



INTERNATIONAL CIVIL AVIATION ORGANIZATION

**FIRST MEETING OF THE STEERING COMMITTEE OF THE ICAO
COOPERATIVE ARRANGEMENT FOR THE PREVENTION OF SPREAD
OF COMMUNICABLE DISEASE THROUGH AIR TRAVEL (CAPSCA) –
AMERICAS PROJECT (RLA/08/901)**

(CAPSCA-SCM/1)

FINAL REPORT

Mexico City, Mexico
25 to 26 June 2009

Prepared by the Secretariat
July 2009

INTERNATIONAL CIVIL AVIATION ORGANIZATION

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The designation employed and the presentation of material in this publication do not imply the expression of any opinion whatsoever on the part of ICAO concerning the legal status of any country, territory, city or area or of its authorities, or concerning the delimitation of its frontiers or boundaries.

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HISTORICAL

ii.1 Duration and Site of the Meeting

The First Meeting of the Steering Committee of the ICAO Cooperative Arrangement for the Prevention of Spread of Communicable Disease through Air Travel (CAPSCA) – Americas Project (CAPSCA-SCM/1) was held at the ICAO North American, Central American and Caribbean (NACC) Regional Office in Mexico City, Mexico, from 25 to 26 June 2009.

ii.2 Opening Ceremony

Mrs. Loretta Martin, Regional Director of the ICAO NACC Office, delivered the opening remarks for the Steering Committee Meeting (SCM) and welcomed the participants. Mr. Jesús Moreno Bautista, Deputy Director Safety, Directorate General of Civil Aviation, Mexico, opened the Meeting.

Dr. Anthony Evans, Chief, Aviation Medicine Section, ICAO Headquarters, provided introductory remarks and invited all participants to introduce themselves. He then informed the Meeting that Mexico had informed ICAO of their intention to join the CAPSCA Americas Project as a participating member State, and therefore applying the procedures adopted by the established CAPSCA Asia Pacific and Africa projects, the State in which the Steering Committee meeting is held should designate the Chairperson for the Steering Committee and meeting for the period until the start of the next meeting, approximately one year. Mexico duly nominated Dr. José Valente Aguilar Zinser as Chairman.

ii.3 Organization, Officers and Secretariat

Dr. José Valente Aguilar Zinser from Mexico acted as Chairman and Dr. Anthony Evans, Chief, Aviation Medicine Section, ICAO Headquarters, acted as Secretary, supported by Mr. Michiel Vreedenburgh, Deputy Regional Director of the ICAO NACC Office and Mr. Carlos Stehli, Deputy Regional Director of the ICAO South American (SAM) Office.

ii.4 Working Languages

The working languages of the Meeting were Spanish and English.

ii.5 **Programme and Presentations**

Presentations can be downloaded from the following web page:

http://www.icao.int/nacc/meetings/2009/CAPSCA_SCM1/

DAY 1 - THURSDAY 25 JUNE 2009
Opening remarks (Loretta Martin, ICAO Regional Director and Jesús Moreno Bautista, Deputy Director of Safety, DGCA, Mexico)
Introductory remarks (Dr. Anthony Evans, Chief Aviation Medicine, ICAO)
Self-introduction by participants & Nomination of Chairman
Presentation by Mexico - Experience of Influenza A(H1N1) Pandemic Contingency Plan, Measures Implemented and Lessons Learned (Dr. Jose Valente Aguilar Zinser, Ministry of Communications and Transport, Mexico)
International Health Regulations 2005 (Dr. Daniel Menucci, World Health Organization)
WHO response to pandemic (H1N1) 2009 (Dr. Daniel Menucci)
ICAO and management of communicable disease (Dr. Anthony Evans)
Airport Preparedness Guidelines for Outbreaks of Communicable Disease (Arturo Garcia-Alonso, Airports Council International)
Visit to Mexico City International Airport to observe Health Screening Processes

DAY 2 - FRIDAY 26 JUNE 2009
Airline Preparedness Planning-Public Health Emergencies (Dr. Anthony Evans)
The H1N1 Response in the United States - Surprise, Uncertainty and Too Little Information (Dr. Peter Houck, Centers for Disease Control and Prevention, United States)
Canadian Summary of Response to H1N1 situation (Ms. Shelley Chambers, Transport Canada and Amal Remu, Public Health Agency of Canada)
The following States provided summary briefings of their national plans, preparations and experiences: Chile, Cuba, El Salvador, Nicaragua, Panama
Influenza Sanitary Alert (Capt. and Dr. Carlos Salicrup Díaz de León, International Federation of Air Line Pilots' Associations)
The CAPSCA Project (Dr. Anthony Evans) – WP/02

DAY 2 - FRIDAY 26 JUNE 2009
CAPSCA Americas Project Organisation, Steering Committee Membership & Terms of Reference, Work Plan and Contributions (Michiel Vreedenburgh, ICAO Deputy Regional Director) – WP/03 and WP/04
Regional Aviation Medicine Team – RAMT (Dr. Anthony Evans)
OCHA whole of society preparation in relation to the preparedness for a pandemic Influenza and in particular for H1N1 situation (Dr. Maria del Pilar Gaspar Rosas, Office for the Coordination of Humanitarian Affairs)
Pandemic Influenza Preparedness (Piero Terranera, World Food Programme)
Pandemic Preparedness for Migrants (Dr. Anita Alero Davies, International Organization for Migration)
The Travel and Tourism Response and Future Challenges (Dr. Dirk Glaesser, World Tourism Organization)
Meeting Conclusions (Dr. Anthony Evans)
Closing remarks (Loretta Martin, Chairman, Dr. Anthony Evans)

Note: The ICAO Secretariat acknowledges the assistance of Dr Jarnail Singh (Civil Aviation Authority of Singapore - CAAS) in the preparation of presentations by Dr Anthony Evans on the topics of 'The CAPSCA Project WP/02' and 'Regional Aviation Medicine Team - RAMT', and Dr Claude Thibeault (International Air Transport Association - IATA) on 'Airline Preparedness Planning - Public Health Emergencies'.

ii.6 **Schedule and Work Mode**

The Meeting agreed to hold its sessions starting from 08:30 on both days and work in plenary.

ii.7 **Attendance**

The Meeting was attended by 45 participants from 10 States and 8 International Organizations. State participants included representatives of civil aviation authorities, public health authorities, airports and airlines. A list of participants is shown on pages iii-1 to iii-8.

ii.8 **List of Working and Information Papers**

Working and Information Papers can be downloaded from the following web page:

http://www.icao.int/nacc/meetings/2009/CAPSCA_SCM1/

Number	Title	Presented by
WP/01	Meeting Agenda and Schedule	Secretariat
WP/02	The CAPSCA Programme of ICAO: History; Challenges; Action by the Steering Committee	Secretariat
WP/03	Project Document	Secretariat
WP/04	Project Organization, Steering Committee and Work Plan	Secretariat

Number	Title	Presented by
IP/01	General Information	Secretariat

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1. Introduction

The Steering Committee Meeting (SCM) was cognizant of the important decision by the World Health Organization (WHO) on 11 June 2009 to raise the alert level of the H1N1 influenza outbreak to Phase 6, signifying a 'pandemic'. It noted this reflected an increase in geographical spread of disease and not an increase in severity.

The SCM was provided with presentations by the Mexico Ministry of Communications and Transport (SCT), World Health Organization (WHO), Airports Council International (ACI), United States Centers for Disease Control and Prevention (CDC), Transport Canada, Public Health Agency of Canada (PHAC), International Federation of Air Line Pilots' Associations (IFALPA), Office for the Coordination of Humanitarian Affairs (OCHA), World Food Programme (WFP), International Organization for Migration (IOM), World Tourism Organization (UNWTO), and ICAO, for which it presented its appreciation. State presentations were also provided by Chile, Cuba, El Salvador, Nicaragua, and Panama.

2 Conclusions

The first SCM of CAPSCA-Americas reached the following Conclusions:

Conclusion No. 1

The SCM was provided with a brief presentation on the history and status of ICAO's CAPSCA Programme worldwide and noted with appreciation its accomplishments to date. The SCM agreed on the following recommendations:

- Encourage participation by both public health and civil aviation authorities in the next Regional Aviation Medicine Team (RAMT) meeting for CAPSCA-Americas and in any future initiatives concerning public health preparedness planning in the aviation sector
- Encourage the exchange of relevant information between airport and aircraft operators, civil aviation authorities, air traffic service providers and public health authorities
- Encourage States to provide regional experts to assist with the evaluation of international airports (at least one international airport per participating State to assist in developing core capacities in all international airports) as part of the CAPSCA Project
- A letter be sent by ICAO to CAAs, and by WHO/PAHO to national focal points for public health, emphasizing the need for collaboration between the public health and aviation sectors. Such letters should also be sent by ACI and IATA to their members in the region. The letter should include a request for States to provide expertise 'in kind' to the CAPSCA project, especially for experts to assist with airport evaluations.

Conclusion No. 2

The SCM noted and encouraged:

The close cooperation between ICAO and WHO, and between their respective regional offices, in order to facilitate closer interaction between States' aviation and public health sectors in their development of an aviation preparedness plan that is congruent with the national preparedness plan. In this regard,

- CAPSCA-Americas should explore the possibility of WHO coordinating with this project more closely and to arrange for joint meetings, and possibly collaborate in airport evaluations, thus strengthening the cooperation between public health officials and aviation medical officials
- The SCM noted with thanks the statement by PAHO of their commitment to contribute support for States PHA participation in CAPSCA Americas.

Conclusion No. 3

The SCM:

- Urged all States/Administrations in the Americas that have not yet joined CAPSCA-Americas to do so at the earliest opportunity in order for the Project to reach its full objective
- Requested all participating States/Administrations to consider providing contributions in kind to support the Programme
- Expressed its appreciation to the Central Fund for Influenza Action (CFIA), a fund administered by the United Nations Development Programme (UNDP), for the grant contribution it has made to CAPSCA-Americas. This grant will enable this project to continue its activities through 2010 and into 2011.

Conclusion No. 4

In addition to Mexico and Peru, which had already informed ICAO of their participation in the CAPSCA Americas project, the SCM noted the agreement, in principle, for the following States to join the CAPSCA-Americas project:

- Cuba
- El Salvador
- Nicaragua
- Panama
- Venezuela

Indications were received that additional States may join CAPSCA-Americas. Some of the other States represented in the meeting advised that confirmation of their participation in the project will be forthcoming following a consultative process within their national authorities and would be advised to ICAO by a letter sent to the ICAO Regional Office to which their State is accredited. The Secretariat informed that a positive indication had been received from Brazil by letter prior to the SCM and that the ICAO SAM Regional Office would follow-up with that State to confirm its intention to become a participating member of the project.

Conclusion No. 5

The SCM requested CAPSCA-Americas to continue its efforts at apprising States in the Region of the project's objectives.

Conclusion No. 6

The SCM noted the draft work plan for CAPSCA-Americas, which, utilizing the grant funds provided for the project, includes:

- holding the 1st RAMT meeting and training event;
- further updating of the State (ICAO), Airport (ACI), Airline (IATA) and any relevant WHO guidelines for harmonized pandemic preparedness planning, with the benefit of experience resulting from the current Influenza A(H1N1) Pandemic;
- preparation of a generic template for a Communicable Disease Outbreak National Aviation Plan;
- carrying out of evaluations at major international airports of CAPSCA-Americas member States;
- explore the possibility of WHO becoming a collaborative partner, with ICAO, in implementing the CAPSCA project; and
- provide further training.

Conclusion No. 7

The SCM approved in principle the CAPSCA-Americas Project Organisation, Steering Committee Membership and Terms of Reference, and Work Plan as presented in the **Appendices A, B and C** to this report.

Conclusion No. 8

In order to better carry forward the technical work of CAPSCA-Americas and to provide additional assistance on the subject to States/Administrations in the Region, the SCM endorsed the establishment of a Regional Aviation Medicine Team (RAMT) for the Americas, under the CAPSCA-Americas Steering Committee. The RAMT consists of representatives of participant States/Administrations of CAPSCA-Americas (civil aviation and public health authorities), other partner States, international airports, airlines in the Region as well as regional/international organizations and other parties having a stake in pandemic preparedness planning for civil aviation. The 1st RAMT meeting, training and airport evaluation is planned to take place in the ICAO SAM Regional Office and Jorge Chavez International Airport, Lima, Peru, during the 1st week of December 2009.

Conclusion No. 9

The SCM confirmed that the ICAO Guidelines for States concerning the management of communicable disease posing a serious public health risk are a fundamental requirement for pandemic preparedness planning by States. The SCM endorsed the CAPSCA-Americas Project objective of a harmonized Pandemic Preparedness Plan for civil aviation, ensuring a cohesive multi-sectoral approach between all Government departments concerned, and endorsed the need for the guidelines to be kept up to date.

Conclusion No. 10

The SCM endorsed the holding of regional CAPSCA-Americas seminars, including communications exercises between members in order to evaluate ICAO State guidelines to effect a harmonized response.

Conclusion No. 11

OCHA and Mexico DGCA kindly offered to assist in the translation of the airport evaluation checklist from English to Spanish. This document may need revision by ICAO and WHO to ensure its applicability to the Americas regional characteristics and needs, national plans and lessons learned from H1N1.

Conclusion No. 12

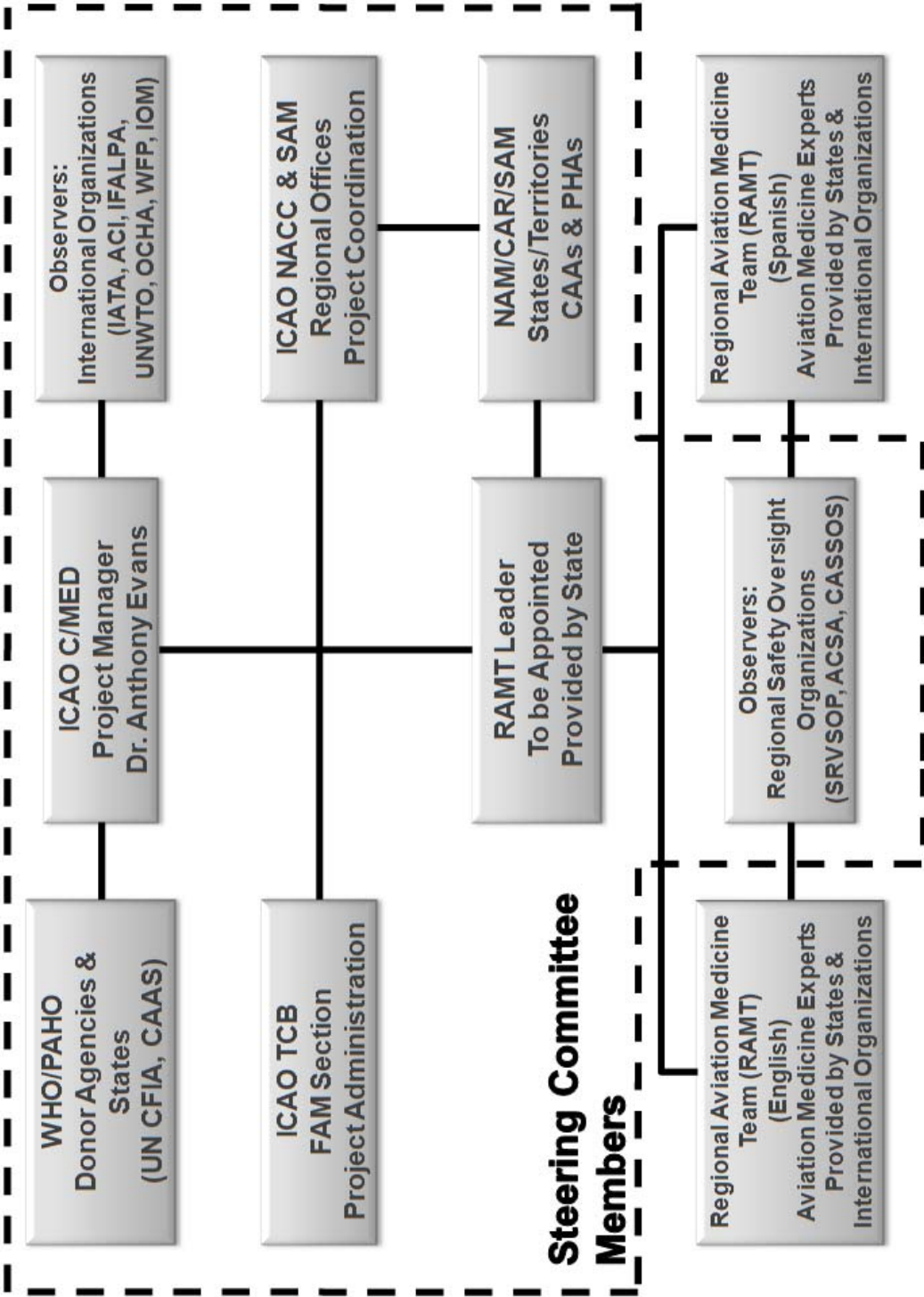
The SCM agreed that the RAMT study the feasibility and practicality of training existing airport border control, airline cabin personnel and others, in initial health screening.

Conclusion No. 13

The SCM agreed to the publication of these Conclusions on the ICAO public website in the aviation medicine section.

APPENDIX A

CAPSCA Americas Project Organisation



APPENDIX B**ICAO Cooperative Arrangement for the Prevention of Spread of Communicable Disease through Air Travel (CAPSCA) - Americas Project (RLA/08/901)****PROJECT STEERING COMMITTEE****Terms of Reference****1. Membership**

- ICAO contracting States of the NAM/CAR/SAM Regions that participate in the Project – Civil Aviation Authorities and Public Health Authorities
- ICAO MED Section, TCB FAM Section, NACC and SAM Regional Offices
- Donor Agencies – UN CFIA and CAAS
- CAPSCA – Americas RAMT Leader
- WHO/PAHO

2. Observers

- Related International Organizations – ACI, IATA, IFALPA, IOM, OCHA, UNWTO, WFP, etc.
- Regional Safety Oversight Organisations – ACSA, CASSOS, SRVSOP (AVMED Panel)
- Airports and Airlines

3. Chairperson

Nominated by the State hosting the Steering Committee Meeting (SCM) for the period from the start of the meeting until the start of the following meeting. At the 1st SCM, Mexico designated Dr. José Valente Aguilar Zinser as Chairman.

4. Responsibilities

- a) Main policy and decision-making body for the execution of the Project
- b) Promote State participation in the Project
 - CAAs, PHAs, Airports, Airlines, etc.
- c) Encourage State in-kind contributions to the Project
 - RAMT Leader, experts, hosting events, etc.
- d) Provide direction and guidance to the RAMT Leader
- e) Develop and manage the Project Work Plan and Schedule
 - plan priority and grouping for airport evaluations
 - schedule training events and develop programmes

- f) Identify, secure and manage Project Personnel Resources
 - Formation of RAMT and their Terms of Reference
- g) Identify and secure Project Donor States and Agencies – Funding & In-kind contributions
- h) Monitor the project budget utilisation
- i) Hold meetings at least once annually, and preferably in conjunction with CAPSCA training events and/or DCA meetings
- j) Review the Project Annual Progress and Terminal Reports prepared by the RAMT Leader

APPENDIX C**ICAO Cooperative Arrangement for the Prevention of Spread of Communicable Disease through Air Travel (CAPSCA) - Americas Project (RLA/08/901)****PROJECT WORK PLAN****Initial Project Duration: 24 months (April 2009 – March 2011)**

1. ICAO Pandemic Preparedness Planning Seminar (Lima, Peru, 1 – 3 April 2009).
2. States establish national aviation plans, in collaboration with the national public health authority, in preparation for an outbreak of a communicable disease posing a public health risk or public health emergency (ongoing).
3. ICAO Letter inviting States to participate in the CAPSCA Americas Project (April 2009).
4. States Confirm participation in CAPSCA project (ongoing).
5. 1st Steering Committee Meeting (Mexico City, Mexico, 25 – 26 June 2009).
 - Project Organisation
 - Steering Committee Membership and Terms of Reference
 - Project Work Plan and Resources
 - Identify Potential Donors – Funding & In-kind contributors
6. ICAO Letter inviting States to (July 2009)
 - Join Project
 - Nominate experts for RAMT to be trained and perform evaluations
 - Offer airports for evaluation
 - Offer to host training events
7. States and International Organisations nominate experts (3rd Quarter 2009);
- periodic in-kind loan for airport evaluations; project to finance travel and per diems.
8. Form Regional Aviation Medicine Team (RAMT) - (3rd Quarter 2009).
9. States volunteer airports for evaluation (3rd Quarter 2009).
10. RAMT Meeting, Training and Expert OJT for Airport Evaluation (Lima, Peru, 30 November – 4 December 2009).
 - States nominate candidates for the RAMT Leader position
- part-time in-kind loan based at home office plus missions for meetings, training and evaluations (project to finance travel and per diems).
 - ICAO appoint the RAMT Leader

11. Airport evaluations (1 international airport in each project participating member State / Territory – 2 days / airport) – (18 months, 4th Quarter 2009 – 1st Quarter 2011).
12. Project Awareness Seminar and Steering Committee meeting (2nd Quarter 2010)
13. Project Results Seminar and Steering Committee meeting (1st Quarter 2011)
14. RAMT Leader prepares the Project Terminal Report (1st Quarter 2011).

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