



International
Civil Aviation
Organization

Organisation
de l'aviation civile
internationale

Organización
de Aviación Civil
Internacional

Международная
организация
гражданской
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منظمة الطيران
المدني الدولي

国际民用
航空组织

When replying please quote:

Ref.: NT-NE58 — **EMX0126**

5 February 2015

To: States, Territories and International Organizations

Subject: **Invitation – Fourteenth Directors of Civil Aviation of the Central Caribbean Meeting (C/CAR/DCA/14)**
Kingston, Jamaica, 11 to 13 May 2015

Action

Required: 1) Transmittal by States of any additional items to the Provisional Agenda by **5 March 2015**
2) Submission of documentation by the deadlines provided in this letter
3) Register participation by **13 April 2015**

Sir/Madam:

I wish to invite your Administration/Organization to participate in the Fourteenth Directors of Civil Aviation of the Central Caribbean Meeting (C/CAR/DCA/14) to be convened in Kingston, Jamaica, at a venue to be determined in the near future from 11 to 13 May 2015, which will be hosted by the Jamaica Civil Aviation Authority.

Directors of Civil Aviation Authorities of Central Caribbean States and Territories and representatives of invited international organizations are expected to attend. The working languages of the meeting will be English and Spanish, and simultaneous interpretation will be provided if sufficient participants of both languages provide timely registration.

The Provisional Agenda of the meeting/event is at **Attachment A**. States wishing to submit proposals for the addition of items should do so by **5 March 2015**.

You are kindly requested to complete and return the Registration Form at **Attachment B** by e-mail for each participant by **13 April 2015**.

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All meeting documentation will be placed in the Meetings Section of the following web page: <http://www.icao.int/NACC/Pages/default.aspx> as it becomes available. Taking into consideration the availability of documentation in electronic format, no hard copies will be distributed during the event.

Documentation that your Administration/Organization may wish to submit/present at the meeting should be forwarded to this office by e-mail as soon as practicable in Microsoft Word format using the attached templates. Working papers should be brief, action-oriented, and focused with a four-page limit excluding any appendices.

Only working papers **received** by this office by **10 April 2015**, submitted by States/Territories, will be translated to ensure timely processing. Working papers received in this office **after** that date will have to be submitted in both languages. Information papers will only be issued in the language submitted. Papers received from international organizations will not be translated and will be issued only in the language submitted. The deadline to receive papers is **24 April 2015**. The deadlines for submission of documentation for translation will be strictly enforced. You are encouraged to submit documentation in both meeting languages (i.e., English and Spanish).

If you require any further information regarding the meeting, please contact Mr. Jorge Fernandez, Deputy Regional Director (jfernandez@icao.int) or Mrs. Claudia Riva-Palacio, Assistant, (criva-palacio@icao.int).

Accept, Sir/Madam, the assurances of my highest consideration.

A digital signature consisting of a stylized black scribble over a circular blue stamp. The stamp contains the ICAO logo and the text "ICAO - OACI - WKAO" at the top and "الخطاب" at the bottom. The words "Firma Digital" are written in blue on the left side of the signature, and "Digital Signature" is written in blue on the right side.

for
Melvin Cintron
Regional Director
North American, Central American and
Caribbean (NACC) Regional Office

Enclosure:

A – Provisional Agenda

B – Registration Form

C – Templates for Papers

**APPENDIX A
PROVISIONAL 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 Seventeenth CAR/SAM Regional Planning and Implementation Group (GREPECAS) Meeting
 - 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 Emissions Reduction Activities in Aviation and their Implementation
- 4.4 Review of Air Navigation Deficiencies
- 4.5 Other Air Navigation Matters

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

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
