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- Agenda Item 1:**      **Follow-up on the actions taken concerning the valid Conclusions/Decisions of previous Meetings**  
                         **1.2      Review of the Conclusions/Decisions of the C/CAR DCA meetings**

**CONCLUSIONS OF THE C/CAR DCA/7 MEETING RELEVANT TO THE C/CAR WG**

(Presented by the Secretariat)

<b>SUMMARY</b>	
This paper presents the conclusions of the C/CAR DCA/7 Meeting which are relevant to the Working Group.	
<b>References:</b>	
<ul style="list-style-type: none"><li>• Report of the Seventh Meeting of Directors of Civil Aviation of the Central Caribbean (C/CAR DCA/7), San Juan, Puerto Rico, 28 June to 1 July 2004</li></ul>	

**1.                    Introduction**

1.1                    The relevant conclusions of the Seventh Meeting of Directors of Civil Aviation of the Central Caribbean are included in the **Appendix** to this paper for consideration in the development of the C/CAR/WG activities.

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# **REVIEW OF CONCLUSIONS OF THE C/CAR DCA/7 MEETING RELEVANT TO C/CAR WG**

AREA	CONCLUSION	ACTION FOR	COMMENTS AND FOLLOW-UP	STATUS
GEN	<p><b>CONCLUSION 7/1 PRIORITIZING DRAFT CONCLUSIONS REFERRED BY THE CENTRAL CARIBBEAN WORKING GROUP</b></p> <p>That the C/CAR Working Group, when referring its Draft Conclusions to the meetings of Directors of Civil Aviation, add information emphasizing those conclusions whose actions are more critical and establishing priority.</p>	C/CAR WG	Will be dealt with under agenda item 6.	Valid
ATM	<p><b>CONCLUSION 7/4 SUPPORT TO THE EFFORTS FOR THE IMPLEMENTATION OF RVSM IN THE CENTRAL CARIBBEAN</b></p> <p>That the States/Territories continue supporting the C/CAR WG so that, in coordination with the ICAO NACC Regional Office, efforts and programme activities be carried out for the implementation of RVSM in the Central Caribbean on <b>January 20, 2005</b>.</p>	C/CAR WG	The WG will receive information on RVSM implementation in the FIRs of the CAR Region.	Completed
ATM	<p><b>CONCLUSION 7/5 IMPLEMENTATION OF PHASE TWO OF RNAV ROUTES IN THE CENTRAL CARIBBEAN</b></p> <p>That the States/Territories of C/CAR, in coordination with the ICAO NACC Regional Office, implement phase two of RNAV Routes in the C/CAR presented in Appendix A to this part of the Report.</p>	C/CAR WG	The proposal for amendment S ATM04/04 proposes 17 March 2005 for implementation. Will be dealt with under agenda item 3.2.	Valid
ATM	<p><b>CONCLUSION 7/6 STUDIES FOR THE IMPLEMENTATION OF RNP IN THE CENTRAL CARIBBEAN</b></p> <p>That the C/CAR WG in coordination with the ICAO NACC Regional Office, carry out the studies and forward to the C/CAR DCA/8 an action plan for the implementation of the RNP in C/CAR, based of the information in Appendix B to this part of the Report (<i>Attachment 1 to this Appendix</i>) .</p>	C/CAR WG	Will be dealt with under agenda item 3.2.	Valid

AREA	CONCLUSION	ACTION FOR	COMMENTS AND FOLLOW-UP	STATUS
ATM	<p><b>CONCLUSION 7/7 INCLUSION IN THE WORK PROGRAMME OF THE C/CAR WG THE DEVELOPMENT OF ATS SAFETY MANAGEMENT PROGRAMMES</b></p> <p>That the C/CAR WG develop, in coordination with the ICAO NACC Regional Office, an ATS safety management programme with objectives and minimum acceptable levels for the Central Caribbean so as to ensure safety in the provision of Air Traffic Services and to reduce ATS incidents, and the results be presented to the next C/CAR DCA meeting.</p>	C/CAR WG	The ICAO NACC Office will organize an ATM Safety management programme. This topic will be dealt with under agenda item 3.2.	Valid
ATM	<p><b>CONCLUSION 7/8 DEVELOPMENT OF ATM CONTINGENCY PLANS FOR THE CAR REGION</b></p> <p>That, C/CAR States/Territories that have not yet done so:</p> <p>a) develop their ATM contingency plans for their airspace (CTA/UTA/FIR) and aerodromes under their jurisdiction;</p> <p>b) submit to the ICAO NACC Regional Office a copy of their ATM Contingency Plan by <b>30 November 2004</b>; and</p> <p>c) carry out bilateral and/or multilateral agreements with States/Territories/International Organizations responsible for neighbouring airspace, in coordination with the ICAO NACC Regional Office, to develop an ATM Regional Contingency Plan using the guidelines presented in the <b>Appendix C</b> to this part of the Report (<i>Attachment 2 to this Appendix</i>).</p>	C/CAR WG	Haiti has completed its plan. Dominican Republic is coordinating its plan. This matter will be dealt with under agenda item 3.2.	Valid

AREA	CONCLUSION	ACTION FOR	COMMENTS AND FOLLOW-UP	STATUS
<b>AIS/ MAP</b>	<p><b>CONCLUSION 7/9 TOTAL IMPLEMENTATION OF WGS-84</b></p> <p>Considering that the RNAV and RNP systems, including RVSM, are in an advanced implementation phase, and that for their efficient application the strict accuracy and integrity of data on which they are based is required, the States/Territories of the C/CAR agree to:</p> <p>a) carry out a greater and more effective follow-up to the total implementation of the WGS-84 System;</p> <p>b) establish <b>30 November 2004</b> as the deadline for the total implementation of WGS-84 in the States/Territories of the C/CAR;</p> <p>c) develop technical assistance agreements of which the experience obtained by the States that have already implemented the system in their territories may be taken advantage;</p> <p>d) designate the C/CAR WG to electronically carry out the task of preparing and completing the tables included in the Appendix D to this part of the Report, so that States/Territories with adjacent FIRs determine bilaterally the geographical coordinates of the common points at the boundaries of the FIRs, as well as its standardization and publication by 30 November 2004; and</p> <p>e) request the Regional Office to act as mediator for the quick resolution of the cases where discrepancies may arise.</p>	C/CAR WG	The AIS Task Force is expected to present information on this matter.	Valid
<b>GEN</b>	<p><b>CONCLUSION 7/10 AIR NAVIGATION DEFICIENCIES</b></p> <p>The Directors of Civil Aviation of the States/Territories of the Central Caribbean, duly concerned with the large number of Air Navigation Deficiencies and cognizant of their responsibility for correcting them, agree to:</p> <p>a) closely review the Air Navigation Deficiencies identified in their States/Territories, particularly those which have the greatest impact on Safety,</p> <p>b) use this analysis to develop a strategy and activities for the resolution of these high-risk Deficiencies, and</p> <p>c) submit the appropriate Action Plans (Appendix F to this part of the Report) for the correction of their respective Air Navigation Deficiencies to the NACC Office by no later than <b>30 December 2004</b>.</p>	C/CAR WG	Will be dealt with under agenda item 2.	Valid.

AREA	CONCLUSION	ACTION FOR	COMMENTS AND FOLLOW-UP	STATUS
ATM	<b>CONCLUSION 7/12 BAHAMAS FIR IMPLEMENTATION</b> That, a) Bahamas, Cuba, Haiti and the United States clearly identify the airspace dimensions of the proposed Bahamas FIR; b) Bahamas and the United States work to define operational responsibilities in the new FIR; c) as necessary, ICAO NACC Office invites other involved States/Territories and International Organizations to join in the process; and d) the States involved maintain the ICAO NACC Office informed on developments.	Bahamas Cuba Haiti United States ICAO	Will be dealt with under agenda item 3.2.	Valid
ATM	<b>CONCLUSION 7/13 OPERATIONAL INTEGRATION OF ATM AUTOMATED SYSTEMS IN THE CCAR</b> That the Directors of Civil Aviation of States/Territories of the Central Caribbean, request to the C/CAR WG: a) to develop, in coordination with ICAO NACC Regional Office, an action plan for the regional strategy of ATM automation in the C/CAR based on the information in Appendix G to this part of the Report; and b) to present in the next C/CAR DCA/8 meeting an action plan for regional strategy of ATM automation in the C/CAR.	C/CAR WG	Will be dealt with under agenda item 3.4.	Valid
MCI	<b>CONCLUSION 7/14 CARIBBEAN REGIONAL CIVIL AVIATION ACCIDENT MASS CASUALTY INCIDENT RESPONSE PLAN</b> That, a) PAHO appoint a Rapporteur for the new Caribbean MCI Task Force, b) the Caribbean MCI Task Force initial composition include Jamaica, Trinidad and Tobago, United States (USCG), CDERA, ICAO and PAHO; and c) the PAHO Rapporteur convene a meeting of the Caribbean MCI Task Force in Barbados in 2004 to coordinate the completion of the Caribbean Regional Civil Aviation Accident Mass Casualty Incident Response Plan based on expanding the existing draft Eastern Caribbean Civil Aviation Accident Mass Casualty Incident Response Plan to include the C/CAR Region.	Jamaica Trinidad and Tobago United States CDERA PAHO ICAO		Valid.

AREA	CONCLUSION	ACTION FOR	COMMENTS AND FOLLOW-UP	STATUS
OPS	<p><b>CONCLUSION 7/15 USOAP-SYSTEMS APPROACH</b></p> <p>That, the Directors of Civil Aviation of the Central Caribbean, noting the effort that will have to be taken in order to meet the requirements of the systems approach of the Universal Safety Oversight Audit Programme, agree:</p> <p>a) to appoint a National Safety Oversight Coordinator, where required,</p> <p>b) support the attendance of the National Safety Oversight Coordinator at the Seminar/Workshop scheduled for 26-27 September 2004 in Montreal, and</p> <p>c) request the ICAO NACC Office to present a similar event in the Region.</p>	C/CAR WG	Will be dealt with under agenda item 4.	Valid
GEN	<p><b>CONCLUSION 7/16 NORTH AMERICAN, CENTRAL AMERICAN, AND CARIBBEAN DIRECTORS OF CIVIL AVIATION MEETING</b></p> <p>The Directors of Civil Aviation of the Central Caribbean,</p> <p>a) support holding the NACC/DCA/2 Meeting as scheduled in Tegucigalpa, Honduras in the second half of 2005;</p> <p>b) provide the ICAO NACC Office with suggestions for the Agenda;</p> <p>c) consider the results of the C/CAR/WG/5 Meeting electronically; and</p> <p>d) only if necessary, call for a Meeting of the C/CAR/DCA the day prior to the NACC/DCA/2 Meeting.</p>	DCAs	To note. Will be dealt with under agenda item 7	Valid.

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## ATTACHMENT 1 TO THE APPENDIX

## ACTION PLAN FOR THE IMPLEMENTATION OF RNP IN THE (INVOLVED) FIRS

Activities	Responsible Area	Starting date	Finalization date	Status of application	Remarks
Regional Agreement for RNP implementation in CAR/SAM Regions.	GREPECAS				The GREPECAS/12 achieved a regional agreement to implement RNP in CAR/SAM Regions.
2. Identification of operational needs (RNP 10, 5, 4).	States				
3. Study of the impact in the airspace.	States				It must consider the use of airspace simulation tools
4. Establishment of procedures to approve RNP	States				- Reference documents: <ul style="list-style-type: none"> <li>• RNP Manual (Doc. 9613).</li> <li>• Leaflet N° 2 Rev. 1: AMJ 20X2 – JAA Guidance Material on Airworthiness Approval and Operational Criteria for the Use of Navigation Systems in European Airspace Designated for Basic RNAV Operations;</li> </ul>
5. Cost-benefit analysis between ATS providers and Users	States /Users				
6. AIC for the dissemination of Information.	States				
7. Develop Regional Documentation	GREPECAS /States				
8. Coordination with ATS providers and users.	States /Users				

<b>Activities</b>	<b>Responsible Area</b>	<b>Starting date</b>	<b>Finalization date</b>	<b>Status of application</b>	<b>Remarks</b>
9. Updated maintenance and establishment and maintenance of a record of RNP approved aircraft.	CARSAMMA				
10. Establishment of a minimal amount of RNP approved aircraft before initiating the trials.	States				
11. Programme for airspace safety assessment.	States /CARSAMMA				
12. Data collection programme for the evaluation of airspace safety and operational availability	States / Users				
13. Publication of an AIC that informs the aeronautical community about the introduction of RNP	States				
14. Publication of an AIP Supplement with the applicable procedures and requirements.	States				
15. Notification to the CARSAMMA of: RNP 4/5 approved Aircraft	States				



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<b>Activities</b>	<b>Responsible Area</b>	<b>Starting date</b>	<b>Finalization date</b>	<b>Status of application</b>	<b>Remarks</b>
16. Develop RNP training for air traffic controllers	States				
17. Preliminary Safety assessment	State /CARSAMMA				
18. Final Safety assessment	States /CARSAMMA				
19. Evaluation of the operational availability	CARSAMMA				
20. Decision to continue or postpone the pre-operational trials.	States				
<b>21. Date of the RNP implementation</b>	<b>States</b>				

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**ATTACHMENT 2 TO THE APPENDIX**  
**ATM REGIONAL CONTINGENCY PLAN**  
**FOR ..... CTA/UTA/FIR**

**OBJECTIVE:** 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) and is related to ICAO Annex 11- *Air Traffic Services* Chapter 2, paragraph 2.28. The contingency plan should be designed to provide alternative routes, using existing airways in most cases, which will allow aircraft operators to fly through or avoid airspace within the (XXX) CTA/UTA/FIR.

**AIR TRAFFIC MANAGEMENT**

**ATS Responsibilities**

Tactical ATC considerations during periods of overloading may require re-assignment of routes or portions thereof.

Alternative routes should be designed to maximize the use of existing ATS route structures and communication, navigation and surveillance services.

In the event that ATS cannot be provided within the (XXX) CTA/UTA/FIR, the Civil Aviation Authority (CAA) shall publish the corresponding NOTAM indicating the following:

- a) Time and date of the beginning of the contingency measures;
- b) Airspace available for landing and overflying traffic and airspace to be avoided;
- c) Details of the facilities and services available or not available and any limits on ATS provision (e.g., ACC, APP, TWR and FIS), including an expected date of restoration of services if available;
- d) Information on the provisions made for alternative 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.

In the event that the CAA is unable to issue the NOTAM, the (alternate) CTA/UTA/FIR will take action to issue the NOTAM of closure airspace upon notification by corresponding CAA or the ICAO NACC Regional Office.

## **Separation**

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

## **Level Restrictions**

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

## **Other measures**

Other measures related to the closure of airspace and the implementation of the contingency scheme with the (XXX) CTA/UTA/FIR 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.

## **TRANSITION TO CONTINGENCY SCHEME**

During times of uncertainty when airspace closures seem possible, aircraft operators should be prepared for a possible change in routing while en-route, familiarization of the alternative routes outlined in the contingency scheme as well as what may be promulgated by a State via NOTAM or AIP.

In the event of airspace closure that has not been promulgated, ATC should, if possible, broadcast to all aircraft in their airspace, what airspace is being closed and to stand by for further instructions.

ATS providers should recognize that when closures of airspace or airports are promulgated, individual airlines might have different company requirements as to their alternative routings. ATC should be alert to respond to any request by aircraft and react commensurately with safety.

## **TRANSFER OF CONTROL AND COORDINATION**

The transfer of control and communication should be at the common FIR boundary between ATS units, unless there is mutual agreement between adjacent ATS units. ATS providers should also review current coordination requirements in light of contingency operations or short notice of airspace closure.

## PILOTS AND OPERATOR PROCEDURES

Pilots need to be aware that in light of current international circumstances, 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 –*Rules of the Air*, paragraph 3.8 and Appendix 2, Sections 2 and 3.

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 secondary 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.

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.

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.

## OVERFLIGHT APPROVAL

Aircraft operators should obtain overflight approval from States/Territories/International Organizations for flights operating through their jurisdiction of airspace, where required. In a contingency situation, flights may be rerouted at short notice and it may not be possible for operators to give the required advanced notice in a timely manner to obtain approval. States/Territories/International Organizations responsible for the airspace in which contingency routes are established should consider making special arrangements to expedite flight approvals in these contingency situations.

## CONTINGENCY UNIT

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:

Name of Agency:

Contact Person:

Telephone:

Fax:

Email:

During a contingency situation, the National Contingency Unit will liaise with the involved FIRs through the ICAO NACC Regional Office.

The ICAO NACC Office will:

- a) closely monitor the situation and coordinate with all affected States/Territories/International Organizations 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 action;
- c) provide assistance as required on any issue with the Civil Aviation Administrations involved in the contingency plan; and
- d) keep the President of the Council of ICAO, the Secretary General, C/RAO, D/ANB and C/ATM continuously informed on developments, including activation of the contingency plan.

## REROUTING SCHEME

In the event of closure the (XXX) CTA/UTA/FIR, aircraft operators should file their flight plans using the alternative contingency routes listed in the scheme below in order to ensure avoidance in that airspace (CTA/UTA/FIR).

Present ATS ROUTE	CONTINGENCY ROUTINGS	FIRs INVOLVED
In lieu of:	(ATS unit) provides ATC on the following routings: <i>CR1:</i> <i>CR2:</i> <i>CR3:</i>	<b>XXX:</b> In coordination with <b>XXX</b>
In lieu of:	(ATS unit) provides ATC on the following routing: <i>CR4:</i>	<b>XXX:</b> In coordination with <b>XXX</b>

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All aircraft should establish and maintain contact on published VHF or HF frequencies with the (XXX) ATS unit (APP/ACC/FIC) responsible for the airspace being traversed.

**List of points of contact of all concerned States/Territories/International Organizations, IATA and ICAO NACC Office.**

<b>State /International Organization</b>	<b>Point of contact</b>	<b>Telephone/Fax</b>	<b>E-mail</b>
		Tel. Fax.	
		Tel. Fax.	
		Tel. Fax.	
IATA		Tel. Fax:	
ICAO	Raymond Ybarra Víctor Hernández	Tel.: (5255) 5250 3211 Fax: (5255) 5203 2757 AFTN: MMMXICOX	rybarra@mexico.icao.int vhernandez@mexico.icao.int icao_nacc@mexico.icao.int

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