

ICAO North America/Central America/Caribbean Region Airspace Management & Capacity Balancing TF (NACC AMCB)

Terms of Reference (ToR)

Terms of Reference

The NACC AMCB is responsible for the identification, development, and coordinated implementation of safe and efficient programmes supporting the aviation system within the ICAO NACC Region. This is carried out under the direction, and to support the work programme, of the ICAO NACC Working Group (NACC/WG). The following on-going tasks are required to carry out this function:

1. Developing and implementing a Work Program, utilizing a performance-based approach, to support the implementation of Free Route Airspace/airspace optimization and PBN implementation in the North America and Caribbean Regions (NAM/CAR) according with the CAR/SAM Planning and Implementation Regional Group (GREPECAS) eANP Vol III; while taking into consideration the recommendations of Agenda item 3 of the ANC-14.
2. Develop a regional Free Route Airspace concept, in collaboration with the ICAO South America Region (SAM),
3. Comply with and provide regional support for the completion of the GREPECAS Projects and related tasks.
4. Propose to the NACC WG, updates to the GREPECAS eANP Vol III related projects as required.
5. Assist States with the development of their airspace optimization plans, periodically monitor their progress, and report to the NACC WG.
6. Identify deficiencies and constraints regarding airspace optimization implementations and propose solutions that would facilitate resolution of such problems.
7. Ensure the continuous and coherent development of ATFM in NAM/CAR Regions according with the NAM/CAR Regional Performance-based Air Navigation Implementation Plan (RPBANIP) and agreed targets in a manner that is harmonized with adjacent regions, consistent with ICAO SARPs and the Global Air Navigation Plan.
8. Facilitate and support the implementation of the ATFM system by States and ANSPs, according to the different requirements and level of maturity.
9. Review, identify and address deficiencies that impede the implementation or adequate provision of efficient ATFM in the NAM/CAR Regions, propose actions to address them to improve ATFM operations.
10. Ensure alignment with GREPECAS/22 outcomes, including:
11. Conclusion 22/5 – Harmonization of the CAR/SAM ATM Contingency Management Framework
12. Conclusion 22/6 – Integration of NEOSPACE-1 project harmonized documents into planning activities
13. Conclusion 22/7 – Structured evaluation of new airspace concepts including FRA and DAM

14. Conclusion 22/20 – Implementation of AN-Conf/14 Recommendations 3.1/1 (longitudinal separation), 3.1/4 (FRA), and 3.2/2 (performance data)
15. Decision 22/19 – Coordination with GREPECAS KPI Ad-hoc Group (KAHG) for performance monitoring

Composition

Experts to address the foregoing tasks may be nominated by: NACC/WG member States, Territories, and International Organizations.

Working Methods

1. Present its work programme containing activities in terms of objectives, responsibilities, deliverables, and timelines.
2. The Task Force Rapporteur/Co- Rapporteur and the Secretariat will coordinate an annual programme of activities to comply with the requirements of the approved work programme.
3. Avoid duplicating work within the NACC/WG and its subgroups, maintaining close coordination among the existing entities to optimize use of available resources and experience.
4. Designate, as necessary, ad-hoc groups hereafter referred to as Project Teams (PT), see PT examples in Attachment 1, will:
 - i. Be recommended to the NACC/WG by the TF to complete a single task;
 - ii. Be approved by the NACC/WG.
 - iii. Have a duration of no longer than six (6) months, unless a time extension is requested from the NACC/WG by the TF; and
 - iv. Will present its deliverable(s) to the TF Rapporteur for presentation to the TF as a whole.
5. Coordinate tasks to maximize efficiency and reduce costs via electronic means including emails, telephone and teleconference calls, and convene meetings as necessary.
6. Report on, and coordinate the progress of, assigned tasks to the NACC/WG.

Rapporteur – Nominations and Appointment

1. Candidates for election to the post of Rapporteur must be from a NACC WG member State and nominated by a member State of the Task Force concerned and seconded by another member State of the NACC/WG.
2. Nominations should be submitted to the NACC Office of ICAO and be promulgated by the NACC Office of ICAO to the NACC WG member States by e-mail two months before the next meeting of the Task Force concerned.
3. The Task Force will elect the Rapporteur from the list of candidates by open vote at its meeting.
4. The NACC WG will confirm the election of the Rapporteur and agree that the newly elected Rapporteur will assume his functions at the next meeting of the Task Force concerned.

Alignment with GREPECAS/22

The AMCB Task Force Terms of Reference reflect the strategic and operational direction of GREPECAS/22, ensuring that regional efforts in airspace optimization and ATFM are harmonized across the CAR/SAM Regions. The task force will prioritize implementation of GREPECAS/22 outcomes, including airspace concept evaluation (Conclusion 22/7), contingency harmonization (Conclusion 22/5), and alignment with AN-Conf/14 recommendations under Conclusion 22/20.

Attachment 1 – Work Programme Example

Based on the tasks assigned to the Group by the NAT IMG/62, the work programme was confirmed as assigned:

- a) address issues related to risk mitigation.
- b) develop procedures and planning material for the implementation of lateral and longitudinal separation reductions.
- c) monitor developments concerning Automatic Dependent Surveillance – Broadcast (ADS-B) and develop supporting documentation.
- d) update, as necessary, the NAT Contingency Plan (NAT Doc 006) and the NAT Application of Separation Minima (ASM) (NAT Doc 008) documents.
- e) develop updates, as necessary, for NAT Doc 007 and the NAT Regional Supplementary Procedures (Doc 7030 SUPPs);
- f) provide inputs to regional safety management.
- g) supervise the activities of the project teams for which a supervisory role was assigned and report to the NAT IMG.
- h) optimize the use of the NAT voice communications resources and plan for and support future implementations from a procedures and operations perspective;
- i) develop procedures and planning material to allow the removal of the Oceanic Clearance in the NAT (NAT OCR PT);
- j) support work relating to the footprint of the OTS (lateral, vertical and time period);
- k) consolidate the NAT policy for uniform application of User Preferred Routings (UPR) in the NAT;
- l) support implementation of SWIM and FF-ICE.
- m) support the Operational Trial to Support Data Collection for utilisation of FLs above FL410 with the understanding that existing vertical separation standards will still continue to be applied; and

n) explore the operational and technical capabilities with adjacent Regions to improve the delivery of NAT route amendments prior to crossing the OEP (e.g. CPDLC loadable route uplinks) in support of seamless operational boundaries.

Deliverables

The AMCB Task Force shall produce the following deliverables in accordance with its mandate and GREPECAS priorities:

- Updated regional implementation plans for airspace optimization and ATFM initiatives.
- Inputs to GREPECAS dashboards and progress reporting tools.
- Joint papers and recommendations supporting NEOSPACE-1, CADENA, CIIFRA, and regional FRA implementation.
- Recommendations for contingency planning updates and harmonized response protocols.
- Key Performance Indicator (KPI) updates in coordination with the GREPECAS KPI Ad-hoc Group (KAHG), as per **Decision GREPECAS/22/19**.
- Contributions to project evaluations stemming from **Conclusions GREPECAS/22/5, 6, 7, and 20**.

Table 2: Project Definition Contents

Project Title	Unique and concise project title that relates to the outcomes of the project
Parent Group	The parent body that approves the project
Project Supervisory body	The SPG contributory body that supervises the project, e.g. IMG, POG, TIG, SOG, etc.
Project Period	Forecast period for which the project will be active (specific timeframe to be used: e.g. dates, time of a specific meeting etc.).
Project Objective	What is the purpose of the project and how does it relate to the delivery of the NAT strategy and Roadmap
Project Outcomes:	What will be physically delivered by the project
Membership	Who are the project team members
Coordination Requirements	Which other bodies will the project need to coordinate with to achieve the outcomes
Project High level Tasks	At a summary level what are the key tasks that this project will perform to achieve the outcomes
Project Lead	Who, from the project supervisory body, will be responsible for the leadership of the project to achieve the outcomes, and for reporting to the parent group.
Project Secretariat Support	Who will be the support from the ICAO Secretariat

End