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North American, Central American and Caribbean Office

WORKING PAPER

NACC/WG/5 — WP/11

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Rev

Fifth North American, Central American and Caribbean Working Group Meeting (NACC/WG/5)

Port of Spain, Trinidad and Tobago, 22-26 May 2017

Agenda Item 3: Implementation on Air Navigation Matters
3.3 ANI/WG Progress on AIM, ATM and CNS

PROGRESS REPORT ON AIM TF WORK PROGRAMME

(Presented by ANI/WG AIM TF Rapporteur)

EXECUTIVE SUMMARY

This Paper presents improvements to the work programme and the progress of the AIM Task Force from the Third NAM/CAR Air Navigation Implementation Working Group (ANI/WG/5) Meeting. The Paper also invites to discuss some improvements to the Terms of Reference (ToRs), updating of the membership list.

Action:	Suggested actions are presented in Section 3
<i>Strategic Objectives:</i>	<ul style="list-style-type: none">• Safety• Air Navigation Capacity and Efficiency
<i>References:</i>	<ul style="list-style-type: none">• NAM/CAR Regional Performance Based Air Navigation Implementation Plan (RPBANIP)• Third NAM/CAR Air Navigation Implementation Working Group Meeting (ANI/WG/3), Mexico City, Mexico, 4 to 6 April 2016• <i>Port-of-Spain Declaration</i>• AIM Aviation System Block Upgrade (ASBU)• AIM Operational Manuals

1. Introduction

1.1 Taking into consideration all the previous meetings of the ANI/WG, as well as the Fourth North American, Central American and Caribbean Working Group Meeting (NACC/WG/4), and based on the ToRs and the activities of the AIM Task Force work programme, the available information on the implementation continuity of the transition to AIM by States and International Organizations is provided.

1.2 Being the NACC/WG/5 an opportunity to obtain productive, efficient and constructive information for the AIM Task Force members, it is suggested to review the progress of reports, results of Seminars and Workshops conducted by States and ICAO.

2. Terms of Reference (ToRs) and Work Programme

2.1 The validity of the ToRs of the AIM Task Force is shown in **Appendix A**, the Meeting is requested to update the membership.

2.2 The new revised version of the AIM Task Force work programme is shown in **Appendix B**, for discussion at the meeting.

2.3 Finally, **Appendix C** shows the progress on the follow-up to the ICAO AIM Roadmap and AIM progress surveys, which have been reported by the States/Territories and International Organizations to the ICAO NACC Regional Office.

3. Suggested actions

3.1. The Meeting is invited to:

- a) review and approve the new updated version of the AIM Task Force work programme;
- b) schedule, discuss and comment on the activities and request of the AIM Task Force face-to-face Implementation meeting (August 2017 in Mexico DF) including a, QMS SWIM, AIXM and WIXM implementation Workshop, and joined by the Flight Plan (FPL) Monitoring Group, face to face meeting for proper maintaining of the AIM IAIP and FPL processes – Concluding Phases 1 and continuance on Phase 2 of the transition;
- c) review and scheduling of the required actions needed;
- d) States are urged to have a major participation in the AIM Task Force; and
- e) propose any other action or task, as deemed necessary.

3.2 Action plan for 2017-2019:

- a) Defining Training Curriculum for AIM, minimum educational and entry requirements for AIM Personnel, and set Refresher's training and workshop cycles (Doc 9991);
- b) AIM Personnel Licensing;
- c) State survey on compliance to Doc 8126 (IATA):
 1. NOTAM publication information: ATFM, ATS Service Suspension, etc.
 2. AIC usage
 3. AIRAC AMDT compliance
 4. Supplements

- d) Survey on Aerodrome Obstacle Charts (IATA)
 - 1. Status
 - 2. Last update and Next planned update
 - 3. Works done on AD → influence on Obstacles
- e) AIP Charges analyses (IATA)-> excluding duplication of charges
- f) AIS Units website and interoperability
- g) Formalization of AIM Regional Contingency
- h) States to have regular Data Originator/Stakeholders User Meeting for QA and SMS purposes within AIM
- i) States to have SLA's in place with Data Originators / Stakeholders – ICAO SLA Template
- j) Consider priority for the following trainings/courses:
 - Basic AIM - 2018
 - D NOTAM, statistical and dynamic data - 2021
 - AIM integrated documentation - 2019
 - AIM-QMS - 2018
 - AIXM ver 5.1 – software - 2019
 - 2nd electronic Aeronautical Charts - 2020
 - Seminar/Workshop update - 2021
 - eTOD - 2018

APPENDIX A**AERONAUTICAL INFORMATION MANAGEMENT (AIM) IMPLEMENTATION
TASK FORCE*****1. Background***

During the first ANI/WG meeting, an AIM Implementation Task Force was formed in order to streamline related air navigation implementation activities. This Task Force shall improve AIM regional coordination as well as update and report progress to the ANI/WG based on the action plan for these tasks.

2. Responsibilities

The Task Force is responsible for:

- a) Work Programme Management
- b) Supporting States that have not yet finished the transition to AIM
- c) Supporting States with Phase 2 and Phase 3 implementation of the ICAO AIM Roadmap
- d) Periodically requesting statistics from States to monitor implementation status

3. Working Methods

The Task Force will:

- a) Present its work programme containing activities in terms of objectives, responsibilities, deliverables and timelines
- b) Avoid duplicating work within the ANI/WG and maintain close coordination among the existing entities to optimize use of available resources and experience
- c) Designate, as necessary, Ad hoc Groups to work on specific topics and activities and organize clearly defined tasks and activities
- d) Coordinate tasks to maximize efficiency and reduce costs via electronic means including emails, telephone and teleconference calls, and convene meetings as necessary
- e) Report on and coordinate the progress of assigned tasks to the ANI/WG

4. Membership

Task Force Member- Name:	State/T/IO	email
Leonel Jarzagaray	Aruba	leonel.jarzagaray@ansa.aw
Luana Isaac	Antigua and Barbuda	
Clyde Brown	Bahamas	colyn55@live.com
Shirley Ford	Barbados	Shirley.Ford@barbados.gov.bb
Chuck Montgomery	Canada	montgoc@navcanada.ca
Bernardita Mora	Costa Rica	bmora_cr@yahoo.es
Maytte Maciñeira	Cuba	maytte.macineira@iacc.avianet.cu
Maidy Plana		maidy.plana@iacc.avianet.cu
Natasha Leonora-Belefanti (Rapporteur)	Curaçao (<i>Aruba, Bonaire, Sint Maarten, Saba, St. Eustatius, Saba</i>)	n.leonora-belefanti@hotmail.com
Julio Rodriguez	Dominican Republic	julio.rodriguez@idac.gov.do
Maxine Allen	Jamaica	maxine.allen@jcaa.gov.jm
Marco Antonio Coria Rodriguez	Mexico	mcoriaro@sct.gob.mx ;
Manuel Rodríguez Santiesteban		mrodsant@sct.gob.mx ;
Edgar Gonzalez Flores,		egonzaf@sct.gob.mx ;
Nirmala Nohar Randy Gomez / Ricky Bissesar	Trinidad and Tabago	rgomez@caa.gov.tt nnohar@caa.gov.tt rbissesar@caa.gov.tt
Scott Leis	United States	scott.leis@faa.gov
Javier Vanegas	CANSO	javier.vanegas@canso.org
José Alfredo Santos Mondragón	COCESNA	alfredo.mondragon@cocesna.org

APPENDIX B
AIM Task Force work programme

**TASK FORCE FOR THE IMPLEMENTATION OF
AERONAUTICAL INFORMATION MANAGEMENT
(AIM)**

1. Background

During the first meeting of the ANI/WG, it was agreed to activate a group working for the AIM implementation formed to support and make more efficient the implementation activities AIM in accordance with the road map for the transition from AIS to AIM. This task group will have to improve processes and coordination among States, Territories and international organizations, as well as offer to the regional planning groups and States, practical guidance and advice for the development of implementation strategies of aeronautical information management. On the other hand, propose the tasks that have to be done and corresponding implementation schedule, as well as update and report its progress to the ANI/WG based on the plan of action for these tasks

2. Responsibilities

The Task Force is responsible for:

- a) Management of the work programme
- b) Support States to complete the transition to the AIM
- c) Assisting States with the implementation of Phase 1, 2 and Phase 3 of the ICAO Roadmap, in preparation for the establishment of the System Wide Information Management (SWIM), in consideration of the AIM based on performance
- d) Periodically ask States for data which allows producing statistics to monitor their status of AIM implementation, Annex15 and Doc 8126 compliancy

3. Work Methods

The Task Force:

- a) It shall submit its work programme containing activities in terms of: objectives, responsibilities, deliverables results and times
- b) Prevent duplication of work within the ANI/WG and will maintain close coordination between existing entities to optimize the use of available resources and expertise
- c) Designate if so deemed Ad hoc groups to work on specific activities and issues and organize tasks and clearly defined activities
- d) Coordinate tasks to maximize efficiency and reduce costs through electronic media including emails, phone and teleconferencing, and convene meetings where necessary
- e) It will be notified and will coordinate the progress of the tasks assigned to the ANI/WG, by having yearly face-to-face members meeting and by-monthly teleconf.

**GRUPO DE TAREA PARA LA IMPLEMENTACIÓN DE
LA GESTIÓN DE INFORMACIÓN AERONÁUTICA
(AIM)**

1. Antecedentes

Durante la primera reunión del ANI/WG, se acordó activar un Grupo de Trabajo para la Implementación AIM formado con el fin de apoyar y hacer más eficientes las actividades de implementación AIM de acuerdo con la Hoja de ruta para la transición del AIS al AIM. Este Grupo de Tarea habrá de mejorar los procesos y la coordinación entre los Estados, Territorios y organizaciones internacionales, así como, ofrecer a los grupos de planificación regionales y a los Estados, orientación práctica y asesoramiento para el desarrollo de las estrategias de implantación de la gestión de información aeronáutica. Por otra parte, proponer las tareas que han de realizarse y el calendario de implantación correspondiente, así como actualizar y notificar su avance al ANI/WG con base en el plan de acción para estas tareas.

2. Responsabilidades

El Grupo de Tarea es responsable de:

- a) Gestión del Programa de Trabajo
- b) Apoyar a los Estados para finalicen la transición a la AIM
- c) Apoyar a los Estados con la implementación de la Fase 1, 2 y Fase 3 de la Hoja de Ruta de OACI, en preparación para el establecimiento de Gestión de la información de todo el sistema (SWIM), en consideración de AIM basada en performance
- d) Solicitar periódicamente a los Estados datos que permitan elaborar estadísticas para monitorear su estado de implementación AIM

3. Métodos de trabajo

El Grupo de Tarea:

- a) Presentará su programa de trabajo conteniendo actividades en términos de: objetivos, responsabilidades, resultados entregables y tiempos
- b) Evitará duplicación de trabajo dentro del ANI/WG y mantendrá estrecha coordinación entre las entidades existentes para optimizar el uso de recursos y experiencia disponibles
- c) Designará si así lo considera Grupos Ad hoc para trabajar en temas y actividades específicas y organizar las tareas y actividades claramente definidas
- d) Coordinará las tareas para maximizar eficiencia y reducir costos a través de medios electrónicos incluyendo emails, teléfono y teleconferencias, y convocará reuniones cuando sea necesario
- e) Notificará y coordinará el avance de las tareas asignadas al ANI/WG

4. Work Programme / Programa de trabajo

AIM TASKFORCE (AIM/TF) / GRUPO DE TAREA AIM
2017-2019

No	Activity Actividad	Objective Objetivo	Responsible Responsable	Deliverable Entregable	Date Fecha	Status Estado
1	Review of the AIM part for updating the draft of the NAM/CAR Regional Performance-Based Air Navigation Implementation Plan (NAM/CAR RPBANIP) Revisión de la parte AIM para la actualización del borrador del Plan de Implementación de navegación aérea	Comply with the requested in the DECISION ANI/WG/1/13 Cumplir con lo solicitado en la DECISIÓN ANI/WG/1/13	ICAO AIM/TF OACI/AIM/TF	Report to ANI/WG Informe al ANI/WG	2018	Valid Valid
2	Develop AIM TF work programme Elaborar programa de trabajo del AIM TF	Manage AIM/TF activities Gestionar actividades del AIM/TF	ICAO AIM/TF OACI AIM/TF	Report to ANI/WG Informe al ANI/WG	31 October 2013	Completed Completada
3	Follow-up progress of amendments of ICAO Annexes 4 and 15, existing and new ICAO Manuals to support digital requirements as eAIP, eCharts, using GIS, etc. Seguimiento a los avances de enmiendas de los Anexos 4 y 15 de OACI, Manuales existentes y nuevos de OACI para soportar los requerimientos	Comply with the process of introducing and implementing Amendments to Annexes 4 and 15 of the Chicago Convention and related Manuals Cumplir con el proceso de introducción e implementar enmiendas a los Anexos 4 y 15 del Convenio de Chicago y	ICAO OACI	Report to ANI/WG Informe al ANI/WG	2019	Valid Valida
4	Develop a format for progress reports and propose it to the States/Territories/International Organizations Elaborar formato de avance de informes y proponerlo a los Estados/Territorios y	Report regularly on the generation and distribution of Integrated Aeronautical Information Package (IAIP) Informar periódicamente sobre la generación y distribución de la	States AIM/TF Estados AIM/TF	Progress report format - Survey Formato de informe de avance	2018	Valid Valida
5	Develop a methodology for the implementation of QMS processes. Develop a methodology for quality management of the electronic automation in States, Territories and International Organizations that ensures the quality, safety and effectiveness related to the production and distribution of electronic information. Desarrollar una metodología para la implementación de los procesos QMS y gestión de la calidad en la automatización electrónica en los Estados, Territorios y Organizaciones Internacionales que	Ensure the quality in the aeronautical information management according to requirements of users Asegurar la calidad en la gestión de información aeronáutica de acuerdo a los requerimientos de los usuarios	ICAO AIM/TF OACI AIM/TF	Consultation to States that have QMS, by reference OR NACC ICAO Realizar consulta a Estados que cuentan con QMS, mediante referencia de OR NACC OACI	2016	Valid Valida
6	Develop automation plan of the QMS in States,	Assist States, Territories and International Organizations in making and implementing appropriate automated QMS, to improve the efficiency and effectiveness of Quality Management Processes, and thus facilitate improvement in AIM operational processes.	States AIM/TF	Report to ANI/WG	2019	Valid

No	Activity Actividad	Objective Objetivo	Responsible Responsable	Deliverable Entregable	Date Fecha	Status Estado
7	<p>Advising States in collaboration and coordination of information requirements through a system of domains allowing wide information management in preparation for the implementation of the SWIM, with the contribution of other States and Organizations</p> <p>sharing the experience in taking decisions and progress of its programmes</p> <p>Asesorar a los Estados en la colaboración y coordinación de los requerimientos de información a través de un sistema de dominios permitiendo amplia gestión de información en preparación para la implementación del</p>	<p>Assist States, Territories and International Organizations in making appropriate decisions related to current aeronautical information services towards transition to the AIM and define acceptable levels of safety and performance</p> <p>Asistir a los Estados, Territorios y Organizaciones Internacionales con la toma de decisiones apropiadas relacionada con los servicios actuales de información aeronáutica hacia la transición a la AIM y definir los niveles aceptables de seguridad y performance</p>	<p>ICAO AIM/TF</p> <p>OACI AIM/TF</p>	<p>Prepare periodic Bulletins</p> <p>Elaborar boletines periódicos</p>	2018	<p>Valid</p> <p>Valida</p>
8	<p>Coordinate activities such as Workshops and Seminars to train human resources in the interpretation and application of new SARPS and technological advances that provide the framework for an interoperable Global System.</p> <p>Coordinar actividades como Talleres y Seminarios para capacitar al Recurso Humano en la interpretación y aplicación de nuevos SARPS y avances tecnológicos que proporcionen el marco</p>	<p>Assist States, Territories and International Organizations with the process of transition to AIM, in order to implement ICAO standards to establish a harmonized operating environment performance-based</p> <p>Asistir a los Estados, Territorios y Organizaciones Internacionales con el proceso de transición a AIM, con el fin de implementar las Normas de la OACI para</p>	<p>ICAO AIM/TF</p> <p>OACI AIM/TF</p>	<p>Perform a Seminar or Workshop</p> <p>Realizar Seminario o Taller</p>	2018	<p>Valid</p> <p>Valida</p>
9	<p>Encourage the adoption of cooperation agreements between NOTAM offices (NOF), and the update of contingency plans (for weather events and/or volcanic) in harmonization with ATM contingency plans</p> <p>Incentivar la adopción de convenios de cooperación entre oficinas NOTAM (NOF) y la actualización de planes de contingencia (por eventos climatológicos y/o vulcanológicos) en armonización con</p>	<p>Develop AIM to support the Air traffic management operational concept; including NOTAM contingency plans</p> <p>Desarrollar AIM para apoyar el Concepto Operacional de Gestión del Tránsito Aéreo; incluyendo los planes de contingencia NOTAM</p>	<p>ICAO AIM/TF</p> <p>OACI AIM/TF</p>	<p>Generate support through reference OR. NACC. ICAO</p> <p>Generar apoyo mediante referencia de OR NACC OACI</p>	2018	<p>Valid</p> <p>Valida</p>
10	<p>Consult the experience of States in the acquisition of integrated solutions to provide guidance and assistance to the States to implement a performance-based approach</p> <p>Consultar la experiencia de los Estados en la adquisición de soluciones integradas para brindar orientación y ayuda a los Estados para implementar</p>	<p>Ensure that AIM solutions should be harmonized and integrated at a regional and international level, in preparation for the SWIM implementation, including any required international agreements.</p> <p>Asegurar que las soluciones AIM se armonicen e integren a nivel regional e internacional, en</p>	<p>ICAO AIM/TF</p> <p>OACI AIM/TF</p>	<p>Make consult through reference OR NACC ICAO</p> <p>Realizar consulta mediante referencia de</p>	2020	<p>Valid</p> <p>Valida</p>
11	<p>Coordinate activities such as Workshops and Seminars to train human resources and in the eTOD topic</p> <p>Coordinar actividades como Talleres y Seminarios para capacitar al Recurso Humano y en el tema eTOD</p>	<p>Share experiences and resources in the implementation of the eTOD through the establishment of an eTOD Regional Working Group</p> <p>Compartir experiencias y recursos con la implementación del eTOD a través del establecimiento de un Grupo de Trabajo Regional eTOD</p> <p>Implement technical ICAO Doc 9881 requirements, as required</p> <p>Implementar requerimientos técnicos del Doc 9881 de la OACI,</p>	<p>ICAO AIM/TF</p> <p>OACI AIM/TF</p>	<p>Perform Seminar or Workshop</p> <p>Realizar Seminario o Taller</p>	2015	<p>Completed</p> <p>Completada</p>

No	Activity Actividad	Objective Objetivo	Responsible Responsable	Deliverable Entregable	Date Fecha	Status Estado
12	Develop a format for progress reports and propose it to the States/Territories/International Organizations Elaborar formato de avance de informes y proponerlo a los Estados/Territorios y Organizaciones Internacionales	Report requirements and monitor the status of eTOD implementation using electronic media to the ICAO NACC Regional Office Reportar requerimientos y monitorear el estado de implementación del eTOD usando	ICAO AIM/TF OACI AIM/TF	Progress report format Formato de informe de avance	2015	Completed Completada
13	Develop a format for progress reports and propose it to the States/Territories/International Organizations Elaborar formato de avance de informes y proponerlo a los	Develop an agreement of high-level management of a nationwide Et OD programme Desarrollar un acuerdo de alto-nivel para gestión de un programa nacional eTOD	ICAO AIM/TF OACI AIM/TF	Agreement format Formato de acuerdo	2018	Valid Valida
14	Provide and promote the aeronautical information management implementing exchange and conceptual models Proporcionar y promover la gestión de información aeronáutica implementando	Assist States, Territories and International Organizations in the implementation of the AICM and the AIXM Asistir a los Estados, Territorios y Organizaciones Internacionales en la	ICAO AIM/TF OACI AIM/TF	Perform Seminar or Workshop Realizar Seminario o Taller	2020	Valid Completada