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*When replying please quote:*

Ref.: NT-NT1-5 — **E.OSG-NACC97557**

1 June 2023

To: ECCAA and ECCAA Member States

Subject: **Workshop on Air Traffic Services (ATS) Airspace Concept for ECCAA Member States**  
St. Johns, Antigua and Barbuda, 14 to 18 August 2023

Action

Required: Register participation by **31 July 2023**.

Dear Sir/Madam,

Following up on the recommendations of the ICAO Technical Assistance Missions carried out by the ICAO NACC Regional Office to ECCAA Member States in 2022, and in coordination with ECCAA and the Eastern Caribbean Civil Aviation Technical Group (E/CAR/CATG) Chairperson, I wish to invite your Administration/Organization to participate in the Workshop on Air Traffic Services (ATS) Airspace Concept for ECCAA Member States, to be convened at the John E. St. Luce Building, St. Johns, Antigua and Barbuda, from 14 to 18 August 2023. The schedule will be from 09:00 to 1600 hours.

ATS personnel from ECCAA Member States is expected to attend. The main objective of the workshop is to provide guidance to ECCAA Member States, to ensure that ATS provision is associated with adequate airspace classification, and that expected level of services are in line with international standards as established by the CAR/SAM Air Navigation Plan (ANP). The expected outcomes of this event are the following: review and enhance the airspace concept for ECCAA Member States, draft Air Traffic Management (ATM) Operations Manual for ECCAA Member States; and verification of each ECCAA Member State airspace to ensure the adequate classification of provided ATS.

The Syllabus of the event is at **Appendix A** I would appreciate confirmation of your participation by **31 July 2023** by registering here: <https://forms.office.com/r/pRRMb2tfrU>

A list of hotels recommended for the event participants is at **Appendix B**. Participants are encouraged to make reservations directly with the hotel(s) in a timely manner.

If you require any further information regarding the event, please contact Mr. Eddian Méndez, Regional Officer, Air Traffic Management and Search and Rescue, or his Assistant Mrs. Yolanda Terrazas, to the following e-mail [nacc-atm@icao.int](mailto:nacc-atm@icao.int).

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



Julio César Siu  
Acting Regional Director  
North American, Central American and  
Caribbean (NACC) Regional Office

**Enclosure:**

*A – Syllabus; B – Hotel Information;*

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ICAO

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

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**Workshop for Air Traffic Services Airspace Concept for ECCAA Member States**  
St. Johns, Antigua and Barbuda, 14 to 18 August 2023

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**APPENDIX A**  
**SYLLABUS**

- 1. Review Annex 2 requirements for**
  - Flight planning
  - Air traffic control clearances
  - Visual flight rules
  - Instrument flight rules
  
- 2. Review Annex 11 requirements:**
  - Objectives of Air Traffic Services (ATS)
  - Divisions of the ATS
  - Determination of the need for ATS
  - Designation of the portions of the airspace and controlled aerodromes where ATS will be provided
  - Classification of airspaces
    - o ATS airspace classes — services provided and flight requirements
  - Specifications for Flight Information Regions (FIRs), control areas and control zones
  - Establishment and identification of ATS routes
    - o Principles governing the identification of navigation specifications and the identification of ATS routes other than standard departure and arrival routes
  - Instrument flight procedure design service
    - o State's responsibilities concerning an instrument flight procedure design service
  - Description of ATS
    - o Air traffic control service
    - o Flight information service
    - o Alerting service
  
- 3. Review of the PANS-ATM Doc 4444**
  - General provisions for ATS
  - Separation methods and minima
  - Separation in the vicinity of aerodromes
  - Procedures for aerodrome control service

**4. Review of the Eastern Caribbean Aeronautical Information Publication (AIP)**

- En Route (ENR) 1. General rules and procedures -
  - o General rules; Visual flight rules; Instrument flight rules; ATS airspace classification; Holding, approach and departure procedures; ATC surveillance services and procedures; altimeter setting procedures; Regional supplementary procedures; Air traffic flow management (ATFM); Flight planning; Addressing of flight plan messages; Interception of civil aircraft; Unlawful interference; and Air traffic incidents.
- ENR 2 Air traffic services airspace
  - o Detailed description of Flight information regions (FIR); Upper flight information regions (UIR); Terminal control areas (TMA) and Other regulated airspace.
- ENR 3 ATS routes
  - o Detailed description of lower ATS routes; Upper ATS routes; Area navigation routes; Helicopter routes; Other routes; and En-route holding.
- ENR 6 En-route charts
  - o En-route Chart –ICAO, index and other charts/diagrammes.
- Part 3 - Aerodrome (AD)
  - o Review the following information for each ECCAA Member State controlled aerodrome:
    - ATS airspace
    - ATS communication facilities
    - Radio navigation and landing aids
    - Local traffic regulations
    - Flight procedures
    - Additional information
    - Charts related to an aerodrome

**5. Analysis of the airspace for each ECCAA Member State**

- Assess the general requirements for the provision of ATS
- Review the operational procedures for the provision of approved
- Assess the requirements for the services provided in each type of airspace

**6. Recommendations to update the ATS requirements for the airspace for each ECCAA Member State**

- Recommendations for improvement of airspace requirements.

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**APPENDIX B**

**Workshop for Air Traffic Services (ATS) Airspace Concept for ECCAA Member States**  
St. Johns, Antigua and Barbuda, 14 to 18 August 2023

**List of Suggested Hotels**

<p><b><i>Trade Winds Hotel</i></b> Dickenson Bay Tel: 268-462-1223 Website: <a href="http://www.twhantigua.com">www.twhantigua.com</a></p>
<p><b><i>Antigua Village</i></b> Dickenson Bay Tel: 268-462-2930 Website: <a href="http://www.antiguavillage.com">www.antiguavillage.com</a></p>
<p><b><i>Siboney Beach Resort</i></b> Dickenson Bay Tel: 268-462-0806 Website: <a href="http://www.siboneybeachantigua.com">www.siboneybeachantigua.com</a></p>
<p><b><i>Buccaneer Beach Club</i></b> Dickenson Bay Tel: 268-561-6785 Website: <a href="http://www.buccaneerbeach.com">www.buccaneerbeach.com</a></p>
<p><b><i>Dickenson Bay Cottages</i></b> Dickenson Bay Tel: 268-462-4940 Website: <a href="http://www.dickensonbaycottages.com">www.dickensonbaycottages.com</a></p>

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