



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

**FOURTEENTH DIRECTORS OF CIVIL AVIATION OF THE
CENTRAL CARIBBEAN MEETING**

(C/CAR/DCA/14)

FINAL REPORT

KINGSTON, JAMAICA, 11 TO 13 MAY 2015

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

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HISTORICAL

ii.1 Place and Date of the Meeting

The Fourteenth Directors of Civil Aviation of the Central Caribbean Meeting (C/CAR/DCA/14) was held at the Terra Nova Hotel in Kingston, Jamaica, 11 to 13 May 2015.

ii.2 Opening Ceremony

Mr. Melvin Cintron, Regional Director of the North American, Central American and Caribbean (NACC) Office of the International Civil Aviation Organization (ICAO) provided opening remarks and thanked the Jamaica Civil Aviation Authority for hosting the meeting, mentioning the new States assistance strategy carried out by the ICAO NACC Regional Office, emphasizing that himself, as Regional Director, as well as all the Regional Officers and general services staff team will always be available for assistance to States and stakeholders. Hon. Dr. Morris Guy, Minister without portfolio in the Ministry of Transport, Works and Housing, Jamaica, welcomed the participants to Jamaica, and indicated the importance of civil aviation for the Central Caribbean States, in terms of input to the economy of each of them. Likewise, he recalled the need to improve connectivity among the different Central Caribbean States and officially opened the meeting. Honourable B. St. Michael Hylton, Chairman of the Jamaica Civil Aviation Authority, his excellency Mr. Bernardo Guancho Hernández, Cuba Ambassador to Jamaica and his excellence Mr. José Tomás Ares Germán, Dominican Republic Ambassador to Jamaica, also attended the opening ceremony

ii.3 Officers of the Meeting

Mr. Nari Williams-Singh, Director General of Civil Aviation, Jamaica Civil Aviation Authority, chaired the meeting plenary. Melvin Cintron, Director of the ICAO NACC Regional Office served as Secretary of the Meeting, assisted by Messrs. Jorge Fernandez, Deputy Regional Director, Víctor Hernández, Regional Officer, Air Traffic Management/Search and Rescue, Julio Siu, Regional Officer, Communications, Navigation and Surveillance, all from the ICAO NACC Regional Office, and Meshesha Belayneh, Deputy Director and Patrick Molinari, Chief Procurement Section, both from the Technical Cooperation Bureau, ICAO Headquarters.

ii.4 Working Languages

The working languages of the Meeting were English and Spanish. The working papers, information papers and draft report of the meeting were available to participants in both languages.

ii.5 Schedule and Working Arrangements

It was agreed that the working hours for the sessions of the meeting would be from 09:00 to 14:30 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: Appointment of the Chairperson and Approval of the Meeting Agenda and Schedule

Agenda Item 2: Review of the Conclusions from the Previous C/CAR/DCA Meetings and the Fifth North American, Central American and Caribbean Directors of Civil Aviation Meeting (NACC/DCA/5)

Agenda Item 3: Aviation Safety Management

- 3.1 Regional Aviation Safety Group – Pan America (RASG-PA)
- 3.2 ICAO Universal Safety Oversight Audit Programme (USOAP) Continuous Monitoring Approach (CMA)
- 3.3 Second High-Level Safety Conference 2015 (HLSC 2015)
- 3.4 Other Aviation Safety Matters

Agenda Item 4: Air Navigation Matters

- 4.1 Global and Regional Air Navigation Aspects
 - 4.1.1 First Annual Global Air Navigation Report and Air Navigation Performance Dashboards
 - 4.1.2 CAR/SAM Regional Planning and Implementation Group (GREPECAS)
 - 4.1.3 Electronic Air Navigation Plan (e-ANP)
 - 4.1.4 Other ICAO Air Navigation-Related Events
- 4.2 Review of the Implementation of Air Navigation under the NAM/CAR Regional Performance Based Air Navigation Implementation Plan (RPBANIP) and the Aviation System Block Upgrades (ASBU) Methodology
 - 4.2.1 Results of the North American, Central American and Caribbean Working Group (NACC/WG)
 - 4.2.2 Results and Progress of the North American, Central American and Caribbean Air Navigation Implementation Working Group (NAM/CAR ANI/WG)
 - 4.2.3 MEVA Telecommunications Network
 - 4.2.4 Other Regional Implementation Groups
- 4.3 Regional Action Plan on States' CO₂ Emission Reduction Activities in Aviation and their Implementation
- 4.4 Review of Air Navigation Deficiencies
- 4.5 Other Air Navigation Matters

Agenda Item 5 **Fourth Steering Committee Meeting of the RLA/09/801 Technical Cooperation Project (SCM/4) – Implementation of the Performance Based Air Navigation Systems for the CAR Region**

- 5.1 Review of previous SCM Reports and Agreements
- 5.2 Project Progress Report – Achievement Assessment of the Project’s Objectives
- 5.3 Project Financial Status
- 5.4 Planning of Future Project Activities (2015-2016)
- 5.5 Project Evaluation
- 5.6 Other Business Related to the Project

Agenda Item 6: **Aviation Security (AVSEC) and Facilitation (FAL)**

- 6.1 Aviation Security and Facilitation Activities in the NAM/CAR Regions
- 6.2 Universal Security Audit Programme (USAP) Continuous Monitoring Approach (USAP-CMA)
- 6.3 ICAO/Latin American Civil Aviation Commission (LACAC) NAM/CAR/SAM Aviation Security and Facilitation Regional Group (AVSEC/FAL/RG)
- 6.4 Other Aviation Security and Facilitation Matters

Agenda Item 7: **Regional Cooperation and Training Matters**

- 7.1 Collaborative Arrangement for the Prevention and Management of Public Health Events in Civil Aviation (CAPSCA)
- 7.2 CAR Region Civil Aviation Training and Results of the Regional Symposium on Next Generation of Aviation Professionals (NGAP) and TRAINAIR *Plus*
- 7.3 Results of the Second NAM/CAR Civil Aviation Training Centres Working Group Meeting (NAM/CAR/CATC/2)
- 7.4 Other Regional Cooperation and Training Matters

Agenda Item 8: **Other Business**

- 8.1 Results of the ICAO Regional Air Transport Conference
- 8.2 ICAO Financial Situation and Outstanding State Contributions
- 8.3 Host and Dates for Future C/CAR/DCA Meetings
- 8.4 Other Business

ii.7 Attendance

The Meeting was attended by 9 States/Territories from the C/CAR area, 5 Observers from Barbados, Belize, Costa Rica, Sint Maarten and Trinidad and Tobago, and 5 International Organizations, totalling 45 delegates as indicated in the list of participants. The absence of Aruba and Bonaire was regretted.

ii.8 Conclusions and Decisions

The Directors of Civil Aviation of the Central Caribbean Meetings record agreements as conclusions and decisions as follows:

CONCLUSIONS: Activities requiring action/communication by States/Territories/International Organizations/ICAO.

DECISIONS: Internal activities of the Meetings of Directors of Civil Aviation of the Central Caribbean.

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14/1	RASG-PA ENGAGEMENT	3-1
14/2	IMPROVEMENTS ON REGIONAL SAFETY OVERSIGHT IN ACCORDANCE WITH ICAO ANNEX 19	3-7
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14/4	DEVELOPMENT AND FILLING OF THE CAR/SAM REGIONS e-ANP	4-3
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An executive summary of these conclusions is presented in **Appendix A** to this report.

ii.9 List of Working and Information Papers and Presentations

Refer to the Meeting web page:
<http://www.icao.int/NACC/Pages/meetings-2015-ccardca14.aspx>

WORKING PAPERS				
Number	Agenda Item	Title	Date	Prepared and Presented by
WP/01 REV.	1	Approval of the Meeting Agenda and Schedule	16/04/15	Secretariat
WP/02	2	Review of the Conclusions from the Previous C/CAR/DCA Meetings and the Fifth North American, Central American and Caribbean Directors of Civil Aviation Meeting (NACC/DCA/5)	19/03/15	Secretariat
WP/03	3.1	Regional Aviation Safety Group — Pan America	20/03/15	Secretariat
WP/04	3.2	ICAO Universal Safety Oversight Audit Programme (USOAP) with a Continuous Monitoring Approach (CMA)	22/04/15	Secretariat
WP/05	3.4	Assuring Compliance with International Oversight Obligations without Duplication; Shared Surveillance of Approved Maintenance Organizations	17/04/15	United States
WP/06	4.1.3	New Electronic Regional Air Navigation Plan (eANP) Template and Procedures for Amendments	08/04/15	Secretariat
WP/07	4.2.2	Implementation of Annex 15, Chapter 11 Aerodrome Mapping Data	17/04/15	Secretariat
WP/08	4.2.2	Implementation of the Aeronautical Information Management (AIM) Quality Management System (QMS)	17/04/15	Secretariat
WP/09	4.2.2	Progress on the Solution/Mitigation of the Filed Flight Plan (FPL) Issues in the Central Caribbean	08/04/15	Secretariat
WP/10	4.2.2	Progress on the NAM/CAR Air Navigation Implementation Working Group (ANI/WG)	13/04/15	Secretariat
WP/11	4.2.4	U.S. Implementation of the Aviation System Block Upgrades (ASBU) Block 0 Modules and Collaboration in the United States	14/04/15	United States
WP/12	4.2.4	Performance-Based Navigation (PBN) Airspace Redesign Project for the CAR Region	24/04/15	Secretariat
WP/13	4.3	Status of the Regional Action Plan on CO ₂ Emission Reduction Activities in Aviation and their Implementation	31/03/15	Secretariat
WP/14	4.4	Air Navigation Deficiencies	28/04/15	Secretariat
WP/15	4.5	ICAO Position for the International Telecommunication Union (ITU) World Radiocommunication Conference (WRC-2015)	13/04/15	Secretariat
WP/16 REV.	5.2 & 5.4	Progress Report and Future Activities Proposed for the Technical Cooperation Regional Project– Implementation of Performance-based Air Navigation Systems for the CAR Region (RLA/09/801) – Presented by the Secretariat Date	11/05/15	Secretariat

WORKING PAPERS				
Number	Agenda Item	Title	Date	Prepared and Presented by
WP/17	6.1	Regional NAM/CAR Activity on Aviation Security and Facilitation	17/04/15	Secretariat
WP/18	6.2	Universal Security Audit Programme Continuous Monitoring Approach (USAP-CMA) Progress	09/03/15	Secretariat
WP/19	6.3	ICAO/LACAC NAM/CAR and SAM Aviation Security and Facilitation Regional Group (AVSEC/FAL/RG) Activities	16/04/15	Secretariat
WP/20	7.1	Collaborative Arrangement for the Prevention and Management of Public Health Events	20/03/15	Secretariat
WP/21	8.2	Outstanding Contributions Receivable and ICAO'S Financial Situation	30/04/15	Secretariat
WP/22	8.4	ICAO Headquarters State Letters	13/04/15	Secretariat
WP/23	4.2.4	Implementation in Cuba of the NAM/CAR Regional Performance-Based Air Navigation Implementation Plan (RPBANIP) and Block 0 of the Aviation System Block Upgrade (ASBU) Methodology	10/04/15	Cuba
WP/24	5.1 & 5.2	Considerations by Cuba on the Progress of the RLA/09/801 Regional Project	10/04/15	Cuba
WP/25	3.2	State Safety Programme	10/05/15	Cuba
WP/26	3.4	The Future of Annex 19; Determining the Role of the Eight Critical Elements of Safety Oversight	17/04/15	United States
WP/27	4.5	Safe Integration of Unmanned Aircraft Systems into Non-Segregated Airspace	24/04/15	United States
WP/28	3.1 & 4.1.2	Strategic and Proactive Coordination between GREPECAS and RASG-PA for ASBU Implementation	24/04/15	United States
WP/29	3.4	Evolution of Safety Oversight System for Safety Management	24/04/15	Dominican Republic
WP/30	5.3	Support and Financial Status of Project RLA/09/801	06/05/15	Secretariat
WP/31	5.1	Follow-Up on Actions and Agreements of the Steering Committee	06/05/15	Secretariat
WP/32	5.5	Annual Performance Evaluation of Project RLA/09/801	06/05/15	Secretariat
WP/33	5.6	Extension of RLA/09/801 Project and Management Optimization	06/05/15	Secretariat
WP/34	4.2.2	Results on the Implementation of the Aeronautical Information Management (AIM) Quality Management System (QMS)	29/04/15	Dominican Republic

INFORMATION PAPERS

Number	Agenda Item	Title	Date	Prepared and Presented by
IP/01 REV.	---	List of Working Papers, Information Papers and Presentations	11/05/15	Secretariat
IP/02	3.3	ICAO Second High-Level Safety Conference (HLSC) 2015	23/03/15	Secretariat
IP/03	4.1.1	First Annual Global Air Navigation Report and Regional Performance Dashboards	21/04/15	Secretariat
IP/04	4.1.2	Seventeenth CAR/SAM Regional Planning And Implementation Group Meeting (GREPECAS/17)	31/03/15	Secretariat
IP/05	4.2.1	Results and Progress of the Fourth North American, Central American and Caribbean Working Group (NACC/WG/)	13/05/15	Secretariat
IP/06	4.2.3	MEVA Telecommunications Network	13/04/15	Secretariat
IP/07	7.2	Results of the Second Next Generation of Aviation Professionals (NGAP) Symposium	01/04/15	Secretariat
IP/08	7.3	Results of the Second NAM/CAR Civil Aviation Training Centres Working Group Meeting (NAM/CAR/CATC/WG/2) and Activities Carried out by the Training Task Force	01/04/15	Secretariat
IP/09	7.4	Study of an Own Satellite Based Augmentation System (SBAS) for the CAR/SAM Regions - Project RLA/03/902– Transition to GNSS/SBAS in the CAR/SAM Regions - Augmentation Solution for the Caribbean, Central and South America - (SACCSA) – Phase III	20/04/15	Secretariat
IP/10	8	Port-of-Spain Declaration	23/03/15	Secretariat
IP/11	8.1	Air Transport Multiregional Conference	31/03/15	Secretariat
IP/12	8.3	Rotational Scheme for States/Territories Hosting the C/CAR/DCA Meetings	20/03/15	Secretariat
IP/13	6.1 & 6.2	Cuba's Position with Respect to the Implementation of the New Universal Security Audit Programme Continuous Monitoring Approach (USAP-CMA)	10/04/15	Cuba
IP/14	3.3	State Safety Programme	10/04/15	Cuba
IP/15	14/04/15	Mini-Global Project Demonstrations	14/04/15	United States
IP/16	7.4	<i>Academia Superior De Ciencias Aeronáuticas</i> : Activities and Initiatives towards the Collaboration between States	24/04/15	Dominican Republic
IP/17	7.1	Collaborative Arrangement for the Prevention and Management of Public Health Events	29/04/15	Dominican Republic

PRESENTATIONS

Number	Agenda Item	Title	Presented by
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PRESENTATIONS

Number	Agenda Item	Title	Presented by
1	3, 4, 6	No Country Left Behind	Secretariat
2	7.4	Introduction to Technical Cooperation Bureau	Secretariat
3	7.4	Procurement in Technical Cooperation	Secretariat

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C/CAR/DCA/14
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Agenda Item 1 Appointment of the Chairperson and Approval of the Meeting Agenda and Schedule

1.1 The Secretariat presented Working Paper/01 (WP/01), inviting the Meeting to approve the provisional agenda and schedule of the meeting and referred to Information Paper/01 Rev. (IP/01 Rev.) with the list of associated documentation and presentations. The Meeting approved the agenda as presented in the historical section of this report and the schedule as presented in Appendix B to WP/01 with some minor adjustments in order to render working time more efficient.

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Agenda Item 2 Review of the Conclusions from the Previous C/CAR/DCA Meetings and the Fifth North American, Central American and Caribbean Directors of Civil Aviation Meeting (NACC/DCA/5)

2.1 The Secretariat presented WP/02 and reviewed the status of the conclusions of the Thirteenth Meeting of Directors of Civil Aviation of the Central Caribbean (C/CAR/DCA/13) and of the Fifth North American, Central American and Caribbean Directors of Civil Aviation Meeting (NACC/DCA/5). The status of each conclusion was designated as valid, completed or superseded.

2.2 The Meeting agreed that all conclusions from the C/CAR/DCA/13 Meeting were completed or superseded by time, events, an action or a subsequent conclusion adopted by this meeting. The Meeting agreed on the status of the NACC/DCA/5 conclusions as presented in Appendix B to WP/02.

Agenda Item 3 Aviation Safety Management

3.1 Regional Aviation Safety Group – Pan America (RASG-PA)

3.1.1 The Secretariat presented WP/03 reviewing the Regional Aviation Safety Group – Pan America (RASG-PA) from its birth in 2008, where the collaboration effort developed by the States and the industry was recognized and how it has been an example worldwide serving as a reference for the establishment of other safety regional groups worldwide and that has definitely contributed to safety strengthening and improvement.

3.1.2 Likewise, the Secretariat and participants from the States and the industry mentioned the need for an in-depth analysis by the Executive Steering Committee (ESC) of the goals achieved to date by RASG-PA, as well as of its strategic plan after seven years of its creation, in order to ensure that the needs of the States and the stakeholders are being met

3.1.3 A deep discussion was held on RASG-PA's achievements, the Action Programme for Safety (PASO) regional group recognition and the Costa Rica willingness in identifying and correcting at the Juan Santamaria airport. In general, there was agreement on the need to reinforce what has been achieved until now, resulting in the following conclusion:

**CONCLUSION
C/CAR/DCA/14/1**

RASG-PA ENGAGEMENT

That, due to the decreasing attendance of the States at RASG-PA different team meetings/activities during the last years:

- a) C/CAR States actively collaborate in the different RASG-PA teams through the participation of their experts, so as to enrich data incorporation and analysis, for safety improvement purposes;
- b) stakeholders and especially airlines continue and broaden data exchange, so as to develop the intelligence to determine trends and be able to go from a reactive to a predictive incidents and accidents model in the mid-term;

- c) Regional Safety Oversight Organizations (RSOOs), such as the Central American Intergovernmental Corporation/Central American Agency for Aviation Safety (COCESNA/ACSA), Caribbean Aviation Security and Safety Oversight System (CASSOS) and the Action Programme for Safety (PASO) group strengthen their participation in RASG-PA, so as to reach effective implementation of regional solutions, applying economy of scale concepts that favour States and stakeholders; and
- d) C/CAR States and stakeholders participate in the Sixth Pan American Aviation Safety Summit and Eighth Regional Aviation Safety Group — Pan America Annual Plenary Meeting to be held in Medellin, Colombia, from 23 to 25 June 2015.

3.1.4 United States presented in WP/28 a continued strategic and proactive analysis of the NAM/CAR Regional Performance-Based Air Navigation Implementation Plan (RPBANIP) in combination with regional safety matters. With this aim, GREPECAS and RASG-PA should analyse each other's activities in order to avoid duplication of efforts. Coordination may consist of a combined analysis of the GANP, ASBU and GASP to determine each group's strengths and resources jointly support implementation activities.

3.1.5 States in coordination with ICAO Regional Offices should strengthen the current GREPECAS and RASG-PA structure in order to develop a strategic and proactive analysis of greater areas of cooperation to ensure the development and cross collaboration of trials and validations regarding regional implementation and resolution of safety deficiencies.

3.2 ICAO Universal Safety Oversight Audit Programme (USOAP) Continuous Monitoring Approach (CMA)

3.2.1 The Secretariat presented WP/04 with available information on the On-Line Framework (OLF) (<http://www.icao.int/usoap>) and the activities related to the Universal Safety Oversight Audit Programme with a Continuous Monitoring Approach (USOAP – CMA) carried out in the Central Caribbean. The activity plan covers an ICAO Coordinated Validation Mission (ICVM) for Bahamas (9 - 15 December 2015).

3.2.2 The Meeting took note on the ICAO NACC Regional Office envisaged strategy of providing priority assistance to States with an Effective Implementation (E.I.) percentage under 70% of the implementation of the State Safety Programme (SSP) and Safety Management System (SMS) in accordance with Annex 19 provisions and ICAO Doc 9859 — *Safety Management Manual (SMM)*, to accomplish safety regional goals established in the *Port-of-Spain Declaration*.

3.2.3 In accordance with USOAP-CMA activities, E.I. percentage increased due to the improvements on the safety oversight system reached by the C/CAR States. The Meeting took note that the Central Caribbean is very close to the *Port-of-Spain Declaration* regional goal, highlighting the principal areas of improvement as follows:

- Air Navigation Services (ANS): lack of regulations and procedures, personnel and training
- Aerodromes and Ground Aids (AGA): lack of inspectors, procedures, certification and training
- Accident Investigation and Prevention (AIG): lack of autonomy, regulations to protect AIG information and procedures

3.2.4 Regarding Conclusion NACC/DCA/5/5 – *Ratification of Article 3 Bis of the Chicago Convention on International Civil Aviation*, Dominican Republic informed that the ratification document was provided to ICAO during the High Level Safety Conference (HLSC) held in February 2014 at ICAO Headquarters.

3.2.5 Cuba presented WP/25 on the risk analysis based on SSP and SMS service providers assessment, according to Annex 19 requirements.

3.2.6 The Corrective Action Plan (CAP) update to solve the deficiencies detected as a result of the 2008 USOAP audit was resumed after the Cuban Air Regulations (RAC) 19 adoption and was simultaneously performed with the system application to assess the SSP implementation gaps. This allowed focusing holistically on the current restrictions in risk management systems of air operators, airport operators and aeronautical services operators, as well as in the Cuba Civil Aviation Institute (IACC) safety oversight system.

3.2.7 Since 2011, IACC proceeded with the service providers SMS assessment in its reactive phase. As a result of such assessment, SMS insufficiencies and IACC shortages became evident as follows:

- hazard identification processes were not defined throughout the organisation
- although safety is a task for everyone, all level management responsibilities regarding SMS operations were not determined
- safety information was not sufficiently data-based
- risk management related to IACC safety oversight functions was not being applied

3.2.8 CAP update process carried out during 2014 made evident the need of reformulating most of the initially proposed corrective actions and the need of taking additional actions related to 20% of the findings embracing 30% of the concerned audit protocols.

3.2.9 The availability of RAC 19 aligned with Annex 19 adopted by ICAO Council allows to establish the State safety oversight system requirements which address the main causes of the deficiencies resulting from the USOAP audit and to establish the guidelines for such system to correspond with service provider SMS performance requirements at all times.

3.3 Second High-Level Safety Conference 2015 (HLSC 2015)

3.3.1 Under IP/14 Cuba presented the gap analysis conducted by IACC showed that all aspects inherent to the SSP were evaluated and 50.9% of the foreseen actions for a total implementation were achieved. It is important to mention that regarding the 4 SSP components; the implementation performance is as follows:

1.	State Safety Programme policy and objectives	59% implemented
2.	State Safety Programme risk management	20% implemented
3.	State Safety Programme assurance	47% implemented
4.	State Safety Programme promotion	50% implemented

3.3.2 The Secretariat presented the IP/02 on the preliminary outcome of the ICAO Second High-Level Safety Conference (HLSC) 2015, held at ICAO Headquarters, Montreal, Canada, from 2 to 5 February 2015.

3.3.3 The HLSC 2015 programme included topics related to the following areas:

- current situation examination
- future approach to aviation safety management
- facilitation of a greater regional cooperation

3.3.4 Among the most outstanding agreements resulting from the HLSC, the following can be mentioned:

- adoption of a new efficiency-based standard for tracking of aircrafts every 15 minutes
- support to ICAO working programme on risk mitigation in conflict zones, including the proposal to develop an online database prototype for global information on risks in conflict zones

3.4 Other Aviation Safety Matters

3.4.1 United States presented WP/05 on the development of a shared framework for surveillance of approved maintenance organizations to guarantee the fulfilment of national safety oversight obligations. The initiative aims to mitigate duplicative surveillance of maintenance organizations while still fulfilling national efficient oversight obligations in these activities.

3.4.2 Pursuant Annex 6 – *Operation of Aircraft*, all States are bounded to certificate an Approved maintenance organization (AMO), and to conduct ongoing surveillance as a part of their national continuing oversight of that certificate. In many cases, it may be possible for a State to review and improve the efficiency of their national oversight, to ensure that national responsibilities are being fulfilled without levying additional resources to do so.

3.4.3 States may consider programmes that could reduce duplicative certification and surveillance at a regional level. This may include conducting joint certification and surveillance programmes, wherein all States that will be issuing a certificate for the AMO could concurrently conduct their certification and surveillance procedures. Such an approach would allow for the individual State to satisfy its national requirements, and would also lessen the burden for the AMO in supporting numerous certification and surveillance programmes.

3.4.4 To further the efficiency and effectiveness of such programmes, States should seek to harmonize their requirements for AMO certification to the greatest extent possible. This could be facilitated by a Regional Safety Oversight Organization (RSOO) or other collaborative mechanism.

3.4.5 States may also consider the development of bilateral or multilateral agreements between States that would allow reciprocal acceptance of certain types of surveillance activities.

3.4.6 This framework may include of set of common criteria for AMO surveillance obligations and outcomes that could be used by States to utilize each other’s findings. Such an approach may help to mitigate the need for duplicate surveillance by several States with similar inspection needs, such as in cases where an AMO is certificated to conduct maintenance on aircraft from the registry of multiple States.

3.4.7 In the development of this framework, the status of participating States’ compliance with international obligations must also be considered. For States to be assured of the baseline capabilities of other participating States, it would be necessary to develop a system of on-going quality audits of all participant States to allow for confidence-building activities in regards to the ability to provide continued surveillance in compliance with ICAO standards. In order for any State to be able to utilize the findings of another’s surveillance activities, the State conducting the surveillance must do so in compliance with the ICAO eight critical elements for safety oversight.

3.4.8 United States presented WP/26 in order to promote the need of a safety oversight system implementation based on the eight critical elements of safety oversight prior to implementing SSP elements.

3.4.9 Both, the ICAO Universal Safety Oversight Audit Programme (USOAP) and U.S. International Aviation Safety Assessment Program (IASA) use the eight critical elements as the threshold for determining how well a State is able to effectively meet its minimum obligations for safety oversight. These programmes have had tremendous success in assisting States to identify where deficiencies exist in their implementation (or lack thereof) of compliance with required ICAO standards.

3.4.10 Dominican Republic presented WP/29 on the SSP implementation framework based on the 8 Critical Elements. Today, these activities are a combination of prescriptive surveillance and performance measurement-oriented.

3.4.11 Safety oversight activities, as currently exercised, will remain the basis of the safety oversight system of the Dominican Republic. It is expected that with the collection of safety-related information, oversight activities may be improved, effectively covering the points where the safety performance shows greater concern, and prioritizing activities based on risk management.

3.4.12 The Dominican Republic Institute of Civil Aviation (IDAC) published in 2008 the first edition of the Dominican Republic Aviation Regulations for Safety Management, in which the requirements for SMS of service providers are listed. This started a collaborative approach, which remains to date, by which the authority ensures the implementation and operation of the SMS based on two specific activities:

- **SMS Operation Monitoring:** Given the limited availability of knowledge and experience on SMS, IDAC has assumed the role of maintaining an on-going assistance programme of for the implementation and operation of service providers' SMS. Through this programme, IDAC personnel with the required skills is responsible of periodically visit each SMS implemented or in process of certification, and assists in the operation of the system according to the requirements of the Dominican Republic Aviation Regulations.
- **SMS Audit:** At least once every 12 months all service providers receive an audit of their SMS by IDAC, which evaluates compliance with the requirements of the Dominican Republic Aviation Regulations. During this audit the service provider must demonstrate that it meets the objectives associated with its safety policy and that it implements the SMS elements.

3.4.13 IDAC has developed a safety promotion programme which includes direct collaboration with the Academia Superior de Ciencias Aeronáuticas (ASCA) of the Dominican Republic (ICAO Regional Training Centre of Excellence), by which it has been able to train human resources capable of supporting the implementation processes conducted in Dominican Republic. Through ASCA, IDAC ensures not only training for its own staff, but also the availability of training required by service providers.

3.4.14 The Meeting recognized that the eight safety oversight critical elements constitute the basis for a State to effectively implement and carry out its aviation system oversight, which will allow to obtain the experience and capability to implement a SSP. The States should first implement the eight safety oversight critical elements, according to ICAO minimum standards, before incorporating other SSP elements.

3.4.15 In this sense, Annex 19 provides the framework and the proper guidance so as to States may implement an SSP and satisfactorily perform safety oversight. Eight critical elements compliance must be effectively maintained during the complete SSP implementation process.

3.4.16 A safety oversight system includes organizational changes and the use of tools for operational and administrative process management. For this reason, the Meeting considered that States should encourage training programmes so the involved personnel comply with the needed competencies on SSP and SMS implementation. The Meeting recalled that to date States already have training programmes for personnel involved in safety oversight. In addition, the NAM/CAR Civil Aviation Training Centres Working Group Meeting (NAM/CAR/CATC/WG) carries out a survey on basic, refresher and specialized training programmes in accordance with Annex 19, which would support other States to increase their safety oversight capacity. Considering this, the Meeting agreed the following conclusion:

**CONCLUSION
C/CAR/DCA/14/2**

**IMPROVEMENTS ON REGIONAL SAFETY OVERSIGHT IN
ACCORDANCE WITH ICAO ANNEX 19**

That:

- a) C/CAR States in coordination with ICAO NACC Regional Office establish the training needs of the staff involved in safety oversight;
- b) C/CAR States in coordination with ICAO NACC Regional Office identify the administration training centres with capability to provide suitable training on safety oversight in accordance with Annex 19 requirements;
- c) C/CAR States in coordination with ICAO NACC Regional Office share training plans and programmes with other States in order to increase the regional safety oversight capability;
- d) C/CAR States in coordination with ICAO NACC Regional Office present to the C/CAR/DCA/15 a report on the progress achieved to improve the safety oversight capability;. and
- e) the ICAO NACC Regional Office, in coordination with the NAM/CAR Civil Aviation Training Centres Working Group (NAM/CAR/CATC/WG), circulate the Aviation Training Needs Questionnaire for the NAM/CAR Regions **by 31 June 2015** and the C/CAR States submit it by **31 August 2015** so that its results be presented to the C/CAR/DCA/15 meeting.

3.4.17 The Secretariat presented P/01 on the ICAO No Country Left Behind (NCLB) campaign, which highlights ICAO efforts to assist States in implementing ICAO Standards and Recommended Practices (SARPs). The main goal of this work is to help ensure that SARP implementation is better harmonized globally so that States have access to the significant socio-economic benefits of safe and reliable air transport. The NCLB information is available at: <http://www.icao.int/about-icao/NCLB/Pages/default.aspx>

3.4.18 The NCLB effort also promotes ICAO's efforts to resolve Significant Safety Concerns (SSCs) brought to light through the ICAO Universal Safety Oversight Audit Programme-Continuous Monitoring Approach (USOAP-CMA), as well as other safety, security and emissions-related objectives.

3.4.19 The Meeting noted that ICAO NACC Regional Office has conducted a thorough analysis of the current safety status of CAR States and Territories. This analysis has identified that some States need urgent assistance to improve their E.I. based on the 8 Critical Elements (CEs) of SSP in accordance with Annex 19 requirements. The results have basically shown 10 States which have not yet increased a 10% in their effective implementation E.I.

3.4.20 The strategy is aimed at assisting States to achieve an effective implementation of the deficient areas that are critical for the States in order to have a safe and secure civil aviation. The strategy basic steps will be refined and initiated as of 2nd half of 2015 as follows:

- Develop the strategy
- Communicate with DGs for agreement on the strategy
- Gather data on each State
- Coordinate and communicate data with DG and designated team
- Agree, at highest levels, priorities with each member State to meet State needs

3.4.21 The Secretariat especially emphasized *Port-of-Spain Declaration* that requires close collaboration from the States and ICAO NACC Regional Office to develop an implementation strategy tailored for each State, prioritizing those States with an Universal Safety Oversight Audit Programme (USOAP) Effective Implementation (E.I.) level lower than 70 percent.

3.4.22 Since an interesting discussion on the *Port-of-Spain Declaration* scope and the implementation strategy was held, the Meeting adopted the following conclusion:

CONCLUSION
C/CAR/DCA/14/3

**“NO COUNTRY LEFT BEHIND (NCLB)” IMPLEMENTATION
STRATEGY TAILORED FOR EACH STATE**

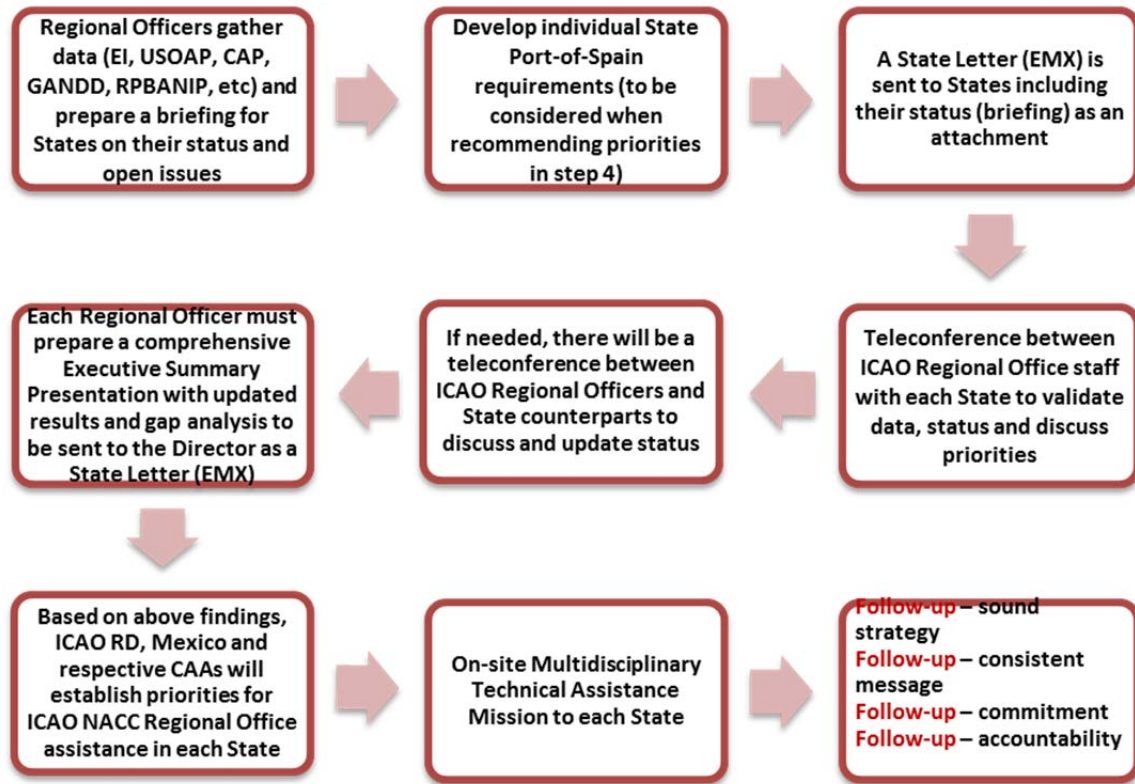
That, C/CAR States, in close coordination with ICAO NACC Regional Office, work into the implementation of the new NCLB strategy based on the Port-of-Spain Declaration targets and the Effective Implementation (E.I.) status of their Universal Safety Oversight Audit Programme Continuous Monitoring Approach (USOAP-CMA) Corrective Action Plan (CAP), according to the following:

- a) the C/CAR States notify the ICAO NACC Regional Office of the progress achieved in the E.I. status of their USOAP-CMA CAP and the Port-of-Spain Declaration targets implementation status by **15 June 2015**;
- b) the ICAO NACC Regional Office notifies the States (prioritizing States with E.I. under 70%), the USOAP-CMA Findings and Recommendations (F&R) status, together with a Port-of-Spain Declaration-based target implementation tailored NCLB strategy by **15 October 2015**;
- c) Air Navigation Implementation Working Groups (i.e. ANI/WG) and the Regional Aviation Safety Group–Pan America (RASG-PA) collaborate with the States (first prioritizing States with E.I. under 70%) and with NACC Regional Office on the E.I. of their USOAP-CMA Audit CAP and Port-of-Spain Declaration targets accordingly, and present their implementation proposals by **1 December 2015**; and
- d) C/CAR States and the ICAO NACC Regional Office present to the C/CAR/DCA/15 Meeting a report on the progress reached in the implementation of Port-of-Spain Declaration targets.

3.4.23 Another target is to work closely with Aviation Training Centres so as to promote ICAO efforts in connection to SARP implementation harmonization and specific capacity-building objectives. The approach for the application of ICAO NCLB policy includes:

- the State E.I. is below the regional target as established in the Port-of-Spain Declaration
- the State E.I. is below the global E.I. average
- the State E.I. has been below this average for more than 3 years
- the State had less than 5% increase in its E.I. over the last 3 years
- the State E.I. has been below this average for more than 3 years
- the frequency of follow-up engagement between the Regional Director and the State Director General of Civil Aviation and/or Minister has been less than three per year

3.4.24 The ICAO NACC Regional Office will coordinate the entire gathering process and assistance as follows:



3.4.25 Bearing in mind the States limited resources, the Meeting recognized that Regional Safety Oversight Organizations, such as CASSOS and ACSA may support the regional strategy. Additional States Subject Matter Experts (SMEs) may eventually be trained to support implementation of the safety oversight 8 C.E. in accordance with the SSP requirements of Annex 19.

Agenda Item 4 Air Navigation Matters

4.1 Global and Regional Air Navigation Aspects

**4.1.1 First Annual Global Air Navigation Report and Air
Navigation Performance Dashboards**

4.1.1.1 Under IP/03, the Secretariat informed of the ICAO regional performance dashboards, which are published since May 2014 and their conforming indicators, including safety and air navigation targets of the Port of Spain Declaration. The Regional Performance Dashboards are available at: <http://www.icao.int/safety/Pages/Regional-Targets.aspx>

4.1.1.2 Similarly, the Secretariat informed of the First Annual Global Air Navigation Report (2014) that presents the annual results, and suggests new areas where the report could provide additional indicators, including information on traffic growth, regional priorities, implementation success stories and explanations of the Regional Performance Dashboards. The first Annual Global Air Navigation Report - 2014 is available at: <http://www.icao.int/airnavigation/Pages/Air-Navigation-Report.aspx>. The second Annual Global Air Navigation Report corresponding to 2015 is scheduled for late May 2015.

4.1.1.3 Finally the Meeting, took note of GREPECAS Programmes and Projects Review Committee (PPRC) Conclusion 2/3, by which the PPRC is responsible for collecting, monitoring and reporting progress on the implementation of operational improvements in the CAR/SAM Regions through the ICAO Regional Offices; requesting States to provide the necessary information to the ICAO Regional Offices to demonstrate, periodically, operational improvements. Such information for the CAR Region will be done through the ANI/WG.

**4.1.2 CAR/SAM Regional Planning and Implementation Group
(GREPECAS)**

4.1.2.1 PIRG-RASG Coordination was reported under Agenda Item 3.1 in this report (WP/28). The Secretariat presented IP/04 concerning the review of the status of valid Conclusions and Decisions of the Seventeenth CAR/SAM Regional Planning and Implementation Group Meeting (GREPECAS/17) held in Cochabamba, Bolivia, from 21 to 25 July 2014.

4.1.2.2 The follow-up of these conclusions concerning the Central Caribbean was proposed to this Meeting and the C/CAR States/Territories/International Organisations were urged to implement the conclusions presented in **Appendix B** to this report.

4.1.2.3 The Secretariat indicated that during the GREPECAS/17 meeting, note was taken on the fact that during the second meeting of the GREPECAS Programmes and Projects Review Committee (PPRC/2), participating States performed an analysis of the GREPECAS conclusions and decisions status considered as valid by the PPRC/1 meeting, as well as the actions adopted by the CAR/SAM States/Territories/International Organisations and/or the ICAO Secretariat, and all the pending conclusions and decisions of GREPECAS were considered as completed. The current status of these conclusions and decisions is shown in Appendix B to this report.

4.1.2.4 Likewise, the Secretariat informed that the PPRC/2 meeting also reviewed the conclusions and decisions formulated by the PPRC/1 meeting and concluded that they had been finalised or rendered invalid by time, developments or action taken by the PPRC/2 meeting. The results of this analysis are shown in Appendix C to IP/04 to this paper.

4.1.2.5 Information was provided on the activities of the Regional Aviation Safety Group – Pan America (RASG-PA), the ICAO Global Aviation Safety Plan (GASP) and Annex 19 implementation through aviation initiatives and projects to improve aviation safety mitigating risks and in that way reducing the air fatal accident rate in Pan America.

4.1.2.6 It was also informed that GREPECAS/17 meeting took note of the results of the 38th Session of the ICAO Assembly concerning air navigation aspects, particularly Resolutions A38-2, A38-6, A38-8, A38-11, and A38-12, and analysed their impact on air navigation planning and implementation activities in the CAR/SAM Regions.

4.1.2.7 Finally, an overview of the formulation and updating of the NAM/CAR Regional Performance-Based Air Navigation Implementation Plan (NAM/CAR RPBANIP), Version 3.1, which is aligned with the ICAO Aviation System Block Upgrade (ASBU) methodology was provided. It was highlighted that the RPBANIP serves as the basis for air navigation implementation activities in the NAM/CAR Regions, and reflected regional priorities and milestones.

4.1.3 Electronic Air Navigation Plan (e-ANP)

4.1.3.1 Under WP06, the Secretariat presented the progress achieved in the development of the new regional electronic air navigation plan (e-ANP) template, amendment procedures and the action plan for its electronic availability and maintenance online, performed by the ICAO working group (e-ANP WG), with a new structure, format and content for the regional plans. The objectives and purpose of regional Air Navigation Plans (ANPs) were informed.

4.1.3.2 The e-ANP will consist of three volumes. The structure of the technical Parts of Volumes I and II (AOP, CNS, ATM, MET, SAR and AIM) will consist of: a) introduction; b) general regional requirements; and c) specific regional requirements. Volumes I and II include several of the existing ANP planning principles. The information contained in Volume III will be related to implementation monitoring, planning and/or guidance. Volume III will contain the information agreed in the RPBANIP, regarding the regional priorities, adopted ASBU modules, indicators and targets. The Volume III structure will be simple and will consist of: a) Part 0 – Introduction; b) Part I – General Planning Aspects (GEN); and c) Part II – Air Navigation System Implementation.

4.1.3.3 The Secretariat detailed the procedure for amendment of the e-ANP with approval from ICAO Council or GREPECAS. Finally, the CAR/SAM e-ANP implementation action plan was presented to be completed in 2015 and its access through the ICAO SPACE portal (iSTARS 2.0 website), providing flexibility to the States concerning planning and facilitating better coordination in particular among States in the boundaries between the CAR and SAM Regions and other adjacent regions.

4.1.3.4 The Meeting noted the progress in the CAR/SAM Regions with Doc 8733 – *Air Navigation Plan Caribbean and South America Regions*, where the first e-ANP stage was conducted with the inclusion of the existing data in the ANP for Volumes I and II, and for the second semester of 2015, the ICAO NACC and SAM Regional Offices will make the contents update (requirements) for Volumes I and II and the filling of Volume III.

4.1.3.5 In view of the above and to streamline the development and filling process of the CAR/SAM Regions e-ANP, the C/CAR Region named the Points of Contact (PoCs) as shown in **Appendix C** to this report. Therefore, the Meeting adopted the following Conclusion:

**CONCLUSIÓN
C/CAR/DCA/14/4**

**DEVELOPMENT AND FILLING OF THE CAR/SAM REGIONS
e-ANP**

That, in order to streamline the development and filling process of the CAR/SAM Regions e-ANP:

- a) C/CAR e-ANP PoCs coordinate with the ICAO NACC Regional Office the updates and national requirements to be included in the CAR/SAM Regions e-ANP; and
- b) C/CAR States coordinate with ICAO the approvals or Proposals for Amendments (PfAs) that will be sent by ICAO according to the CAR/SAM Regions e-ANP action plan.

4.1.4 Other ICAO Air Navigation-Related Events

4.1.4.1 There were no other discussions under this agenda item.

**4.2 Review of the Implementation of Air Navigation under the
NAM/CAR Regional Performance Based Air Navigation
Implementation Plan (RPBANIP) and the Aviation System Block
Upgrades (ASBU) Methodology**

**4.2.1 Results of the North American, Central American and
Caribbean Working Group (NACC/WG)**

4.2.1.1 Under IP05, the Meeting took note of the results of the Fourth North American, Central American and Caribbean Working Group Meeting (NACC/WG/4), highlighting the agreed actions on air navigation matters in line with the RPBANIP, and the work of the sub-regional implementation working groups - NAM/CAR Air Navigation Implementation Working Group Meeting (ANI/WG). Likewise, the follow-up to the NACC/WG/4 meeting conclusions was presented, and State Letter Ref: EMX0860 dated 30 September 2014 was recalled, by which the States were urged to take the corresponding actions on the NACC/WG/4 meeting valid conclusions.

4.2.2 Results and Progress of the North American, Central American and Caribbean Air Navigation Implementation Working Group (NAM/CAR ANI/WG)

4.2.2.1 The Secretariat presented WP/07 on Annex 15 Chapter 11 aerodrome mapping data requirements, which entered into force on 14 November 2013. The Meeting recognized that States should foster these requirements implementation to improve the user situational awareness in support of collaboration decision-making and airport guide applications increasing the safety margins and operational efficiency.

4.2.2.2 The C/CAR States should also use as a framework the International Standards Organization (ISO) 19100 series of standards for geographic information, which includes scope requirements, identification, metadata, content, reference system, quality, and information capture and maintenance.

4.2.2.3 In addition, the application of Standard ISO 19109 focuses on application schemes and Standard ISO 19110 describes the method of cataloguing attributes for geographic information, such as:

- the geometry of features (e.g. runways, taxiways, buildings) described as points, lines and polygons
- representation of features and functions that are stored as attributes (e.g. types of surface, name/object identifier, slope of the runway) in order to obtain more elaborated information

4.2.2.4 New applications involve collaboration between users and Air traffic control (ATC), based on interoperability of databases. These applications are based on principles of System Wide Information Management (SWIM).

4.2.2.5 The Meeting deemed it suitable that States foster the implementation of aerodrome mapping databases and keep coordination with other aeronautical authorities as required.

4.2.2.6 Moreover, the Meeting deemed it suitable to support attendance of experts of the States in the CAR/SAM Electronic Aeronautical Charts of Performance Based Navigation (PBN), Terminal Procedures and Aerodrome Mapping Seminar to be held at the ICAO NACC Regional Office, Mexico City, Mexico, from 24 to 28 August 2015.

4.2.2.7 The Secretariat presented WP/08 on the implementation status of the Quality Management System (QMS) and the progress of transition towards AIM, as per ICAO Annex 15 requirements to meet the goals set forth in the Port-of-Spain Declaration.

4.2.2.8 The Central Caribbean States/Territories that have 100% implementation of QMS are: Cuba, Dominican Republic, Mexico and United States. Haiti and Jamaica should submit their QMS implementation action plans as soon as they become available, monitoring regional agreements and commitments signed by the States/Territories aeronautical authorities and Territories, as per the following table:

State/Territory	% implemented	% Progress in 2014 up to date	Tentative Implementation date
ABW			
BHS (Commonwealth Realm)	0	Need to report during the Meeting	Need to report during the Meeting
BES (Bonaire)			
CYM (British Overseas Territory)	N/A	--	--
CUB	100	--	--
CUW			
DOM	100	--	--
HTI	0	Need to report during the Meeting	Need to report during the Meeting
JAM (Commonwealth Realm)	0	Need to report during the Meeting	Need to report during the Meeting
MEX	100	--	--
TCA (British Overseas Territory)	N/A	--	--
USA	100	--	--
<i>Note: The information in the table was updated for the last time in 2014, for the GREPECAS/17 Meeting, see suggested action item b)</i>			

4.2.2.9 The Meeting noted that the GREPECAS G2 CAR Project Coordinator, Mr. Enrique Echarri, Cuba, is developing a survey that will be circulated during June 2015 on QMS implementation progress in the CAR Region in order to determine specific supportive actions to support States/Territories have problems to develop and implement such system.

4.2.2.10 The foreseen progress on QMS implementation is in accordance with what is proposed and accepted in the Port-of-Spain Declaration by the Civil Aviation Directors of the NAM and CAR Regions, 100% implemented by 31 December 2016.

4.2.2.11 Considering the importance of solving/mitigating the flight plan problems in the Central Caribbean, under WP/09 the Secretariat informed on the progress and activities of the ANI/WG Air traffic services Inter-facility Data Communication (AIDC) Task Force Filed flight plan (FPL) Ad Hoc Group, including the coordination among all States, Flight Information Region (FIR) and Air Navigation Services Provider (ANSPs) for the first phase of FPL data collection and after analysing the data, recommended several actions to mitigate/resolve the FPL errors, whose distribution was made through State Letter Ref: EMX1186 dated on 19 December 2014.

4.2.2.12 Likewise the Meeting was informed that the Central Caribbean, in general terms, has satisfactory participated by each involved FIR, identifying improvements to be achieved in the Kingston FIR participation and its inputs by Cayman Islands.

4.2.2.13 The agreement to conduct a second phase of FPL data collection (March-April 2015) was highlighted with a new data collection form, a guidance on better practices, a list of contacts and an optimized list of suggested actions. For a full and effective collection, it is required to establish a Point of Contact (Poc) in each State to support the coordination of the FPL errors resolution/mitigation actions.

4.2.2.14 The suggested actions and guidance's provided by the FPL/AD/MON for flight plan monitoring are available in the following link: <http://www.icao.int/NACC/Pages/regional-group-AIDC.aspx>, as well as all the works undertaken by the FPL/AD/MON. Likewise, a risk analysis preparation on this issue and other actions to emphasize the importance of solving this issue were agreed. The PoCs for these tasks were shown in WP/09.

4.2.2.15 In this sense, the Meeting adopted the following Conclusion:

**CONCLUSION
C/CAR/DCA/14/5**

**ACTIONS TO MITIGATE/RESOLVE THE FILED FLIGHT
PLAN (FPL) ISSUES**

That, in order to mitigate/resolve the FPL issues and ensure an active participation, the C/CAR States:

- a) promote the suggested actions by ICAO to minimize errors in the flight plans in accordance with the deadlines requested by the FPL/AD/MON; and
- b) facilitate the designated PoCs participation in the FPL/AD/MON activities.

4.2.2.16 Under WP/10, the Meeting was informed of the progress achieved by the ANI/WG since its first Meeting and the planning of the next ANI/WG meeting to be held in Costa Rica in June 2015, highlighting that the objective of the ANI/WG is to consolidate the existing sub-regional working groups, reduce the number of meetings, avoid duplication, expedite work progress, and improve regional harmonization focused on the Air Traffic Management (ATM), Communications, Navigation and Surveillance (CNS) and Aeronautical Information Management (AIM) air navigation fields.

4.2.2.17 Since 2014 the ANI/WG has conducted several follow-up teleconferences to the tasks assigned, highlighting the following activities:

- a) **ADS-B:** The last meeting was held in April 2015, drafting proposals for ADS-B Concept of Operations (CONOPS) and technical specifications, as well as an update for a Regional Implementation Surveillance Plan.
- b) **AMHS:** AMHS implementation has been conducted mainly as bilateral activities and following the regional Implementation Plan. Project RLA/09/801 has supported the implementation with an assistance mission (*Go-Team*) to Curacao and another is scheduled for Mexico in 2015. An Aeronautical Telecommunication Network (ATN) Application workshop is scheduled for October 2015, where AMHS will be discussed.

- c) **AIDC:** Under the AIDC TF, an Ad hoc Group on resolving/mitigating Filed Flight Plan (FPL) problems was created. A set of suggested actions were submitted to the States, and as a result of the meeting held in February 2015 at the ICAO NACC Regional Office, guidance and the development of a second phase were agreed prior to the ANI/WG/2 Meeting. AIDC activities have progressed on implementing the NAM Interface Control Document (ICD) and with the support of a *Go-team* mission on AIDC for Dominican Republic. The status of the AIDC implementation in the NAM and CAR Regions was reviewed.
- d) **GOLD (Controller-Pilot Data Link Communication (CPDLC)- Automatic Dependent Surveillance - Contract (ADS-C)):** A checklist on this implementation was made for the CAR States that plan CPDLC and ADS-C implementation (Curacao and Mexico).
- e) **PBN:** Recently, the Task Force conducted a teleconference to review its work programme and the 2014 events (PBN *Go-team* in Trinidad and Tobago, PBN Procedure design course in December 2014, PBN survey in August 2014). Work programme updates will be made from the last PBN Redesign Airspace Workshop for the CAR Region (May 2015).
- f) **AIM:** Work on-going. A *Go-team* mission was conducted to Haiti in November 2014, with the assistance of Cuba and COCESNA. A Follow-up teleconference will be carried out shortly.
- g) **ATFM:** The ATFM Task Force is running a survey with the purpose of collecting information and developing a regional baseline of current Air Traffic Flow Management (ATFM) initiatives within the NAM and CAR Regions and the future ATFM planning activity and interoperability between ANSPs.

4.2.2.20 For the ANI/WG/02 meeting, the implementation progress will be consolidated in accordance to the RPBANIP, reporting through the Air Navigation Report Form (ANRF) specifically on the regional targets of each ASBU module of Block 0. Likewise, a review of tasks will be conducted for the inclusion of new ones to streamline air navigation implementation, as the Unmanned Aircraft system(s) (UAS) and the tasks related to the Global Navigation Satellite System (GNSS).

4.2.2.21 The Meeting recognized the importance of the technical work done by the ANI/WG to streamline the harmonized regional implementation of the key air navigation matters in accordance with the specific requirements, highlighting implementation achievements as: AIDC implementation in Dominican Republic, AMHS implementation in Curacao, guidance for ADS-B out implementation, ATFM implementation support and the exchange of expertise from champion implementation States to the rest of the region. States that chair and led the different Task Forces and the ANI/WG were congratulated, and States were urged to update their corresponding ANI/WG PoC and participate in the next ANI/WG/02 meeting.

4.2.2.22 The Meeting recalled Conclusion NACC/WG/4/15 on air navigation reporting/monitoring in the NAM/CAR regions and agreed on the following conclusion:

CONCLUSION

C/CAR/DCA/14/6 AIR NAVIGATION PERFORMANCE REPORTING AND MONITORING

That, in order to streamline the air navigation performance reporting and monitoring activities, the ANI/WG:

- a) present the operational benefits based on performance achievements in the CAR States resulting from the ANI/WG activities;
- b) in coordination with the ICAO NACC Regional Office, develop a methodology to present the progress on the different air navigation targets to facilitate the follow-up;
- c) update their Terms of reference to include the actions a) and b); and
- d) present the results of items a) to c) at the C/CAR/DCA/15 Meeting.

4.2.2.23 Dominican Republic presented WP/34 on the Implementation of the Aeronautical Information Management (AIM) Quality Management System (QMS), through the standards based processes of the International Standardization Organization (ISO) ISO 9001:2008, 14001: on Quality Management and Environment Management and OHSAS Standard 18001:2007, on Occupational Health and Safety Management Systems.

4.2.2.24 The implementation of a QMS-AIM is an essential part of the transition from the AIS to the AIM in Dominican Republic, as reflected in the strategies to accomplish the Regional Performance Objectives (RPO's) in the RPBANIP NAM/CAR.

4.2.2.25 Once established short and medium term goals to timely achieve the NAM/CAR Regions Plan, the delay in the implementation of an effective quality system by the States might impact negatively on the consequent implementation in line with the related deadlines and goals.

4.2.3 MEVA Telecommunications Network

4.2.3.1 Under IP06, the MEVA III network implementation activities were presented, which represents the regional telecommunication network serving as the CNS infrastructure for air navigation and as the future Aeronautical telecommunication Network (ATN) for the CAR Region. The MEVA III Network has been implemented successfully since 1 April 2015.

4.2.3.2 The new MEVA system is a Time Division Multiple Access (TDMA)/Medium Frequency (MF) satellite network that will provide Internet Protocol and legacy interface support. It will carry Air Traffic Control (ATC) voice and data services between Area Control Centers (ACCs) in the Central Caribbean area. The MEVA III network also delivers voice and data services to certain States in South America through an interconnection between the MEVA and the REDDIG networks.

4.2.4 Other Regional Implementation Groups

4.2.4.1 Under WP/11 United States informed of their implementation status of the ICAO ASBUs, highlighting the implementation of all of the 18 modules in Block 0, either across the National Airspace System (NAS) or at select locations, and that they are working on additional Blocks. Finally it was noted that in order to coordinate the modernization of the global air navigation system, it is important to have a harmonised plan for aviation regulators, operators and industry to follow. The planning, development, training and implementation of a globally harmonized system are contingent on a framework that includes scalable plans and provides operational, economic, and safety benefits.

4.2.4.2 The Meeting congratulated United States for these achievements and invited them to the ANI/WG/02 meeting to share their expertise for the monitoring and measure of the performance benefits achieved.

4.2.4.3 The Secretariat presented WP/12 on the PBN implementation progress and results reported to ICAO Headquarters in Montreal for the Dashboards. Based on the progress presented and new goals have been established as shown below:

- 80% of runways with APV instrument approaches and Barometric Vertical Navigation (BARO-VNAV) implemented by service providers and users by December 2016
- 80% of international aerodromes with PBN Standard Instrument Arrival (STARs) implemented by December 2016
- 60% of international aerodromes with PBN Standard Instrument Departure (SIDs) implemented by December 2016
- 50% of international aerodromes with Continuous Descent Operations (CDO) implemented by December 2016
- 60% of international aerodromes using Continuous Climb Operations (CCO) implemented by December 2016
- ICAO will provide, upon request by CAR States, training and implementation assistance for PBN airspace design and operational approval

4.2.4.4 However, the Meeting noted that the analysis of the current airspace structure and increased air operations in the CAR Region results in lack of harmonization, which does not facilitate coordination and more efficient provision of Air Traffic Control (ATC) service, as well as limited use by operators. The diagnosis carried out by the PBN Task Force (PBN/TF) of some implementation projects of the States and Territories include:

- The lack of information on reliable statistics on air operations growth in the States
- A lack of coordination of PBN implementation activities with the users
- Lack of update of training programmes for pilots and controllers
- The design of some Terminal Control Areas (TMAs) is not appropriate in view of the new aircraft navigation capabilities, such as:

- published flight tracks are lengthy, exceeding TMAs boundaries, infringing non controlled airspace;
- some waypoints have been established in uncontrolled G class airspace, causing confusions to the pilots
- Instrument Flight Rules (IFR) and Visual Flight Rules (VFR) tracks are not segregated to cover ATC operational needs
- some published tracks have resulted in ATS hot spots causing Transponder Collision Avoidance System (TCAS) report releases
- Not all automated ATS have been updated for appropriate processing of flight plans data in accordance with ICAO Doc 4444 procedures
- Not all States have issued suitable regulation for PBN operational approval and certification
- Some ATC units present ATS capacity limitations due to lack of qualified personnel
- Not all States have developed PBN national training plans

4.2.4.5 This Meeting recognized that due to the aforementioned results, it is necessary that States develop a PBN Airspace Redesign Project to be implemented in the short term upon a PBN airspace comprehensive concept approach as a high priority matter for the CAR Region considering gate-to-gate operations.

4.2.4.6 A PBN Airspace Redesign Project provides the description and ATC operational management framework foreseen for medium and long terms. The Project should meet safety objectives, ATS capacity and environment impact mitigation, including airspace organization details, ATS route structure, obstacle clearance and separation minima, as well as regulatory and infrastructure requirements and annually assess benefits to environment obtained by route reduction and CO₂ emission reduction.

4.2.4.7 The project for the redesign of airspace should consider air traffic increase for 2015-2017, through four phases as described in Doc 9992 - *Manual on the Use of Performance-based Navigation (PBN) in Airspace Design*:

- Planning
- Design
- Validation
- Implementation

4.2.4.8 In order to achieve a regionally successful Project, States should designate and foster the participation of their regulators, controllers, airspace planners, pilots/operators, military authority, general aviation representatives, etc. PBN projects should focus on Area Navigation (RNAV) routes implementation, Required Navigation Performance (RNP) approach procedures, Standard Instrument Departure (SIDs) and Standard Instrument Arrival (STARs) with Continuous Climb Operations (CCO) and Continuous Descent Operations (CDO) criteria, RNP 10 or RNP 4 for Oceanic airspace as required.

4.2.4.9 The ICAO NACC Regional Office will provide assistance to States in order to review and complement their project during 2015 providing information and necessary activities with practical exercises and implementation discussions in situ. State experts, who have developed a PBN Airspace Redesign Project, participate in these activities. In this regard, the Meeting approved the following:

CONCLUSION

C/CAR/DCA/14/7

PBN AIRSPACE REDESIGN PROJECT FOR THE CAR REGION

That, C/CAR States, in coordination with the ICAO NACC Regional Office, develop a PBN Airspace Redesign Project to be implemented from 2015-2017 in accordance with ICAO provisions, including:

- a) designation of PoC for PBN implementation;
- b) complete a PBN implementation survey included in **Appendix D** to this report by **30 July 2015**;
- c) operational improvements implementation to the RNAV route network in the upper and lower airspace;
- d) Continuous Descent Operations (CDO) and Continuous Climb Operations (CCO) implementation in Standard Instrument Departures (SIDs) and Standard Instrument Arrivals (STARs) of the Terminal Control Area (TMA), accordingly;
- e) RNP approach procedures implementation in all instrument flight runways by **31 December 2016**, in compliance with ICAO Assembly Resolution A37- 11;
- f) notify the ICAO NACC Regional Office by **30 October 2015** progress accomplished and new identified needs in accordance with above-mentioned items a), b) and c) for the implementation of a harmonized PBN airspace; and
- g) present to the C/CAR/DCA/15 meeting a report of the progress achieved on the PBN Airspace Redesign Project implementation.

4.3 Regional Action Plan on States' CO₂ Emission Reduction Activities in Aviation and their Implementation

4.3.1 The Secretariat presented WP/13 recalling that A-38-18 Resolution “encourages States to submit their voluntary action plans outlining their respective policies and actions, and annual reporting on international aviation CO₂ emissions to ICAO”. The action plans must include information on the group of measures considered by the States and on any specific assistance need. States are invited to present voluntarily their action plans to ICAO in June 2015 so that ICAO may collect information in relation to the scope of the expected goals and present them at the 39th ICAO Assembly in 2016.

4.3.2 In order to provide assistance to States two seminars on environment were conducted, the first was ICAO Seminar on International Aviation and environment from 1 to 2 April 2014 and the second was ICAO Seminar on States' Action Plans from 3 to 4 April 2014, both held at the ICAO NACC Regional Office in Mexico City, México.

4.3.3 The Secretariat also mentioned that ICAO signed an agreement with the European Community (EC) for the assistance of the "Development on the international aviation CO₂ mitigation capacity" project; with the purpose of contributing to international, regional and national efforts to address the international aviation CO₂ emissions growth, selecting 2 States in the CAR Region, Dominican Republic and Trinidad and Tobago, to participate in this joint ICAO-EC project.

4.3.4 The Meeting was recalled that by means of Resolution A38-18, the Assembly decided to develop a Market-Based Measures (MBM) global plan for global aviation and, among other things, requested the Council to organize seminars and workshops with the aim to discussing what concerns to the plan.

4.3.5 In this regard, a series of meetings called "Global Aviation Dialogues" (GLAD) were held, which objective is share information on MBM and the role they play in solving the CO₂ emissions from international aviation problem, as part of a set of measures, including five events in different Regional Offices in April 2015. In the case of the CAR/SAM Regions, the event was held in the ICAO SAM Regional Office in Lima, Peru from 9 to 10 April and initially, the need was identified for the Regional Offices to provide further assistance to States in the preparation of the Action Plans on the CO₂ emissions reduction activities, as well as the budgetary constraints existing in this regard, as well as the need for more data sharing in order to reduce costs and make better use of the scarce resources.

4.3.6 Several participants strongly supported this paper and reiterated the need for States and stakeholders to actively participate in environment protection and emission reduction related activities, in order to be better prepared to face regulatory modifications that will take place to achieve this strategic objective.

4.3.7 ICAO will continue supporting all the C/CAR States in developing and submitting the Action Plans, the Action Plan Coordinator Group, in this case Trinidad and Tobago, by 15 June 2015.

4.3.8 Under WP/23, Cuba shared their experience and activities conducted to comply with the metrics and goals related with the implementation of the RPBANIP and Block 0 of ASBU Methodology.

4.3.9 Cuban Performance-Based Air Navigation Implementation Plan defines the National Performance Objectives (NPOs) and the 14 modules of Block 0 ASBU Methodology adopted. In this regard, Cuba commented on the actions carried out for this implementation with the training for the staff appointed to guide the implementation, the two TRAINAIR Plus ASBU courses were organized by the Aviation Training Centre for aviation operators, for airport and national air navigation service providers and Venezuela specialists, the development of an ASBU Workshop in Nicaragua, the planning for the ASBU TRAINAIR Plus Course to be held in 18 May 2015 at IACC, sponsored by ICAO, and the monitoring and reporting carried out by an ASBU National Implementation Group.

4.3.10 The Meeting congratulated Cuba for their progress on their National performance based plan and urged them to exchange their experience and results with the ANI/WG.

4.4 Review of Air Navigation Deficiencies

4.4.1 The Secretariat presented WP/14 indicating that the GANDD continues to be the application for deficiencies information storage, update and report, and that in line with Conclusion 2/1 of the Second Meeting of the GREPECAS Programmes and Projects Review Committee (PPRC/2), GREPECAS Conclusion 17/2 presented a revision to the GANDD uniform methodology, inviting States to find it and use it at Appendix A to GREPECAS/17 final report.

4.4.2 The Meeting reiterated the need for a more active participation by States in the correction of existing deficiencies, which in many cases have several years with no update to their condition. Likewise, the Secretariat expressed that in line with the new NACC Regional Office States assistance approach, more emphasis will be placed on supporting States in resolving their deficiencies and thus substantially improving air navigation safety, as well as regularity and efficiency in the Region.

4.5 Other Air Navigation Matters

4.5.1 Under WP/15, the Meeting recalled the need for the States' support to the ICAO position for the Fifteenth International Telecommunications Union World Radio communication Conference - 2015 (ITU WRC-15) (ICAO Electronic Bulletin E 3/5. 15-13/57, dated 2 July 2013), describing the actions and events conducted by ICAO and the States for this support:

- a) Regional Preparatory Workshop for the ITU WRC-15;
- b) inclusion of this topic in all the working group meetings such as the ANI/WG; MEVA and GREPECAS;
- c) participate in the Interamerican Commission of Telecommunication CITEL meetings like the XXIV Meeting of the Permanent Consultative Commission: Radio communications (Merida, Mexico) and the XXV PCC II Meeting (Medellin, Colombia);
- d) keep a States Points of Contact (PoCs) list in support of the ICAO WRC-15 Position for coordination and mutual support;
- e) keep the Regional Frequency Assignment List available for States and general public: ICAO Website: <http://www.icao.int/NACC/Pages/frequency.aspx>;
- f) adoption of Conclusion 26/21 — *Review and Agreement on Actions to Follow-Up on AN-Conf/12 Recommendation 1/14 and recommendations from the Regional Preparatory Workshop For ITU WRC-15.*

4.5.2 The Meeting recognized that civil aviation requirements continue to grow, requiring more navigation and communication facilities, thus creating ever-increasing pressure to an already stretched resource, similarly to other, non-aviation users, with whom aviation shares the frequency spectrum resource. Accordingly, civil aviation must develop and present its agreed policies and statements of requirement for radio frequency spectrum, so as to ensure continuing availability and access to the frequency spectrum resource.

4.5.3 For the CAR Region, CITELE is the regional forum for expressing this support. CITELE may receive all the States positions, individually or as a group, e.g., the Caribbean Telecommunication Union (CTU) and COMTELCA for Central America. Likewise, it was commented that States are still providing their decisions on the different positions (Interamerican Proposals) to be presented to the WRC-2015 (November 2015). The last CITELE meeting was held in February 2015 in Medellin (XXV PCC.II), and the last one will be carried out in August 2015 in Ottawa (XXVI PCC.II).

4.5.4 The Meeting urged the C/CAR States to assign aviation experts to attend with the corresponding Spectrum Regulators to the Regional CITELE meeting and vote for the Interamerican proposals related with the ICAO position; including the protection of the C-Band and the Global Flight tracking initiative; as well as to report any progress including Conclusion MEVA TMG/26/21.

4.5.5 United States presented WP/27 related to Unmanned Aircraft Systems (UAS). The Federal Aviation Administration (FAA) is taking an incremental approach to safe UAS integration as the agency acquires a better understanding of operational issues such as training requirements, operational specifications, and technology considerations. United States encouraged other ICAO Member States to consider this methodology as they integrate UAS into their own airspace

4.5.6 Since 1990, the FAA has allowed limited use of UAS for important public missions such as disaster relief, search and rescue, law enforcement, border patrol, scientific research, and testing and evaluation. UAS operate potentially range from ground level to above 50,000 feet, depending on the specific type of aircraft. But no operations are authorized in urban zone airspace, which contains most of unmanned aircraft. Flying model aircraft for a hobby or recreational purpose does not require FAA approval, but all model aircraft operators must abide by industry safety operating standards.

4.5.7 In February 2015, the U.S. Department of Transportation and the FAA released a proposed set of regulations that will pave the way for small UAS – those under 55 pounds. The rule would allow routine use of small UAS in today's aviation system, and is flexible enough to accommodate future technological innovations. The rule would limit small UAS to daylight flights and visual-line-of-sight operations. The rule addresses issues such as height restrictions, operator certification, optional use of a visual observer, aircraft registration and marking, and operational limits, and also includes a possible "micro" classification for UAS under 4.4 pounds.

4.5.8 Integrating UAS into the national airspace presents both opportunities and challenges, but the purpose is ensuring safety. New policies, procedures, and approval processes are needed to deal with the increasing desire by civilian operators to use UAS. The development and implementation of these new UAS standards and guidance is a long term effort.

4.5.9 Links to more information on FAA's UAS program and regulations are available in the following webpages:

<http://www.faa.gov/uas/>

<http://www.knowbeforeyoufly.org>

http://www.faa.gov/regulations_policies/rulemaking/media/021515_sUAS_Summary.pdf

http://www.faa.gov/news/fact_sheets/news_story.cfm?newsId=18297

4.5.10 The Meeting was informed that CANSO has developed guidance material for Remote Piloted Aircraft System (RPAS) operations in ATS airspace, which will be available for States.

4.5.11 Based on IP/02, presented by the Secretariat, the Meeting noted that the HLSC 2015 acknowledged the need for the States and ICAO Regional Offices to continue focusing on Remotely Piloted Aircraft Systems (RPAS) integration in the civil airspace in safe conditions and the continuous adoption of proactive safety management approaches. HLSC 2015 issued recommendations available at <http://www.icao.int/Meetings/HLSC2015/Pages/default.aspx>.

4.5.12 Regardless of the studies performed by ICAO on RPAS operations, States should take timely actions to regulate its use in ATS airspace and international aerodromes. Taking this into consideration, the Meeting agreed the following conclusion:

CONCLUSION

C/CAR/DCA/14/8

REMOTE PILOTED AIRCRAFT SYSTEM (RPAs) OPERATIONS REGULATORY FRAMEWORK

That:

- a) C/CAR States, in coordination with ACSA/COCESNA and CASSOS, establish a regulatory and operational framework in the ATS airspace and international aerodromes under their jurisdiction in order to:
 - i. facilitate the implementation of safety risk management tools related to Remote Piloted Aircraft System (RPAs) operation;
 - ii. utilize the existing mechanisms for the purpose of sharing critical information related to RPAs operations and airspace use restrictions;
 - iii. facilitate educational means by media and other tools for users regarding RPAs operations;

- iv. conduct risk assessment of non-regulated use of RPAs in the vicinity of aerodromes;
 - v. support coordination between Civil/Military authorities to ensure the safety of civil aircraft operations as outlined in ICAO Cir 330 — *Civil/Military Cooperation in Air Traffic Management*; and
 - vi. request assistance to ICAO NACC Regional Office regarding regulatory framework as outlined in ICAO Cir 328 — *Unmanned Aircraft Systems (UAS)*.
- b) the ICAO NACC Regional Office coordinate the organization of a CAR/SAM forum on RPA by **31 July 2015**; and
 - c) the ICAO NACC Regional Office report on the progress of regulatory development and implementation of RPAs to the C/CAR/DCA/15 meeting.

4.5.13 Under IP/15 and to complement the achievements made in the ASBU modules, United States informed on the first Mini-Global Demonstration conducted on September 16-17, 2014.

4.5.14 The Mini-Global Demonstration is a collaborative effort between the FAA and other ANSPs around the globe to enhance and streamline the flow and management of information, promoting the seamless exchange of data across borders to create a more harmonized global aviation system. A Mini-Global II event is scheduled for the Spring 2016, supporting the ultimate goal of international harmonization and interoperability of systems, as detailed in ICAO air traffic management modernization programmes.

Agenda Item 5 **Fourth Steering Committee Meeting of the RLA/09/801 Technical Cooperation Project (SCM/4) – *Implementation of the Performance Based Air Navigation Systems for the CAR Region***

5.1 The Report of the Fourth Steering Committee Meeting of the RLA/09/801 Technical Cooperation Project (SCM/4) will be presented as a separate document and specifically known as Report of the “Fourth Steering Committee Meeting of the RLA/09/801 Technical Cooperation Project (SCM/4) – *Implementation of the Performance Based Air Navigation Systems for the CAR Region.*”

Agenda Item 6 Aviation Security (AVSEC) and Facilitation (FAL)

6.1 Aviation Security and Facilitation Activities in the NAM/CAR Regions

6.1.1 The Secretariat presented WP/17 about relevant information on the activities related with Aviation Security (AVSEC) and Facilitation (FAL) in NAM/CAR Regions, which should be considered by the proper authorities in these two areas to comply with the Standards and Recommended Practices (SARPs) of Annex 9 – *Facilitation* and Annex 17 – *Security*.

6.1.2 The Meeting was reminded that as a result of the ICAO Universal Security Audit Programme (USAP) second cycle audits, and considering that the 38th Session of the ICAO Assembly recognized FAL as one of its strategic objectives; in coordination with Headquarters Implementation Support and Development-Security Section (ISD-Sec), the NACC Regional Office has carried out training and assistance activities in the NAM/CAR States oriented to promote and improve implementation of Annex 9 and Annex 17 provisions.

6.1.3 The Meeting was informed that, once identified the urgent need to clarify the concept and criteria regarding the application of AVSEC risk assessments established in Annex 17 standards, which States must carry out through national appropriate authorities, ICAO had developed training material to facilitate the understanding on threats and risk analysis and the methodology and procedures that States must consider when assessing the threats and vulnerabilities to implement Aviation Security (AVSEC) measures within their States.

6.1.4 In accordance with Amendments 12, 13 and 14 of Annex 17, ICAO has updated the Aviation Security Training Packages (ASTP) for the AVSEC Instructor Courses and for the Air Cargo and Mail Security Course, and with this new material it has delivered training events through Aviation Security Training Centres (ASTCs). Furthermore, and with the purpose of better assisting States with the implementation of the cargo security criteria, and as part of a new ICAO/Canada Aviation Security Project, it is expected to teach this Cargo and Mail Security Course the second half of 2015, at no cost to States. As in previous years, States will be geographically grouped by vicinity, and transportation and subsistence fellowships for two representatives of States not hosting the event will be awarded. ICAO will be responsible for the travel and daily subsistence allowance for the instructors selected from its instructor`s roster, as well as the corresponding training material.

6.1.5 The Secretariat pointed out that States should review FAL matters established in Annex 9, since this has been set aside for years. In this sense, the ICAO NACC Regional Office, in coordination with ISD-Sec and ISD-FAL, and the ICAO SAM Regional Office has conducted annual regional seminars since 2012. The last one was conducted at the ICAO SAM Regional Office in Lima, Peru, in September 2014. However, not all the Central Caribbean States have participated in these events nor benefited from FAL instruction. In this regard, and in order to assist the States in the compliance with the standards of ICAO Doc 9957 - *Facilitation Manual* includes Guidance to the development of National Air Transport Facilitation Programmes (NATFPs). Additionally, ICAO also finalized in April the development of Doc 10042 – *Model of a NATFP*. Spanish and French versions of this guidance material will be published in the second half of 2015.

6.1.6 The Secretariat noted that considering that FAL has been recognized as one of the ICAO strategic objective, it is important that civil aviation authority directors recognize the need to update their legal framework regulations and programmes with Annex 9 provisions, also paying attention to Annex 9 related security measures, which are also part of the future Universal Security Audit Programme (USAP) Continuous Monitoring Approach (USAP-CMA) audits. Additionally, the results of the USAP Second Cycle Audits reported that not all States have established and/or updated, approved and/or implemented their NATFPs considering the provisions of Annex 9 and its latest amendments.

6.1.7 Central Caribbean Directors General were urged to comply with the commitment contracted during the Fifth Meeting of Directors of Civil Aviation of North America, Central America and the Caribbean (NACC/DCA/5), supporting their AVSEC and FAL units to ensure the commitment compliance with Conclusion NACC/DCA/5/8 - *Future Actions on Aviation Security (AVSEC) and Facilitation (FAL) in the NAM/CAR Regions*, in order to prevent and address potential threats, and at the same time ensure a balance to facilitate the movement of aircraft, crews, passengers, cargo, mail and stores, and the satisfaction and protection of international air transport users for the benefit of safety and security within their own States.

6.1.8 Several participating States showed their strong support to the working paper presented by the Secretariat indicating the need for an active participation in AVSEC/FAL activities.

6.1.9 In the same way, several States stated that they have been updating their laws and regulations to be adapted to the amendment requirements shown in Annex 9 and Annex 17.

6.1.10 Finally, the Meeting was informed that not all States answer State Letters sent by the ICAO Secretary General, for example: regarding the validity of non-machine readable passports and the compliance with Annex 9 Standard 3.10.1, and proposal for Amendment 25 to Annex 9 sent in March 2015. Likewise, the request made to States on the adoption of Amendment 14 to Annex 17; these are issues pending response from some Central Caribbean States who are urged to reply with their positions.

6.2 Universal Security Audit Programme (USAP) Continuous Monitoring Approach (USAP-CMA)

6.2.1 The Secretariat presented WP/18 related to a general overview of the progress of the transition plan, after the completion of the second cycle of the ICAO USAP audits, with a summary on the USAP CMA methodology, which started this 2015.

6.2.2 The Secretariat informed that the scope of the USAP-CMA will remain covering Annex 17 and Annex 9 security provisions, and associated guidelines. The new methodology of the programme will incorporate a series of monitoring activities specifically adapted to AVSEC conditions in each Member State. The USAP-CMA will be permanent, and thus an on-going process, and does not constitute a third cycle of audits. Furthermore, it may be adapted to the changing needs of the States and global security situation.

6.2.3 The Meeting was informed on the activities conducted within the USAP-CMA context, aimed at collecting information, identifying deficiencies, and formulating recommendations, as appropriate; and some of the following activities as considered necessary for each State will be included:

- Document-based audits
- Audits focusing on oversight
- Audits focusing on compliance
- Validation missions
- Assessments based on compulsory reports according to each State

6.2.4 The Secretariat mentioned that ICAO will adopt a risk management approach to select the most appropriate activity and monitoring methodology for each State and determine the schedule and frequency of such monitoring activities.

6.2.5 For proactive purposes, it has been foreseen that States may occasionally request monitoring activities within the context of the USAP-CMA. These requests can be made based on ICAO resources and time available, and will be conducted on a cost-recovery basis. The results of monitoring activities conducted on a cost-recovery basis will be treated as those derived from the regular USAP monitoring activities.

6.2.6 States will receive audit reports in a new format, containing information on oversight and compliance. Findings and recommendations will assist States to prioritize short, medium, and long-term corrective measures. The results corresponding to each State will be updated on the secure USAP website, as subsequent USAP-CMA activities are completed, but always considering the State confidentiality concerns because of national security aspects.

6.2.7 The Meeting was reminded of another important component for the implementation of the USAP-CMA is the support of the Member States by seconding security experts that have already been recertified to participate in USAP-CMA activities in order to achieve effective implementation of the programme.

6.2.8 The Central Caribbean States were invited to support the USAP-CMA audit programme signing the respective Memorandum of Understanding (MoU), and use the Lack of Effective Implementation (LEI) of their respective State as metrics for improvement within their Corrective Action Plans, and also present to ICAO the updated information on the implementation status of their Corrective Action Plans, timely providing related information and other required information.

6.2.9 States showed their total support to the approach and progress of USAP-CMA and particularly Cuba stated that it deemed appropriate that ICAO keep providing assistance related with AVSEC, and States also voluntarily contribute financially and with human resources (experts and instructors) to increase the scope and impact of ICAO activities for the enhancement of AVSEC, globally and regionally. Cuba also supports keeping a “limited level of transparency in USAP audit results, without compromising the confidentiality principle”, allowing ICAO to share the aviation security audit results, without providing detailed information on a particular State deficiencies, supporting assistance activities. Finally, Cuba considered that we are before an opportunity to strengthen the cooperation among the States of our region and the world, as a premise to achieve a common front in the prevention of acts of unlawful interference that could be planned against international civil aviation, which would be an indisputable contribution to the fight against terrorism and world peace.

6.2.10 Cuba presented WP/13 with the aim of informing its position regarding the priority that ASEC requires as an aviation specialty, as well as on the implementation of the new Universal Security Audit Programme Continuous Monitoring Approach (USAP-CMA).

6.2.11 Cuba stated that matters related to AVSEC are among its main priorities, Cuba also agrees with the adoption of the new SARPs considered in Annex 17 amendments 13 and 14, already incorporated into the Cuban Aviation Regulations (RAC- 17) and supports guidelines related to the ICAO distribution of the World Status of Security Risk, maintaining the confidentiality of sensitive information so that States use it as a tool to make their own risk assessments within an appropriate and objective context.

6.2.12 Cuba particularly supports the new USAP-CMA, which objective is to promote global AVSEC through audit activities to aviation security of member States through the collection and regular and continuous analysis of information on the State’s performance regarding AVSEC, including the implementation level of critical elements of an oversight system for the civil AVSEC and the degree of compliance with Annex 17 and Annex 9 AVSEC-related specific provisions.

6.3 ICAO/Latin American Civil Aviation Commission (LACAC) NAM/CAR/SAM Aviation Security and Facilitation Regional Group (AVSEC/FAL/RG)

6.3.1 The Secretariat presented WP/19 on the progress of the ICAO/LACAC NAM/CAR and SAM Aviation Security and Facilitation Regional Group (AVSEC/FAL/RG) projects.

6.3.2 Reference was made to the AVSEC/FAL/RG/4 Meeting, held at the ICAO NACC Regional Office in Mexico City, Mexico, from 3 to 5 June 2014. 44 delegates from 20 States of the NAM/CAR and SAM Regions and one international organization (ECCAA) attended this event.

6.3.3 The Secretariat recalled the ICAO strategic objectives for the 2014-2016 triennium, that, besides AVSEC, now also include FAL for passenger, baggage and cargo transportation, urging States to comply with ICAO Annex 9 SARPS, and also to take into consideration the implementation of this important objective within their own States.

6.3.4 Regarding the progress achieved by the Regional Group since the AVSEC/FAL/RG/4 meeting, the Secretariat stated that the ten conclusions could be found in Appendix A of WP/19.

6.3.5 The Secretariat stated that in order to share information and benefit from the successful results obtained in the different projects and guidance material developed, which would result in the improvement of their own national aviation security and facilitation systems, as well as in the region, the Civil Aviation Authorities of the Central Caribbean were urged to support the participation of the AVSEC and FAL units of their States in the AVSEC/FAL/RG activities

6.4 Other Aviation Security and Facilitation Matters

6.4.1 No other business was discussed.

Agenda Item 7 Regional Cooperation and Training Matters

**7.1 Collaborative Arrangement for the Prevention and Management of
Public Health Events in Civil Aviation (CAPSCA)**

7.1.1 The Secretariat presented WP/20 with the conclusions of the 5th CAPSCA Global Coordination Meeting and the 4th CAPSCA Middle East Meeting, held in Cairo last November. The Meeting noted that the World Health Organization (WHO) continues supporting information exchange facilitation improvement and cooperation in strengthening safety of health, in order to control public health threatens.

7.1.2 The Meeting reminded that in accordance with the International Health Regulation (IHR) 2005, States must implement basic capabilities and temporary recommendations during a Public Health Event of International Concern (PHEIC) (e.g. Ebola) and report progress periodically to the WHO.

7.1.3 Another consideration is that States should keep basic capacities demanded by the IHR and use them effectively when and where necessary (e.g. Ebola). In this sense, States, service providers and stakeholders are required to collaborate to build the mentioned capacities.

7.1.4 In relation to the Ebola virus disease outbreak, the Meeting noted the following information extracted from the 5th CAPSCA Global Coordination Meeting:

- a) mode of transmission: Person-to-person transmission is by means of direct contact with infected, symptomatic persons of their body fluids/secretions or with infected dead bodies or animals, all unlikely exposures for the average traveller (passengers and crew);
- b) people are not infective during the incubation period and become infectious with the onset of symptoms;
- c) the risk of a traveller becoming infected with Ebola virus during a routine visit to affected areas is low;
- d) WHO therefore does not recommend travel restrictions to or from the countries affected;
- e) exit screening of all travellers is being undertaken at all international airports in affected countries with widespread and intense transmission;
- f) up-to-date information on the disease is provided to travellers on exit (departure);
- g) travellers should seek out such information, keep it readily available and be aware of action to take in the unlikely event that they develop relevant symptoms; and
- h) early medical care improves the chance of recovery.

7.1.5 Restrictions on flight and passengers originating from countries with confirmed, suspect and contact cases are discouraged by WHO, ICAO, Airports Council International (ACI), IATA and CAPSCA members. Suspension on flights by operators is also discouraged.

7.1.6 States and International Organizations should ensure correct and consistent statements and recommendations are communicated in a timely manner to service providers, operators and industry in order to support their corporate and operational decisions.

7.1.7 The Meeting was also reminded that traveller and ground staff screening at airports, airport traveller exit screening is only recommended for countries with widespread and intense transmission, in order to prevent entrance of passengers to non-affected countries and reduce international spread. WHO encourages countries implementing such measures to share their experiences and lessons learned, carefully considering advantages and disadvantages.

7.1.8 The Meeting considered appropriate for States to visit the new CAPSCA Ebola web site at: <http://www.capsca.org/EbolaRefs.html>. The WHO Ebola webpage is available at: <http://www.who.int/csr/disease/Ebola/en/>. The Centers for Disease Control and Prevention (CDC) Ebola page is available at: <http://www.cdc.gov/VHF/Ebola/index.html>.

7.1.9 Likewise, States should:

- use the new Traveler Public Health Declaration Form, developed jointly by WHO, ICAO, IATA and ACI and the IATA “script to be read by cabin crew to passengers prior to arrival” which are available on the respective web sites
- use the new WHO Interim Guidance for Ebola Virus Disease Exit Screening at Airports, Ports and Land Crossings (6 November 2014) available on the WHO Ebola web site
- use the WHO Ebola Event Management at points of Entry on-line training available at: <https://extranet.who.int/Ihr/Training/Course/Category.php?id=28>
- use the NOTAMs application available on the iSTARS/SPACE site located on the ICAO Secure Portal
- publish airports designated as Points of Entry provided with IHR core capacities, in Aeronautical Information Publications (AIPs) in order to facilitate diversions to alternate aerodromes due to suspect cases on board aircraft in-flight, when recommended based on an evaluation by the ground based medical support (if available) of case symptoms and travel history reported by the flight crew
- review and update their “Airport preparedness guidelines for outbreaks of communicable disease” considering the lessons learned from the CAPSCA Assistance Visits, especially dealing the disease with examples and recommendations for the management of suspected cases of communicable disease on board (i.e. the aircraft parking position and how to designate a specific position for different airport infrastructure layouts and requirements)

7.1.10 The Meeting considered prudent that Central Caribbean States take the needed actions as required to request Assistance Visits to State and Airport, if not yet received, to consider offering to host a CAPSCA regional meeting, and consider contributing voluntary funds to CAPSCA, through the ICAO NACC Regional Office.

7.1.11 Dominican Republic presented IP/17 with an overview of the progress status of the preparedness measures in order to deal with a PHEIC in the aviation sector, through a Health Emergency Committee responsible for directing the implementation of the actions contained in the Health Emergency Plan.

7.1.2 The Health Emergency Committee includes the authorities responsible for implementing the IHR in different organisms: Ministry of Public Health, the Dominican Institute of Civil Aviation, Civil Aviation Board, airports Operations Managers, Immigration, Customs, Animal Health authority, plant Health authority, Representative of the Center for Emergency Operations, Specialized Corps for Airport and Civil Aviation Security (CESAC), the Air Transport Association, and shipping companies.

7.1.13 A drill was conducted on November 7, 2014, in which a patient with a high fever arriving in the country by the south terminal of the International Airport Jose Francisco Pena Gomez was taken, under strict biosecurity measures, to Dr. Ramon de Lara Hospital of the Dominican Air Force, which meets the requirements to handle such cases.

7.1.14 Jose Francisco Pena Gomez International Airport was recently evaluated by the Committee and it is expected to be officially designated in May 2015 as point of entry.

7.2 CAR Region Civil Aviation Training and Results of the Regional Symposium on Next Generation of Aviation Professionals (NGAP) and TRAINAIR Plus

7.2.1 IP/07 presented by the Secretariat informed the Meeting on the Press Release Ref. COM-45-14, which contains the results of the Second Next Generation of Aviation Professionals (NGAP) Symposium held on 3 and 4 December 2014 in ICAO Headquarters in Montreal, Canada.

7.2.2 The ICAO NGAP initiative is aimed at ensuring that enough qualified and competent aviation professionals are available to operate, manage and maintain the future international air transport system. The issues it presents are key factors to the long-term success of ICAO's Global Aviation Safety and Air Navigation Plans, providing invaluable inputs as the UN's specialized aviation agency responds to recent projections that air transport passenger and flight totals will double by 2030.

7.3 Results of the Second NAM/CAR Civil Aviation Training Centres Working Group Meeting (NAM/CAR/CATC/2)

7.3.1 The Secretariat presented IP/08 on the results of the Second NAM/CAR Civil Aviation Training Centres Working Group Meeting (NAM/CAR/CATC/WG/2), based on the A38/12 Assembly Resolution.

7.3.2 The Meeting noted that the ICAO civil aviation training policy has been updated, effective 1 January 2014, and the ICAO Global Aviation Training (GAT) Office was created, which reports directly to the Secretary General and will be responsible for planning, managing, and coordinating all ICAO aviation training activities, thus ensuring efficient, effective, and harmonised application of the policy in response to the training needs of member States, international and regional organisations, the industry, and other associates.

7.4 Other Regional Cooperation and Training Matters

7.4.1 Under IP/09, the Secretariat presented the conclusion and final results of the SACCSA RLA/03/902 Project with respect to the study of an own Space/Satellite-based Augmentation System (SBAS) for the CAR/SAM Regions, detailing activities carried out, the conclusion of the Work Packages and compliance with objectives.

7.4.2 The objective of the Project was “to develop and plan technical, financial, operational and institutional aspect of a SBAS system for the CAR/SAM Regions” referred as a whole as the Study for an own SBAS in the CAR/SAM Regions. The present SACCSA website (www.rlasacsa.com) is available and will be kept and operative until the end of May 2015.

7.4.3 Dominican Republic presented IP/16 where Academia Superior de Ciencias Aeronáuticas (ASCA), as part of the Dominican Institute of Civil Aviation (IDAC) is committed to collaboration between States through partnership agreements with Civil Aviation Authorities for training of technicians according to the needs of each entity.

7.4.4 The quality of instruction available in ASCA is shown through its accreditation as a member of TRAINAIR *Plus* programme and Regional Training Centre, that in addition to its strategic partnerships with organizations such as IATA and FAA Academy allow its collaboration with the NAM/CAR Civil Aviation Training Centres Working Group (NAM/CAR/CATC/WG), where main priorities for formation and training of aeronautical current and future personnel are envisaged.

7.4.5 The Academia Superior de Ciencias Aeronáuticas, as a Regional Training Centre of Excellence (RTCE), offers updated training programmes to the States, provided by active and qualified aeronautical personnel, backed by a modern academic and technical IDAC infrastructure.

7.4.6 The Secretariat provided a presentation on Introduction to the Technical Cooperation Bureau (TCB), mentioning what TCB is, what it does, benefits obtained by States from working with TCB and TCB projects worldwide.

7.4.7 Three main aspects that rule TCB activities were emphasized: Neutrality, Objectivity and Transparency. These aspects govern technical cooperation project management based on technical and financial considerations through the signature of Memorandum of Understanding (MoU), Management Service Agreement (MSA) and Civil Aviation Purchasing Services (CAPS), which is established in a Project Document (PRODOC), where specific project objectives and deliverables are clearly established.

7.4.8 The different types of projects that can be executed through TCB were mentioned, such as: recruitment of experts for the development of regulations, procedures etc, airport solutions, restructuring of CAAs, On-the-Job Training (OJT), as well as work directly for the government in an executive capacity. Regarding technical training, it can be performed through fellowships awarded by donor States and training institutions. Regarding procurement, projects that can be implemented are, among others, related to infrastructure development through the procurement of equipment, services, on-the-job training and related civil works for projects.

7.4.9 Regarding the project lifecycle, the following development was mentioned:

- Project Formulation
- Funding
- Flexible Funding Modalities
- Project Implementation
- Review and Evaluation

7.4.10 The project control mechanisms are divided in Project level, such as Monitoring, Regional Office participation, Finance, States, and ICAO level, such as Legal Bureau (LEB), Contract Board, Audits, Secretary General and Council.

7.4.11 Reference was also made to Certification ISO 9001-2008 of the Technical Cooperation Bureau, with the aim of counting with quality management systems, quality processes along with clearly defined objectives, measurable targets for continual improvement and the highest service level.

Agenda Item 8 Other Business

8.1 Results of the ICAO Regional Air Transport Conference

8.1.1 The Secretariat presented IP/11 on the results of the ICAO Regional Air Transport Conference and recalled that it was precisely Conclusion C/CAR/DCA/13/10 – *Regional Air Transport Event* of the Thirteenth Meeting of Directors of Civil Aviation of the Central Caribbean held in Havana, Cuba, from 29 to 31 May 2013, the one that agreed that ICAO and the Latin American Civil Aviation Commission (LACAC) organize a regional event on air transport sponsored by Jamaica, during the second half of 2014.

8.1.2 Following the abovementioned Conclusion, the ICAO NACC Regional Office started the coordination with LACAC, the SAM Regional Office and ICAO Headquarters, so that the event be multi-regional, achieving the attendance of 190 participants from 26 States/Territories, 10 regional and international organizations, and other aviation stakeholders from North America, Central America, the Caribbean and South America, as well as other parts of the world.

8.1.3 The Conference included seven sessions, where outstanding and current aspects in the CAR/SAM Regions air transport development environment were addressed.

8.1.4 The Secretariat emphasized that as a result of the discussions, the Conference considered and adopted a Statement on the Development of Air Transport in North America, Central America, the Caribbean and South America, which is reproduced in the Appendix to IP/11 for the reference of the Meeting.

8.2 ICAO Financial Situation and Outstanding State Contributions

8.2.1 The Secretariat presented WP/21, mentioning that Appendices A and B to this paper contain information related to ICAO's financial situation and outstanding contributions as at 30 April 2015, for consideration by the corresponding States.

8.2.2 The Meeting was explained that with regard to the payment currency, even though assessments are quoted in two separate amounts and expressed in different currencies, namely CAD and USD, which is due to the Assembly resolution to protect the Organization against significant changes in the exchange rate between CAD and USD, both quantities are payable. Notwithstanding, they can be paid in a single currency or any combination of currencies including CAD, USD, Euro and other State currencies at the applicable United Nations exchange rates where an ICAO Regional Office is located. The exchange rates are published on a monthly basis by the United Nations and are applicable at the moment of making the bank transfer or when ICAO receives the payment by cheque. Current monthly exchange rates are available at any ICAO office or other agency of the United Nations system, such as UNDP, which has national offices in nearly all States of the Region. States wishing to settle a portion or the totality of their contribution in a currency of another country in which ICAO has a Regional Office are invited to notify ICAO of their request prior to effecting payments.

8.2.3 The Secretariat urged States to take necessary measures to fulfill financial obligations to ICAO in an urgent manner. ICAO depends on the State assessments to carry out its mandate. Cooperation is requested to collect all outstanding contributions.

8.3 Host and Dates for Future C/CAR/DCA Meetings

8.3.1 The Secretariat commented through IP/12 that in order to establish the host for the next C/CAR/DCA/15 Meeting, and in accordance with the rotational scheme for Central Caribbean States and Territories, it is the turn of Bahamas to be the host. The Director of Bahamas expressed that it would be an honour for Bahamas and accepted to host the next meeting.

8.3.2 Cuba expressed that in order to have an improved implementation of their respective budgets and wherever possible, to schedule the Directors of Civil Aviation of the Central Caribbean during the first three months of the year. The Secretariat informed that historically, these meetings have been held prior to the commencement of the Caribbean hurricane season; therefore, the date of the C/CAR/DCA/15 will be defined taking into account the abovementioned criteria and it will be notified as soon as possible after coordinating the dates with Bahamas.

8.4 Other Business

8.4.1 The Secretariat presented WP/22 with the intention to bring to the attention of States regarding the concern by ICAO Headquarters regarding lack of responses in general to State Letters by contracting States.

8.4.2 In an effort to mitigate this situation, the ICAO NACC Regional Office will recommend ICAO Headquarters to categorize State Letters in order to show their priority level, and other actions to improve the process, promote a better reply rate and minimize resource burden on States in this regard. States are urged to reply to all pending ICAO State Letters and to avoid falling behind again.

8.4.3 In order to assist States in this endeavour, the Appendix to WP/22 shows a list of ICAO Headquarters State Letters from 2014 to date, in order to facilitate identification by the C/CAR States of which of them have not yet been replied to.

8.4.4 States expressed their strong support to the Secretariat's proposal and agreed on the following Conclusion:

CONCLUSION
C/CAR/DCA/14/9

ICAO STATE LETTERS

That:

- a) ICAO NACC Regional Office send every six months to the Caribe Central States the list of ICAO State Letters;
- b) the Central Caribbean States designate a Point of Contact responsible for conducting a follow up on the responses to ICAO State Letters status by **15 August 2015**; and
- c) the Central Caribbean States always send a copy to the ICAO NACC Regional Office (icaonacc@icao.int) of their replies to ICAO Headquarters.

8.4.5 The Secretariat presented IP/10 with the Port-of-Spain Declaration which was signed by all NAM/CAR Directors of Civil Aviation, Ministers or their authorized representatives during the Fifth North American, Central American and Caribbean Directors of Civil Aviation Meeting (NACC/DCA/5). This document includes the safety and air navigation targets established for the ICAO NAM/CAR Regions, which are included in the new ICAO Regional Performance Dashboards in support of transparency and information sharing.

**APPENDIX A
EXECUTIVE LIST OF CONCLUSIONS/DECISIONS**

Number	Conclusion/Decision	Responsible for action	Deadline
	RASG-PA ENGAGEMENT That, due to the decreasing attendance of the States at RASG-PA different team meetings/activities during the last years:		
	a) C/CAR States actively collaborate in the different RASG-PA teams through the participation of their experts, so as to enrich data incorporation and analysis, for safety improvement purposes;	C/CAR States	Permanent
	b) stakeholders and especially airlines continue and broaden data exchange, so as to develop the intelligence to determine trends and be able to go from a reactive to a predictive incidents and accidents model in the mid-term;	stakeholders and especially airlines	Permanent
14/1	c) Regional Safety Oversight Organizations (RSOOs), such as the Central American Intergovernmental Corporation/Central American Agency for Aviation Safety (COCESNA/ACSA), Caribbean Aviation Security and Safety Oversight System (CASSOS) and the Action Programme for Safety (PASO) group strengthen their participation in RASG-PA, so as to reach effective implementation of regional solutions, applying economy of scale concepts that favour States and stakeholders; and	RSOOs	Permanent
	d) C/CAR States and stakeholders participate in the Sixth Pan American Aviation Safety Summit and Eighth Regional Aviation Safety Group — Pan America Annual Plenary Meeting to be held in Medellin, Colombia, from 23 to 25 June 2015.	C/CAR States and stakeholders	23-25/06/15
14/2	IMPROVEMENTS ON REGIONAL SAFETY OVERSIGHT IN ACCORDANCE WITH ICAO ANNEX 19 That:		
	a) C/CAR States in coordination with ICAO NACC Regional Office establish the training needs of the staff involved in safety oversight;	C/CAR States	
	b) C/CAR States in coordination with ICAO NACC Regional Office identify the administration training centres with capability to provide suitable training on safety oversight in accordance with Annex 19 requirements;	C/CAR States	

Number	Conclusion/Decision	Responsible for action	Deadline
	c) C/CAR States in coordination with ICAO NACC Regional Office share training plans and programmes with other States in order to increase the regional safety oversight capability;	C/CAR States	
	d) C/CAR States in coordination with ICAO NACC Regional Office present to the C/CAR/DCA/15 a report on the progress achieved to improve the safety oversight capability;. and	C/CAR States	C/CAR/DCA/15
	e) the ICAO NACC Regional Office, in coordination with the NAM/CAR Civil Aviation Training Centres Working Group (NAM/CAR/CATC/WG), circulate the Aviation Training Needs Questionnaire for the NAM/CAR Regions by 31 June 2015 and the C/CAR States submit it by 31 August 2015 so that its results be presented to the C/CAR/DCA/15 meeting.	ICAO NACC Regional Office C/CAR States	31 June 2015 31 August 2015
14/3	<p>“NO COUNTRY LEFT BEHIND (NCLB)” IMPLEMENTATION STRATEGY TAILORED FOR EACH STATE</p> <p>That, C/CAR States, in close coordination with ICAO NACC Regional Office, work into the implementation of the new NCLB strategy based on the Port-of-Spain Declaration targets and the Effective Implementation (E.I.) status of their Universal Safety Oversight Audit Programme Continuous Monitoring Approach (USOAP-CMA) Corrective Action Plan (CAP), according to the following:</p>	C/CAR States	
	a) the C/CAR States notify the ICAO NACC Regional Office of the progress achieved in the E.I. status of their USOAP-CMA CAP and the Port-of-Spain Declaration targets implementation status by 15 June 2015 ;	C/CAR States	15 June 2015
	b) the ICAO NACC Regional Office notifies the States (prioritizing States with E.I. under 70%), the USOAP-CMA Findings and Recommendations (F&R) status, together with a Port-of-Spain Declaration-based target implementation tailored NCLB strategy by 15 October 2015 ;	ICAO NACC Regional Office	15 October 2015

Number	Conclusion/Decision	Responsible for action	Deadline
	c) Air Navigation Implementation Working Groups (i.e. ANI/WG) and the Regional Aviation Safety Group–Pan America (RASG-PA) collaborate with the States (first prioritizing States with E.I. under 70%) and with NACC Regional Office on the E.I. of their USOAP-CMA Audit CAP and Port-of-Spain Declaration targets accordingly, and present their implementation proposals by 1 December 2015 ; and	Air Navigation Implementation Working Groups (i.e. ANI/WG) and the Regional Aviation Safety Group–Pan America (RASG-PA)	1 December 2015
	d) C/CAR States and the ICAO NACC Regional Office present to the C/CAR/DCA/15 Meeting a report on the progress reached in the implementation of Port-of-Spain Declaration targets.	C/CAR States and the ICAO NACC Regional Office	C/CAR/DCA/15
14/4	DEVELOPMENT AND FILLING OF THE CAR/SAM REGIONS e-ANP That, in order to streamline the development and filling process of the CAR/SAM Regions e-ANP:		
	a) C/CAR e-ANP PoCs coordinate with the ICAO NACC Regional Office the updates and national requirements to be included in the CAR/SAM Regions e-ANP; and	C/CAR e-ANP PoCs	
	a) C/CAR States coordinate with ICAO the approvals or Proposals for Amendments (PfAs) that will be sent by ICAO according to the CAR/SAM Regions e-ANP action plan.	C/CAR States	
14/5	ACTIONS TO MITIGATE/RESOLVE THE FILED FLIGHT PLAN (FPL) ISSUES That, in order to mitigate/resolve the FPL issues and ensure an active participation, the C/CAR States:	C/CAR States	
	a) promote the suggested actions by ICAO to minimize errors in the flight plans in accordance with the deadlines requested by the FPL/AD/MON; and	C/CAR States	
	b) facilitate the designated PoCs participation in the FPL/AD/MON activities.		
14/6	AIR NAVIGATION PERFORMANCE REPORTING AND MONITORING That, in order to streamline the air navigation performance reporting and monitoring activities, the ANI/WG:		
	a) present the operational benefits based on performance achievements in the CAR States resulting from the ANI/WG activities;	ANI/WG	

Number	Conclusion/Decision	Responsible for action	Deadline
	b) in coordination with the ICAO NACC Regional Office, develop a methodology to present the progress on the different air navigation targets to facilitate the follow-up;	ANI/WG	
	c) update their Terms of reference to include the actions a) and b); and	ANI/WG	
	d) present the results of items a) to c) at the C/CAR/DCA/15 Meeting.	ANI/WG	C/CAR/DCA/15
14/7	<p>PBN AIRSPACE REDESIGN PROJECT FOR THE CAR REGION</p> <p>That, C/CAR States, in coordination with the ICAO NACC Regional Office, develop a PBN Airspace Redesign Project to be implemented from 2015-2017 in accordance with ICAO provisions, including:</p>		
	a) designation of PoC for PBN implementation;	C/CAR States	
	b) complete a PBN implementation survey included in Appendix D to this report by 30 July 2015	C/CAR States	30 July 2015
	c) operational improvements implementation to the RNAV route network in the upper and lower airspace;	C/CAR States	
	d) Continuous Descent Operations (CDO) and Continuous Climb Operations (CCO) implementation in Standard Instrument Departures (SIDs) and Standard Instrument Arrivals (STARs) of the Terminal Control Area (TMA), accordingly;	C/CAR States	
	e) RNP approach procedures implementation in all instrument flight runways by 31 December 2016 , in compliance with ICAO Assembly Resolution A37- 11;	C/CAR States	by 31 December 2016
	f) notify the ICAO NACC Regional Office by 30 October 2015 progress accomplished and new identified needs in accordance with above-mentioned items a), b) and c) for the implementation of a harmonized PBN airspace; and	C/CAR States	by 30 October 2015
	g) present to the C/CAR/DCA/15 meeting a report of the progress achieved on the PBN Airspace Redesign Project implementation.	C/CAR States	C/CAR/DCA/15

Number	Conclusion/Decision	Responsible for action	Deadline
14/8	<p>REMOTE PILOTED AIRCRAFT SYSTEM (RPAs) OPERATIONS REGULATORY FRAMEWORK That:</p> <p>a) C/CAR States, in coordination with ACSA/COCESNA and CASSOS, establish a regulatory and operational framework in the ATS airspace and international aerodromes under their jurisdiction in order to:</p> <ol style="list-style-type: none"> i. facilitate the implementation of safety risk management tools related to Remote Piloted Aircraft System (RPAs) operation; ii. utilize the existing mechanisms for the purpose of sharing critical information related to RPAs operations and airspace use restrictions; iii. facilitate educational means by media and other tools for users regarding RPAs operations; iv. conduct risk assessment of non-regulated use of RPAs in the vicinity of aerodromes; v. support coordination between Civil/Military authorities to ensure the safety of civil aircraft operations as outlined in ICAO Cir 330 — <i>Civil/Military Cooperation in Air Traffic Management</i>; and vi. request assistance to ICAO NACC Regional Office regarding regulatory framework as outlined in ICAO Cir 328 — <i>Unmanned Aircraft Systems (UAS)</i>. <p>b) the ICAO NACC Regional Office coordinate the organization of a CAR/SAM forum on RPA by 31 July 2015; and</p> <p>c) the ICAO NACC Regional Office report on the progress of regulatory development and implementation of RPAs to the C/CAR/DCA/15 meeting.</p> 	C/CAR States	31 July 2015
14/9	<p>ICAO STATE LETTERS That:</p> <p>a) ICAO NACC Regional Office send every six months to the Caribe Central States the list of ICAO State Letters;</p> <p>b) the Central Caribbean States designate a Point of Contact responsible for conducting a follow up on the responses to ICAO State Letters status by 15 August 2015; and</p> <p>c) the Central Caribbean States always send a copy to the ICAO NACC Regional Office (icaonacc@icao.int) of their replies to ICAO Headquarters.</p>	ICAO NACC Regional Office	Every six months
		Central Caribbean States	15 August 2015
		Central Caribbean States	Permanent

APPENDIX B
GREPECAS/17 CONCLUSIONS AND DECISIONS

CONCLUSION 17/1 REGIONAL AND GLOBAL AIR NAVIGATION REPORTING

That States:

- a) support the plan to produce an online Regional Performance Dashboard in March 2014 and the annual Global Air Navigation Report to be published in April 2014;
- b) provide the required information to the ICAO Regional Offices to demonstrate operational improvements by February 2014 and periodically thereafter; and
- c) establish, if not yet done so, a performance measurement strategy that comprises data compilation, processing, storage and reporting for the regional performance metrics identified for air navigation systems.

CONCLUSION 17/2 FOLLOW-UP ON AN-CONF/12 RECOMMENDATIONS BY STATES AND INTERNATIONAL ORGANISATIONS

That States and international organisations, on the basis of the analysis to Appendix A* to this part of the report, take follow-up action as appropriate on the applicable recommendations of AN Conf/12.

- Appendix A to Agenda Item 2 of PPRC/2

DECISION 17/3 REGIONAL PRIORITIES AND TARGETS FOR AIR NAVIGATION

That GREPECAS:

- a) establish, as per Recommendations 6/1 and 6/12 of the Twelfth Air Navigation Conference (AN-Conf/12), regional priorities and targets for air navigation, consistent with the Global Air Navigation Plan (GANP) and Aviation System Block Upgrades (ASBU), by March 2014, if possible, and by May 2014 at the latest; and
- b) as per GREPECAS Decision 16/3, the regional priorities and targets for air navigation will be coordinated with RASG-PA to ensure consistency of action and avoid overlap.

DECISION 17/4 REVISED TERMS OF REFERENCE AND WORK PROGRAMME OF THE PROGRAMMES AND PROJECTS REVIEW COMMITTEE (PPRC)

That the proposed revised terms of reference and work programme of the PPRC shown in Appendix A to this part of the report are approved.

DECISION 17/5

GREPECAS ANNUAL REPORT

That GREPECAS submit an annual report to the ICAO Air Navigation Bureau (ANB) consisting of the GREPECAS meeting report in years when a GREPECAS meeting is held and a PPRC meeting report in other years, which includes a Table of Conclusions and Decisions in the format presented in Appendix B.

CONCLUSION 17/6

FOLLOW-UP ON THE IMPLEMENTATION OF A38 RESOLUTIONS REGARDING AIR NAVIGATION

That, pursuant to the resolutions of the 38th Assembly concerning air navigation matters, CAR/SAM States:

- a) proceed to amend their national air navigation plans, taking into account the GANP and the regional performance-based implementation plans, aligned with the ASBUs;
- b) provide the respective ICAO Regional Offices, no later than **15 September 2014**, with the names and contact information (telephone, e-mail) of the focal points designated to coordinate with ICAO and the national bodies responsible for managing the radio frequency spectrum, with a view to supporting the ICAO position at the ITU WRC-15;
- c) use ICAO standardized phraseology in all situations for which it has been specified and make use of the ICAO Aviation English Language Test Service (AELT) to verify language proficiency testing instruments;
- d) publish any significant differences in their Aeronautical Information Publication (AIP) and use the Electronic Filing of Differences (EFOD) system to notify differences to ICAO; and
- e) note the criteria of the permanent declaration of Resolution A38-12 and take them into account in the planning, establishment, and operation of air navigation services.

CONCLUSION 17/7

APPROVAL OF THE FORMS TO FOLLOW-UP ON THE PROGRESS ON INDICATORS AND TARGETS FOR THE CAR/SAM REGIONS

That for GREPECAS to collect, monitor, and report progress on operational improvement implementation in the CAR/SAM Regions based on the indicators and targets established in the *Bogota and Port-of-Spain Declarations* and subsequently submit it to the ICAO Air Navigation Commission:

- a) the form presented in Appendix A to this part of the report is approved; and
- b) the ICAO NACC and SAM Regional Offices will implement this form in order to report progress for inclusion in the regional performance dashboards.

CONCLUSION 17/8 INCLUSION OF REGIONAL PERFORMANCE-BASED IMPLEMENTATION PLANS IN THE NEW AIR NAVIGATION PLAN (eANP)

That, taking into account the individual regional performance-based implementation plans, the ICAO NACC and SAM Regional Offices include the corresponding sections of those plans in the new electronic CAR/SAM Air Navigation Plan (eANP), Volume III.

CONCLUSION 17/9 ACTIVITIES FOR A CONSOLIDATED INTERFACE CONTROL DOCUMENT (ICD) FOR AIDC IMPLEMENTATION IN THE CAR AND SAM REGIONS

That, in order to ensure efficient and practical implementation of AIDC functionality at both intra- and inter-regional levels between the CAR and SAM Regions:

- a) ICAO, through the GREPECAS D Programme, shall assess the existing ICDs and coordinate the necessary activities for development of a consolidated Interface Control Document (ICD) for AIDC implementation in the CAR and SAM Regions; and
- b) D Programme Projects shall submit the results of coordination for a consolidated ICD for the CAR and SAM Regions at the GREPECAS PPRC/3 Meeting.

CONCLUSION 17/10 MANUAL-GUIDE ON THE ASSESSMENT OF LARGE HEIGHT DEVIATIONS (LHDs) WITH SMS METHODOLOGY FOR THE ANALYSIS AND ASSESSMENT OF LHD REPORTS

That the States of the CAR/SAM Regions use the Manual-Guide on the Assessment of Large Height Deviations (LHDs) with SMS methodology presented in Appendix B to this part of the report for the analysis of LHDs reports.

CONCLUSION 17/11 IMPROVEMENTS IN MET ACTIVITIES

That CAR/SAM States, Territories and International Organisations:

- a) continue conducting periodic volcanic ash tests;
- b) urge the AIS areas to prepare and disseminate, in coordination with the MET areas, ASHTAM messages when conducting volcanic ash exercises;
- c) urge Civil Aviation Training Centres (CATCs) to implement training programmes for MET personnel in accordance with the principles emanating from the World Meteorological Organization (WMO), contained in Publication No.1083 – WMO (PIB-M);
- d) secure the funds required for lead auditors to visit other States of the Region to audit the MET/QMS implemented in the CAR/SAM Regions; and
- e) urge the Brasilia OPMET Databank to continue conducting OPMET exchange controls on a quarterly basis.

**CONCLUSION 17/12 REVISION OF THE ICAO UNIFORM METHODOLOGY FOR
THE IDENTIFICATION, ASSESSMENT AND REPORTING OF
AIR NAVIGATION DEFICIENCIES**

That ICAO consider conducting a comprehensive revision of the uniform methodology for the identification, assessment and reporting of air navigation deficiencies, identifying opportunities for improving both the database as well as the process itself, in order to generate a more efficient and effective process, with greater participation of the users, and taking into account the existing limitations of the Secretariat for the identification of deficiencies through State missions.

**DECISION 17/13 APPROVAL OF AMENDMENT OF THE GREPECAS
PROCEDURAL HANDBOOK**

Version 1.2 of the Sixth Edition of the GREPECAS Procedural Handbook, as shown in Appendix to this part of the Report is approved.

APPENDIX C
C/CAR REGION E-ANP POINTS OF CONTACT (POCS)

Representing Representando	Name Nombre	Position Puesto	E-mail / Telephone E-mail / Teléfono
Aruba			
Bahamas	Keith Majors		
Cayman Islands Islas Caimanes	P.H. Richard Smith	Director General – Civil Aviation	richard.smith@caacayman.com Tel. + 345 949 7811 (w) + 345 916 6285 (c)
Costa Rica*	Gianella Baltodano A.	Subdirectora	gbaltodano@dgac.go.cr Tel. + 506 2290 0090 ext. 254
	Rolando Richmond	Subdirector NAV	rrichmond@dgac.go.cr
Cuba	Orlando Nevot González	Director de Aeronavegación IACC	orlando.nevot@iacc.avianet.cu Tel. + 537 838 1121
Curaçao Curazao	Michael Celestjyn	ATS/AD Inspector	michael.celestyn@gobiernu.cw
Dominican Republic República Dominicana	Francisco Bolivar León Paulino	Director de Navegación Aérea	bleon@idac.gov.do Tel. + 809 274 4322 ext. 2136 y 2067
Haiti Haití	Dumas J. Laurent	Director of Flight Safety	ljdumas.hcaa@yahoo.com Tel. + 509 4494 0045
	Jean Marc Flambert	Technical Adviser	jeanmarc.flambert@ofnac.gouv.ht
Jamaica	Carl Gaynair	Director ANS	carl.gaynair@jcaa.gov.jm Tel. + 876 995 7581
Sint Maarten*	Louis Halley	Director General	louis.halley@sintmaartengov.org Tel. + 721 545 2024

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Representing Representando	Name Nombre	Position Puesto	E-mail / Telephone E-mail / Teléfono
Trinidad and Tobago* Trinidad y Tabago	Ramesh Lutchmedial	Director General	dgca@caa.gov.tt Tel. + 1868 669 4302
Turks and Caicos Islands Islas Turcas y Caicos	Peter Forbes	Deputy Managing Director	pforbes@tcway.tc Tel. + 649 941 8085
United States Estados Unidos	Christopher Barks	Director, Western Hemisphere Office	christopher.barks@faa.gov Tel. + 507 317 5370
	Michelle Westover	ICAO Desk, Western Hemisphere Division	michelle.westover@faa.gov
	Leah Moebius	ICAO, Air Traffic International	leah.moebius@faa.gov
	Dwayne Murray	Desk Officer	dwaine.murray@tsa.dhs.gov Tel. + 202 679 8531

*: Not C/CAR States but will be recorded on Regional e-ANP PoC list/
No es Estado C/CAR pero se registrará en la lista PoC e-ANP

**APPENDIX D
REGIONAL PERFORMANCE-BASED NAVIGATION (PBN) IMPLEMENTATION SURVEY**

State/Organization: _____

Date: _____

Num.	Question	Answer		Remarks
		Yes	No	
1	Does your State/Organization have a PBN programme/project in progress? (specify)	<input type="checkbox"/>	<input type="checkbox"/>	
2	Percentage of international aerodromes that have implemented PBN approach procedures in your State/Organization	<input type="checkbox"/>	<input type="checkbox"/>	
3	Percentage of use by air operators of PBN approach procedures implemented in your State/Organization	<input type="checkbox"/>	<input type="checkbox"/>	
4	Did your State/Organization implement Continuous Descent Operations/Continuous Climb Operations (CDO/CCO)? Please comment as appropriate	<input type="checkbox"/>	<input type="checkbox"/>	
5	Have your State/Organization implemented a PBN metrics programme regarding environments benefits? Please comment as appropriate	<input type="checkbox"/>	<input type="checkbox"/>	
6	Are the aircraft navigation capabilities clearly displayed in the ATC situational awareness workstations? (radar, ADS-B, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	
7	Is your State/Organization planning a PBN implementation in order to re-structure/revise the airspace under your jurisdiction? (en-route, terminal, approach) Please comment as appropriate	<input type="checkbox"/>	<input type="checkbox"/>	
8	Does your State/Organization encourage Collaborative Decision Making (CDM) with stakeholders regarding PBN implementation matters?	<input type="checkbox"/>	<input type="checkbox"/>	
9	Does your State/Organization use or plan to use (date) a Ground Based Augmentation System (GBAS), or a Satellite Based Augmentation System (SBAS), or a Wide Area Augmentation System (WAAS), etc.?	<input type="checkbox"/>	<input type="checkbox"/>	
10	List the PBN training programmes implemented for pilots, controllers and/or other officers in your State/Organization.	<input type="checkbox"/>	<input type="checkbox"/>	

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Num.	Question	Answer		Remarks
11	Does your State/Organization require assistance in a particular area/field of expertise?	<input type="checkbox"/>	<input type="checkbox"/>	
12	Who developed your PBN project? (your own organization, external consultants, etc.) Please indicate name of the company.			

Note: Feel free to add relevant comments or documents regarding the PBN implementation in your in State/Organization.