



ICAO

International Civil Aviation Organization  
North American, Central American and Caribbean Office

WORKING PAPER

MEVA/TMG/29 — WP/19  
19/11/14

**Twenty-ninth MEVA Technical Management Group Meeting (MEVA/TMG/29)**  
Mexico City, Mexico, 9 to 12 December 2014

**Agenda Item 7: Other Matters**  
**7.3 Next MEVA/TMG Meeting Preparations**

**FUTURE MEVA/TMG MEETINGS**

(Presented by Secretariat)

<b>EXECUTIVE SUMMARY</b>	
This working paper presents a meeting rotational schedule for the future MEVA TMG Meetings.	
<b>Action:</b>	The suggested actions are detailed in Section 3
<i>Strategic Objectives:</i>	<ul style="list-style-type: none"><li>• Safety</li><li>• Air Navigation Capacity and Efficiency</li><li>• Environmental Protection</li></ul>
<i>References:</i>	<ul style="list-style-type: none"><li>• Twenty-sixth MEVA Technical Management Group Meeting (MEVA /TMG/26), ICAO NACC Regional Office, Mexico City, Mexico, 4 to 7 June 2013</li><li>• MEVA TMG Terms of Reference (ToRs)</li></ul>

**1. Introduction**

1.1 There have been 28 previous MEVA TMG meetings since the operation of the MEVA Network in its three modernization phases.

1.2 The TMG Meetings are the unique opportunity for the annual evaluation of the MEVA network performance and the MEVA Members to solve collective problems and seek collaboration for expanding mutual support for enhancing the telecommunications services in the region. The annual MEVA/TMG meetings have proven to be very productive and effective, for keeping the network service performance, the interoperability matters with other networks, shared lessons learned among the MEVA Members, the implementation of failure reporting features; facilitate coordination on new services implementation and to establish awareness and conscience on the network health, changes and expansion.

1.3 Normally the TMG meeting has been held annually and the last four meetings in the last two years due to the MEVA III RFI, RFP and implementation activities. Most meetings have been held in the MEVA Network Coordinator venue, the ICAO NACC Regional Office.

## 2. Discussion

### *MEVA TMF Future Meetings*

2.1 The MEVA TMG/28 Meeting held at Miami, United States, close to the equipment facilities of the Regional representative of COMSOFT, NewComm, demonstrated the benefit of combining some of the Network discussion with onsite experiences visiting the equipment and facilities of the MEVA Network, serving as well as an opportunity to exchange practical experiences of the facilities where the MEVA Equipment operates.

2.2 With this same approach the next MEVA TMG Meeting, TMG/30, will be carried out in from 27 to 29 May 2015 in Aruba, being this the first operational meeting under the MEVA III Network operations. This TMG Meeting will be done after the first MEVAIII- REDDIG II Coordination Meeting (25-26 May 2015) also in Aruba.

2.3 In this regard for improving the coordination and take the most benefits of the TMG Meeting, a TMG meetings rotation schedule is recommended. Each of the TMG Meeting shall also be combined with other subject related meetings under the same week to enhance the benefits of the face-to face meetings. For these meetings, the participation of ICAO is to be funded by the hosting MEVA State/entity member.

2.4 Similar meeting organizations are being carried out in this way as for example the E/CAR/CATG and E/CAR/NTG Meetings and other regional implementation groups like the ANI/WG meetings.

2.5 Notwithstanding the annual meetings, periodic teleconferences hosted by ICAO in coordination with the MEVA TMG Coordinator will continue as deem necessary. The MEVA TMG Terms of Reference, in its working method indicates about the use of teleconferences and holding meetings when necessary for TMG to coordinate and advance its works maximizing efficiency and reducing costs.

2.6 The proposed meetings rotational schedule is shown in the **Appendix** to this paper.

### *Update to Terms of Reference (ToRs)*

2.7 The MEVA TMG terms of reference were reviewed and approved by its MEVA TMG/26 Meeting as Conclusion 26/08. The valid Terms of Reference of the MEVA TMG are available at the MEVA III Website under the ICAO Portal.

2.8 Considering the proposal for establishing an MEVA TMG rotation schedule, such mechanism shall be incorporated in the MEVA TMG terms of reference for at least the 5 coming years as:

**3. Suggested actions**

3.1 The meeting is invited to:

- a) review and approve the proposal for a MEVA TMG meeting rotational schedule;
- b) propose a MEVA Member to host the future annual TMG Meetings as indicated in the Appendix;
- c) review and update the existing MEVA TMG Terms of Reference; and
- d) agree to any other actions as deemed appropriate.

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**APPENDIX**

**MEVA TECHNICAL MANAGEMENT GROUP (TMG) MEETING ROTATIONAL SCHEDULE**

- a) The following meeting rotational schedule was developed and approved by the MEVA Members during the MEVA TMG/29 Meeting with conclusion MEVA TMG/29/xxxx;
- b) the participation of ICAO is to be funded by the hosting MEVA member.
- c) any other MEVA Member and/or MEVA III Service Provider normally invited to participate in the MEVA TMG meetings may at any time offer to host a meeting;
- d) should a MEVA Member be unable to host a particular TMG meeting as per the schedule, it may exchange positions with another MEVA Member through bilateral discussions and the ICAO NACC Regional Office should be informed of the change at the latest six months before the convening of the meeting;
- e) should a MEVA Member be unable to host a particular TMG meeting as per the schedule and not have exchanged positions in the programme with another MEVA Member, the ICAO NACC Regional Office should be advised at least six months before the convening of the meeting, where upon the next State on the list should take on the responsibility of hosting the meeting; and
- f) Meeting Host Rotational schedule:

YEAR	STATES OR GROUP OF TERRITORIES
2014	MEVA III Service Provider (Miami, United States - MEVA TMG/27)
2014	ICAO NACC Office (Mexico City, Mexico - MEVA TMG/28)
2015	Aruba (Oranjestad- MEVA TMG/30)
2016	
2017	
2018	
2019	

— END —