



*International Civil Aviation Organization*

North American, Central American and Caribbean Office

**Seventh Meeting of Directors of Civil Aviation of the Central Caribbean  
(C/CAR DCA/7)**

San Juan, Puerto Rico, 28 June to 01 July 2004

C/CAR DCA/7 - WP/01

14/05/04

**REVISED**

01/06/04

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## **DRAFT AGENDA, EXPLANATORY NOTES, WORKING METHOD AND SCHEDULE OF THE C/CAR DCA/7 MEETING**

(Presented by the Secretariat)

### **SUMMARY**

This Working Paper presents for the consideration by the meeting the Draft Agenda, Explanatory Notes and Working Method for the C/CAR DCA/7 Meeting.

#### **1. General Information**

1.1 The Seventh Meeting of Directors of Civil Aviation of the Central Caribbean will be held in San Juan, Puerto Rico, from 28 June to 01 July, 2004. The Invitation Letter, General Information and the Draft Agenda of the Meeting were sent, by the ICAO Regional Director, to all States/Territories of the C/CAR area and International Organizations.

#### **2. Approval of the Agenda**

2.1 The Draft Agenda and Explanatory Notes for the C/CAR DCA/7 Meeting are presented in the **Appendix A** for consideration by the Meeting.

#### **3. Working method**

3.1 It is suggested that the Meeting holds its sessions as a Whole, and that the Chairperson may activate Ad hoc Groups to deal with a specific matter if deemed necessary.

#### **4. Organization and working schedule**

4.1 Bearing in mind the considerations expressed in paragraphs 2 and 3 of this paper, as well as the administrative and logistic support aspects, it is suggested that the Meeting adopt the organization and working schedule indicated in **Appendix B**.

#### **5. Suggested action**

5.1 The Meeting is invited to:

- a) consider and approve the Agenda and its explanatory notes presented in Appendix A;

- b) consider and adopt the Modality and Working Methods suggested in paragraph 3; and
- c) consider and approve the organization and schedule proposed in Appendix B.

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**APPENDIX A**

**SEVENTH MEETING OF DIRECTORS OF CIVIL AVIATION OF THE CENTRAL CARIBBEAN  
(C/CAR DCA/7)**

**DRAFT AGENDA**

- Agenda Item 1:** Review of effective conclusions and decisions of the previous meetings of Directors of Civil Aviation of the Central Caribbean as well as the NACC/DCA/1 Meeting
- Agenda Item 2:** Air navigation matters. Review of the Summary of Discussions of the Fourth C/CAR Working Group Meeting
- Agenda Item 3:** Mass Casualty Incidents (MCI)
- Agenda Item 4:** Safety Oversight matters
- Agenda Item 5:** Aviation Security (AVSEC) matters
- Agenda Item 6:** Other business

**SEVENTH MEETING OF DIRECTORS OF CIVIL AVIATION OF THE CENTRAL CARIBBEAN  
(C/CAR DCA/7)**

**DRAFT AGENDA  
EXPLANATORY NOTES**

**Agenda Item 1: Review of effective conclusions and decisions of the previous meetings of Directors of Civil Aviation of the Central Caribbean as well as the NACC/DCA/1 Meeting**

Under this Agenda Item, the Meeting will review the effective conclusions and decisions adopted by the previous meetings of Directors of Civil Aviation of the Central Caribbean, to evaluate the status of fulfillment, and to determine follow-up actions.

**Agenda Item 2: Air navigation matters. Review of the Summary of Discussions of the Fourth C/CAR Working Group Meeting**

Under this Agenda Item the results of the work carried out by the Third C/CAR Working Group Meeting, as well as other items regarding air navigation fields will be presented for the Meeting's consideration, and appropriate actions are expected to be taken.

**Agenda Item 3: Mass Casualty Incidents (MCI)**

Under this Agenda Item, the Meeting is expected to review the status of the MCI activities related to the Central Caribbean.

**Agenda Item 4: Safety Oversight matters**

Under this Agenda Item, the Meeting is expected to deal essentially will follow-up the global activities for aviation safety (GASP); as well as the progress of the USOAP programmes and will deal with the expansion to all ICAO Annexes audits and the status of RASOS activities and developments. It is expected that the Meeting will continue taking appropriate actions to improve safety oversight in the Central Caribbean.

**Agenda Item 5: Aviation Security (AVSEC) matters**

Under this Agenda Item, the Meeting is expected to follow -up on AVSEC developments, including the AVSEC Action Plan and the AVSEC Audit Programme implementation.

**Agenda Item 6: Other Business**

The Meeting is expected to agree on the site and dates of the next C/CAR DCAs Meeting in accordance with the C/CAR/DCA and MEVA Meeting site rotational scheme, adopted in Conclusion 4/19 of the Fourth Meeting of C/CAR/DCAs.

The Meeting may review any other issue related with the work programme as deemed appropriate.

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## APPENDIX B

## PROPOSED ORGANIZATION AND WORKING SCHEDULE FOR THE C/CAR DCA/7 MEETING

28 June to 1 July 2004						
Time	Time	Monday 28	Tuesday 29	Wednesday 30	Time	Thursday 1
	08:30-09:45	Registration				
09:00-10:30			Agenda Item 2 (Continuation)	Agenda Item 4 (Continuation)	09:00-10:30	Review of the Draft Summary of Discussion.
	10:00-10:30	Opening Session				
10:30-11:00		Coffee Break	Coffee Break	Coffee Break		Coffee Break
11:00-12:30	<b>Agenda Item 1:</b> Review of effective conclusions and decisions of the previous meetings of Directors of Civil Aviation of the Central Caribbean as well as the NACC/DCA/1 Meeting.		<b>Agenda Item 3:</b> Mass Casualty Incidents (MCI)	<b>Agenda Item 5:</b> Aviation Security (AVSEC) matters.	11:00-11:15	Closing of the Meeting
12:30-13:00						
		Coffee Break	Coffee Break	Coffee Break		
13:00-14:00	<b>Agenda Item 2:</b> Air navigation matters. Review of the Summary of Discussions of the Fourth C/CAR Working Group Meeting.		<b>Agenda Item 4:</b> Safety Oversight matters.	<b>Agenda Item 6:</b> Other business.		

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