



*8th AIDC Task Force Teleconference/Meeting
(May 9th, 2014, 1600 UTC)*

References:

1. Minutes of 7th AIDC Taskforce Teleconference (Task Force Meeting)

Purpose and agenda: To review progress of the work programme

- a) Continue the discussion of the pending Agenda Items from last AIDC TF Teleconference:
 - i. Upgrades to NAM ICD
 - ii. AIDC Testing and Implementation Procedure document
- b) Review of pending action items from last Teleconference
- c) Review of work programme activities
- d) Other Matters: Regional agreement for alternate aerodrome issue

Participants:

- Costa Rica: Fernando Naranjo
- Dominican Republic: Fernando Casso (Rapporteur)
- Trinidad and Tobago: Kent Ramnarace-Singh, Vidianand Maraj
- United States: Dan Eaves
- COCESNA: Mayda Avila
- ICAO: Julio Siu

Discussions:

Upgrades to NAM ICD

1. Regarding the upgrades to the NAM ICD and following up the **ACT 02/05**: *Dominican Republic, United States and COCESNA, led by Dominican Republic, will draft a preliminary list of upgrades to the NAM ICD to distribute to the group by April 1st, and discuss the final draft during the AIDC TF meeting*, some comments were formulated:
 - a. ICAO pointed out that there was no clear amendment procedure for the NAM ICD document, only a paragraph that described in general terms how it should be done, and that there was the need to create an amendment procedure that gave the document a more regional scope.
 - b. The Rapporteur suggested that the document include flowcharts describing how the messages would be applied and interact.

United States indicated that there was a pending update for the document, being considered a good time to propose amendments. To this purpose, the following action items were agreed:

- **ACT 01/08**: United States will provide a timeline for when the new version E of the ICD will be discussed and approved. (June 6th)
- **ACT 02/08**: ICAO and United States will propose administrative amendments to give the document a regional scope, for version E. (June 6th)
- **ACT 03/08**: AIDC Task Force members will send any other modification proposals to the Rapporteur, who will then send these proposals to the United States (Dan Eaves) for this version update. (June 6th).

2. ICAO indicated that the upcoming GREPECAS meeting in July would be a good opportunity to promote the use of the NAM ICD in South America, to contribute to the unification of ICD's.

Draft AIDC testing and implementation procedure document

3. The procedure document responds to action item **ACT 03/05**: It was agreed that a preliminary draft of a procedure document for testing and implementation of AIDC be sent by COCESNA to the members by April 1st, and that a final version be discussed at the AIDC TF meeting at the end of April. The meeting was reminded that this will be a general guideline, and that States will modify the document to suit their particular needs. The document is not yet ready, as it is being validated. The following was agreed **ACT 04/08**: The draft AIDC testing and implementation document will be finalized by COCESNA by 30th May for redistribution by the first week of June.

FPL error collection form

4. In response to action item **ACT 02/07: Cuba and COCESNA, using the suggestion in the proposed action plan as input, will provide a format for collecting statistical information on flight plan issues, due May 9th.**, the draft form was presented. Several suggestions were made, agreeing in the action items below:

- **ACT 05/08:** Costa Rica will include explanations for each field of the form, and the error list. (May 16th)
- **ACT 06/08:** Cuba, United States, Eastern Caribbean, Mexico, COCESNA will review the form and modify the error definitions and descriptions and any other observation. (May 30th)

Information on the three phases of a flight plan

5. This item was brought up during the Task Force meeting in April, and was not clear to the teleconference participants. ICAO will clarify this issue, along with Mexico. This responded to action item **ACT 04/07: México provide guidance on the three phases of flight plans, due May 9th.** The target date changed to May 23rd.

Review of pending action items from last Teleconference

6. As a follow-up to the previous teleconference and agreed action items, the valid action items were reviewed and concluded as follows:

ACT 04/03 The ANI/WG AIDC TF Rapporteur in coordination with ICAO will update the AIDC Plan by 14 Feb 2014	Valid- Need updates from AIDC planning from States
ACT 02/05: Dominican Republic, United States and COCESNA, led by Dominican Republic, will draft a preliminary list of upgrades to the NAM ICD to distribute to the group by April 1st, and discuss the final draft during the AIDC TF meeting	Valid- see above discussion
ACT 03/05: It was agreed that a preliminary draft of a procedure document for testing and implementation of AIDC be sent by COCESNA to the members by April 1st	Superseded by ACT 04/08
ACT 03/06 Trinidad and Tobago to compare the ICDs they may need and inform the TF of the results	Valid- date to define
ACT 01/07 ICAO will submit a Letter informing about the formation of the FPL monitoring Group to States/Territories participation and reporting on this monitoring, once this information is available from the AIDC TF.	Valid: Final version of information to be available (Action Plan, ToR, etc.)
ACT 02/07: Cuba and COCESNA, using the suggestion in the proposed action plan as input, will provide a format for collecting statistical information on flight plan issues, due May 9 th .	Superseded by ACT 05/08 and 06/08
ACT 03/07 CANSO to provide the detailed information to the AIDC TF for analysis purposes, no later than May 9 th .	Valid- CANSO to inform
ACT 04/07: México will provide guidance on the three phases of flight plans, due May 9 th	Valid- Mexico to detail

Review of work programme activities

7. The items considered were the Draft recommendations for modification of reference ICD and the draft testing and implementation procedure. These items were already discussed and assigned action items.

8. After the discussions, several actions were also formulated:

- **ACT 07/08 :** Rapporteur to send ICAO the Terms of Reference of the FPL monitoring group, with the FIRs of the region and the timeline for testing (May 16th)
- **ACT 08/08 :** The Rapporteur will update the action plan for FPL errors mitigation to reflect the changes in date of the availability of the form. Also describe the procedure for analysis and determination of corrective actions.
- **ACT 09/08 :** Trinidad and Tobago will investigate when the centralized Flight Planning System will be available and inform the task force (May 23rd).
- **ACT 10/08 :** Update and send the updated task force information (work programme, membership) for publication on the web page (May 16th).

Other Matters

9. Under other matters the Regional agreement for alternate aerodrome issue was considered, but it was agreed that this issue will be discussed as the only agenda item of a future meeting with the FPL monitoring group.

Next meeting: June 6 at 1600 UTC