



SAM/AIM/15

**INTERNATIONAL CIVIL AVIATION ORGANIZATION
SOUTH AMERICAN REGIONAL OFFICE**

**FIFTEENTH MULTILATERAL AIM WORKSHOP/MEETING OF
THE SAM REGION FOR THE TRANSITION OF AIS TO AIM**

(SAM/AIM/15)

DRAFT REPORT

Lima, Peru, 28 November to 2 December 2022

The designations 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.

TABLE OF CONTENTS

i -	Table of contents	i-1
ii -	History of the Meeting	ii-1
	Place and duration of the Meeting	ii-1
	Opening ceremony and other matters	ii-1
	Schedule, organisation, working methods, officers and Secretariat	ii-1
	Working languages	ii-2
	Agenda	ii-2
	Attendance	ii-2
iii -	List of Participants	iii-3
	Report on Agenda Item 1	1-1
	Follow-up on the Conclusions of the Previous Meetings	
	Report on Agenda Item 2	2-1
	Review of the AIS/AIM Personnel Training Plan in the SAM Region	
	Report on Agenda Item 3	3-1
	Follow-up to the implementation of the Quality Management System in the AIM dependencies (QMS/AIM)	
	Report on Agenda Item 4	4-1
	Review of the process of Phase 2 of the Transition from AIS to AIM and preparation for SWIM	
	Report on Agenda Item 5	5-1
	NOTAM Contingency Plans, AIS Contingency Plan for Volcanic Ash, AIM Deficiencies and ICARD System	
	Report on Agenda Item 6	6-1
	Global NOTAM Campaign	
	Report on Agenda Item 7	7-1
	Review of ICAO Documents 8126 and 7383	
	Report on Agenda Item 8	8-1
	Other business	

HISTORY OF THE MEETING

ii-1 PLACE AND DURATION OF THE MEETING

The Fifteenth Multilateral AIM Workshop/Meeting of the SAM Region for the transition of AIS to AIM (SAM/AIM/15) was carried out in hybrid form from 28 November to 2 December 2022.

ii-2 OPENING CEREMONY AND OTHER MATTERS

Mr. Jorge Armoa, ICAO Regional Officer, ANS Implementation (AIM/MET) welcomed all State delegates and representatives of organizations and industry. He also expressed his appreciation for the continued support to regional activities undertaken by the Regional Office.

The Secretariat has sought alternatives to continue supporting the States in preparing for the implementation of Phase II of the "Roadmap for the transition from AIS to AIM", and to follow up on the Implementation Plans for Aeronautical Information Management, which has undergone an unprecedented change in the global scenario, and considered using the technologies applicable to real-time communication in multimedia format and held this meeting in virtual mode as well.

The Meeting appreciates the contribution made by the industry (GroupEAD, Frequentis and GAELICAM), through the presentations that made mention to the Digital NOTAM, Digital Data Set, and SWIM).

ii-3 SCHEDULE, ORGANISATION, WORKING METHODS, OFFICERS AND SECRETARIAT

The Meeting agreed to hold its sessions from 08:30 to 15:30, with appropriate breaks.

Mrs. Ivette Iturrado acted as president and moderator of the Workshop/Meeting and Mr. Jorge Armoa Cañete, AIM/MET Regional Officer, of the ICAO South American Regional Office, acted as Secretary.

ii-4 WORKING LANGUAGES

The working language of the Meeting was Spanish, with simultaneous interpretation into English. The documentation was presented in both languages.

ii-5 AGENDA

The following agenda was adopted:

Agenda Item 1: Follow-up on the Conclusions of the Previous Meetings

-
- Agenda Item 2: Review of the AIS/AIM Personnel Training Plan in the SAM Region
- Agenda Item 3: Follow-up to the implementation of the Quality Management System in the AIM dependencies (QMS/AIM)
- Agenda Item 4: Review of the process of Phase 2 of the Transition from AIS to AIM and preparation for SWIM
- Agenda Item 5: NOTAM Contingency Plans, AIS Contingency Plan for Volcanic Ash, AIM Deficiencies and ICARD System
- Agenda Item 6: Global NOTAM Campaign
- Agenda Item 7: Review of ICAO Documents 8126 and 7383
- Agenda Item 8: Other business

ii-6 **ATTENDANCE**

The Meeting was attended by 75 participants of 12 SAM States (Argentina, Bolivia, Brazil, Chile, Colombia, Ecuador, Guyana, Panama, Paraguay, Peru, Uruguay and Venezuela), and 3 industry representatives.

The list of participants is shown on page iii-1.

LISTA DE PARTICIPANTES / LIST OF PARTICIPANTS**ARGENTINA**

1. Paola López virtual-virtual
2. Verónica Villarruel-virtual
3. Patricia Urbano-virtual
4. Cecilia Paola Castro-virtual
5. Maria Amelia Schulz-virtual
6. Rodrigo Gastón Roero-virtual
7. Carolina Elizabeth Heboe-virtual
8. Betsabé isla-virtual
9. María Inés Villalba-virtual
10. Yesica Stoffel-virtual
11. Sandra Sarome-virtual
12. Silvina Rotta-virtual
13. Daniel Montoto-virtual
14. Luis Angel Alfonzo-virtual

BOLIVIA

15. Gregorio Aliaga-NAABOL
16. Cinthia Sánchez-virtual
17. John Apaza-virtual
18. Ricardo Ordóñez-virtual

BRASIL / BRAZIL

19. Claudius Soares Cardoso-DECEA
20. Renan Even de Araujo-DECEA
21. Cristiane de Barros Pereira-DECEA
22. César Fagundes-virtual
23. Southey de Souza Castro-ICA-virtual

CHILE

24. Pablo A. Pérez Fernández
25. Nelson Aravena-virtual

COLOMBIA

26. Gladys Roa De La Cruz-virtual
27. Eliana Rincón

ECUADOR

28. Wilmer Orbe-virtual
29. Carlos Delgado-virtual
30. Alexander Guncay-virtual
31. Nelson Quevedo-virtual

GUYANA

32. Tyrone Persaud-virtual
33. Brian Jeffrey-virtual

PANAMÁ

34. Iris González
35. Iván De León
36. Ivette Iturrado
37. William Santa María
38. Dalys Rodríguez-virtual
39. Gineeva Gedeon-virtual
40. Diana Urriola-virtual

41. Jennifer Mason-virtual
42. Roberto Segura-virtual
43. Gregorio Mesquita

PARAGUAY

44. Pedro Alejandro Díaz-virtual
45. Eleno Ramón Centurión-virtual

PERÚ

46. Sara Siles La Rosa
47. Angel Carrera Matías
48. Juan Izquierdo
49. Fernando Cruz Alburquerque
50. Angie Calderón Gamboa
51. Karina Calderón Yactayo
52. Mirtha Angeles
53. Alex Javier Rivera
54. Hugo Dávila
55. Katherine Montenegro
56. Ely Jara Díaz

URUGUAY

57. Gabriel Falco
58. Mario Dávila
59. Graciela Monzillo
60. Juan José González-virtual
61. María Ferreiro-virtual
62. Vanessa Robes-virtual
63. Pablo Davant-virtual
64. Analía Mazarino-virtual

VENEZUELA

65. Eduardo Gallardo-virtual
66. Marisol Gudiño-virtual
67. Anais Rodríguez-virtual
68. María Félix Arana-virtual

GRUPO EAD

69. Henry Cáceres, Ponente
70. Joaquín Fagone, Ponente

GAELICAM

71. Manuel García, Ponente

FREQUENTIS

72. Jan Vanacek, Ponente
73. Tomas Cap, Ponente

OACI / ICAO

74. Jorge Armoa, MET/AIM-RO
75. Saulo Da Silva

Agenda Item 1: Follow-up to the conclusions of previous meetings

1.1 Under this agenda item, the Meeting reviewed the following papers:

- WP/02 - Follow-up on SNOWTAM implementation (*presented by the Secretariat*)
- WP/03 - Follow-up to the conduction of workshops for AIS dissemination (*presented by the Secretariat*)

1.2 When considering this matter, the Meeting recalled that the implementation of SNOWTAM was due on 4 November 2021.

1.3 The States updated the information on the status of implementation of SNOWTAM. The current status is shown in Appendix A to this part of the report.

1.4 States reported that the required dissemination for the implementation of the new GRF format and of SNOWTAM had been carried out. However, they noted that better coordination was needed among the different areas involved in the implementation of both elements.

1.5 The Secretariat followed up on the organisation and delivery of national workshops to raise awareness on the importance of AIM for the authorities, decision-makers, and data and information providers and originators.

1.6 Regarding the above, States noted that this entailed a daily task of raising awareness about the need to implement AIM enablers and to meet the requirements for the delivery of information to the AIS by data and information providers and originators.

Follow-up to SNOWTAM implementation

<i>N°</i>	<i>State</i>	<i>Action taken</i>	<i>Implementation date</i>	<i>Comments</i>
1	Argentina	A work team has been created with all the areas involved. Tests have been carried out at both airports where snow occurs and airports that may be affected by heavy rainfall.	4 November 2021	Widespread dissemination by the authority (ANAC). The new SNOWTAM and GRF format implemented at international airports. Non-international airports are under development. Implementation at domestic airports scheduled for October 2023 for airports that have a snow contingency plan published through AIC. (SAM/AIM/15)
2	Brazil	Brazil has worked in coordination with all the areas involved, has issued AIC-A 16/21 on the GRF and a regulatory framework on the new SNOWTAM format will be issued.	4 November 2021 1 July 2022 No implementation date available (SAM/AIM/15)	The GRF dissemination process has been completed. SNOWTAM preparation courses have been delivered at the time of AASANA and have been continued with NAABOL. The SNOWTAM implementation process will be completed by December 2023 at international airports. Implementation at domestic airports is expected for 2024 (SAM/AIM/15)
3	Bolivia	No action reported	4 November 2021 December 2023	
4	Chile	<ul style="list-style-type: none"> ✓ It was included in the guidelines for on-site training provided by each AD on a yearly basis. ✓ Regulation DAP 15 00 was updated and is about to be published. It includes the new format that enters into force on 4 November. ✓ A workshop will be held for all field managers in October and November; this is included in the annual training plan. 	4 November 2021	<ul style="list-style-type: none"> ▪ Training is provided at the beginning of each year to prepare for winter (SAM/AIM/15)
5	Colombia	Given the geographical location of Colombia, SNOWTAM information is not published. In compliance with what was agreed in the virtual mission with the ICAO Secretariat, the difference will be published in the AIP/COL part GEN-1.7. Likewise, we look forward to coordinating with MET and ATS providers, measures to replace or	Work on waterlogging is ongoing. Argentina will share its procedures regarding this case.	Taking into account that the virtual mission took place recently, no action related to what was agreed and planned has been taken yet. The difference will be published. No progress made.

		supplement the notification of poor braking (if it occurs) due to a flooded runway or degraded braking effectiveness.		(SAM/AIM/15)
6	Ecuador	Recurrent NOTAM course pending implementation November 2021.	January 2022 Implemented. November 2021	This course will include SNOWTAMs Letters of agreement with Quito and Guayaquil No additional information has been reported (SAM/AIM/15)
7	Guyana	The system has been upgraded – The GRF focal point is creating a table of responsibilities for all stakeholders. The AIS has not yet established a policy for the issuance of SNOWTAM in the new format.	No foreseen implementation date	Letter of agreement for SNOWTAM implementation. National Plan for GRF implementation (LA signed between ANSP, MET, and AGA)
8	Panama	A workshop on SNOWTAM was held in October 2019 for NOTAM personnel. The staff has participated in a webinar on runway condition.	No implementation date yet available for this year; possibly for the first quarter of next year 2022. Circular in process for signature by the director of the CAA. Meetings with Tocumen S.A. Briefing for AIS and ATC personnel. Scheduled for April, but the circular has not been issued yet.	They will participate in training prepared by AGA. They will participate in workshops to be prepared by air navigation services involved in this issue. Differences in the format will be published (they will use NOTAM rather than SNOWTAM) because the system and the template have not been adapted to the new format. Tests for preparation and dissemination have already been carried out. Transmission of NOTAM information as of 15 August 2022 (SAM/AIM/15)
9	Paraguay	Paraguay has worked on the regulatory aspect together with the service provider. The new SNOWTAM format has been included in State regulations.	4 November 2021 Implemented. Procedures will be reviewed and on-site inspections are foreseen	Technicians of the aerodrome operator, AGA and AIM are waiting to participate in the GRF course. AIM is ready to issue. Coordination pending with AGA and ATS (SAM/AIM/15)
10	Peru	No differences registered in Peruvian regulations. The format was included in the amendment of RAP 315.	4th quarter 2021	It was included in the new edition of RAP 315, amendment 2, pre-publication approved,

				<p>pending publication. Published on 28 October and became effective on 4 November 2021.</p> <p>Differences regarding the system (AMHS) will be published</p> <p>All training activities have been completed at national level. They continue to publish NOTAMs (SAM/AIM/15)</p>
11	Suriname	No actions reported.	No date defined.	No information reported (SAM/AIM/15)
12	Uruguay	A working committee was formed with all the areas involved.	No implementation date set yet	<p>A working committee was created with all the areas involved.</p> <p>It is not being applied, but all the staff has been trained. It depends on the migration to AMHS.</p> <p>Alternately, the issuance of warnings through ATS was implemented.</p> <p>GRF implemented since July 2022 at international airports. They do not publish SNOWTAM - The difference has been published. (SAM/AIM/15)</p>
13	Venezuela	No actions reported.	No date defined.	<p>The regulator conducted a workshop on SNOWTAM for NOF personnel. Differences were filed regarding publication through NOTAM because the system is not prepared. AGA keeps all training records in this regard. IDS has been asked to update to the new format.</p> <p>System adjustment to update templates to suit the new format and plan for implementation in 2023. Training conducted at international airports in the second quarter (SAM/AIM/15)</p>

Table II: Follow-up to the conduction of national workshops to create awareness on the implementation of the AIM

<i>N°</i>	<i>State</i>	<i>Workshop</i>	<i>Date</i>	<i>Participants</i>
1	Argentina	It was not completed due to the pandemic		<p>Under development and planned to start in 2023.</p> <p>No workshops have been conducted, but dissemination has been done, starting with the aerodrome managers, through face-to-face meetings and some virtual meetings.</p> <p>They have developed a Guide for data and information originators, which will be disseminated via AIC. (08/12/2022)</p>
2	Brazil	Planning of a national meeting with originators and providers of data and information for AIS in Brazil.	<p>November 2021</p> <p>Meetings are repetitive and will start a new round of meetings until November 2023.</p> <p>Information is sent to CGNA at the time of each amendment.</p>	<p>Originators and providers of data and information for AIS – Brazil</p> <p>They perform ongoing work and continuous review to make sure that data and information sent to AIS meet the requirement.</p>
3	Bolivia	Planned for the first quarter of 2022.	<p>March 2022</p> <p>First quarter for authorities (2023)</p> <p>Second quarter to be organised by NAABOL for information providers</p>	<ul style="list-style-type: none"> • ANSP senior management • Information originators • Have signed SLAs • Data workshops with data and information providers (to be held starting in February 2022) (the transition from AASANA to NAABOL is

				delaying them)
4	Chile	<p>Meeting with the planning department to explain the need to acquire a DB and AIP module.</p> <p>Meeting with the new director to present the eTOD project.</p> <p>AIS efficiency and AIM implementation module – ARO efficiency maintenance course.</p>	<p>April 2021</p> <p>July 2021</p> <p>August 2021</p>	<p>Planning/AIS personnel (virtual)</p> <p>AGA/AIS_MAP director/personnel (virtual)</p> <p>AD AIS officers (virtual) Work has been done with information providers (AGA - aerodromes) to include the AIS module in their recurrent courses.</p>
5	Colombia	Progress has been made, with the signing of service level agreements (SLAs), the dissemination and publication of data catalogues among information/data providers and finally, the State acquired the SIA/AIM system for managing and inserting aeronautical information in an integrated database in accordance with Phase 2 of the AIS-to-AIM Roadmap.		No update sent.
6	Ecuador	Outreach to providers but not a workshop. There were changes of authorities.		<p>They are in the process of signing SLAs with information providers.</p> <p>Also in the process of outreaching to airports given in concession – Mid-2023.</p>
7	Guyana	They have made some progress, including the signing of letters of agreement, even with major airports. They are in discussions with the training school. For the main airport, the AIRAC cycle has been completed, and a lot of information regarding the airport will be published in the next amendment.		<p>Workshop on AIS-to-AIM transition</p> <p>Workshop on NOTAM</p> <p>Team training for transition – October</p>
8	Panama	Next month they have a workshop with AGA to explain the importance of TOD. Recurrent with ATCO on AIS-to-AIM awareness. Constant meetings are held with the	-Workshop with AGA September November 2021 ATCO from October to	<p>Airport personnel and regulators</p> <p>Air traffic controllers and CNV</p>

		authorities on the importance of AIM.	February 2022	personnel Daily conversations with data originators. Teleconferencing every three months. Letters of agreement signed with Tocumen.
9	Paraguay	They have started the process. The regulator has worked very closely with the provider. Authorities were involved in the awareness-raising process.	24/08/2021	
10	Peru	Awareness-raising meetings were held at the level of authorities and executives of the Peruvian State, resulting in the approval and publication of the National Air Navigation Plan, which contains the guidelines for a quality, safe and efficient AIM in a digital environment. At the ANSP level, awareness-raising meetings were held with executives and officials, justifying the need to implement the national ANP in order to have a sound and secure AIM that enables the optimisation of digital aeronautical data and information provision. Two awareness-raising workshops are planned for AIM staff and internal and external users. Workshop 1 scheduled for Q4 of the current year 2021 and Workshop 2 planned for early 2022.	Workshop 1 (Q4 2021) Workshop 2 (Q1 2022)	20 20 Ongoing work with coordination meetings with internal and external providers. These meetings have been intensified to assess aspects related to the second runway. Workshops are planned for Q2 2023.
11	Suriname	Basically, they are working on it but they will duly respond to the Secretariat.		
12	Uruguay	Prior to the pandemic, a SWIM workshop was conducted with the authority. Following SAM/AIM/13, meetings were held with senior management last year on the importance of the transition from AIS to AIM.	October 2018	Director DINACIA- Director DGAC- Director DGIA – Director DSO- Director Electronics SLA signed with all information providers. They also publish AIC containing publication dates and effective date of the information, but are considering

				workshops.
13	Venezuela	Workshops are planned for the last quarter of this year.		SLA action plan start of workshops Q1 2023 international airports only.

Agenda Item 2: Review of the AIS/AIM personnel training plan in the SAM Region

2.1 Under this agenda item, the Meeting reviewed the following papers:

- WP/04 - AIS/AIM personnel training plan for AIM implementation (*presented by the Secretariat*)
- WP/05 - Approval of the Guide for the training of AIS/AIM personnel (presented by the Secretariat)

2.2 When considering this matter, the Meeting discussed the training requirements of AIS personnel.

2.3 The Meeting recalled that, in accordance with Annex 15 - *Aeronautical Information Services*, in the context of the implementation of the quality management system, the competencies and the associated knowledge, skills and abilities required for each function shall be identified, and personnel assigned to perform those functions shall be properly trained.

2.4 The Meeting also noted that periodic assessments of personnel should be carried out and used as a means to detect and correct shortfalls in knowledge, skills and abilities.

2.5 The Secretariat reminded the Meeting that Doc 8126 - AIS Manual, Part I highlights the importance of the competency evaluation, and indicates that it should be carried out similarly to the USOAP EC-4 evaluation.

2.6 The Secretariat requested information from States on courses, workshops, seminars carried out by States to develop the capabilities and competencies of AIS/AIM personnel. Information was also requested on training plans and reference documents for producing these plans. Appendix A to this part of the report contains the requested information.

2.7 The Secretariat informed the Meeting that, with support from Regional Project RLA/06/901, it had prepared an AIS personnel training guide for the SAM Region, and that it had been approved by the e-PPRC/4 meeting for use in the SAM Region for the planning of AIS/AIM initial training, specialisation, and recurrent courses in the SAM Region. Likewise, GREPECAS/20 had approved it as a guide for the CAR/SAM Regions.

2.8 The Secretariat also informed the Meeting that ICAO had circulated the draft version of Doc 9991, *AIS Training Manual*.

2.9 Likewise, ICAO, through the Global Aviation Training section, had developed the following courses:

- a) Aeronautical Information Quality Management (AIQM):
<https://igat.icao.int/ated/TrainingCatalogue/Course/5639> or 5582
- b) Data-Centric Aeronautical Information System Operations (AIS OPS):
<https://igat.icao.int/ated/TrainingCatalogue/Course/5640> or 5605
- c) AIM – OPS NOTAM WORKSHOP: Creating a high quality NOTAM

2.10 The Secretariat recommended that States use the courses provided by the GAT for planning their training and refresher courses for AIS/AIM personnel.

2.11 The Meeting also urged States to start assessing the competencies of AIS personnel, both in the authority and in the service provider, as requested by Part I of Doc 8126 - *AIS Manual*.

Appendix A

Training Plans for AIS/AIM Personnel

Number	State	Training plan	Reference documents	Date of course/workshop/seminar
1	Argentina	No information available on courses to be delivered in 2023.		
2	Brazil	Plan -First Class formed in the first semester of 2022 (June 2022) -Training of professionals from other areas of aviation to understand the implications of the information. -A new Class being trained	They were linked to the processes related to each of the bodies in the data chain. Specialist school Training plan DECEA documents; ICA – 53.1 53.2; 53.3; 53.4 PCA 53.5	EEAR (Initial training) ICEA (Recurrent courses)
3	Bolivia	Courses on human factors Recurrent courses since March 2023	Documents being updated (manuals being completed)	Courses are coordinated with DGCA and would be delivered with INAC
4	Chile	ETA – Training courses Another one starting in 2023 e-learning course with the other training areas		
5	Colombia	Two-year training plan approved In the context of tool procurement, training has been delivered through seminars/workshops		

		<p>Four workshops have been approved for AIS personnel, users and originators</p> <p>They also have international training.</p>		
6	Guyana	<p>The AIS currently has a staff complement of 28 officers comprising of 2 supervisors, 6 AIS 2 Officers and 20 AIS 1 officers.</p> <p>The latest request for AIS to AIM transnational training was done on 2022/09/14 for the ICAO courses titled “Aeronautical Information Quality Management (AIM-QM)” and “Data-Centric Aeronautical Information System Operation (AIS OPS)”. No response was received regarding this request.</p> <p>They have organized a Course on Aeronautical Information Management.</p>		
7	Ecuador	<p>Flight plan courses</p> <p>NOTAM specialist courses</p> <p>Course on AIS for aerodromes</p> <p>Initial training courses for AIS</p>		

		Training plan with ETAC Recurrent flight plan training plan		
8	French Guiana			
9	Panama	Annual (initial, recurrent, special) training plan in place	ICAO Doc 9991 Doc 8126 – AIS Manual Annex 15 – Aeronautical information services	Two GRF courses were delivered (January and June) Recurrent: NOF – July 2022
10	Paraguay	AIS course foreseen High-level AIS technician (Q4)	AIS 021	Recurrente AIS technician on second semester. Course delivered with INAC except QMS, which is delivered by a consulting company.
11	Peru	PER 2810 acquired a system Basic training in the system (April 2022) Specialisation and system maintenance courses are planned for 2023. Training according to RAP315		Last group of the AIA 2022 refresher course There were 6 groups Group 1: Authorities, managers, supervisors and instructors. Groups 2 to 6 are made up by other participants from the main office and provinces. Workshop/meeting: NOTAM, aeronautical information products Project: NEWlink At the end of the first semester, a refresher course and a basic course will be delivered, according to Appendix 9 of RAP 315.

				They have also implemented competence assessment of AIS/AIM personnel.
12	Suriname			
13	Uruguay	Updated course with the new requirements, at the CATC of Uruguay No new professionals have joined		Recurrent courses in the NOTAM area
14	Venezuela			Action plan for 2023: three recurrent courses on AIS-to-AIM transition and another recurrent course on NOTAMs. Reference Doc 9991 Doc 8126 PANS AIM together with the <i>Instituto Universitario de Aeronáutica Civil (IUAC)</i> . Training of the staff on auditing is also planned for the second half of the year with an external company.

Agenda Item 3: Follow-up to the implementation of the quality management system in AIM units (AIM/QMS)

3.1 Under this agenda item, the Meeting reviewed the following papers:

- IP/06 - Status of implementation of the quality management system in AIS processes (AIS/QMS) (*presented by the Secretariat*)
- WP/07 - The quality management system applied to AIM in Brazil (*presented by Brazil*)

3.2 The Meeting reviewed the status of implementation of AIM/QMS as reported at the SAM/AIM/14 meeting.

3.3 States reported on the status of implementation and certification, as of November 2022, of the AIS/AIM quality management system. Details can be found in Appendix A to this part of the report.

3.4 The Meeting urged States that had not yet completed the implementation and certification of the quality management system, to expedite the process.

3.5 Brazil shared its experience regarding actions taken for aeronautical information management. The Airspace Control Department (DECEA), through the Institute of Aeronautical Cartography (ICA), is responsible for aeronautical information management in Brazil, taking into account the data-based approach rather than a product-based approach.

3.6 The first step in the implementation of aeronautical information management (AIM) was the revision and restructuring of the ICA organisational chart and the definition of new competencies. The new organisational structure of ICA and of DECEA regional organisations allowed a better interaction among all areas of the information chain, ensuring the exchange of information processed in the different processes, without neglecting the quality required.

3.7 The second point considered was the implementation of a quality management system covering the AIS function throughout the aeronautical data and information chain, in order to provide users with the necessary assurance and confidence that the aeronautical information and aeronautical data distributed meet the aeronautical data quality requirements. In this context, ICA has implemented the "Aeronautical Publications" process, certified since 2006 under ISO (International Organization for Standardization) 9001, at the time, version 2000. In 2010, ISO 9001 was implemented from version 2008, and currently the implemented version of ISO 9001 is 2015, which also brought the modification of the name of the process to "Aeronautical Information Management", due to the transition from AIS (aeronautical information services) to AIM.

3.8 Within the context of the established Quality Management System, the competencies and associated knowledge, skills and abilities required for each function have been identified, and the personnel assigned to perform them have been duly trained.

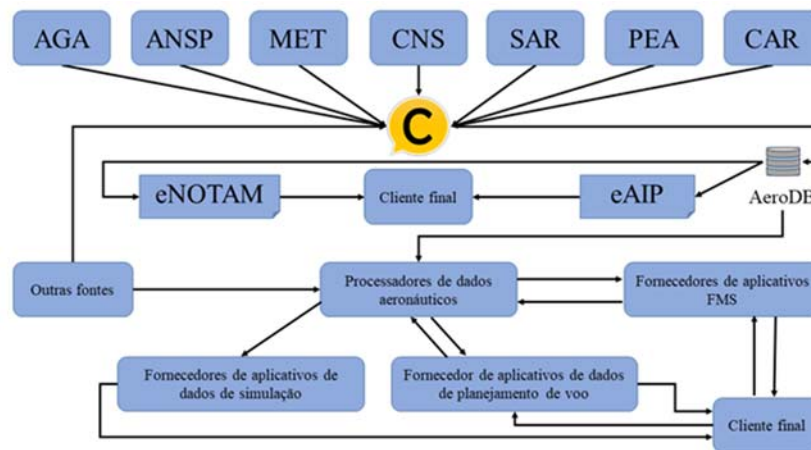
3.9 It is important to note that ICA has a Doctrine Section (SDO) that standardises processes and, together with the technical team, establishes their flow, in order to ensure data quality and integrity. The flows are recorded in work instructions that are available to the technical team on the institutional website. The flowchart is designed in a software called Bizagi.

3.10 Furthermore, ICA, which is responsible for AIM implementation, identified processes and requirements for a successful implementation of AIM. Likewise, risks were identified in the process, for which a risk management system was implemented to create strategies to maximise the effectiveness of its actions, including the ability to cope with uncertainty, transparency and efficient use of resources.

3.11 ICA, hand in hand with the quality management system, has established indicators to assess the effectiveness of its system. To develop these indicators, note was taken that one of the objectives set out in the QMS implemented at ICA was to deliver quality products, including the AIP (aeronautical information publication), the AIP supplement and the NOTAM (Notice to Airmen), as well as other AIS products.

3.12 For each indicator that does not meet the target set by senior management, the Quality Management System (QMS) Section completes an indicator analysis (IA) form, as set out in the Indicator Management Procedure, so that those responsible for the process can devise corrective actions to eliminate the causes of the non-conformities.

3.13 It is also important to note that the implementation of AIM requires collaborative work among all parties involved. In this context, ICA established a collaborative communication strategy in order to identify the importance of, and ways to improve, communication, coordination and interaction among all the entities that make up the aeronautical data and information chain. In this process, all the parties involved in the data chain with which such collaborative communication should be maintained were identified, as shown in the following figure:



3.14 In conclusion, Brazil noted that, for the consolidation of aeronautical information management in Brazil, all parties involved in the creation, organisation, provision and management of services need to have a clear understanding of their respective roles and responsibilities, and do safety oversight. Furthermore, a quality management system, with process mapping and risk control, needs to be implemented throughout the information chain.

3.15 The Meeting invited States to take into consideration Brazil's best practices in the implementation of AIM as well as quality management system processes to expedite the process of implementation of aeronautical information management.

APPENDIX A

Follow-up to the implementation of the Quality Management System in AIS-AIM processes in the SAM Region

<i>N°</i>	<i>State</i>	<i>Status of implementation of the AIM/QMS</i>	<i>Certification date</i>	<i>Follow-up audit</i>	<i>Foreseen re-certification</i>
1	Argentina	Workshops on version 2015 have started and the Quality Manual will be reviewed. The process has been restarted. The process is carried out jointly with the service provider. Training in ISO 9001:2015 for ANAC and EANA is planned for 2023. The minutes of the AIS Department were signed in November 2022, but there is no certification date yet.	Not certified. No date defined for certification. Project not yet approved. ANSP has just started the process.		
2	Brazil	Was re-certified in 2021. Had a Continued Certification Audit in 2022. Re-certification audit planned for 2023.	Certified	March 2022	2024 2023
3	Bolivia	The latest DGCA inspections to the service provider show 60% progress in certification. No certification audits are planned yet, but second-party audits are planned. A corrective action plan was submitted with a certification pre-audit date of March 2023 (2024) They are working on the transition from AASANA to NAABOI. There is a working group working on the adjustment of the documentation.	Not certified	No	No Planned for 2024
4	Chile	The recertification process was carried out in June 2021. Follow-up audit in June 2022	Certified	June 2022	August 2024

		Maintains certification.			
5	Colombia	The Colombian AIS Service is ready for certification. It depends on senior management. Could certify by mid-2022. Resources would be available in mid-2022. Colombia also has authority inspection programmes. Depends on senior management for certification, mainly for the provision of resources for certification.	Not certified		Probably in 2024
6	Ecuador	Working with the Planning area to finalise the implementation process for the AIM, MET and ETAC areas. They had a first stage mapped out, but cannot specify dates or current status due to the pandemic.	Not certified No dates have been defined		
7	Guyana	They are still working on the documentation but have not yet completed the implementation. QMS AIS manual implemented and in use as of December 2021. Process of achieving ISO 9001 Certification in the initial stage (research)	Not certified. No date has been defined.		January 2023
8	Panama	Due to the pandemic, the internal audits and the re-certification audit could not be performed, but maintained all QMS standards applied to AIS/AIM processes. They have designated a certifying agency to conduct the certification audit. Panama had an internal audit in November.	Opportunity for improvement in certification.		December 2022 (unchanged)

		They are waiting for the company to set the date for the audit.			
9	Paraguay	Paraguay was re-certified in December 2020. Internal and follow-up audit every year. Follow-up audit on 16 December 2022	Re-certified	ANSP foreseen for November and re-certification of the legal area for December 2021	December 2023
10	Peru	The aeronautical information service has an ISO 9001:2015 QMS re-certified since 2019 and valid until 30/05/2022. Training continues. Internal audit programmes. Peru re-certified its system in May 2022 with Lloyd's LRQA without observations.	Certified	Report	Mid-2022 May 2025
11	Suriname	NIL	Not certified		
12	Uruguay	Uruguay had the re-certification audit in July 2021 They had a follow-up audit in September 2022.	Re-certified	September/2022	July 2024
13	Venezuela	Venezuela has made progress in the revision of documentation and procedures, as well as in adjusting to the requirements of ISO 9001 version 2015. Progress reported is 85%. Venezuela is not yet certified; they are in the process of training staff, waiting for the resources in order to obtain the certification in late 2023.	Not certified. Will apply for certification in July 2022.		

Agenda Item 4: Review of Phase 2 of the AIS-to-AIM transition and preparation for SWIM

4.1 Under this agenda item, the Meeting reviewed the following papers:

- WP/08 - Status of implementation of DDS, data catalogues and e-AIP (*presented by the Secretariat*)
- WP/09 - Status of implementation of TOD (*presented by the Secretariat*)

4.2 When considering this matter, the Meeting discussed aspects related to the implementation of the enabling elements of Phase 2 of the AIS-to-AIM transition roadmap.

4.3 The Meeting reviewed the status of implementation of:

- a) Digital data sets (DDS)
- b) Electronic AIP (e-AIP);
- c) Data catalogues; and
- d) Aeronautical information exchange models

4.4 **Appendix A** to this part of the report shows the status of implementation, as of 2 December, of the digital terrain and obstacle datasets.

4.5 **Appendix B** to this part of the report shows the status of implementation of the digital datasets requested in Doc 10066--except for TOD--, and of the e-AIP, the data catalogue, the aeronautical information exchange model and the SLAs negotiated and signed with the data and information providers and originators.

4.6 The Secretariat reminded the Meeting of the importance of complying with GREPECAS Conclusion 19/03. The Meeting will recall that the aforementioned conclusion invites States to complete the implementation of Phase 2 elements no later than 2024 so as not to delay SWIM implementation.

4.7 The Meeting mandated a follow-up of the implementation of the elements of Phase 2 of the Roadmap and a report of the results at the SAM/AIM/16 meeting or at any time the Secretariat deemed appropriate.

APPENDIX A
(updated 2/12/2022)

SAM STATE	ACTION PLAN	FOLLOW-UP
<i>Argentina</i>	<p style="text-align: center;">Estimated date: 27 November 2019 They cannot give an answer because AD must provide it. Argentina publishes ground and obstacle data in the AIP. Argentina will publish it in electronic format by October 2023.</p>	The Action Plan will be reviewed and corrections will be sent with more detailed information.
<i>Bolivia</i>	Corrective action start date: A plan was submitted in response to deficiency letter.	To be followed up in accordance with the dates shown in the deficiency response letter.
<i>Brazil</i>	<p style="text-align: center;">2017 - 8 AD 2018 - 8 AD 2019 - 8 AD 2020 - 7 AD 2021 - 7 AD 2022 - 7 AD Will prepare for 2023.</p>	They have reported on the progress of their e-TOD programme, the availability of eTOD data through a GIS portal, and their application in procedure design and for UAS. Brazil has responded about the process in the deficiency response letter.
<i>Chile</i>	<p style="text-align: center;">Completion scheduled for 2022. According to the report presented at the ePPRC/3 meeting, it would be delayed due to the pandemic. No completion date for the two remaining airports.</p>	Obstacles have been surveyed at 5 airports and one is in process, but due to the pandemic, it would be postponed. Likewise, they are working to make data available in a portal that they are preparing with ESRI, but this has no implementation date yet. Chile has sent a reply to the deficiency letter stating that only two airports are missing.
<i>Colombia</i>	Have not submitted a plan.	The area is managed by the Procedure Design Group.
<i>Ecuador</i>	<p style="text-align: center;">Have not submitted a plan. No change. Expected by 2023.</p>	Work is ongoing to survey obstacles through the use of drones and with the advice of IFAIMA experts. No fixed plan. They continue with the proposal to work with the drone. IFAIMA supported them in the survey at the Lacatunga airport. In 2022, they will continue working with the drone. IFAIMA will support them with the methodology and they will work with their own resources.
<i>French Guiana</i>	Have not submitted a plan.	

<p><i>Guyana</i></p>	<p>Estimated start date: April 2017. At this point, the first seven points of the Action Plan presented should have been completed. No definitive timeline on implementation</p>	<p>They are in the initial stage. The process started when one of its officers attended the ICAO CAR/SAM seminar on e-TOD in Mexico City in 2015. Last year (2019), COCESNA provided theoretical training on PANS/OPS and RNAV/RNP design procedures to various officers. Currently, the on-the-job training process is being discussed with the company. Pans-Ops on-the-job (practical) training to be conducted in first half of 2023. E-Tod Survey to be conducted after first half of the year but only for the two major international aerodromes (SYCJ and SYEC). There is no plan in place at the moment to capture and publish E-Tod data for the local aerodromes in the country.</p>
<p><i>Panama</i></p>	<p>Have not submitted a plan.</p>	<p>Tocumen S.A. has surveyed obstacles at the Tocumen and Panamá Pacific airports. These data have been sent to the civil aviation authority of Panama. Regarding the other international airports, no progress has been made. They still do not have the complete data for Tocumen S.A. For now, there is no date because it is in the hands of AGA.</p>
<p><i>Paraguay</i></p>	<p>Data collection for Areas 2a, b, c, d completed. Other activities related to e-TOD are planned for 2016 to 2019. They do not have an e-TOD module, but can rely on SRTM terrain data that meet the requirements for Area 1 but not for Area 2. For man-made obstacles, they have a process defined by DINAC, which has surveyed about 3000 obstacles. However, they do not have software to make them available in electronic format.</p>	<p>No progress reported. No progress. There are few technicians and most of them are focused on the implementation of AIXM.</p>
<p><i>Peru</i></p>	<p>Have not submitted a plan. CORPAC is coordinating with Horizon to resume the obstacle survey project for the Cuzco airport.</p>	<p>The e-TOD Project in Cuzco could not be completed due the supplier’s non-compliance. A DGAC – CORPAC work team is being established, which will conduct, in this first phase, an analysis and assessment of the new implementation date, which will take until October. In a second phase, aerodrome</p>

		<p>operators will be summoned to draft the plan. The plan is expected to be ready by November and will be communicated to ICAO.</p> <p>The plan is foreseen to be ready by 2024. They have coordinated with aerodrome operators.</p>
<i>Suriname</i>	Have not submitted a plan.	
<i>Uruguay</i>	<p>Have not submitted a plan.</p> <p>Work is being done with respect to Area 1 with the company that is surveying all the terrain, and data is being requested for publication.</p> <p>For airports given in concession, they are working with the operators.</p> <p>Area 1 and TOD will be published by the end of 2023.</p>	<p>They are having meetings with providers of raw (unprocessed) e-TOD data. Working groups have been established with the companies that are doing the obstacle survey and a tender process is being organised to acquire a system to process this data.</p> <p>No progress made because of the pandemic.</p> <p>They have an obstacle database.</p>
<i>Venezuela</i>	<p>In the second half of 2017, they will start with the corresponding terrain and obstacle data.</p> <p>They are working on Type A obstacle chart.</p> <p>Soon to be published on 29 December 2022 (Josefa Canejo – Paranejo)</p> <p>Maracaibo is ready and waiting for INAC’s approval.</p> <p>The other international airports are expected to be published by 2023.</p>	<p>They reported having an automated, interoperable system with an obstacle and terrain database capable of being exported in AIXM, HTML or Shape File format if so required by the user.</p> <p>In this last quarter, in the amendment, they are planning to publish obstacles for SVMI, Puerto Ordaz, Valencia, Maracybo, Barcelona, Paraguana and Margarita. The amendment will be in December. It would be available in electronic format. Completion in 2024, 2022: 3 to 4 per year.</p>

APPENDIX B

Table: Monitoring of the implementation of the e-AIP, DDS, information exchange models, and data catalogues

N ^o	State	Action Plan	Status of implementation				
			DDS (does not include TOD)	Exchange model	e-AIP	Data catalogue	SLA
1	Argentina	There is an action plan.			They have the licence. They have it published via website but is not digital (the electronic one depends on software maintenance payment).	Coordination with EANA S.E. They will send the information.	They signed again the SLAs with data providers.
2	Brazil	- By the end of Q3 2022, the e-AIP will be made available; - By the end of the second semester of 2022, digital data packages will be made available, according to Amendment 1 - Doc 10066. By Q1, DDS and the eAIP will be implemented.	70%	100%	80%	100%	They do not sign SLAs. They issue ICA with the rules to be followed by information providers (agreement following meeting with providers)
3	Bolivia	No progress made on these issues due to the change of provider.			Not yet until automated systems	By 2023 (Q4)	They have the SLAs, but they do not include the data

		An automated system will be in place as of September this year.			are in place.		catalogues.
4	Chile	A project has been submitted that will be evaluated by the end of May for inclusion in the draft budget for 2023-2024. Project under discussion to see if it can be implemented by 2023.					They do not have them, because they are all included in the QMS.
5	Colombia	- By the end of Q2 2022, the eAIP will be made available; - By the end of Q4 2022, digital data packages will be made available, according to Amendment 1 - Doc 10066. The system was acquired in 2020 and they already had training on the tool.	90% TOD not included	90%	95%	80%	90%
6	Ecuador	The acquisition of a system with AIXM is planned for the second half of 2022 Project submitted to the Planning Secretariat and waiting for approval by 2023.	Not available	Not available	At the moment, it is available in HTML and PDF format under Eurocontrol standard.	Available in Excel format. It is estimated that they will be available on the first semester of 2022; 75%	They are working with information providers to sign the SLAs.
7	Guyana	Budgetary Allocations for 2023 have been made by the	Dependent on training. Will	Dependent on training. Will	Dependent on training. Will	Dependent on training. Will	LOA's with our two major airports have been established

		Civil Aviation Authority to source transition AIS to AIM training. A national strategy for conducting workshops with all raw data originators will be done in the first quarter of 2023 through the AIS regulator.	implement progressively as the training of staff in these areas are done.	implement progressively as the training of staff in these areas are done.	implement progressively as the training of staff in these areas are done.	implement progressively as the training of staff in these areas are done.	for the provision of raw data for promulgation by the AIS. All other raw data is provided through the Ministry of Public works which has national oversight of national civil aviation.
8	Panama	-DDS workshops are expected to start on Q3 2022. - Regarding data catalogues, they are waiting for the AISR to notify the dates of the seminar-workshop. No progress made because of the QMS certification process A meeting will be held on 16 January to plan DDS implementation. They are a little delayed with AIS regulations. The first workshop on data catalogues will be held on Q1.	No progress made	100%	100%	No progress made	
9	Paraguay	AIXM was acquired in 2020 and was installed in July 2020.	It is not yet possible to supply DDS	Acquired but not yet fully implemented	Published on 5 July 2022 on the DINAC website and will be evaluated for one	They are in a transition stage, understanding the data catalogue.	They are in the process of dissemination with internal and external users, but have not yet signed an SLA.

					year.		
10	Peru	With the signing of the contract for the acquisition of the integrated aeronautical information system in June 2021, Peru, through the AISP, is in the process of implementing the eAIP, which will be made available on Q4 2022, meeting the requirements of our regulations, Annex 15, PANS AIM, and their respective amendments. The integrated aeronautical information system was acquired in February (PER 20810) All the data will be reviewed between 2023 and 2024. (Will be updated probably Q1 2025)	10% They will send the information assessed for the four parameters. The system was assessed on the basis of one airport. Progress made in the uploading of data of the major international airports of Peru, but there will be modifications, because loading will be modified in 2023.	10%	10%	10 to 15%	They have a review plan with information providers
11	Suriname						
12	Uruguay	Waiting for the results of discussions for the implementation of actions following the migration to AMHS (August 2022) Migration to AMHS completed. AIXM system acquisition in					Complete

		progress for 2023					
1 3	Venezuela	They will send the files at the end of the Meeting.	25% AIXM 5.1 100%	They are working on the implementation of the DDS (60%)	100% implemented and updated. Published on the INAC website. The new tolos to be published by Q1 2023	25% in the database	They are working on it and will meet with providers in Q1 2023 to sign the letters of agreement.

Agenda Item 5: NOTAM Contingency Plans, AIS Contingency Plan for Volcanic Ash, AIM deficiencies and the ICARD System

5.1 Under this agenda item, the Meeting reviewed the following papers:

- WP/10 - AIM deficiencies (*presented by the Secretariat*)
- WP/11 - NOTAM Contingency Plan (*presented by the Secretariat*)
- WP/12 - Follow-up to 5LNC code management (*presented by the Secretariat*)

5.2 Under this agenda item, the Meeting reviewed the NOTAM contingency plan, air navigation deficiencies in the AIS area that remain in the GANDD, as well as ICARD-related issues.

5.3 Regarding navigation deficiencies, the Secretariat reminded the Meeting that the ICAO SAM Regional Office had sent a letter to the States on 12 August this year requesting the review of these deficiencies and the updating of the corrective action plans (CAPs). To date, replies had been received from Bolivia, Brazil, Chile, Colombia, Guyana and Paraguay, and Argentina had made contact via e-mail regarding the aspects that needed to be reviewed.

5.4 The Secretariat noted that, with regard to AIM deficiencies, only Brazil, Bolivia and Chile had submitted corrective action plans (CAPs). Guyana had submitted its corrective action plans during the Meeting, and these would be reflected in the GANDD in the coming months.

5.5 States that had not yet sent a reply to the letter mentioned in paragraph 5.3 undertook to officially submit the CAPs for inclusion in the GANDD.

5.6 Regarding the NOTAM Contingency Plan, the States reviewed and updated the information contained therein.

5.7 The States also recommended including a mobile (cellular) number with instant messaging available 24 hours a day to facilitate communication.

5.8 Likewise, the Meeting recommended that two annual NOTAM contingency plan activation exercises be conducted to test its implementation. States would coordinate these exercises and report their results to the SAM/AIM/16 meeting.

5.9 The updated NOTAM Contingency Plan can be found in Appendix A to this part of the report.

5.10 With regard to ICARD, the Secretariat recalled that Recommendation 3.5/1(a) of the Thirteenth Air Navigation Conference called upon States to urgently complete populating the International Codes and Routes Designators (ICARD) system database with the five-letter name-codes (5LNCs) used worldwide, in order to ensure the accuracy of the database.

5.11 The Secretariat also recalled that the GREPECAS/19 meeting had adopted Conclusion 19/12 urging CAR/SAM States to take note of the recommendation of AN Conf/13 concerning 5LNC codes and take steps to ensure that all 5LNCs used by States are reported and entered into ICARD.

5.12 The Meeting urged States to expedite processes to follow both recommendations.

5.13 States were also invited to continue to work towards resolving the issue of duplicate codes,

codes not entered into ICARD and codes that were no longer in use but remained in ICARD.

5.14 With regard to the Volcanic Ash Contingency Plan, it was recalled that the NOF should have procedures for issuing ASHTAMs in case of volcanic eruption and presence of volcanic ash clouds in its FIRs.

5.15 The Meeting recalled that coordination procedures to be implemented at the NOF should include coordination with ATS and MET services in addition to Volcanic Ash Advisory Centres (VAAC) and national volcano observatories in case of volcanic eruptions and volcanic ash clouds.

5.16 The Meeting noted that the Volcanic Ash Contingency Plan for the SAM Region (VACP/SAM) included specific tasks for NOF Offices, such as issuing ASHTAMs and coordinating with ATS services to check airways affected by volcanic ash clouds, as well as declaring danger or restricted areas.

5.17 The ATS/AIS/MET meeting recommended that a VOLCEX exercise be conducted in 2024, involving ATS/AIS/MET services, VAACs, national volcano observatories and industry, which would require fine coordination among all those involved.

5.18 States reported on their Volcanic Ash Contingency Plans, details of which can be found in Appendix B to this part of the report.

APÉNDICE / APPENDIX

Catálogo de los Planes de Contingencia NOTAM de la Región SAM
 Catalogue of NOTAM Contingency Plans in the SAM Region

Fecha: 02 de diciembre de 2021
 Date: December, 2nd, 2021

Estado/ State	Estado de respaldo/ Backup State	Situación / Status		Punto de Contacto/ Contact Point	Descripción general de facilidades y servicios que garantizan la continuidad / General description of facilities and services available which ensure continuity	Banco NOTAM NOTAM Bank
		Borrador/ Draft	Final			
1	2	3	4	5	6	7
Argentina	Uruguay		X	NOF Ezeiza Tel: 541 4480 2294 Fax: 541 4480 2260 Email: nofezeiza@eana.com.ar NOF Montevideo Tel: 5982 6040067 Email: ais@adinet.com.uy	AFS, Tel/Fax, REDDIG, Internet	AMHS
Bolivia	Perú		X	NOF La Paz Tel: 5912821732 int 288 Mobile: +5972028265 Email : nofbolivia@naabol.gob.bo NOF Lima Tel: +511 2301419 +511 2301416 Mobile : +51 978471875 Email: aislima@corpac.gob.pe aislimaperu@gmail.com	AFS, Tel, REDDIG, Internet	
Brasil/Brazil				NOF Brasil Tel: 5521 21016976 552121016879 Mobile: +5521985543390 Email: nofbrazil@decea.mil.br	Tel, Internet	CRONOS

Estado/ State	Estado de respaldo/ Backup State	Situación / Status		Punto de Contacto/ Contact Point	Descripción general de facilidades y servicios que garantizan la continuidad / General description of facilities and services available which ensure continuity	Banco NOTAM NOTAM Bank
		Borrador/ Draft	Final			
1	2	3	4	5	6	7
Chile	Ecuador		X	NOF Chile Tel: 562 28364033 56224392081 Email: nofchile@dgac.gob.cl NOF Guayaquil Tel: 5934 2924940 Email: nof_ecuador@dgac.gob.ec	AFS, Tel/Fax, REDDIG, Internet	IAT-WIN
Colombia				NOF Bogotá Tel: 571 2962991 Email: ais@aerocivil.gov.co ; solicitudes.notam@aerocivil.gov.co		Actual Banco Web / Current Web Bank AMHS
Ecuador	Chile		X	NOF Guayaquil Tel: 5934 2924940 Email: nof_ecuador@aviacioncivil.gob.ec NOF Chile Tel: 562 28364033 56224392081 Email: nofchile@dgac.gob.cl	AFS, Tel/Fax, REDDIG, Internet	IAT-WIN

Estado/ State	Estado de respaldo/ Backup State	Situación / Status		Punto de Contacto/ Contact Point	Descripción general de facilidades y servicios que garantizan la continuidad / General description of facilities and services available which ensure continuity	Banco NOTAM NOTAM Bank
		Borrador/ Draft	Final			
1	2	3	4	5	6	7
Guyana	Suriname		X	<p>NOF Guyana Telefax: 592 2612279 Tel: 592 2612269 Cel: 592-632-0416 AFS: SYCJYNYX Cable: TIMAIRPORT GUYANA Email: aisguyana@gcaa-gy.org</p> <p>NOF Suriname Tel: 597 0325103 Email: ais.sur@hotmail.com ais@cadsur.sr</p>	AFS, Tel/Fax, REDDIG, Internet	AMHS
Guyana Francesa/ French Guiana						
Panamá	Perú		X	<p>NOF Panamá Tel: +507524-4737, +507524-4738 y +507524-4739 Mobile: +50764062071 +50768703783 Email: aisnof@acronautica.gob.pa aisnoftum@gmail.com</p> <p>NOF Lima : +511 2301419 +511 2301416 +51 978471875 Email: aislima@corpac.gob.pe aislimaperu@gmail.com</p>	AFS, Tel/Fax, REDDIG, Internet	AMHS AMHS

Estado/ State	Estado de respaldo/ Backup State	Situación / Status		Punto de Contacto/ Contact Point	Descripción general de facilidades y servicios que garantizan la continuidad / General description of facilities and services available which ensure continuity	Banco NOTAM NOTAM Bank
		Borrador/ Draft	Final			
1	2	3	4	5	6	7
Paraguay	Chile		X	NOF Asunción Tel: 59521 645952 Email: ais_adnof@dinac.gov.py NOF Chile Tel: 562 28364033 56224392081 Email: nofchile@dgac.gob.cl	AFS, Tel/Fax, REDDIG, Internet AFS, Tel/Fax, REDDIG, Internet	AMHS IAT-WIN
Perú	Bolivia		X	NOF Lima Tel: : +511 2301419 +511 2301416 +51 978471875 Email: aislima@corpac.gob.pe aislimaperu@gmail.com NOF La Paz Tel: 5912821732 int 288 Mobile: +5972028265 Email : nofbolivia@naabol.gob.bo		AMHS

Estado/ State	Estado de respaldo/ Backup State	Situación / Status		Punto de Contacto/ Contact Point	Descripción general de facilidades y servicios que garantizan la continuidad / General description of facilities and services available which ensure continuity	Banco NOTAM NOTAM Bank
		Borrador/ Draft	Final			
1	2	3	4	5	6	7
Suriname	Guyana		X	NOF Suriname Tel: 597 0325103 - Email: ais.sur@hotmail.com ais@cadsur.sr NOF Guyana Telefax: 592 2612279 Tel: 592 2612269 Cel: 592-632-0416 AFS: SYCJYNYX Cable: TIMAIRPORT GUYANA Email: aisguyana@gcaa-gy.org	AFS, Tel/Fax, REDDIG, Internet	AMHS
Uruguay	Argentina		X	NOF Montevideo Tel: 5982 6040067 Email: ais@adinet.com.uy NOF Ezeiza Tel 5414 480 2294 Fax 5414 480 2260 Email: nofezeiza@eana.com.ar	AFS, Tel/Fax, REDDIG, Internet	AMHS, SISNOTAM
Venezuela	Perú	X		NOF Lima Tel: : +511 2301419 +511 2301416 +51 978471875 Email: aislima@corpac.gob.pe aislimaperu@gmail.com		

Nota/Note:

- Columna 1: Indicar Estado, Territorio u Organismo Internacional / *Indicate State, Territory or International Organization.*
- Columna 2: Indicar Estado, Territorio u Organismo Internacional con quien debe coordinarse el Plan de Contingencia del Estado citado en la Columna 1 / *Indicate State, Territory or International Organization with whom the Contingency Plan of the State mentioned in Column 1 should be coordinated.*
- Columna 3: Marcar con X en el caso que el Plan de Contingencia se encuentre en proceso para su armonización con el Estado en cuestión / *Mark with an X in case the Contingency Plan is in process for its harmonization with the referred State.*
- Columna 4: Marcar con X en el caso que el Plan de Contingencia se encuentre armonizado con el Estado en cuestión / *Mark with an X in case the Contingency Plan is in process for its harmonization with the referred State.*
- Columna 5: Indicar cargo del Punto de Contacto y medio de comunicación a utilizar en caso de ser necesario / *Indicate position of the Point of Contact and communications means to be used, if necessary.*
- Columna 6: Indicar cuáles son, en general, las facilidades y los servicios disponibles mientras el Plan de Contingencia se encuentra activado / *Indicate which are, in general, the facilities available services while the Contingency Plan is activated.*
- Columna 7: Banco NOTAM / *NOTAM Bank.*

Apéndice B / Appendix B**AIS/AIM Contingency Plan for Volcanic Ash****Contingency Plan for Volcanic Ash**

Número / Number	Estado / State	¿Cuenta su Estado con un Plan de Contingencia? / Does your State have a Contingency Plan?	Servicios y organizaciones involucrados en su Plan de Contingencia / Services and organizations involved in its Contingency Plan
1	Argentina	<p>Está prevista en su Regulación y el ANSP lo incluirá en su MADE del NOF (sujeto al acuerdo que está en revision). También está en revision los acuerdos con el SEGEMAR Para el AGA, Apéndice 2 de la RAC 153. Establece procedimientos y responsabilidades para cada área y la activación del COAE/It is foreseen in their Regulation and the ANSP will include it in its MADE of the NOF (subject to the agreement which is under review). Agreements with SEGEMAR are also under review. For AGA, Appendix 2 to RAC 153. They establish procedures and responsibilities for each area and the activation of the COAE.</p>	ANAC, EANA, SMN, SEGMEAR, AGA
2	Brazil	Tiene un Plan CIRCEA 63-2/ It has a CIRCEA 63-2 Plan	
3	Bolivia	<p>Están en transición de los documentos y lo prepararan para la gestión del 2023. Bolivia cuenta con la Regulación en relación al tema / They are in the transition of the documents and will</p>	

		<p>prepare them for the 2023 administration.</p> <p>Bolivia has regulations on the subject.</p>	
4	Chile	<p>Cuenta con una Carta con SENGEOMIN.</p> <p>Están trabajando en un Procedimiento de Contingencia con ATS/MET/AIS/ It has a letter with SENGEOMIN.</p> <p>They are working on a contingency procedure with ATS/MET/AIS.</p>	
5	Colombia	<p>Están organizando unas mesas de trabajo para firmar cartas de acuerdos ATS/AIS/MET (Aerocivil e IDEAM) e Ingeominas para revisar, actualizar y mejorar este Plan. Para el primer semestre del 2023.</p> <p>El Plan de Contingencia está ingresado en el Sistema de Gestión de Calidad/They are organising working groups to sign letters of agreement between ATS/AIS/MET (Aerocivil and IDEAM) and Ingeominas to review, update and improve this Plan.</p> <p>For the first half of 2023.</p> <p>The Contingency Plan is included in the Quality Management System.</p>	<p>ATS, AIS, MET, Centro de Meteorología/ATS, AIS, MET, Meteorological Centre</p>
6	Guyana		
7	Ecuador		
8	French Guiana		
9	Panama	<p>Cuenta con su Plan de Contingencia Nacional pero están en proceso de armonizarlo al Plan Regional. No</p>	

		hay fecha porque lo está trabajando el servicio MET/ They have a National Contingency Plan but are in the process of harmonising it with the Regional Plan. There is no date because the MET service is working on it.	
10	Paraguay	No tienen un Plan de Contingencia por VA. Esperan desarrollarlo para el primer semestre del 2023/ They do not have a VA Contingency Plan. They expect to develop it in the first half of 2023.	
11	Peru	No publican ASHTAM. Verificar publicación de diferencias/ They do not publish ASHTAMs. Check publication of differences.	
12	Suriname		
13	Uruguay	Lo tiene/They have it.	
14	Venezuela	Estan en proceso de revision del Plan de Contingencia con SERMETAVIA para implementar en el 2023/ They are in the process of reviewing the Contingency Plan with SERMETAVIA for its implementation in 2023.	

Agenda Item 6: Global NOTAM campaign

6.1 Under this agenda item, the Meeting reviewed the following papers:

- WP/14 - Follow-up to the objectives of the Global NOTAM campaign (*presented by the Secretariat*)
- WP/15 - *Información dinámica con poco tiempo para que sea disponible (Dynamic information on a short notice) (presented by Brazil)*

6.2 When considering this matter, the Meeting reviewed the actions taken in the SAM Region in the context of the Global Campaign on NOTAM Improvement undertaken by ICAO.

6.3 The Meeting noted that the proliferation of NOTAM messages had generated concern in ICAO and the industry due to the volume of information to be handled for planning each operation.

6.4 The Secretariat, based on the recommendations of the NOTAM workshop, had disseminated information on procedures to avoid the proliferation of old and very old NOTAMs, and to avoid the issuance of NOTAMs that did not follow the frame of reference defined in ICAO Annex 15 and Doc 10066.

6.5 The Meeting consulted the Secretariat on the "Progress" legends in the NOTAMeter and on the discrepancies regarding the number of NOTAMs that appear as active in the NOTAMeter and those that States list as active in their checklist. The Secretariat will review these cases with the NOTAMeter Administrator and inform the States concerned in due course.

6.6 Brazil informed the Meeting about the procedures implemented for reducing and eliminating the number of old and very old NOTAMs active in the system. Brazil had managed to completely eliminate these types of NOTAMs.

Agenda Item 7: Review of ICAO Documents 8126 and 7383

7.1 Under this agenda item, the Meeting reviewed the following papers:

- WP/16 - Competence assessment of AIS/AIM personnel (*presented by the Secretariat*)
- WP/17 - Review of ICAO Doc 7383 (*presented by the Secretariat*)

7.2 The Meeting was informed that Doc 8126 - *AIS Manual* was officially available in the English language.

7.3 The Meeting recalled that the Manual, in its new format, was divided into four parts and that its objective was to continue to provide guidance, not only on legacy AIS processes, but also on new AIM practices, and to accommodate future developments in the context of SWIM. The target audience of this manual is AIS operational staff, management bodies and regulatory authorities.

7.4 The Meeting also noted that Part I of the Manual referred to the "Regulatory Framework for Aeronautical Information Services", which explained AIS responsibilities and functions and provided guidance on the organisational development of aeronautical information services, including the transition to AIM. It was also noted that this part of the document included three appendices, which provided guidance to States on AIS competency assessment and inspection of AIS providers.

7.5 The Secretariat informed the Meeting that GREPECAS/20 had issued Conclusion 20/01, which, in paragraph a) invited States to establish competency assessment procedures for AIS personnel, in accordance with Appendix A to Doc 8126 - *AIS Manual*. The Secretariat had prepared the table shown in Appendix A to this part of the report to follow up on the action requested by GREPECAS/20.

7.6 The Meeting urged States to prepare competency assessment procedures for AIS/AIM personnel and report to the Secretariat by June 2023, and then follow up at each SAM/AIM meeting.

7.7 The Meeting mandated the Secretariat to follow up on the implementation of competence assessment procedures for AIS/AIM personnel and to report at the SAM/AIM/16 meeting.

7.8 The Meeting also reviewed Doc 7383 - *Aeronautical Information Services provided by States* and noted that the current document posted on the ICAO website dated back to 2014.

7.9 The Meeting deemed it necessary to review the information contained in the reference document in relation to SAM States, and in case of discrepancies between the services provided by the States and those declared in the document, to submit the differences to ICAO with a copy to the Secretariat by 30 June 2023.

Apéndice A / Appendix A

Plan de Evaluación de Competencia del personal AIS/AIM

Competency Assessment for AIS/AIM staff

Número / Number	Estado / State	Cuenta el Estado con plan de Evaluación de Competencia del personal AIS/AIM / Does the State have a Competence Assessment plan for staff? a) Oficial AIS de la Autoridad de Aviación Civil / CAA AIS Officer b) Oficial AIS del Proveedor de Servicio / AIS Officer of the service provider	Preparación de Lista de Chequeo /Preparation of Checklist	Documentos de Referencia / Reference Documents
1	Argentina	En desarrollo (marzo de 2023) /In process (March 2023) Octubre de 2023 / October 2023 Lo tienen como requisitos para los Inspectores / They have it as a requirement for inspectors	No	Doc 8126 – Manual AIS / AIS Manual
2	Brazil	Hace capacitación pero aún no actualizó su documentación con las Directrices del 8126-Final de 2023 / They provide training but the documentation has not yet	No	Doc 8126 – Manual AIS / AIS Manual

		been aligned with the 8126- guidelines. Late 2023		
3	Bolivia	Como proveedor están revisando el Doc. 8126 – Manual del AIS / As a provider, they are reviewing Doc 8126 - AIS Manual. No tienen fechas / No dates have been defined. La DGAC tiene previsto para el 2023 el del Plan pero no aún la evaluación / The DGCA has foreseen the Plan for 2023 but not yet the assessment.		
4	Chile	Chile tiene Evaluación de Competencia de acuerdo PRO-ATS01 Lo revisaran para actualizarlo al Doc 8126 / Chile has Competence Assessment according to PRO-ATS01 It will be reviewed for alignment with Doc 8126		
5	Colombia			
6	Guyana	AIS ha implementado un Manual de Pruebas de Competencias que fue aprobado por los reguladores del ANSP.		

		<p>Se utilizó por primera vez en octubre de 2021 y la última prueba de competencias se realizó en octubre de 2022 / AIS has implemented a Proficiency Testing Manual which was approved by the ANSP Regulators. It was first used in October 2021 and the latest proficiency testing was done in October 2022.</p>		
7	Ecuador			
8	French Guiana			
9	Panama	<p>Panamá tiene la Competencia porque el QMS lo requiere. También el Manual de Cargos y Competencias de la institución. Solo falta el procedimiento para la Evaluación de Competencia previsto para el último trimestre del 2023 / Panama has the competence because the QMS requires it. They also have the Manual of Positions and Competencies of the institution.</p>		

		The only thing missing is the procedure for the Competence Assessment scheduled for the last quarter of 2023.		
10	Paraguay			
11	Peru	<p>Perú, a través de la RAP315 incluyó un Apéndice relacionado a la Evaluación de Competencias. El Proveedor, implementó cursos de Capacitación basados en Competencia. Solo falta evaluar los delineamientos del Doc. 8126 / Peru, through RAP315, included an appendix on competence assessment. The provider has implemented competence-based training courses. Only the guidelines of Doc 8126 remain to be assessed.</p>		
12	Suriname			
13	Uruguay	<p>No cuenta con un Plan de Evaluación de Competencia. Lo desarrollarán para el 2023 La Lista de verificación la tienen vigente de acuerdo a la LAR 211 / They do not have a Competence</p>		

		Assessment Plan. To be developed in 2023 Checklist is in force according to LAR 211.		
14	Venezuela	Están en revisión con la Autoridad. Lo proyectan implementar para el último trimestre del 2023. / Under review by the authority. To be implemented by the last quarter of 2023.		

Agenda Item 8: Other business

8.1 Under this agenda item, the Meeting reviewed the following paper:

- WP/18 - ATS Contingency Framework Plan for the SAM Region (MCATS/SAM)
(presented by the Secretariat)

8.1 The Meeting was informed that the SAM Region Implementation Group (SAMIG) at its 25th Meeting approved the SAM Region ATS Contingency Framework Plan.

8.2 The Secretariat indicated that this Plan was reviewed by SAMIG Meeting 26 and that they have established opportunities for improvement to the Plan, for which an AD-HOC Group was established to review and work on the identified opportunities for improvement.

8.3 The opportunities for improvement worked on by the AD-HOC Group resulted in the inclusion of two Appendices, and mainly, in Appendix I of the Contingency Plan it was recommended that, in relation to the "Minimum Content to be published in the AIP (...)", the aspects described in Appendix C - Basic Elements of the Plan - of the MCATS/SAM be considered, which will be published in section ENR 1.15 of the AIP.

8.4 The Meeting recalled that ICAO Doc. 10066 "Aeronautical Information Management" as well as Doc. 8126 - AIS Manual do not foresee a section in the AIP to include information related to ATS Level 2 Contingency Plans. It also recalled that in both documents, when presenting the AIP format, there is no item called ENR 1.15, so if it is agreed to create it, it should be included in ICAO Document 7030, as a Regional Supplementary Procedure for the SAM Region.

8.5 The Meeting called attention to the fact that modifications to the AIP Publications could have an economic and functional impact on States that work with automated systems or that in the future would work with automated systems, since the templates of these systems are prepared in accordance with Doc. 10066 PANS-AIM and Doc. 8126 - AIS Manual, and a modification to them would imply additional costs for the service provider.

8.6 In addition, the Meeting recalled that, should the Contingency Plan Publication be established in ENR 1.15 as a SUPP, the existence of that SUPP affecting the State should be mentioned in ENR 1.8.

8.7 The Meeting requested to work closely with the SAMIG Group to coordinate aspects of the publications and their correspondence with the different documents foreseen in the AIS documentations, in order to be able to evaluate the consequences for AIS providers of the recommendations issued by SAMIG.