

**INTERNATIONAL CIVIL AVIATION ORGANIZATION
NORTH AMERICAN, CENTRAL AMERICAN AND CARIBBEAN OFFICE**

SEVENTH MEVA NETWORK MEETING
(Grand Cayman, Cayman Islands, 15 – 17 May 2000)

Agenda Item 8: Review of the terms of reference and tasks of the MEVA Informal Working Group

**PROPOSAL OF THE TERMS OF REFERENCE AND TASKS
FOR THE MEVA INFORMAL WORKING GROUP**

(Presented by Secretariat)

Summary

This Working Paper presents a proposal of the Terms of Reference and Tasks for the MEVA Informal Working Group, based on the work carried out by this Group since its beginning to the present time. These tasks have the purpose of improving the coordination capacity for the implementation operation, as well as the study of the development of technical matters, in order to increase the MEVA Network effectiveness.

1. Introduction

1.1 The MEVA Informal Working Group (IWG) was established by Conclusion 5/10 of the MEVA/5 Meeting, held in Santo Domingo, Dominican Republic, from 20-21 April 1998, with the following composition: a MEVA Party's delegate and the Service Provider, where Mrs. Dulce Roses (United States) was designated the Rapporteur of the Group. This Conclusion established an initial work programme, through the assignment of the tasks indicated in Conclusions 5/2, 5/3, 5/4, 5/5 and 5/9.

1.2 The First MEVA IWG Meeting was held in Hampton, Virginia, from 19-20 November, 1998, and informed on the outcome of the work of MEVA/6 Meeting, held in Varadero, Cuba from 19-29 April 1999. In this Meeting, the MEVA IWG was assigned other tasks of important technical aspects, related with the compliance and Y2K contingencies of the Network, as well as the execution of trials and AFTN X.25 circuits implementation through MEVA Network, which required great effort, quickness and initiative to accomplish the assigned tasks in a relatively short time. Also, the MEVA IWG have been very efficient in solving technical coordination problems, and in finding problems solutions presented in the operation and implementation of the MEVA Network.

2. Discussion

2.1 According to the above, and taking into account that the Meetings of the MEVA Network parties are held annually, and that permanent and immediate attention to coordination matters is required to the technical problems related with operation, implementation and development of the Network, it is considered convenient to take advantage of the capacity and experience that the MEVA Informal Working Group has, in order to contribute in the fulfillment of the implementation, effectiveness and development of the MEVA Network.

2.2 Based on these considerations, it is proposed to amply the scope of the MEVA IWG tasks, with pertinent Terms of Reference allowing formal autonomy in order to take care of the technical coordination matters of the MEVA Network, as well as a technical adviser of the MEVA Meetings for the operation, implementation and development for the MEVA Network, keeping the actual Composition and Rapporteur. The Terms of Reference and Tasks are expressed in the **Attachment**.

2. Suggested Action

2.1 The Meeting is invited to:

- a) take into account the information presented in this working paper;
- b) review and agree the Terms of Reference and Tasks based on the proposals presented in the Attachment of this working paper; and
- c) assigned a new name to the Group, appropriate to the Terms of Reference and Tasks to be given.

ATTACHMENT

**MEVA NETWORK OPERATION, IMPLEMENTATION AND
DEVELOPMENT TECHNICAL GROUP (MEVA ODTG)**

1. Terms of Reference

- a) Assist to the MEVA Network Parties in the coordination and technical solutions of the problems presented in the operation and implementation of the AFS Services and MEVA parts. Likewise, to study and recommend measures to improve the operation and implementation fulfillment.
- b) Study and propose to the MEVA Network Parties intra and inter-regional coordination for the MEVA Network connectivity with other regional and domestic digital communications networks, of the CAR and SAM Regions.
- c) Study and assist the MEVA Network Parties measures of technical character, in order to facilitate the transition of the MEVA Network towards the ATN infrastructure and its air-ground and ground-ground subnetworks of the air navigation services, according to GREPECAS Conclusions and Recommendations, and ICAO SARPs and technical guidance.

2. Work Programme

No.	Task	Priority	Finaliza- tion
1	To assist in the MEVA Parties coordination for the problem solutions presented in this operation, and in the implementation of services and parts.	A	Permanent
2	To study and recommend measures for improving the operation and implementation of the MEVA Network.	A	
3	To assist the MEVA Network Parties, in order to finish the AFTN X.25 circuits implementation, according to the requirements shown in Table CNS 1 A, FASID ANP CAR/SAM.	A	
4	To Assist the MEVA Network Parties to fulfill the connectivity of ATS speech circuit, according to the requirements mentioned in Table CNS 1C, FASID ANP CAR/SAM.	A	
5	To study and propose solutions for AFS connectivity of the MEVA Network with other regional and domestic CAR/SAM networks.	A	
6	To review the RFP and the terms of the Services Agreement, based on the ICAO new requirements for the transitioning towards the ATN, as well as on the experience achieved, with the purpose to use them in a new Services Agreement of the MEVA Network.	B	

2. Priority

- A** High-priority tasks, on which work should be speeded out.
- B** Medium-priority task, on which work should be undertaken as soon as possible, but without detriment of priority A tasks.
- C** Lesser priority task, on which work should be undertaken as time as resources permit but without detriment of priority A and B tasks.

3. Composition

A MEVA Party's delegate and the Service Provider.

4. Rapporteur

Mrs. Dulce M. Roses (United States)