



International
Civil Aviation
Organization

Organisation
de l'aviation civile
internationale

Organización
de Aviación Civil
Internacional

Международная
организация
гражданской
авиации

منظمة الطيران
المدني الدولي

国际民用
航空组织

When replying please quote:

Ref.: NT-NE57-3 — **E.OSG-NACC110939**

24 February 2024

To: States, Territories and International Organizations

Subject: **Invitation – Second North American, Central American and Caribbean Working Group (NACC/WG) Aerodromes and Ground Aids (AGA) Implementation Task Force Meeting (NACC/WG/AGA/TF/2)**
Mexico City, Mexico, 15 to 17 May 2024

Action

Required: 1) Submission of documentation by the deadlines provided in this letter;
2) Register participation by **29 April 2024**

Dear Sir/Madam,

I wish to invite your Administration/Organization to participate in the Second North American, Central American and Caribbean Working Group (NACC/WG) Aerodromes and Ground Aids (AGA) Implementation Task Force Meeting (NACC/WG/AGA/TF/2) to be convened at the ICAO NACC Regional Office in Mexico City, Mexico, from 15 to 17 May 2024.

The objective of the meeting is to discuss and analyze the challenges in the area of Aerodromes and Ground Aids aimed at increasing safety and improving capacity and efficiency, in order to prioritize and promote synergy in projects and activities conducted by States and international organizations in the region.

Civil Aviation Authorities (CAA) personnel and aerodromes service providers of States and Territories of the ICAO NAM/CAR Regions 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 is at the **Appendix**. We would appreciate confirmation of your participation by **29 April 2024** by registering here: <https://forms.office.com/r/74FTG13JYS>

The list of suggested hotels, ICAO NACC Regional Office location, hotel sector maps, as well as other useful information are available on the “*Visiting Our Office?*” Section of the ICAO NACC Regional Office website (http://www.icao.int/NACC/Pages/visitors_info.aspx). Participants are encouraged to make reservations directly with the hotel(s) in a timely manner.

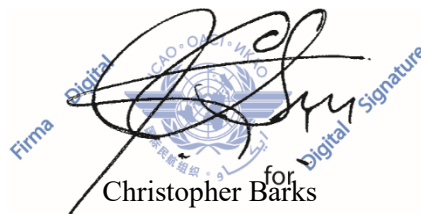
All meeting documentation will be placed in the Meetings Section of the following web page: <http://www.icao.int/NACC/Pages/default.aspx> as it becomes available. Taking into consideration the availability of documentation in electronic format, no hard copies will be distributed during the event.

Documentation that your Administration may wish to submit at the meeting should be forwarded to this office by e-mail as soon as practicable in Microsoft Word format 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 **29 April 2024**, 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 **6 May 2024**. 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).

If you require any further information regarding the event, please contact Mrs. Fabiana Todesco, Regional Officer, Aerodrome and Ground Aids or her Assistant Mrs. Leslie Gándara, to the following e-mail nacc-aga@icao.int.

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



for
Christopher Barks
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*

**APPENDIX A
PROVISIONAL AGENDA**

- Agenda Item 1: Adoption of the Provisional Agenda and Schedule**
- Agenda Item 2: Approval of the AGA Programme Update**
- Agenda Item 3: Runway Safety Team (RST) Implementation under the Regional Aviation Safety Group – Pan America (RASG-PA)**
- Agenda Item 4: Global Reporting Format (GRF) Implementation — Reporting and Publishing of the New Aircraft Classification Rating – Pavement Classification Rating (ACR-PCR) Method**
- Agenda Item 5: CAR/SAM Planning and Implementation Regional Group (GREPECAS) Project F1: Aerodromes Certification and Safety**
- Agenda Item 6: GREPECAS Project F2: Aerodrome planning and Vol III of the Regional Air Navigation Plan**
- Agenda Item 7: GREPECAS Project F3: Airport Collaborative Decision Making (A-CDM) Implementation under GREPECAS**
- Agenda Item 8: Emergency Planning and Contingency**
- Agenda Item 9: Wildlife Hazard Management**
- Agenda Item 10: Other Business**

**PROVISIONAL AGENDA
EXPLANATORY NOTES**

Agenda Item 1: Adoption of the Provisional Agenda and Schedule

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

Agenda Item 2: Approval of the AGA Programme Update

Under this Agenda Item, the Meeting will analyze and update information on the projects and activities of the AGA Programme.

Agenda Item 3: Runway Safety Team (RST) Implementation under the Regional Aviation Safety Group – Pan America (RASG-PA)

Under this Agenda Item, the Meeting will review and analyze the work progress of the RST Implementation Project under the RASG-PA.

Agenda Item 4: Global Reporting Format (GRF) Implementation and Reporting and Publishing of the New Aircraft Classification Rating – Pavement Classification Rating (ACR-PCR) Method

Under this Agenda Item, the Meeting will analyze the different regional initiatives to address GRF Implementation and the reporting and publishing with the new ACR-PCR method, synergies, and discuss possible joint efforts.

Agenda Item 5: CAR/SAM Planning and Implementation Regional Group (GREPECAS) Project F1: Aerodromes Certification and Safety

Under this Agenda Item, the Meeting will analyze the challenges and processes of aerodrome certification carried out by the region, including initiatives related airports safety, such as ACI's Airport Excellence in Safety (APEX) - Safety program.

Agenda Item 6: GREPECAS Project F2: Aerodrome planning and Vol III of the Regional Air Navigation Plan

Under this Agenda Item, the Meeting will analyze the challenges of aerodrome planning carried out by the region, and will plan and discuss the preparation of Vol. III of the CAR/AM Regional Air Navigation Plan, regarding data and information on airports, for the States and Territories of the region.

Agenda Item 7: GREPECAS Project F3: Airport Collaborative Decision Making (A-CDM) Implementation under GREPECAS

Under this Agenda Item, the Meeting will analyze the challenges of A-CDM Implementation.

Agenda Item 8: Emergency Planning and Contingency

Under this Agenda Item, the Meeting will analyze the challenges of airport emergency plans and contingency measures for natural events, such as hurricanes and others, which are frequent in the Caribbean Region.

Agenda Item 9: Wildlife Hazard Management

Under this Agenda Item, the Meeting will analyze the challenges of wildlife hazard management at aerodromes.

Agenda Item 10: Other Business

Under this Agenda Item, the Meeting will address other issues related to aerodromes and ground aids that have not been reviewed in the previous Agenda Items.