



ICAO

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

WORKING PAPER

NCMC/5 — WP/02

10/11/22

**Fifth Regional Meeting for National Continuous Monitoring Coordinators (NCMC/5)**

Mexico City, Mexico, 15 to 16 November 2022

**Agenda Item 2: Follow-up on Valid Conclusions and Decisions from previous NCMC Meetings and NACC/DCA related actions**

**FOLLOW-UP ON VALID CONCLUSIONS AND DECISIONS FROM PREVIOUS NCMC MEETINGS**

(Presented by the Secretariat)

<b>EXECUTIVE SUMMARY</b>	
This Working paper presents the valid conclusions and decisions from the NCMC 2020 Teleconferences	
<b>Action:</b>	Review the valid conclusions and decisions as listed in <b>Appendix A</b> to this paper and adopt the necessary supporting actions.
<i>Strategic Objectives:</i>	<ul style="list-style-type: none"><li>• Safety</li><li>• Air Navigation Capacity and Efficiency</li></ul>
<i>References:</i>	<ul style="list-style-type: none"><li>• Fifth Regional Meeting for National Continuous Monitoring Coordinators (NCMC/5) Report</li></ul>

**1. Introduction**

1.1 Due to the fact that in 2020 and part of 2021, our States held virtual meetings due to the pandemic, some coordination tasks and reestablishment of the working groups of the National Continuous Supervision Coordinators were affected, the NACC Regional Office of ICAO, has taken the necessary steps to comply with the decisions made during the virtual meetings.

1.2 The Appendix shows the status of the decisions taken and the valid actions for follow-up both by the rapporteurs of the NCMC working groups, and by the Secretariat.

**2. Suggested Actions**

2.1 The Meeting is invited to:

- a) review the information presented in this working paper; and
- b) give support and follow-up to the valid actions for its execution and fulfillment.

APPENDIX

LIST OF CONCLUSIONS/DECISIONS

Number	Conclusion/Decision	Responsible for action	Status	Required Actions/Follow-up
1	Restructuring of the working groups by language (English and Spanish)	Secretariat	Completed	None
2	Review of the terms of reference of the working groups	Secretariat	Completed	None
3	<p>establishment and standardization of a joint time frame for the performance and fulfillment of the roles and responsibilities of the NCMCs. The main idea is to determine a period of time to complete the cycle of corresponding activities, without causing overload to the authorities and at the same time avoid that the fulfillment of its obligations extends too much. A time of 2 years was estimated for this purpose, and it is intended that with the collaboration of other States and the exchange of information this can be carried out successfully.</p> <p>(discussion about the period of time to standardize the period of validity of the appointment of the rapporteurs).</p>	Secretariat and NCMC/WGs	Completed	Follow-up through the working group
4	Strengthen the work carried out by the NCMCs, since their functions have a greater scope than the simple link for the execution of ICAO audits. The functions carried out go more towards an internal quality system in each State that allows the identification of opportunities for improvement and the coordinated correction of deficiencies within the Safety System of each State (SSP).	Secretariat and NCMC/WGs	Valid	In accordance with the analysis carried out on the functions performed by the NCMCs, the ICAO regional office will prepare a document with the pertinent recommendations to be submitted for the consideration of the directors of the region.

Number	Conclusion/Decision	Responsible for action	Status	Required Actions/Follow-up
5	Analyze personnel needs that allows the fulfillment of their functions more effectively.	Secretariat and NCMC/WGs	Valid	Analyze the workload and need for support staff for the NCMCs and make the necessary recommendations in accordance with the previous point
6	Provide the ICAO auditor CBT, to the NCMCs or coordinating body, who have not yet received it and additionally manage CBT level 2 in their specialty, for those coordinators with technical knowledge such as inspectors.	Secretariat and NCMC/WGs	Valid	Prepare a list of NCMC and their work team to manage the required training (See <b>Attachment</b> )
7	the scheduling of activities to comply with the agreed period of 2 years. (discussion about the period of time to standardize the period of validity of the appointment of the rapporteurs).	Secretariat and NCMC/WGs	Valid	Establish task in the working groups for the elaboration of the calendar of activities
8	Rapporteurs Appointment.	Secretariat and NCMC/WGs	Completed	None
9	Seek support for the terms of reference for the formation of the working groups through the RD of the NACC and the directors of the region.	Secretariat	Completed	None

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**ATTACHMENT TO THE APPENDIX  
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