

**TERMS OF REFERENCE FOR THE
NORTH AMERICAN, CENTRAL AMERICAN AND CARIBBEAN WORKING GROUP (NACC/WG).**

The NACC/WG is the regional implementation mechanism of the North American, Central American, and Caribbean NAM/CAR regions, which integrates all the Task Forces (TF) in the different air navigation areas and aerodromes. This Group is the mechanism through which the regions NAM/CAR report on their level of implementation.

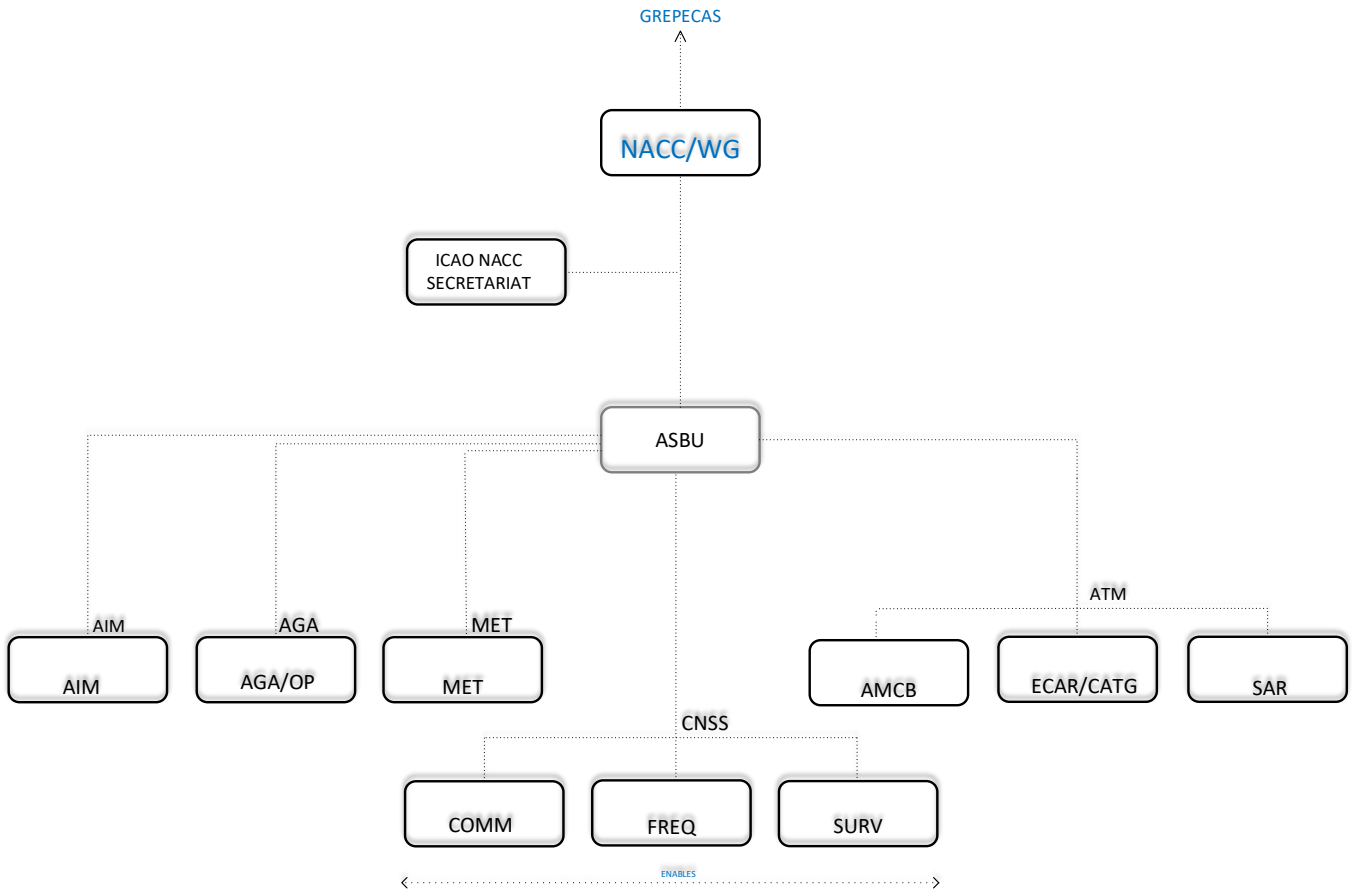
All Task Forces have a direct and cross-cutting relationship with one another, and the NACC/WG Programme summarizes their activities and common work among them. While Task Forces report directly to the NACC/WG, each Task Force retains technical responsibility and operational autonomy within its own approved Terms of Reference. The NACC/WG exercises strategic coordination, integration and endorsement functions, ensuring alignment with the CAR/SAM Planning and Implementation Regional Group (GREPECAS) and the Global Air Navigation Plan (GANP).

The NACC/WG, as the regional implementation arm in Air Navigation and Aerodromes, reports directly to the Regional Planning and Execution Group (PIRG) of the CAR and SAM regions, and GREPECAS. Therefore, the NACC/WG is assigned to coordinate the activities that facilitate and monitor the implementation across all three volumes of the CAR/SAM Regional Air Navigation Plan (CAR/SAM RANP). Additionally, the group is responsible for following on and supporting compliance with GREPECAS Projects and Conclusions through its corresponding task forces.

THE NACC/WG IS COMPOSED OF THE FOLLOWING TASK FORCES:

1. **ASBU: Aviation System Block Upgrade**
Aviation System Block Upgrade Task Force (NACC/WG/ASBU/TF)
Have a direct relationship with all Task Forces
2. **AIM: Aeronautical Information Management**
Aeronautical Information Task Force (NACC/WG/AIM/TF).
3. **AGA: Aerodrome and Ground Aids**
Aerodrome Task Force (NACC/WG/AGA/OP/TF)
4. **ATM: Air Traffic Management**
Airspace Management and Capacity Balancing Task Force (NACC/WG/AMCB/ TF)
Management of the Eastern Caribbean Civil Aviation Technical Group (ECAR/CATG)
Search and Rescue Task Force (NACC/WG/SAR/TF)
5. **CNSS: Communications, Navigation and Surveillance, Frequency Spectrum and Automatization**
Communications Task Force (NACC/WG/COMM/TF)
Surveillance Task Force (NACC/WG/SURV/TF)
Aeronautical Frequency Management Task Force (NACC/WG/FREQ/TF)
6. **MET: Aeronautical Meteorology**
Aeronautical Meteorology Task Force (NACC/WG/MET/TF)

STRUCTURE OF THE NACC/WG



INTER-TASK FORCE INTERACTION MODEL

The NACC/WG structure represents an interaction-based framework; reporting lines remain formally defined, the operational reality of regional implementation that requires strong horizontal coordination among all Task Forces.

The graphical model reflects that Task Forces interact to achieve the objectives agreed by the NACC/WG, highlighting coordination mechanisms, shared deliverables, and cross-cutting initiatives. This interaction-based approach reinforces integration across ATM, CNS, AIM, AGA and MET domains coordinating through the NACC/WG to meet GREPECAS requirements and in alignment with the GANP as the ICAO's highest air navigation strategic document.

OPERATIONAL NEEDS AS DRIVERS OF IMPLEMENTATION

The NACC/WG reaffirms that operational needs shall drive technology implementation requirements, and not the inverse. All Task Forces shall ensure that proposed technological initiatives are aligned with validated operational requirements.

In this regard, each Task Force shall maintain structured coordination with ATM and Aerodrome Operations (AOP) stakeholders to ensure continuous operational input. Likewise, ATM/AOP mechanisms shall facilitate the systematic capture of industry needs, ensuring that planning and implementation decisions are operationally justified and performance based.

All implementation initiatives shall be supported by measurable performance indicators aligned with regional Key Performance Indicators (KPIs) and the GANP, enabling objective monitoring of implementation progress, identification of gaps, and consolidated reporting to GREPECAS.

Inter-Task Force coordination shall be structured through formally agreed mechanisms within the NACC/WG Work Programme to avoid duplication of efforts and ensure clarity of deliverables. Cross-cutting initiatives shall be coordinated through the NACC/WG Chair and Secretariat.

NACC/WG LEADERSHIP AND COORDINATION

All States and Territories of the North American (NAM) Central America and the Caribbean (CAR) regions accredited to the ICAO NACC Regional Office and the international organizations that represent them are members of the NACC/WG. International Organizations accredited to ICAO are invited to participate in the execution of the work program, as well as the aviation industry.

The following are the leadership of the NACC/WG and its Task Forces:

NACC/WG Head Members					
NACC/WG Chairman	Julio Mejia	Dominican Republic	NACC/WG Vice-Chairman	Rohan Garib	Trinidad and Tobago
NACC/WG/AIM/TF	Natasha Belefanti	Curaçao	NACC/WG/ASBU/TF	Carlos Bolaños	Costa Rica
NACC/WG/AGA/OP/TF	Alberto Rodriguez	United States	NACC/WG/MET/TF	Juan Carlos Ramos	Mexico
NACC/WG/AMCB/TF	Riaaz Mohammed	Trinidad and Tobago	NACC/WG/COMM/TF	Layla Rodriguez	Cuba
	Vern Payne	United States	NACC/WG/SURV/TF	Cesar Nuñez	COCESNA
NACC/WG/SAR/TF	Calvin Zúniga	COCESNA	NACC/WG/FREQ/TF	Emmanuel Jaques	Haiti
NACC/WG/ECAR/CATG	Shenneth Phillips	Antigua and Barbuda			

The NACC/WG Chair is responsible for leading the Group, coordinating the formulation, execution and following up on the development of the Work Program.

The Vice-Chair is responsible for following up on the integration of the work programs of the different Task Forces and fulfilling the role of Chair in case of absence.

The Rapporteur of the different Task Forces has the responsibility to lead the development and implementation of the work program of their respective TF, maintain adequate coordination with other TFs and the NACC/WG to optimize the work, report to the NACC/WG and participate in the tasks of analysis, decision making and definition of the annual Work Program of the NACC/WG.

ICAO SECRETARIAT – TF COORDINATORS

AIM	Maidy Plana	ATM	Josue González
AGA	Fabio Salvatierra	ASBU/CNSS	Mayda Ávila
ECAR/CATG, SAR	Eddian Méndez	MET	Luis Sanchez

ICAO acts as the Secretariat and, in its capacity as coordinator of the various task forces, supports the development and implementation of their programmes, proposes measures to harmonise their work with that of GREPECAS, promotes regional coordination mechanisms, and assists the Chair of the NACC/WG in managing the Group’s meetings.

NACC/WG is responsible for bringing together the aeronautical community of the NAM and CAR regions to define a common strategy for the evolution of the regional air navigation system at the global strategic technical levels of the National Air Navigation Plan (NANP). It also promotes close coordination between GREPECAS and the Regional Aviation Safety Group (RASG-PA). To verify effectiveness and monitor the pace of implementation of operational improvements, ICAO provides data and support tools and facilitates the exchange of relevant information, including best practices, among NACC/WG members.

SELECTION AND TENURE OF THE CHAIR AND VICE-CHAIR OF THE NACC/WG

The Chair and Vice-Chair of the NACC/WG shall be selected from among the representatives of the NAM and CAR States and Territories accredited to the ICAO NACC Regional Office. The selection shall be based on demonstrated technical expertise, leadership capacity, active participation in NACC/WG activities, and commitment to advancing regional air navigation implementation objectives aligned with ICAO provisions and the Global Air Navigation Plan (GANP).

The positions of Chair and Vice-Chair are considered honorary functions performed in service of the NAM/CAR aviation community. These roles are supported by the respective States of the elected officials and are exercised in close coordination with the ICAO NACC Regional Office and the NACC/WG Task Force Rapporteurs.

Continuation in these positions shall depend on the sustained support of the NACC/WG members and rapporteurs, taking into consideration the leadership provided, effectiveness in coordinating the Work Programme, tangible results achieved, and overall contribution to regional implementation progress.

The performance of the Chair and Vice Chair shall be subject to a formal evaluation every five (5) years. Based on this evaluation and the consensus of the NACC/WG Members, the mandate may be renewed, or a new selection process may be initiated to ensure transparency, continuity, and effective governance.

The Chair or Vice Chair may voluntarily resign their position at any time, in accordance with their personal, professional or national circumstances. In such cases, or in the event of a vacancy, a new selection process shall be initiated by the ICAO NACC Regional Office in coordination with the NACC/WG Members to designate the individual who will assume and continue the leadership of the Group, ensuring stability and uninterrupted progress of the NACC/WG work programme.

ROLES AND RESPONSIBILITIES OF NACC/WG MEMBERS

States and Territories of the NAM and CAR regions accredited to the ICAO NACC Regional Office and the Organizations representing them are responsibility to:

- Contribute to the implementation of the four levels of the NACC by providing their expertise in local and regional matters and their knowledge of the operational considerations necessary to comply with ICAO provisions.
- Contribute to the implementation of the NAM/CAR/SAM regional air navigation plans through the development and execution of national air navigation plans, to ensure the provision of essential air navigation services for international civil aviation and to support the performance-based evolution of their air navigation systems in accordance with local operational needs and regional requirements. In addition, States contribute to the implementation of the regional air navigation plans by sharing best practices and lessons learned from implementation issues, conducting cost-benefit analyses, and assessing environmental impact, human performance, and safety.

- Provide a clear and stable regulatory framework that complies with ICAO provisions to ensure that the aviation community operates safely and efficiently; At the same time, this regulatory framework will be flexible, agile and scalable enough to allow for the necessary innovation to meet the needs and responsibilities of aviation.

ROLES AND RESPONSIBILITIES OF INTERNATIONAL ORGANIZATIONS AND INDUSTRY

International bodies, including airspace users and airport bodies are expected to:

- Support the NACC/WG in the development and implementation of SARPs, sharing information with the organizations' members and raising awareness of compliance requirements by conducting training activities.
- The international organizations also convey operational requirements to their members and assist them in planning effective solutions, which in turn are considered when developing operational improvements within the ICAO Standards and Recommended Practices (SARPs) and NACC/WG technical frameworks.
- The primary role of aeronautical personnel, such as flight crews, cabin crews, air traffic controllers, and Aeronautical Meteorological Personnel, is to adhere to standard operating procedures to ensure the highest level of safety and further implementation of SARPs and GANP.
- At the same time, professional staff organizations contribute to the development of GANP by sharing their operational expertise. This collaboration ensures that the technology, equipment, and procedures proposed inclusion considering human factors and the role of humans in the system, and that the proposed developments therefore produce the expected results in terms of safety and effectiveness.
- Professional organizations also make use of all channels, including the reporting mechanisms of safety management systems, to report deficiencies and contribute to the continuous improvement of the overall system.
- Training centres, including ICAO-recognized and regional aviation training organizations, support the implementation of SARPs, the GANP and NACC/WG objectives by delivering competency-based training aligned with regional and global requirements.

NACC/WG FUNCTIONS

- Serve as a forum for discussion of air navigation and aerodrome matters of the NAM/CAR regions and their integration with other regions.
- Act as the regional implementation coordination mechanism for Air Navigation and Aerodromes.
- Monitor and validate progress on implementation in coordination with the respective Task Forces and consolidate reporting to GREPECAS through the NACC/ICAO Regional Office.
- Facilitate and support the implementation of the Air Navigation Systems and Services (ATM/SAR, AIM, AGA, MET and CNS) identified in the three volumes of the CAR/SAM and NAM Air Navigation Plans.
- Address emerging aviation issues related to the ASBU and Basic Building Blocks (BBB) elements, focusing on continuous improvements to safety and operational efficiency through broad harmonized procedures among States, Territories and International Organizations, interoperability of networks and implementation of new technologies.
- Promote initiatives aimed at harmonized Air Navigation in the region, through proper risk analysis, to enhance safety, environmental efficiency and Air Navigation Services capacity.
- Promote the development of the Regional Air Navigation Plans of the NAM and CAR/SAM Regions, as well as the Global Air Navigation Plan (GANP - Doc. 9750), in support of implementation initiatives to ICAO strategic objectives.
- Support the development and updating of the Electronic Air Navigation Plans (e-ANP) in Volumes I, II and III.
- Establish and monitor a Regional Performance Framework through harmonized KPIs aligned with GANP and GREPECAS Conclusions, with annual consolidated performance reporting.
- Share information on implementation initiatives among States, Territories and their representative organizations to improve compatibility with air traffic management operations.
- Recommend to the Directors General of Civil Aviation of the States initiatives to improve the SLAs, safety; and,
- Coordinate the common tasks of the NACC/WG Task Groups, as well as coordinate regional information in support of the Group's activities.

STRATEGIC PLANNING INTEGRATION AND ASBU EVOLUTION

The NACC/WG needs to strengthen the regional air navigation planning process. Enhanced integration mechanisms provide a coherent synthesis of existing planning initiatives and facilitate alignment of regional efforts, including the implementation of Volume III of the CAR/SAM Regional Air Navigation Plan (RANP).

The ASBU Task Force promotes the ASBU block-based methodology, performance-based planning principles, and the six-step implementation approach as the foundation for National Air Navigation Plans (NANPs) and their alignment with the Global Air Navigation Plan (GANP), serving as a strategic regional coordination and air navigation system alignment forum, fostering integrated planning across ATM, CNS, AIM and MET domains, avoiding silo-based approaches and promoting a system-wide perspective beyond the implementation of individual systems.

The ASBU Task Force provides strategic alignment guidance for block-based planning; however, implementation of operational and technical initiatives remains under the responsibility of the respective domain-specific Task Forces in accordance with their mandates.

NACC/WG WORK PROGRAMME

The work program is based on the activities/tasks of the planned Regional Objectives and integrates the plans of the different NACC/WG Task Groups, the GREPECAS projects, and the regional objectives raised through the annual NACC/WG Action Plan.

The NACC/WG Work Programme shall be developed collaboratively with all Task Forces, reviewed during the Rapporteurs' Meeting, and endorsed during the Plenary Meeting to ensure transparency and collective ownership.

The Group also addresses air navigation implementation issues through the Global Air Navigation Plan (GANP) led by each Task Group according to its area of responsibility.

ACTIVITIES TO BE LED BY THE GROUP

- Review and recommend, as appropriate, deadlines for the implementation of air navigation facilities, services and procedures in the CAR and NAM Regions.
- Develop guidelines and make recommendations for States/Territories/International Organizations to implement their national plans.
- Make recommendations to develop proposed amendments to the Regional Air Navigation Plans of CAR/SAM Regions, as well as to the Regional Supplementary Procedures ICAO Doc. 7030 that meet the ANS requirements.
- Monitor the implementation of air navigation facilities and services to ensure inter-regional harmonization, considering ATM community requirements, performance improvements, and safety arises.

- Provide recommendations for improvement actions in human resource planning and development, as well as minimize the impact of Human Factors on safety.
- Promote close cooperation between States, Territories and their representative Organizations, International Organizations, and industry, to optimize the use of available expertise and avoid duplication of work.
- Lead activities efficiently with a minimum of formality and documentation using electronic tools (Conf, e-mail, etc.) and conference calls to ensure an exchange of information, when required.
- Coordinate performance indicators and targets, deadlines, responsible for execution and results, as well as human resources performance to the ICAO NACC Regional Office.
- The Group is responsible for reporting to GREPECAS on the progress of regional air navigation implementation.

MEETING WORK PROGRAM

- NACC/WG will have two important mandatory meetings every year: Rapporteur meeting in the middle of the previous NACC/WG meeting and the future NACC/WG meeting. Rapporteur meeting will follow up on the status of the NACC/WG Work Programme will follow up.
- The second meeting is the plenary of the NACC/WG, with all members of the NAM/CAR regions, Organizations and Industry
- The NACC/WG shall be convened by the ICAO NACC Regional Office at least three months prior to the Meeting.
- The meeting will be conducted in Spanish and English with simultaneous interpretation.
- The meetings may be face-to-face or virtual modality.
- If the meeting is face-to-face the NACC/WG shall meet in accordance with the following established rotation: Central America (CA), North America (NAM), Eastern Caribbean (E/CAR) and Central Caribbean (C/CAR).
- Any Member State/Territory/International Member Organization may volunteer if the meeting is faced, at any time, to host a NACC/WG Meeting.
- The task forces shall convene the face-to-face and virtual working meetings, as well as the coordination and assistance activities that they deem necessary to develop their work programs.

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