



ACG/8

**CAR/SAM REGIONAL PLANNING AND
IMPLEMENTATION GROUP
(GREPECAS)**

**EIGHTH GREPECAS ADMINISTRATION COORDINATION
GROUP MEETING
(ACG/8)**

FINAL REPORT

(Mexico City, Mexico, 26-27 January 2011)

Prepared by the Secretary of the ACG

INTERNATIONAL CIVIL AVIATION ORGANIZATION

**CAR/SAM REGIONAL PLANNING AND IMPLEMENTATION GROUP
(GREPECAS)**

**REPORT OF THE EIGHTH MEETING OF THE
ADMINISTRATION COORDINATION GROUP
(ACG/8)**

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HISTORICAL

ii.1 PLACE AND DURATION OF THE MEETING

The Eighth Meeting of the GREPECAS Administration Coordination Group (ACG/8) was held in Mexico City, Mexico, at the premises of the ICAO North American, Central American and Caribbean (NACC) Regional Office, on 26 and 27 January 2011.

ii.2 OPENING CEREMONY

Mr. Franklin Hoyer, ICAO South American (SAM) Office Regional Director and Secretary of GREPECAS, and Mrs. Loretta Martin, ICAO NACC Office Regional Director, welcomed the participants of this meeting, and Mr. Normando Araujo de Medeiros, Chairman of GREPECAS chaired the meeting.

ii.3 ORGANIZATION, SECRETARIAT AND ATTENDANCE

Mr. Franklin Hoyer, Secretary of the Meeting, was assisted by Ms. Loretta Martin, ICAO NACC Office Regional Director; Mr. Michiel Vreedenburgh, Deputy Regional Director of the NACC Regional Office; Mr. Oscar Quesada, Deputy Regional Director of the SAM Regional Office; Mr. Hindupur Sudarshan, Regional Programme Officer in the Air Navigation Bureau, ICAO Headquarters; Mr. Raúl Martínez, Secretary of the AIM Subgroup (SG); Mr. Onofrio Smarrelli, Secretary of the CNS/ATM/SG; Mr. Jaime Calderón, Secretary of the AGA/AOP/SG; and Messrs. Víctor Hernandez, Regional Officer, ATM/SAR; Enrique Camarillo, Regional Officer, MET; Julio Siu, Regional Officer, CNS; and Adolfo Zavala, Regional Officer ATM/2. The meeting was also attended by the Chairman of GREPECAS, the 2nd Vice-Chairman of GREPECAS, the Chairman and Vice-Chairman of the AGA/AOP/SG, the Chairwoman of the AIM/SG, the Chairman of the CNS/ATM/SG, and two representatives from Jamaica on behalf of the Vice-Chairman of GREPECAS who was unable to attend and conveyed his regrets.

ii.4 AGENDA

The ACG/8 approved the agenda of the meeting as presented.

Agenda Item 1: Proposed New GREPECAS Organization

Agenda Item 2: Review of the results of the work of GREPECAS contributory bodies and their respective terms of reference:

- a) ACG
- b) AERMET/SG
- c) AGA/AOP/SG
- d) AIM/SG
- e) CNS/ATM/SG

Agenda Item 3: Review of the GREPECAS Terms of Reference

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- Agenda Item 6: Proposed New Deficiencies Methodology
- Agenda Item 7: Agenda of the GREPECAS/16 meeting
- Agenda Item 8: Other matters

ii.5 Conclusions and Decisions

The ACG records its activities in the form of Draft Conclusions, Draft Decisions, and Decisions as follows:

Draft Conclusions: Conclusions that require approval by GREPECAS prior to their implementation.

Draft Decisions: Decisions that require approval by GREPECAS prior to their implementation.

Decision: Decisions that deal with matters of concern to the ACG.

ii.6 List of Draft Conclusions, Draft Decisions and Decisions

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**EIGHTH MEETING OF THE ADMINISTRATION COORDINATION GROUP
OCTAVA REUNIÓN DEL GRUPO COORDINADOR DE ADMINISTRACIÓN**

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List of Participants / Lista de Participantes

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List of Participants / Lista de Participantes

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List of Participants / Lista de Participantes

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Agenda Item 1: Proposed New GREPECAS Organization

1.1 The Meeting approved the agenda as presented in WP/01.

1.2 Under this agenda item, the Meeting was presented WP/02 with a proposal from the Secretariat for the GREPECAS mechanism to transform from a functional to a project-based organization as shown in the **Appendix** to this part of the report.

1.3 The Meeting agreed on the benefits that this working methodology represent and recognized that there are many challenges ahead that could be overcome as more experience is gained with project management.

1.4 The Meeting agreed on the need to clearly identify the benefits and cost savings to GREPECAS and to encourage the use of already available new technology to reduce the number of international meetings required in person.

1.5 The Meeting also requested the Secretariat to forward the revised responsibilities of the Programme and Project Review Committee and to use the GREPECAS fast track procedure for approving its main conclusions in order to report GREPECAS progress to the ICAO ANC and Council more frequently and in a detailed manner.

1.6 The ACG unanimously agreed to recommend the transformation of the GREPECAS organization and therefore adopted the following draft decisions:

DRAFT

DECISION 08/01 NEW GREPECAS ORGANIZATION

That in order to implement CAR/SAM performance-based regional plans in compliance with the Global Air Navigation Plan and Global ATM Operational Concept the GREPECAS organization be modified as described in the Appendix to this part of the report.

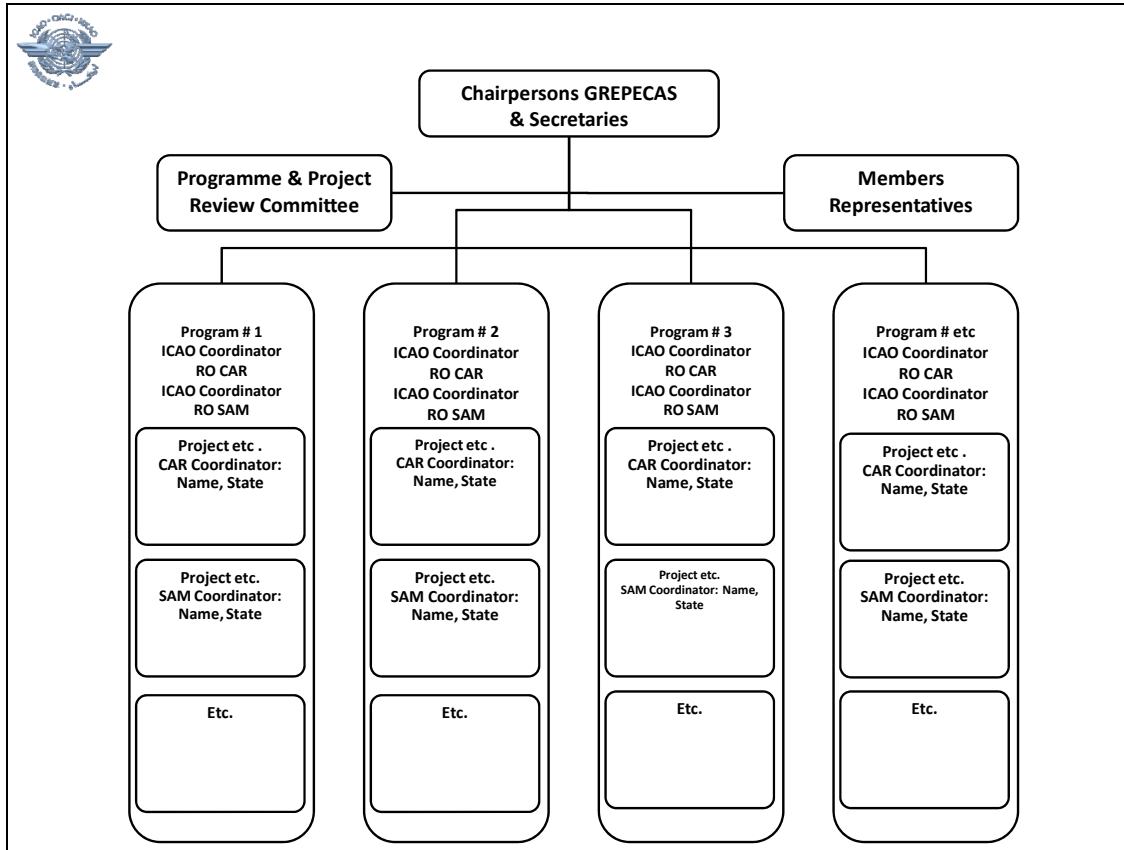
DRAFT

DECISION 08/02 TRANSFORMATION OF GREPECAS CONTRIBUTORY BODIES

That the work currently in progress by GREPECAS Contributory Bodies: AERMET, AGA/AOP, AIM and CNS/ATM Subgroups and their respective Task Forces be transformed into programmes and projects.

APPENDIX

PROPOSED NEW GREPECAS ORGANIZATION



Agenda Item 2: Review of the results of the work of GREPECAS contributory bodies and their respective terms of reference:

- a) ACG
- b) AERMET/SG
- c) AGA/AOP/SG
- d) AIM/SG
- e) CNS/ATM/SG

2.1 Under this agenda item, the Meeting took note of the progress made by the different contributory bodies of GREPECAS. The information was presented in WPs 03 through 07 and the Meeting noted that the Conclusions of the AERMET/SG/10, AGA/AOP/SG/7, AIM/SG/12 and CNS/ATM/SG/1 meetings had been approved by GREPECAS on 30 June 2009, by the fast track mechanism. The Meeting agreed that the current format for presenting the progress of the different tasks should be revised for adaptation to the proposed organization with more concrete and measurable deliverables.

2.2 2.2 A concern was expressed on the need for States to commit resources to achieve successful projects, and it was agreed that in case a project coordinator nominated by a State was not performing well or did not receive the necessary support from his State, the Secretariat could recommend a change of project coordinator. It was also mentioned that this action should also apply to experts nominated by States to support a specific activity of a project.

2.3 In this regard, the Meeting agreed upon the following Draft Conclusion:

DRAFT

CONCLUSION 08/03 CONTRIBUTION FROM STATES TO THE GREPECAS RESOURCES

That States contribute the necessary resources to GREPECAS projects in the form of project coordinators and experts and provide the assigned individuals the allocation of adequate time, release from normal duties, and financial support to facilitate their participation in the activities to achieve the expected results as committed.

2.4 The Meeting agreed that a presentation from the CNS/ATM/SG at the GREPECAS/16 Meeting could be beneficial for showing the benefits of the new organization, including an example of the transformation to the new working methodology.

Agenda Item 3: Review of the GREPECAS Terms of Reference

3.1 Under this agenda item, the Meeting reviewed WP/08, which presented the revised terms of reference of GREPECAS, as requested by the ICAO Council, to include coordination with RASG-PA and recommended its approval by GREPECAS. The Meeting also agreed on the need to modify the wording that makes reference to the ACG, since under the new organization of GREPECAS, its functions will be implemented by the Project and Programme Review Committee. The Meeting agreed on the following draft decision:

DRAFT

DECISION 08/04 REVISED GREPECAS TERMS OF REFERENCE

The revised Terms of Reference presented in the **Appendix** to this part of the report are approved.

APPENDIX
REVISED TERMS OF REFERENCE OF THE CARIBBEAN/SOUTH AMERICAN REGIONAL
PLANNING AND IMPLEMENTATION GROUP (GREPECAS)
(Council Decision, C-DEC 190/4, dated 28 May 2010)

1. Membership

All ICAO Member States, who are service providers in an air navigation region and part of that region's ANP, should be included in the membership of that region's PIRG. Furthermore, user States are entitled to participate in any other PIRG meetings as a non-member. International organizations recognized by the Council may be invited as necessary to attend PIRG meetings as observers.

2. The Terms of Reference of the Group are:

- a) continuous and coherent development of the CAR/SAM Air Navigation Plan and other relevant regional documentation in a manner that is harmonized with adjacent regions, consistent with ICAO SARPs and reflecting global requirements;
- b) facilitate the implementation of air navigation systems and services as identified in the CAR/SAM air navigation plan with due observance to the primacy of air safety;
- c) identification and addressing of specific deficiencies in the air navigation field; and
- d) coordinate safety issues with RASG-PA.

3. In order to meet the Terms of Reference the Group shall:

- a) review and propose when necessary, the target dates for implementation of facilities, services and procedures to ensure the coordinated development of the Air Navigation System in the CAR and SAM Regions;
- b) assist the ICAO Regional Offices providing services in the CAR and SAM Regions in their assigned task of fostering implementation of the CAR/SAM Regional Air Navigation Plan;
- c) in line with the Global Aviation Safety Plan (GASP), ensure the conduct of any necessary systems performance monitoring, identify specific deficiencies in the Air Navigation field, especially in the context of safety and propose corrective action;
- d) ensure the development and implementation of an action plan by States to resolve identified deficiencies, where necessary;

- e) develop amendment proposals for the update of the CAR/SAM Air Navigation Plan necessary to satisfy any changes in the requirements, thus removing the need for regular regional air navigation meetings;
- f) monitor implementation of air navigation facilities and services and where necessary, ensure interregional harmonization, taking due account of cost/benefit analysis, business case development, environmental benefits and financing issues;
- g) examine human resource planning and training issues and ensure that the human resource development capabilities in the region are compatible with the CAR/SAM Regional Air Navigation Plan;
- h) review the Statement of Basic Operational Requirements and Planning Criteria and recommend to the Air Navigation Commission such changes to them as may be required in the light of developments;
- i) invite financial institutions, as required, on a consultative basis and at a time it considers appropriate in the planning process to participate in this work;
- j) ensure close cooperation with relevant organizations and State grouping to optimize the use of available expertise and resources;
- k) conduct the above activities in the most efficient manner possible with a minimum of formality and documentation and call meetings of the GREPECAS only when the Secretary and the Chairperson, through the Programme and Project Review Committee, are convinced that it is necessary to do so; and
- l) coordinate with RASG-PA.

Agenda Item 5: Review of the 2011-2013 schedule of meetings and State contributions to their implementation

5.1 The Meeting reviewed WP/10 and agreed on the following meetings being held in 2011 after the next GREPECAS/16 Meeting:

- a) GREPECAS will meet once every three years within six months after the ICAO triennial Assembly to adjust the GREPECAS Terms of Reference, and Programme and Projects based on the results of the Assembly;
- b) the Programme and Project Review Committee meet as required using the appropriate modality to achieve the expected results as efficiently and effectively as possible; and
- c) a transition meeting be held to transform the Subgroups/Task Forces into Programmes/Projects, including the provision of project management concept and methodology training either at one combined or separate meetings.

5.2 Confirmation of the above will be subject to GREPECAS approval of the proposed new organization.

5.3 In relation to future programme and project meetings, these would need to be held as required using the appropriate modality for efficiency and effectiveness and ultimately would be subject to budgetary constraints.

Agenda Item 6: Proposed New Deficiencies Methodology

6.1 Under this agenda item, the Meeting analyzed WP/11, which presented a proposal from the Secretariat for a new deficiencies methodology for the identification, assessment and reporting of air navigation deficiencies. The **Appendix** to this part of the report (refer to Figure No. 1 of WP/11) illustrates the basic concept of the new proposed process.

6.2 The Meeting agreed with the proposal, and several opportunities for improvement were identified that will be incorporated into the proposal.

6.3 The Meeting agreed to adopt the following draft conclusion:

DRAFT

CONCLUSION 08/05

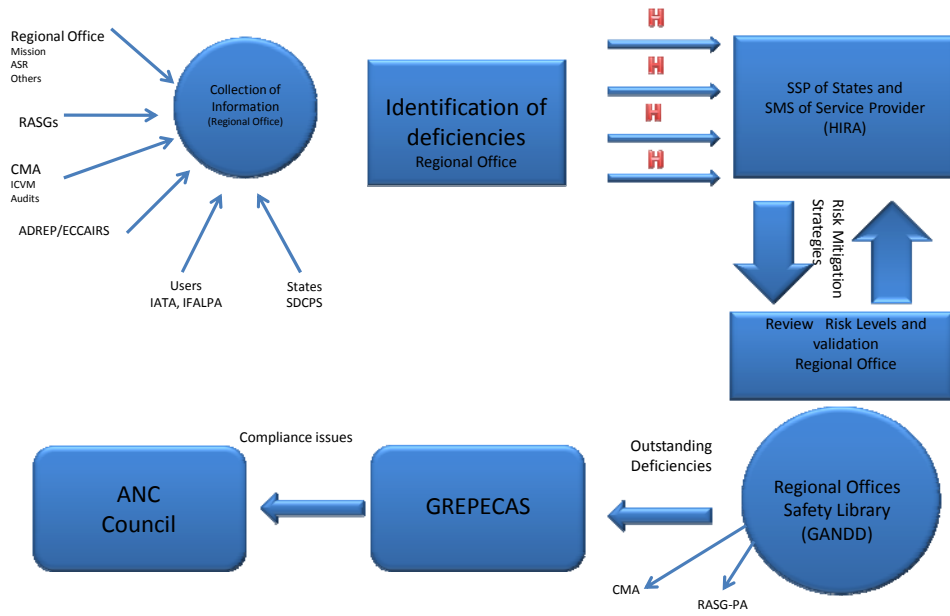
**REVISED METHODOLOGY FOR THE IDENTIFICATION,
ASSESSMENT AND REPORTING OF AIR NAVIGATION
DEFICIENCIES**

That:

- a) ICAO consider the proposed revised methodology for the identification, assessment and reporting of air navigation deficiencies based on the concept illustrated in the Appendix to this part of the report; and
- b) in the interim, GREPECAS adopt this revised methodology as a test-bed and inform the results to the ICAO.

APPENDIX

Concept of revised methodology for the Identification, Assessment and Reporting of Air Navigation Deficiencies



Agenda Item 7: Agenda of the GREPECAS/16 meeting

7.1 Under this agenda item, the Meeting reviewed the proposed Draft Agenda of the GREPECAS/16 Meeting presented in WP/12. Some comments were received to incorporate the concept of performance framework for reporting the progress of the different contributory bodies of GREPECAS. The comments will be taken into consideration for the final version of the draft agenda to be presented at the GREPECAS/16 Meeting, included in the **Appendix** to this part of the report.

APPENDIX

GREPECAS/16 DRAFT AGENDA

(Prepared by the Secretariat)

Agenda Item 1: Follow-up on the results of the GREPECAS/15 Meeting

- 1.1 Review of the status of implementation of GREPECAS/15 Conclusions that were considered by the ANC
- 1.2 Review of the status of implementation of GREPECAS/15 Decisions and Conclusions that were not considered by the ANC
- 1.3 Review of the status of implementation of GREPECAS outstanding Conclusions

Agenda Item 2: Flight Safety and RASG-PA activities

Agenda Item 3: Performance framework for Regional Air Navigation Planning and Implementation

- 3.1 Global, inter-regional and intra-regional activities concerning air navigation systems in the CAR/SAM Regions
- 3.2 AERMET/SG/10 meeting report
- 3.3 AGA/AOP/SG/7 meeting report
- 3.4 AIM/SG/12 meeting report
- 3.5 CNS/ATM/1 and CNS/ATM/2 meeting reports

Agenda Item 4: Air navigation deficiencies in the CAR/SAM Regions

- 4.1 Proposal of a new uniform methodology for the identification, assessment and reporting of air navigation deficiencies
- 4.2 Current status of air navigation deficiencies in the CAR/SAM Regions

Agenda Item 5: Management of the GREPECAS mechanism

- 5.1 ACG/8 meeting report
- 5.2 Review of GREPECAS Terms of Reference and Work Programmes
- 5.3 GREPECAS membership

Agenda Item 6: Other business

Agenda Item 8: Other matters

8.1 Nil.