



# ICAO

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

DISCUSSION PAPER

ANI/WG/4 — DP /05  
22/08/18

**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**

**AIM IMPLEMENTATION TASK FORCE PROGRESS REPORT**

(Presented by the AIM Rapporteur)

**EXECUTIVE SUMMARY**

This paper presents improvements to the work programme and progress of the AIM Task Force since the ANI/WG/3 meeting. The Paper also invites discussion on improvements to the Terms of Reference (TORs) and updating of the membership list.

*Strategic Objectives:*

- Safety
- Air Navigation Capacity and Efficiency

*References:*

- Doc 9750 – Global Air Navigation Plan (GANP)
- NAM/CAR Regional Performance Based Air Navigation Implementation Plan (RPBANIP)
- ICAO Roadmap for the transition from AIS to AIM
- Port-of-Spain Declaration
- Annex 15 - Aeronautical Information Services (AMDT 40)
- Annex 1 - Licensing
- Doc 8126 - Aeronautical Information Services Manual
- Draft Doc 9991
- Doc 7192 – Training Manual (Part 3)
- Draft PANS-AIM Document
- Third Air Navigation Implementation Working Group (ANI/WG/3) Meeting
- First AIM Task Force Meeting , Tegucigalpa, Honduras, November 2017

**1. Introduction**

1.1 Taking into consideration all the previous meetings of the ANI/WG, as well as the Fifth North American, Central American and Caribbean Working Group Meeting (NACC/WG/5), 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 During the ANI/WG/4 Meeting changes and suggestions on the revision of the ToRs and work programme were made. A revised action plan is to be created in order to guide the activities required for the transition to AIM.

1.3 The AIM Task Force briefly discussed the proposed curricula regarding AIM training and it was decided that further review by members is required before approval and submission to ICAO. Draft ICAO Document 9991 is also outstanding for review by AIM Task force members. The addition to Annex 1 regarding licensing of AIM personnel is still under review by members of the Task Force.

1.4 Amendment 40 to Annex 15 was discussed by the Task Force members present. Due to the size and complexity of the amendment a decision was taken to extend the date for submission of comments by members to 7th September 2018. A Task Force member observed that the amendment stated that all data quality requirements e.g. accuracy, resolution, integrity, etc. are referred to in a Note indicating that the specifications are contained in the PANS-AIM document. However, Annex 15 states that a Note does not constitute part of the Standard. Additionally, documents with PANS status do not contain standards but only recommendations and the above critical specifications are therefore not considered as standards.

1.5 The draft status reporting forms submitted to the Task Force members previously was reviewed. It was suggested by a member that there is difficulty for States to estimate their level of progress based on the scale provided and that performance metrics should be developed to assist States in providing updates that are more accurate.

## **2. Progress and Compliance with the AIM/TF Activities**

2.1 Further to the AIM/TF/1 Meeting two teleconferences were conducted with coordination by ICAO. Documents relating to some of the above items were provided by the AIM Task Force Rapporteur for feedback and comments.

2.2 Comments were provided by some States to the AIM Task Force Rapporteur regarding the proposed documents previously sent to members.

2.3 The SLA template to be used for drafting agreements between AIM and data originators and the AIM Manual of Standards (MoS) were uploaded on the ICAO website.

## **3. Terms of Reference (ToRs) and Work Programme**

3.1 The validity of the ToRs of the AIM Task Force is shown in **Appendix A**. The new revised version of the membership list is also shown in Appendix A.

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

**4. Action Plan**

4.1 A revised Action Plan taking into consideration the progress made thus far and the initial target dates is to be developed and agreed by the members of the AIM Task Force.

4.2 The AIM Task Force considered the following:

- a) review and approve the updated version of the AIM Task Force work programme, membership list and Terms of Reference (<https://www.icao.int/NACC/Pages/regional-group-AIM.aspx>);
- b) the need to hold a teleconference as soon as possible following the ANI/WG/4 Meeting in order to address the issues outstanding in section 1.
- c) recommendation for attendance at the upcoming 'Integrated Aeronautical Information Management (AIM), Quality Management System (QMS), Flight Planning Issues and AIM Transition' Meeting.
- d) States are urged to have a more participation in the AIM Task Force; and
- e) propose any other action or task, as deemed necessary.

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**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
- e) Maintain active contact (teleconferences) with AIM TF

**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

Action Plan 2019 – 2021:

- a) AIS Units website and interoperability
- b) Formalization of AIM Regional Contingency
- c) States to have regular Data Originator/Stakeholders User Meeting for QA and SMS purposes within AIM
- d) States to have SLAs in place with Data Originators / Stakeholders – ICAO SLA Template
- e) Consider priority for the following training/courses:
  - Basic AIM - 2019
  - D NOTAM - 2021
  - AIM electronic eAIP - 2020
  - AIM QMS - 2019
  - electronic Aeronautical Charts - 2020
  - eTOD – 2020

**4. Membership**

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## APPENDIX \*

### 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 AIM based on performance
- d) Periodically ask States for data which allows producing statistics to monitor their status of AIM implementation

#### 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

### 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  
2019- 2021

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 basado en la performance para las regiones NAM/CAR (NAM/CAR RPBANIP)	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	15 October 2013	Completed  Completada
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 digitales como eAIP, cartas aeronáuticas electrónicas, usando GIS, etc.	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 Manuales relacionados	ICAO  OACI	Report to ANI/WG  Informe al ANI/WG	2018	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 Organizaciones Internacionales	Report regularly on the generation and distribution of Integrated Aeronautical Information Package (IAIP)  Informar periódicamente sobre la generación y distribución de la Documentación integrada de información Aeronáutica (IAIP)	States AIM/TF  Estados AIM/TF	Progress report format  Formato de informe de avance	2018	Valid  Valida
5	Develop a methodology for the implementation of QMS processes and 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 asegure la calidad, la seguridad operacional y la efectividad relacionada con la producción y distribución electrónica de la información	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	2019	Valid  Valida
6	Advising States in collaboration and coordination of information requirements through a system of domains allowing system wide information management in preparation for the implementation of the SWIM, with the contribution of other States and Organizations sharing the experience in taking decisions and progress of its programmes  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 SWIM, con la contribución de otros Estados y Organizaciones compartiendo la experiencia para la toma de decisiones y avance de sus programas	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  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	ICAO AIM/TF  OACI AIM/TF	Prepare periodic Bulletins  Elaborar boletines periódicos	2020	Valid  Valida