



ICAO

International Civil Aviation Organization
North American, Central American and Caribbean Office

DISCUSSION PAPER

ANI/WG/4 — DP/02
23/08/18

Fourth NAM/CAR Air Navigation Implementation Working Group Meeting (ANI/WG/4)
Miami, United States, 21 – 24 August 2018

Agenda Item 4: Follow-up, Performance Evaluation and Monitoring of the CAR Regional Performance Based Air Navigation Implementation Plan
4.1 Progress Reports of the Task Forces of the ANI WG

ATFM IMPLEMENTATION TASK FORCE PROGRESS REPORT

(Presented by the ATFM Task Force Rapporteur)

EXECUTIVE SUMMARY

This Discussion Paper presents information discussed by the ATFM TF during ANI/WG/4. The discussion topics included review of the Terms of Reference, Regional Performance Objectives, Concept of Operations and Work Programme. The ATFM TF will conduct telephone conferences to complete the review of the various topics and present the updated information to the NACC Regional Office.

Strategic Objectives:

- Safety
- Air Navigation Capacity and Efficiency
- Economic Development of Air Transport
- Environmental Protection

References:

- NAM/CAR Regional Performance-Based Air Navigation Implementation Plan (RPBANIP)
- First NAM/CAR Air Navigation Implementation Working Group Meeting (ANI/WG/1), Mexico City, Mexico, 29 July to 1 August 2013
- Second NAM/CAR Air Navigation Implementation Working Group Meeting (ANI/WG/2), Puntarenas, Costa Rica, 1 - 4 June 2015
- Third NAM/CAR Air Navigation Implementation Working Group Meeting (ANI/WG/3), Mexico City, Mexico, 4-6 April 2016
- Fifth North American, Central American and Caribbean Working Group Meeting (NACC/WG/5), Port of Spain, Trinidad and Tobago, 22 to 26 May 2017
- ATFM Task Force teleconferences, webinars and e-mail correspondence

1. ATFM Task Force Terms of Reference

1.1 The Task Force reviewed current Task Force Terms of Reference

1.2 To enhance Task Force effectiveness and efficiency, a new Terms of Reference was agreed. The revised terms of reference are presented in **Appendix A** to this Discussion Paper.

1.3 In compliance with the new Terms of Reference, the Task Force appointed the task force rapporteurs. It was decided this responsibilities should be shared by two members instead of one. The Task Force appointed Mr. Greg Byus (United States) and Roosevelt Peña (Dominican Republic) as co-Rapporteurs.

2. Review the Proposal to Amend the Caribbean/South American Air Traffic Flow Management Concept of Operation (CAR/SAM ATFM CONOPS)

2.1 The Task Force reviewed the proposal to amend the CAR/SAM ATFM CONOPS presented by the Secretariat in WP/17. The Task Force considered that this review could take a significant amount of the available time for the meeting, and decided to address this task by electronic means and report to the ICAO NACC regional Office its review by October 1st 2018.

3. ATFM Face to Face Meeting.

3.1 The Task Force analysed the possibility to hold a face to face meeting in 2018.

3.2 The Task Force moved to accept the ANI/WG/4 meeting as the face to face meeting requirement for 2018. Additionally, the Task Force will have its teleconference in November, on a date to be scheduled. The next ATFM face to face meeting will be held the last week of January 2019 in conjunction with the CADENA Regional Implementation Group Meeting.

4. ATFM Task Force Work Programme.

4.1 In order to prepare a work programme that would accurately reflect the region's requirements for ATFM, the Task Force considered the ATFM related RPOs needed to be revalidated and updated.

4.2 With regards to the letter sent to States, Territories and International Organization (ref.: NT-N1-9 — E.OSG - NACC73765) concerning the CAR Regional Performance-Based Air Navigation Implementation Plan (CAR RPBANIP), Version 4.0, the Task Force determined that, due to the scope of the revalidation and rewriting of the RPOs, this effort should be done in a more comprehensive manner and submitted by October 1st 2018.

4.3 After the RPO revalidation task is completed, the ATFM Task Force co Rapporteurs and the Secretariat will work to present a draft work programme to the Task Force, to be validated by a teleconference convened for such purposes.

APPENDIX
AIR TRAFFIC FLOW MANAGEMENT (ATFM) TASK FORCE
TERMS OF REFERENCE (TOR)

1. Background

1.1 During the first ANI/WG meeting, an ATFM Implementation Task Force was formed in order to streamline related air navigation implementation activities. This Task Force shall complete ATFM implementation in accordance with the Regional Performance Objective (RPO) with emphasis on the Implementation of Flexible Use Airspace (FUA) and Improve Demand and Capacity Balancing (DCB) of the RPBANIP processes, as well as update and report progress to the ANI/WG based on the action plan for these tasks.

2. Responsibilities

2.1 The Task Force is responsible for:

- a) Develop and implement a Work Program to ensure the continuous and coherent development of ATFM in NAM/CAR Regions according with the NAM/CAR Regional Performance-based Air Navigation Implementation Plan (RPBANIP) and agreed targets in a manner that is harmonized with adjacent regions, consistent with ICAO SARPs and the Global Air Navigation Plan;
- b) Appoint the Task Force Rapporteur from its members;
- c) Facilitate and support the implementation of the ATFM system by States and ANSPs, according to the different requirements and level of maturity; and
- d) Review, identify and address deficiencies that impede the implementation or adequate provision of efficient ATFM in the NAM/CAR Regions, propose actions to address them to improve ATFM operations.

2.2 Responsibilities of the members

- a) Attend to the Task Force meetings and Teleconferences.
- b) Collaborate with the development and implementation of the Task Force work program.
- c) Comply with the agreed tasks and activities as assigned.

2.3 Responsibilities of the Rapporteur

- a) Lead the development and implementation of the Task Force work programme and activities.
- b) Follow up on the compliance with the RPOs.
- c) Report to the ANI/WG the compliance with the Task Force Work Programme and RPOs related tasks.

2.4 Responsibilities of the Secretariat

- a) The ICAO NACC ATM/SAR Regional Officer will serve as the Secretary of the Task Force.
- b) He/she is responsible to support the Task Force activities, providing guidance to the connection for the Task Force work program and the RPBANIP;
- c) In coordination with the Rapporteur, develop and present to the members the annual programme of activities;
- d) In coordination with the Rapporteur, convene the Task Force activities, teleconferences and meetings; and
- e) Maintain up to date the Task Force documentation, work programme and membership in the ANI/WG website information.

2.5 Responsibilities of the States

- a) Support the participation of its members, according to the role and responsibilities assigned.
- b) Request accountability for the development and implementation of ATFM work program in the NAM/CAR Region.

3. Membership

3.1 The ATFM Task Force shall be comprised of representatives of up to 11 States, Territories and International Organizations members of the ANI/WG..

3.1.1 States, Territories, International Organizations and members of the ANI/WG are encouraged to nominate points of contact to the ATFM Task Force, who will be actively involved with the work of the group.

3.2 States, Territories and International Organizations nominating members to the ATFM Task Force shall provide the adequate support and authority in order to make decisions on behalf of the State/ANSP to comply with the requirements of the Task Force.

4. Working Methods

4.1 The Task Force will:

- a) Present its work programme containing activities in terms of objectives, responsibilities, deliverables and timelines.
- b) The Task Force Rapporteur and the Secretariat will coordinate an annual programme of activities to comply with the requirements of the approved work programme.
- c) Avoid duplicating work within the ANI/WG and maintain close coordination among the existing entities to optimize use of available resources and experience.

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- d) Designate, as necessary, Ad hoc Groups to work on specific topics and activities and organize clearly defined tasks and activities.
- e) Convene annual face to face meetings and quarterly teleconferences to maximize efficiency and reduce costs.
- f) Report on and coordinate the progress of assigned tasks to the ANI/WG.

4. Work Programme - [Develop a separate document for the Work Programme, since the programme is a living document that will change according to the situation]

5. Task Force Members and Points of Contact

State/Territory/International Organization	ATFM Task Force Members	Remarks
United States	Greg Byus	Co Rapporteur
Mexico	TBD	
COCESNA	Fernando Soto	
Cuba	Jorge Centella	
Jamaica	Deano Ledford	
Haiti	TBD	
Dominican Republic	Roosevelt Peña	Co Rapporteur
Curacao	Jacques Lasten	
Trinidad and Tobago	Curtis Fraser	
CANSO	Kapri Kupper	
IATA	Marco Vidal	

Points of Contact

State/Territory/International Organization	ATFM Task Force Points of Contact	Remarks
Belize		
Canada		
Costa Rica	Mario Sequiera msequeira@dgac.go.cr Fernando Naranjo fnaranjo@dgac.go.cr	
El Salvador		
Guatemala		
Honduras		
Nicaragua		

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