



**Agenda Item 5: Review of the Administrative Aspects of the AIM Subgroup**  
**5.1 Review of the Terms of Reference and Work Programme of  
the AIM Subgroup and its Task Forces**

**TERMS OF REFERENCE AND WORK PROGRAMME OF THE AIM SUBGROUP**

(Presented by the Secretariat)

<b>Summary</b>	
This working paper submits to the consideration of the Meeting the work programme and terms of reference of the AIM Subgroup, as approved by GREPECAS/15.	
<b>References:</b>	
<ul style="list-style-type: none"><li>• Report of the GREPECAS/15 Meeting (Rio, Brazil, October 2008).</li><li>• Report of the ACG/7 meeting (Lima, Peru, March 2008).</li></ul>	
<b>ICAO Strategic Objectives:</b>	<i>A (Safety), and D (Efficiency)</i>

**1. Introduction**

1.1 The seventh meeting of the Administration Coordination Group (ACG/7), held on 3-4 March 2008 in Lima, Peru, at the ICAO Regional Office, reviewed the results of the work of the GREPECAS contributory bodies, their respective Terms of Reference, the GREPECAS Terms of Reference, the *GREPECAS Procedural Handbook*, the schedule of meetings for the 2008-2009 period and the respective contribution(s) by the State(s) for the aforementioned meetings, and the provisional agenda for the GREPECAS/15 meeting.

1.2 The ACG/7 meeting agreed that most of the ongoing tasks contained in the work programmes of the various contributory bodies should be eliminated, with few exceptions. In general, the Regional Offices should handle the tasks identified as ongoing.

## 2. Discussion

2.1 In view of the above, the GREPECAS/15 meeting formulated the following decision:

### **DECISION 15/49 ASPECTS TO BE CONSIDERED IN DEVELOPING THE WORK PROGRAMMES OF GREPECAS CONTRIBUTORY BODIES**

That, in developing the work programmes of the GREPECAS contributory bodies, the following aspects be considered:

- a) the related strategic objective;
- b) the contribution made to achieve that strategic objective;
- c) other relevant tasks in the overall programme of GREPECAS contributory bodies;
- d) the relationship to the Regional Air Navigation Plan and/or SARPs implementation;

*Note: Until the new Regional Air Navigation Plan is developed, GREPECAS Contributory Bodies should refer tasks to Global Plan Initiatives (GPIs).*

- e) detail specific deliverables into the work programme in order to clarify understanding of the expected results; and
- f) identify the completion date of the task.

2.2 The GREPECAS/15 meeting also approved the Terms of Reference, Work Programmes and composition of its contributory bodies. The one corresponding to the AIM Subgroup appears in **Appendix A** to this working paper.

2.3 However, GREPECAS/15 recognised that its activities had to be carried out within the scope of the Business Plan and the Strategic Objectives, and that the Work Programme of the GREPECAS contributory bodies should include deliverables.

2.4 Based on the above, the GREPECAS/15 meeting formulated **Decision 15/53 - New format for the work programme of GREPECAS contributory bodies**, whereby these bodies were required to use the format included as **Appendix B-1** to this working paper to submit their respective work programme to GREPECAS.

2.5 Decision 15/53 also defined the format to be used to submit their review by the ACG (**Appendix B-2**).

3 **Suggested Action**

3.1 The Meeting is invited to:

- a) take note of the information contained in this working paper;
- b) review the Terms of Reference, Work Programmes, and composition of the Subgroup, contained in **Appendix A** to this working paper;
- c) use the format adopted by GREPECAS/15, which appears in **Appendix B-1**, for establishing the Work Programme of the AIM Subgroup to be submitted to the approval of GREPECAS.

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## APPENDIX A

### TERMS OF REFERENCE AND WORK PROGRAMME OF THE AERONAUTICAL INFORMATION MANAGEMENT SUBGROUP (AIM/SG)

#### 1. Terms of Reference

1.1 To encourage and ensure the transition of CAR/SAM Aeronautical Information Services from a manual environment to one in which high-quality and high-integrity digital aeronautical information is electronically processed and exchanged to support the implementation of CNS/ATM systems, GNSS, the operational ATM, and a state-of-the-art FMS.

1.2 Aeronautical Information Management (AIM) provides, on a global and inter-operational basis, aeronautical information and data covering the needs of the current and future ATM system and all flight phases, for use by pilots, air traffic controllers, and other data users.

#### 2. Work Programme

TASK NO.	TASK DESCRIPTION	PRIORITY	DATE	
			START	END
AIM/1	To develop strategies and policies for the establishment of basic requirements and planning criteria for the evolution of AIS services within an effective Aeronautical Information Management (AIM) environment, in keeping with the components of the Global Inter-operational Concept.	A	2007	2010
AIM/2	To coordinate the application of quality systems in AIM services, in keeping with the relevant ISO standards; to propose action plans so that CAR/SAM States can implement these types of systems; and to assess the problems facing AIM services for the implementation of the aforementioned systems.	A	2007	2008
AIM/3	To define the requirements that will ensure due process when assessing personnel, within the framework of effective aeronautical information management, together with the uniform implementation of AIM training programmes in the CAR/SAM Regions, also taking into account the need for basic criteria that will ensure the development of an English language training programme related to the effective management of aeronautical information.	B	2007	2010
AIM/4	To coordinate the development of basic operational requirements and the strategies required for the adoption of conceptual and aeronautical information exchange models (AICM/AIXM) in the CAR/SAM Regions, in order to facilitate the electronic exchange of aeronautical information/data between operational systems, as well as their inter-functionalities, both within the CAR/SAM Regions and between these and other ICAO Regions.	B	2008	2010

TASK NO.	TASK DESCRIPTION	PRIORITY	DATE	
			START	END
AIM/5	To implement practical guides to assist States with the provision of electronic terrain and obstacle data (Doc 9881), the electronic display of aeronautical charts, and the production of electronic aerodrome obstacle charts, as necessary.	A	2007	2010
AIM/6	To conduct the relevant studies required for the use of geographical information systems (GIS) in the AIM; also, to prepare technical guides so that the States can produce VFR aeronautical charts (scales between 1:500,000 and 1:1,000, 000) in digital format.	A	2007	2010
AIM/7	To periodically update the CAR/SAM Regional Air Navigation Plan (Part VIII, AIS) in order to ensure its effective evolution with respect to the Global CNS/ATM Plan, in keeping with the SARPs contained in ICAO Annexes 4 and 15.	A	2008	2010
AIM/8	To promote and follow up on the effective implementation of AIM requirements, in keeping with the established procedures, in order to take the necessary corrective action to resolve the deficiencies that affect air operations.	A	2007	2008
AIM/9	To coordinate continuously with all GREPECAS contributory bodies in order to ensure the appropriate integration of all the areas that contribute to the implementation of CNS/ATM systems.	A	2007	2010

### 3. Priority

- A** High-priority tasks that must be expedited.
- B** Medium-priority tasks that should be started as soon as possible, but without detriment to **A**-priority tasks.
- C** Low-priority tasks that should be started when time and resources allow, without detriment to **A** and **B** priority tasks.

### 4. Composition

Argentina, Bolivia, Brazil, Chile, Colombia, Costa Rica, Cuba, Ecuador, Spain, United States, France, Paraguay, Peru, Dominican Republic, Trinidad and Tobago, Venezuela, COCESNA, IATA, and PAIGH.

### 5. Presidents

President: Mrs. Noemí Carta (Cuba)  
Vice-president: Mr. Rafael Torres (Venezuela)

**APPENDIX B-1**

**PROPOSED MODEL TABLE FOR THE WORK PROGRAMME OF GREPECAS CONTRIBUTORY BODIES**

GREPECAS Outstanding Conclusions/ Decisions/ Strategic Objective	Task No.	Task	Follow-up action	To be initiated by	State	Deliverable	Target date
1	2	3	4	5	6	7	8

