



**FINAL  
VERSION**

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

**TWENTY-NINTH EASTERN CARIBBEAN  
WORKING GROUP MEETING**

**29<sup>TH</sup> E/CAR WG**

**SUMMARY OF DISCUSSIONS**

**SAINT VINCENT AND THE GRENADINES, 9 TO 12 MAY 2005**

Prepared by the Secretariat  
May 2005

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## **HISTORICAL**

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

The Eastern Caribbean Working Group (E/CAR WG) was established for the purpose of examining problems affecting airspace organization and utilization in the Eastern Caribbean region. Its terms of reference were expanded to include the examination on a continual basis of problems affecting all fields of Air Navigation in the Eastern Caribbean Region.

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

The Twenty-Ninth Eastern Caribbean Working Group Meeting (29<sup>th</sup> E/CAR WG), was held in Saint Vincent and the Grenadines at the Sunset Shores Hotel. The Meeting started on 9 May 2005 and, after having dealt with all the Agenda Items provided for, it ended on 12 May 2005.

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

Mr. Joel Jack, Deputy Director of Airports, Saint Vincent and the Grenadines welcomed participants and gave an invocation to wish the participants success in their deliberations. Mr. Alastair Alexander, Director of Airports, Saint Vincent and the Grenadines also welcomed participants and acted as Master of Ceremonies during the Opening Inauguration.

Mr. Guillermo Vega from the ICAO NACC Regional Office addressed the Meeting on behalf of the Regional Director, Mr. Raymond Ybarra, thanking Saint Vincent and the Grenadines for hosting the 29<sup>th</sup> Eastern Caribbean Working Group Meeting and wished the Meeting the best success in their deliberations.

The Honourable Minister of National Security, the Public Service and Airport Development of Saint Vincent and the Grenadines, Sir Vincent Beache addressed participants, welcomed them to Saint Vincent and the Grenadines and declared officially open the 29<sup>th</sup> E/CAR Working Group Meeting (29<sup>th</sup> E/CAR WG).

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

Mr. Simon Lewis from Grenada continued as Chairperson. Mr. Alastair Alexander of Saint Vincent and the Grenadines was elected as Vice Chairperson for the term of this Meeting. Mr. Guillermo Vega, Regional Officer, Aeronautical Meteorology acted as Secretary of the Meeting and he was assisted in the Secretariat duties by Mr. David Flores, Regional Officer, Aviation Security, both from the ICAO North American, Central American and Caribbean Regional Office.

### **ii.5 WORKING ARRANGEMENTS**

It was agreed that the working hours for the sessions of the meeting would be from 09:00 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**

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/WG and E/CAR/DCA Meetings
- 2.2 Deficiencies
- 2.3 CNS/ATM Systems

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

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

Agenda Item 4 **Aviation Security Activities and Developments**

Agenda Item 5 **Review of the Terms of Reference and Work Programme**

Agenda Item 6 **Next Meeting Site**

Agenda Item 7 **Other business**

**ii.7 LIST OF WORKING PAPERS**

WORKING PAPERS				
Number	Agenda Item	Title	Date	Prepared and Presented by
WP/01	1	Approval of the Meeting Agenda and Schedule	18/04/05	Secretariat
WP/02	2.1	Status of E/CAR WG Conclusions and Decisions and Summary of 19 <sup>th</sup> E/CAR DCA Conclusions and Decisions relevant to the E/CAR WG	18/04/05	Secretariat
WP/03	2.2	Specific Air Navigation Planning and Implementation Deficiencies in the Eastern Caribbean	18/04/05	Secretariat
WP/04	2.2	ICAO CAR/SAM Air Navigation Deficiencies Database	21/04/05	Secretariat
WP/05	3.1	Report on the Meeting of the E/CAR Aeronautical Information Services Committee	25/04/05	Rapporteur
WP/06	3.2	Progress Report on the Implementation of the ICAO Universal Safety Oversight Audit Programme	19/04/05	Secretariat

WORKING PAPERS				
Number	Agenda Item	Title	Date	Prepared and Presented by
WP/07	3.3	SAR Agreement	28/04/05	Secretariat
WP/08	3.4	Implementation of Tropical Cyclone Advisories in the CAR/SAM Regions	22/04/05	Secretariat
WP/09	3.5	Implementation of the Air Traffic Flow Management (ATFM) in the E/CAR	27/04/05	Secretariat
WP/10	4	ICAO Aviation Security Developments	22/04/05 <i>Restricted</i>	Secretariat
WP/11	5	Review of the Terms of Reference and Work Programme	22/04/05	Secretariat
WP/12	6	Rotation of E/CAR WG Meeting Sites	22/04/05	Secretariat
WP/13	3.6	Connection Between E/CAR Network and FAA AFTN and Voice Circuits	25/04/05	United States
WP/14	3.5	Reduction of missing FPLS	02/05/05	France
WP/15	3.5	Signature of the LOAs	02/05/05	France
WP/16	3.6	Network failures reporting and feed back procedures	02/05/05	France
WP/17	3.6	Formalization of local first level maintenance actions	02/05/05	France
WP/18	3.6	Increase of E/CAR network failures	02/05/05	France
WP/19	3.6	Continuation of Radar projects in the E/CAR	02/05/05	France
WP/20	3.6	Need for an AFTN back up	02/05/05	France
WP/21	3.5	Sub-Regional (Piarco FIR) ATM Contingency Plan	03/05/05	Trinidad and Tobago
WP/22	3.5	Aircraft Movements in the E/CAR - 2004	03/05/05	Trinidad and Tobago
WP/23	3.6	Aeronautical Fixed Telecommunications Network (AFTN)	03/05/05	Trinidad and Tobago
WP/24	3.6	HF Communication (Piarco FIR)	03/05/05	Trinidad and Tobago
WP/25	3.6	E/CAR Digital Network	03/05/05	Trinidad and Tobago
WP/26	3.6	Radar remoting to Piarco ACC	03/05/05	Trinidad and Tobago

**WORKING PAPERS**

<b>Number</b>	<b>Agenda Item</b>	<b>Title</b>	<b>Date</b>	<b>Prepared and Presented by</b>
WP/27	3.6	REDDIG Node for Trinidad	03/05/05	Trinidad and Tobago
WP/28	3.1	Eastern Caribbean AIS Technical Visits Tentative Schedule for 2006	09/05/05	Trinidad and Tobago
WP/29	3.1	Piarco AIS Database Interrogation Procedures	09/05/05	Trinidad and Tobago
WP/30	3.1	Piarco AIS Quality System Implementation	09/05/05	Trinidad and Tobago

**ii.8 LIST OF INFORMATION PAPERS**

**INFORMATION PAPERS**

<b>Number</b>	<b>Agenda Item</b>	<b>Title</b>	<b>Date</b>	<b>Prepared and Presented by</b>
IP/01	--	General Information	29/04/05 <i>Revised</i>	Secretariat
IP/02	--	List of Working and Information Papers	09/05/05 <i>Rev. 01</i>	Secretariat
IP/03	3.6	MEVA Network Update	22/04/05	United States
IP/04	7	Reorganization of French Civil aviation	09/05/05	France
IP/05	3.3	The United States' Tsunami Warning System in the Caribbean and East Coast	02/05/05	Secretariat
IP/06	3.6	NDB, Localizer/ DME, Tobago, Crown Point Aerodrome	03/05/05	Trinidad and Tobago
IP/07	3.1	Coordination of common WGS84 points with Neighbouring states	09/05/05	Trinidad and Tobago
IP/08	3.5	RVSM Operations in the Piarco (TTZP) FIR	27/04/05	Trinidad and Tobago

**ii.9 LIST OF DISCUSSION PAPERS**

**DISCUSSION PAPERS**

<b>Number</b>	<b>Agenda Item</b>	<b>Title</b>	<b>Date</b>	<b>Prepared and Presented by</b>
DP/01	3.1	Report of the AIS ad hoc Meeting	11/05/05	Rapporteur



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**DISCUSSION PAPERS**

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<b>Number</b>	<b>Agenda Item</b>	<b>Title</b>	<b>Date</b>	<b>Prepared and Presented by</b>
DP/02	--	Report of the CNS ad hoc Meeting	11/05/05	Rapporteur

**ii.10 LIST OF DRAFT CONCLUSIONS**

<b>NO.</b>	<b>TITLE</b>	<b>PAGE</b>
29/1	Develop the National and International SAR Cooperation Agreements in the E/CAR	3-3
29/2	Procedures for Filing FPLs	3-4
29/3	Signature of LOAs	3-4
29/4	Improve Connection between E/CAR Network and FAA AFTN and Voice Circuits	3-5
29/5	Notification of Network Failures and Feedback procedures between the French Antilles and Trinidad and Tobago	3-6
29/6	Increase the reliability of the E/CAR Digital Network	3-6
29/7	The need of a contract with the Provider TSTT	3-8
29/8	E/CAR WG Terms of Reference and Work Programme	5-1

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<sup>Ⓢ</sup> Secretary of the E/CAR WG

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

1.1                      The Meeting reviewed WP/01 with the Draft Meeting Agenda and Schedule. The Meeting approved the Agenda and decided to deal with all Agenda Items in the group as a whole. As it was agreed in the previous E/CAR WG Meeting, the invitation letter informed that ad hoc groups would be formed to deal with specific matters as established. It was indicated that the ad hoc group work methodology would deal on this occasion with item 3.6 and the Meeting established item 3.1.



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**Agenda Item 2            General Air Navigation Matters**

*2.1            Valid Conclusions/Decisions of previous E/CAR/WG and E/CAR/DCA Meetings*

2.1.1            The Secretariat presented WP/02 on the status of the outstanding Conclusions and Decisions of previous E/CAR WG Meetings. The Meeting reviewed the list and updated the status of outstanding conclusions and decisions as presented in the **Appendix** to this part of the Report. The Meeting reviewed Conclusions from the 19<sup>th</sup> Meeting of Eastern Caribbean Directors of Civil Aviation (Christ Church, Barbados, 6 to 9 December 2004) relevant to the E/CAR WG.

2.1.2            Based on the review, the Meeting took the following actions:

2.1.2.1            Conclusions Completed or Superseded:

<b>CONCLUSION 28/1</b>	<b>ACTION PLANS FOR THE RESOLUTION OF AIR NAVIGATION DEFICIENCIES</b>
<b>CONCLUSION 28/6</b>	<b>USE OF THE INTERNET TO ACCESS WAFS FORECASTS AND OPMET DATA</b>
<b>CONCLUSION 28/9</b>	<b>IMPLEMENTATION OF ATS QUALITY ASSURANCE PROGRAMMES FOR EASTERN CARIBBEAN THROUGH THE PARTICIPATION IN THE SPECIAL IMPLEMENTATION PROJECT FOR THE CARIBBEAN REGION</b>
<b>CONCLUSION 28/12</b>	<b>ATM CONTINGENCY PLAN FOR THE EASTERN CARIBBEAN</b>
<b>CONCLUSION 28/14</b>	<b>TERMS OF REFERENCE AND WORK PROGRAMME OF THE EASTERN CARIBBEAN WORKING GROUP (E/CAR WG)</b>
<b>CONCLUSION 27/11</b>	<b>NEW ICAO FORMAT FOR TROPICAL CYCLONE ADVISORY MESSAGES</b>
<b>CONCLUSION 25/14</b>	<b>TRANSITION PLAN FROM AFTN TO AMHS IN THE EASTERN CARIBBEAN</b>
<b>CONCLUSION 24/17</b>	<b>SAN JUAN CERAP/PIARCO ACC CONNECTIVITY</b>
<b>CONCLUSION 22/10</b>	<b>ATS ROUTE R888 MANAGEMENT BETWEEN MODUX AND GORET</b>

2.1.3            The Meeting noted that with regard to *Decision 28/10 - Strategy for Operational Requirements of an ATM Automated System*, the E/CAR ATM Committee had not made progress, therefore, the Meeting decided that the discussion on this matter be handled in the ad hoc group.

2.1.4 Upon review of *Conclusion 27/20 - Radar Implementation in Antigua*, and information provided by Antigua and Barbuda indicated that negotiations have continued with the company regarding the commissioning of the new radar in Antigua and it is expected that this will happen by the end of 2005 or early 2006.

2.1.5 In relation to *Conclusion 27/21 - Review of the VHF Air-Ground Voice Communications Coverage*, Montserrat indicated that they had not provided the information since at present, they are in the process of completing the construction of their new aerodrome and proposed that by the end of June 2005, it would ensure that the preparation of the requested information will be provided.

## 2.2 *Deficiencies*

2.2.1 The Secretariat presented WP/03 which contained the current version of the ICAO Air Navigation Deficiencies Database in the Eastern Caribbean Area. In reviewing the list of deficiencies, France reported to have corrected MET 68C deficiency. The ICAO deficiencies database will be updated accordingly in due course. ICAO offered support in the preparation and implementation of action plans to resolve deficiencies to those States/Territories who have not yet presented them.

2.2.2 The Secretariat presented WP/04 regarding ICAO CAR/SAM Air Navigation Deficiencies Database Special Implementation Project (SIP). The new system was implemented in September 2004 and the established procedure would provide a convenient means for reporting the correction of deficiencies using the Internet. This on-line access would allow the States/Territories to update their list of deficiencies accordingly.

# STATUS OF CONCLUSIONS AND DECISIONS OF MEETINGS UP TO AND INCLUDING THE 28<sup>TH</sup> E/CAR WG MEETING

FIELD	CONCLUSIONS / DECISIONS	ACTION BY:	COMMENTS	STATUS
<b>AIS</b>	<b>CONCLUSION 28/2 ESTABLISHMENT OF AN AIS/MAP AUTOMATED REGIONAL DATABASE SYSTEM</b> That, the Eastern Caribbean States and Territories support the activities and tasks of the E/CAR AIS Committee to review and coordinate requirements so as to develop and present an Action Plan for the Implementation of AIS/MAP Automated Regional Database System to the 20 <sup>th</sup> E/CAR DCA Meeting.	E/CAR AIS/MAP Committee	The Rapporteur is expected to inform on this subject under Agenda Item 3.1	Valid
<b>AIS</b>	<b>CONCLUSION 28/4 AIS COORDINATION BETWEEN TRINIDAD AND TOBAGO AND VENEZUELA</b> That the ICAO NACC Regional Office make the corresponding arrangements and provide the necessary support to carry out the coordination between Trinidad and Tobago and Venezuela CAAs in AIS matters.	ICAO	No answer has been received from Venezuela. The ICAO NACC Office will follow-up.	Valid
<b>AIS</b>	<b>CONCLUSION 28/5 PARTICIPATION OF AIS STAFF IN TECHNICAL VISITS PROGRAMME</b> That, E/CAR States and Territories' Aeronautical Authorities support their AIS staff to have an annual programme of technical visits to other AIS offices in order to be more productive by reporting the progress made as a result of the visit.	States/ Territories	This programme should start with the visits of the AIS/MAP Chief of Piarco.	Valid
<b>ATM</b>	<b>CONCLUSION 28/7 RNAV AND RNP IMPLEMENTATION IN THE EASTERN CARIBBEAN</b> That Trinidad and Tobago, in coordination with the other relevant States, develop an Action Plan, based on the Appendices C and D to this part of the Report in coordination with the ICAO NACC Regional Office, to be carried out by the Eastern Caribbean, in order to implement, RNAV and RNP in the Area.	Trinidad and Tobago/ States/ Territories	The NACC Office is preparing a seminar in Mexico in August 2005 in order to assist the CAR States/Territories/ International Organizations in developing a regional strategy.	Valid
<b>ATM</b>	<b>CONCLUSION 28/8 IMPLEMENTATION OF ATS SAFETY MANAGEMENT PROGRAMMES AND MINIMUM SAFETY LEVELS</b> That the E/CAR States/Territories/International Organizations: a) develop an action plan to implement ATS safety management programmes through systematic and suitable programmes with the aim of ensuring safety in the provision of ATS within the airspace and aerodromes under their jurisdiction by <b>31 August 2005</b> ; b) establish in those programmes the objectives and minimum acceptable levels; and c) submit to the ICAO NACC Regional Office the ATS safety management programmes applicable to their airspace and aerodromes of jurisdiction.	States/ Territories	The ICAO NACC Office has scheduled a seminar on the subject in its work programme.	Valid

FIELD	CONCLUSIONS / DECISIONS	ACTION BY:	COMMENTS	STATUS
ATM	<p><b>DECISION 28/10 STRATEGY FOR OPERATIONAL REQUIREMENTS OF AN ATM AUTOMATED SYSTEM</b></p> <p>That the E/CAR ATM Committee:</p> <p>a) develops an action plan to establish ATS operational requirements for the integration of automated systems in the E/CAR, through the strategy pointed out in Appendix D to this part of the report;</p> <p>b) presents the action plan in the next 29 E/CAR WG Meeting; and</p> <p>c) coordinates the action plan with the ICAO NACC Regional Office, so as to ensure an harmonious integration of the ATM automated systems in CAR Region to be coherent with the Regional Air Navigation Plan (ANP) for CAR/SAM Regions.</p>	E/CAR ATM Committee	The E/CAR ATM Committee has not made progress. The discussion on this matter is included in Agenda Item 3 of this Report.	Valid
ATM	<p><b>DECISION 28/11 ACTION PLAN FOR THE IMPLEMENTATION OF THE D-ATIS AND PDC SERVICES IN INTERNATIONAL AERODROMES OF THE EASTERN CARIBBEAN.</b></p> <p>That Trinidad and Tobago:</p> <p>a) develops, in coordination with NACC Regional Office, an action plan to implement ATS data link technology with benefits for ATS providers and users in the Eastern Caribbean; and</p> <p>b) presents to the 29<sup>th</sup> E/CAR WG the Action Plan to implement the D-ATIS and PDC services in the Eastern Caribbean international aerodromes.</p>	Trinidad and Tobago	Trinidad and Tobago is expected to present information on the progress made.	Valid
ATM	<p><b>DECISION 28/13 ACTION PLAN FOR RADAR DATA SHARING IN THE E/CAR</b></p> <p>That:</p> <p>a) Barbados, Antigua and Trinidad and Tobago provide France with the required technical information on their radars; and</p> <p>b) the Radar Data Sharing Task Force present the action plan for radar data sharing in the E/CAR area in the 29<sup>th</sup> E/CAR WG.</p>	Radar Data Sharing Task Force, Barbados, Antigua and Trinidad and Tobago	Information is expected to be presented to the Meeting	Valid
AIS	<p><b>DECISION 27/08 AIS COMMITTEE REVIEW OF THE AIS/MAP QUALITY SYSTEM GUIDES</b></p> <p>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 <b>28 November 2003</b>.</p>	E/CAR AIS/MAP Committee	The Rapporteur is expected to inform on this subject under Agenda Item 3.1 France has implemented this Quality Management	Superseded

FIELD	CONCLUSIONS / DECISIONS	ACTION BY:	COMMENTS	STATUS
CNS	<b>CONCLUSION 27/20 RADAR IMPLEMENTATION IN ANTIGUA</b>  That, Antigua and Barbuda expedite the commissioning of the new radar in Antigua.	Antigua and Barbuda	Antigua and Barbuda indicated that negotiations have continued with the company regarding the commissioning of the new radar in Antigua and it is expected that this will happen by the end of 2005 or early 2006	Valid
CNS	<b>CONCLUSION 27/21 REVIEW OF THE VHF AIR-GROUND VOICE COMMUNICATIONS COVERAGE</b>  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 <b>30 November 2003</b> .	States/ Territories	Montserrat indicated that they had not provided the information since at present; they are in the process of completing the construction of their new aerodrome and proposed that by the end of June 2005, it would ensure that the preparation of the requested information will be provided.	Valid
CNS	<b>CONCLUSION 27/22 GUIDANCE FOR THE WORK REGARDING THE VHF AIR-GROUND VOICE COMMUNICATIONS COVERAGE</b>  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 28th E/CAR IWG Meeting.	States/ Territories	France and IACL presented information study. The S-E/CAR CNS Meeting agreed that States/Territories could provide the information requested to ICAO NACC Office before 31 January 2006, but it was not received.	Valid
CNS	<b>CONCLUSION 27/23 IMPROVEMENT TO AFTN CIRCUITS</b>  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.	ICAO	Trinidad and Tobago reported that resolution by the implementation of a VSAT REDDIG node at Piarco by the last quarter of 2005.	Valid

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

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

3.1.1                      In the absence of the Rapporteur of the E/CAR AIS Committee, Trinidad and Tobago made a presentation of a report on the Meeting of the E/CAR Aeronautical Information Services Committee that convened in Martinique 3-4 March 2005, in accordance with Conclusion 19/5 of the 19<sup>th</sup> E/CAR DCA Meeting.

3.1.2                      Trinidad and Tobago concluded that there was a need to have annual Meetings and explained that the E/CAR Directors of Civil Aviation agreed that there was a need for the production of the World Aeronautical Chart of the E/CAR Region.

3.1.3                      Trinidad and Tobago stated that a questionnaire was sent out electronically to E/CAR States and solicited an update of all the members States email address. The representative of Trinidad and Tobago expressed concern over the lack of Barbados participation and regretted their absence.

3.1.4                      After a discussion on this matter, the Chairman concluded that an ad hoc group be established to gather this information and make recommendations for the DCAs approval.

3.1.5                      Trinidad and Tobago presented to the group a tentative schedule of E/CAR AIS Personnel technical visits in order to have an exchange of experience that may enrich the decision making process with the new role of the AIS, keeping with the worldwide globalisation and standardization trend.

3.1.6                      E/CAR States were requested to examine the schedule and send comments to the members of the AIS committee for its approval and submission to the 20<sup>th</sup> E/CAR DCAs Meeting. France expressed concern that this DCA Meeting may be held in 2006. Trinidad and Tobago encouraged action by the States and stated that it would take 2-3 days to review this schedule by 2 representatives from each State. The Meeting requested that ICAO forward a letter to the concerned States informing of the need of a special invitation by Trinidad and Tobago on this issue.

3.1.7                      Trinidad and Tobago informed the Meeting of the range of query procedures available from the Piarco AIS Aeronautical database and to urge its use. The Meeting expressed concern with the number of rejections from input of the information into the Aeronautical Fixed Telecommunications Network (AFTN). The Secretariat stated that this system was in accordance with FASID and if they were encountering difficulties it was because they were not following standard operating procedures. ECCAA stated that they needed to be documented when they encountered these difficulties in order to improve quality assurance.

3.1.8                      Trinidad and Tobago offered assistance and agreed to facilitate an AIS technical visit to Piarco for the purpose of seeing the operations of the new database and to provide information for effective PIB production and revise AIS Letters of Agreement.

3.1.9 Trinidad and Tobago informed the Meeting of the status of the Piarco AIS Quality System Implementation and its progression divided into four phases, Planning; Design; Deployment and Test; Registration. They stated that considering the importance of Quality Assurance and the Piarco AIS experience, there is a need to have at least one AIS staff training in Quality Assurance to facilitate similar implementation in their State. The Meeting noted that certification would ensure an improvement of the AIS/MAP system.

3.1.10 The results of the discussion carried out by the AIS ad hoc group, are included in **Appendix A** to this part of the Report.

### 3.2 *Aircraft Operations (OPS)*

3.2.1 The Secretariat presented a progress report on the implementation of the ICAO Universal Safety Oversight Audit Program (USOAP) from April to October 2004. The Meeting noted an additional update on the transition of USOAP to a comprehensive system approach for the conduct of audits, pre-audit documentation procedures and training dates for auditors, as resolved by the 35th Session of the Assembly. The presentation also included an update on the ICAO Global Aviation Safety Plan. The Meeting recommended modification of sections 7.3., 8.3.3 and 8.3.4. The Secretariat would make the appropriate modifications and the matter consulted with the Safety Oversight Regional Officer.

### 3.3 *Search and Rescue (SAR)*

3.3.1 The Secretariat presented WP/05 with a common model for regional agreement of Search and Rescue service in compliance with the requirements within the CAR Region. The agreements will allow to continue working on a regional SAR system harmonized through cooperation agreements with the neighbouring States, as well as to facilitate coordination between rescue coordination centres (RCCs) for the entrance of SAR brigades of a State into another State.

3.3.2 Following the presentation of WP/07, the Conclusion of which urged States to:

- a) present an up-to-date report of their SAR cooperation agreements;
- b) establish agreements and bilateral or multilateral coordination with other States, allowing the use of mechanisms and resources to improve SAR;
- c) submit to the ICAO NACC Regional Office by 30 August 2005.

3.3.3 The delegate of Trinidad and Tobago informed the Meeting that there was a change in chairmanship of the E/CAR SAR Committee following the recent retirement of the previous Chairman, Mr. Francis Pedro. He took the opportunity to inform the Meeting that States are required to ensure that their National SAR Plans are completed so that they may form the basis of a Regional Plan. Additionally, there was a requirement for States to research their SAR resources and equipment in order that the E/CAR AIP may be updated. The information may be sent to the Piarco AIS and also the new SAR Committee Chairman, Mr. Trevor Dowrich at e-mail: [tdowrich@caa.gov.tt](mailto:tdowrich@caa.gov.tt). This information is required by 31 July 2005.

3.3.4 The Meeting was also informed of the need for States to fill out the SAR list of questions, which is intended to inform the State and the ICAO Regional Office of the degree of compliance with ICAO Annex 12, Doc 8733 – Air Navigation Plan for the CAR/SAM Regions, and Doc 9731 – IAM SAR Volumes 1 and 2.

3.3.5 The SAR Committee member States were urged to review the existing Search and Rescue Agreement for the Eastern Caribbean to determine whether it is still relevant to the States' needs and also in line with the Agreement Model appended to WP/07, aimed at standardizing the documentation required for States to reach a cooperation agreement among the Aeronautical and Maritime Authorities. This document will be sent to the Regional DCAs for signature. This activity should be completed by 31 July 2005 and also be transmitted by e-mail to the chairman of the SAR Committee so that a working paper on the Status of the E/CAR SAR Services may be prepared in time for the second CAR DCAs Meeting in the last quarter of 2005.

3.3.6 In view of the above, the Meeting adopted the following Draft Conclusion:

**DRAFT**

**CONCLUSION 29/1**

**DEVELOP THE NATIONAL AND INTERNATIONAL SAR COOPERATION AGREEMENTS IN THE E/CAR**

That States/Territories of the E/CAR Area that have not yet done so, are urged to:

- a) present an up-to-date report of their SAR cooperation agreements;
- b) establish agreements and bilateral and/a multilateral coordination actions with the other States/Territories/International Organizations allowing the use of mechanisms and resources to improve SAR services adapting the format contained in **Appendix B** to this part of the Report; and
- c) submit to the ICAO NACC Regional Office by **30 August 2005** a report on the progress attained in this regard.

3.3.2 The Secretariat presented IP/05 with updated information in the capacity for developing hazard assessment and warning systems of tsunamis and earthquakes in the Caribbean and East Coast of the United States.

**3.4            *Aeronautical Meteorology (MET)***

3.4.1 The Secretariat informed the Meeting of the implementation of the Tropical Cyclone Advisory Centre (TCAC) Miami in the CAR/SAM Regions which is in full compliance with Amendment 73 to Annex 3, requesting the dissemination of the Tropical Cyclone Advisories to the meteorological watch offices (MWOs), international operational meteorological (OPMET) databanks and to the providers of the ICAO satellite broadcast. In this regard, TCAC Miami agreed to ensure the routing of the AFTN addresses which will be carried out during the 2005 Hurricane season. A list of the AFTN addresses is provided in **Appendix C** to this part of the Report.



### 3.5 *Air Traffic Management (ATM)*

3.5.1 The Secretariat presented WP/09 which included information for the implementation of Air Traffic Flow Management (ATFM) in the E/CAR region. The Meeting noted that this global operational ATM concept needed organization, expertise and guidance in order for proper implementation.

3.5.2 France presented WP/14 which proposed actions in order to reduce the number of missing flight plans in the control rooms. The group recognized France for its contributions in taking record of this useful information. The meeting noted that not only was there problems with missing flight plans but duplicate flight plans. The group noted that it was imperative that this matter be resolved because they could be technical or operational problems and could make the difference for the search and rescue of an aircraft involved in an accident. The Chairman recommended that the AIS ad hoc group analyse the data and make recommendations to enhance the system.

3.5.3 The meeting was invited to consider the following Draft Conclusion:

#### **DRAFT**

#### **CONCLUSION 29/2**

#### **PROCEDURES FOR FILING FPLS**

That,

- a) ICAO request IATA to inform procedures for authorized airlines to directly file their flight plans on the AFTN; and
- b) the States in order to comply with the addressing rules, adopt a common method to assess the technical and operational causes of discrepancies related to FPLs.

3.5.4 France presented WP/15, which included a proposal to expedite the completion of the new Letter of Agreement that includes the coordination and the working method agreed at the 28<sup>th</sup> E/CAR Working Group, between TTPP, TFFF, and TBPB. France stated that despite various attempts to complete this agreements they had not received a response from Trinidad and Tobago and Barbados. Trinidad and Tobago apologized for the lack of response due to its low priority and anticipated that it would be resolved in 2-3 months.

3.5.5 Trinidad and Tobago informed the meeting that it had been tardy in signing the new Letters of Agreement. It explained that although it had agreed in principle and had indicated this to the French for some time, the progress of other activities e.g. RVSM training and its post implementation had taken priority. The issue of discussion and training of controllers which must take place before the signing was not planned.

3.5.6 Additionally, there is a proposal for the 'step-by-step' process that is articulated in the LOA to occur northbound for standardization so that Guadeloupe Approach, like Adams Approach would be the Unit coordinating with Piarco for respective boundary estimates although a departure would be received from Martinique.

3.5.7 Since the philosophy is relatively new to the sub-region and different to what has been practiced, the signing of the LOAs between the States Barbados, Trinidad and Tobago, The French Territories, Antigua, St. Vincent and the Grenadines and Grenada should be concluded at the same time.

3.5.8 The requirement of Trinidad and Tobago to receive any estimate in sufficient time to assimilate its impact and have the minimum procedural separation applicable of 10 minutes longitudinal would require the estimate to be passed at least 15 minutes before the aircraft enters the Piarco Airspace (either vertical or lateral unit). This does require some examination by States concerned.

3.5.5 The Meeting was invited that the States consider means to sign the LOAs as noted in the working paper.

**DRAFT**  
**CONCLUSION 29/3                      SIGNATURE OF LOAs**

That Trinidad and Tobago and Barbados:

- a) review the current Letter of Agreement (LOA); and
- b) facilitate its signature by **31 August 2005**.

3.5.6 Trinidad and Tobago presented their ATM Contingency Plan (WP/21) to ensure that continued safety of air navigation in the event of partial or total disruption of air traffic services within Piarco FIR. The meeting noted that the DCAs would review these regional plans on October 2005, and States were required to submit them by 31 August 2005. The Meeting noted that these plans are designed to provide alternate routes, using existing routes that would allow air operators to fly through or avoid airspace within Piarco. **Appendix D** prescribed the Piarco Sub-Regional ATM Contingency Plan and the meeting suggested that the matter be referred to the ATM Committee for further action.

3.5.7 Trinidad and Tobago presented statistical information on aircraft movements for 2004 as agreed at the 2<sup>nd</sup> Meeting of the E/CAR ATS Committee. The Meeting noted that during the 19<sup>th</sup> Meeting of the Eastern Caribbean Informal Working Group held in Tobago on October 1995, mandated the ATS Committee to collect this data for the E/CAR Region. The meeting noted the conclusions of this meeting regarding the collection of this data and the charts on WP/22.

3.5.8 Trinidad and Tobago presented an information paper on the status of Reduced Vertical Separation Minimum (RVSM) Operations in the Piarco (TTZP) Flight Information Region discussed at the 28<sup>th</sup> E/CAR Working Group, and was fully implemented on 20 January 2005.

3.6                      *Communications, Navigation and Surveillance (CNS)*

3.6.1 The Meeting was informed of the status of the chronic telecommunications failures occurring on the E/CAR and the US/FAA AFTN and voice circuits. Implementation was carried out by two circuits, one between San Juan CERAP and Antigua and the other between San Juan CERAP and Piarco, Port of Spain. However, the testing of the circuits showed that outages continued to occur caused by multiple hardware problems. Considering the importance of this telecommunication connection in the provision of air navigation services, the Meeting formulated the following Draft Conclusion:

**DRAFT**

**CONCLUSION 29/4**

**IMPROVE CONNECTION BETWEEN E/CAR NETWORK AND  
FAA AFTN AND VOICE CIRCUITS**

That,

- a) the FAA CERAP coordinates with the Puerto Rican Telephone Company (PRTC) and MCI to move the Antigua circuit to a different T-1; and
- b) FAA and TSTT coordinate, if necessary, a stress test of the Antigua circuit once a separate T-1 has been implemented by PRTC.

3.6.2 Furthermore, France commented on the numerous complaints they received from the airlines due to the delays these failures provoked. Likewise, Trinidad and Tobago reiterated the painful inconveniences experienced by traffic controllers which were serious and frustrating at times.

3.6.3 The Meeting discussed the network failures between TTCAA and the French Antilles. France expressed its needs to establish a contact procedure which should include the provision of adequate feedback information and therefore, the Meeting formulated the following Draft Conclusion:

**DRAFT**

**CONCLUSION 29/5**

**NOTIFICATION OF NETWORK FAILURES AND FEEDBACK  
PROCEDURES BETWEEN THE FRENCH ANTILLES AND  
TRINIDAD AND TOBAGO**

That TTCAA,

- a) establish a contact procedure in case of network failure;
- b) acknowledge receipt of the failure notice;
- c) notify the end of a failure;
- d) take note of the French Antilles contact points; and
- e) propose a common E/CAR reporting feedback method to be adopted by all the ATC units of the region.

3.6.4 France presented WP/17 on the problems stemming from the lack of timely technical actions to repair the numerous failures. It was indicated that even though there is a contract signed between IACL and local companies in Martinique and Guadeloupe to take care of this matter, as of 1 February 2005, the responsibility was shifted to the TTCAA/Caribbean Air Navigation and Advisory Services Limited (CANAS), whom has taken over the technical activities. However, this situation has slowed down even further the response time to solve problems, especially those related to outages at Pointe à Pitre.

3.6.5 France presented WP/18 which provides the number of failures the French ATS Units have had of the regional network since January 2005. This situation has caused a low reliability of the system which affects the safety of air navigation operations. The lack of a contingency plan to handle this problem has aggravated the situation to a critical level. Therefore, the Meeting formulated the following Draft Conclusion:

**DRAFT  
CONCLUSION 29/6                      INCREASE THE RELIABILITY OF THE E/CAR DIGITAL  
NETWORK**

That the E/CAR States/Territories establish an urgent action plan to increase the reliability of the E/CAR Digital Network to attain a higher level of safety of the air navigation operations.

3.6.6 France presented WP/19 and informed the Meeting that as of 1 February 2005, IACL were no longer the telecommunications provider for the E/CAR Area and that the new entity in charge was the TTCAA/CANAS which has taken over the technical activities of the IACL. France expressed its strong disappointment due to the lack of appropriate procedures and agreements during this change in detriment of the safety and security of air navigation services.

3.6.7 Trinidad and Tobago presented WP/23 reiterating to the Meeting its commitment to the provision of up-to-date and expanded capabilities via the AFTN within the E/CAR Area in keeping with the Air Navigation Plan.

3.6.8 It was noted to the Meeting by Trinidad and Tobago the progress achieved thus far with respect to the resolution of identified deficiencies in communications using HF/SSB within the Piarco FIR and reiterated the responsibility for the provision of a safe and reliable service in the airspace entrusted.

3.6.9 Upon review of WP/25, presented by Trinidad and Tobago, the Meeting was informed on the status of the Eastern Caribbean Digital network. However, given the current situation regarding the discontinuation of the services by IACL, it was considered necessary to hold meetings with the selected service provider to discuss and finalize the operational requirements of each State/Territory. In order to facilitate an efficient service as possible, a fault reporting form was developed and submitted to the Meeting for adoption. The form is presented as **Appendix E**.

3.6.10 The Meeting noted the information presented by Trinidad and Tobago of the progress made with regards to regional radar remoting to Piarco ACC. It was recognized by Trinidad and Tobago that due to the nature of the radar remoting proposal, it may be necessary to enter into bilateral agreements with France and Barbados.

3.6.11 The Meeting also discussed the progress thus far by Trinidad and Tobago with respect to the resolution of identified deficiency in voice and data communications by the implementation of a REDDIG node. Funds have been identified for the project and implementation is expected for the last quarter of 2005.

3.6.12 The United States presented IP/03 on the status of the MEVA II Network. The MEVA II Document of Agreement was revised and is being signed by the DCAs.

3.6.13 Trinidad and Tobago presented IP/06 which advises the Meeting of the installation of a new Non-Directional Beacon localizer / DME at Crown Point.

3.6.14 The Meeting took serious note of the concerns relative to the status of the AFS Network. Arising from a number of discussions, the Meeting was informed with respect to *inter alia*, the unreliability of this network, the tardiness on the part of the provider (TSTT) in responding to the reported faults and the uncertainty regarding the implementation of a frame relay network to support a number of services including protocol X.25 and TCP/IP.

3.6.15 Furthermore, it was the understanding of the Meeting that the above situation is even more grave in light of the uncertainty following the winding up of the IACL operations and the absence of a contract with the provider TSTT. Additionally, the Meeting was of the opinion that the present situation was not conducive to maintenance of aviation safety in the Eastern Caribbean Area.

3.6.16 Based on the above, therefore, the Meeting concluded that the following Draft Conclusion should be adopted:

**DRAFT**

**CONCLUSION 29/7**

**THE NEED OF A CONTRACT WITH THE PROVIDER TSTT**

That,

- a) in light of the serious concerns of the E/CAR States, the DGCA of TTCAA should be urged to take the necessary action so that an interim contract could be concluded with TSTT as soon as possible, until the matter of a more permanent service provider be resolved;
- b) the TTCAA request, as a matter of urgency from TSTT information on circuit documentation, spares, number of trained personnel and quarterly reports on the status of the AFS network inclusive of statistical failures;
- c) the TTCAA supports continued regular teleconferences with the users of the AFS network; and
- d) TTCAA provide clarification, as a matter of urgency, on the future development of the AFS network.

3.6.17 The Meeting came to the conclusion that today, there is no formalized organization of telecommunications of the Piarco FIR. The results of the discussion carried out by the CNS ad hoc group, are included in **Appendix F** to this part of the Report.

## APPENDIX A



*International Civil Aviation Organization*

NORTH AMERICAN, CENTRAL AMERICAN AND CARIBBEAN OFFICE

**Twenty-Ninth Eastern Caribbean Working Group Meeting (29 E/CAR WG)**

Saint Vincent and the Grenadines, 9 to 13 May 2005

29 E/CAR WG – DP/01

11/05/05

### Agenda Item 3

### Specific Air Navigation Activities and Developments

#### 3.1 Aeronautical Information Services (AIS)

#### REPORT OF THE AIS AD-HOC MEETING

(Presented by the Rapporteur of the ad hoc group)

1.1 The Ad-hoc AIS Meeting was convened to deal with the following AIS issues

- 1) AIS Technical Visits. WP/25
- 2) Reduction of Missing Flight plans. WP/14
- 3) Clarification of recalculated boundary coordinates. WP/05
- 4) Clarification of World Aeronautical Charts Questionnaire. WP/05

1.2 The following were agreed to:

#### 1) *AIS Technical Visits*

- a) The Trinidad and Tobago Civil Aviation Authority will formally invite States to send at least two AIS Officers for two days to the Piarco AIS/AFTN facility primarily to familiarize themselves with the operation of the new AIS/AFTN System, but also to address other relevant AIS matters.
- b) The invitations will be sent by 31 July 2005 so that States can plan for these visits.
- c) These visits will be conducted in accordance with the schedule attached to this report. (**Attachment A**)

#### 2) *Reduction of missing flight plans.*

- a) A two week period of information gathering on missing flight plans will be conducted from the 6 to 17 June 2005 in all Eastern Caribbean States.

- b) Eastern Caribbean States Civil Aviation will inform all concerned personnel/agencies eg AIS, ATC, Technicians etc well ahead of the June 6th date.
- c) The information on missing Flight plans will be recorded in the form provided as **Attachment B** to this report.
- d) The responsibility for recording this information will be that of the ATC supervisor on duty.
- e) Initial investigation into the reason for the absence of the flight plan will be done by the ATC Unit that is first affected.
- f) The reason why the flight plan is missing will be entered in the remarks column.
- g) On completion, the forms are to be stamped, signed and sent to Piarco AIS on a daily basis.
- h) If the reason why the flight plan is missing is unknown by the end of the day, then this will be noted in the remarks column prior to sending the form to Piarco AIS. The affected ATC Unit will however continue to investigate the reason for the flight plan absence, and when found, will send a duplicate form to Piarco AIS with the reason entered in the remarks column.
- i) The deadline for receipt of all completed forms by Piarco AIS will be 1<sup>st</sup> July 2005.
- j) Piarco AIS will acknowledge receipt of the forms via AFTN or fax.
- k) Piarco AIS will analyse the information received in order to identify the source of the problem **if not already identified by the affected ATC Unit** and either contact the identified problem source with a view to resolving the problem or recommend to the affected ATC Unit that they contact the problem source to the same end.
- l) Piarco AIS will send a report of findings to each States' Civil Aviation Authority for onward transmission to their respective AIS/ATC Units.
- m) As a follow up, the affected ATC Unit will make periodic checks on the identified missing flight plans to determine whether the problem remains rectified or if further action is needed.

3) *Clarification of recalculated boundary coordinates.*

- a) The meeting accepted the new coordinates for publication as contained in the Report of the first Eastern Caribbean AIS Committee Meeting. It was acknowledged that the changes were negligible for most coordinates except for DAMOV and RIBOR. It was generally agreed that pending some clarification from the survey contractor (SATNAV Resources) and Barbados, the publication date of 27th October 2005 remained valid.

4) *Clarification of World Aeronautical Charts Questionnaire*

- a) The meeting accepted the World Aeronautical Charts Questionnaire in its present form noting that it was for electronic use.
- b) Trinidad and Tobago Civil Aviation Authority will send this Questionnaire via E-mail to the E/CAR States' Civil Aviation Authority specifying a deadline date for reply. (August 31st 2005)
- c) The results of these completed questionnaires will be considered by the AIS committee with a view to making final decisions which will be reported to the 30th E/CAR WG meeting.

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## ATTACHMENT A

### 1) SCHEDULE (TENTATIVE) OF E/CAR AIS VISITS 2006

MONTHS

JAN	T&T	T&T										
FEB			T&T		T&T							
MAR				T&T				T&T				
APR							T&T				T&T	
MAY						T&T			T&T			
JUN										T&T		BVI
JUL												
AUG												
SEP												
OCT												
NOV												
DEC												
	BVI	ANT	ANG	GRE	MON	STK	STL	STV	DOM	BAR	FRA	T&T

STATES

#### LEGEND

ANG	ANGUILLA	STK	ST KITTS AND NEVIS
ANT	ANTIGUA AND BARBUDA	STL	ST LUCIA
BVI	BRITISH VIRGIN ISLANDS	STV	ST VINCENT AND THE GRENADINES
GRE	GRENADA	BAR	BARBADOS
MON	MONTserrat	FRA	FRENCH ANTILLES
T&T	TRINIDAD AND TOBAGO	DOM	DOMINICA

### 2) TOPICS FOR CONSIDERATION

- 1) NOTAM and PIB query Procedures and automated replies and their interpretation
- 2) Piarco internal NOTAM processing procedures: E/CAR and International.
- 3) Flight Planning difficulties. (eg proper addressing of FPLs)
- 4) AFTN matters. (eg switching off of machine when AIS personnel is not present)
- 5) Specific problems encountered between visiting state's AIS and Piarco AIS
- 6) Restructuring of Letters of Agreement to reflect new NOTAM and PIB query procedures

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**ATTACHMENT B**

**RECORD OF MISSING FLIGHTPLANS**

ATC UNIT NAME					NO	
DATE	CALL SIGN	DEP AD	DEST AD	ORIGINATOR	REMARKS	
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						

*On completion please fax to Piarco AIS (868-669-1716) or e-mail to rgomez@caa.gov.tt*

-----  
Signature/Stamp

**Instructions for completing form overleaf**

- 1) A record must be entered on this form for **every** flight plan that is not received by your ATC Unit.
- 2) If the callsign of the aircraft is its registration, then the operator name should also be entered in the callsign column.
- 3) A **faxed** copy of the flight plan **must** be requested from the ATC unit which was responsible for the flight before it became the responsibility of your ATC Unit.
- 4) The originator can be determined from the faxed copy of the flight plan that was received or if not simply enter the departure AD as the originator.
- 5) In the remarks column, a brief reason for the absence of the flight plan must be recorded. If none is discovered, then this must also be noted in the remarks column.
- 6) If no flight plans are missing for any day in an ATC Unit, then this must be noted on the form along with the date and sent to Piarco AIS.
- 7) During periods of AFTN inoperability, enter in the remarks column AFTN U/S from yymmddhhmm to yymmddhhmm eg. AFTN U/S from 0506071125 to 0506071338
- 8) At the end of each day, stamp, sign and fax form to Piarco AIS (868) 669-1716 fax (868)669-4128 ph or e-mail to rgomez@caa.gov.tt

## APPENDIX B

### AGREEMENT ON AERONAUTICAL AND/OR MARITIME SEARCH AND RESCUE BETWEEN:

\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_,  
\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_.

#### 1 INTRODUCTION

Knowing the importance of co-operation in search and rescue (SAR), and of the provision of expeditious and effective SAR services;

Desiring to support the provisions of the International Convention on Maritime Search and Rescue of the International Maritime Organization (IMO) and/or the Convention on International Civil Aviation of the International Civil Aviation Organization (ICAO); and

Seeking to provide an overall plan for SAR co-ordination, use of available resources, mutual assistance, and efforts to improve SAR services;

The Parties have agreed as follows:

#### 2 EXTENT OF ASSISTANCE

The Parties agree to co-operate in the following areas:

- (a) Support each other by pooling SAR facilities as appropriate for operations within their respective search and rescue regions (SRRs);
- (b) Make, and respond to, requests for operational assistance between the designated rescue co-ordination centres (RCCs) or rescue sub-centres (RSCs) of the Parties as capabilities allow;
- (c) Develop procedures and communications appropriate for co-ordination among facilities of both Parties responding to the same distress incident, in co-ordination between the RCCs or RSCs of the Parties;
- (d) Normally apply the guidance of the International Aeronautical and Maritime SAR manuals regarding SAR operational procedures and communications;
- (e) Work to establish agreed procedures, with balanced concern for sovereignty and for saving lives, regarding entry of various types of SAR facilities into the territory of the other Party, solely for a search or a rescue operation; and
- (f) Enter into other collaborative SAR efforts which may include:
  - Mutual visits by SAR personnel of the parties;
  - Joint training or exercises
  - Co-operation in development of SAR procedures, techniques, equipment, or facilities;
  - Exchange of pertinent SAR or communication information; and
  - Establishment of one or more SAR committees to provide a means for ongoing co-operation in improving SAR effectiveness.

### **3. SEARCH AND RESCUE REGIONS**

Establishment of SRRs is intended only to effect an understanding concerning where each Party accepts primary responsibility for co-ordinating or providing SAR services. SRRs of the Parties shall be separated by lines connecting points as follows: [appropriate co-ordinate points describing applicable lines.]

### **4. TERMS OF AGREEMENT**

Each Party will:

- (a) Keep the other fully and promptly informed of all SAR operations of mutual interest, or which may involve use of facilities of the other Party;
- (b) Keep information readily available on the availability of any SAR facilities or other resources which may be needed for implementing these agreements;
- (c) Authorize its RCC(s) to request assistance from the RCC(s) of the other Party, and to provide all pertinent information on the distress situation and scope of assistance needed;
- (d) Authorize its RCC(s) to promptly respond to any request for assistance from an RCC of the other Party;
- (e) Authorize its RCC(s) to promptly arrange, or arrange in advance, with other national authorities for territorial entry of SAR of the other Party (including overflight or landing of SAR aircraft, in similar accommodation of surface (land or water) SAR units) as circumstances dictate for fueling, medical or other appropriate and available operational support, or in response to a request to the RCC of the other Party for assistance of those facilities which will involve territorial entry;
- (f) Normally fund its own activities in relation to this agreement unless otherwise arranged by the Parties in advance, and, in any event, will not allow a matter of reimbursement of costs to delay response to persons in distress.

### **5. GENERAL PROVISIONS**

This Agreement:

Shall enter into force... [provisions as appropriate];  
May be amended ... [provisions as appropriate]; and  
May be terminated or superseded ...[provisions as appropriate].

**APPENDIX C**

**METEOROLOGICAL WATCH OFFICE (MWO) TO WHICH TROPICAL CYCLONE  
ADVISORY INFORMATION IS TO BE SENT BY THE TROPICAL CYCLONE ADVISORY  
CENTRE, MIAMI**

<b>MWO</b>	<b>ADDRESS</b>
Belem, Brazil	SBBEYMYX
Bogota, Colombia	SKBOYMYX
Caracas, Venezuela	SVMIYMYX
Cayenne, French Guiana (France)	SOCAYMYX
Georgetown, Guyana	SYCJYMYX
Habana, Cuba	MUHAYMYX
Kingston, Jamaica	MKJPYMYX
Mexico, Mexico	MMMXYMYX
Panama, Panama	MPTOYMYX
Port of Spain, Trinidad and Tobago	TTPPYMYX
Port-au-Prince, Haiti	MTPPYMYX
San Juan, Puerto Rico (U.S.A.)	TJSJYMYX
Santo Domingo, Dominican Republic	MDSDYMYX
Tegucigalpa, Honduras	MHTGYMYX
Willemstad, Netherlands Antilles, (Netherlands)	TNCCYMYX
Zandery, Suriname	SMJPYMYX

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***As well as these addresses:***

SADIS Uplink CAR Region	EGZZMCAR
SADIS Uplink SAM Region	EGZZMSAM
OPMET Data Bank, Brasilia	SBBRYZYX
OPMET Data Bank, Washington	KWBCYMYX
WAFC, London	EGRRYMYX
WAFC, Washington	KWBCYMYX

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## APPENDIX D

# SUB-REGIONAL ATM CONTINGENCY PLAN

## PIARCO (CTA /UTA) FIR

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### 1. OBJECTIVE:

- 1.1 This Contingency Plan contains arrangements to ensure the continued safety of air navigation in the event of partial or total disruption of air traffic services (ATS) within the Piarco Flight Information Region and is related to **ICAO Annex 11 - Air Traffic Services Chapter 2, paragraph 2.28.**
- 1.2 This Contingency Plan is designed to provide alternate routes, using existing air routes in most cases, which will allow aircraft operators to fly through or avoid airspace within the Piarco (CTA/UTA) FIR.

### 2. AIR TRAFFIC MANAGEMENT

#### 2.1 Air Traffic Services Responsibilities

- 2.1.1 Tactical air traffic control (ATC) considerations during periods of over-loading may require re-assignment of routes or portions thereof.
- 2.1.2 Alternative routes are designed to maximise the use of existing ATS route structure, communications, navigation and surveillance services.
- 2.1.3 In the event that ATS cannot be provided within the Piarco (CTA/UTA) FIR, the Trinidad and Tobago Civil Aviation Authority (TTCAA), through the Piarco Area Control Centre (ACC) shall publish or cause to be published, the corresponding NOTAM indicating the following:
  - a. *Time and Date of the beginning of the Contingency Measures;*
  - b. *Airspace (Air Routes) available for arriving, departing and over-flying traffic, and airspace to be avoided;*
  - c. *Details of the facilities and services available or not available and any limits on the provision of ATS (e.g. ACC, TMA, APP, TWR and FIS), including an expected date/time of restoration of services if available;*
  - d. *Information on the provisions made for alternate services;*
  - e. *ATS Contingency routes;*
  - f. *Procedures to be followed by neighbouring ATS Units;*
  - g. *Procedures to be followed by pilots; and*
  - h. *Any other details with respect to the disruption and actions being taken that aircraft operators may find useful.*



- 2.1.4 In the event that the Piarco ACC is unable to issue the NOTAM, the alternate ACC (San Juan) will take action to issue the NOTAM of closure of airspace upon notification by the TTCAA (Piarco ACC) or the ICAO NACC Regional Office.

**2.2 Separation**

- 2.2.1** Separation criteria will be applied in accordance with the **ICAO Procedures for Air Navigation Services- Air Traffic Management (PANS-ATM, Doc 4444)** and the **Regional Supplementary Procedures (Doc 7030)**.

**2.3 Level Restrictions**

- 2.3.1 Where possible, aircraft on long-haul international flights shall be given priority with respect to cruising levels.

**2.4 Other Measures**

- 2.4 Other measures related to the closure of airspace and the implementation of the Contingency Plan within the Piarco CTA/UTA/FIR/UIR may be taken as follows:

- a. Suspension of all VFR Operations
- b. Delay or suspension of General Aviation IFR Operations; and
- c. Delay or suspension of commercial IFR Operations.

**3 TRANSITION TO CONTINGENCY PLAN**

- 3.1 During times of uncertainty when airspace closures seem possible, aircraft operators should be prepared for a possible change in routing while en-route. Familiarisation of the alternate routes outlined in the Contingency Plan as well as what may be promulgated by Trinidad and Tobago (Piarco ATC) via NOTAM or AIP is necessary.
- 3.2 In the event of airspace closure that has not been promulgated, Piarco ATC would, if possible, broadcast or cause to be broadcast to all aircraft in the airspace under its jurisdiction, what airspace is being closed/affected and to stand by for any further instructions.
- 3.3 Trinidad and Tobago ATS (Piarco ACC) recognise that when closures of airspace or airports are promulgated, individual airlines might have different company requirements as to their alternate routings. In that regard Piarco ATC would be alert to respond to any request by aircraft and react commensurately with safety.

**4. TRANSFER OF CONTROL AND COORDINATION**

- 4.1 The transfer of control and communications shall be at the common FIR boundary between ATS units unless there is mutual agreement between adjacent ATS units.
- 4.2 Trinidad and Tobago ATS (providers) would keep under review current coordination requirements in light of contingency operations or short notice of airspace closure.

**5.**

## **PILOTS AND OPERATOR PROCEDURES**

- 5.1 Pilots need to be aware that in light of current international circumstance, a Contingency Routing requiring aircraft to operate off normal traffic flows could result in an intercept by military aircraft. Aircraft Operators must therefore be familiar with international intercept procedures contained in **ICAO Annex 2 to the Chicago Convention, paragraph 3.8 and Appendix 2, Section 2 and 3**.
- 5.2 Pilots need to continuously guard the VHF emergency frequency 121.5 MHz and should operate their transponder at all times during flight, regardless of whether the aircraft is within or outside airspace where secondarily surveillance radar (SSR) is used for ATS purposes. Transponders should be set on a discrete code assigned by ATC or select code 2000 if ATC has not assigned a code.
- 5.3 If an aircraft is intercepted by another aircraft, the pilot shall immediately:
- a. *Follow the instructions given by the intercepting aircraft, interpreting and responding to visual signals in accordance with international procedures;*
  - b. *Notify, if possible, the appropriate ATS Unit;*
  - c. *Attempt to establish radio communication with the intercepting aircraft by making a general call on the emergency frequency 121.5 MHz and 243 MHz if equipped; and*
  - d. *Set transponder to code 7700, unless otherwise instructed by the appropriate ATS Unit.*
- 5.4 If any instructions received by radio from any source conflict with those given by the intercepting aircraft, the intercepted aircraft shall request immediate clarification while continuing to comply with the instructions given by the intercepting aircraft.

## **6 OVERFLIGHT APPROVAL**

- 6.1 Where required, Aircraft Operators should obtain over-flight approval from States for flights operating through airspace under their jurisdiction.
- 6.2 In a contingency situation, flights may be rerouted at short notice and it may not be possible for operators to give the required advance notice in a timely manner to obtain approval.
- 6.3 States responsible for the airspace in which contingency routes are established should consider making special arrangements to expedite flight approvals in these contingency situations.

## **7 CONTINGENCY UNIT**

- 7.1 The ATM National Contingency Unit assigned the responsibility of monitoring developments that may dictate the enforcement of the Contingency Plan and coordination of contingency arrangements is:
- a. TTCAA - Air Navigation Services Division
  - b. Daniel Bhagwansingh – Executive Manager Air Navigation Services (EMANS)
  - c. Tel: (1-868) 669 - 4302
  - d. Fax: (1-868) 669 - 5397
  - e. [dbhagwansingh@caa.gov.tt](mailto:dbhagwansingh@caa.gov.tt)
- 7.2 The National Contingency Unit (Office of the EMANS) will liaise with the ICAO NACC Regional Office.

7.3 The ICAO NACC Regional Office will:

- a. closely monitor the situation and coordinate with all affected States and the IATA Regional Office, so as to ensure air navigation services are provided to international aircraft operations in the CAR Region;
- b. take note of any incidents reported and take appropriate actions;
- c. provide assistance as required on any issue with the Civil Aviation Administration/s involved in the Contingency Plan; and
- d. keep the President of the Council of ICAO, the Secretary General, the Chief Regional Affairs Officer, the Director of the Air Navigation Bureau and the Chief of the Air Traffic Management Section continuously informed on developments, including activation of the Contingency Plan.

**8. REROUTING SCHEME**

8.1 In the event of a complete Air-to-Ground/Ground-to-Air and Point-to-Point Communications Failure at the Piarco ACC aircraft operators should file their flight plans using the alternative Contingency Routes (CR) listed in the Scheme below in order to ensure receipt of an ATS Service.

8.1.1 Routings for Traffic from the North Atlantic destined to Airports within the Piarco FIR shall be as follows:

DESTINATION AIRPORT	CONTINGENCY ROUTE DESIGNATOR	CONTINGENCY / AVAILABLE ROUTES (CR/S)	FLIGHT LEVEL	FIRS(ATS UNITS) INVOLVED
V.C. Bird (TAPA)	CR 01	18N060W-DCT-ANU	FL 300	KZNY/TTZP/TAPA
Le Raizet (TFFR)	CR 02	18N060W-DCT-PPR	FL 300	KZNY/TTZP/TAPA/TFFR
Le Lamentin (TFFF)	CR 03	18N058W-DCT-16N060W-DCT-BONID-DCT-FOF	FL 300	KZNY/TTZP/TFFF
Hewanorra (TLPL)	CR 03A	18N058W-DCT-16N060W-DCT-BONID-DCT-FOF-UA324-BNE	FL 300	KZNY/TTZP/TFFF/TLPL
Adams (TBPB)	CR 04	18N056W-DCT-BGI	FL 300	KZNY/TTZP/TBPB
Point Salines (TGPY)	CR 04A	18N056W-DCT-BGI-UA561-A561-GND	FL 300	KZNY/TTZP/TBPB/TGPY
Crown Point (TTCP)	CR 04B	18N056W-DCT-BGI-DCT-TAB	FL 300	KZNY/TTZP/TBPB/TTCP
Piarco (TTPP)	CR 04C	18N056W-DCT-BGI-UR515/R515-POS	FL 300	KZNY/TTZP/TBPB/TTPP

8.1.2 Routing for Traffic from Airports within the Piarco FIR destined to the North Atlantic shall be as follows:

DEPARTURE AIRPORT	CONTINGENCY ROUTE DESIGNATOR	CONTINGENCY / AVAILABLE ROUTES (CR/S)	FLIGHT LEVEL	FIRS (ATS UNITS) INVOLVED
V.C. Bird (TAPA)	CR 05	ANU-UA632-TOTEM- and as cleared by San Juan ACC	FL 290	TAPA/TTZP/TJZS
Le Raizet (TFFR)	CR 02	PPR-DCT-18N060W- Atlantic Route	FL 290	TFFR/TAPA/TTZP/KZNY
Le Lamentin (TFFF)	CR 03	FOF-DCT-BONID-16N060W-DCT-18N058W- Atlantic Route	FL 290	TFFF/TTZP/KZNY
Hewanorra (TLPL)	CR 03A	BNE-A324-UA324- FOF-DCT-BONID-16N060W-DCT-18N058W- Atlantic Route	FL 290	TLPL/TFFF/TTZP/KZNY
Adams (TBPB)	CR 04	BGI-DCT-18N056W Atlantic Route	FL 290	TBPB/TTZP/KZNY
Point Salines (TGPY)	CR 04A	GND-A561-UA561-BGI-DCT-18N056W Atlantic Route	FL 290	TGPY/TTZP/KZNY
Crown Point (TTCP)	CR 04B	TAB-DCT-BGI-DCT-18N056W Atlantic Route	FL 290	TTPP/TTZP/KZNY
Piarco (TTPP)	CR 04C	POS-R515/UR515-BGI-DCT-18N056W Atlantic Route	FL 290	TTPP/TTZP/KZNY

- 3.1.3 Routing for Transiting Traffic from the Maiquetia FIR destined to the North Atlantic or originating from the North Atlantic transiting to the Maiquetia FIR **shall be accommodated along TWO (2) routes only** (UA551-ONGAL-UA551FOF-18N058W **and reverse**, and UA561-DAREK-UA561-BGI-18N056W **and reverse**) and **at the stated Route Altitude/s** as follows:

PRESENT ATS ROUTE	CONTINGENCY ROUTE DESIGNATOR	CONTINGENCY / AVAILABLE ROUTES (CR/S)	FLIGHT LEVEL	FIRS (ATS UNITS) INVOLVED
UA550-ITEGO- UA550-PPR- 18N060W-FPL and UA551- ONGAL-UA551- FOF-18N058W	CR 06	UA551-ONGAL-UA551FOF -18N058W-and reverse	FL 330 FL 360	SVZM/TTZP/KZNY
UA551-ONGAL- UA551-FOF - 18N058W-and UA561-DAREK- BGI-18N056W and UA552/UA563- MEGIR- UA552/UA563- POS-UR515-BGI- 18N056W	CR 07	UA561-DAREK-UA561-BGI-18N056W-and reverse	FL 370 FL 400	SVZM/TTZP/KZNY

- 8.1.4 Routing for Transiting Traffic from the San Juan FIR to the North destined to the Georgetown, Paramaribo and Rochambeau FIRs to the South **shall be accommodated along THREE (3) routes only** (ODKAM on the UA312 to the ANU VOR thence along UA632 to EGEMA and reverse, ILURI UA555 TRAPP and reverse, and ANADA UG449 POS UA324 MINDA and reverse) and **at the stated Route Altitude/s** as follows:

PRESENT ATS ROUTE	CONTINGENCY ROUTE DESIGNATOR	CONTINGENCY / AVAILABLE ROUTES (CR/S)	FLIGHT LEVEL	FIRS (ATS UNITS) INVOLVED
ILURI-UA555- TRAPP and reverse	CR 08	ILURI-UA555-TRAPP-and reverse	FL 390 FL 320	TJZS/TTZP/SMPM
ANADA- UG449- KORTO and reverse ANADA-POS- UA324- MINDA	CR 09	ANADA-UG449-POS-UA324-MINDA- and reverse	FL 310 FL 340	TJZS/TTZP/SYGC
ODKAM- UA312- DALGA / ODKAM- UA312- ANU-UA632- EGEMA / TOTEM- UA632-BGI- 0855N057W and TOTEM- UA632- EGEMA	CR 10	ODKAN-UA312-FOF-UA555-TRAPP-and reverse	FL 350 FL 380	TJZS/TTZP/SMPM

- 8.1.5 Routings for Traffic from/to the FIRs of San Juan, Maiquetia, Georgetown, Paramaribo and Rochambeau destined to/from Airports within the Piarco FIR and Traffic that originate and terminate within the Piarco FIR shall be accommodated along the routes and at the stated Route Altitude/s as follows:

PRESENT ATS ROUTE	CONTINGENCY ROUTE DESIGNATOR	CONTINGENCY / AVAILABLE ROUTINGS (CR/s)	FLIGHT LEVEL	FIRS (ATS UNITS) INVOLVED
ANU-UA632- BGI	<b>CR 11</b>	BGI-UA555-FOF-UA312-ANU and reverse	FL 280 FL 270	TBPB/TFFF/TAPA
DALGA- A312/UA312- FOF	<b>CR 12</b>	EGEMA-A632/UA632-BGI-UA555-FOF and reverse	FL 280 FL 270	SYGC/TBPB/TFFF
POS-UA324- BNE	<b>CR 13</b>	POS-DCT-GND-DCT-SV-DCT-BNE and reverse	FL 250 FL 260	TTZP/TBPB/TFFF
BGI- A511/UA511- BOGSI	<b>CR 14</b>	BGI-UA555-FOF-UA312-ANU-UB520-ELOPO and reverse	FL 280 FL 270	TBPB/TFFF/TJZS
PPR- A550/UA550- ITEGO	<b>CR 15</b>	PPR-UA312-FOF-A551/UA551ONGAL and reverse	FL 270 / 280 FL 270 / 280	TFFF/SVZM
FOF-UA555- ILURI	<b>CR 16</b>	FOF-UA312-ANU-B520/UB520-ELOPO and reverse	FL 280 FL 270	TFFF/TAPA/TJZS
POS-UL205- ANU	<b>CR 17</b>	POS-DCTGND-DCT-SV-DCT-BNE-UA324-FOF-UA312-ANU and reverse	FL 270 / 280 FL 280 / 270	TTZP/TBPB/TFFF/ TAPA

- 8.2 All aircraft should establish and maintain contact on published VHF frequencies with the (designated) ATS Unit (APP/TMA/ACC/FIC) responsible for the airspace being traversed. Additionally, aircraft should broadcast their position and intention on Emergency Frequency 121.5 MHz and on pilots' air to air frequency 123.45 MHz.
- 8.3 All aircraft shall be cleared to maintain a cruise flight level correlated to tract/direction of flight.
- 8.4 List of Points of contact of all concerned States, IATA and ICAO NACC Office.

State/Intl. Org.	P.O.C.	Telephone/Fax	E-Mail
TTCAA – EMANS	Daniel Bhagwansingh	Tel: (1-868) 669 - 4302 Fax: (1-868) 669 - 5397	<a href="mailto:dbhagwansingh@caa.gov.tt">dbhagwansingh@caa.gov.tt</a>
Piarco (ATS) ACC	Trevor Dowrich	Tel: (1-868) 669 - 8789 /4806 Fax: (1-868) 669 - 0635	<a href="mailto:tdowrich@caa.gov.tt">tdowrich@caa.gov.tt</a> tdowrich @tstt.net.tt
V.C. Bird TMA Unit			
Martinique TMA Unit			
Adams TMA Unit			
New York OAC			
Santa Maria ACC			
Sal OAC			
Dakar OAC			
Rochambeau ACC			
Paramaribo ACC			
Georgetown ACC			
Maiquetia ACC			
San Juan ACC			
ICAO NACC			
IATA LATAMCAR			

**APPENDIX E**

**FAULT REPORT – AFS/AMS NETWORKS  
EASTERN CARIBBEAN AND FRENCH ANTILLES**

**INITIATOR**

**STATE:** \_\_\_\_\_ **FAULT NUMBER:** (designator/mm/###) \_\_\_\_\_

**SERVICE:** (Please circle) \_\_\_\_\_ **SPEECH** \_\_\_\_\_ **DATA** \_\_\_\_\_

**FAULT DISCOVERY:** (yy/mm/dd – UTC) \_\_\_\_\_

**NAME OF FAULT INITIATOR:** \_\_\_\_\_

**FAULT:** (Give details of fault symptoms and service affected)

**TTCAA NOTIFICATION:** (yy/mm/dd – UTC) \_\_\_\_\_

**MEDIUM USED:** (Please circle) \_\_\_\_\_ **FAX (Primary)** \_\_\_\_\_ **PHONE (Secondary)** \_\_\_\_\_ **EMAIL (Secondary)** \_\_\_\_\_

**TTCAA**

**ACKNOWLEDGEMENT OF REPORT:** (yy/mm/dd –UTC) \_\_\_\_\_

**NAME/SIGNATURE:** \_\_\_\_\_

**MEDIUM USED:** (Please circle) \_\_\_\_\_ **FAX (Primary)** \_\_\_\_\_ **PHONE (Secondary)** \_\_\_\_\_ **EMAIL (Secondary)** \_\_\_\_\_

**RESOLUTION ACTION:**

**CIRCUIT RE-ESTABLISHED:** (yy/mm/dd – UTC) \_\_\_\_\_

**MEDIUM USED:** (Please circle) \_\_\_\_\_ **FAX (Primary)** \_\_\_\_\_ **PHONE (Secondary)** \_\_\_\_\_ **EMAIL (Secondary)** \_\_\_\_\_

**INITIATOR'S ACKNOWLEDGEMENT OF CLOSED REPORT:** \_\_\_\_\_

**NAME/SIGNATURE:** \_\_\_\_\_

**DATE/TIME:** (yy/mm/dd – UTC) \_\_\_\_\_

## APPENDIX F



*International Civil Aviation Organization*

NORTH AMERICAN, CENTRAL AMERICAN AND CARIBBEAN OFFICE

**Twenty-Ninth Eastern Caribbean Working Group Meeting (29 E/CAR WG)**

Saint Vincent and the Grenadines, 9 to 13 May 2005

29 E/CAR WG – DP/02

11/05/05

### Agenda Item 3

### Specific Air Navigation Activities and Developments

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

#### REPORT OF THE CNS AD-HOC MEETING

(Presented by the Rapporteur of CNS ad hoc group)

### 1. Introduction

1.1 The following Working Papers were presented to the Meeting:

France: WP/16 – Network failure reporting and feedback procedures.  
WP/17 – Formalization of local first level maintenance actions  
WP/18 – Increase of E/CAR network failures  
WP/ 19 – continuation of Radar projects in the E/CAR  
WP/20 – Need for an AFTN backup

Trinidad and Tobago: WP/25 – E/CAR digital network  
WP/27 – REDDIG node for Trinidad

1.2. It was decided that a CNS ad-hoc group comprising France, Trinidad and Tobago, United States and ECCAA would discuss and arrive at a consensus on the issues raised in the working papers listed above, presented by France and Trinidad & Tobago.

### 2. Terms of Reference

2.1 The group was asked to examine the following:

- a. A back up plan for the AFTN Atlanta circuit
- b. Fault reporting and resolution procedures – Appendix A, WP/25
- c. List of contacts with reference to fault reporting procedures
- d. Status of existing E/CAR digital network contract and recommendations to same.
- e. The need to identify the present AFS equipment in all States and Territories with the appropriate circuit drawings.

- f. Teleconferences
- g. Medium of transport of Radar information

### **3. Discussion**

#### *3.1 Item 1 – Back-up plan*

3.1.1 In the past, the back-up circuit for Atlanta connectivity on the AFTN was achieved via Caracas. This circuit has been unserviceable for almost two years. At the E-CAR/SAM-NE ICG/2 Meeting in Caracas, Venezuela stated that they would cease supporting the land lines between Trinidad and Caracas since Caracas was now connected via REDDIG and it was not economical to support land lines in addition to REDDIG.

3.1.2 It was mutually agreed and understood that the back-up AFTN circuit required for Atlanta redundancy would be achieved via the implementation of the REDDIG node in Trinidad and Tobago. This action is projected to be completed within the last quarter of 2005.

3.1.3 The matter of redundancy affects all the E/CAR network internal circuits, not only the Atlanta circuit. Information is required on the redundancy measures that are currently in place for all the circuits within the E/CAR from the service provider, TSTT. A request was made for notification from the service provider on failure of any path on the backbone. This is on the understanding that the backbone is monitored 24/7 by TSTT via a network management system. While the failure of one path may be transparent to the users, it is desirable to be notified when this event happens.

3.1.4 It was suggested that the TTCAA maintain the existing contingency telephones that were installed at all locations. These telephones are used in the event of failure to communicate over the AFS network. Although it was reported that there have been instances where the telephone lines were busy and communication was not achieved. This is not an acceptable situation in the ATS environment. While the telephones may be a contingency, it in no way replaces the need to have a properly functioning AFS network.

#### *3.2 Item 2 - Fault reporting and resolution procedures*

3.2.1 States reported confusion in who to report faults to, feedback information on the resolution process and untimely resolution of faults. States were advised via email from the TTCAA to contact the TTCAA in the persons of Francis Pedro and Veronica Ramdath for the reporting of faults.

3.2.2 In light of this, the TTCAA generated the attached Fault Report Form, which reflects the consensus of the group. At the bottom of the form it states to fax the form to the attention of Veronica Ramdath at the fax number provided.

3.2.3 Discussions were held on the matter of public holidays, weekends and hours outside of the regular working hours. The ad hoc group was informed that On-call Technicians are available outside of these hours to respond to any problems. Since the AIS section of the TTCAA is manned 24/7, it was agreed that the Fault Report should be faxed as the primary means, to the AIS office. The AIS supervisor would then convey this information to the T&E on-call technician, who would then respond by reporting the problem to TSTT and notifying the initiator of acknowledgement of the report.



3.2.4 After consideration, to make the process as simple as possible, it was agreed that all reports for all hours and all days would go to the AIS, who would then advise the T&E section within the TTCAA.

3.2.5 A reasonable estimate for acknowledgement of a report by the TTCAA was given as three (3) hours.

3.2.6 Quarterly statistics would be generated by the TTCAA based on the reports received and made available to States. The first statistics is expected at the end of September 2005. For major failures, a comments column would be added offering some explanation for the failure and its resolution.

3.3 *List of contacts with reference to fault reporting procedures*

3.3.1 A contact list would be provided, which would comprise of all States and include operational contact and technical contact where applicable. This list will be made available to the States

3.4 *Status of existing E/CAR digital network contract*

3.4.1 It was reported that there is presently no contract in force between TSTT and the TTCAA, and between TSTT and SIGMA.

3.4.2 This is an unacceptable situation. There is need for an interim contract agreement between TSTT and the TTCAA for the AFS network, which will identify the legal framework within which TSTT responsibility for service extends.

3.4.3 There is also obscurity in the agreement between Cable & Wireless and TSTT for maintenance services outside of Trinidad and Tobago including the French Territories. This agreement needs to be made known to the States since C&W now responds to faults in these States.

3.4.4 TSTT's sub-contractor for the AFS network, SIGMA, is based in Trinidad. Since response times to faults have extended into days, it was asked whether C&W would be retained to manage these services outside of Trinidad and Tobago.

3.4.5 All contract agreements need to be precise with clear demarcation of responsibilities and need to be known to States.

3.4.6 Furthermore, urging restoration to AFS service in Dominica and Guadeloupe.

3.5 *Documentation of present AFS equipment and circuit information.*

3.5.1 Numerous requests to TSTT for documentation on the AFS circuits have fallen on deaf ears. It is important to have knowledge of the circuit paths and equipment on all drops inclusive of bandwidth information. The ad hoc group urged Trinidad and Tobago to again pursue the request for documentation on these circuits.

3.5.2 The TTCAA will request information from TSTT on the status of spares, available trained personnel to respond to problems and the preventative and corrective maintenance procedures currently in place.

3.6 *Teleconferences*

3.6.1 There is a need to have regular (suggested monthly) teleconferences with the users of the AFS network.

3.6.2 The TTCAA will be urged to continue and encourage this practice.

3.7 *Medium of transport of Radar data*

3.7.1 The Rapporteur of the Radar Sharing Task Force stated that work on the Radar sharing project within the Eastern Caribbean would be halted until a decision is taken on the service provider and the medium of transport; whether is it Frame relay platform, TCP/IP, etc. Equipment can only be purchased when the protocol platform is known.

3.7.2 It was also noted that in this regard, Saint Lucia urged that the records reflect the States' concern regarding the uncertainty and indecision surrounding the supposed takeover of the role of IACL by TTCAA. It was indicated that the situation is extremely distressing, especially as all suggest that under the circumstances, work towards the Radar Sharing project within the Eastern Caribbean will come to a halt pending a decision on the new service provider and the medium for data transportation.

3.7.3 It was also noted to the Meeting that the dialogue between IACL and the French Authorities had already reached a mature stage regarding the protocol to be used, to the point that France had already promised Saint Lucia that the equipment would be delivered to Saint Lucia on about August 2005. Besides, Saint Lucia had already made the necessary arrangements for some of the necessary training, consistent with the established programme for implementation of the project with the French.

3.7.4 TTCAA therefore, must act swiftly, so as not to unduly disrupt the execution of that vital radar project that was well on stream for implementation in Saint Lucia by 2006. Consequently, TTCAA is expected to quickly emerge with the answers to the many questions by Saint Lucia, and to guarantee that the Radar Project continues as planned.

**4. Conclusion**

4.1 That TTCAA implement the REDDIG node by the last quarter of 2005.

4.2 That TTCAA obtain information from TSTT on redundancies within the E/CAR AFS network

4.3 That TTCAA fault reporting form be used with immediate effect by all States.

4.4 That in addition to the report of this 29<sup>th</sup> E/CAR WG, a letter inform the DGCA of TTCAA on the serious safety concerns of the States and the urgency required in implementing an interim contract agreement with TSTT until the matter of a more permanent service provider is resolved.

4.5 That the TTCAA request from TSTT, information on circuit documentation, spares, number of trained personnel and a report on the status of the AFS network inclusive of statistical failures.

4.6 That the TTCAA support continued regular teleconferences with the users of the AFS network. The next teleconference should be no later than end of June 2005.

4.7            That a permanent service provider be agreed upon and the protocol platform of the future network be described before further work is progressed on the E/CAR Radar Sharing project.

**5.            Suggested action**

5.1            The meeting is invited to consider and endorse the conclusion proposed by this report.

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**Agenda Item 4                      Aviation Security Activities and Developments**

4.1                      The Secretariat presented the Meeting with an overview of recent ICAO developments in aviation security (AVSEC) for the CAR/SAM Regions. The Meeting took note of the ICAO AVSEC Publications available through the ICAO website, AVSEC Training Packages, Universal Security Audit Programme developments, the new role of the Aviation Security Regional Officers, Restructuring of the AVSEC Training Programme and the GREPECAS AVSEC/COMM developments.

4.2                      The Secretariat provided handout information of these Aviation Security Training Packages to be provided to the States' AVSEC national officer. The Secretariat encouraged the E/CAR States to continue to support the efforts of the GREPECAS AVSEC/COMM and applauded them for their progression of resolving a number of aviation issues.

**Agenda Item 5                      Review of the Terms of Reference and Work Programme**

5.1                      The Secretariat presented WP/11 inviting the Meeting to review and updated the E/CAR Working Group 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 29/8                      E/CAR WG TERMS OF REFERENCE AND WORK**  
**PROGRAMME**

That the E/CAR DCA approve the revised Terms of Reference and Work Programme for the E/CAR WG as presented in the **Appendix** to this part of the Report.

## APPENDIX

### EASTERN CARIBBEAN WORKING GROUP (E/CAR WG) TERMS OF REFERENCE AND WORK PROGRAMME

#### 1. Terms of reference

- a) The 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 WG 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

TASK NUMBER	FIELD	TASK DESCRIPTION	Priority	Date	
				Start	End
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		<del>May 2005</del> <b>Completed</b>
2	AIS	Implement the AIS/MAP Automation System for the E/CAR area. (1)	A		<del>Dec. 2005</del> <b>TBD</b>
3	AIS	Establish procedures to access on line AIS information in accordance with ICAO guidelines	B	2004	<del>Dec. 2006</del> <b>TBD</b>
4	AIS	Analyse the requirements for world aeronautical charts and, if applicable, prepare a proposal of their production for the E/CAR Region	B	2004	Dec. 2006
5	ATM	Develop an implementation strategy for GNSS procedures in the E/CAR area. (2)	A		On-going
6	ATM	Identify, study and make recommendations to resolve air navigation deficiencies 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		<del>May 2005</del> <b>On-going</b>
9	ATM	Develop and implement a Human Resources Training Plan considering the requirements for the next five years and the Guidance Manual for the Training of Human Resources on CNS/ATM Systems. (2)	B		<del>May 2005</del> <b>On-going</b>
10	ATM	Develop operational strategy for the integration of ATS automated systems in applications of the CNS/ATM Implementation Plan in the Piarco FIR (2)	B		Dec. <del>2005</del> <b>2006</b>

TASK NUMBER	FIELD	TASK DESCRIPTION	Priority	Date	
				Start	End
11	ATM	Prepare a proposal to establish a common transition altitude in the TMAs of the Piarco FIR	A	2004	Dec. <del>2005</del> <b>2006</b>
12	CNS	Implementation of a Frame Relay network to support a number of services including protocols X.25 and TCP/IP (4)	A		<del>Dec. 2005</del> <b>TBD</b>
13	CNS	Establishment of a common seamless ATS surveillance system in the E/CAR area through radar data sharing. (3)	A		On-going
14	CNS/ATM	Maintain up-to-date a CNS/ATM Implementation Plan for the E/CAR area. (5)	B		On-going
15	MET	Establish quality control mechanisms for OPMET exchange messages	B	2004	On-going

**Notes:**

- (1) denotes tasks assigned to the AIS Committee (Rapporteur: Barbados – Shirley Ford)
- (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~~ **TTCAA**
- (5) denotes tasks assigned to the E/CAR CNS/ATM Committee (Coordinator: ~~IACL~~ **TTCAA**).

**Priority**

- A** High priority tasks, on which work should be speeded up.
- B** Medium priority tasks, on which work should commence as soon as possible, but without detriment to priority **A** tasks.
- C** Tasks of lesser priority, on which work should commence as time and resources allow, 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~~ **ECCAA**.

**4. Working Methods**

- a) the E/CAR WG has established a standing Chairperson for its meetings with a term of 3 years on a rotational basis to lead the E/CAR WG meetings providing continuity to its work and establishing a communication link between the ICAO NACC Regional Office and the members of the E/CAR WG in between meetings;

- b) the host State or Territory of the E/CAR WG 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 WG;
- 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 WG 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 WG

**DRAFT 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 Working Group Meetings;
- b) any other States and International Organizations normally invited to participate in the E/CAR 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 6**

**Next Meeting Site**

6.1 According to the Meeting established host rotation programme, the Secretariat informed the Meeting that Saint Lucia is scheduled to host the 30<sup>th</sup> Eastern Caribbean Working Group Meeting in May 2006.

6.2 The representative of Saint Lucia indicated that consultation on this matter would be posed with his Government and the response would be communicated to the ICAO NACC Regional Office in due course.

**Agenda Item 7            Other business**

**7.1                    Reorganization of the French Civil Aviation**

7.1.1                France presented IP/04 with information regarding the reorganization of the French Civil Aviation. It was noted to the Meeting that significant changes have taken place in the Organization since March 2005 with respect to the functional separation between the Operator and the Regulator. Furthermore, measures have been taken by the Civil Aviation Administration (CAA) to maintain the cohesion and unit of the CAA.