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Ref.: NT-N 1-8.2.19 — **E.OSG-NACC119721**

31 August 2026

To: States, Territories

Subject: **Invitation and new dates – Sixth Meeting of the State Safety Programme Working Group for the NAM/CAR Regions (SSP/WG/6)**
(Mexico City, Mexico, 6 to 8 October 2026)

Action

Required: **a) Inclusion of additional items in the Provisional Agenda of the meeting no later than 14 September 2026**
b) Submission of documentation no later than 25 September 2026.
c) Register participants no later than 25 September 2026.

Dear Sir/Madam,

I would like to invite your Administration/Organization to participate in the Sixth Meeting of the State Safety Programme Working Group for the NAM/CAR Regions (SSP/WG/6) which, at the request of the Working Group rapporteurs, will be held from **6 to 8 October 2026** (the original dates were 25 to 27 May 2026), at the premises of the NACC Regional Office of the International Civil Aviation Organization (ICAO), Mexico City, Mexico.

In accordance with the Terms of Reference (ToR) of the SSP/WG, a review of the implementation status of the State Safety Programme in the NAM/CAR Regions will be presented for this SSP/WG/6 Meeting. In particular, the meeting aims to:

1. Verify the completed actions from the previous work plan and draw lessons learned: Review progress, identify achievements, and recognize areas for improvement to strengthen future management.
2. Define agreements and next steps: Ensure that all participants understand the decisions made and the actions each one must carry out after the meeting.
3. Establish the work programme for the next period: Define activities, responsible parties, and timelines to ensure orderly and measurable progress.
4. Design strategies for SSP implementation in the region: Identify priorities, necessary resources, and coordination mechanisms to ensure effective and sustainable implementation.

Participation is expected from the SSP Points of Contact (PoC) of the States and Territories of the NAM/CAR Regions, as well as representatives of the Regional Safety Oversight Organization (RSOO) of the CAR Region. The working languages of the meeting and the workshop will be Spanish and English, and simultaneous interpretation will be provided if enough participants in both languages register in a timely manner.

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The Provisional Agenda of the Meeting is attached in **Appendix A**. The provisional Agenda Items are presented in **Appendix B**. States wishing to submit proposals for the inclusion of additional items must do so no later than **14 September 2026**.

Please confirm your participation by registering electronically no later than **25 September 2026** at the following link: [Registration for SSP/WG/6 – Fill out form](#)

The list of suggested hotels, location maps of the ICAO NACC Regional Office and the Hotel Zone, as well as other useful information, is available in “Visiting our office?” in the ICAO NACC Regional Office website ([NACC - Visiting](#)). Participants should make their hotel reservations directly with the hotels in a timely manner.

Any documentation that your Administration/Organization wishes to present/submit for the meeting should be sent as soon as possible by email to NACC-FS@icao.int in Microsoft Word format, using the templates attached in both languages, English and Spanish. Working papers, with a maximum length of four pages excluding appendices, should be brief, contain an action, and be focused on the subject.) The deadline to receive papers is **25 September 2026**.

All meeting documentation will be available, once ready, in the meetings section of the following webpage: [NACC - Meetings](#). Since this documentation will be in electronic format, no printed copies will be distributed during the event.

If you require further information about this event, please contact Mr. Marcelo Orellana, Regional Officer, Safety Implementation, or by email at NACC-FS@icao.int.

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



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

Enclosure: *As indicated*



ICAO

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

**Sixth State Safety Programme Working Group Meeting for the NAM/CAR Regions
(SSP/WG/6)**

Mexico City, Mexico, 25 to 27 May 2026

**APPENDIX A
PROVISIONAL AGENDA**

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|-----------------------|---|
| Agenda Item 1: | Adoption of the Provisional Agenda and Schedule |
| Agenda Item 2: | Review of Previous Meeting Actions and Follow-up |
| Agenda Item 3: | Status of SSP Implementation in the Region Based on the State Safety Programme (SSP) Assessment Tool |
| Agenda Item 4: | Regional Initiatives to Strengthen SSP Implementation |
| Agenda Item 5: | Update on the Regional Aviation Safety Plan (RASP) |
| Agenda Item 6: | Report on SSP Staffing Needs Assessments |
| Agenda Item 7: | Future Initiatives to Accelerate NASP Development and Updates in Alignment with the Latest GASP Revision |
| Agenda Item 8: | Completion of Outstanding Activities and Development of the Next SSP Work Programme. |
| Agenda Item 9: | Other Business. |

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**PROVISIONAL AGENDA
EXPLANATORY NOTES**

Agenda Item 1: Adoption of the Provisional Agenda and Schedule

Under this agenda item, the Meeting shall review the agenda and schedule and adopt them. The objectives and overall expectations of the meeting will be presented.

Agenda Item 2: Review of Previous Meeting Actions and Follow-up

Under this agenda item, the Secretariat will conduct a review will be conducted of the activities carried out during the previous work cycle, focusing on achievements, lessons learned, and opportunities for improvement. The discussion will identify factors that contributed to successful outcomes, challenges encountered during implementation, and measures that could enhance planning, coordination, and execution of future activities

Agenda Item 3: Status of SSP Implementation in the Region Based on the State Safety Programme (SSP) Assessment Tool

Under this agenda item, a presentation on the results obtained through the new SSP Assessment Tool will be discussed. The presentation will provide a regional overview based on the assessments submitted by participating States, highlighting the level of implementation across SSP components, common strengths, areas requiring additional attention, and regional trends that may support future capacity-building and assistance activities.

Agenda Item 4: Regional Initiatives to Strengthen SSP Implementation

Under this agenda item, a virtual presentation on the Central American Strategy for SSP Implementation and the tools developed to support States in monitoring compliance with SSP-related Protocol Questions (PQs) will be discussed. The session will present the objectives of the strategy, the regional coordination mechanisms established among participating States, lessons learned from its development, and the capabilities of the monitoring tools to support SSP implementation and USOAP preparedness.

Agenda Item 5: Update on the Regional Aviation Safety Plan (RASP)

Under this agenda item, a presentation on the progress achieved in updating the Regional Aviation Safety Plan (RASP), including key outputs developed by the working groups, outstanding items requiring further coordination, and the activities planned to finalize the update process and support its implementation across the region will be discussed.

Agenda Item 6: Report on SSP Staffing Needs Assessments

Under this agenda item, a presentation of the results obtained from the staffing needs assessments conducted in participating States will be discussed. The discussion will focus on common human resource gaps, critical competencies required to support SSP implementation, and potential regional initiatives to strengthen institutional capabilities and sustainability.

Agenda Item 7: Future Initiatives to Accelerate NASP Development and Updates in Alignment with the Latest GASP Revision

Under this agenda item, regional initiatives and collaborative actions that could support States in developing, updating, and implementing their National Aviation Safety Plans (NASPs) in accordance with the latest edition of the Global Aviation Safety Plan (GASP) will be discussed. The session will explore opportunities for regional harmonization, sharing of best practices, development of supporting guidance material, and coordinated activities aimed at facilitating timely adoption of GASP objectives, indicators, and safety priorities throughout the NAM/CAR Region.

Agenda Item 8: Completion of Outstanding Activities and Development of the Next SSP Work Programme.

Under this agenda item, activities that remain open under the current work programme and the actions required to finalize pending deliverables will be discussed. Based on the lessons learned and results achieved during the current cycle, participants will also identify priorities, projects, and initiatives to be included in the next regional SSP work programme, establishing responsibilities and a roadmap for the upcoming period

Agenda Item 9: Other Business

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APPENDIX B
PROVISIONAL SCHEDULE

Time	Tuesday 6 October	Wednesday 7 October	Thursday 8 October
08:30–09:00	Registration		
09:00–09:15	Building security information and procedures.	Agenda Item 6	Agenda Item 9
09:15–09:30	Opening Ceremony		Review of conclusions, agreements, responsibilities, and follow-up actions.
09:30–09:50	Photo		
09:50–10:05	Agenda Item 1		
10:05–10:30	Agenda Item 2		
10:30–11:00	Coffee break		
11:00–11:20	Agenda Item 2 (cont.)	Agenda Item 6	Final review of agreements and next steps
11:20–11:45	Agenda Item 3		Closing
11:45–12:00			
12:00–12:30		Agenda Item 7	
12:30–13:45	Lunch time		
13:45–14:05	Agenda Item 3 (cont.)	Agenda Item 7 (cont.)	
14:05–14:15	Agenda Item 4		Agenda Item 8
14:15–15:05			
15:05–15:30			

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