



International
Civil Aviation
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Organisation
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Международная
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منظمة الطيران
المدني الدولي

国际民用
航空组织

When replying please quote:

Ref.: NT- NE57 — **E.OSG - NACC86202**

16 August 2021

To: States, Territories and International Organizations

Subject: **Invitation – Tenth North American, Central American and Caribbean Directors of Civil Aviation Meeting (NACC/DCA/10)**
Fort-de-France, Martinique, France 29 November-2 December 2021

Action Required: 1) Transmittal by States of any additional items to the Provisional Agenda by **17 September 2021**;
2) submission of documentation by the deadlines provided in this letter; and
3) register participation by **12 November 2021**

Dear Sir/Madam,

I wish to invite your Administration/Organization to participate in the Tenth North American, Central American and Caribbean Directors of Civil Aviation Meeting (NACC/DCA/10) to be convened in Fort-de-France, Martinique, from 29 November to 2 December 2021, which will be kindly hosted by France.

Directors General of Civil Aviation Authorities of States and Territories of the ICAO NAM/CAR Regions, their Ministers of Finance or Tourism, 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 **Appendix A**. States wishing to submit proposals for the addition of items should do so by **17 September 2021**. Concerning this agenda, please take note that:

- Two panels are being proposed on:
 - a) Aviation recovery actions/sustainability activities: next steps; and
 - b) Preparation of critical matters for the restart of air operations.

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- The following is proposed:
 - i. Executive Briefing for Directors General on Universal Safety Oversight Audit Programme (USOAP);
 - ii. Interactive session: the importance of European collaboration to the region; and
 - iii. Follow-up session on updates on the Public Health Corridors (PHCs) implementation.
- The Ninth Meeting of the RLA09801 Multi-Regional Civil Aviation Assistance Programme (MCAAP) Project Steering Committee (RLA09801 PSC/9) is scheduled for the afternoon of 30 November 2021. A specific State invitation will be submitted shortly.

We would appreciate confirmation of your participation by **12 November 2021** by registering here: <https://forms.gle/Rf42sQ8ksByT6uFTA>

The exact venue, as well as the list of hotels recommended for the meeting participants will be sent at a later date. Once this information is made available, participants are encouraged to make reservations directly with the hotel(s) in a timely manner. If you need local assistance, please contact Mr. Patrick Pezzetta, meeting coordinator using the email address: nacc10-martinique2021@aviation-civile.gouv.fr.

All meeting documentation will be placed in the Meetings Section of the following web page: <https://www.icao.int/NACC/Pages/meetings-2021-naccdca10.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 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 **15 October 2021**, 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. Otherwise, they will become Information Papers. 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 **12 November 2021**. 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).

Furthermore, as per paragraph 6.1.1 of the Project RLA09801 Procedural Handbook, I am pleased to inform that each MCAAP Focal Point¹ of RLA09801 Project Members may apply for a fellowship to attend the Ninth Meeting of the RLA09801 Multi-Regional Civil Aviation Assistance Programme (MCAAP) Project Steering Committee (RLA09801 PSC/9) on 30 November 2021. The fellowship includes Daily Subsistence Allowance (DSA) to cover lodging and per diem. Your Administration shall provide the candidate with the air ticket to/from Fort-de-France, Martinique, and ensure that the candidate has the necessary travel documents, vaccinations, and visa prior to departure. The duly completed Fellowship Nomination Form must be received in this Regional Office by **16 October 2021**. In case you have any questions regarding this fellowship, please contact Ms. Claudia López, Technical Cooperation Associate at the following e-mail address: nacc-tc@icao.int.

If you require any further information regarding the meeting, please contact Mr. Julio Siu, Deputy Regional Director or Mrs. Claudia Riva-Palacio, Assistant to the Regional Director at nacc-gen@icao.int.

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

A digital signature of Melvin Cintron, featuring a stylized cursive signature in black ink. The signature is overlaid on a blue circular seal of the International Civil Aviation Organization (ICAO). The seal contains the text 'OACI - ICAO' at the top and 'International Civil Aviation Organization' at the bottom. The words 'Digital Signature' are written in blue, semi-transparent text on either side of the seal.

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

Enclosure:

- A – Provisional Agenda*
- B – Working Paper template*
- C – Information Paper template*
- D – Appendix template*

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¹ **RLA09801 Project Members** are: Bahamas, Barbados, Canada, Cuba, Curaçao, Dominican Republic, Haiti, Jamaica, Mexico, OECS States through ECCAA (Antigua and Barbuda, Grenada, Saint Kitts and Nevis, Saint Lucia and Saint Vincent and the Grenadines), Trinidad and Tobago and Central American States through COCESNA (Belize, Costa Rica, El Salvador, Guatemala, Honduras and Nicaragua).

**APPENDIX A
PROVISIONAL AGENDA**

- Agenda Item 1: Adoption of the Provisional Agenda and Schedule**
 - Agenda Item 2: Follow-up on Valid Conclusions and Decisions from the NACC/DCA and Regional Implementation Groups Meetings**
 - Agenda Item 3: COVID-19 Updates and Progress on Aviation Recovery**
 - Agenda Item 4: NACC Regional Office Performance and Accountability Report to the States**
 - Agenda Item 5: Global Aviation Needs and Challenges**
 - Agenda Item 6: NAM/CAR Regional Safety/Air Navigation Implementation**
 - 6.1 Safety Implementation Matters**
 - 6.2 Executive Briefing Session on Universal Safety Oversight Audit Programme (USOAP)**
 - 6.3 Air Navigation Implementation Matters**
 - Agenda Item 7: NAM/CAR Regional Aviation Security/Facilitation Implementation**
 - Agenda Item 8: Environmental Protection Matters**
 - Agenda Item 9: Air Transport Matters**
 - 9.1 General Air Transport Matters**
 - 9.2 European Collaboration**
 - 9.3 Public Health Corridors (PHCs) Implementation**
 - Agenda Item 10: Other Business**
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**PROVISIONAL AGENDA
EXPLANATORY NOTES**

Agenda Item 1: Adoption of the Provisional Agenda and Schedule

Under this agenda item, the Meeting will elect a Chairperson and will review and adopt the agenda and schedule. The objectives and overall expectations of the meeting will be presented.

Agenda Item 2: Follow-up on Valid Conclusions and Decisions from the NACC/DCA and Regional Implementation Groups Meetings

Under this agenda item, the Meeting will conduct a follow-up on valid NACC/DCA conclusions and decisions, highlighting their impact on the States' and region's aviation safety, air navigation and security implementation. Moreover, the Meeting will be informed of the relevant valid conclusions of the NAM/CAR implementation groups.

Agenda Item 3: COVID-19 Updates and Progress on Aviation Recovery

Under this agenda, an overview of the 2020 and 2021 COVID-19 related actions will be provided, as well as a review of the latest aviation recovery activities, such as the High-level Conference on COVID-19 (HLCC 2021), including Council Aviation Recovery Taskforce (CART) measures status and their progress reporting, and post COVID-19 opportunities and the socio-economic impact of aviation recovery in the NAM/CAR Regions. Panel 1 on *Aviation recovery actions/sustainability activities: next steps* is also proposed.

Agenda Item 4: NACC Regional Office Performance and Accountability Report to the States

The Secretariat will provide the 2019-2021 Accountability Report of the NACC Regional Office as follows:

- a) Analysis and status of the Effective Implementation (EI) of the States' safety oversight systems [in relation with the ICAO USOAP Continuous Monitoring Approach (CMA)]
- b) Analysis and status of Universal Security Audit Programme (USAP) EI in the NAM/CAR Regions
- c) Status and progress on: Aerodrome certification in the NAM/CAR Regions, Resolution of air navigation deficiencies, USOAP projected progress, Significant Safety Concern (SSC) and Significant Security Concern (SSeC) resolution activities, Accident Investigation and Prevention (AIG) development and implementation of Regional Accident and Incident Investigation Organization (RAIOs), Air traffic flow management (ATFM) and Search and Rescue (SAR) activities, Performance-Based Navigation (PBN) implementation progress and Contingency Planning and response

- d) NACC Regional Office overall 2022 planning
- e) ICAO outreach for government and non-government third parties funding to support State/region's aviation development
- f) Regional Projects/initiatives updates
- g) NAM/CAR Regional Training Centres outcomes
- h) The sustainability of the NACC Systemic Assistance Programme (SAP) for the States and regional achievements

Under this agenda item, States are invited to share their experience/benefits and impact of assistance of the ICAO NACC SAP. The sustainability framework for States to maintain their EI level to comply with ICAO Standards and Recommended Practices (SARPs) will be discussed.

Agenda Item 5: Global Aviation Needs and Challenges

Under this agenda item, the Meeting will discuss the impact on States derived from the last updates on the Global Air Navigation Plan (GANP), the Global Aviation Safety Plan (GASP), the Global Aviation Security Plan (GASeP) and its roadmaps, and other recent aviation, global safety, Air Navigation Services (ANS), and security/facilitation issues.

Agenda Item 6: NAM/CAR Regional Safety/Air Navigation Implementation

Under this agenda item, discussions on key topics of the aforementioned fields will be organized to allow the Meeting to align views, clarify implementation matters and share common best practices. Among those matters: progress activities of the Regional Aviation Safety Group–Pan America (RASG-PA) and of the CAR/SAM Planning and Implementation Regional Group (GREPECAS), and the results of their plenary meetings of 2021, the progress of the State Safety Programmes (SSP) implementation activities; the progress of the implementation of the NAM/CAR Regional Aviation Safety Plan (RASP) and Air Navigation Plan (ANP); updates of the Implementation Groups; and progress on emergent matters such as Unmanned aircraft systems/Remote Piloted Aircraft System (UAS/RPAS) and cybersecurity/resilience.

Discussions will include HLCC safety-related recommendations. Panel 2 on *Preparation of critical matters for the restart of air operations* is also proposed, as well as an executive briefing session on USOAP is also included.

Agenda Item 7: NAM/CAR Regional Aviation Security/Facilitation Implementation

Under this agenda item, discussions on key topics of the aforementioned fields will be held to allow the Meeting to align views, clarify implementation matters and share best practices. Among those matters: ICAO/LACAC NAM/CAR and SAM Aviation Security and Facilitation Regional Group (AVSEC/FAL/RG) actions and regional GAsEP roadmap follow-up, Aviation Security State Improvement Plan (ASIP) progress, Aviation Security Training Centres (ASTCs) progress, and cyber security matters.

Agenda Item 8: Environmental Protection Matters

Under this agenda Item, the latest matters on aviation and environmental protection will be discussed including the Carbon Offsetting Scheme for International Aviation (CORSIA), States' Action Plans on CO2 emissions reduction activities, environmental assistance projects and capacity building, State's/region's implementation status and Benefits Report and No Country Left Behind (NCLB) support/assistance approach for the next triennium.

Agenda Item 9: Air Transport Matters

Under this agenda Item, the latest air transport matters will be discussed, including statistics and air transport agreements. The Meeting will review the Pan-American Air Transport Agreement and will discuss and exchange experiences on other air transport development matters.

Two briefing sessions will be held, one on the importance of European collaboration to the region, and another on updates on the Public Health Corridors (PHCs) implementation, including a PHC Memoranda of Understanding (MoU) signature ceremony.

Agenda Item 10: Other Business

Under this agenda Item, other matters will be discussed, such as the Outstanding State Contributions to ICAO, the next NACC/DCA venue and dates, recognition to selected Civil Aviation Authorities (CAA) Directors General and to SAP "Champion States", and other matters as the Meeting may suggest.
