



FINAL VERSION

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

**TWENTY-SEVENTH EASTERN CARIBBEAN  
INFORMAL WORKING GROUP MEETING**

**27<sup>TH</sup> E/CAR IWG**

**SUMMARY OF DISCUSSIONS**

**ST. JOHN'S, ANTIGUA AND BARBUDA, 21 TO 24 JULY 2003**

The designations employed and the presentation of the material in this publication do not imply the expression of any opinion whatsoever on the part of ICAO concerning the legal status of any country, territory, city or area or of its authorities, or concerning the delimitation of its frontiers or boundaries.

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## **HISTORICAL**

### **ii.1 ESTABLISHMENT OF THE GROUP**

The Informal E/CAR Working Group was originally established for the purpose of examining problems affecting airspace organization and utilization in the Eastern Caribbean area. Its terms of reference were later expanded to include the examination of problems affecting all fields of Air Navigation in the Eastern Caribbean Region.

### **ii.2 SITE AND DURATION OF THE MEETING**

The Twenty Seventh Eastern Caribbean Informal Working Group Meeting (27<sup>th</sup> E/CAR IWG), was held at the Heritage Hotel in St. John's, Antigua and Barbuda. The Meeting started on 21 July 2003 and, after having dealt with all the Agenda Items, it ended on 24 July 2003.

### **ii.3 OPENING CEREMONY**

Mr. Michiel Vreedenburgh from the ICAO NACC Regional Office addressed the Meeting thanking the Government of Antigua and Barbuda, the DCA OECS and IACL for hosting this Meeting and wished the Meeting the best success in their deliberations.

Mr. Rosemond James, Manager, ANS Division, DCA/OECS welcomed the delegates on behalf of the Director, OECS DCA, to the 27<sup>th</sup> E/CAR IWG. He thanked IACL for their kind support in holding the meeting in Antigua and the Government of Antigua and Barbuda for agreeing to host the Meeting. His speech in page ii-8 to this part of the Report.

Mr. Keith Cassiram, Managing Director Inter-caribbean Aeronautical Communications Ltd., (IACL) addressed the Meeting encouraging delegates to work during the Meeting to maintain a high level of safety in the area and restated IACL's continuous support to the States/Territories in the Eastern Caribbean in the aviation field's activities.

Mr. Hazel Spencer, Permanent Secretary of the Ministry of Finance, Public Utilities, Housing, Transport, Aviation and International Transportation of Antigua and Barbuda, on behalf of Honourable Robin Yearwood, Minister of Finance, Public Utilities, Housing, Transportation, Aviation and International Transportation, addressed the participants and declared officially open the 27<sup>th</sup> E/CAR IWG Meeting. The address given by the Permanent Secretary is included in page ii-6 to this part of the Report.

### **ii.4 OFFICERS OF THE MEETING**

Mr. Simon Lewis from Grenada continued as Chairperson. Mr. Eugene Thomas of Antigua and Barbuda was elected as Vice Chairperson for the term of this Meeting. Mr. Michiel Vreedenburgh, Regional Officer, Aerodromes and Ground Aids and Mr. Guillermo Vega, Regional Officer, Aeronautical Meteorology, both from the ICAO North American, Central American and Caribbean Regional Office, acted as Secretaries of the Meeting.

**ii.5 WORKING ARRANGEMENTS**

It was agreed that the working hours for the sessions of the meeting would be from 9:00 to 15:30 hours daily with adequate breaks. Ad hoc Groups were created during the Meeting to do further work on specific items of the Agenda.

**ii.6 AGENDA**

The Meeting Agenda was approved and adopted as follows:

**Agenda Item 1 Approval of the Meeting Agenda and Schedule**

**Agenda Item 2 General Air Navigation Matters**

- 2.1 Valid Conclusions/Decisions of previous E/CAR/IWG, E/CAR/DCA, NACC/DCA and GREPECAS Meetings relevant to the E/CAR Region
- 2.2 Deficiencies
- 2.3 CNS/ATM Systems

**Agenda Item 3 Specific Air Navigation Activities and Developments**

- 3.1 Aerodromes (AGA)
- 3.2 Aeronautical Information Services (AIS)
- 3.3 Aeronautical Meteorology (MET)
- 3.4 Aircraft Operations (OPS)
- 3.5 Air Traffic Management (ATM)
- 3.6 Communications, Navigation and Surveillance (CNS)

**Agenda Item 4 Review of the Terms of Reference and Work Programme**

**Agenda Item 5 Next Meeting Site**

**Agenda Item 6 Other business**

**ii.7 Attendance**

The Meeting was attended by 36 delegates from 11 States/Territories of the Eastern Caribbean and 4 International Organizations.

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**LIST OF WORKING PAPERS AND INFORMATION PAPERS**

<b>WORKING PAPERS</b>				
<b>Number</b>	<b>Agenda Item</b>	<b>Title</b>	<b>Date</b>	<b>Prepared and Presented by</b>
WP/01	1	Approval of the Meeting Agenda and Schedule	30/05/03	Secretariat
WP/02	2.1	Status of E/CAR IWG Conclusions and Decisions	19/05/03	Secretariat
WP/03	2.2	Air Navigation Deficiencies in the E/CAR Region	19/06/03	Secretariat
WP/04	3.1	Aerodrome Certification and Audits	18/06/03	Secretariat
WP/05	3.2	Presentation of the AIS/MAP Quality System Manuals	25/06/03	Secretariat
WP/06	3.2	Support to the Implementation Plans for the AIS/MAP Automated Integrated System and AIS/MAP Quality Assurance System in the Eastern Caribbean	25/06/03	Secretariat
WP/07	3.3	Current Status of the WAFS Operations and the Implementation of the Tropical Cyclone Advisory Message in the CAR/SAM Regions	12/06/03	Secretariat
WP/08	3.5	ATM Developments in the Eastern Caribbean (E/CAR)	08/07/03	Secretariat
WP/09	3.6	Follow-up and Coordination for the Implementation of CNS Systems in the Eastern Caribbean	08/07/03	Secretariat
WP/10 <b>Rev.</b>	4	Terms of Reference and Work Programme of the Eastern Caribbean Informal Working Group	17/07/03	Secretariat
WP/11	3.5	Air Navigation Incident Report	22/06/03	France
WP/12	3.6	Review of the report of the E/CAR Radar Sharing Task Force	22/06/03	France
WP/13	2.3	Eastern Caribbean ATM/CNS Regional Committee Re-Implementation of the E/CAR ATM/CNS Plan	24/06/03	IACL
WP/14	3.2	Status of WGS 84 and GPS Approach Procedures	24/06/03	IACL
WP/15	3.5	Eastern Caribbean Contingency Procedures	24/06/03	IACL
WP/16	3.6	Status of E/CAR Digital AFS Network	24/06/03	IACL
WP/17	3.6	Cable & Wireless (West Indies) Limited (C&W) Frame Relay Proposal for E/CAR AFS Digital Network	26/06/03	IACL
WP/18	3.2	AIS/MAP Automation and Establishment of a Regional AIS Data Bank	04/07/03	Trinidad and Tobago
WP/19	3.2	AIS Quality Assurance Programme	03/07/03	Trinidad and Tobago

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WORKING PAPERS				
Number	Agenda Item	Title	Date	Prepared and Presented by
WP/20	3.5	Regional Letters of Agreement with Piarco ACC	04/07/03	Trinidad and Tobago
WP/21	3.5	New RNAV Routes	04/07/03	Trinidad and Tobago
WP/22	3.5	Establishment of new TMAs	04/07/03	Trinidad and Tobago
WP/23	3.6	CNS Deficiencies - HF Communications (Piarco FIR)	04/07/03	Trinidad and Tobago
WP/24 Rev.	3.5	Radar Training	03/07/03	Barbados
WP/25	2.2	Overview of Regional Deficiencies	15/07/03	IATA
WP/26	3.2	Report of the E/CAR AIS Committee	17/07/03	Rapporteur of the AIS Cte.
WP/27	3.6	IACL Network	21/07/03	France

INFORMATION PAPERS				
Number	Agenda Item	Title	Date	Prepared and Presented by
IP/01	--	General Information	16/06/03	Secretariat
IP/02 Rev.	--	List of Working, Information and Discussion Papers	17/07/03	Secretariat
IP/03	2.1	Summary of 17th E/CAR DCA, NACC/DCA/1 and GREPECAS/11 Meetings Conclusions and Decisions Relevant to the E/CAR IWG	30/05/03	Secretariat
IP/04	3.4	Aviation Safety Quality Assurance Programme	18/06/03	Secretariat
IP/05	3.5	Traffic statistics for Fort de France and Pointe à Pitre airports	22/06/03	France
IP/06	3.6	Report of the E/CAR Radar Sharing Task Force	22/06/03	France
IP/07	3.5	Quality Assurance in Air Traffic Services Course	03/07/03	Barbados
IP/08	3.5	Aircraft movement in the E/CAR - 2002	04/07/03	Trinidad and Tobago
IP/09	3.6	Status of the U.S. Wide Area Augmentation System (WAAS)	21/07/03	United States

INFORMATION PAPERS				
Number	Agenda Item	Title	Date	Prepared and Presented by
IP/10	3.6	Status of the U.S. Local Area Augmentation System (LAAS)	21/07/03	United States
IP/11	3.6	FAA/ECAR Network Status	21/07/03	United States

ii.9 **LIST OF DRAFT CONCLUSIONS**

No.	TITLE	PAGE
27/01	<b>ACTION PLANS FOR THE RESOLUTION OF AIR NAVIGATION DEFICIENCIES</b>	2-1
27/02	<b>ICAO REGIONAL TECHNICAL COOPERATION PROJECT TO SUPPORT IMPLEMENTATION OF AIS/MAP AUTOMATED INTEGRATED AND AIS/MAP QUALITY ASSURANCE SYSTEMS</b>	3-1
27/03	<b>TRANSLATION OF THE CAR/SAM AIS/MAP DATA MODEL STRUCTURE INTO ENGLISH</b>	3-2
27/04	<b>SURVEY INVENTORY QUESTIONNAIRE ON THE STATUS OF WGS-84 IMPLEMENTATION</b>	3-2
27/05	<b>OUTSTANDING AIS LOAs</b>	3-3
27/06	<b>E/CAR AIS NOTAM DATABASE</b>	3-3
27/07	<b>E-MAIL SUPPORT FOR AIS</b>	3-3
27/09	<b>FULL IMPLEMENTATION OF AIS/MAP SERVICES PRIOR TO ICAO USOAP ANNEX 11 AND ANNEX 14 AUDITS</b>	3-4
27/10	<b>IMPLEMENTATION OF THE UPDATED PROGRAMME FOR THE TRANSITION PLAN TO THE FINAL PHASE OF THE WAFS IN THE E/CAR STATES/TERRITORIES</b>	3-4
27/11	<b>NEW ICAO FORMAT FOR TROPICAL CYCLONE ADVISORY MESSAGES</b>	3-5
27/12	<b>SUPPORT FOR IMPLEMENTATION OF ATM DEVELOPMENTS</b>	3-5
27/13	<b>RVSM IMPLEMENTATION</b>	3-6
27/14	<b>IMPLEMENTATION OF TMAs/CTRs OF GRENADA AND SAINT VINCENT AND THE GRENADINES</b>	3-6
27/15	<b>IMPLEMENTATION OF RNAV ROUTE UL337</b>	3-7
27/16	<b>IMPLEMENTATION OF THE UPPER LIMIT OF THE ADAMS, FORT-DE-FRANCE, POINTE-A-PITRE AND V.C. BIRD TMAs FROM FL195 TO FL245</b>	3-7
27/17	<b>LOA BETWEEN TRINIDAD AND TOBAGO/VENEZUELA</b>	3-7
27/18	<b>E/CAR REGIONAL ATS CONTINGENCY PLAN</b>	3-8
27/19	<b>BARBADOS RADAR TRAINING</b>	3-9
27/20	<b>RADAR IMPLEMENTATION IN ANTIGUA</b>	3-10



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<b>No.</b>	<b>TITLE</b>	<b>PAGE</b>
27/21	<b>REVIEW OF THE VHF AIR-GROUND VOICE COMMUNICATIONS COVERAGE</b>	3-11
27/22	<b>GUIDANCE FOR THE WORK REGARDING THE VHF AIR-GROUND VOICE COMMUNICATIONS COVERAGE</b>	3-11
27/23	<b>IMPROVEMENT TO AFTN CIRCUITS</b>	3-12
27/25	<b>E/CAR IWG TERMS OF REFERENCE AND WORK PROGRAMME</b>	4-1

ii.10                    **LIST OF DECISIONS**

<b>No.</b>	<b>TITLE</b>	<b>PAGE</b>
27/08	<b> AIS COMMITTEE REVIEW OF THE AIS/MAP QUALITY SYSTEM GUIDES</b>	3-3
27/24	<b>DISOLUTION OF THE E/CAR AFS TECHNICAL COMMITTEE</b>	3-12

ii.11      **OPENING REMARKS FOR THE 27<sup>TH</sup> MEETING OF THE EASTERN CARIBBEAN  
INFORMAL WORKING GROUP BY THE PERMANENT SECRETARY OF ANTIGUA AND  
BARBUDA ON BEHALF OF HONOURABLE ROBIN YEARWOOD, 21<sup>ST</sup> JULY, 2003**

It is my pleasure to welcome you to the opening of the 27<sup>th</sup> Meeting of the Eastern Caribbean Informal Working Group being held here in Antigua from 21<sup>st</sup> – 25<sup>th</sup> July 2003.

The Government of Antigua and Barbuda recognizes the vital role that aviation contributes to the economic development of our country and our region. Because of Antigua and Barbuda's geographical position it has historically served as an air bridge between the Leeward and Windward Islands. This has facilitated the development of LIAT and Carib Aviation, and more recently Caribbean Star as leading air carriers in the Eastern Caribbean. At the present time the aviation industry is facing unprecedented challenges with almost daily news of major developments in the airline industry. The Caribbean has not been immune from the effects of these major changes and already in our region, there have been significant changes in the financing and management of airlines. These changes impact heavily on the demands for air navigation services, and often have adverse long-term effects as revenues for these services are hit by economic downturn in the industry, even at a time when the need for maintaining the standards of safety, security and operations is highest.

Geographical and other factors have also contributed to the decision to locate the regional Directorate of Civil Aviation here in Antigua. This office is in fact one of the earliest and most successful examples of regional cooperation in the Eastern Caribbean. After many years of accomplishments and struggle, efforts are now underway to transform the organization into an independent regulatory authority capable of meeting all the legal and institutional requirements of the International Civil Aviation Organization (ICAO). This will see the establishment of an Eastern Caribbean Aviation Authority with the necessary legal mandate and authority to regulate civil aviation in the member states of the authority. This new agency will be a critical element of the OECS move to restore Category I status for our aviation and therefore enable our carriers to compete in the global aviation industry through code-sharing and other business strategies.

An upcoming development of great significance will be the move by the International Civil Aviation Organization (ICAO) to begin certification of airports. This will force us to have in place mechanisms for transparency and accountability at levels beyond which we have previously required, and will present important technical, financial and other challenges. While the International Civil Aviation Organization (ICAO) airport certification process is not intended to provide any judgment on the condition of any country's airport facilities, this process will necessarily result in greater scrutiny of the quality of services, including operational matters and security, provided by our airports.

The new responsibilities associated with providing the services required for civil aviation are forcing governments to adopt new and innovative approaches to airport financing and administration, including privatization and greater roles for non-traditional parties. Already in Jamaica and the Dominican Republic major changes have occurred as governments have sought to meet the requirements of a global industry by involving private sector partners in areas previously managed by governments. The experiences of these countries have awakened the interest of others, including us here in Antigua and Barbuda, in looking at the introduction of innovative management responses, to meet the demands of the aviation and travel industries. All these initiatives must of course take place within the context of the Chicago Convention which recognizes that, whatever the form, the ultimate responsibility for safety and security oversight rests with national governments of the region.

The very important area of search and rescue also forms one of the items on your agenda. While aviation in our region continues to be the safest mode of public transport, as island states we will continue to need to have in place search and rescue capabilities that integrate air and sea response, as well as public and community response. We therefore look forward to your continued work in this field.

Your conference takes place prior to the upcoming International Civil Aviation Organization (ICAO) Eleventh Air Navigation conference scheduled for September to October of this year. That conference will be charting the future for various elements of air navigation and this week's conference, I am sure, will enable our region to better prepare for this landmark conference in such areas as air traffic management, communications, navigation, surveillance, and administration of the aeronautical electromagnetic spectrum.

Let me finally wish you all a productive and enjoyable next few days. Despite your packed agenda, I hope that all of you will take the time to sample some of the beaches, entertainment, shopping and other attractions that we boast of in Antigua and Barbuda. Your mission is a very important one as you tackle many of the most important technical areas involved in civil aviation but I am confident that with the expertise and experience present among you, that your goals for this meeting can and will be realized.

It is now my pleasant duty to formally declare open today's proceedings. I thank you.

ii.12      **Opening Remarks for the 27<sup>th</sup> Meeting of the Eastern Caribbean Informal Working Group by Mr. Rosemond James, DCA OECS.**

Hon. Robin Yearwood, Minister of Public Utilities, Housing, Transportation, Aviation, International Transportation and Finance, Mr. Michiel Vreedenburgh, ICAO's Regional Officer – Aerodromes and Ground Aids, other distinguished guest, Fellow Aviation delegates, Ladies and gentlemen.

The Director of Civil Aviation, OECS, Mr. Herald Wilson sends his apologies for not being able to be here to address you due to other unexpected pressing matters. However, he has requested that I issue some brief remarks on his behalf.

A fellow OECS State was originally scheduled to host this 27<sup>th</sup> Eastern Caribbean Informal Working Group Meeting, but due to that State's inability to do so, the ICAO Regional Office decided to host the meeting at its headquarters in Mexico. However, as the travel costs to Mexico would be prohibitive for the attendance by some delegations, the Directorate, in conjunction with the government of Antigua and Barbuda, agreed to an offer from IACL to bear the cost of hosting the meeting if it could be held in Antigua.

We would therefore like to thank the Government of Antigua and Barbuda and the Management of IACL for agreeing to host this meeting.

The 27<sup>th</sup> ECWG Meeting is taking place against a backdrop of a flurry of activity by civil aviation authorities within the E/CAR region. This is certainly evident by the number of regional initiatives being implemented such as the establishment of the Regional Aviation Safety Oversight System (RASOS); E/CAR Radar Sharing initiative; and the establishment of the E/CAR AFS Network, to name but a few.

Closer to home, the OECS Directorate has been working assiduously towards the establishment of a civil aviation authority. To this end, a new civil aviation bill has been prepared and is currently going through the final stages of refinement by our legal experts. It is expected that the draft bill will be sent to Member governments within the next two weeks for early passage by the various parliaments. This new civil aviation act will incorporate all recent Standards and Recommended Practices emanating from ICAO's annexes. As we speak, work on the preparation of the accompanying civil aviation regulations based on the ICAO Model Regulations, is being prepared with the assistance of the USFAA.

Concomitantly with this objective, the DCA is focused on the goal of reinstatement by USFAA to Category 1 status by year end. We are confident that this goal is achievable based on the significant changes being undertaken with respect of the primary and secondary civil aviation legislation by OECS Member Governments.

We note the packed agenda, which is before this meeting, no doubt indicative of the numerous challenges facing the region at this time. In particular, we intend to participate fully in deliberations relating to issues likely to affect our OECS Member States, such as Aerodrome Certification and audits; the E/CAR AFS Network; AIS Quality Assurance Programme; the establishment of new TMA within the Piarco FIR; New RNAV Routes and many more.

In closing, I would like to thank the Honourable Minister for taking time out from his busy schedule to be here with us this morning and IACL for your continued and unwavering support of civil aviation within the E/CAR region.

We look forward to an interesting meeting. I thank you.

## LIST OF PARTICIPANTS

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<b>LIST OF PARTICIPANTS – GENERAL INFORMATION</b>	
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LIST OF PARTICIPANTS – GENERAL INFORMATION	
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27<sup>TH</sup> E/CAR INFORMAL WORKING GROUP MEETING  
Summary of Discussions  
List of Participants – General Information

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LIST OF PARTICIPANTS – GENERAL INFORMATION	
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27<sup>TH</sup> E/CAR INFORMAL WORKING GROUP MEETING  
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LIST OF PARTICIPANTS – GENERAL INFORMATION	
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27<sup>TH</sup> E/CAR INFORMAL WORKING GROUP MEETING  
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LIST OF PARTICIPANTS – GENERAL INFORMATION	
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27<sup>TH</sup> E/CAR INFORMAL WORKING GROUP MEETING  
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LIST OF PARTICIPANTS – GENERAL INFORMATION	
NAME POSITION	ADDRESS, TELEPHONE, FAX, E-MAIL
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**Agenda Item 1                      Approval of the Meeting Agenda and Schedule**

1.1                      The E/CAR IWG Chairman presented WP/01 with the draft Meeting Agenda and Schedule. The Meeting approved the Agenda but in relation to the Schedule, it decided to deal with all Agenda Items in the group as a whole and that Ad hoc Groups to deal with specific matters would be established as required. This work methodology was preferred to accommodate those States and Territories with only one-member delegations and others with members who deal with more than one discipline. It was suggested that if the pre-determined Ad hoc Group work methodology were to be adopted at a future meeting, States and Territories should be informed of this in the meeting invitation letter to allow them to comment on its acceptability and take this into consideration in the formation of the composition of their delegations.

## **Agenda Item 2                    General Air Navigation Matters**

### **2.1.                    Valid Conclusions/Decisions of previous E/CAR/IWG, E/CAR/DCA, NACC/DCA and GREPECAS Meetings relevant to the E/CAR Region**

2.1.1                    The Secretariat presented WP/02 on the status of the outstanding conclusions and decisions of previous E/CAR IWG Meetings. The Meeting reviewed the list and updated the status of outstanding conclusions and decisions, as presented in **Appendix A** to this part of the report. The Secretariat also presented IP/03 on E/CAR/DCA/17, NACC/DCA/1 AND GREPECAS/11 meetings' conclusions and decisions relevant to the E/CAR IWG. The Meeting used this information as a reference during its deliberations throughout the Meeting.

### **2.2                    Deficiencies**

2.2.1                    The Secretariat presented WP/03 with the current version of the ICAO database of the reporting form on air navigation deficiencies in the Eastern Caribbean area, including those that were reported to have been corrected. The relevant Conclusions of the GREPECAS/11 (Brazil, December 2002) and NACC/DCA/1 (Cayman Islands, October 2002) Meetings and ICAO State Letter M 6/1-02/79 dated 27 September 2002 requesting States to prepare and submit to ICAO an Action Plan for the resolution of deficiencies were discussed. IATA presented WP/25 expressing concern over the perceived lack of action to resolve deficiencies and insufficient reporting to ICAO in cases where implementation of corrective action was complete. Both ICAO and IATA offered support to States and Territories in the preparation and implementation of action plans to resolve deficiencies.

2.2.2                    The Meeting reviewed the content of the papers and agreed for States/Territories to prepare Action Plans in accordance with the ICAO Council approved uniform methodology, existing GREPECAS and DCA conclusions, and the ICAO State Letter to encourage and facilitate the resolution of outstanding deficiencies in the Eastern Caribbean area, and adopted the following Draft Conclusion:

#### **DRAFT**

#### **CONCLUSION 27/01                    ACTION PLANS FOR THE RESOLUTION OF AIR NAVIGATION DEFICIENCIES**

That E/CAR States/Territories prepare Action Plans for the resolution of the outstanding deficiencies and submit these to the ICAO NACC Regional Office as soon as possible, and definitely by **30 September 2003**.

2.2.3                    An Ad hoc Group was established comprising the DCA OECS (Rapporteur), V. C. Bird International Airport in Antigua and ICAO. The Group developed an Action Plan for the resolution of outstanding deficiencies reported for Antigua and Barbuda. The resulting Action Plan is included in **Appendix B** to this part of the report, which can serve as an example for the preparation of such Action Plans by other States/Territories.

2.2.4                    In reviewing the list of deficiencies reported for Antigua and Barbuda, the Deficiencies Ad hoc Group updated the list to reflect the implementation of corrective action in 2002 related to several AGA, AIS and ATM deficiencies. The ICAO deficiencies database will be updated accordingly in due course.

2.2.5 The Meeting was invited to refer to the deficiencies table throughout its deliberations in order to initiate and/or contribute to the preparation of Action Plans where possible.

### 2.3 CNS/ATM Systems

2.3.1 The InterCaribbean Aeronautical Communications Limited (IACL) presented WP/13 with a copy of the E/CAR CNS/ATM Transition Plan and provided the Meeting with an update on the status of the E/CAR Regional CNS/ATM Committee, indicating that due to lack of response by the States/Territories, the Committee was unable to meet.

2.3.2 The Meeting was of the opinion that States were implementing their national CNS/ATM Plans and should provide the name of the point of contact including e-mail address and other particulars, during the course of this Meeting. The resulting list is presented as follows:

State/Territory	Contact Name	Telephone number/E-mail address
Anguilla	Kent Richardson	Tel. (264) 497-2384 / 3510 E-mail <a href="mailto:topranking1973@hotmail.com">topranking1973@hotmail.com</a> <a href="mailto:wallblakeairport@anguillanet.com">wallblakeairport@anguillanet.com</a>
Antigua and Barbuda	Eugene Thomas	Tel. (268) 562 0302 E-mail <a href="mailto:vcbia@candw.ag">vcbia@candw.ag</a>
Barbados	Reynold Allman (ATM)	Tel. (246) 428 7377 E-mail <a href="mailto:civilav@sunbeach.net">civilav@sunbeach.net</a>
	Mitchinson Beckles (CNS)	Tel. (246) 428-6667 E-mail <a href="mailto:civilav@sunbeach.net">civilav@sunbeach.net</a>
British Virgin Islands	To be confirmed	
Dominica	Don Corriette	Tel. (767) 449-1990 / 445-7101 E-mail <a href="mailto:dcorriette@hotmail.com">dcorriette@hotmail.com</a> <a href="mailto:metoffice@cwdom.dm">metoffice@cwdom.dm</a>
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	Gervais Gaudiere (CNS)	Tel: (596) 596 55 6017 E-mail: <a href="mailto:gervais.gaudiere@aviation-civile.gouv.fr">gervais.gaudiere@aviation-civile.gouv.fr</a>
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Netherlands Antilles	To be confirmed	
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	Bernard Rawlins (St. Kitts)	Tel. (869) 466-5598 E-mail <a href="mailto:skbmetof@caribsurf.com">skbmetof@caribsurf.com</a>
Saint Lucia	Errol Cherubin	Tel. (1758) 454 6355 E-mail <a href="mailto:amscaspa@caribsurf.com">amscaspa@caribsurf.com</a>
Saint Vincent and the Grenadines	To be confirmed	

State/Territory	Contact Name	Telephone number/E-mail address
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2.3.3 In this regard, IACL will continue to act as the coordinator of the Committee. The Meeting reminded the States that they were responsible for updating their National Plans, to be submitted to, and reviewed periodically by, the Committee.



## APPENDIX A

### RESULTS OF THE REVIEW OF OUTSTANDING CONCLUSIONS AND DECISIONS OF MEETINGS UP TO AND INCLUDING THE 26<sup>TH</sup> E/CAR IWG MEETING

FIELD	CONCLUSIONS / DECISIONS	ACTION BY:	COMMENTS	STATUS
ATM	<p><b>CONCLUSION 26/1    ATS ROUTE PARAMARIBO-BRIDGETOWN</b></p> <p>That,</p> <p>a) the establishment of an ATS route between Paramaribo-Bridgetown is not currently supported according to the ATS evaluation carried out by Trinidad and Tobago; and</p> <p>b) it could only be revisited if the statistics support the need and the ATM/CNS developments advance to the point of allowing appropriate RNP values on routes in the region and/or Radar Data Sharing initiatives allow for appropriate surveillance.</p>	Barbados, Suriname and Trinidad and Tobago		Finalised
ATM	<p><b>CONCLUSION 26/2    IMPLEMENTATION OF THE UPPER LIMIT OF THE ADAMS, FORT DE FRANCE, POINTE A PITRE AND V.C. BIRD TMAs FROM FL195 TO FL245</b></p> <p>That,</p> <p>a) the date of <b>11 July 2002</b> for change to the revised upper limit of the four (4) TMAs from FL195 to FL245, is realistic and the implementation process should continue;</p> <p>b) the operational problems and bilateral issues have been addressed in the Letters of Agreement, and these should be reviewed and signed by <b>28 June 2002</b>;</p> <p>c) affected States ensure that any outstanding briefing is concluded by <b>28 June 2002</b>; and</p> <p>d) Trinidad and Tobago should verify by <b>5 July 2002</b> that all elements of this implementation are in place and notify Antigua, Barbados and French Antilles accordingly.</p>	<p>a), b), c) Antigua and Barbuda, Barbados, France and Trinidad and Tobago</p> <p>d) Trinidad and Tobago</p>	This matter was dealt with under Agenda Item 3.5 and a replacement conclusion 27/16 was adopted.	Superseded
ATM	<p><b>CONCLUSION 26/3    IMPLEMENTATION OF TMAs/CTRs OF GRENADA AND SAINT VINCENT AND THE GRENADINES</b></p> <p>That,</p> <p>a) Grenada and Saint Vincent and the Grenadines implement on AIRAC date <b>15 May 2003</b> their CTR/TMAs with lateral and vertical limits shown in paragraph 2.1.3.5.2 and the corresponding Appendix A to this part of the report; and</p> <p>b) OECS Civil Aviation Directorate ensures with the appropriate ATS Authorities of Grenada and Saint Vincent and the Grenadines that all requirements for this implementation be met accordingly.</p>	<p>a) Grenada, Saint Vincent and the Grenadines and Trinidad and Tobago</p> <p>b) OECS</p>	This matter was dealt with under Agenda Item 3.5 and a replacement conclusion 27/14 was adopted.	Superseded

FIELD	CONCLUSIONS / DECISIONS	ACTION BY:	COMMENTS	STATUS
ATM	<p><b>CONCLUSION 26/4    ATS CONTINGENCY PLANS FOR THE EASTERN CARIBBEAN</b></p> <p>That States/Territories/International Organizations of the Eastern Caribbean:</p> <p>a)    update as soon as possible the ATS Contingency Plan for Piarco Flight Information Region (FIR) bilaterally and/or multilaterally with those States/Territories/International Organizations who are responsible of neighbouring airspaces by using the model shown in Appendix B to this part of the Report;</p> <p>b)    Trinidad and Tobago present the Piarco FIR ATS Contingency Plans to the Informal ATS Contingency NAM/CAR Meeting, which is to be held in the ICAO NACC Regional Office in <b>September 2002</b>; and</p> <p>c)    that the bilateral and/or multilateral ATS contingency plan be converted into the basic elements of a Draft Agreement on ATS Contingency for the CAR Region which would be prepared by the Informal Meeting mentioned in b) in order that it be submitted to the First Meeting of the Caribbean Region Directors of Civil Aviation (<b>October 2002</b>).</p>	a) States / Territories / International Organizations	<p>This matter was dealt with under Agenda Item 3.5 and a replacement conclusion 27/18 was adopted.</p> <p>The ICAO NACC Office will convene an informal NAM/CAR Meeting in ATS Contingency Plan in November 2003, to accomplish a Draft Agreement on ATS Contingency Plan for the CAR Region.</p>	Superseded
ATM	<p><b>CONCLUSION 26/5    ATS QUALITY ASSURANCE PROGRAMMES</b></p> <p>That, the Eastern Caribbean States/Territories use the CAR/SAM Regional Guidance Material on ATS Quality Assurance approved by GREPECAS/10 for the implementation of ATS Quality Assurance Programmes in their corresponding ATS units.</p>	States/Territories	ICAO NACC Office participated in the Quality Assurance Seminar from 16 to 27 of June 2003 in Barbados to assist the States for the implementation of their corresponding programmes.	Finalised
ATM	<p><b>CONCLUSION 26/6    SSR CODE ALLOCATION WITHIN PIARCO FIR</b></p> <p>That, Eastern Caribbean States/Territories with radar systems:</p> <p>a)    use the SSR Code Allocation Plan within Piarco FIR shown in Appendix C to this part of the Report;</p> <p>b)    adequately apply the CAR/SAM SSR code allocation procedures shown in CAR/SAM Air Navigation Plan, FASID Document Table ATS 1; and</p> <p>c)    include in their operational agreements between adjacent ATS units procedures that permit maintaining SSR codes over several airspaces.</p>	States/Territories		Finalised

FIELD	CONCLUSIONS / DECISIONS	ACTION BY:	COMMENTS	STATUS
AIS	<b>CONCLUSION 26/7 AIS INTEGRATED AUTOMATION SYSTEM AND AIS QUALITY ASSURANCE IMPLEMENTATION PLAN</b>  That E/CAR States/Territories: a) familiarize and implement the AIS Automation Plan; b) familiarize and implement the AIS Quality Assurance Plan; c) implement at each Aerodrome AIS Section the Common Operational Procedures Manual to the CAR/SAM Integrated Automated AIS System (COPM CAR/SAM) 2nd Edition Provision 2000; d) implement a NASC at the PIARCO NOF; and e) present progress on the status of its implementation to the NACC Regional Office, by <b>30 October 2002</b> at the latest.	States/Territories	This matter was dealt with under Agenda Item 3.2 and a replacement conclusion 27/09 was adopted.	Superseded
AIS	<b>CONCLUSION 26/8 E/CAR AIS NOTAM DATABASE</b>  That Trinidad and Tobago's Civil Aviation Authorities takes measures towards the upgrading of the NOTAM database, as part of the CAR/SAM AIS Integrated Automated System in order to comply with this requirement as soon as possible	Trinidad and Tobago	This matter was dealt with under Agenda Item 3.2 and a replacement conclusion 27/06 was adopted.	Superseded
AIS	<b>CONCLUSION 26/9 E-MAIL SUPPORT FOR AIS</b>  That E/CAR States/Territories Civil Aviation Authorities Provide E-Mail Service at the AIS Units, as an alternate communication channel required for submission of raw data to AIS, taking into consideration the CNS /ATM Subgroup contribution in this matter.	States/Territories	This matter was dealt with under Agenda Item 3.2 and a replacement conclusion 27/07 was adopted.	Superseded
AIS	<b>CONCLUSION 26/10 ADOPT THE INVENTORY QUESTIONNAIRE FOR THE WGS-84 IMPLEMENTATION STATUS.</b>  That E/CAR States/Territories: a) complete the Inventory Questionnaire for the WGS-84 Implementation Status; b) maintain updated the historical data by Aeronautical Authority through basic reporting structure for: Geodetic survey, En-route survey and Aerodrome/heliport survey; and c) present the Inventory Questionnaire to the NACC Regional Office, by <b>31st October 2002</b> at the latest.	States/Territories	This matter was dealt with under Agenda Item 3.2 and a replacement conclusion 27/04 was adopted.	Superseded
CNS	<b>CONCLUSION 26/11 MEETING OF E/CAR AFS DIGITAL NETWORK BETWEEN IACL BOARD AND E/CAR DCAS</b>  That the outcome of IACL's meeting with the DCAs on <b>25th June 2002</b> be communicated to ICAO NACC Office for distribution to the E/CAR States.	IACL	This matter was be dealt with under Agenda Item 3.6. The report on the improvement of the network was received by the ICAO NACC Office.	Finalised

FIELD	CONCLUSIONS / DECISIONS	ACTION BY:	COMMENTS	STATUS
CNS	<p><b>CONCLUSION 26/12 NETWORK MANAGEMENT, OPERATIONS AND MAINTENANCE PROCEDURES DOCUMENT</b></p> <p>That Trinidad and Tobago, United States and IACL review the Network Management, Operations and Maintenance Procedures Document and provide their comments for coordination with the FAA by <b>1 September 2002</b>.</p>	Trinidad and Tobago, United States and IACL	This matter was be dealt with under Agenda Item 3.6.	Finalised
CNS	<p><b>CONCLUSION 26/13 E/CAR RADAR DATA SHARING TASK FORCE</b></p> <p>That,</p> <ol style="list-style-type: none"> <li>the E/CAR Radar Data Sharing Task Force should be maintained and continue its work programme;</li> <li>France continue as Coordinator of the Task Force;</li> <li>a meeting of the Task Force should be held by <b>31st October 2002</b>; and</li> <li>the results of this Radar Task Force meeting be submitted to the next meeting of the E/CAR IWG.</li> </ol>	E/CAR Radar Data Sharing Task Force	This matter was dealt with under Agenda Item 3.6. The Task Force has been working; its meeting was held and submitted its report to the Meeting.	Finalised
ATM/ CNS	<p><b>CONCLUSION 26/14 REACTIVATION OF E/CAR NATIONAL CNS/ATM COMMITTEES</b></p> <p>That, States/Territories of E/CAR reactivate their National CNS/ATM Committees and send to IACL the name of the officials responsible of these committees not later than <b>30 September 2002</b>.</p>	States / Territories	This matter was dealt with under Agenda Item 2.3.	Finalised
ATM/ CNS	<p><b>CONCLUSION 26/15 ESTABLISHMENT OF E/CAR REGIONAL CNS/ATM COMMITTEE</b></p> <p>That,</p> <ol style="list-style-type: none"> <li>an E/CAR Regional CNS/ATM Committee be established with the Terms of Reference, Work Programme and Composition shown in Appendix B to this Part of the Report; and</li> <li>IACL be the Coordinator of this Regional E/CAR CNS/ATM Committee that will report to the E/CAR IWG</li> </ol>	E/CAR CNS/ATM Committee.	This matter was dealt with under Agenda Item 2.3.	Finalised
ATM/ CNS	<p><b>CONCLUSION 26/16 GNSS TRAINING</b></p> <p>That,</p> <ol style="list-style-type: none"> <li>Barbados and Trinidad and Tobago should advertise their 2002 GNSS courses to the E/CAR States/Territories/Organizations with sufficient time to allow their participation, copying this information to ICAO NACC Regional Office; and</li> <li>any State/Territory requesting “on- and off-site” GNSS training from the Barbados Training Centre should make appropriate arrangements with Barbados authorities</li> </ol>	Barbados and Trinidad and Tobago	Barbados and Trinidad and Tobago submitted the information to the ICAO NACC Office. The invitation letter was sent.	Finalised

FIELD	CONCLUSIONS / DECISIONS	ACTION BY:	COMMENTS	STATUS
GEN	<b>CONCLUSION 26/17 ROTATION OF FUTURE E/CAR IWG MEETING SITES</b>  That, a) the 27th E/CAR IWG Meeting be held in Saint Vincent and The Grenadines in <u>May/June 2003</u> ; and b) the rotational list for future E/CAR IWG Meeting sites be the one shown in Appendix A to this part of the Report	States/Territories	This matter was dealt with under Agenda Item 4	a) Superseded b) Finalised
ATM	<b>CONCLUSION 25/2 ATS INCIDENTS</b>  That States and Territories, a) implement ATS Incidents Investigation Committees and advise the ICAO NACC Regional Office accordingly; b) prepare a record of incidents using the Incident Report format submitted by the ATS Committee, shown in Appendix B to this Agenda Item and submit these to the Chairman of the ATS Committee for its presentation in a Working Paper to the next E/CAR Informal Working Group Meeting.	States and Territories/ATS Committee	This matter was dealt with under Agenda Item 3.5 and a replacement conclusion 27/12 was adopted.	Superseded
ATM	<b>CONCLUSION 25/5 ATM CAPACITY AND ATFM</b>  That States and Territories provide, a) suitable training for ATS personnel analysing ATM Capacity in the Eastern Caribbean; and b) three (3) main peak traffic hours per month to the ATS Committee Coordinator to analyse the airspace utilization.	States/Territories/ATS Committee	The ICAO ATS QA Manual provides guidance.	Finalised
CNS	<b>CONCLUSION 25/9 CNS SHORTCOMINGS AND DEFICIENCIES</b>  That, a) the current items contained in the Reporting Form on Air Navigation Shortcomings and Deficiencies in the CNS fields be reviewed and updated by States/Territories by <u>1 June 2001</u> ; b) States and Territories carry out a comprehensive review of the sub-region's CNS shortcomings and deficiencies, with a special emphasis on navigation and surveillance, and update the Reporting Form on Air Navigation Shortcomings and Deficiencies in the CNS fields by <u>30 September 2001</u> ; and c) the results of the actions indicated in a) and b) above be provided to the ICAO NACC Regional Office by <u>30 October 2001</u> .	States/Territories	This matter was dealt with under Agenda Item 2.2	Deadline passed - superseded
CNS	<b>CONCLUSION 25/10 HF COMMUNICATIONS IN THE PIARCO FIR</b>  That Trinidad and Tobago notify the ICAO NACC Regional Office by <u>4 June 2001</u> the dates of completion of the corrective actions required to solve the HF Communications deficiencies in the Piarco FIR.	Trinidad and Tobago	This matter was dealt with under Agenda Item 3.6.	Finalised

FIELD	CONCLUSIONS / DECISIONS	ACTION BY:	COMMENTS	STATUS
CNS	<p><b>CONCLUSION 25/11 IMPLEMENTATION STATUS OF THE E/CAR DIGITAL NETWORK</b></p> <p>That,</p> <p>a) the affected ATS providers report service outages and other performance problems to TSTT and/or the appropriate local telecommunication maintenance entity using pre-existing escalation procedures while these reporting requirements do not adversely impact controller workloads;</p> <p>b) the affected ATS providers provide monthly summaries of reported service outages and other performance problems to IACL;</p> <p>c) IACL provide on a monthly basis to the E/CAR States and Territories a detailed report analysing the E/CAR digital network's system wide and recurring performance problems including updated information on corrective measures taken to address these problems; and</p> <p>d) IACL investigate alternative solutions to meet the E/CAR AFS requirements and present the findings of this investigation to the next E/CAR DCAs meeting.</p>	<p>States/Territories</p> <p>States/Territories IACL</p> <p>IACL</p>	<p>This matter was dealt with under Agenda Item 3.6</p>	Superseded
CNS	<p><b>CONCLUSION 25/12 REVIEW OF THE VHF AIR-GROUND VOICE COMMUNICATIONS COVERAGE IN THE EASTERN CARIBBEAN</b></p> <p>That Eastern Caribbean States/Territories/Organizations,</p> <p>a) send to the ICAO Regional Office information on their respective VHF air-ground voice communications stations using the form shown in Appendix B by <u>10 July 2001</u>; and</p> <p>b) that have them available, also provide calculated theoretical graphic coverage and /or in flight inspection measures.</p>	<p>States/Territories/ International Organizations</p>	<p>This matter was dealt with under Agenda Item 3.6 and a replacement conclusion 27/21 was adopted.</p>	Superseded
CNS	<p><b>DECISION 25/13 GUIDANCE FOR THE WORK OF THE E/CAR INFORMAL WORKING GROUP REGARDING THE VHF AIR-GROUND VOICE COMMUNICATIONS COVERAGE</b></p> <p>That the E/CAR Informal Working Group,</p> <p>a) based on the information supplied by States/Territories/Organizations of the Eastern Caribbean, and in accordance with the specifications of Annex 10, Volume III, Part II, Chapter II, on the required field intensity levels, should calculate such coverages for its terminal areas considering the minimum in-flight levels to be 4,000 ft and the maximum 12,000 ft and for control areas the minimum of 7,600 m (25,000 ft) and the maximum of the 13,700 m (45,000 ft) flight level; and</p> <p>b) if range gaps are detected, propose corrective measures.</p>	<p>E/CAR IWG</p>	<p>This matter was dealt with under Agenda Item 3.6 and a replacement conclusion 27/22 was adopted.</p>	Superseded

FIELD	CONCLUSIONS / DECISIONS	ACTION BY:	COMMENTS	STATUS
CNS	<p><b>CONCLUSION 25/14 TRANSITION PLAN FROM AFTN TO AMHS IN THE EASTERN CARIBBEAN</b></p> <p>That the E/CAR States/Territories:</p> <ol style="list-style-type: none"> <li>commence the development of an implementation Plan for the transition from AFTN to AMHS in the Eastern Caribbean, studying the impact of the AMHS on the E/CAR Digital Network,</li> <li>review and improve the AMHS requirements included in the CNS 1B part of the CAR/SAM FASID table and formulate the relevant proposals for amendments.</li> </ol>	States/Territories	This matter was dealt with under Agenda Item 3.6 and the Meeting noted the group should follow-up this conclusion and the work carried out by the CNS Committee of the ATM/CNS/SG of GREPECAS.	On-going
ATM/ CNS	<p><b>CONCLUSION 25/15 ACTIONS TO IMPLEMENT THE USE OF GNSS IN THE EASTERN CARIBBEAN</b></p> <p>That States/Territories/International Organizations of the Eastern Caribbean and neighbouring areas:</p> <ol style="list-style-type: none"> <li>develop or update and publish an AIC on their legislation/regulations authorizing the use of GNSS in their corresponding airspace for operations in its terminal and en route areas as the sole/primary/supplementary navigation means, and also specifying equipment, certification and training requirements;</li> <li>update the resulting information of a) above in the Table shown in Appendix C to this part of the report for presentation at the next 17<sup>th</sup> E/CAR DCA Meeting;</li> <li>consider the results of the CAR/SAM/3 RAN Meeting, the conclusions and recommendations of GREPECAS and the GNSS SARPS as well as any other guidance material in order to review the implementation plans of the GBAS and SBAS augmentation systems that are related to the Eastern Caribbean;</li> <li>that have already established the operational use of the GNSS, exchange information of the operational experiences in their airspace with other States/Territories/International Organizations of the Eastern Caribbean and its adjacent areas; and</li> <li>participate in the ICAO CAR/SAM Project RLA/00/009 – <i>Regional GNSS Augmentation Test</i>.</li> </ol>	States/Territories/ International Organizations		Superseded by GREPECAS Conclusion 10/32.

FIELD	CONCLUSIONS / DECISIONS	ACTION BY:	COMMENTS	STATUS
<b>AI</b>	<p><b>CONCLUSION 25/20 WGS -84 SYSTEM IMPLEMENTATION IN THE E/CAR REGION</b></p> <p>That States/Territories:</p> <ol style="list-style-type: none"> <li>establish Technical Cooperation Agreements to complete the WGS-84 System Implementation and coordinate the determination of common points of the adjacent FIRs in the WGS -84 System for publication; and</li> <li>establish all the required WGS -84 coordinates and publish these in the corresponding new-format AIP by <u>May 2002</u>, to enable its effective application by users and to complete the establishment of the WGS-84 System.</li> </ol>	States/Territories	This matter was dealt with under Agenda Item 3.2 and replacement conclusions 27/04 and 27/09 were adopted	Superseded
<b>AI</b>	<p><b>CONCLUSION 25/22 AIS TRAINING</b></p> <p>That Groups of States/Territories provide for the necessary training in cartography for instrument approach procedures chart preparation to appropriate personnel responsible for producing AIPs.</p>	States/Territories		Finalised
<b>ATM</b>	<p><b>CONCLUSION 24/4 CAR REGION CONTINGENCY PLAN</b></p> <p>That,</p> <ol style="list-style-type: none"> <li>the ICAO NACC Regional Office take advantage of the work done on Y2K Contingency Planning and apply it to a CAR Region Contingency Plan that might be used in any situation arising in the region and affecting the provision of air traffic services and other related services;</li> <li>the ICAO NACC Regional Office retain the membership of the Y2K Contingency Planning Task Force, making the necessary adjustments to its name, terms of reference and work programme in order to fulfil the project mentioned in a) above; and</li> <li>the members of each State and International Organizations be informed of the results.</li> </ol>	ICAO NACC Regional Office	<p>This matter was dealt with under Agenda Item 3.5 and superseded by Conclusion 26/4.</p> <p>That ICAO NACC Office will convene an informal NAM/CAR Meeting on ATS Contingency Plan in November 2003, to accomplish a Draft Agreement on ATS Contingency Plan for the CAR Region.</p>	Superseded



FIELD	CONCLUSIONS / DECISIONS	ACTION BY:	COMMENTS	STATUS
ATM	<p><b>CONCLUSION 24/5 EASTERN CARIBBEAN CONTINGENCY PROCEDURES</b></p> <p>That the ATS Committee should convene a meeting as soon as possible and not later than <b>August 2000</b> to address the following contingency matters:</p> <p>a) Examine the Eastern Caribbean Contingency Procedures approved by the Sixteenth Eastern Caribbean Informal Working Group Meeting (San Juan, Puerto Rico, November 1992) and proposed changes submitted in this meeting by Trinidad and Tobago (Appendix to this Agenda Item refers) with the aim to updating the Contingency Plan for the Eastern Caribbean;</p> <p>b) Develop AFS Contingency Procedures in close co-ordination with IACL, that should be included in the Contingency Plan for the Eastern Caribbean mentioned in a) above; and</p> <p>c) Trinidad and Tobago, on behalf of the Eastern Caribbean Informal Working Group submit the updated Eastern Caribbean Contingency Procedures to the 16<sup>th</sup> Meeting of Directors of Civil Aviation of the Eastern Caribbean (<b>December 2000</b>) for endorsement and present the results to the 25<sup>th</sup> Informal E/CAR Working Group Meeting.</p>	ATS Committee	This matter was dealt with under Agenda Item 3.5 and a replacement conclusion 27/18 was adopted.	Superseded
ATM	<p><b>CONCLUSION 24/6 USE OF 10-MINUTE LONGITUDINAL SEPARATION MINIMUM AND/OR 80 NM RNAV APPLYING THE MACH NUMBER TECHNIQUE IN THE EASTERN CARIBBEAN</b></p> <p>That,</p> <p>a) Trinidad and Tobago (Piarco FIR) and United States (San Juan FIR) take the necessary measures to implement as soon as possible the 10-minute longitudinal separation minimum and/or 80 NM RNAV for those aircraft possessing this capability applying the Mach number technique; and</p> <p>b) this implementation be carried out during <b>2000</b> to achieve the completion of this longitudinal separation reduction no later than <b>July 1<sup>st</sup> of 2001</b>, either through bilateral contacts and/or through co-ordination with the ICAO NACC Regional Office.</p>	Trinidad and Tobago and United States	This matter was dealt with under Agenda Item 3.5.	Finalised

FIELD	CONCLUSIONS / DECISIONS	ACTION BY:	COMMENTS	STATUS
ATM	<p><b>CONCLUSION 24/8 AIRLINE SCHEDULING AND ATM CAPACITY</b></p> <p>That,</p> <p>a) States examine airport demand/capacity management issues at a national level and, through consultations with users, develop airport operational measures, flight schedule co-ordination and/or programmes for improvements of airport infrastructure, as appropriate, to alleviate the impact of any airport congestion; and</p> <p>b) these issues be discussed and addressed by the 16<sup>th</sup> E/CAR DCAs Meeting.</p>	States and Territories	GREPECAS AGA/AOP/SG is studying airport demand-capacity issues for the CAR/SAM Regions.	Finalised
CNS	<p><b>DECISION 24/12 ESTABLISHMENT OF AN E/CAR AFS TECHNICAL COMMITTEE</b></p> <p>That,</p> <p>a) An E/CAR AFS Technical Committee be established to assist IACL in meeting its customers needs in relation to the new E/CAR Digital Network;</p> <p>b) This Committee will be composed of members nominated by: Barbados, France, Trinidad and Tobago, United States, OECS and IACL (Rapporteur);</p> <p>c) The Terms of Reference and Work Programme should initially be those set out in Attachment 1 to WP/35 (Appendix to this Agenda Item refers);</p> <p>d) This Committee meet by <u>September 2000</u> and in its first meeting it should review and prepare adequate Terms of Reference and Work Programme mentioned in c) above; and</p> <p>e) This Committee report its results to the Eastern Caribbean Informal Working Group.</p>	AFS Technical Committee	This matter was dealt with under Agenda Item 3.6 and the Committee was disbanded by a replacement decision 27/24.	Superseded
CNS	<p><b>CONCLUSION 24/15 DATA COMMUNICATIONS BETWEEN ATC UNITS IN THE EASTERN CARIBBEAN</b></p> <p>The E/CAR Informal Working Group, recognizing the need for future data communication between the ATC units in the E/CAR region, recommended that States and Territories,</p> <p>a) use the Eurocontrol OLDI document used for online data interchange between units providing ATC Services, submitted by France, as a reference document; and</p> <p>b) wait for the SARPS or guidance material that either ICAO or GREPECAS should develop for the protocol that needs to be adopted for AIDC communications in the Eastern Caribbean.</p>	States and Territories	Superseded by a study carried out by GREPECAS. Follow-up of the results of the work of GREPECAS is suggested.	Superseded

FIELD	CONCLUSIONS / DECISIONS	ACTION BY:	COMMENTS	STATUS
CNS	<b>CONCLUSION 24/16 SAN JUAN AIFSS / E/CAR COMMUNICATION CIRCUITS</b>  That, the E/CAR Informal Working Group, noting the proposal of United States to establish new ATS Speech Circuits between San Juan AIFSS and the ATC units of Montserrat, Dominica, Saint Lucia and Grenada, agreed that the establishment of these ATS Speech Circuits through the E/CAR Digital Network should be discussed bilaterally between United States and the affected States.	States/Territories and United States	States have taken note.	Finalised
CNS	<b>CONCLUSION 24/17 SAN JUAN CERAP/PIARCO ACC CONNECTIVITY</b>  The proposal to establish an alternate route for the ATS Speech Circuit between San Juan CERAP/Piarco ACC submitted by United States was reviewed by the Informal E/CAR Working Group and although it was considered desirable, it was agreed to defer its study for a future date, to be reviewed at the 25 <sup>th</sup> E/CAR IWG Meeting.	Trinidad & Tobago and United States	The study remains outstanding with no planned timing for completion.	On-going
AIS	<b>CONCLUSION 24/25 IMPLEMENTATION OF OUTSTANDING AIS ACTIVITIES</b>  That, a) E/CAR States and Territories should, as a matter of urgency, review their AIS needs and specifically identify their requirements, and note the offer by IACL to assist in meeting these requirements; b) E/CAR States and Territories review their respective AIS Letters of Agreement with PIARCO NOF and provide any changes not later than <b>30 June 2000</b> ; c) Anguilla, Barbados and British Virgin Islands take the necessary action to sign LOAs with PIARCO NOF by <b>30 June 2000</b> ; and d) Trinidad and Tobago implement a database on WGS-84 for E/CAR States by <b>30 September 2000</b> .	E/CAR States and Territories, IACL and Trinidad and Tobago	This matter was dealt with under Agenda Item 3.2 and a replacement conclusion 27/05 was adopted	Superseded
ATM/ CNS	<b>CONCLUSION 24/31 WAAS AND LAAS</b>  That, IACL should continue providing information, technical guidance and suggestions in reference to WAAS and LAAS programmes to the E/CAR Informal Working Group meetings.	IACL	Continuous activity	Finalised

FIELD	CONCLUSIONS / DECISIONS	ACTION BY:	COMMENTS	STATUS
ATM	<b>CONCLUSION 23/3 MINIMUM EN-ROUTE ALTITUDES</b>  That, Trinidad and Tobago be urged to recalculate minimum en-route altitudes in all the Piarco FIR, with a view to publishing the information in an AIC by <b>October 1999</b> , and in the restructured AIP- Eastern Caribbean that is due to be published in <b>January 2000</b> .	Trinidad and Tobago and E/CAR States and Territories	ICAO NACC Office has received and reviewed AICs published on 17/Apr/03 from States concerned with Minimum Enroute Altitudes.	Finalised
ATM	<b>CONCLUSION 22/10 ATS ROUTE R888 MANAGEMENT BETWEEN MODUX AND GORET</b>  That, a) Antigua, France and the United States make the necessary coordination arrangements to initiate an experimental phase that delegates to Pointe-a-Pitre APP the responsibility of ATC up to FL195 on the route R888 between MODUX and GORET and consequently to make the coordination directly with San Juan ACC to minimize the ATC coordination; and b) San Juan ACC is requested to accept 10 minutes longitudinal separation between aircraft coming from Guadeloupe below FL 195 (same speed).	Antigua, France and United States	a) Antigua reported that delegation of airspace is temporary and it will return to Antigua in the future, the United States noted this information  b) France will verify the need for 10 Min. Separation and will inform in the next IWG Meeting. United States will also provide the next Meeting a status update.	a) Finalised  b) On going
CNS	<b>CONCLUSION 20/14 IMPROVEMENTS TO AFTN CIRCUITS</b>  That, Trinidad and Tobago hold bilateral meetings with the USA and Venezuela with the aim of agreeing to the details of implementation of the AFTN circuits, Port of Spain – USA and Caracas – Port of Spain, utilizing 2400 bps or higher, and X.25.	Trinidad & Tobago, Venezuela and USA	This matter was dealt with under Agenda Item 3.6 and a replacement conclusion 27/23 was adopted.	Superseded

### **Agenda Item 3            Specific Air Navigation Activities and Developments**

#### **3.1.                    Aerodromes (AGA)**

3.1.1                The Secretariat presented WP/04 on aerodrome certification and audits. A status report on aerodrome certification implementation, based on the information provided by States/Territories at regional meetings and in correspondence with ICAO, was reviewed. The report was updated with information provided to the Meeting by OECS. The revised status report on aerodrome certification implementation is included in **Appendix A** to this part of the report.

3.1.2                The Meeting also reviewed the draft Preparatory Work Plan for the expansion of the ICAO Universal Safety Oversight Audit Programme (USOAP) to Annexes 11, 13 and 14, the ICAO USOAP Air Traffic Services, Aircraft Accident and Incident Investigation and Aerodromes State Aviation Activity Questionnaire (SAAQ), the ICAO Draft Memorandum of Understanding (MoU) between States and ICAO regarding Safety Oversight Audit, and the ICAO Vacancy Announcement for a Standards and Procedures Officer, Aerodromes, Air Routes and Ground Aids for the Safety Oversight Audit Section of the Air Navigation Bureau at ICAO Headquarters.

3.1.3                The Meeting was also informed that further to the ICAO Aerodrome Certification Workshop held in Trinidad and Tobago in May 2002, the ICAO NACC Regional Office, in cooperation with United States, was planning to hold an Airport Certification Inspector Workshop in Miami in September 2003.

#### **3.2                    Aeronautical Information Services (AIS)**

3.2.1                The Secretariat presented WP/06 with a proposal to support the implementation plans for the AIS/MAP Automated Integrated System and AIS/MAP Quality Assurance System in the Eastern Caribbean. The Meeting agreed with the proposal and adopted the following Draft Conclusion:

#### **DRAFT**

#### **CONCLUSION 27/02**

#### **ICAO REGIONAL TECHNICAL COOPERATION PROJECT TO SUPPORT IMPLEMENTATION OF AIS/MAP AUTOMATED INTEGRATED AND AIS/MAP QUALITY ASSURANCE SYSTEMS**

That, the States/Territories in the Eastern Caribbean, in order to undertake actions toward effective implementation of the AIS/MAP Automated Integrated and AIS/MAP Quality Assurance Systems, in view of the problems reflected by the AIS/MAP Deficiencies, agree:

- a)                to develop, within the ICAO Technical Cooperation Programme, a regional project aimed at resolving the deficiencies presented in the Aeronautical Information services;
- b)                that the Technical Cooperation Project will focus on the effective implementation of the AIS/MAP Automated Integrated Systems and AIS/MAP Quality Assurance Systems;

- c) that the project will have as frame of reference the activities and developments by Cuba, COCESNA and EUROCONTROL in their respective systems; and
- d) that the ICAO Regional Office will prepare a Technical Cooperation Project Document, which will be submitted for consideration by the E/CAR DCAs at its 18th Meeting in December 2003.

3.2.2 Barbados, Rapporteur of the AIS Committee, presented WP/26 with a report on the activities undertaken by the AIS Committee since the 26<sup>th</sup> E/CAR IWG Meeting.

3.2.3 Trinidad and Tobago presented WP/18, informing the Meeting about the progress made towards the adoption of an AIS Automation Plan and for the establishment of a Regional AIS Data Bank for the Eastern Caribbean States and Territories. The Meeting was informed on the E/CAR NOTAM Database and the CAR/SAM AIS/MAP Model Structure. In this regard, the Meeting expressed concern that the GREPECAS AIS/MAP/SG Database and Automation Task Force (DB/AUTO1) meeting was held only in Spanish and that the CAR/SAM AIS/MAP Data Model Structure was only available in Spanish; and therefore, the Meeting adopted the following Draft Conclusion:

**DRAFT**

**CONCLUSION 27/03**

**TRANSLATION OF THE CAR/SAM AIS/MAP DATA MODEL  
STRUCTURE INTO ENGLISH**

That ICAO,

- a) translate the CAR/SAM AIS/MAP Data Model Structure into English and send it to the E/CAR States and Territories by 31 January 2004; and
- b) consider holding future GREPECAS AIS/MAP/SG Database and Automation Task Force (DB/AUTO) meetings in English.

3.2.4 IACL presented WP/14 informing the Meeting on the status of WGS-84 and GPS approach procedures and requesting States to advise where there is a need to revalidate the WGS 84 Data at their airports as a result of any changes to WGS 84 data, such as any additions, changes in RWYs, Nav aids, new obstacles, runway construction or if the PACS or SACS have been disturbed or any other features as required in accordance with the ICAO WGS-84 Manual (Doc 9674 AN/946 and Annexes). In the event that the WGS-84 data must be revalidated, then the GPS Procedures will have to be amended as they were designed using the WGS-84 data. In this regard, it was agreed that the first step to evaluating the status in terms of completeness, accuracy and currency of WGS-84 data required the implementation of E/CAR/IWG Conclusion 26/10, which was therefore retained and updated in the following Draft Conclusion:

**DRAFT**

**CONCLUSION 27/04**

**SURVEY INVENTORY QUESTIONNAIRE ON THE STATUS OF  
WGS-84 IMPLEMENTATION**

That, the Eastern Caribbean States and Territories complete the Survey Inventory Questionnaire on the status of the WGS-84 implementation and submit it to the ICAO NACC Regional Office by **30 September 2003**.

3.2.5 Similarly, E/CAR/IWG Conclusions 24/25, 26/8 and 26/9 remained valid and were therefore retained and updated with deadlines as agreed by the Meeting and adopted in the following Draft Conclusions:

**DRAFT**  
**CONCLUSION 27/05                      OUTSTANDING AIS LOAs**

That, Trinidad and Tobago, Anguilla and British Virgin Islands take the necessary action to sign LOAs with PIARCO NOF by **30 September 2003**.

**DRAFT**  
**CONCLUSION 27/06                      E/CAR AIS NOTAM DATABASE**

That, Trinidad and Tobago take measures towards the upgrading of the NOTAM database, as part of the CAR/SAM AIS Integrated Automated System, by **30 November 2004**.

**DRAFT**  
**CONCLUSION 27/07                      E-MAIL SUPPORT FOR AIS**

That, IACL support E/CAR States/Territories in providing E-Mail service at the AIS Units, as an alternate communication channel required for submission of raw data to AIS, taking into consideration the CNS/ATM Subgroup contribution in this matter, by **31 December 2003**.

3.2.6 The Secretariat presented WP/05 with a Guidance Manual for AIS/MAP Quality Systems for review by the Group, and to be tailored for the CAR/SAM Regions by the GREPECAS AIS/MAP/SG. Trinidad and Tobago presented WP/19 informing the Meeting about the progress made towards the development of a Quality Assurance Programme in Aeronautical Information Services for the Eastern Caribbean States and Territories. The Meeting agreed that the AIS Committee should review the Guidance Material and therefore, it adopted the following Decision:

**DECISION 27/08                      AIS COMMITTEE REVIEW OF THE AIS/MAP QUALITY SYSTEM GUIDES**

That, the task of reviewing and coordinating the comments, and proposing any modifications to the documents that form part of the **AIS/MAP Quality System Guides** be carried out by the AIS Committee and sent to the GREPECAS AIS/MAP Subgroup AIS/MAP Quality Management Task Force, through the ICAO NACC Regional Office, by **28 November 2003**.

3.2.7 Given the developments since the establishment of the AIS Committee at the 24<sup>th</sup> E/CAR IWG Meeting, it was considered necessary to review and update the Committee's work programme, the results of which are presented in **Appendix B** to this part of the report.

3.2.8 In order to effectively address the fundamental problems that contribute to the incomplete implementation of AIS systems and provisions, the Group formulated the following Draft Conclusion:

**DRAFT**

**CONCLUSION 27/09**

**FULL IMPLEMENTATION OF AIS/MAP SERVICES PRIOR TO  
ICAO USOAP ANNEX 11 AND ANNEX 14 AUDITS**

That, given the direct impact of complete, accurate and timely availability of AIS/MAP information in the required format, including WGS-84 coordinates, on the safety of aircraft operations, States and Territories shall complete full implementation of AIS/MAP Quality Assurance and Automation systems, including the Integrated Aeronautical Information Package, in preparation for the ICAO USOAP ATS and Aerodromes audits that are scheduled to commence in April 2004.

**3.3                   Aeronautical Meteorology (MET)**

3.3.1               The Meeting took note of the overview of the current status of the world area forecast system (WAFS) and the information on the direction and timetable provided by the ICAO Sixth Aeronautical Meteorology Subgroup Meeting (AERMETSG/6) held in Brasilia, Brazil, from 23 to 27 June 2003 for the transition to the final phase of WAFS, which was created in response to fundamental changes in the operational requirements. Also, the Meeting was aware that the responsibility for the production of WAFS High-level Significant Weather (SWH) forecasts by the Brasilia and Buenos Aires Regional Area Forecast Center (RAFC) was transferred to the Washington World Area Forecast Center (WAFS).

3.3.2               The Meeting was informed of the closure of the CAR/SAM RAFC, included in GREPECAS/11 Report as Conclusion 11/73.

3.3.3               At the last AERMETSG/6, the schedule of the Transition Plan to implement the final phase of WAFS in the CAR/SAM Regions was updated, as included in **Appendix C** to this part of the report.

3.3.4               The Meeting took note that the Tropical Cyclone Advisory Center (TCAC) Miami implemented the tropical cyclone advisory (TCA), in compliance with Annex 3 provisions related to tropical cyclone advisory message with the beginning of the 2003 Hurricane Season.

3.3.5               Based on the updated information and considerations with regard to the transition plan to the final phase of the WAFS in the Eastern Caribbean, the Meeting adopted the following Draft Conclusion:

**DRAFT**

**CONCLUSION 27/10**

**IMPLEMENTATION OF THE UPDATED PROGRAMME FOR  
THE TRANSITION PLAN TO THE FINAL PHASE OF THE  
WAFS IN THE E/CAR STATES/TERRITORIES**

The E/CAR States/Territories are urged to:

- a)       implement the replacement of STAR 4 stations with workstations that are capable of receiving and sending in TCP/IP by **1 January 2004**; and



- b) follow-up on the results of the Sixth Aeronautical Meteorology Subgroup Meeting (AERMETSG/6) and other valid GREPECAS Conclusions.

3.3.6 With regard to the tropical cyclone advisory message, the following Draft Conclusion was adopted by the Meeting:

**DRAFT**

**CONCLUSION 27/11**

**NEW ICAO FORMAT FOR TROPICAL CYCLONE ADVISORY  
MESSAGES**

That, the Civil Aviation Authorities, in co-ordination with the Meteorological Authorities of the Eastern Caribbean States/Territories be prepared to receive and use the new tropical cyclone advisory message that is being issued by TCAC Miami following Amendment 72 to ICAO Annex 3/WMO Technical Regulations [C.3.1].

**3.4 Aircraft Operations (OPS)**

3.4.1 The Secretariat presented IP/04, informing the Meeting on the aviation safety quality assurance programme. The Meeting agreed that the information presented in relation to aircraft operations was of relevance and interest, and that this field should therefore continue to be included in agendas at future meetings of the E/CAR IWG.

**3.5 Air Traffic Management (ATM)**

3.5.1 The Secretariat presented WP/8 informing the Meeting of developments and proposing actions for continuing with the ATM implementation in the Eastern Caribbean area, taking into consideration follow-up of the work of the E/CAR Informal Working Group, as well as the results of the GREPECAS/11, NACC/DCA/1 and AP/ATM/5 Meetings. The Meeting recognised the Barbados ATS School completion of the first TRAINAIR STP Validation Quality Assurance Course held on June 16 - 27, 2003 and supported the ICAO NACC Regional Office proposal to the Air Navigation Commission for a Special Implementation Project (SIP) to provide on site assistance to Caribbean States, Territories and International Organizations for the implementation of ATS Quality Assurance Programmes. In this regard, the Meeting agreed for States/Territories/International Organizations to continue to develop and support implementation of ATM matters and therefore adopted the following Draft Conclusion:

**DRAFT**

**CONCLUSION 27/12**

**SUPPORT FOR IMPLEMENTATION OF ATM  
DEVELOPMENTS**

That,

- a) States/Territories/International Organizations send to the ICAO NACC Regional Office their ATS Quality Assurance Programmes, ATS Contingency Plans, ATS Incident Reports, ATC Evaluations, and, as required, random ATC voice tapes; and
- b) the ICAO NACC Regional Office assist States/Territories/International Organizations in implementing improvements to ATS Quality Assurance Programmes, ATS Contingency Plans, ATC evaluations and ATS incidents.

3.5.2 The Meeting noted that Trinidad and Tobago had not attended the 5<sup>th</sup> Meeting of Air Traffic Management Authorities and Planners for the transition to the CNS/ATM Systems in the CAR/SAM Regions (AP/ATM/5) held in Panama City, Panama, 18 - 20 June 2003. This Meeting, as part of the GREPECAS UNDP/ICAO RLA/98/003 Regional Project, prepared an RNAV Routes, RNP and RVSM implementation programme. Given that Trinidad and Tobago is part of the RVSM implementation programme, the Meeting urged Trinidad and Tobago to attend the next AP/ATM/6 Meeting to be held in San Jose, Costa Rica from 29 September to 3 October 2003, and therefore adopted the following Draft Conclusion:

**DRAFT**  
**CONCLUSION 27/13                      RVSM IMPLEMENTATION**

That, Trinidad and Tobago participate in the AP/ATM/6 Meeting.

3.5.3 Trinidad and Tobago presented WP/22 on the establishment of the TMAs of E. T. Joshua and Point Salines in the Piarco Flight Information Region (FIR) including the report of the Special Planning Meeting of E/CAR States, Territories and International Organizations directly involved in implementation of the E. T. Joshua and Point Salines TMAs held on 21 March 2003 in Trinidad and Tobago. The Meeting reviewed the following schedule of activities associated with the establishment of the E. T. Joshua and Point Salines TMAs.

(i)	2003 March 24 – April 4	States assessment of needs
(ii)	2003 April 7 – April 18	Finalisation of Course Preparation
(iii)	2003 April 7 – April 18	Drafting of all Letters of Agreement
(iv)	2003 June 30 – July 11	First Training Course
(v)	2003 July 21 – August 1	Second Training Course
(vi)	2003 August 11 – August 22	Third Training Course
(vii)	2003 August 7	Publication date for AIP Supplements
(viii)	2003 October 2, 0900 UTC	Establishment of E. T. Joshua and Point Salines TMAs

3.5.4 The Meeting expressed its appreciation to IACL for supporting the Special Planning meeting and Training courses. The Meeting also discussed that the signing of the Letters of Agreements between Barbados/Grenada, Barbados/St. Vincent and the Grenadines, Grenada/St. Vincent and the Grenadines and France/St. Vincent and the Grenadines remained outstanding. It was expected that these would be signed soon since they were already in draft form and the airspace boundary coordinates were available, which France requested Trinidad and Tobago to provide. The Meeting updated Conclusion 26/3 and adopted the following Draft Conclusion:

**DRAFT**  
**CONCLUSION 27/14                      IMPLEMENTATION OF TMAs/CTRs OF GRENADA AND SAINT VINCENT AND THE GRENADINES**

That,

- a) Grenada and Saint Vincent and the Grenadines implement their CTR/TMAs on AIRAC date 2 October 2003; and

- b) the OECS Directorate of Civil Aviation, in collaboration with the appropriate ATS Authorities of Grenada and Saint Vincent and the Grenadines, ensure that all requirements for this implementation be met accordingly.

3.5.5 Trinidad and Tobago presented WP/21 informing the Meeting on the establishment of new RNAV Routes in the Piarco FIR. The Meeting discussed the publication of UL337 when the route was actually not available for use. It was reported that LoAs are required between United States, Netherlands Antilles and Venezuela for which coordination was ongoing but was proving difficult to finalise. The Meeting urged ICAO to continue its intervention by coordinating and facilitating the process for the States involved to sign the necessary LoAs for the UL337 route to be available, and therefore adopted the following Draft Conclusion:

**DRAFT**

**CONCLUSION 27/15**

**IMPLEMENTATION OF RNAV ROUTE UL337**

That, ICAO support the States involved in the implementation of RNAV Route UL337 by coordinating and facilitating the signing of the necessary Letters of Agreement between Netherlands Antilles, United States and Venezuela.

3.5.6 Trinidad and Tobago presented WP/20 informing the Meeting on the status of Regional Letters of Agreement with the Piarco Area Control Centre. The Meeting discussed the LoA between Trinidad and Tobago/Barbados, which required updating and formulated the following Draft Conclusion:

**DRAFT**

**CONCLUSION 27/16**

**IMPLEMENTATION OF THE UPPER LIMIT OF THE ADAMS, FORT-DE-FRANCE, POINTE-A-PITRE AND V.C. BIRD TMAs FROM FL195 TO FL245**

That, Trinidad and Tobago and Barbados sign a new Letter of Agreement by 30 September 2003 and that Trinidad and Tobago should verify by that date that all elements of the implementation are complete and notify Antigua and Barbuda, Barbados and France accordingly.

3.5.7 The Meeting also discussed the LoA between Trinidad and Tobago/Venezuela for which coordination was ongoing but was proving difficult to finalise. The Meeting urged ICAO to intervene by coordinating and facilitating the process for the States involved to sign the necessary LoA, and therefore, adopted the following Draft Conclusion:

**DRAFT**

**CONCLUSION 27/17**

**LOA BETWEEN TRINIDAD AND TOBAGO/VENEZUELA**

That, ICAO support Trinidad and Tobago and Venezuela by coordinating and facilitating the signing of the Letter of Agreement.

3.5.8 IACL presented WP/15 on the current status of the Eastern Caribbean Contingency Procedures for the Piarco FIR. The Meeting noted that the LoAs make provision for contingencies and that the regional contingency plan existed, as presented at the 26<sup>th</sup> E/CAR IWG Meeting, but required review and revision based on new LoAs and TMAs prior to publication in the AIPs, followed by periodic exercises, the first to be conducted not later than May 2005.. The Meeting therefore adopted the following Draft Conclusion:

**DRAFT**

**CONCLUSION 27/18**

**E/CAR REGIONAL ATS CONTINGENCY PLAN**

That,

- a) Trinidad and Tobago circulate the existing E/CAR Regional ATS Contingency Plan to States and Territories with TMAs for review and comment;
- b) Trinidad and Tobago update the E/CAR Regional ATS Contingency Plan based on the comments received;
- c) Barbados, France and Trinidad and Tobago publish the E/CAR Regional ATS Contingency Plan in their respective AIPs by **May 2004**; and
- d) Trinidad and Tobago coordinate periodic table-top exercises of the revised E/CAR Regional ATS Contingency Plan, first of which by **May 2005**.

3.5.9 Barbados presented IP/07 informing the Meeting that Barbados had developed a Quality Assurance in Air Traffic Services course as an element of its ICAO TRAINAIR Project. The course was validated from 16 to 27 June 2003. The paper also presented to the Meeting the forms for aircraft incident assessment which have been developed out of the forms provided by guidance material and adapted to be used in Regions around the world including the E/CAR area.

3.5.10 France presented WP/11 which proposed to the Meeting to develop and disseminate a list of contacts for ATS Incident analysis in order to facilitate the effective and timely transmission of ATS Incident Reports for further action. The resulting list of contacts prepared by the Meeting is as follows:

State/Territory	Contact Name	Telephone number/E/mail address
Anguilla	To be determined	
Antigua and Barbuda	Eugene Thomas	Tel. (268) 562 0302 E-mail <a href="mailto:ycbia@candw.ag">ycbia@candw.ag</a>
Barbados	Reynold Allman	Tel. (246) 428 7377 E-mail <a href="mailto:civilav@sunbeach.net">civilav@sunbeach.net</a>
British Virgin Islands	To be determined	
Dominica	Don Corriette	Tel. (767) 449-1990 / 445-7101 E-mail <a href="mailto:dcorriette@hotmail.com">dcorriette@hotmail.com</a> <a href="mailto:metoffice@cwdom.dm">metoffice@cwdom.dm</a>
	Jean Williams	Tel. (767) 449-2020 E-mail <a href="mailto:metoffice@cwdom.dm">metoffice@cwdom.dm</a>

State/Territory	Contact Name	Telephone number/E/mail address
France	<b>Direction Regionale</b> Roger Prudent	Tel: (596) 596 55 6022 E-mail: <a href="mailto:roger-gabriel.prudent@aviation-civile.gouv.fr">roger-gabriel.prudent@aviation-civile.gouv.fr</a>
	<b>Fort-de-France Airport</b> Roger Treutenaere	Tel: (596) 596 42 2490 E-mail: <a href="mailto:roger.treutenaere@aviation-civile.gouv.fr">roger.treutenaere@aviation-civile.gouv.fr</a>
	<b>Pointe-a-Pitre Airport</b> Daniel Picandet	Tel: (596) 590 48 2101 E-mail: <a href="mailto:daniel.picandet@aviation-civile.gouv.fr">daniel.picandet@aviation-civile.gouv.fr</a>
Grenada	Simon Lewis	Tel. (473) 444 4148 / 4101 E-mail <a href="mailto:lewisgaa@caribsurf.com">lewisgaa@caribsurf.com</a>
Montserrat	Norman Cassell	Tel. (664) 491 6218 E-mail <a href="mailto:airport@candw.ag">airport@candw.ag</a>
Netherlands Antilles	To be determined	
St. Kitts and Nevis	Brian Dyer (Nevis)	Tel. (869) 469-8460/ 63 / 9040 E-mail <a href="mailto:nevistwr@caribsurf.com">nevistwr@caribsurf.com</a>
	Bernard Rawlins (St. Kitts)	Tel. (869) 465-2750-49 / 466-5598 E-mail <a href="mailto:skbmetof@caribsurf.com">skbmetof@caribsurf.com</a>
Saint Lucia	Errol Cherubin	Tel. (1758) 454 6355 E-mail <a href="mailto:amscaspa@caribsurf.com">amscaspa@caribsurf.com</a>
Saint Vincent and the Grenadines	To be determined	
Trinidad and Tobago	Leslie Payne	Tel. (868) 669 0635 / 4806 E-mail: <a href="mailto:civilav@tstt.net.tt">civilav@tstt.net.tt</a>
United States	Leslie Cary	Tel. (202) 267 9601 E-mail <a href="mailto:leslie.cary@faa.gov">leslie.cary@faa.gov</a>
OECS	C. Anthony Meade	Tel. (268) 462 0000 / 0907 E-mail <a href="mailto:oece.dca@candw.ag">oece.dca@candw.ag</a>

3.5.11 Barbados presented WP/24 informing the Meeting that Barbados will soon offer to provide radar training for the region following a request made by the Radar Data Sharing Task Force. It also requested the ICAO NACC Regional Office to coordinate participation of States in a timely manner so that the training course could be included in the Barbados' civil aviation training plan for the year 2004. Barbados clarified that the training would be on approach radar control and radar principles and theory. The Meeting expressed a need and support for the provision of the training, which is to be offered without tuition costs to participants, and therefore adopted the following Draft Conclusion:

**DRAFT**

**CONCLUSION 27/19**

**BARBADOS RADAR TRAINING**

That,

- a) Barbados send to the ICAO Regional Office information related to the radar training offered; and
- b) ICAO disseminate this information to States and Territories and coordinate the participation.

3.5.12 The Meeting discussed the existing radar availability in Trinidad, France and Barbados, and the radar facilities currently under development in Antigua and Sint Maarten, and that planned for Saint Lucia. The Meeting expressed satisfaction with progress made in Sint Maarten but disappointment with the delays in Antigua, given the inadequate radar coverage in the Region, which is essential to improving safety, as well as efficiency. The Meeting therefore adopted the following Draft Conclusion:

**DRAFT**

**CONCLUSION 27/20**

**RADAR IMPLEMENTATION IN ANTIGUA**

That, Antigua and Barbuda expedite the commissioning of the new radar in Antigua.

3.5.13 Trinidad and Tobago presented IP/08 and France presented IP/05 with respective aircraft movement statistics for the year 2002 for analysis by the ATS Committee.

3.5.14 Given the developments since the last update of the ATS Committee at the 22<sup>nd</sup> E/CAR IWG Meeting, it was considered necessary to review and update the Committee's work programme, the results of which are presented in **Appendix D** to this part of the report. The Meeting also agreed that the Committee should be renamed to become the ATM Committee.

**3.6 Communications, Navigation and Surveillance (CNS)**

3.6.1 The Secretariat presented WP/09 with a proposal to support the list of conclusions formulated by various meetings with regard to the follow-up and coordination for the implementation of communication, navigation and surveillance (CNS) systems relevant to the Eastern Caribbean.

3.6.2 IACL presented WP/16 informing the Meeting on the status of the E/CAR digital network. An update on the takeover by Cable & Wireless (West Indies) Limited (C & W) from Telecommunications Services of Trinidad and Tobago (TSTT) as the service provider for the Eastern Caribbean (E/CAR) AFS Digital Network was provided. In this regard, it was indicated that C & W can best serve the E/CAR requirements by employing Frame Relay Technology and will takeover the process towards the end of August 2003.

3.6.3 IACL presented WP/17 informing the Meeting of relevant details of the C & W Frame Relay proposal for the E/CAR AFS Digital Network. States were requested to note the details and to suggest amendments to improve this proposal.

3.6.4 France presented WP/27 informing the Meeting of the evolution perspective of the Inter-caribbean Aeronautical Communication Limited (IACL) network. Despite the system not being in place yet, France indicated their serious concern regarding the assessment of the site network as well of lack of information about the network. IACL answered all queries regarding this subject and agreed to keep States and Territories fully informed of any changes and progress made on its implementation and maintenance.

3.6.5 The United States presented IP/11 informing the Meeting on the status update of the FAA E/CAR Manual on the Operational Procedures for Network Management, Operations and Maintenance.

3.6.6 Trinidad and Tobago presented WP/23 informing the Meeting of the progress made to solve the problem of deficiencies in communication using HF/SSB in the Piarco FIR/UIR. The completion date is expected for February 2004. Once the HF equipment is commissioned, the arrangement will be published in an AIP Supplement.

3.6.7 France presented WP/12 and IP/06 with information on the Report of the Second Meeting of the E/CAR Radar Sharing Task Force. The Meeting took note of the activities and progress made by the Task Force.

3.6.8 From a technical standpoint, IACL notified the Meeting of its commitment to provide, free of charge, the bandwidth necessary to carry radar data transmissions between States. The Radar Data Sharing Task Force would provide IACL with information as to the required bandwidth as soon as practical.

3.6.9 The United States presented IP/09 informing the Meeting on the status of the United States Federal Aviation Administration (US FAA) Wide Area Augmentation System (WAAS), and its current and future operational capability.

3.6.10 The United States presented IP/10 informing the Meeting on the status of the United States Federal Aviation Administration (US FAA) Local Area Augmentation System (LAAS), and described its near term and future operational capability.

3.6.11 The E/CAR/IWG Conclusions 25/12, 25/13 and 20/14 remained valid and were therefore retained and updated respectively with deadlines as agreed by the Meeting, which formulated the following Draft Conclusions:

**DRAFT  
CONCLUSION 27/21                      REVIEW OF THE VHF AIR-GROUND VOICE  
COMMUNICATIONS COVERAGE**

That, States/Territories/International Organizations send to the ICAO NACC Regional Office information on their respective VHF air-ground voice communications stations using the form shown in **Appendix E**, and calculated theoretical graphic coverage and/or in-flight inspection measures, where available, by **30 November 2003**.

**DRAFT  
CONCLUSION 27/22                      GUIDANCE FOR THE WORK REGARDING THE VHF AIR-  
GROUND VOICE COMMUNICATIONS COVERAGE**

That, States/Territories with TMAs

- a) should calculate coverage for its terminal areas considering the minimum in-flight levels to be 4,000 ft and the maximum 12,000 ft and for control areas the minimum of 7,600 m (25,000 ft) and the maximum of 13,700 m (45,000 ft) flight level in accordance with the specifications of Annex 10, Volume III, Part II, Chapter II, on the required field intensity levels;

- b) propose corrective measures if range gaps are identified; and
- c) present this information at the 28<sup>th</sup> E/CAR IWG Meeting.

**DRAFT**

**CONCLUSION 27/23**

**IMPROVEMENT TO AFTN CIRCUITS**

That, ICAO support Trinidad and Tobago by coordinating and facilitating the convening of bilateral meetings with the United States and Venezuela with the aim of agreeing to the details of implementation of the Caracas-Port of Spain AFTN circuit, utilizing 2400 bps or higher, and X.25.

3.6.12 Since the E/CAR AFS Technical Committee, which was established based on the E/CAR IWG Decision 24/12, was no longer required due to the proposed establishment of another body to perform a similar function, the Meeting adopted the following Decision:

**DECISION 27/24**

**DISOLUTION OF THE E/CAR AFS TECHNICAL COMMITTEE**

That, the E/CAR AFS Technical Committee be disbanded.

3.6.13 Given the developments since the last update of the Radar Data Sharing Task Force at the 22<sup>nd</sup> E/CAR IWG Meeting, it was considered necessary to review and update the Task Force work programme, the results of which are presented in **Appendix F** to this part of the report.



## APPENDIX A

Aerodrome Certification Implementation in the E/CAR Region States/Territories			
State/Territory	Certification System Implementation Progress/Status	Certification Commencement Date	Remarks
Barbados <sup>1</sup>	New legislation addressing aerodrome certification will be effected by November 2003. Aerodrome regulations and certification Manual are under development and planned to be completed by November 2003.	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 authorizes the operation of civil airports since 1997. The French homologation is similar certification, but without SMS and some other differences.
Netherlands Antilles	The Council of Ministers has passed aviation legislation - Government Decree "Civil Aviation Safety Oversight" which requires all airports within the Netherlands Antilles engaged in international air services to be certified by 27 November 2003. Aerodrome Manual Working Group established to prepare airports.	2003	
OECS <sup>1</sup> Antigua and Barbuda Dominica Grenada Saint Kitts and Nevis Saint Lucia Saint Vincent and the Grenadines	New civil aviation regulations are under development based on the Jamaica/Canada model, which will require aerodrome certification.	2003	
Trinidad and Tobago <sup>1</sup>	Legislation is adequate. Regulations under review for approval by Government expected in August 2003. A template of the aerodrome certification manual and draft regulations has been provided to the airports authority.	2003	

Aerodrome Certification Implementation in the E/CAR Region States/Territories			
State/Territory	Certification System Implementation Progress/Status	Certification Commencement Date	Remarks
United Kingdom <sup>2</sup> Anguilla British Virgin Islands	A partial aerodrome certification/licensing system is in place, which will be replaced by new regulatory powers and systems including aerodrome certification.	2003	
United States Puerto Rico US Virgin Islands	Implemented.	-----	

<sup>1</sup> CARICOM member States of Regional Aviation Safety Oversight System (RASOS) have approved the establishment of an Aerodrome Certification Working Group (AC/WG) to provide support to States for aerodrome certification to be implemented by November 2003 and prepare for ICAO USOAP Aerodromes audits to commence in 2004.

<sup>2</sup>The United Kingdom Civil Aviation Authority has established the Air Safety Support International (ASSI) to help provide a civil aviation safety regulation system in the UK Overseas Territories. It is responsible for supporting the Territories' existing authorities in the safety regulation of all aspects of civil aviation, including the licensing of personnel and the certification of aircraft, airlines, airports and air traffic control.

## **APPENDIX B**

### **E/CAR AIS COMMITTEE TERMS OF REFERENCE AND WORK PROGRAMME**

#### **1. Terms of Reference**

That the AIS Committee undertake a comprehensive analysis of the AIS situation in the E/CAR Region including, but not limited to, an examination of AIS deficiencies and to make recommendations for their resolution.

#### **2. Work Programme**

<b>Task Number</b>	<b>Description</b>	<b>Priority</b>	<b>Completion Date</b>
1	Identify, study and take action to resolve deficiencies in all AIS/MAP facilities in the E/CAR area.	A	On-going
2	Coordinate common WGS-84 points information with neighbouring States for the full implementation of WGS-84 in the E/CAR area and verify that these coordinates are consistent.	A	December 2003
3	Take necessary action to develop and assist in the implementation of an E/CAR AIS Automation Plan (Reference 23 <sup>rd</sup> E/CAR IWG Conclusion 23/11 d), 24 <sup>th</sup> E/CAR IWG Meeting WP/18 Appendix A, and 24 <sup>th</sup> E/CAR IWG WP/30).	A	May 2004
4	Develop a standard E/CAR Quality Assurance System using the Draft QA System Manual as a reference and assist States and Territories in its implementation.	A	May 2004
5	Determine the appropriate use for e-mail in the AIS.	B	May 2004

#### **Priority**

- A** High-priority – Tasks on which work should be speeded up.
- B** Medium priority – Tasks on which work should be undertaken as soon as possible, but without detriment to Priority A tasks.
- C** Low priority – Tasks on which work should be undertaken as time and resources permit, but without detriment to Priority A and B tasks.

#### **3. Composition**

Barbados (Rapporteur), France, Trinidad and Tobago, United States and the OECS Directorate.

## APPENDIX C

### TASKS TO BE COMPLETED TO SUPPORT TRANSITION TO THE FINAL PHASE OF WAFS IN THE CAR/SAM REGIONS

<b>TASK NO.</b>	<b>DESCRIPTION OF TASK</b>	<b>TARGET COMPLETION DATE</b>
1	WAFS Washington to provide global grided W/T data in GRIB code	Completed
2	WAFS Washington to produce SWH charts	Completed
3	ICAO NACC and SAM Regional MET officers survey states ability to produce wind/temperature charts from GRIB data for the purpose of assessing training needs.	Completed
4	ICAO to coordinate with States and users if there is validated regional requirement for SWM Charts for limited geographical area.	Completed
5	U.S. to provide BUFR decode software to the workstation manufactures	Completed
6	Provide the technical functionality specifications for the purpose of acquiring new WAFS workstations	Completed
7	Buenos Aires and Brasilia RAFC close	Completed
8	States to initiate a process to procure new workstations, service agreements, and training to support these stations with a planned installation of workstations by November 2003.	Ongoing
9	Establishment of back-up distribution arrangements for WAFS products	Completed
10	Provision of test BUFR coded SIGWX via File Transfer Protocol Server (FTP) to selected States for testing	Completed
11	Satellite distribution of global SWH and SWM for limited geographical areas in BUFR format	mid-September 2003
12	Training in the operational conversion of GRIB to wind and temperature charts and BUFR to significant weather charts at Regional seminars	October 2004 – March 2005
13	States have the ability to operate the decoding and presentation software to convert GRIB forecasts into operational wind and temperature charts and BUFR SIGWX forecasts into operational significant weather charts	March 2005
14	Removal of T4 wind and temperature and SIGWX products from satellite broadcast	1 July 2005
<b>WAFS Transition Completed</b>		<b>1 July 2005</b>

## APPENDIX D

### E/CAR ATM COMMITTEE TERMS OF REFERENCE AND WORK PROGRAMME

#### 1. TERMS OF REFERENCE

Make a comprehensive analysis of the ATM situation in the E/CAR Area, including but not limited to:

- a) follow up of the implementation of the Contingency Procedures;
- b) review of Airspace Configuration, ATC Procedures and ATS Route Network within the Piarco FIR.
- c) permanent monitoring of the related CNS issues in the E/CAR Area, including but not limited to:
  - i) actual implementation of a reliable digital network to satisfy the needs of ATM, and
  - ii) implementation of the tasks assigned to the Radar Data Sharing Task Force.

#### 2. WORK PROGRAMME

Number	Subject	Task	Priority	Completion Date
1	GNSS Operations	Prepare appropriate procedures and methods to provide ATS service to GNSS users.	A	May 2004
2	Contingency Procedures	a) Amend the Letters of Agreement between the following ATS Units to include contingency procedures: <ul style="list-style-type: none"> <li>i) E.T. Joshua TMA Unit/Point Salines TMA unit;</li> <li>ii) E.T. Joshua TMA Unit/Piarco ACC; and</li> <li>iii) Point Salines TMA Unit/Piarco ACC.</li> </ul>	A	September 2003
		b) Complete an assessment of E/CAR contingency procedures	A	November 2003
		c) Review and revise as necessary the Piarco FIR Contingency Plan	A	May 2004.
		d) Organize and conduct periodic tests of State and regional contingency plans.	B	May 2005

Number	Subject	Task	Priority	Completion Date
3	Airspace and procedures	Review and revise as necessary the airspace configuration, ATC procedures and the ATS route network within the Piarco FIR.	A	Permanent
4	Air traffic incidents	a) Encourage States to make effective use of the ICAO CAR/SAM Quality Assurance Programme.	A	Permanent
		b) Directly approach States that have not submitted air traffic incident reports.	A	Permanent
		c) Review reported incidents for analysis and onward submission to the E/CAR IWG.	A	Permanent

#### Priority

- A** High-priority – Tasks on which work should be speeded up.
- B** Medium priority – Tasks on which work should be undertaken as soon as possible, but without detriment to Priority A tasks.
- C** Low priority – Tasks on which work should be undertaken as time and resources permit, but without detriment to Priority A and B tasks.

### 3. COMPOSITION

Antigua, Barbados, France, Trinidad and Tobago (Co-ordinator), United States and OECS.

## APPENDIX E

**Table – INFORMATION ON THE VHF STATIONS OF THE AERONAUTICAL MOBILE SERVICE REGARDING AREA AND APPROACH CONTROL SERVICES**

### EXPLANATION OF THE TABLE

*Column:*

- 1 The name of the State and the locations within the same where the service is provided.
- 2 The required services or functions are provided. Suitable abbreviations for these services or functions are listed below.

<i>ACC-L</i>	<i>Area control service for flights up to FL250.</i>
<i>ACC-SR-I</i>	<i>Area radar control service up to FL250.</i>
<i>ACC-SR-U</i>	<i>Area radar control service up to FL450.</i>
<i>ACC-U</i>	<i>Area control service up to FL450.</i>
<i>APP-L</i>	<i>Approach control services below FL120.</i>
<i>APP-I</i>	<i>Approach control service below FL250.</i>
<i>APP-PAR</i>	<i>Precision approach radar service up to FL40.</i>
<i>APP-SR-I</i>	<i>Surveillance radar approach control service up to FL250.</i>
<i>APP-SR-L</i>	<i>Surveillance radar approach control service up to FL120.</i>
<i>APP-SR-U</i>	<i>Surveillance radar approach control service up to FL450.</i>
<i>APP-U</i>	<i>Approach control service below FL450.</i>

- 3 Assigned frequency (MHz) in the band 117.975 to 137.000 MHz.
- 4 Place name of the VHF station (transmitters/receivers) for the corresponding services indicated in column 2.
- 5 Geographical coordinates of the location/site for the corresponding station indicated in column 4.
- 6 Transmitted frequency (MHz) from the corresponding station indicated in column 4.

Note:

*The transmitted frequency can be the same as the assigned frequency, except when are used off-set carrier system the transmitted frequency should be spaced from the assigned frequency, as indicated in Annex 10, Volume III, Attachment A to Part II. Examples:*

- a) 2 – carrier system:
  - *Assigned frequency (F) plus (+) 5 kHz, and*
  - *F minus(-) 5 kHz.*
- b) 3 – carrier system:
  - *F ± 0*
  - *F + 7.3 kHz*
  - *F – 7.3 kHz*

27<sup>TH</sup> E/CAR INFORMAL WORKING GROUP MEETING  
Summary of Discussions  
Appendix E to Agenda Item 3

3E-2

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c) 4 – carrier system:

- $F + 2.5 \text{ kHz}$
- $F - 2.5 \text{ kHz}$
- $F + 7.5 \text{ kHz}$
- $F - 7.5 \text{ kHz}$

d) 5 – carrier system;

- $F \pm 0$
- $F + 4 \text{ kHz}$
- $F - 4 \text{ kHz}$
- $F + 8 \text{ kHz}$
- $F - 8 \text{ kHz}$

- 7 Radio frequency output power (Watts) of the transmitter installed in the station indicated in column 4
- 8 Ground elevation (meter or feet) of the site/station indicated in column 4.
- 9 Height (meter or feet) of VHF antenna associated to the transmitter installed in the station indicated in column 4.
- 10 Type / specifications of VHF antenna used in the station indicated in column 4.
- 11 Radiation pattern of the VHF antenna indicated in column 10.
- 12 Remarks. Any remark, example: VHF\_ER (VHF – extended range).

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**Table – Information on the VHF Stations of the Aeronautical Mobile Service Regarding Area and Approach Control Services**

[illegible]

## APPENDIX F

### E/CAR RADAR DATA SHARING TASK FORCE TERMS OF REFERENCE AND WORK PROGRAMME

#### 1 Terms of Reference

At the Twenty-Second Informal Eastern Caribbean (E/CAR) Working Group held in Barbados, August 1998, a Radar Data Sharing Task Force was established to deal with the establishment of a common seamless surveillance image in the E/CAR.

#### 2 Work Programme

No.	Tasks	Status	Estimated date of Completion
1	Assess the Regional coverage at levels 3 000, 5 000, 10 000, 20 000 feet	On-going (lack of information from Trinidad and Tobago and partially from Barbados)	2004
2	Collect brand and model number of radar equipment	Completed	
3	a) Collect actual formats used: and other format capabilities (especially the EUROCONTROL ASTERIX format) b) Make an in-depth analysis of the formats	a) Completed b) On-going	2005
4	Collect States formal agreement for remoting of their radar data	On-going	2004
5	Assess cost of end equipment	On-going	Accordingly to Phased Implementation Programme.
6	Prepare a common seamless surveillance Phased Implementation Programme	On-going	2004
7	Finalize draft letter of agreement between each State/Territory/International Organization and France. a) Technical LoA b) Operational LoA c) Technical detailed specifications	On-going	Accordingly to Phased Implementation Programme
8	Collect data about the realized sharing in St. Lucia	On-going	2005
9	One report for each ECWG plus interim report as needed	Permanent until the project is finished.	Permanent
10	Completion of common image	On-going	2006

27<sup>TH</sup> E/CAR INFORMAL WORKING GROUP MEETING  
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No.	Tasks	Status	Estimated date of Completion
11	Training aspects a) Training Programme i) Operational training ii) Technical training b) Actual States training	i) available (Barbados) ii) available (Martinique)	b) Accordingly to Phased Implementation Programme

**3. Composition:**

Barbados, France (Co-ordinator), Netherlands Antilles (to be invited), Trinidad and Tobago, United States, OECS and IACL.

**Agenda Item 4                      Review of the Terms of Reference and Work Programme**

4.1.                      The Secretariat presented WP/10 inviting the Meeting to review and update the E/CAR IWG Terms of Reference and Work Programme, the results of which are presented in the **Appendix** to this part of the report. The Meeting therefore adopted the following Draft Conclusion:

**DRAFT**  
**CONCLUSION 27/25                      E/CAR IWG TERMS OF REFERENCE AND WORK**  
**PROGRAMME**

That the E/CAR IWG adopt the revised Terms of Reference and Work Programme as presented in the Appendix to this part of the report.

**APPENDIX  
REVISED  
EASTERN CARIBBEAN INFORMAL WORKING GROUP (E/CAR IWG)  
TERMS OF REFERENCE AND WORK PROGRAMME**

**1. Terms of reference**

- a) The Informal E/CAR Working Group was established for the purpose of examining problems affecting airspace organization and utilization in the Eastern Caribbean area for States and Territories in the PIARCO and San Juan FIRs.
- b) Its terms of reference were expanded at the 18th E/CAR IWG Meeting (Saint Lucia, October 1994) to include the examination on a continual basis of problems affecting all fields of Air Navigation in the Eastern Caribbean area.

**2. Work Programme**

<b>TASK NUMBER</b>	<b>FIELD</b>	<b>TASK DESCRIPTION</b>	<b>PRIORITY</b>	<b>COMPLETION DATE</b>
1	AIS	Coordinate common WGS-84 points information with neighbouring States for the full implementation of WGS-84 in the E/CAR area. (1)	A	Dec. 2003
2	AIS	Implement the AIS/MAP Automation System and the AIS/MAP Quality Assurance Programme for the E/CAR area. (1)	A	May 2004
3	AIS	Identify, study and take actions to resolve deficiencies in all AIS/MAP facilities in the E/CAR area. (1)	A	On-going
4	ATM	Develop an E/CAR Contingency Plan to support the ICAO Regional Contingency Plan. (2)	A	May 2004
5	ATM	Develop an implementation strategy for GNSS procedures in the E/CAR area. (2)	A	May 2004
6	ATM	Identify, study and make recommendations to resolve deficiencies in all ATS facilities in the E/CAR area. (2)	A	On-going
7	ATM	Review and make recommendations to enhance the airspace configuration, ATC procedures and ATS route network in the E/CAR area. (2)	A	On-going
8	ATM	Develop and implement a RNAV Routes Regional Plan compatible with the CAR/SAM RNAV Programme, analysing the impact on the airspace provision of Air Traffic Services and establishing the relevant coordination to enable the integrated, harmonious and timely implementation. (2)	B	May 2004

27<sup>TH</sup> E/CAR INFORMAL WORKING GROUP MEETING  
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TASK NUMBER	FIELD	TASK DESCRIPTION	PRIORITY	COMPLETION DATE
9	ATM	Develop and implement a Human Resources Training Plan considering the requirements for the next five years, in accordance with RVSM Implementation and the Guidance Manual for the Training of Human Resources on CNS/ATM Systems. (2)	B	July 2004
10	ATM	Support the development, acquisition and installation of the automation systems necessary to implement future ATM/CNS enhancements. (2)	B	On-going
11	CNS	Develop and recommend improvements to the performance in the implementation and maintenance of the new aeronautical communications network in the E/CAR area (4).	A	June 2004
12	CNS	Develop and make recommendations on the establishment of a common seamless surveillance image in the E/CAR region through radar data sharing. (3)	A	May 2006
13	CNS	Conduct a study on GNSS augmentation system in the E/CAR area. (4)	B	May 2004
14	CNS/ATM	Develop and maintain up-to-date a CNS/ATM Transition Plan for the E/CAR area. (5)	B	On-going

Notes:

- (1) denotes tasks assigned to the AIS Committee (Rapporteur: Barbados - Hugh Brathwaite)
- (2) denotes tasks assigned to the ATM Committee (Coordinator: Trinidad and Tobago - Trevor Dowrich)
- (3) denotes tasks assigned to the Radar Data Sharing Task Force (Rapporteur: France - Roger Prudent)
- (4) denotes tasks assigned to IACL
- (5) denotes tasks assigned to the E/CAR Regional CNS/ATM Committee (Coordinator: IACL).

**Priority**

- A** High-priority – Tasks on which work should be speeded up.
- B** Medium priority – Tasks on which work should be undertaken as soon as possible, but without detriment to Priority A tasks.
- C** Low priority – Tasks on which work should be undertaken as time and resources permit, but without detriment to Priority A and B tasks.

### 3. Composition

Anguilla, Antigua and Barbuda, Aruba, Barbados, British Virgin Islands, Dominica, France, Grenada, Guyana, Montserrat, Netherlands Antilles, Saint Kitts and Nevis, Saint Lucia, Saint Vincent and the Grenadines, Suriname, Trinidad and Tobago, United Kingdom, United States, Venezuela, ACI, IACL, IATA, IFALPA, IFATCA, and OECS.

### 4. Working Methods

- a) the E/CAR IWG has established a standing Chairperson for its meetings with a term of 3 years on a rotational basis to lead the E/CAR IWG meetings providing continuity to its work and establishing a communication link between the ICAO NACC Regional Office and the members of the E/CAR IWG in between meetings;
- b) the host State or Territory of the E/CAR IWG Meetings will serve as Vice-Chairperson of the Meeting;
- c) nomination for the position of Rapporteur of Committees and/or Task Forces may be presented by any State or Territory which is a member of the E/CAR IWG;
- d) the Committees and Task Forces should co-ordinate and advance their works between meetings as follows;
  - conduct work via written correspondence, i.e. e-mail, fax, etc.
  - conduct work via phone and teleconference calls;
  - hold meetings when necessary;
- e) when required, the Secretariat, in consultation with the Chairperson, should establish the first day of the E/CAR IWG Meeting as a Committee/Task Force meeting day for these groups to advance their work; and
- f) classification/definitions to record recommendations in the meeting reports:

#### **DECISIONS**

Internal actions of the E/CAR IWG

#### **CONCLUSIONS**

Actions requiring communications to States and Territories and/or endorsement by the E/CAR DCAs Meeting.

### 5. Meeting Sites

- a) the following meeting host rotation programme has been adopted for the E/CAR Informal Working Group Meetings;

- b) any other States and International Organizations normally invited to participate in the E/CAR Informal Working Group meetings may at any time offer to host a meeting;
- c) should a State or Group of Territories be unable to host a particular Working Group meeting as per the programme, it may exchange positions with another State or Group of Territories through bilateral discussions and the ICAO Regional Office should be informed of the change at the latest six months before the convening of the meeting;
- d) should a State or Group of Territories be unable to host a particular Working Group meeting as per the programme and not have exchanged positions in the programme with another State or Territory, the ICAO Regional Office should be advised at least six months before the convening of the meeting, where upon the next State on the list should take on the responsibility of hosting the meeting; and
- e) Meeting Host Rotation Programme:

YEAR	STATES OR GROUP OF TERRITORIES
2004	UK Overseas Territories (Anguilla, British Virgin Islands, Montserrat)
2005	Saint Vincent and the Grenadines
2006	Saint Lucia
2007	Trinidad and Tobago
2008	Antigua and Barbuda
2009	Netherlands Antilles
2010	Barbados
2011	French Antilles
2012	United States
2013	Saint Kitts and Nevis



**Agenda Item 5            Next Meeting Site**

5.1            Montserrat informed the Meeting that in accordance with the established meeting host rotation programme, last updated at the 26<sup>th</sup> E/CAR/IWG Meeting, in which the meeting in 2004 should be hosted by a UK Territory, Montserrat is preparing to host the 28<sup>th</sup> E/CAR/IWG Meeting in May 2004.

5.2            In relation to St Vincent and the Grenadines' inability to host the 2002 and 2003 meetings as planned, the Meeting agreed to assign the hosting of the 2005 meeting to St Vincent and the Grenadines.

5.3            The meeting host rotation programme was revised accordingly, as presented in page 4A-4 of the Appendix to Agenda Item 4 of this report.

**Agenda Item 6            Other business**

**Use of ICAO SARPs and guidance material**

6.1.            IATA requested the Meeting for a status report regarding the lack of publication in the AIPs of GNSS procedures for States and Territories in the Eastern Caribbean, except in the case of Barbados. Trinidad and Tobago advised that clarification on an obstacle issue was pending following resolution of which publication was planned for October 2003. OECS informed the Meeting that the delays in the case of OECS States were due to the need for airspace management analysis, which was expected to be completed by December 2003. The Secretariat advised the Meeting to use the following ICAO SARPs and guidance material:

- Doc 4444 - *ATM - Air Traffic Management* - Chapter 5.
- Amendments 76 and 77 to Annex 10 - *Aeronautical Telecommunications*, Volume I - Radio Navigation Aids.
- Annex 10 - *Aeronautical Telecommunications*, Volume I - Radio Navigation Aids, Attachment D.
- *ICAO Global Navigation Satellite System Manual* (in preparation) presented under IP/14 of the AN-Conf/11.
- Doc 8168 - *Procedures for air navigation services - aircraft operations*, Volume I - *Flight Procedures* (PANS-OPS)

6.2            The Group should also take note of the documents on ATM and CNS developments to be presented at the AN-Conf/11 to be held in Montreal, from 22 September to 3 October 2003, as well as the results of that conference related with those subjects.

**Election of the E/CAR IWG Chairperson for the following period**

6.3            The Meeting noted that the Chairperson had reached the end of the 3-year term and congratulated him on his professional and competent conduct of the E/CAR/IWG Meetings during his term. As a result, he was re-elected unanimously for another 3-year term.