



International Civil Aviation Organization

CAR/SAM Regional Planning and Implementation Group (GREPECAS)

**Tenth Meeting of the GREPECAS Aeronautical Information Services Subgroup (AIS/MAP/SG/10)**

Caracas, Venezuela, 26 February - 02 March 2007

AIS/MAP/SG/10-WP/02

08/01/07

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- Agenda Item 1: Follow-up of actions taken by the AIS/ MAP SG/9 Meeting**  
**1.1 Status of implementation of GREPECAS/13 Meeting actions on the AIS/MAP/SG/9 Meeting report.**

**REVIEW OF THE GREPECAS CONCLUSIONS AND DECISIONS IN THE AIS/MAP FIELD**

(Presented by the Secretariat)

**SUMMARY**

This working paper presents a summary of the actions taken by GREPECAS/13 on the report of the Ninth AIS/MAP/SG Meeting, for review by the Subgroup in order to prepare an updated document for presentation to the GREPECAS/14 meeting.

**References:**

- GREPECAS/13 Report, Santiago, Chile, 14 – 18 November 2005.
- GREPECAS Procedural Handbook.

**1. Introduction**

1.1 Following procedures established for review of the relevant matters dealt with within the AIS/MAP Subgroup, which are then reviewed by the GREPECAS and the Air Navigation Commission Council, the Meeting will review a summary of the actions taken by those superior bodies for the purpose of follow-up by the Subgroup.

1.2 Furthermore, it is important to recall that in accordance with the GREPECAS Procedural Handbook, a uniform classification to reflect the situation of the conclusions and decisions was established. These conclusions and decisions shall be examined at each meeting in order to keep them up-to-date and reduced in number, based on the progress attained. For ease of reference, the following is the standardized terminology of the established mechanism:

<b>CLASSIFICATION OF THE STATUS OF GREPECAS CONCLUSIONS AND DECISIONS</b>	
<b>Valid:</b>	Valid.
<b>Completed:</b>	Finalized
<b>Superseded:</b>	Superseded by another conclusion or decision.

**2. Actions by GREPECAS/12 Concerning AIS/MAP Matters**

2.1 The Thirteenth Meeting of GREPECAS reviewed and discussed the Report of the Ninth Meeting of the AIS/MAP Subgroup. As a result, conclusions and decisions were adopted as reflected in the **Appendix** to this working paper. It is important to highlight that in several of the Conclusions, dates were established for action by the States for implementation.

**3. Discussion**

3.1 Bearing in mind the actions taken by the Commission concerning the GREPECAS/13 Meeting report, the GREPECAS Secretariat requested the Group’s contributory bodies to review the list of conclusions and decisions of GREPECAS in their respective fields in order to keep that information up-to-date and referred for consideration by GREPECAS.

**4. Suggested Actions**

4.1 The Meeting is invited to:

- a) note the information contained in this WP; and
- b) update the list of GREPECAS valid conclusions and decisions related to AIS/MAP matters shown in the Appendix for consideration by the GREPECAS/14 meeting;

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**APPENDIX**  
**REVIEW OF THE LIST OF GREPECAS AIS VALID CONCLUSIONS**

CONCLUSION	FOLLOW-UP RESPONSIBILITY	FOLLOW-UP ACTIONS	STATUS/ REMARKS
<p><b>CONCLUSION 12/83 ADOPTION OF THE GUIDE ON SYMBOLS FOR THE STANDARDISED PRODUCTION OF 1:1,000,000 AND 1:500,000 VFR AERONAUTICAL CHARTS IN THE CAR/SAM REGIONS</b></p> <p>That, taking into account the need for a standardized production of 1:1,000,000 and 1:500,000 VFR aeronautical charts, as well as the study conducted by the GREPECAS Aeronautical Charts Task Force on the harmonization of ICAO and PAIGH symbols, the following actions be implemented:</p> <p>a) the Guide on Cartographic Symbols attached as Appendix AH to this part of the report be adopted for its use by CAR/SAM States/Territories/International Organizations in the production of 1:1,000,000 and 1:500,000 VFR aeronautical charts; and</p> <p>b) ICAO be requested to analyze the documentation referred to in item a) above, in order to study the possibility of updating and/or complementing the cartographic symbols contained in ICAO Annex 4 and Doc. 8697.</p>	States/Territories and International Organizations		Superseded by Conclusion 13/46.
<p><b>CONCLUSION 12/84 COMPLEMENT TO THE SPECIFICATIONS FOR THE PRODUCTION OF IFR CHARTS</b></p> <p>That the CAR/SAM States/Territories/International Organizations that deem it necessary, adopt the recommendations presented in the Attachment of Appendix AH to this part of the Report for their use in the production of IFR charts.</p>	States/Territories and International Organizations		Superseded by Conclusion 13/43.
<p><b>CONCLUSION 12/85 DIGITAL PRODUCTION OF AERONAUTICAL CHARTS UNDER THE WGS-84 SYSTEM</b></p> <p>That, with a view to promoting the digital production of aeronautical charts under the WGS-84 system, through the use of static aeronautical databases technology, Geographical Information Systems (GIS) and Terrain Digital Modelling Systems (TDMS), supported on digital topographical databases, it is suggested that the ICAO Regional Offices consider, within the scope of the regional technical co-operation projects, hiring GIS and TDMS experts with experience in digital aeronautical cartography, in order to promote and encourage under a Regional Plan the production of aeronautical charts through the application of these technologies by CAR/SAM States/Territories/International Organizations.</p>	ICAO		Superseded by Conclusion 13/45.

CONCLUSION	FOLLOW-UP RESPONSIBILITY	FOLLOW-UP ACTIONS	STATUS/REMARKS
<p><b>CONCLUSION 12/91 ADOPTION OF A CAR/SAM AIS/MAP DATA STRUCTURE MODEL</b></p> <p>That, in view of the advisability of having a common tool for CAR/SAM States/Territories/International Organizations for the standardized electronic exchange of AIS/MAP data,</p> <p>a) the AIS/MAP data structure model presented in Appendix AK to this part of the report be adopted for experimental use by the respective States/Territories/International Organizations;</p> <p>b) the States/Territories/International Organizations applying the model cited in item a) above be required to advise the relevant ICAO Regional Offices in a timely manner, no later than 30 November 2004, of any remarks, corrections and/or modifications that might be required in the aforementioned material; and</p> <p>c) the respective material be sent to the ICAO Air Navigation Bureau in Montreal for its consideration, so that remarks on it may be provided.</p>	<p>States/Territories and International Organizations</p>		<p>Superseded by Conclusion 13/41.</p>
<p><b>CONCLUSION 12/92 IMPLEMENTATION OF A CAR/SAM INTEGRATED AUTOMATED AIS SYSTEM</b></p> <p>That,</p> <p>a) the CAR/SAM States/Territories/International Organizations that have not yet implemented NOTAM Data Banks proceed to do so by <b>March 2005</b>, at the latest;</p> <p>b) in order to implement their Automated AIS Systems, the CAR/SAM States/Territories/International Organizations apply the contents of the Coordinated Plan for the Implementation of National Data Banks (NASC) and the Common Operational Procedures Manual (COPM) for the Integrated Automated AIS System in the CAR/SAM Regions, approved by GREPECAS; and</p> <p>c) the ICAO Regional Offices, in co-ordination with the States/Territories/International Organizations, continue providing technical assistance for the effective implementation of the Automated AIS Systems in the CAR/SAM Regions and publish in their respective web sites the aforementioned manuals.</p>	<p>States/Territories and International Organizations</p>		<p>Superseded by Conclusion 13/41.</p>

CONCLUSION	FOLLOW-UP RESPONSIBILITY	FOLLOW-UP ACTIONS	STATUS/REMARKS
<p><b>CONCLUSION 12/97 PLAN FOR THE IMPLEMENTATION OF THE AIS/MAP QUALITY MANAGEMENT SYSTEM IN THE CAR/SAM REGIONS</b></p> <p>That the CAR/SAM States/Territories/International Organizations develop and/or complete the Plan for the Implementation of the AIS/MAP Quality Management System, based on the requirements contained in ICAO Annex 15 and taking into consideration the Guidelines for the Implementation of an AIS/MAP Quality System of the AIS/MAP/SG/8 included in the Appendix AM to this part of the report, and inform on the status of implementation to the NACC and SAM Regional Offices no later than <b>31 March 2005</b>.</p>	States/Territories and International Organizations		Superseded by Conclusion 13/38.
<p><b>CONCLUSION 12/98 AMENDMENT TO PART VIII – AIS/MAP OF THE CAR/SAM BASIC ANP AND FASID TABLES</b></p> <p>That CAR/SAM States/Territories/International Organizations review the AIS/MAP sections of the CAR/SAM Plan and FASID document and send no later than <b>30 November 2004</b> their comments to the corresponding Regional Offices for relevant action.</p>	States/Territories and International Organizations		Superseded by Conclusion 13/48.
<p><b>CONCLUSION 12/100 EFFECTIVE IMPLEMENTATION OF THE AIRAC SYSTEM</b></p> <p>That the CAR/SAM States/Territories/International Organizations,</p> <ul style="list-style-type: none"> <li>a) take the relevant measures to enable an effective coordination between the AIS and similar aeronautical services, for an effective AIRAC System implementation;</li> <li>b) develop a procedural manual, establishing the responsibilities and tasks involved in the preparation of the information to be distributed by the AIRAC system, as well as the responsibilities of the AIS regarding the publication of such information;</li> <li>c) request their AIS departments to publish once a year a national AIC with the effective AIRAC dates and stressing the important impact of the system for air navigation safety;</li> <li>d) inform the ICAO NACC and SAM Regional Offices of the measures adopted in relation to the implementation of the AIRAC system no later than <b>15 December 2004</b>, and</li> <li>e) publish, to the extent possible, aeronautical information introducing changes of great impact to air navigation systems, over 56 days in advance of the date of application; and</li> <li>f) take relevant measures in order to publish on an annual basis an AIC including the application details on the AIRAC system, using the sample provided in the <b>Appendix AN</b> to this part of the report, in support to the effective use of the system.</li> </ul>	States/Territories and International Organizations	The administrations of the States/Territories/International Organizations will follow-up the actions of this conclusion until it is finalized.	Valid

CONCLUSION	FOLLOW-UP RESPONSIBILITY	FOLLOW-UP ACTIONS	STATUS/REMARKS
<p><b>CONCLUSION 12/102 NEED FOR A SPECIFIC NOTAM CODE FOR ATS CONTINGENCIES</b></p> <p>That CAR/SAM States/Territories/International Organizations agree to:</p> <p>a) submit to the consideration of ICAO the need to code ATS contingency NOTAMs in order to distinguish these exceptional situations in air traffic services from the rest of NOTAMs that are published under the QXXXX code; and</p> <p>b) entrust the GREPECAS Secretariat with a consultation based on the analysis made by the Group.</p>	<p>States/Territories and International Organizations</p>		<p>Superseded by Conclusion 13/52.</p>
<p><b>CONCLUSION 12/125 SEMINAR/WORKSHOP ON AIS/MAP QUALITY MANAGEMENT SYSTEMS</b></p> <p>That CAR/SAM States/Territories:</p> <p>a) assist the ICAO NACC and SAM Offices in the coordination, organization and conduction of seminars/workshops dealing with the interpretation of standards on aeronautical data quality requirements and the implementation of AIS/MAP quality management systems, in support of an effective transition to CNS/ATM systems, and</p> <p>b) secure the participation of AIS/MAP executive and technical personnel in the aforementioned seminars/workshops, as well as in other required quality management training activities.</p>	<p>States/Territories and International Organizations</p>		<p>Superseded by Conclusion 13/39.</p>

CONCLUSION	FOLLOW-UP RESPONSIBILITY	FOLLOW-UP ACTIONS	STATUS/REMARKS
<p><b>CONCLUSION 13/38<sup>1</sup></b>      <b>GUIDANCE MANUAL FOR THE IMPLEMENTATION OF AN AIS/MAP QUALITY SYSTEM IN THE CAR/SAM REGIONS</b></p> <p>That the States/Territories/International Organizations:</p> <p>a) adopt the “Guidance Manual for the Implementation of an AIS/MAP Quality System in AIS/MAP Services of the CAR/SAM Regions”, shown in Appendix U to this part of the Report;</p> <p>b) adopt the certification and validation procedures for aeronautical data and AIRAC publications contained in Appendices U to this part of the Report; and</p> <p>c) develop the required regulations to identify and designate the civil aviation authorities of each State empowered to certify and/or validate the aeronautical data to be published.</p>	States/Territories and International Organizations	Will be dealt with under agenda item 2.1	Valid
<p><b>CONCLUSION 13/39</b>      <b>AIS/MAP QUALITY ASSURANCE SEMINAR</b></p> <p>That the AIS/MAP Quality Assurance Seminar scheduled within the activities of the ICAO NACC Regional Office as a CAR/SAM regional activity, aimed at disseminating and interpreting the Guidance Manual for the Implementation of an AIS/MAP Quality System for the CAR/SAM Regions, to assist the States/Territories to implement it, be held by November 2005.</p>	ICAO	Event held in Santo Domingo, Dominican Republic (24-28 October 2005).	Finalized
<p><b>CONCLUSION 13/40</b>      <b>SEMINARS ON THE NEW STANDARDS DERIVED FROM THE AMENDMENTS TO ANNEXES 4 AND 15 IN LINE WITH THE DEVELOPMENT OF CNS/ATM SYSTEMS IN THE CAR/SAM REGIONS</b></p> <p>That, ICAO NACC and SAM Regional offices, with the support of the States, organize training seminars on the comprehension and interpretation of the tables of quality requirements for aeronautical data and electronic ground and obstacles data, as well as on any other important topic dealing with the new ICAO standards aimed at the development of aeronautical information management (AIM) in the CNS/ATM environment.</p>	ICAO	This matter is coordinated with HQs to determine dates and venue.	Valid

<sup>1</sup> AIS/MAP/SG/9 Conclusion 9/16 Pre-approved by GREPECAS members on 27 August 2005

CONCLUSION	FOLLOW-UP RESPONSIBILITY	FOLLOW-UP ACTIONS	STATUS/REMARKS
<p><b>CONCLUSION 13/41</b>      <b>NEED TO FURTHER AIS/MAP AUTOMATED SYSTEMS</b></p> <p>That, considering the need for CAR/SAM States/Territories/International Organizations to develop automated systems for exchange of information/data and the resulting application of the aeronautical information management concept, GREPECAS consider:</p> <p>a) that automation of AIS services in the CAR/SAM Regions as an urgent matter necessary to make progress in line with developments related to the CNS/ATM elements that are already being implemented in these Regions; and</p> <p>b) urging ICAO to define the global data model for the exchange of aeronautical information as soon as possible.</p>	<p>ICAO</p>	<p>Update in order to include defined activities and deadlines.</p>	<p>Valid</p>
<p><b>CONCLUSION 13/42</b>      <b>ACTION TO ENSURE THE AVAILABILITY OF NOTAM INFORMATION OF THE CAR/SAM REGIONS</b></p> <p>That, considering the difficulties faced by some CAR/SAM States/Territories to implement National NOTAM Data Banks (NASCs) in their AIS services (see Appendix W to this part of the Report), it would be advisable to take the necessary actions:</p> <p>a) to coordinate operational agreements aimed at ensuring at all times the storage and effective availability of NOTAM information in the CAR/SAM Regions;</p> <p>b) so that the agreements between States/Territories/International Organizations mentioned under paragraph a) be coordinated and adopted as shown in Appendix X to this part of the Report; and</p> <p>c) so that these may be established, formalized and implemented as soon as possible, as appropriate.</p>	<p>States/Territories and International Organizations</p>	<p>Update and review the scope of the agreements.</p>	<p>Valid</p>
<p><b>CONCLUSION 13/43</b>      <b>AVAILABILITY OF THE MAPPING SYMBOLS GUIDANCE MANUAL IN THE WEB PAGE</b></p> <p>That ICAO NACC and SAM Regional Offices incorporate in their respective web pages the Cartographical Symbols Guidance Manual including the requirements of colours and hypsometric tints representing the surface and other data, as well as the model sheets of charts 1:1,000,000 and 1:500,000.</p>	<p>ICAO</p>	<p>Follow-up will be provided.</p>	<p>Valid</p>

CONCLUSION	FOLLOW-UP RESPONSIBILITY	FOLLOW-UP ACTIONS	STATUS/REMARKS
<p><b>CONCLUSION 13/44</b>                    <b>AVAILABILITY OF ELECTRONIC TERRAIN AND OBSTACLE DATA IN THE CAR/SAM REGIONS</b></p> <p>That, taking into consideration that the SARPs contained in Chapter 10 of ICAO Annex 15 introduce the requirement regarding the availability of electronic terrain and obstacle data between 2008 and 2010, and that the compliance of that requirement is essential to support the electronic aeronautical charts display (Annex 4, Chapter 20), States/Territories/International Organizations of the CAR and SAM Regions should take, individually or collectively, the required actions to ensure:</p> <p>a)        the availability, in digital format, of all terrain and obstacle data as well as all other aeronautical, geographical and geodesic information/data, of high quality and integrity, as required by ICAO Annex 15;</p> <p>b)        the electronic aeronautical charts display, in direct support to GNSS and WGS-84 compliant, and</p> <p>c)        the availability of databases aimed at ensuring the electronic availability of all aeronautical information/data required by civil aviation.</p>	States/Territories and International Organizations	The Meeting is expected to provide follow-up and update with information from Doc 9881.	Valid
<p><b>CONCLUSION 13/45</b>                    <b>SPECIAL IMPLEMENTATION PROJECT (SIP) FOR TRAINING IN ELECTRONIC AERONAUTICAL DATA</b></p> <p>That, taking into consideration that the AIS/MAP personnel need to obtain greater knowledge on required techniques for the availability and supply of electronic aeronautical data, ICAO NACC and SAM Regional Offices, are urged to promote the development of a Special Implementation Projects (SIP), addressed to provide training in the following subjects:</p> <p>a)        Geographic Information System (GIS);</p> <p>b)        Terrain Digital Models System (TDM);</p> <p>c)        Electronic Chart Display and Information Systems (ECDIS);</p> <p>d)        platform and tools required for the supply of Electronic Terrain and Obstacles Data;</p> <p>e)        electronic aeronautical charts display under a global reach, in direct support of GNSS; and,</p> <p>f)        reliable procedures and methods to ensure the quality and integrity of the aeronautical, geographical and geodesic information/data for civil aviation use.</p>	ICAO	A new date is coordinated for the 2nd half of 2007.	Valid

CONCLUSION	FOLLOW-UP RESPONSIBILITY	FOLLOW-UP ACTIONS	STATUS/REMARKS
<p><b>CONCLUSION 13/46 ICAO/PAIGH PROJECT FOR THE PRODUCTION OF AERONAUTICAL CHARTS</b></p> <p>That, taking into consideration the difficulties experienced in general in the CAR/SAM Regions regarding the production of Aeronautical Charts required in Annex 4, and the GEASA initiative to sponsor the preliminary studies, and the feasibility to obtain funds from IFFAS, GREPECAS:</p> <p>a) approve the development of a project for the production of aeronautical charts under PAIGH and ICAO technical cooperation schemes;</p> <p>b) establish PAIGH/ICAO Aeronautical Charts Working Group to carry out, specifically, the development of the ICAO/PAIGH draft Technical Co-operation project for the production and implementation of the 1:000,000 and 1:500,000 VFR aeronautical charts under the Terms of Reference and Work Programme presented in the Appendix A to Agenda Item 5 of the AIS/MAP/SG/9 Meeting Report;</p> <p>c) incorporate the aeronautical information management (AIM) concept into the terms of reference of the project, for its study at regional level;</p> <p>d) designate the Secretary of the AIS/MAP Subgroup to coordinate with PAIGH, with TCB and with any other body related with fostering the Project; and</p> <p>e) urge the Task Force to initiate actions as soon as possible and to develop the draft project.</p>	<p>ICAO</p>	<p>Will be dealt with under agenda item 3.3.</p>	<p>Valid</p>
<p><b>CONCLUSION 13/47 GENERAL GUIDE FOR AIS/MAP PERSONNEL LICENCING</b></p> <p>That the States/Territories/Organizations, in order to ensure the level of quality and integrity required in the provision of services:</p> <p>a) consider licensing AIS/MAP specialists, using as a reference the requirements contained in the General Guide for AIS/MAP Personnel Licensing, as shown in Appendix AB to this part of the Report; and</p> <p>b) urge ICAO to include AIS/MAP personnel licensing requirements in ICAO Annex 1, as agreed by the AIS/MAP Divisional Meeting held in 1998;</p>	<p>States/Territories and International Organizations</p>	<p>Provide follow-up and promote AIS/MAP licenses granting.</p>	<p>Valid</p>

CONCLUSION	FOLLOW-UP RESPONSIBILITY	FOLLOW-UP ACTIONS	STATUS/REMARKS
<p><b>CONCLUSION 13/48 INFORMATION ON THE STATUS OF IMPLEMENTATION OF FASID-AIS TABLE REQUIREMENTS</b></p> <p>That, taking into account the need to implement the AIS/MAP requirements contained in the FASID AIS Tables:</p> <p>a) CAR/SAM States/Territories/International Organizations, based on the eight (8) AIS Tables contained in Part VIII (AIS/MAP) of the CAR/SAM Plan, Vol. II, FASID (Facilities and Services), submit to ICAO NACC and SAM Offices, as appropriate, by 31 March 2006, all information related to the status of implementation of the AIS/MAP requirements contained in the aforementioned tables; and</p> <p>b) based on the information submitted pursuant to paragraph a) above, ICAO NACC and SAM Regional Offices foster the holding of coordination and implementation meetings, so that the States/Territories concerned may address the status of implementation of FASID Table requirements in an effective and coordinated manner.</p>	States/Territories and International Organizations	The Meeting is expected to provide update.	Valid
<p><b>CONCLUSION 13/49 IMPLEMENTATION AND INCORPORATION OF FASID TABLE AIS-4 IN THE AIR NAVIGATION PLAN</b></p> <p>That, pursuant to Conclusion 12/5 (Development of the FASID Table AIS-4) of the CAR/SAM/3 RAN Meeting (Buenos Aires, Argentina, October 1999), action be taken so that:</p> <p>a) the model of the FASID Table AIS-4, is submitted to the Air Navigation Commission as a proposal to include said table in the CAR/SAM Air Navigation Plan, Part VIII (AIS/MAP), Vol. II, FASID (Facilities and Services); and</p> <p>b) CAR/SAM States/Territories that have not provided information for the FASID Table AIS-4 for submission to GREPECAS/13, submit to the ICAO NACC and SAM Offices, as appropriate, no later than 30 June 2006, all relevant data required to complete the FASID Table AIS-4, and, to that end, use the model shown in Appendix AC to this part of the Report.</p>	ICAO	The Meeting is expected to provide update.	Valid

CONCLUSION	FOLLOW-UP RESPONSIBILITY	FOLLOW-UP ACTIONS	STATUS/REMARKS
<p><b>CONCLUSION 13/50</b>      <b>STUDY AND APPLICATION OF THE AERONAUTICAL INFORMATION MANAGEMENT (AIM) CONCEPT IN THE CAR/SAM REGIONS</b></p> <p>That</p> <p>a)      the AIS/MAP Subgroup begin the necessary studies for the planning and development of the AIM system in the AIS/MAP services of the CAR/SAM Regions, and, to this end, include it as a primary task in its work programme, based on the Global Air Navigation Plan for CNS/ATM systems, and the recommendations of the Eleventh Air Navigation Conference;</p> <p>b)      States/Territories/International Organizations and ICAO Regional Offices jointly schedule for 2006 activities to teach and analyze the scope of the Eleventh Air Navigation Conference concerning the role of aeronautical information services within the global ATM operational concept; and</p> <p>c)      States/Territories/International Organizations take the necessary measures and the corresponding action for applying the AIM concept in the respective AIS/MAP services in the CAR/SAM Regions.</p>	<p>ICAO</p>	<p>Will be dealt with under agenda item 3.</p>	<p>Valid</p>

CONCLUSION	FOLLOW-UP RESPONSIBILITY	FOLLOW-UP ACTIONS	STATUS/REMARKS
<p><b>CONCLUSION 13/51      APPLICATION OF THE HUMAN FACTORS PRINCIPLES TO AERONAUTICAL INFORMATION MANAGEMENT</b></p> <p>That, considering the evolution of aeronautical information management, its level of automation, its effect on operational procedures, and its direct relevance to flight operations safety, the AIS/MAP Subgroup:</p> <p>a) take the necessary steps to develop human factors principles for aeronautical information management and for their application in the respective AIS/MAP services;</p> <p>b) develop a manual containing guidelines on human factors for aeronautical information management, and an implementation plan, based on the relevant ICAO documentation. The aforementioned manual and plan will be presented to the GREPECAS/14 Meeting; and</p> <p>c) schedule, in coordination with ICAO Regional Offices and the States/Territories and International Organizations, activities aimed at teaching and analysing the repercussion of human factors on the new air navigation systems.</p>	Subgroup	Will be dealt with under agenda item 3.4.	Valid
<p><b>CONCLUSION 13/52      GUIDANCE MATERIAL FOR NOTAM CONTINGENCY PLANS</b></p> <p>Urge States/Territories/Organizations to:</p> <p>a) take action to comply with Conclusion 12/99 of GREPECAS/12, in order to further the establishment and implementation of NOTAM contingency plans to support ATM Contingency Plans, and</p> <p>b) consider adopting the NOTAM contingency plan of the Havana FIR, shown in <b>Appendix AE</b> to this part of the Report, and the experience of Cuba and COCESNA as guidance material for the establishment of operational agreements in this area.</p>	States/Territories and International Organizations	Provide follow-up, monitor its implementation and provide assistance upon request.	Valid

CONCLUSION	FOLLOW-UP RESPONSIBILITY	FOLLOW-UP ACTIONS	STATUS/ REMARKS
<p><b>CONCLUSION 12/87 PROVISION OF DETAILED INFORMATION ON WGS-84 DATA</b></p> <p>That the CAR/SAM States/Territories/International Organizations, in order to ensure the availability of information on WGS-84 data on a regional basis, take the necessary measures to:</p> <p>a) keep the historical information resulting from the WGS-84 surveys carried out by the aeronautical authority or any other responsible State body updated, using a database information structure for the aerodrome, heliport and other geodetic surveys stipulated in the technical requirements of ICAO Annex 15 and Doc. 9674;</p> <p>b) provide the ICAO NACC and SAM Regional Offices, no later than 31 January 2005, with all of the detailed and reliable information on the WGS-84 data published and/or to be published; and,</p> <p>c) fill out and send the Model Questionnaire contained in Appendix G to ICAO Doc. 9674-AN/946 duly validated.</p>	<p>States/Territories and International Organizations</p>	<p>The administrations of the States/Territories/ International Organizations will follow-up the actions of this conclusion until it is finalized.</p>	<p>Valid</p>
<p><b>CONCLUSION 12/88 STATUS OF AIS PERSONNEL</b></p> <p>Those CAR/SAM Civil Aviation Administrations:</p> <p>a) take the necessary action so that the personnel hired to work in the AIS receives the required training, in keeping with current technological trends, which require a high level of competence from AIS/MAP human resources;</p> <p>b) take into account that, since the responsibility of AIS personnel to meet user quality requirements in a CNS/ATM setting has increased, its performance and status should be improved based on the AIS/MAP tasks to be carried out; and</p> <p>c) take relevant action to ensure that the development of study guides, modules and curricula for AIS/MAP courses, as well as the responsibility for training, be taken on by AIS experts in each State.</p>	<p>States</p>	<p>Will be dealt with under agenda item 2.1</p>	<p>Valid</p>

CONCLUSION	FOLLOW-UP RESPONSIBILITY	FOLLOW-UP ACTIONS	STATUS/REMARKS
<p><b>CONCLUSION 12/89 ADOPTION OF THE CAR/SAM REGIONAL AIS 021 STANDARD TRAINING PROGRAMME</b></p> <p>That:</p> <p>a) the ICAO Regional Offices analyze the revised document of the CAR/SAM Regional AIS 021 Standard Training Programme, amendments of which are shown in Appendix AJ to this part of the report, together with all the supplementary material, for their adoption and subsequent delivery to CAR/SAM States/Territories/International Organizations and aeronautical training centres.</p> <ul style="list-style-type: none"> <li>• CAR/SAM Regional AIS-021 Standard Training Programme</li> <li>• CAR/SAM document of the Teaching Unit Manual</li> <li>• Instructor Guidance Manuals</li> <li>• Student Guidance Manuals; and</li> </ul> <p>b) coordinate with States/T/IO periodical revision of the programme.</p>	ICAO	Will be dealt with under agenda item 2.1	Valid
<p><b>CONCLUSION 12/93 IMPLEMENTATION OF COMMON QUERY PROTOCOLS</b></p> <p>That the CAR/SAM States/Territories/International Organizations that:</p> <p>a) have NOTAM Data Banks and that do not comply with the common query protocol provided for in the GREPECAS COPM (Chapter 7), take the necessary measures to review and adjust their systems in order to fulfil this technical requirement no later than <b>March 2005</b>;</p> <p>b) are in the process of acquiring and/or developing NOTAM Data Banks, proceed to design their systems in such a way as to effectively comply with the requirements of the common query protocol contained in the COPM (Chapter 7); and</p> <p>c) have not yet published the technical requirements applicable to the common query protocols of their NOTAM Data Banks and/or have done so before the year 2002, proceed to do so no later than <b>August 2004</b> through an Aeronautical Information Circular (AIC).</p>	States/Territories and International Organizations	The administrations of the States/Territories/International Organizations will follow-up the actions of this conclusion until it is finalized.	Valid

CONCLUSION	FOLLOW-UP RESPONSIBILITY	FOLLOW-UP ACTIONS	STATUS/REMARKS
<p><b>CONCLUSION 12/99 AGREEMENT ON NOTAM CONTINGENCY PLANS FOR THE CAR/SAM REGIONS</b></p> <p>That the States/Territories and International Organizations:</p> <p>a) develop their NOTAM Contingency Plans for the Flight Information Regions (FIRs), and, inasmuch as possible, enter into bilateral and/or multilateral arrangements with the States/Territories and International Organizations responsible for neighbouring airspaces;</p> <p>b) consider the basic elements of NOTAM Contingency Planning for Flight Information Regions (FIRs) mentioned in item a), duly coordinated with the air navigation areas concerned; and</p> <p>c) send a copy of their NOTAM contingency plans to the ICAO NACC and SAM Regional Offices by <b>15 December 2004</b>.</p>	<p>States/Territories and International Organizations</p>		<p>Superseded by Conclusion 13/52.</p>
<p><b>CONCLUSION 12/121 REVISED FORMAT OF ACTION PLANS FOR THE RESOLUTION OF REGIONAL AIR NAVIGATION DEFICIENCIES</b></p> <p>That, States/Territories/International Organizations of the CAR and SAM Regions:</p> <p>a) adopt the revised action plan format , as presented in the Appendix E hereto;</p> <p>b) submit Action Plans providing correct and explicit information in each one of the fields defined in the revised format; and</p> <p>c) include all the deficiencies in each of the air navigation fields.</p>	<p>States/Territories and International Organizations</p>	<p>This conclusion should be updated.</p>	<p>Valid</p>
<p><b>CONCLUSION 12/122 ACTION PLANS FOR THE RESOLUTION OF AIR NAVIGATION DEFICIENCIES</b></p> <p>That, with a view to resolving the air navigation deficiencies, especially those that might have a negative impact on safety, States/Territories/International Organizations that have not yet done so:</p> <p>a) develop and implement an Action Plan, based on the format presented in the Appendix E hereto for each deficiency, and specifying the corrective measures, the completion date, as well as assigning the necessary resources;</p> <p>b) submit the action plan to ICAO Regional Offices, no later than <b>30 December 2004</b>, including any difficulties encountered; and</p> <p>c) consider establishing multinational agreements and international co-operation projects that would contribute to resolving the deficiencies in the air navigation fields.</p>	<p>States/Territories and International Organizations</p>	<p>This conclusion should be updated.</p>	<p>Valid</p>

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CONCLUSION	FOLLOW-UP RESPONSIBILITY	FOLLOW-UP ACTIONS	STATUS/ REMARKS
<p><b>CONCLUSION 12/129      MANAGEMENT AND OPERATION OF THE HUMAN RESOURCES AND TRAINING SUBGROUP</b></p> <p>That:</p> <p>a) a task force composed by Brazil, Colombia, Cuba, Jamaica, Venezuela, COCESNA and IFATCA, be created to determine the appropriateness of a human resources and training subgroup and support fund-raising efforts including a possible Regional Technical Co-operation Project aimed at the operation of the HRT/SG Subgroup, and that it submit its findings to the fifth meeting of the Administration Coordination Group (ACG/5), to be held in March 2005; and</p> <p>b) GREPECAS Contributory Bodies place particular attention to Human Resources and Training issues.</p>	<p>Human Resources Subgroup and other contributory bodies of GREPECAS</p>		<p>Superseded by Conclusion 13/51.</p>

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