



International
Civil Aviation
Organization

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Международная
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гражданской
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منظمة الطيران
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国际民用
航空组织

When replying please quote:

Ref.: NT-NE57-1 — **E.OSG-NACC119916**

26 May 2026

To: States, Territories and International Organizations

Subject: **Invitation - Eleventh Meeting of the North American, Central American and the Caribbean Working Group (NACC/WG/11).**
Guatemala City, Guatemala, 21 to 25 September 2026.

Action

- Required:
- 1) submit proposals for the inclusion of additional issues to the draft agenda by 31 July 2026
 - 2) delivery of documentation/presentations no later than August 28, 2026, y
 - 3) register participants by August 15, 2025 (essential).

Dear Sir/Madam,

I wish to invite your Administration/Organization to participate in the Eleventh Meeting of the North American, Central American and the Caribbean Working Group (NACC/WG/11), to be held in Guatemala City, Guatemala, from September 21 to 25, 2026.

This year's meeting will be sponsored by the General Directorate of Civil Aeronautics of Guatemala (DGAC) and the Central American Corporation of Air Navigation Services (COCESNA).

The NACC/WG meeting constitutes the main regional mechanism for implementation and technical coordination in air navigation for the NAM/CAR Regions, allowing States, International Organizations, Air Navigation Service Providers (ANSPs), industry and strategic partners to coordinate regional initiatives, review implementation progress and define joint actions aligned with the Global Air Navigation Plan (GANP), the Aviation System Block Upgrade (ASBU) framework and the priorities set by the CAR/SAM Planning and Implementation Regional Group (GREPECAS).

The NACC/WG, in coordination with the SAM Implementation Group Meeting (SAM/IG) and GREPECAS, aims to strengthen regional harmonization of air navigation by coordinating Communications, Navigation and Surveillance/Air Traffic Management (CNS/ATM) initiatives, aligned implementation of GANP version 8, and developing common strategies for operational resilience, cybersecurity, spectrum protection, and Global navigation satellite system (GNSS) interference mitigation. The main deliverables include the development of joint regional plans, implementation roadmaps, permanent technical coordination mechanisms, exchange of operational information, and integrated regional proposals to support the interoperability and modernization of air navigation systems in the NAM/CAR and SAM Regions.

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Considering the strategic importance of the NACC/WG, the mandatory participation of the Rapporteurs, Chairperson and Vice-Chairperson of the NACC/WG, as well as the members of the different Task Forces and technical experts involved in the areas of ATM, Aeronautical Information Management (AIM), CNS, Aerodromes and Ground Aids (AGA) and Meteorology (MET), are respectfully requested.

Likewise, the participation of Air Navigation Directors, project managers, operational specialists, CNS/ATM modernization managers and technical personnel related to the planning, implementation, supervision and operation of air navigation systems and services is encouraged, in the same way the active participation of the industry is expected.

Details about the venue of the meeting, accommodation, transportation and other logistical aspects can be found for consultation in **Appendix A**: "General Information". The working languages will be English and Spanish, and simultaneous interpretation will be provided if enough participants from both languages are registered in a timely manner. The Draft Agenda and Schedule of the event are presented in **Appendix B**. States wishing to submit proposals for the inclusion of additional issues to the provisional agenda should do so **by 31 July 2026**.

Your Administration/Organization is invited to submit Working Papers and/or Information Papers according to the agenda of the event, and to be sent no later than **28 August 2026**, to this ICAO NACC Regional Office by email in Microsoft Word format (using the templates attached in appendices C to E). Working Papers, specifically, are expected to be brief, with a maximum length of four pages excluding appendices, contain some action, and be focused on the topic. The documentation must be prepared in both languages, English and Spanish. If it is submitted after the deadline, it will be published only in the language in which it is received.

All meeting/event documentation and information will be available only in electronic format as soon as it is ready, at the following link on the official website of the ICAO NACC Regional Office: [NACC/WG/11](#).

Confirmation of your participation no later than **11 September 2026** through the following registration link will be greatly appreciated: [NACCWG11 - Registration / Registro – Fill out form](#)

If you require more information, please contact Ms. Mayda Ávila, Regional Officer Communications, Navigation and Surveillance (CNS), and/or her assistant, Mr. Gerardo Kharriman at nacc-cns@icao.int.

Accept, Sir/Madam, the assurances of my highest consideration.

A digital signature of Christopher Barks, featuring a blue circular seal with the ICAO logo and the text "ICAO - OACI - ICAO" and "Digital Signature". The signature itself is written in a cursive script over the seal.

Christopher Barks
Regional Director
North American, Central American and
Caribbean (NACC) Regional Office

Enclosure: *As indicated*

A – General information; B – Draft Agenda and Schedule; C – Working Paper template; D – Information Paper template; E – Appendix template

<https://oaci.sharepoint.com/sites/NACCRegionalOfficeTeam/Shared Documents/00-Meetings/NACC WG/NACC WG 11/Correspondence/NACC119916CNS-States-NACCWG11-Inv.docx> / GKE



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North American, Central American and Caribbean Office

GENERAL INFORMATION

Eleventh North American, Central American and Caribbean Working Group Meeting (NACCWG11)

Guatemala City, Guatemala, 21 to 25 September 2026

APPENDIX A GENERAL INFORMATION

1. Event Venue and Dates

The Eleventh North American, Central American and Caribbean Working Group Meeting will take place at the Hotel Westin Camino Real, Guatemala City, Guatemala, from 21 to 25 September 2026.

The Westin Camino Real, Guatemala

Avenida La Reforma & 14 Calle, Guatemala City, 01010, Guatemala

Telephone: +502-2333-3000

Below is a map with the location:



2. Meeting's Coordinators Contacts

COCESNA (Sponsor)

Mr. Rony Montenegro, Guatemala Station Manager

Mrs. Blanca Flores, Assistant

Telephone: + 502 2260 6419 Ext 21002

E-mail: rony.montenegro@cocesna.org

blanca.flores@cocesna.org

ICAO (Organizer)

Mrs. Mayda Ávila, Secretary, Regional Officer Communications, Navigation and Surveillance (RO/CNS)

Mr. Gerardo Kharriman, Assistant

ICAO NACC Regional Office

Telephone: + 52 55 5250 3211

E-mail: icaonacc@icao.int

nacc-cns@icao.int

3. Participants Registration

Participants must register in advance through the following link: [NACCWG11-Registration](#)

There will be a subsequent in-person registration on the event venue on 21 September 2026, for all delegates, from 8:30 to 09:00 hours.

4. Opening Ceremony

The opening ceremony will take place on Izabal Hall, 21 September 2026, at 9:00 hours.

Participant registration 8:30 a 9:00 hrs.

5. Documentation Link

The documentation for the Meeting is being posted on the ICAO NACC Office Website; participants should check our website frequently to download the documentation. All participants must bring their own set of documentation (hard copy or electronically in a laptop) to the Meeting venue; there will be no hard copies available for distribution.

[NACC/WG/11](#)

6. Accommodation and general information of Panama City, Panama.

The recommended hotels, considering the location of the WESTIN CAMINO REAL HOTEL and its proximity to the event venue, are presented in the table below:

HOTEL	STARS	ADRESS	TELEPHONE	RATE PER NIGHT (USD)
Westin Camino Real Hotel	5	Street Camino Real 0-20 zona 10	502-2333-3000	\$123.00 + 22% TAX (SING ROMM) \$138.00+22% TAX (DOBLE ROOM)
Biltmore Hotel	4	15 calle 0-31 zona 10	502-2410-5000	\$88.00 + 22% TAX (SING ROMM) \$98.00+22% TAX (DOBLE ROOM)

** THE BILMORE HOTEL IS LOCATED NEXT TO THE WESTIN CAMINO REAL HOTEL AND HAS ACCESS TO THE ROOMS INSIDE THE HOTEL SINCE BOTH COMMUNICATE AND BELONG TO THE SAME COMPANY.

WESTIN CAMINO REAL

<https://www.marriott.com/es/event-reservations/reservation-link.mi?id=1777582316405&key=GRP&guestreslink2=true&app=resvlink>

HOTEL BILTMORE

<https://caminobiltmore-guatemala.ihotelier.com/book/dates-of-stay?groupID=5060005>

For participants, the hotel has provided the code "**COCESNA**" and the rooms will be blocked with this number until August 30, 2026, after that date the participants must pay the rate stipulated by the hotel without discount, so we invite participants to make their reservations as soon as possible.

7. Temperature

Guatemala City Weather (September 21-25)

During these days, Guatemala City is usually in the middle of the rainy season, with abundant cloud cover and frequent downpours, especially in the afternoon and evening. Temperatures tend to be mild, with highs around 23–25 °C and lows around 15–18 °C.

Recommended clothing

The ideal is to dress in layers (t-shirt or light blouse + thin sweater or light jacket), because it can cool down in the morning and evening. Bring a raincoat or poncho and, if you are going to walk a lot, close shoes with good soles (better if they are waterproof). A compact umbrella is also useful.

8. Exchange rate/currency

The legal tender in Guatemala is the quetzal (symbol: Q; ISO code: GTQ), issued by the Bank of Guatemala. It is subdivided into 100 cents and used in everyday transactions nationwide.

Where to check the official exchange rate? https://www.banguat.gob.gt/tipo_cambio

It is recommended to make any currency exchange only in hotels and banks of the system. It is a requirement to bring your passport.

9. Credit Cards

International credit cards such as American Express, MasterCard and VISA, are widely accepted in hotels, restaurants, shops and shopping centers in Guatemala City. Traveler's checks can be cashed at the banks in the system.

10. Business Hours

In Guatemala City, shopping malls and department stores are generally open from Monday to Sunday between 10:00 a.m. and 9:00 p.m. or 10:00 p.m., depending on the establishment.

The usual hours of banks are from Monday to Friday between 8:00 a.m. and 5:00 p.m., although some branches located in shopping centers may have extended hours.

11. Electricity

In Guatemala, the domestic electrical network is alternating current (AC) with a standard of 120 V and 60 Hz (similar to the US).

Plug/outlet types

- Type A (two parallel flat pins, no ground). It is also identified as NEMA 1-15.
- Type B (two parallel flat pins + ground peg). It is also identified as NEMA 5-15.
- Practical recommendations
- If your charger or equipment says, "Input 100–240V ~ 50/60Hz", you'll usually only need a plug adapter (if your plug isn't type A/B).
- If your equipment is only 220–240V (e.g. some hair dryers), you may need a converter/transformer in addition to the adapter.
- In some places there are still Type A (without soil) intakes; if your plug is Type B (grounded), you may want to bring an adapter or use a Type B outlet when available.



12. Food Restrictions

Participants will be appreciated if they have any type of allergy or food restriction, in order to take it into consideration for the Coffee Breaks.

13. Hospitals/Clinics

For emergencies in Guatemala, you should call:

- National Police: 110
- Fire Department: 122 / 123

Hospital Phone(s)

- Herrera Llerandi Hospital: 2384 5959
- Esperanza University Hospital: 2415-9000
- Hospital Medical Center: 2319-4600
- El Pilar Hospital: 2420-0000

14. Health Insurance

Participants must have health insurance with international coverage, as ICAO will not cover these expenses.

15. Passport, Visa, Vaccinations

The requirements for foreigners to enter Guatemala depend on their nationality (whether they require a visa or not), but in general the Guatemalan Institute of Migration (IGM) indicates:

- Valid passport in good condition.
- Corresponding visa, when applicable (according to the classification of countries categories A/B/C).
- Hotel reservation or proof of where you will be staying.
- Return ticket or other means that guarantees departure from the country.
- Fill out the Regional Traveler's Affidavit (DJRV) from SAT (for entry/exit). You can do it on the official SAT website Regional Traveler's Affidavit: <https://portal.sat.gob.gt/portal/declaracion-jurada-regional-de-viajero/>

16. Safety recommendations

The security recommendations are common to every city, such as carrying only the necessary money, not unnecessarily displaying valuable jewelry, cameras, mobile phones.

For airport/hotel transportation, taxi service from companies authorized by the airport is suggested. For transportation within the city, the taxi service recommended by the hotel is suggested.

In the city there are independent or informal taxi drivers, who, as they do not belong to any company, do not provide security or guarantee. If you opt for an informal taxi, consider that you are exposing yourself to very high risk.

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International Civil Aviation Organization
North American, Central American and Caribbean Office

**Eleventh North American, Central American and Caribbean Working Group Meeting
(NACCWG11) (ACRONYM)**

Guatemala City, Guatemala, 21 to 25 September 2026

**APPENDIX B
DRAFT AGENDA**

- Agenda Item 1:** Review and approval of the agenda, the work modality and the schedule
- Agenda Item 2:** Follow-up to Previous Conclusions and Agreements of the NACC/WG, the Regional Planning and Implementation Group RAC/SAM (GREPECAS) and the NACC/DCA meeting
- Agenda Item 3:** Presentation of the progress of the action plans of the NACC/WG Task Forces and the progress in the regional work
- Agenda Item 4:** Regional integration of the Global Air Navigation Plan (GANP) Version 8 and performance-based planning
- Agenda Item 5:** Modernization of Communication, Navigation and Surveillance/Air Traffic Management (CNS/ATM), Digital Transformation and Cybersecurity for Air Navigation Services (ANS)
- Agenda Item 6:** Recommended Priority Topics for Concrete Outcomes
- Agenda Item 7:** Election of the NACC/WG Chairperson and Vice Chairperson for 2027-2030
- Agenda Item 8:** Other Business.
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**PROVISIONAL AGENDA
EXPLANATORY NOTES**

Agenda Item 1: Review and approval of the Provisional Agenda, the work modality and the schedule.

Under this agenda item, the Meeting will review and approve the proposed agenda, schedule, and work methodology. The strategic objectives and expected results of the meeting will also be presented, aimed at strengthening regional coordination and monitoring of air navigation initiatives in the NAM/CAR Regions.

Agenda Item 2: Follow-up to the Previous Conclusions and Agreements of the NACC/WG, the Regional Planning and Implementation Group RAC/SAM (GREPECAS) and the meeting of directors.

The Meeting will review the status of implementation of the conclusions, decisions and agreements previously adopted by the NACC/WG, GREPECAS and the NACC/DCA meetings. The progress made, the pending activities, the common challenges identified by the States and International Organizations, as well as the actions necessary to strengthen the fulfilment of regional air navigation initiatives will be analysed.

Agenda Item 3: Presentation of the progress of the action plans of the NACC/WG Task Forces and the progress in the regional work.

Under this agenda item, the different NACC/WG Task Forces will present the progress of implementation of their respective action plans, including technical, operational and strategic advances in the areas of ATM, Aeronautical Information Management (AIM), CNS, Meteorology (MET) and Aerodromes and Ground Aids (AGA). Likewise, priority activities, regional needs, implementation challenges and multidisciplinary coordination mechanisms between the different groups will be reviewed. Industry and regional strategic partners will be able to present experiences, technological solutions, lessons learned and support capabilities related to the regional implementation of air navigation systems and services.

Agenda Item 4: Regional integration of the Global Air Navigation Plan (GANP) Version 8 and performance-based planning.

The Meeting will discuss the regional integration of version 8 (v8) of the GANP into regional and national air navigation plans and initiatives. Performance-based planning strategies, alignment with the Aviation System Block Upgrade (ASBU) framework, regional implementation follow-up, and coordination mechanisms to strengthen the modernization and evolution of the regional air navigation system will be discussed. The industry will participate by presenting technical perspectives, global trends, technological capabilities and experiences related to the implementation of new solutions and operational concepts aligned with GANP v8

Agenda Item 5: Modernization of Communication, Navigation and Surveillance/Air Traffic Management (CNS/ATM), Digital Transformation and Cybersecurity for Air Navigation Services (ANS).

Under this agenda item, regional advances, challenges and strategies related to CNS/ATM modernization, the digital transformation of air navigation services and cybersecurity for ANS will be addressed. Topics related to System-wide Information Management (SWIM), Automatic Dependent Surveillance – Contract/Controller-Pilot Data Link Communications (ADS-C/CPDLC), Automatic Dependent Surveillance – Broadcasting (ADS-B), Internet Protocol/Multiprotocol Label Switching (IP/MPLS), Voice over Internet Transmission Protocol (VoIP), MET Digitalization using the ICAO Meteorological Information Exchange Model (IWXXM), resilience of the Global Navigation Satellite System (GNSS), Minimum Operational Network (MON), protection of the aeronautical spectrum, technological innovation and strengthening of regional operational and technological resilience. Industry and partner organizations will be able to present emerging technologies, operational experiences, modernization solutions, digital innovation, and technical support capabilities to strengthen the interoperability, resilience, and technological evolution of the NAM/CAR Regions.

Agenda Item 6: Recommended Priority Topics for Concrete Outcomes

The Meeting will discuss strategic initiatives and regional priority themes aimed at generating concrete and measurable results for the NAM/CAR Regions. Priority regional actions, roadmaps, cooperation mechanisms, and possible conclusions and decisions related to navigation resilience, ANS cybersecurity, technological modernization, institutional strengthening, capacity building, and regional cooperation will be identified. The participation of the industry will strengthen the exchange of experiences, identify opportunities for technical cooperation and explore possible support, innovation and financing mechanisms for regional air navigation initiatives.

Agenda Item 7: Election of the NACC/WG Chairperson and Vice Chairperson for 2027-2030

Under this agenda item, the meeting will conduct the process of electing the Chair and Vice-Chair of the NACC/WG, in accordance with applicable regional mechanisms and procedures. Likewise, the responsibilities and functions associated with these positions will be reviewed, including the leadership, coordination and monitoring of the activities, initiatives and action plans of the NACC/WG and its different Task Forces. The Meeting will promote the continuity, strengthening and sustainability of regional air navigation coordination in the NAM/CAR Regions.

Agenda Item 8: Other Business

Under this agenda item, participants will be able to present additional topics, emerging initiatives, proposals for regional cooperation, future activities and any other relevant matters related to air navigation and the strategic priorities of the NAM/CAR Regions. Likewise, coordination opportunities with industry, international organizations and strategic partners to support the modernization, innovation and strengthening of air navigation systems and services in the region may be discussed.

DRAFT SCHEDULE

Time	Monday 21 September	Tuesday 22 September	Wednesday 23 September	Thursday 24 September	Friday 25 September
08:30–09:00	<i>Registration</i>				
09:00–09:30	<i>Opening Ceremony & Photo</i>	Agenda Item 3 (Cont.)	Agenda Item 4	Agenda Item 6	Agenda Item 8
09:30–10:00	Agenda Item 1				
10:00–10:30	Agenda Item 2				
10:30–11:00	<i>Coffee Break</i>				
11:00–11:30	Agenda Item 2 (Cont.)	Agenda Item 3 (Cont.)	Agenda Item 4 (Cont.)	Agenda Item 6 (Cont.)	Reading the conclusions and decisions
11:30–13:00					
12:00–12:30					<i>Closing</i>
12:30–13:30	<i>Coffee Break / Lunch Break</i>				
13:30–14:00	Agenda Item 3	Agenda Item 3 (Cont.)	Agenda Item 5	Agenda Item 7 (Discussion session)	
14:00–14:30					
14:30–15:00					
15:00–15:30	<i>Coffee Break</i>				
15:30–16:30	Agenda Item 3 (Cont.)	Agenda Item 3 (Cont.)	Agenda Item 5 (Cont.)	Agenda Item 7 (Cont.)	