE CAR
REGION**

The CAR States/Territories/COCESNA are urged to prepare, as soon as possible, a national plan for RVSM implementation within the framework of the CAR/SAM regional RVSM implementation programme that would consider the administrative, economic, institutional and technical/operational aspects required for its execution.

English Language in ATC

4.1.22 The Meeting was informed by the United States delegate on the work carried out to date by the ICAO Proficiency Requirements in Common English Study Group (PRICE SG) that have resulted in proposed amendments to Annexes 1, 6, 10 and 11 presented to ICAO Air Navigation Commission.

4.1.23 These proposals to the various ICAO Annexes include aspects such as English language availability at all the stations on the ground serving designated airports, and on the routes served by international air services, on request from any aircraft, (Amendment to Annex 10). As from 1 January 2008, the linguistic proficiency of flight crew, air traffic controllers and operators of aeronautical stations that must communicate in a language other than their mother or native tongue linguistic proficiency shall be formally evaluated at regular intervals in keeping with the individual demonstrated proficiency level (Amendment to Annex 1). Operators shall ensure that flight crew members demonstrate the ability to speak and understand the language used for aeronautical radiotelephony communications as specified in Annex 1 (Amendment to Annex 6). Air Traffic service providers shall ensure that air traffic controllers speak and understand the language used for radiotelephony, as specified in Annex 1 and, except when communications among air traffic control units are conducted in a mutually agreed language, the English language will be used for those communications (Amendment to Annex 11).

4.1.24 The Meeting was also made aware of other initiatives and studies carried out in the United States concerning the use of English in Air Traffic Services.

4.1.25 In view of the above, the Meeting decided to formulate the following Conclusion:

CONCLUSION 1/12 ENGLISH LANGUAGE IN ATC

That the Directors of Civil Aviation of the CAR Region support the initiatives carried out within ICAO by the Proficiency Requirements in Common English Study Group (PRICE SG) in relation to the proposals for amendments that will be made to Annexes 1, 6, 10 and 11.

4.2 CNS Developments

4.2.1 The Meeting agreed on the need to continue the work of CNS systems development as part of the ATM evolution. Additionally, it analyzed the work in each main CNS objective as follows:

a) **Support for the ICAO position at ITU'S WRC-2003**

4.2.2 The Meeting emphasized the need and great importance of supporting ICAO's position at the ITU's WRC-2003 in order to defend the interests and needs of the radio frequency spectrum for civil aviation. To this end, it is necessary to organize and optimize the coordination and support to the aforementioned position. In this regard, it was reminded that the NACC Office has requested States to nominate an expert in aeronautical telecommunications in charge of the coordination of actions with the spectrum management national authorities, as well as with ICAO CNS experts, and who will participate at the WRC-2003, supporting the ICAO position. Therefore, the Meeting urged States that have not yet done so, to inform their nomination as soon as possible.

4.2.3 The Meeting also urged the States to participate at the forthcoming Regional Coordination Meeting to support the ICAO position at the WRC-2003, to be held in Mexico City from 11 to 12 December 2002, as well as in the CITEL fora organized in order to facilitate better understanding of the ICAO position and to familiarize themselves with the aspects of management and protection of aeronautical frequencies.

4.2.4 Based on these considerations, the Meeting formulated the following Conclusion:

**CONCLUSION 1/13 OPTIMIZATION OF THE SUPPORT FOR THE ICAO POSITION
AT ITU'S WRC-2003**

That the Civil Aviation Administrations of the States of the CAR Region, with a view to supporting the ICAO position at ITU's WRC-2003,

- a) optimize the necessary coordination in order to participate in the delegations of their respective States at that Conference;
- b) that have not yet done so designate their expert in charge of the coordination for the preparation and participation at the WRC-2003; and
- c) make every effort so that the experts mentioned in the item above participate at the Regional Coordination Meeting, to be held in Mexico City from 11 to 12 December 2002, as well as at other fora organized to improve the comprehension of the ICAO position.

Communications

b) **Development and interconnectivity of Regional/Subregional Digital Networks**

4.2.5 The Meeting considered that efforts should be continued for the development and interconnectivity of regional/subregional digital networks of the CAR Region: CAMSAT, E/CAR and MEVA, as well as with the REDDIG network of the SAM Region, whose implementation is expected by March 2003, with a view to meeting AFS requirements, as well as to providing backbone support to ATN implementation.

c) **Improvement and compliance with VHF and HF AMS coverage**

4.2.6 With regard to VHF AMS communications coverage required in the Flight Information Regions (FIRs) of the CAR Region, the Meeting, taking into account GREPECAS Conclusion 10/29 dealing with deficiencies in lack of air-ground VHF coverage, reiterated that it is important to review, improve and complete the aforementioned coverage with regard to requirements established in FASID Table CNS 2A, bearing in mind that en-route VHF air-ground voice communications for area control purposes should cover, as much as possible, all the air routes controlled by the corresponding ATS unit, ensuring the ground signal intensity level established in Annex 10, Volume III, Part II, Chapter II, to provide a communications coverage as specified in Annex 11. Moreover, the Meeting noted that the lack of en-route air-ground VHF communications is considered a deficiency having a direct impact on safety, and thus, if there is no other communications means available, it requires immediate corrective measures. Therefore, the Meeting agreed to reiterate the need to urge States/Territories/International Organizations of the CAR Region to continue actions to proceed to a complete analysis on air-ground VHF communications coverage in FIRs of the CAR Region. In this regard, the Meeting was informed that Jamaica, Netherlands Antilles and COCESNA are implementing their respective plans in order to improve and complete VHF AMS coverage.

4.2.7 Concerning HF AMS communications coverage, the Meeting noted that Trinidad and Tobago is implementing an Action Plan in order to improve and complete HF coverage and ATC service through this communications means in the oceanic part of the Piarco FIR. The Meeting was also informed by the Director General of Civil Aviation Authority of Trinidad and Tobago that on 30 September 2002 it signed an agreement with ICAO CAPs for the acquisition of modern HF radiocommunications in order to solve the communications problems in the Piarco FIR.

d) **Transition from AFTN to ATN. Implementation of the ground portion of ATN**

4.2.8 The Meeting also noted that, in accordance with GREPECAS Conclusion 10/22 item b), the States/Territories/International Organizations, based on SARPs on ATN/AMHS, should establish as soon as possible, plans for the transition from AFTN to AMHS. Among the main actions, the following are deemed of great importance: technical staff training and the development of the suitable planning and implementation in accordance with GREPECAS guidelines.

Navigation

a) **GNSS implementation**

4.2.9 The Meeting noted that, in accordance with GREPECAS/10 Conclusion 10/32, the States/Territories/International Organizations should continue publishing and updating the legislations/regulations authorizing the use of GNSS in their respective airspace in terminal area and en-route. The status of publication in the CAR Region is included in **Appendix A** to this part of the Report.

*Surveillance***b) Radar data sharing**

4.2.10 The Meeting received information on the results of the Second Meeting of the ATM/CNS Subgroup held in Rio de Janeiro, Brazil, from 16 to 20 September 2002, which will be referred for consideration by GREPECAS. Among these aspects, the Meeting noted that it is necessary to update the surveillance plan concerning the CAR Region, especially on the implementation of the Primary Surveillance Radar (PSR), and Secondary Surveillance Radar (SSR).

4.2.11 Additionally, it was agreed that States/Territories/International Organizations should be urged to establish bilateral/multilateral agreements on planning and implementation of radar data exchange among ATS units, taking into account the “*Initial Regional Guidelines on Radar Data Sharing in the CAR/SAM Regions*” approved by GREPECAS/10 meeting through Conclusion 10/33, as well as the revised guidelines that are expected to be approved by GREPECAS soon.

4.2.12 Taking into account what was expressed in the paragraphs above, the Meeting formulated the following Conclusion:

**CONCLUSION 1/14 SUPPORT FOR THE CONTINUING DEVELOPMENT AND
IMPLEMENTATION OF THE CAR REGION CNS SYSTEMS**

That the States/Territories/International Organizations of the CAR Region continue supporting the development and implementation of CNS systems in the CAR Region in accordance with the Regional Air Navigation Plan, GREPECAS conclusions, SARPs and ICAO guidelines.

Co-operation agreements for the implementation of CNS/ATM systems

4.2.13 The Meeting noted several examples of co-operation undertaken in the CAR Region to develop air navigation facilities and agreed that, in order to contribute to the work of GREPECAS, it is necessary to urge the States/Territories/International Organizations of this Region to undertake more co-operation efforts to identify and study scenarios that may help achieve the implementation of CNS/ATM systems, increasing the airspace capacity, safety, efficiency and regularity of air navigation.

4.2.14 Bearing in mind what was expressed in the above paragraph, the Meeting formulated the following Conclusion:

CONCLUSION 1/15**SUPPORT FOR THE CONTINUING DEVELOPMENT AND IMPLEMENTATION OF CNS/ATM SYSTEMS IN THE CAR REGION**

States/Territories/International Organizations of the CAR Region are urged to identify and study the scenarios of this Region to help achieve the implementation of CNS/ATM systems in the CAR Region in order to be able to cope with the increase in air traffic and to increase safety, efficiency and regularity of air navigation, through international agreements and co-operation projects.

4.3 Aerodrome Developments

4.3.1 The Secretariat presented WP/09, which provided the Meeting with a status update on the implementation of the requirement for States to certify aerodromes with reference to the expansion of the ICAO Universal Safety Oversight Audit Programme (USOAP) to include aerodromes (Annex 14) audits. A status report on aerodrome certification implementation in the CAR Region based on information provided by States is included in **Appendix B** to this part of the Report. It was recommended that States continue to take advantage of the guidance and assistance available from ICAO and States in the Region to implement the new requirement for States to certify aerodromes by the deadline for applicability of the new standard in November 2003 and in preparation for the ICAO USOAP audits of aerodromes to commence in January 2004.

4.3.2 Cuba presented IP/10, which summarised the aerodrome operations certification process of the Institute of Civil Aviation of Cuba (IACC).

4.4 AIS Developments

4.4.1 The Meeting was informed on the different developments in AIS/MAP Automation, AIS/MAP Integrated Automated Systems, AIS/MAP Quality Control Systems and WGS-84 implementation in the CAR Region.

4.4.2 The Meeting recognized the importance that Civil Aviation Administrations of the CAR Region should give to the provision of adequate AIS/MAP Services to guarantee the required level of efficiency in air operations.

4.4.3 The Meeting took note that in Central America, Eastern and Central Caribbean several coordination meetings have been held aimed at supporting and fostering the establishment of an AIS/MAP integrated systems and their future evolution towards an AIS/MAP Database System.

4.4.4 The Meeting was also of the opinion that it was necessary to support measures being requested by ICAO to implement AIS/MAP Quality Control Systems in the CAR/SAM Regions. To this end, a number of specific actions, such as the development of guidance material and planning of Seminar/workshops (Spanish and English), on quality control for the years 2003 and 2004 have being put into practice.

4.4.5 The Meeting noted that States/Territories/International Organizations should take the most effective measures to achieve complete WGS-84 implementation in this region. Implementation is becoming urgent in light of the RNAV routes and RNP implementation projects are being carried out in the CAR/SAM Regions.

4.4.6 The Meeting took note of the different actions being promoted to achieve WGS-84 implementation at regional and global level, especially by GREPECAS.

4.4.7 Based on the above, the Meeting agreed to formulate the following conclusion in respect of AIS/MAP matters:

CONCLUSION 1/16 AIS DEVELOPMENTS

That, Civil Aviation Administrations in the CAR Region commit to taking the available measures to implement AIS/MAP Automation Systems, AIS/MAP Quality Control Systems and WGS-84 Implementation through Bilateral or Multilateral Co-operation Programmes of ICAO Technical Co-operation or of other International Organizations and in this manner, accomplish and follow-up implementation plans of these AIS/MAP matters.

4.4.8 The Meeting noted the information presented by COCESNA with regard to the progress made in Central America in AIS/MAP Automation matters, AIS/MAP Quality Assurance Systems, COCESNA AIS Quality Handbooks, WGS-84 implementation and publication of Central America AIP.

4.5 MET Developments

4.5.1 The Secretariat presented WP/11, which provided the Meeting an overview of the current status of WAFS and information on the direction and timetable provided by the ICAO WAFS Study Group for the transition to the final phase of WAFS. The final phase of the WAFS is envisaged as a system to deliver essential meteorological data to aviation users in an efficient and cost effective manner. This goal cannot be achieved without significant effort by ICAO, States, the WAFCs and WMO to ensure the provision of necessary workstations, software and training. In this regard, the Meeting adopted the following conclusion:

CONCLUSION 1/17 WAFS IMPLEMENTATION

That,

- a) States/Territories acquire a workstation and depiction software by November 2003;
- b) States/Territories undertake the corresponding training and, if required, take advantage of the training that will be provided by WMO and United States NOAA; and
- c) ICAO coordinate with WMO and United States NOAA the schedule of training and inform States/Territories accordingly.

4.5.2 The Secretariat presented WP/14 which provided the Meeting a progress report on the Communication/Meteorology Special Implementation Project (COM/MET SIP) for the Caribbean Region to identify and propose solutions for deficiencies related to the availability of OPMET information, as well as to provide assistance with the preparation and dissemination of SIGMET messages, especially those related to volcanic ash. The Meeting noted the outstanding activities and in this regard adopted the following conclusion:

CONCLUSION 1/18**CAR REGION COMMUNICATION/METEOROLOGY SPECIAL IMPLEMENTATION PROJECT**

That,

- a) States/Territories ensure that the COM/MET SIP recommendations are implemented, and
- b) ICAO coordinate an OPMET Implementation Meeting in mid-2003 for the Central and Eastern Caribbean States.

4.5.3 The Secretariat presented IP/3, which informed the Meeting that ICAO supports the GREPECAS proposal to implement a joint training project between ICAO and the World Meteorological Organization (WMO) to provide trained personnel in the aeronautical meteorological field required in most States in the CAR Region. The Meeting discussed the shortcomings in AERMET training in States and the need for greater support from the appropriate governmental entities to ensure this training is provided where required.

4.6 CAR Region Contingency Plan

4.6.1 The Meeting was informed that the CAR Region carried out ATS contingency planning for the Y2K event bringing the regional and even the global efforts into the preparation by States with the support of users and ICAO.

4.6.2 ICAO suggested, during several Meetings of Directors of the Central and Eastern Caribbean and Central America held during 2000 and 2001, the possibility of retaining all the ATS Contingency Planning preparation for the Y2K event and convert it into an updated Contingency Plan for the CAR Region. In this respect, the GREPECAS/10 Meeting through Conclusion 10/8 requested that States/Territories review their national ATS contingency plans prepared and coordinated for the Y2K problem and agree upon the most appropriate measures to adapt them to any event that might affect, either partially or totally the provision of ATS and supporting services; and that the ICAO Regional Offices contribute in achieving this purpose.

4.6.3 The Meeting considered appropriate that States/Territories/COCESNA of the CAR Region develop an ATS Contingency Plan for the Flight Information Region (FIR) of their responsibility, using as reference the model ATS contingency plan for FIRs and related services included as **Appendix C** to this part of the Report.

4.6.4 The Meeting was also informed on actions taken by ICAO Headquarters through the circulation of State Letter Ref. AN 13/35.1-02/57 dated 28 June 2002, informing of a proposal for amendment to Annexes 11 and 15 regarding air traffic contingency matters. These amendments would introduce a Standard to Annex 11, for States to develop and promulgate contingency plans for implementation in the event of disruption or potential disruption of air traffic services and/or related supporting services for international civil aircraft operations. For information only, the proposed amendments are envisaged for applicability from 27 November 2003.

4.6.5 The delegate from COCESNA informed the Meeting that a Contingency Plan for the Central America FIR was developed following GREPECAS and the Meeting of Directors of Central America and Panama guidelines to update the developed plan for the Y2K event. If requested, a copy of this Contingency Plan could be given to any State of the CAR Region.

4.6.6 Based on the above, the Meeting agreed to formulate the following conclusion:

**CONCLUSION 1/19 AGREEMENT ON ATS CONTINGENCY PLANS AND
SUPPORTING SERVICES FOR THE CAR REGION**

That, States/Territories/International Organizations in the CAR Region (CAR):

- a) update not later than **27 November 2003** their ATS contingency plans and supporting services for their Flight Information Regions (FIRs), and develop, where possible, bilateral and/or multilateral agreements with States/Territories/International Organizations responsible for neighbouring airspace using the model presented in Appendix C to this Report;
- b) consider the ATS Contingency Plans for the Flight Information Regions (FIRs) mentioned in a) above as duly coordinated basic elements of the ATS Contingency Planning in the CAR Region;
- c) send a copy of their ATS Contingency Plan to the ICAO NACC Regional Office; and
- d) support, whenever possible, neighbouring States/Territories/International Organizations when ATS Contingency Plans are to be implemented, in case of disruption or potential disruption of air traffic services or related supporting services for international civil aircraft operations.

4.7 Air Navigation Deficiencies

4.7.1 The Meeting received information on the concern of the Council of ICAO on the need to resolve deficiencies, including problems related with maintenance of air navigation facilities. The President of the Council reminded the Meeting of the responsibility of States, under Article 28 of the Convention on International Civil Aviation (Doc 7300), for providing safe air navigation services. To this end, efforts should be increased in overcoming the delay in mitigating deficiencies identified by GREPECAS, especially those that might have a negative effect on the safety aspects covered by the Global Aviation Safety Plan (GASP). Furthermore, he suggested that States should focus more on implementation issues rather than planning aspects.

4.7.2 The Meeting was informed on the State Letter M 6/1-02/79 dated 27 September 2002 from the Secretary General on the correction of air navigation deficiencies and addressed to the Ministers responsible for aviation, asking for prompt and effective resolution of these deficiencies. Each State Delegate received the letter for transmittal to the appropriate authority.

4.7.3 The Meeting also noted the deficiencies categorized as urgent that might have a negative effect on safety aspects that have been pointed out by the NACC Office and by GREPECAS for the CAR Region, shown in **Appendix D** to this part of the Report. The Meeting agreed that it was very important that States/Territories/International Organizations give priority to this matter through the proper attention, as well as through the assignment of the necessary financial and human resources.

4.7.4 Based on the facts and considerations expressed in the paragraph above, the Meeting agreed upon the need to develop an action plan by each State/Territory/International Organization in order to eliminate the deficiencies in the air navigation field, assigning them sufficient resources. Therefore, the Meeting formulated the following Conclusion:

CONCLUSION 1/20 PRIORITY SOLUTION FOR AIR NAVIGATION DEFICIENCIES

That States/Territories/International Organizations, with a view to resolving first and foremost their respective air navigation deficiencies, especially those that might have a negative effect on safety aspects presented in Appendix D,

- a) urgently develop and implement an Action Plan for each deficiency complying with the requirements established in the Air Navigation Plan FASID and the SARPs, specifying the corrective measures, the completion date, as well as assigning the necessary resources; and
- b) inform ICAO, through the NACC Office, on the Action Plan referred to in item a) above, no later than 31 December 2002, including any difficulties encountered.

APPENDIX A

Date: 24 September 2002

States/Territories/ International Organization	Type of Publication		Service/Function			Remarks
	AIC	SUP	Terminal Area	Continental En-route	Oceanic En-route	
Aruba						
Bahamas	07/01					Published on 14/11/01
Barbados	02/01		x			Published on 29/11/01
Belize						
Cayman Islands	01/00					Published in April 2000
Costa Rica	A0004/96					Published on 01/10/1996
Cuba	C7/A6					Published in 1999
Dominican Republic	02/97					Published in 1997
El Salvador						
French Antilles	Change of date GPS (21 August 1999)					Published in 1999
Guatemala	Change of date GPS					Published in 1999

States/Territories/ International Organization	Type of Publication		Service/Function			Remarks
	AIC	SUP	Terminal Area	Continental En-route	Oceanic En-route	
	(21 August 1999)					
Haiti						
Honduras	A004/96					Published on 01/10/96
Jamaica	03/01					Published in April 2001
Mexico	01/98					Published on 26/03/98
Netherlands Antilles						
Nicaragua						
Turks and Caicos Islands						
United States						Published in ENR 4 section of AIP in 1999
COCESNA						
OECS	07/02					Published on 24/01/02 States/Territories of the Eastern Caribbean
PIARCO	10/02					Published on 24/01/02 States/Territories of the Eastern Caribbean

Note: Information obtained from AIPs.

APPENDIX B

Aerodrome Certification in the CAR Region			
State/Territory	Certification System Implementation Progress/Status	Certification Commencement Date	Remarks
Aruba	Implemented	-----	
Bahamas	Did not report to ICAO	?	
Barbados	New legislation addressing aerodrome certification will be effected by December 2002	2003	
Belize	An aerodrome licensing system exists which will be modified to be in line with the ICAO specifications	Dec. 2002	
Costa Rica	The revised law was approved in March 2000. It is expected that aerodrome regulations will be finalised by March 2003	2003	
Cuba	Implemented	-----	

Aerodrome Certification in the CAR Region			
State/Territory	Certification System Implementation Progress/Status	Certification Commencement Date	Remarks
Dominican Republic	In the process of amending legislation to include aerodrome certification and develop the associated regulations	?	
El Salvador	The development of aerodrome regulations is ongoing	2003	
France	At the present time, French CAA is including basic legislation about certification in civil aviation laws	French CAA has planned to perform audits on French major airports (8 in 2003 and 7 in 2004)	French CAA homologates civil airports since 1997. The French homologation is very like certification, but without SMS and with some little differences
Guatemala	The revised law was approved in December 2001. It is expected that the corresponding aerodrome regulations will be finalised by July 2002.	July 2002	
Haiti	The regulations for aerodrome certification and the licensing system are in preparation and to be completed by June 2003	July 2003	
Honduras	It is expected that the revised law will be approved by national congress in July 2002. It is expected that the development of aerodrome regulations will be finalised by May 2002.	July 2002	
Jamaica	Implemented	-----	
Mexico	The official Mexican standards are in the process of validation	June 2003	
Netherlands Antilles	Did not report to ICAO	?	
Nicaragua	It is expected that the revised law will be approved by June 2002. It is expected that the aerodrome regulations will be finalized by December 2002.	Dec. 2002	

Aerodrome Certification in the CAR Region			
State/Territory	Certification System Implementation Progress/Status	Certification Commencement Date	Remarks
OECS Antigua and Barbuda Dominica Grenada Saint Kitts and Nevis Saint Lucia Saint Vincent and the Grenadines	Aerodrome regulations are in preparation	January 2003	
Trinidad and Tobago	Trinidad and Tobago is unable to enact any new legislation at this time as Parliament cannot be convened. The new legislation for aerodrome certification is still pending.	2003	
United Kingdom Anguilla British Virgin Islands Cayman Islands Montserrat Turks and Caicos	A partial aerodrome certification/licensing system is in place which will be replaced by new regulatory powers and systems including aerodrome certification.	November 2003	
United States Puerto Rico US Virgin Islands	Implemented.	-----	

APPENDIX C

Guide for the preparation of a Contingency Plan

Contingency Plan for the XXXX FIR

Effective: (day) (month) (year) as of (UTC hours)

1. Introduction

1.1 This Contingency Plan was drawn up on the basis of the guidelines approved by the ICAO Council, as contained in the Air Traffic Services Planning Manual (Doc 9426, Part II, Section I, Chapter 1, paragraph 1.3).

1.2 The purpose of this Contingency Plan is to facilitate and maintain the orderly and safe movement of international civil aviation through the airspace of the XXX FIR (name of the corresponding FIR/FIRs) in the event of a limited interruption in air traffic services and/or to establish contingency routes for routing the flow of traffic between the (name of the corresponding FIR/FIRs and name of the State) FIRs in the event of a total interruption in both air traffic services and support services.

1.3 This Contingency Plan was prepared by (name of the State), with the assistance of the ICAO NACC Regional Office (if applicable) and approved by the President of the Council.

1.4 The effective application of this plan presupposes the existence of close co-operation, collaboration, and acceptance on the part of the aeronautical authorities of the FIRs involved and of the users of the airspace in question.

2. FIRs affected

2.1 The FIRs directly affected by this Contingency Plan are:

(Identify the FIRs of the State and of adjacent States that are affected)

3. **Basic principles**

3.1 The contingency measures set out in this plan are applicable in cases of foreseeable events caused by strikes or labour conflicts or of unexpected interruptions in air traffic services caused by other circumstances, which, in one way or another, may impair the provision of air traffic services and/or of the related support services in the (name of the FIR/FIRs involved) FIR/FIRs.

3.2 The following principles are established to ensure that international civil aviation operations proceed in a safe and orderly fashion:

- a) XXX hours in advance, the aeronautical administration shall appoint a central body comprised of (names of the units that will comprise the central body), whose mission will be to assess those events that require the preparation and implementation of the corresponding contingency arrangements. This body shall have the power to take subsequent measures until the system returns to normal.
- b) The central body will also have a contingency group headed by (name of the position that will be responsible for chairing the central body), whose mission shall be to carry out and co-ordinate activities, 24 hours a day, throughout the contingency period. This group will be made up of competent personnel from the following specialized areas:
 - Air traffic services (ATS)
 - Aeronautical telecommunications (COM)
 - Aeronautical meteorology (MET)
 - Aeronautical information services (AIS)
 - Airport management
 - etc.

The mission of this group shall be:

- a) to review and update this plan periodically,
- b) to be abreast at all times of the contingency situation,
- c) to organize contingency teams in each of the specialized areas,
- d) to keep in contact with the airlines, IATA, IFALPA and ICAO,
- e) to exchange up-to-date information with (name of the States) and to co-ordinate contingency activities with those States,
- f) to notify the following organizations about the contingency situation sufficiently in advance and/or as soon as possible:

Note: The names, addresses, telephone and fax numbers, e-mail address, etc., are given in **Appendix XX** to this Contingency Plan, which should be updated periodically.

- representatives of regular air transport companies,
- the ACCs responsible for the adjacent FIRs and other ACCs that might be affected by the contingency measures,
- the ICAO NACC Regional Office,
- the IATA Regional Office,
- the Regional Representative of IFALPA,

g) to take the necessary action for issuing the respective NOTAM, according to the corresponding contingency situation, as described in Appendix XXXX to this plan. If the situation is foreseeable, the NOTAM will be issued 48 hours in advance.

4. **Applicable provisions in the event of a reduced provision of air traffic services**

4.1 If flight information services (FIS) and aerodrome control services at the (name of the airport/airports concerned) airport will be available during the contingency, a simplified system of ATS routes that constitute the route network structure of the (name of the FIR/FIRs concerned) FIR will be used, in accordance with the following:

4.1.1 **Aircraft going from the XXX FIR to Terminal Area XXX**

(The routes to be used by aircraft flying from each FIR concerned to the corresponding terminal area should be identified.)

4.1.2 **Aircraft going from Terminal Area XXX to the XXX FIR**

(The routes to be used by aircraft flying from the terminal area to each FIR concerned should be identified.)

4.1.6 **Aircraft overflying the XXX FIR from the AAA FIR to the ZZZ FIR**

(The routes to be used by aircraft overflying the FIR/FIRs concerned should be identified.)

4.1.7 **Aircraft overflying the XXX FIR from the ZZZ FIR to the AAA FIR**

(The routes to be used by aircraft overflying the FIR/FIRs concerned should be identified.)

4.2 Procedures applicable to the ATS units involved

4.2.1 The ATS units involved shall use the following procedures:

- a) Flight Plan messages must be transmitted to the XXX ACC via the AFTN using normal procedures.
- b) Authorization must be given for the entry into the XXX FIR of one aircraft every XX minutes (longitudinal separation minimum to be established in keeping with the circumstances) in both the upper and lower airspaces, irrespective of the flight levels used.
- c) They must communicate, via ATS co-ordination circuits and not less than 30 minutes beforehand, the estimated time over the reporting points for entry into the following FIR after overflying the XXX FIR.
- d) They will instruct the pilots-in-command of the aircraft to maintain the last level assigned and speed (MACH number if applicable) while overflying the XXX FIR.
- e) They will not authorize any change in flight level or speed (MACH number, if applicable) later than 10 minutes before the aircraft enters the XXX FIR.
- f) Aircraft that so prefer may be routed through the contingency ATS routes listed under paragraph 5.3 of this Contingency Plan.
- g) The XXX FIC will inform the aircraft that they must communicate with the adjacent ATC units 5 minutes before their estimated time of entry into the corresponding FIR.

4.3 Procedures applicable to aircraft

4.3.1 Aircraft overflying the XXX FIR or proceeding to or from Terminal Area XXX shall abide by the following procedures:

- a) All aircraft proceeding along the ATS routes established in this Contingency Plan will abide by the instrument flight rules (IFR) and will be assigned a flight level, in accordance with the cruise level table shown in Annex 2, Appendix 3.
- b) Fly along the route or as close as possible to the centre line of the assigned contingency route.
- c) Keep continuous watch on the XXX VHF frequency and transmit on that frequency, preferably in English, the real or estimated position at the reporting points.

- d) Transmit on the XXX VHF frequency any climb or let-down manoeuvre required by circumstances. Climb and let-down manoeuvres should be clearly performed to the right of the route centre line. The message shall include: aircraft identification, position, level abandoned, level crossed, etc.
- e) Keep navigation and anti-collision lights on while overflying the XXX FIR.
- f) Maintain the last SSR transponder assigned or, if no transponder has been assigned, maintain the 2000 code.

5. Applicable provisions in the event of a total interruption of air traffic services

5.1 If air traffic services are totally interrupted and it is decided that international civil aviation operations may not be carried out in the airspace of the XXX FIR/FIRs, the affected international air traffic shall be routed along the following routes:

5.2 Aircraft going from the ZZZ FIR to the XXX FIR

5.2.1 Aircraft going from the ZZZ FIR to the XXX FIR will be channelled along the ATS route network of the FIRs as follows:

- **Contingency Route 1 (CR 1):**
- **Contingency Route 2 (CR 2):**
- **etc.**

5.3 Aircraft going from the XXX FIR to the ZZZ FIR

5.3.1 Aircraft going from the XXX FIR to the ZZZ FIR will be routed along the ATS route network of the FIRs, as follows:

- **Contingency Route 3 (CR 3):**
- **Contingency Route 4 (CR 4):**
- **etc.**

6. **Procedures applicable to ATS units involved**

6.1 The XXX, ZZZ, etc., ACCs:

- a) Will apply the procedures in force established in the Operational Letters of Agreement.
- b) Will further route the traffic to and from the XXX airports as follows: (additional routing, if necessary)

7. **Procedures applicable to aircraft**

7.1 Aircraft will follow these procedures:

- a) They will plan their flight and proceed along the ATS routes specified in paragraphs 5.2 and 5.3, according to their airport of origin and destination.
- b) If applicable, they will follow the procedures indicated in paragraph 4.3.

8. **Additional considerations**

8.1 Contingency arrangements provided for herein are provisional and will be in effect only until the services and facilities of the plan become operational again. Therefore, they do not constitute amendments to the regional plan which would have to be processed in keeping with the procedures for amendment of approved regional plans.

8.2 This plan was prepared in consultation with the States that would be affected by the contingency measures to be applied and with the ICAO NACC Regional Office, which has been responsible for co-ordinating the plan with the States and international organizations concerned.

SUPPORT SERVICES CONSIDERATIONS ' FOR FIR ATS CONTINGENCY PLANS**AIS**

The NOTAM Contingency Plan will be developed in order to detail the measures that will support the Air Traffic Services Contingency Plan, through the efficient exchange of NOTAM information on a National and International basis; as well as to ensure that the operations will continue even if they are affected by several failures in the system. The NOTAM Contingency Plan will establish the actions to take in order to reduce the impact of the failures in the NOTAM services by providing the technical (in Databases and AFTN communication) and administrative measures. The Plan will also establish the necessary coordination and operational procedures that should be established before, during and after any Contingency phase.

CNS

The CNS Contingency Plan to support the ATS, requires a national/multinational plan of States/Territories/International Organizations of the CAR Region which identifies CNS providers; the primary system that provides these services; the contingency measures agreed with each provider, in case there is an interruption to the primary service, and the causes that could cause failures. The following Table shown presents the preliminary information proposed for the systems/services of a CNS Contingency Plan.

Table CNS/1: Preliminary Information for the CNS Contingency Plan to support the ATS

No.	System/Service	Service Provider	Primary Means	Contingency Alternative
1	<i>Communication Systems</i>			
1.2	ATS Speech circuits			
1.2.1	Circuit support system			
1.2.2	Central Equipment			
1.2.3	Terminal Equipment			
1.3	AFTN System			
1.3.1	Circuit support system			
1.3.2	Main Hardware/software			
1.3.3	Terminal Equipment			
1.4	Radio communication systems of the aeronautical mobile service.			
1.4.1	Support system for the communications between the VHF/HF Station and the Centre.			
1.4.2	VHF/HF Station Equipment			
1.4.3	ATS Unit Equipment			
1.5	ATS System			
1.6	Communication recording systems			
2	<i>Navigation Systems</i>			
2.1	VOR “Identification”			
2.2	DME “Identification”			
2.3	ILS “Identification”			
3	<i>Surveillance Systems:</i>			
3.1	Primary Radar			
3.1.1	Support system for the communications between the radar and the Centre			
3.1.2	Radar Station equipment			
3.1.3	Terminal Equipment			
3.2	Secondary Radar			
3.2.1	Support system for the communications between the radar and the Centre			
3.2.2	Radar Station equipment			
3.2.3	Terminal Equipment			
3.3	Flight Plan Processing			
3.4	Radar Data Processing.			
4	<i>Electric Energy Feeding Systems:</i>			
4.1	Public Network Electrical supply systems			
4.2	Local electrical supply system.			

MET

The OPMET information in alphanumeric format (METAR, SPECI, TAF, TAF AMD, SIGMET, AIRMET, volcano ash and tropical cyclones advisories), received by the AFTN at the World Area Forecasting Centres (WAFCs) of Washington and London are uplinked to the three ICAO satellite transmissions (ISCS (1), ISCS (2) and the SADIS) for the global dissemination to those States having appropriate one-way VSAT receiving equipment.

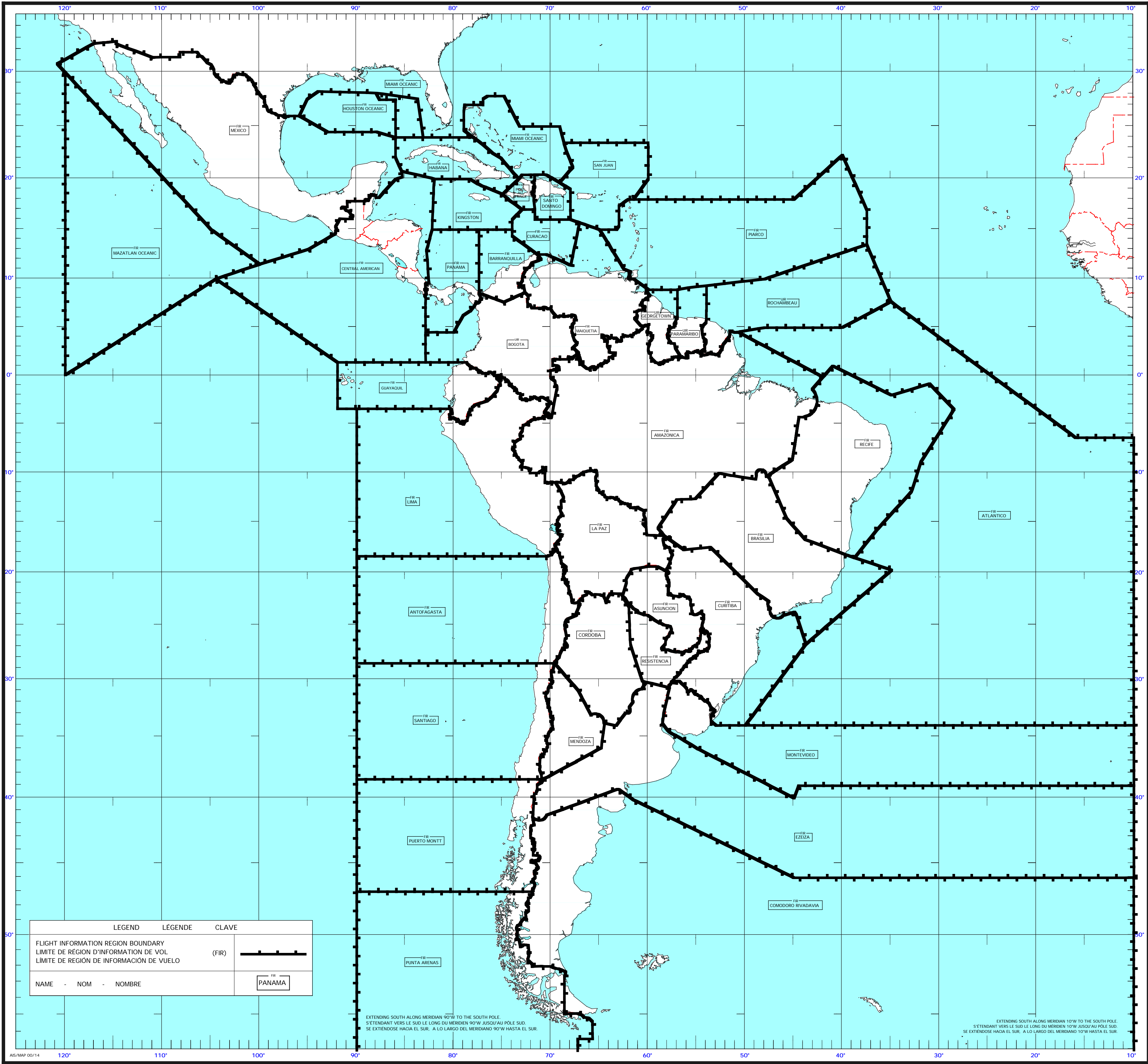
Another alternative means of OPMET information transmission to both WAFCs (London and Washington), which offers a valuable contingency for the global dissemination of OPMET information, could be the use of the communication networks of communication service providers (ARINC and SITA). However, it should be noted that a failure in the PTT supply or commercial power may impact these services. If for any reason, it were not possible to take advantage of the ARINC and SITA circuits, in order to provide support to the AFTN contingency plan globally. There would still be the possibility of making specific arrangements to the regional contingency plan in order to receive the OPMET information.

This could cause the insertion of the OPMET information at airline company offices at aerodromes by the intervention of the aerodrome meteorological office and the meteorological watch office (MWO); for onward delivery to the London and Washington WAFCs and the AFTN commuting centres.

At least in theory, OPMET information could be concentrated at either of the two WAFCs and would be forwarded to the other via dedicated GTS link between London and Washington.

Another alternative is to use the Internet with all its limitations. Washington allows the access of OPMET information, and other products through the Internet; however, it does not allow data input via the Internet. However, it should be kept in mind that the Internet does not necessarily satisfy the time sensitive requirements for critical air traffic services demand as far as ATS/AIS/MET messages.

Regardless of the limitations, it could be feasible to consider some specific criteria that could be met by a trustworthy provider in terms of reliability, accessibility and security; and be considered only as a backup by international agreement to obtain aeronautical meteorological data and information in support of international air navigation.



Appendix D to the Report on Agenda Item 4

**If you need this information please contact the
ICAO NACC Regional Office (icao_nacc@mexico.icao.int)**

Agenda Item 5: Human Resource Planning and Training***Human Resources Planning and Training***

5.1 The Meeting considered that human resource planning and training in civil aviation requires greater attention and priority by Aeronautical Administrations in view that a the need for adequate planning for the development of human resources is required and basic in determining the number of personnel that should be trained and the training needed in the different areas and categories, especially taking into consideration the challenge of assimilating and applying new systems and technologies, taking into account that the human element is one of the most important components in a quality system.

5.2 Based on the above, the Meeting agreed on the following conclusion:

CONCLUSION 1/21 HUMAN RESOURCES PLANNING AND TRAINING

That those States/Territories/International Organizations that do not have a human resources planning process for air navigation services, safety oversight and civil aviation security, consider, on an urgent basis, the need to take the following measures:

- a) appoint and train personnel in human resources planning within the units responsible for the different aeronautical services;
- b) develop a human resource plan for the next five years, containing a civil aviation personnel training programme including the implementation and operation of the new CNS/ATM Systems, safety oversight and civil aviation security;
- c) emphasize to the GREPECAS on the need to follow-up Decision 10/4 to analyze the “*impact of automation on human resources*” in accordance with the Guidance Manual for the Training of Human Resources on CNS/ATM Systems;
- d) consider the importance of attending activities sponsored by ICAO (courses, seminars, workshops, etc.) taking into account that such activities are aimed at complementing and updating civil aviation personnel training;
- e) request the ICAO NACC Regional Office to distribute the form, attached as the **Appendix** to this part of the Report, to be filled out by the Administrations in order to determine the need for human resources and training in the different aeronautical fields in the CAR States. This form should be sent to the NACC Office, *no later than 31 January 2003*; and

- f) use the information obtained in the aforementioned form by Aeronautical Administrations, GREPECAS and by the ICAO NACC Regional Office for coordination with Civil Aviation Training Centres (CATCs) of the CAR Region for human resources planning and training purposes.

TRAINAIR Methodology (international co-operation)

5.3 The Meeting took note that the ICAO TRAINAIR programme was created with the aim of improving training in civil aviation and it offers a framework to coordinate and harmonize the preparation of training, because the use of this methodology guarantees that TRAINAIR courses, which are prepared in Standardized Training Packages (STP) by the Training centres who are members of the programme, can be shared and used on a global basis. This practice has allowed for international co-operation, which allows members to buy the Standardized Training Packages (STP) at a very low cost.

5.4 Likewise, the Meeting called the attention of those States who are not yet a part of the TRAINAIR programme, that participation in this programme is open to all the training centres who are recognized by ICAO, representing that the TRAINAIR methodology evaluates the human resources planning and training needs.

5.5 Based on the above, the Meeting agreed to the following conclusion:

**CONCLUSION 1/22 TRAINING STANDARDIZATION – TRAINAIR
METHODOLOGY IN THE CAR REGION**

That, for the development of human resources, States/Territories/International Organizations in the CAR Region, consider the following actions:

- a) take the necessary measures to standardize civil aviation training, in accordance with ICAO guidelines taking into consideration international co-operation;
- b) that those training centers who have not yet joined the TRAINAIR Programme, do so; and
- c) that in the spirit of international co-operation, development of bilateral/multilateral projects to facilitate co-operation and technical assistance for adequately developing human resource planning and training should be considered.

Availability of training courses in accordance with the CIACs Programmes of the CAR Region

5.6 The Meeting received general information on available courses in the CIACs of the CAR Region, mainly CAA-Cuba, CIAAC-Mexico and ICCAE-COCESNA, as well as those offered by IATA, and the Oklahoma Academy, FAA, United States. Likewise, France announced that courses on GNSS procedures were offered in Martinique.

5.7 The Meeting verified that in general, there is a poor utilization of the availability of training courses, considering that among the main causes are the lack of financial resources, high tuition fees, and problems in finding required courses in the appropriate language, especially in English.

5.8 Based on these considerations, the Meeting urged States and International Organizations offering courses to consider the possibility of collaborating, by reducing tuition fees and offering courses in English. In response to these comments some alternative solutions were explored by the Meeting.

5.9 Also, the delegate from Mexico expressed that they will consider the possibility of offering their ATC simulator facilities in Mexico for those States/Territories/International Organizations wishing to send instructors and students to take their training in their own language.

5.10 The Director of the Training Centre of COCESNA (ICCAE) presented to the Meeting detailed information on the organization and courses provided by the Centre. The Meeting congratulated COCESNA for the high level of development reached by the Centre and appreciated the offer of COCESNA to use the Centre for the training of personnel in the CAR Region, including the possibility to offer some courses in English.

ICAO Regional Office Educational Events

5.11 The Secretariat presented WP/15 which provided the Meeting a proposal for ICAO to undertake a pilot project of an alternative methodology for conducting Regional Office educational events (conferences, seminars, etc.) adopting virtual multimedia e-based and web-enabled technology to complement, rather than replace, the continuation of the traditional face-to-face method. The Meeting agreed with the proposal and adopted the following conclusion:

CONCLUSION 1/23 ICAO EDUCATIONAL EVENT USING INTERNET TECHNOLOGY

That,

- a) ICAO undertake a pilot project to use virtual multimedia e-based and web-enabled technology for a Regional Office educational event planned to be held in late 2003 or early 2004 on the possible topic of ATS Contingency Planning; and
- b) States/Territories/International Organizations, following participation in the above mentioned event, provide ICAO feedback to determine whether this is a viable alternative and/or complementary methodology for conducting ICAO Regional Office educational events and should therefore be developed further and adopted for other events in the future.

APPENDIX

TRAINING NEEDS-CAR REGION STATES (PERIOD 2003-2007)

State/Territory/Organisation _____

(Please indicate in each column the total estimated number of personnel to be trained each year locally or abroad and by specialty)

AREA	CATEGORY/SPECIALTY	LOCAL INSTRUCTION					EXTERNAL INSTRUCTION					Total HR required	
		2003	2004	2005	2006	2007	2003	2004	2005	2006	2007	Local	E x t.
AIG	Officer - Accident Investigation and Prevention												
AIR	Inspector - Shop Specialist												
	Inspector - Fixed wing												
	Inspector - Helicopter												
	Specialist - Avionics												
	Inspector - Airworthiness certification												
	Specialist - RVSM												
AIS	Directorate/Supervisor AIS												
	AIS Officer												
	Aeronautical Cartography (MAP)												
	Specialist Data Base/Automation and Quality Assurance AIS												

- NOTE:
- 1) The information required in the blank columns will be provided by the Administrations
 - 2) Useful information for the Administration's training programmes planning
 - 3) Information considered by the CATCs, GREPECAS and ICAO's for the programming of courses, seminars, etc.

AREA	CATEGORY/SPECIALTY	LOCAL INSTRUCTION					EXTERNAL INSTRUCTION					Total HR required	
		2003	2004	2005	2006	2007	2003	2004	2005	2006	2007	Local	Ext.
MET	Technician Meteorologist/Observer												
	Professional Meteorologist/Forecaster												
OPS	Inspector – Flight checks - Large airplanes												
	Inspector – flight checks – General aviation												
	Inspector – flight checks - Helicopter												
	Specialist – Regulatory compliance												
	Inspector OPS Certification												
	Inspector – Cabin safety												
	Inspector- Dangerous goods												
	Inspector – Ramp safety												
PEL	Specialist - Licensing												
	Examiner/Inspector – Flight schools												
GENERAL	Introduction to CNS/ATM Systems												
	CNS/ATM - Implementation systems global												
MANA-GEMENT	Management – Civil Aviation												
	Management – Aeronautical Operations												
	Management – AIS Services												
	Management – ATM Services												
PLNG	Human Resources Planning												
Q.A.	Specialist – Quality Assurance												
TRNG	Instructors training -TRAINAIR												

Agenda Item 6: Technical Cooperation- Projects

6.1 The Meeting, when dealing with this agenda item, noted the benefits that ICAO technical co-operation may provide; likewise, it received valuable information on the status of the technical co-operation projects conducted in the CAR/SAM Regions. Four projects deal with the implementation of CNS/ATM systems in the Region and with Safety Oversight. **Appendix A** to this part of the report provides information on the regional projects. Additionally, the Meeting was informed on the projects carried out at a national level by some States of the Region, shown in **Appendix B**. The Meeting paid special attention to some of the regional projects.

UNDP/ICAO RLA/98/003 Project – Transition to the CNS/ATM systems

6.2 The Meeting recalled that this project was created to assist the States/Territories/International Organizations of the CAR/SAM Regions to implement the CNS/ATM systems in accordance with the CAR/SAM Air Navigation Regional Plan requirements, and encouraged by GREPECAS. GREPECAS, through Conclusion 10/16 not only recognized that Regional project RLA/98/003 had turned into a powerful tool to assist States/Organizations, but also considered that it would be very positive to count with this project as an implementation mechanism in the CAR/SAM Regions. In view of the above, GREPECAS urged the participating States/Territories/International Organizations to continue supporting the RLA/98/003 project, and also requested the NACC and SAM Regional Offices to encourage States, Territories and International Organizations, to use the available mechanisms as well as to actively participate in the project.

UNDP/ICAO RLA/00/009 Project - GNSS Augmentation Test (CSTB)

6.3 The Meeting was reminded that the main objective of the RLA/00/009 Project was to develop a test plan to evaluate the technical and operational benefits on GPS/WAAS augmentation system of the FAA of the United States in the CAR/SAM Regions. In this way, it is expected to obtain results that contribute to the establishment of an operational model of the GNSS augmentation system in these Regions.

ICAO RLA/99/901 Project – Safety Oversight Regional System

6.4 The Meeting noted that this project was established on the basis of the Memorandum of Understanding (MoU) between ICAO and LACAC and its associated rules, signed on 1st October 1998 as a continuation of the RLA/95/003 Project to establish and operate a Safety Oversight Regional System in the Americas, in accordance with the provisions of the safety oversight of the Convention on International Civil Aviation and its Annexes.

ICAO RLA/00/902 Project – Reorganization of Central American FIR Airspace

6.5 The Meeting noted that Civil Aviation Authorities of Central America agreed to study the current structure of the Central American airspace, in order to adjust it with CNS/ATM concepts. The project focuses on the enhancement of safety, efficiency and capacity in the Central American FIR. Also, under this project ATC procedures en-route as well as terminal with emphasis on co-ordination were reviewed. Likewise, the study deals with the need to continue the measures required to implement the Central American SAR Plan

International Co-operation

6.6 Additionally, the Meeting agreed on the great benefits that international cooperation may provide, consisting mainly in establishing agreements among several States/Territories/International Organizations which ensures that the costs involved be shared by the participant States/Territories/International Organizations in a fair and equitable manner. These agreements have the purpose of developing multinational services in zones extending beyond the territory of a single State in accordance with the Regional Air Navigation Plan.

Special implementation projects (SIPs)

6.7 The Meeting was also informed on Special Implementation Projects financed by ICAO aimed at assisting States/Territories/International Organizations in reducing those implementation problems affecting safety, regularity and efficiency of the international civil aviation.

6.8 It was also reported that currently in the CAR Region a SIP is taking place for the COM/MET fields, with the purpose of studying and advising States/Territories/International Organizations to take prompt measures for the solution of problems affecting the exchange of OPMET information. This project has been divided into two phases: The first one was carried out last year in Central America and Mexico and the second one will end in October 2002 in several Caribbean Island States/Territories/International Organizations/Territories/International Organizations.

Summary

6.9 The Meeting noted that unfortunately, few States of the CAR Region participate in the important regional technical co-operation projects, in spite that it is evident that the States/Territories/International Organizations of this Region have the political will to cooperate and historically have tried and applied co-operation and integration mechanisms. When making an in-depth analysis of the problems affecting the aforementioned participation of those States/Territories/International Organizations, the Meeting agreed that the problems lie in the lack of financial resources. The President of the Council informed that ICAO is making arrangements with the Interamerican Development Bank and has an agreement with the Caribbean Development Bank (CDB) in order to obtain the aforementioned resources.

6.10 The Meeting agreed that the planning and implementation of the new systems represent a complex, multifaceted and progressive process, which should be carefully coordinated and supervised at a regional level. The technological interdependence implied in the systems makes it mandatory to optimize and rationalize efforts so that States/Territories/International Organizations act in a spirit of international co-operation in order to establish systems that ensure safety and efficiency, considering that the new air navigation systems go beyond the States boundaries. Co-operation is the most adequate tool to perform the required implementation in a coordinated and successful manner.

6.11 In accordance with what was expressed in the paragraphs above, the Meeting adopted the following Conclusions:

**CONCLUSION 1/24 INSTRUMENTS FOR THE EFFECTIVE IMPLEMENTATION
OF NEW CIVIL AVIATION SYSTEMS**

That, recognizing the urgent need to take effective measures for the efficient implementation of the new civil aviation systems, States/Territories/International Organizations consider taking the following actions:

- a) dedicate financial resources to provide the necessary support to the implementation of the new civil aviation systems, taking into account that infrastructure and services are high cost items and that it is necessary to plan and develop a national plan;
- b) analyse the feasibility of developing regional technical cooperation projects, involving several States/Territories/International Organizations;
- c) consider the convenience of promoting international co-operation and bilateral/multilateral agreements that facilitate mutual assistance among States/Territories/International Organizations;
- d) undertake major efforts to join and actively participate in the Regional Technical Co-operation projects, currently executed in the CAR/SAM Regions; and
- e) propose new projects as deemed necessary.

**CONCLUSION 1/25 FINANCING RESOURCES TO INCREASE THE
PARTICIPATION OF STATES / TERRITORIES /
INTERNATIONAL ORGANIZATIONS IN REGIONAL
COOPERATION PROJECTS**

ICAO and States/Territories/International Organizations are urged to continue efforts to obtain financing in order to participate in regional projects for the implementation of the new civil aviation systems aimed at increasing airspace capacity, safety, efficiency and regularity of civil aviation.

APPENDIX A

PROJECT/TITLE	OBJECTIVE	DATE STARTED
RLA/98/003 “Transition to the CNS/ATM systems in the CAR and SAM Regions”	Assist States of the Region in implementing the transition plan to the new communications, navigation, surveillance, and air traffic management systems (CNS/ATM) in accordance with the CAR/SAM regional implementation plan and the standards and recommended practices internationally promulgated by ICAO on the matter.	November 1998
RLA/00/902 “Reorganization of the Central American FIR Air Space” (COCESNA)	To upgrade the efficiency, security and the Central American FIR air navigation capacity.	March, 2001
RLA/99/901 “Regional Safety Oversight Cooperation System”	To establish and operate a regional safety oversight system in the American Continent with the required technical, logistic and administrative support, in accordance with the provisions related to operational safety of the Convention on International Civil Aviation and its Annexes, compatible with the ICAO universal safety oversight audit programme (IUSOAP).	October, 2001
RLA/00/009 “Regional GNSS Augmentation test”	Develop a test and evaluation plan on the technical and operational benefits of the US/FAA wide area augmentation system and local area augmentation system in the CAR/SAM regions, so as to assist in the establishment of the satellite navigation operational model being developed by the GREPECAS CNS/ATM implementation coordination subgroup.	July 2001

APPENDIX B

PROJECT/TITLE	OBJECTIVE	DATE STARTED
BAR/99/901 “TRAINAIR – Civil Aviation Assistance	Focus at establishing the TRAINAR Methodology by introducing modern standards of training and upgrade the Barbados Air Traffic Services School to a TRAINAIR Programme member.	May, 1999
DOM/01/801 “Strengthening of the Air Traffic Services in the Directorate General of Civil Aviation”	To strengthen the Air Traffic Services of the Civil Aviation Directorate to improve the Dominican air safety.	January, 2002
GUA/98/801 “Strengthening of the Civil Aviation Directorate”	To update the regulations and operative capacity of the DGCA to stabilized the services quality assurance in accordance with the requirements established in the Civil Aviation Agreement and its Annexes.	September, 1998

Agenda Item 7: Search and Rescue/Mass Casualty Incidents (SAR/MCI)**7.1 Search and Rescue (SAR)**

7.1.1 The Meeting was informed on recommendations on SAR issues developed by the CAR/SAM/3 RAN Meeting held in Buenos Aires, Argentina in 1999, which have been included as **Appendix** to this part of the Report, in order to be taken into account by the civil aviation authorities of the CAR Region to improve the SAR services in their areas of responsibility.

7.1.2 The Meeting took note of the SAR activities carried out in Central America, Eastern Caribbean and Central Caribbean since 1992, including a Special Implementation Project (SIP) approved by the ICAO Council, adoption of SAR agreements and establishment of Search and Rescue Committees in the different subregions with very good results and that should be kept active.

7.1.3 The Meeting also took note of two cases of lack of implementation of Search and Rescue Regions (SRR) in accordance with the CAR/SAM Air Navigation Plan (Doc 8733); the Port-au-Prince SRR (Haiti) along with its corresponding facilities and services (RCC and/or RSC) and the lack of implementation of the eastern portion of the Atlantic Ocean of the Piarco SRR (Trinidad and Tobago).

7.1.4 Based on the above, the Meeting decided to formulate the following conclusion:

CONCLUSION 1/26 SEARCH AND RESCUE SERVICES (SAR) IN THE CAR REGION

That States/Territories/International Organizations from the Caribbean (CAR) Region:

- a) take the necessary measures to improve the search and rescue services in the areas under their responsibility;
- b) provide the required SAR support based on the corresponding SAR Agreements of Central America and the Eastern Caribbean (E/CAR) and make the necessary arrangements to finalize the SAR Agreement for the Central Caribbean no later than 2003;
- c) re-new the Central America and Eastern Caribbean SAR Committee's activities as well as the activities of the Central Caribbean SAR/MCI Task Force; and
- d) Haiti and Trinidad and Tobago take the required measures to properly implement the CAR/SAM Air Navigation Plan requirements related to the search and rescue regions (SRR) of Port -au-Prince and Piarco.

7.1.5 The Meeting was informed by the delegate of the United States on some ongoing projects to accomplish a major update to the Convention on International Civil Aviation, Annex 12, work being performed by a Study Group on a cooperative forum between ICAO and the International Maritime Organization (IMO).

7.1.6 The Meeting was also informed by the delegate of the United States on some ongoing multilateral efforts for search and rescue (SAR) being performed in the CAR Region, as well as meetings carried out in Tegucigalpa, Honduras (July 2002), SAR Conference in the British Virgin Islands (September 2002) and a SAR Conference to be carried out in Miami, Florida from 5-8 December 2002. Other SAR activities are scheduled to be held during 2003.

7.1.7 The delegate from Jamaica referred to the need that participating States of the SAR/MCI Task Force Group that have not nominated a member for such Group, to do so as soon as possible and that be willing to offer Jamaica as host of some SAR events scheduled by the United States in the CAR Region.

7.1.8 The delegate from COCESNA also expressed its willing to continue working SAR matters with the United States Coast Guard in the Central American Region and offered to share the SAR experience obtained by Central America with the rest of the States of the CAR Region, if requested.

7.2 *Mass Casualty Incidents (MCI)*

7.2.1 The Secretariat presented WP/23 which provided the Meeting with a review of the status of the proposals to develop and establish Regional Civil Aviation Mass Casualty Incident Response Plans (CAMCIRP) for the Central and Eastern Caribbean regions. The task of developing CAMCIRPs in the C/CAR and E/CAR Regions had been delegated by the corresponding DCAs to the MCI/SAR C/CAR Task Force in 1998 and E/CAR SAR Committee in 1995, respectively. The E/CAR SAR Committee in turn established the E/CAR MCI Task Force in 2001 to undertake this work. The status in the C/CAR Region was that a Draft MCI/SAR Emergency Response Plan had been prepared by the MCI/SAR C/CAR Task Force. The status in the E/CAR Region was that the E/CAR MCI Task Force had developed a programme for the preparation of a CAMCIRP.

7.2.2 The Chairman of the E/CAR SAR Committee (Trinidad and Tobago) presented IP/5 which provided the Meeting the results of the 1st E/CAR MCI Task Force Meeting held in Barbados on May 10, 2002. At the meeting it had been decided that the E/CAR CAMCIRP would be developed as an Annex to the existing CDERA Regional Coordination Plan to be completed by October 2003.

7.2.3 The Chairman of the C/CAR MCI/SAR Task Force (Jamaica) informed the Meeting that little progress had been achieved during the last year since the development of the Draft C/CAR MCI/SAR Emergency Response Plan. However, a meeting was being planned to be held soon at which time it would be considered whether the C/CAR and E/CAR efforts should be merged into a unified Caribbean Regional CAMCIRP.

7.2.4 In the meantime, the Meeting agreed that the approach selected by the E/CAR MCI Task Force was appropriate to meet the objective of the timely preparation of the CAMCIRP in the Eastern Caribbean Region and therefore adopted the following conclusion:

CONCLUSION 1/27**E/CAR REGIONAL CIVIL AVIATION MASS CASUALTY
INCIDENT RESPONSE PLAN**

That,

- a) CDERA, in collaboration with PAHO, coordinate the development of the E/CAR Regional Civil Aviation Mass Casualty Incident Response Plan (CAMCIRP) for its member States in the Eastern Caribbean Region as an Annex to its existing Regional Coordination Plan, to be completed by October 2003;
- b) E/CAR States, ICAO, PAHO, RSS and the USCG actively support CDERA and the E/CAR MCI Task Force in its related activities, as required; and
- c) CDERA consider the establishment of MoUs or LoAs with CDERA non-member States in the Eastern Caribbean Region to incorporate these in the coverage of the E/CAR Regional CAMCIRP.

APPENDIX**SAR RECOMMENDATIONS FORMULATED BY THE CAR/SAM/3 RAN****Recommendation 6/1 – Amazonica, Atlantico, Brasilia, Central American, Comodoro Rivadavia, Curitiba, Ezeiza, Mexico and Recife SRRs**

That the ICAO *Air Navigation Plan — Caribbean and South American Regions* (Doc 8733) be amended as follows:

a); b); c); d); e); f) [...];

g) *Amend* the Central American SRR boundary as follows:

From 01 25N 092 00W to 10 00N 104 30W to 11 30N 100 00W to 13 00N 095 00W, then follow the present SRR boundary to 01 25N 092 00W.

h) [...];

i) *Amend* the Mexico southern SRR boundary as follows:

13 00N 095 00W; 11 30N 100 00W; 10 00N 104 30W; 05 00N 120 00W.

Recommendation 6/2 – Search and rescue facilities

That:

- a) the list of search and rescue (SAR) facilities as contained in Table SAR-1 in Part VII – Search and Rescue, of the Facilities and Services Implementation Document (FASID) at the Appendix to the Report on Agenda Item 6, constitute the plan for SAR facilities for the CAR/SAM Regions; and
- b) States establish and/or maintain the appropriate RCCs listed in Table SAR-1 and ensure the availability of services and facilities on a 24-hour basis.

Recommendation 6/3 – Coordination with maritime SAR authorities and IMO

That, to ensure compatibility between aeronautical and maritime search and rescue regions (SRRs), aeronautical SAR authorities in States maintain close liaison with their maritime counterparts and the International Maritime Organization (IMO), and consider the possibility of establishing joint aeronautical/maritime rescue coordination centres or equivalent arrangements.

Recommendation 6/4 – Satellite-aided search and rescue

That States:

- a) take appropriate action to reduce the number of false alarms on 121.5 MHz caused by inadvertent activation of emergency locator transmitters and eliminate unauthorized use of those frequencies;
- b) encourage the carriage of ELTs transmitting on 406 MHz by all aircraft;
- c) establish a register of ELTs and make available information as to how ELT registration information can be obtained rapidly by rescue coordination centres (RCCs) of other States; and
- d) provide ICAO with a SAR point of contact (SPOC) for inclusion in Table SAR 1 of the respective air navigation plan.

Recommendation 6/5 – Search and rescue data provider

That States provide to ICAO information on the search and rescue data provider for inclusion in Table SAR 1 of the Facilities and Services Implementation Document (FASID) part of the air navigation plan.

Recommendation 6/6 – Carriage of 406 MHz ELTs

That, to achieve the early implementation in the CAR/SAM Regions of future global mandatory provisions, all aircraft be required to carry emergency locator transmitters (ELTs) in accordance with Annex 6, carry automatic ELTs operating on 406 MHz, and on 121.5 MHz for homing.

Recommendation 6/7 – Required response times for search and rescue facilities

That States take measures to ensure that the operating plans of rescue coordination centres (RCC) contain provisions for rapid response times, and that RCCs have readily available the required response times of primary search and rescue facilities.

Recommendation 6/8 – Coordination with military and other authorities

That:

- a) States which rely on military authorities or other sources for the provision of SAR facilities ensure that adequate arrangements are in place for the coordination of SAR activities between all entities involved; and
- b) States consider the establishment of SAR Committees as recommended in the *International Aeronautical and Maritime Search and Rescue (IAMSAR) Manual*.

Recommendation 6/9 – Human resource planning and training of rescue coordination centre and rescue sub-centre personnel

That ICAO be requested to consider SAR requirements, including English language proficiency requirements, in its work on human resource planning and training.

Recommendation 6/10 – Development of search and rescue (SAR) training material

That ICAO's TRAINAIR Programme be requested to invite its members to develop Standardized Training Packages (STP) for SAR personnel using the International Aeronautical and Maritime Search and Rescue Manual as its primary reference document.

Recommendation 6/11 – Cooperation between States and establishment of joint search and rescue facilities

That States, in order to provide a more efficient search and rescue (SAR) service and to reduce the costs associated with providing SAR facilities, consider establishing joint facilities where possible.

Joint SAR training and/or exercises

[CAR/SAM/2, Rec 7/12]

That States:

- a) when considered feasible, make arrangements for joint SAR exercises between their SAR units and those of other States and with operators at regular intervals and, if possible, at least once a year;
- b) invite observers from other interested States and organizations to participate in such exercises; and
- c) grant fellowships to SAR personnel to enable them to attend training courses in this field, after provision of adequate information from interested States to ICAO concerning the type of training to be received.

Agenda Item 8: Air Transport**8.1 Security**

8.1.1 In WP/19, the Secretariat provided a summary of recent global aviation security developments within ICAO including Resolution A33-1, *Declaration on misuse of civil aircraft as weapons of destruction and other terrorist acts involving civil aviation* adopted by the ICAO Assembly.

8.1.2 Pursuant to Resolution A33-1, the ICAO Council convened a High-Level, Ministerial Conference in Montreal on 19 and 20 February 2002 which endorsed a global strategy for strengthening aviation security worldwide. A central element of the strategy is an ICAO *Aviation Security Plan of Action*, which includes regular, mandatory, systematic and harmonized audits to enable evaluation of aviation security in place in all ICAO Contracting States.

8.1.3 As directed by the Assembly, ICAO had already taken other urgent steps, including changes through amendments to Annex 17 - *Security* and Annex 6 - *Operation of Aircraft*. ICAO is now undertaking a comprehensive revision of Annex 17 and is working on the introduction or strengthening of security-related provisions in other Annexes such as Annex 1 - *Personnel Licensing*, Annex 8 - *Airworthiness*, Annex 11 - *Air Traffic Services*, Annex 14 - *Aerodromes* and Annex 18 - *Safe Transport of Dangerous Goods by Air*. Also, in the past year ICAO had conducted over 60 courses at the Aviation Security Training Centres worldwide.

8.1.4 Other actions include a review by the ICAO Legal Committee of the adequacy of existing legal instruments relating to aviation security and continued efforts to identify and analyse new and emerging threats to civil aviation.

8.1.5 The GREPECAS AVSEC Committee Chairman (Jamaica) presented WP/25, and the Meeting was informed of the establishment by GREPECAS of an AVSEC Committee and provided with the results of its first meeting held in August 2002. Decisions of the AVSEC Committee had included adoption of revised terms of reference, development and distribution of a questionnaire to assess the needs and interests of States, development of means of ensuring close cooperation and avoiding duplication with the activities of LACAC on AVSEC matters, and provision of staffing/support services for AVSEC work in the region through ICAO.

8.1.6 One of the conclusions of the AVSEC Committee had been a request to ICAO to consider the need for an AVSEC specialist in each of the ICAO NACC and SAM Regional Offices at the earliest opportunity and to encourage States to provide contributions in kind or financing to this effect. The Directors of Civil Aviation noted with appreciation the information provided by the President of the Council that the Council had, just the previous week, approved in principle the location of an aviation security officer in each ICAO Regional Office and that the Secretary General would be following up regarding the administrative and funding aspects. As regards funding, the President indicated that it would be most helpful for the Secretary General if States, when responding to State letter AS 9/1.5-02/90 Confidential, advised both the amount of their voluntary contribution (which could be higher than the indicative figure) and the date(s) by which ICAO could expect to receive this amount.

8.1.7 In a series of information papers, the United States advised the Meeting of: new aircraft security requirements for foreign air carrier operations in the United States (IP/07); encouraged regional as well as global cooperation amongst States as an effective, and critical, means of improving aviation security (IP/19); reviewed developments in aviation security in the United States since 11 September 2001 (IP/20); and summarized aviation security training provided to English-speaking Caribbean States in July 2002 at the ICAO regional Aviation Security Training Centre in Trinidad and Tobago (IP/22).

8.1.8 The Meeting noted the concern expressed by IATA that, on the issue of strengthening flight deck doors, the United States had elected, as a result of Congressional mandate, to apply the amendment to Annex 6 to all airlines operating in United States airspace with effect from the date of the Recommended Practice (April 2003) rather than the date of upgrade to a Standard (November 2003), with concomitant financial and operational effects on air carriers.

8.1.9 The Meeting stressed the benefits of coordination on aviation security matters within the Region, with neighbouring regions and, through ICAO Headquarters, worldwide. To give effect to its consideration of Agenda Item 8.1, the Meeting adopted the following conclusion:

CONCLUSION 1/28 AVIATION SECURITY

That States and Territories:

- a) commit towards full implementation of the multilateral conventions on aviation security and the ICAO Standards and Recommended Practices (SARPs) and Procedures for Air Navigation Services (PANS) as well as ICAO Assembly Resolutions and Council Decisions relating to aviation security and safety;
- b) participate actively in implementation of the ICAO *Aviation Security Plan of Action*, including the training and audit processes and necessary follow-up;
- c) endorse the GREPECAS Aviation Security Committee establishment, draft Terms of Reference and draft conclusions and decisions of its first meeting; and

- d) commit to active support and cooperation in regional aviation security activities.

8.2 War Risk Insurance

8.2.1 The Secretariat presented IP/04 and the Meeting was advised of the current status of war risk insurance for air carriers and other civil aviation entities following the market cancellation of this insurance immediately after the events of 11 September 2001. In a few States commercial insurance was now becoming available again, but at a very high cost, and markets remained unsettled; in many other States Governments continued, temporarily, to assume liability or subsidize costs. In IP/24 the United States provided information on United States Government efforts in providing war risk liability coverage, along with air carrier proposals and a regional proposal in Europe. In IP/4, the Secretariat provided information on the development of a global, government-backed scheme under the aegis of ICAO to alleviate the serious problems concerned.

8.2.2 The ICAO Council had decided that, in order to ensure the viability of the global scheme, there would need to be participation by a sufficient number of Contracting States (representing at least 51% of State's contributions). All ICAO States had therefore been provided with details of the scheme and asked to advise by 15 October 2002 whether they intended to participate (State letters LE 4/64-02/55 of 6 June 2002 and LE 4/64-02/72 of 12 July 2002). This deadline was fast approaching and the many Caribbean States who had not yet responded were requested to do so as a matter of urgency, if not by 15 October as soon as possible thereafter.

8.2.3 During the discussion, several States indicated that they had had insufficient time to consider the advantages of the global scheme and that they needed additional advice to assist them in deciding whether their particular circumstances (for example where there was no national carrier) warranted participation. The President of the Council stated that he would carry these thoughts back with him to Montreal and advise the Council accordingly during its consideration of the matter on 21 October.

CONCLUSION 1/29 WAR RISK INSURANCE

That ICAO give consideration to:

- a) extending the deadline of 15 October for responses regarding participation in the global war risk insurance scheme; and
- b) conducting briefing exercises, i.e. through Workshops/Seminars, in order that States may be fully appraised of the merits of application of the global scheme to their particular circumstances.

8.3 Privatization of Airports and Air Navigation Services**8.4 Funding of Civil Aviation Activities**

8.3.1 These two items were considered together, on the basis of WPs 21 and 22 presented by the Secretariat and IP/21 in which the United States explored funding possibilities for enhancing aviation security in Latin America and the Caribbean, identifying United States Government agencies and multilateral development banks in particular.

8.3.2 Financial and operational autonomy (not necessarily in the form of privatization) in the provision of airports and air navigation services, integrated with specifications to ensure that safety and security are not compromised, has been a plank in ICAO policy for many years, with experience worldwide demonstrating that such autonomy improves both the quality of service and the financial results. Private participation in autonomous entities (including leases/concessions and minority ownership) is growing and there are a few examples of privatization *per se* (majority or entire ownership).

8.3.3 There are a number of prerequisites to successful operation of an autonomous service provider, privatized or not, which are particularly important when seeking funding, including: a sound management structure; conduct of cost/benefit and business cases; transparent and effective accounting (*inter alia* assuring recycling of revenues from aviation charges to aviation activities); a sound and equitable methodology for user charges; and an effective mechanism for collecting these charges.

8.3.4 The meeting was invited to take particular account of the fact that, whatever the form of provision of airport and air navigation services, in accordance with Article 28 of the Chicago Convention the State remains ultimately responsible for such services. The State, if delegating to an autonomous or privatized entity, also retains a number of other responsibilities under the Convention, for example, Article 10 on designation of airports, Articles 11 and 44(g) on non-discrimination, Article 15 on basic charging principles, Article 37 (and the Annexes) on SARPs and Article 67 on reporting requirements. The State generally also has obligations under other treaties, air services agreements and ICAO Regional Air Navigation Plans.. It is therefore critical that States, when delegating, ensure that adequate regulation and oversight of these matters is in place. In this regard, widely recognized policy guidance is available from ICAO in the form of *ICAO's Policies on Charges for Airports and Air Navigation Services* (Doc 9082/6), along with supporting advice in the *Airport Economics Manual* (Doc 9562) and the *Manual on the Economics of Air Navigation Services*.(Doc 9161).

8.3.5 The reasons for and the potential benefits of privatization (as opposed to the broader concept of autonomy) will vary from case to case in individual States. ICAO accordingly takes no position regarding privatization, as long as the State continues to meet its obligations, although ICAO does provide some guidance on the process of privatization (*Privatization in the Provision of Airports and Air Navigation Services*, Circular 284). In general, privatization requires careful consideration and planning, should preferably be undertaken in stages, requires regulatory oversight by States of safety and security and may also need economic regulation to curb abuse of natural monopoly, ensure equitable access to services and non-discriminatory and reasonable user charges.

8.3.6 Autonomy and privatization of airports and air navigation services are on the rise, often driven by non-aviation forces. The Meeting was advised to make every effort to ensure that aviation interests, and notably the civil aviation responsibilities of the State, are fully accounted in any national or regional privatization process in the Caribbean. States were also strongly encouraged to follow *ICAO's Policies on Charges for Airports and Air Navigation Services* (Doc 9082/6) and take into account the guidance in the related manuals and circular.

Agenda Item 9: Other Business

9.1 The Meeting, when dealing this agenda item, received information on the following subjects:

Western Hemisphere Transportation Initiative

9.2 The Meeting received information concerning the activities of the Group of Experts on Aviation Safety, Security and Assistance (GEASA) created under the auspices of the Western Hemisphere Transportation Initiative (WHTI), through a declaration signed by the Transportation Minister of the States with the aim of establishing an action plan in order to improve, expand and maintain aviation safety in the Region. In this regard, the President of the Council of ICAO emphasized on the fact that this mechanism should not duplicate efforts of other activities that ICAO is undertaking on this subject. The Meeting also noted the results of the first meeting of GEASA, held in Mexico, in April 2002 and on the issues that will be dealt with during the second meeting of GEASA to be held in Montego Bay, Jamaica, from 29 to 30 October 2002.

Web site “International Aviation Online”. The Gateway to the FAA’s International Activities

9.3 The Meeting received information on the website “International Aviation Online”, the Federal Aviation Administration’s (FAA) clearinghouse for its international activities, programs and resources on the Internet. As a component of the FAA’s web-site (<http://www.faa.gov>), “International Aviation Online” provides a gateway to activities that may be of interest to civil aviation officials, non-U.S. operators, and travelers by providing concise descriptions and easy to follow links. Additionally, United States requested comments and suggestions on the aforementioned site.

COCESNA’s NAVAIDS Inspection and Evaluation Department

9.4 The Meeting was provided with a summary of the services of COCESNA’s NAVAIDS Inspection and Evaluation Department, which purpose is to support safety of Central America air navigation through the periodic verification of NAVAIDS signals performance through the in-flight and ground trials. Likewise, information was received on the types of NAVAIDS inspection services, as well as on the methodology used by COCESNA to that end.

Re-title of the Meeting

9.5 The Meeting also agreed that to better identify the scope of the Meeting, it should re-title the event as the “North American, Central American and Caribbean Directors of Civil Aviation Meeting”.

Second NACC/DCAs Meeting

9.6 The Executive President of COCESNA offered to host the Second North American, Central American and Caribbean Directors of Civil Aviation Meeting in Tegucigalpa, Honduras. The delegate of St. Kitts and Nevis offered to host the Third Meeting.