



International
Civil Aviation
Organization

Organisation
de l'aviation civile
internationale

Organización
de Aviación Civil
Internacional

Международная
организация
гражданской
авиации

منظمة الطيران
المدني الدولي

国际民用
航空组织

Ref.: LT 2/3 – SA321

Lima, 20 September, 2021

To: Mr. M. Thierry Buttin, Regional Director of Civil Aviation Authority (DSAC)
for French Antilles and French Guiana
Mr. Philippe Versi, Regional Director, West Indies and French Guiana
Lt. Col. Egbert Field, Guyana Civil Aviation Authority
Mr. Albert E. Jubithana BBA, Minister of Transport Communication and Tourism,
Suriname

Subject: **Nineteenth Meeting of Directors of the Civil Aviation Training Centers of the South American Region (CIAC/19)**
(Virtual, 8 to 12 November, 2021 - 13:30 UTC)

Required
action: **Register participants by 22 de octubre de 2021**

Dear Sir/Madam:

I am pleased to address you this letter inviting you to participate in the Nineteenth Meeting of Directors of the Civil Aviation Training Centers (CIAC/19) of the South American Region, which will take place virtually, from 8 to 12 November, 2021.

The purpose of the Meeting will be to follow up on the instruction and training activities implemented by the CIACs in the last two years. Likewise, it is intended to provide guidelines to the CIACs on the training requirements that lead to the realization of the visions of the ICAO Global Plans (GANP, GASP; GASeP).

Additionally, the Meeting is expected to take note of the good practices implemented by the CIACs and the ICAO GAT, within the context of the COVID-19 pandemic, in order to give continuity to the instruction and training plans.

States are invited to present the training activities carried out during 2020, 2021 and those planned for 2022, as well as the good practices implemented due to the COVID-19 pandemic.

In this regard, I would very much appreciate your informing **by 22 October, 2021**, your confirmation to participate in the event, returning the attached registration form, duly completed with respect to each participant.

Please note that the event will be held in Spanish and will have simultaneous interpretation services into English **only if confirmation of participation is received, as well as registration on the Zoom platform from delegates from English-speaking States, until 22 October 22, 2021.**

To register for this event, delegates must enter the following link on the Zoom platform:

<https://icao.zoom.us/meeting/register/tJEtcOGgrT0tE9G6bYUXnlw2x0OZVF4fqfKm>

After registering, you will receive a message with the link to enter the Meeting, which is personalized and should not be shared. For the day of the event, please enter at least ten (10) minutes before **13:30 UTC** to verify that there are no technical problems.

As **Appendix A** the draft Agenda with its respective explanatory notes and the meeting schedule is presented, as **Appendix B** the Mnemonic Paper and as **Appendix C** the Registration Form.

The documentation, as well as the working and information papers will be published on the website of the ICAO South American Regional Office:

<https://www.icao.int/SAM/Pages/default.aspx>

Should you require further information regarding the event, please contact Mr. Jorge Armoa, Regional Officer, ANS Implementation (AIM/MET) of the ICAO South American Office, at the e-mail: jarmoa@icao.int.

Accept, Sir/Madam, the assurance of my highest consideration



Fabio Faizil Rahnemay Rabbani
Regional Director
ICAO South American Office
Lima

Enclosure:

As indicated

cc: Mr. Patrick Pezzeta, Deputy Director, Antilles-Guyane, French Antilles
Mr. Alain Kerhascoet, Head of French Guiana Air Control Centre Cayenne-Félix Eboué Airport, Head of the Aircraft Search and Rescue RCC
Mr. Jean-Jacques Deschamps, Directeur Adjoint, ANSP Martinique, French Antilles-Guyane
Mr. Damien Cazé, Director General of Civil Aviation, France
Mrs. Estrella Noordzee, Permanent Secretary, Directorate of Transport, Suriname
Ms. Constance Karijodinomo, Director of Civil Aviation Department, Suriname
Mr. Brian de Souza, Director a.i, Civil Aviation Safety Authority Suriname, CASAS, Suriname
Mr. Marcus Doller, Air Safety Support Intl. (ASSI), United Kingdom
Mr. Bruce D’Ancey, Policy Specialist, Flight Ops, Air Safety Support International (ASSI), United Kingdom
ICAO EUR/NAT (*For retransmission to DGAC France*)

APPENDIX A

**NINETEENTH MEETING OF DIRECTORS OF THE CIVIL AVIATION TRAINING CENTERS
OF THE SOUTH AMERICAN REGION (CIAC/19)**

(Virtual, 8 to 12 November, 2021 - 13:30 UTC)

DRAFT AGENDA

- Agenda Item 1: **Seminar on the requirement of instruction and training of aeronautical staff within the context of the ICAO Global Plans (GANP, GASP and GASeP)**
- Agenda Item 2: **Analysis of the valid conclusions formulated at the Eighteenth Meeting of Directors of the Civil Aviation Training Centers of the South American Region (CIAC/18) and previous meetings.**
- Agenda Item 3: **Analysis of the challenges of CIACs continuity of activities in the context of the COVID-19 Pandemic**
- Agenda Item 4: **Activities carried out by the Civil Aviation Training Centers of the Region**
- Agenda Item 5: **Follow-up of the implementation of training activities in air navigation, safety and other aviation areas in the Region**
- Agenda Item 6: **Challenges and opportunities for continuity of training activities in aviation focused by the GAT, and Follow-up of the TRAINAIR PLUS Program activities**
- Agenda Item 7: **Review of the terms of reference and work program of the CIAC group**
- Agenda Item 8: **Other business**

EXPLANATORY NOTES

Agenda Item 1: Seminar on the requirement of instruction and training of aeronautical staff within the context of the ICAO Global Plans (GANP, GASP and GAsEP)

Under this Agenda item, a seminar will be held on the requirement of instruction and training of aeronautical staff in order to count on capacities in the States to achieve the implementation of the Vision of the ICAO Global Plans.

Agenda Item 2: Analysis of the valid conclusions formulated at the Eighteenth Meeting of Directors of the Civil Aviation Training Centers of the South American Region (CIAC/18) and previous meetings.

The implementation status of the valid conclusions formulated during the CIAC/18 Meeting, as well as the valid conclusions of the previous CIAC meetings, will be reviewed and their validity will be evaluated in light of the actions that may have been adopted in relation to each of them.

Agenda Item 3: Analysis of the challenges of CIACs continuity of activities in the context of the COVID-19 Pandemic

The States are invited to present the challenges that the CIACs have faced, as well as the actions implemented in order to give continuity to the instruction and training activities in the context of the COVID-19 pandemic.

Agenda Item 4: Activities carried out by the Civil Aviation Training Centers of the Region

The Directors of the Civil Aviation Training Centers of the Region will present to the Meeting the main activities carried out in terms of training since the last CIAC meeting (CIAC/18). This should allow the Meeting to obtain information on the current situation regarding courses and future forecasts from each participating CIAC.

Agenda Item 5: Follow-up of the implementation of training activities in air navigation, safety and other aviation areas in the Region

In this agenda item, the Meeting will take note of the regional training activities on air navigation (Aeronautical Information, Aeronautical Meteorology, Air Traffic Management, Communication, Navigation and Surveillance, Aerodromes), Safety and Aviation Security, carried out since 2019 and those planned for 2022.

Agenda Item 6: Challenges and opportunities for continuity of training activities in aviation focused by the GAT, and Follow-up of the TRAINAIR PLUS Program activities

The GAT will be requested to inform the challenges faced and opportunities to give continuity to its Work Plan in the context of the COVID-19 pandemic.

The Meeting will also take note of the progress in ICAO programs carried out by the Global Aviation Training Office (GAT), in particular, the TRAINAIR PLUS program.

Agenda Item 7: Review of the terms of reference and work program of the CIAC group

In this agenda item, the CIAC group's terms of reference and work program will be reviewed.

Agenda Item 8: Other business

Other aspects related to instruction will be analyzed, which may be presented by the Directors of CIACs and which are not included in the other items on the Agenda.

TENTATIVE AGENDA

Time	Monday 8 November 2021	Tuesday 9 November 2021	Wednesday 10 November 2021	Thursday 11 November 2021	Time	Friday 12 November 2021
08:30 09:00	Registration				10:00 10:30	Delivery and reading of the CIAC/19 final report
09:00 09:15	Opening Ceremony: - Words from the Director of the ICAO South American Regional Office - Election of president	Agenda Item 1	Agenda Item 3	Agenda Item 5		
09:15 09:30	Break					
09:30 10:30	Approval of the Work Agenda Agenda Item 1					
10:30 11:00	<i>Coffee break</i>	<i>Coffee break</i>	<i>Coffee break</i>	<i>Coffee break</i>	10:30 11:00	<i>Coffee break</i>
11:00 11:30	Agenda Item 1	Agenda Item 2	Agenda Item 4	Agenda Item 6	11:00 12:00	Review of the final report
					12:00 12:15	Closing ceremony
11:30 12:30	<i>Lunch break</i>	<i>Lunch break uerzo</i>	<i>Lunch break</i>	<i>Lunch break</i>		
12:30 14:30	Agenda Item 1	Agenda Item 2	Agenda Item 4	Agenda Items 7 and 8		



ATTACHMENT B

ICAO SOUTH AMERICAN REGIONAL OFFICE

MNEMONIC PAPER

Nineteenth Meeting of Directors of the Civil Aviation Training Centers of the South American Region (CIAC/19) 8 to 12 November, 2021	
Regional strategy for the implementation of GAT Programs and training programs necessary for the implementation of GREPECAS Programs and Projects, in the SAM Region	<ul style="list-style-type: none"> ✓ Until December 2019, monitor the activities carried out by the CIACs to adapt their actions undertaken to the GAT Program. ✓ Until December 2021, promote the holding of a symposium on the Trainair program and the NGAP in the SAM Region. ✓ Until December 2023, promote the NGAP program in universities that have careers related to aeronautics and promote alliances to support the realization of projects related to the training of aviation professionals. ✓ Continuous tasks: <ul style="list-style-type: none"> a) Promote the accreditation of courses provided by CIACs through the TRAINAIR and TRAINAR Plus programs. b) Coordinate with the Regional Officers the training needs in the different areas and explore with the CIAC authorities the feasibility of carrying out the training courses.
ICAO Strategic Objectives	<p>The Meeting is related to the analysis of the activities carried out by the CIACs to increase the training of aeronautical personnel in the States. Considering that training is essential in all areas so that the services provided are carried out with continuous improvement, this meeting is transversal to all the strategic objectives of ICAO.</p> <p>Likewise, the Meeting intends to capture the good practices implemented by the CIACs to give continuity to their Instruction Plans, in the context of the COVID-19 pandemic.</p>
Current situation of the SAM Region	<p>Regarding the application of the TRAINAIR Plus Program, at present, the CIACs that operate under the umbrella of the Civil Aeronautical Authority, in a high percentage have certified their activities and have become Full Members or Associate Members of the Program. Certification is subject to a monitoring and recertification process every three years.</p> <p>Regarding the NGAP Program, it is still incipient in the SAM Region. There are interests expressed by a State of the Region to organize the annual symposium in 2022.</p> <p>The context of the COVID-19 pandemic has affected the instruction and training programs of the CIACs.</p>

<p>Nature of the event</p>	<p>This is an annual meeting of accountability, evaluation, preparation/approval and follow-up of the CIACs work plan to align their activities with the GAT initiatives in relation to the TRAINAIR and NGAP programs, and the training needs of the States regarding the implementation of improvements in the provision of services provided by the States in the different aviation areas, as well as for the training of aviation professionals (pilots, crew members, aviation mechanics, DOV, among others). In general, CIACs report on their activities during the year, and ICAO recommendations are presented as a result of the annual symposia of both GAT programs. The Meeting is directed to those responsible for CIAC planning in the States or their representatives. This meeting is scheduled by the GAT, who -in general- prepare working papers to be considered in the same.</p>
<p>Competences that the event will generate</p>	<p>The Directors or Representatives of the CIACs will be informed of the progress of the ICAO GAT programs and of the guidance issued in the field of training. Likewise, they will take note of the training needs expressed by the different areas involved in improving the provision of aeronautical services.</p>
<p>Participants profile</p>	<p>Directors or representatives of the Civil Aviation Training Centers of the States with the capacity to provide information on the activities carried out by these institutions for the implementation of the ICAO GAT initiatives.</p>
<p>Next Steps in Strategy Development</p>	<p>In accordance with the activities carried out by the GAT and the progress of GREPECAS programs and projects, the regional strategy should be:</p> <ul style="list-style-type: none"> ✓ Follow up on the certification and re-certification processes of the CIACs; ✓ Follow up on the recommendations of the symposia related to TRAINAIR and NGAP; ✓ Initiate contacts with universities in the SAM Region that have aviation-related careers and establish a link with the NGAP program to carry out activities in this field; and ✓ Continue coordinating with the CIACs and regional officers, to provide instruction and training support to the different implementations necessary within the scope of the projects carried out by GREPECAS and aligned with the ICAO Global Plans (GANP, GASP and GASeP) . ✓ Evaluate the challenges of the CIACs and the GAT to give continuity to their instruction and training activities in the context of the pandemic
<p>Contact staff in the SAM Office</p>	<p>Mr. Jorge Armoa, Regional Officer, ANS Implementation (AIM/MET) jarmoa@icao.int</p>