



APPROVAL OF THE DRAFT AGENDA AND MEETING WORK SCHEDULE

(Presented by the Secretariat)

SUMMARY	
The draft agenda and the proposed work schedule for this meeting are presented in this working paper for approval.	
<i>Strategic Objectives</i>	<i>This working paper is related to Strategic Objectives A and D.</i>

1. Introduction

1.1 The Meeting will follow-up on different air navigation matters, considering agreements reached by the Central Caribbean Directors and the NACC/DCA meetings and in the North America, Central American and Caribbean Working Group Meetings (NACC/WG).

2. Draft Agenda and Meeting Schedule

1.1 The draft agenda for the Meeting is presented in **Appendix A**, and **Appendix B** is the proposed meeting schedule for discussion of agenda items.

2. Action suggested

2.1 The Meeting is invited to take due note and approve the proposed draft agenda and meeting schedule presented in this working paper.

APPENDIX A

DRAFT AGENDA

Agenda Item 1: Safety management issues

- 1.1 Follow-up on the outstanding and corrected deficiencies in the GREPECAS Air Navigation Deficiencies Database (GANDD) in the C/CAR Area
- 1.2 Actions taken to reduce the Large Height Deviation (LHD) reports.
- 1.3 Aerodromes certification

Agenda Item 2: Review of air navigation matters

- 2.1 Global air navigation and CAR/SAM developments
- 2.2 NAM/CAR Regional Air Navigation Implementation Plan
- 2.3 Air navigation specific activities:
 - 2.3.1 Air Traffic Management (ATM)
 - 2.3.2 Communications, Navigation and Surveillance (CNS)
 - 2.3.3 Aerodromes and Ground Aids (AGA)
 - 2.3.4 Aeronautical Meteorology (MET)
 - 2.3.5 Aeronautical Information Services (AIS/MAP)
- 2.4 Human resources and training

Agenda Item 3: Follow-up on actions taken concerning valid Conclusions/Decisions of previous meetings and review of Terms of Reference (ToRs) and Work Programme

- 3.1 Review of the Conclusions/Decisions from the NACC/DCA/3, NACC/WG/2, C/CAR/WG/6 and GREPECAS/15 meetings.
- 3.2 Review of the C/CAR/WG Terms of Reference (ToRs) and Work Programme.

Agenda Item 4: Other business

- 4.1 Next meeting site, dates, and funding

EXPLANATORY NOTES TO THE AGENDA

Agenda Item 1: Safety management issues

Under this agenda item, the Meeting will be informed on **Safety Management** activities, including actions taken to reduce LHD reports and aerodromes certification issues. In addition, under this item, the Meeting will review the table of reported air navigation deficiencies from Central Caribbean States/Territories/International Organizations in order to determine possible solutions and review the action plans to apply corresponding corrections.

Agenda Item 2: Review of air navigation matters

During the review by the meeting of this Agenda Item, the States/Territories/International Organizations and ICAO may present matters to be studied by the group concerning the implementation of activities to develop air navigation systems/services in the ATM, CNS, CNS/ATM, AGA, MET and AIS/MAP fields, as well as to update the information on the progress and improvements reached in these areas.

Agenda Item 3: Follow-up on actions taken concerning valid Conclusions/Decisions from previous meetings and Review of Terms of Reference (ToRs) and Work Programme

Under this agenda item, the Meeting will review the status of implementation of previous Conclusions and Decisions from the C/CAR WG, NACC WG, NACC/DCA, C/CAR DCA and GREPECAS meetings, with a view to recommend actions to be taken thereupon. Additionally, the Working Group will review its terms of reference and future work programme, taking into consideration the guidelines of the Directors General of Civil Aviation and GREPECAS.

Agenda Item 4: Other business

Under this agenda item, the Meeting will discuss subjects of common interest that were not discussed under the previous agenda items and the next meeting site, dates, and funding.

DRAFT MEETING SCHEDULE

SCHEDULE	MONDAY 13	TUESDAY 14	WEDNESDAY 15	THURSDAY 16
	SIMULTANEOUS INTERPRETATION SERVICES WILL BE AVAILABLE FOR THESE DAYS			
08:30 – 09:00	Registration			
09:00 – 09:25	Opening Ceremony	Agenda Item 2 (cont.)	Agenda Item 3	Read and review of the Draft Report
09:25 – 09:30	Coffee Break			
09:30 – 10:30	Approval of Agenda			
	Agenda Item 1			
10:30 – 10:45	Coffee Break			
10:45– 12:30	Agenda Item 1 (cont.)	Agenda Item 2 (cont.)	Agenda Item 3 (cont.)	Closing Ceremony
12:30 – 13:00	Coffee Break			
13:00 – 15:00	Agenda Item 2	Agenda Item 2 (cont.)	Agenda Item 4	

APPENDIX B

C/CAR WG/7 – WP/01
Rev.

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