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

INFORMATION PAPER

Fourth North American, Central American and Caribbean Working Group Meeting
(NACC/WG/4)
Ottawa, Canada, 24 to 28 March 2014

Agenda Item 3: **Follow-up on the NAM/CAR Regional Performance-Based Air Navigation Implementation Plan (NAM/CAR RPBANIP) Progress**
3.3   ANI/WG and other regional group progress reports

E/CAR/CATG PROGRESS REPORT

(Presented by E/CAR/CATG Chairman)

EXECUTIVE SUMMARY	
This working paper presents the progress achieved by the Eastern Caribbean Civil Aviation Technical Group (E/CAR/CATG), former E/CAR/WG; since its creation in the E/CAR/CATG/1 Meeting.	
Strategic Objectives:	• Safety • Air Navigation Capacity and Efficiency • Environmental Protection
References:	• Twenty-fourth Meeting of Directors of Civil Aviation of the Eastern Caribbean(E/CAR/DCA/24), Martinique, France, 2–5 October 2012 • First Eastern Caribbean Civil Aviation Technical Group Meeting (E/CAR/CATG/1), Martinique, French Antilles, France, 19 to 21 June 2013 • E/CAR/CATG teleconferences

1.   Introduction

1   The E/CAR/CATG was established by the Civil Aviation Directors of the Eastern Caribbean in their 24th Meeting (E/CAR/DCA/24), specifically under conclusion 24/7, where the E/CAR/DCA mandated that E/CAR States/Territories continue the sub-regional work independently with a newly named E/CAR Civil Aviation Technical Group, still reporting to the E/CAR DCAs as well as to the new NAM/CAR ANIWG, and retaining the existing Chairperson and Committees, with continued remote support from ICAO and in the event ICAO attendance at E/CAR Civil Aviation Technical Group meetings is requested, the E/CAR States will provide funding to accommodate travel expenses.

1.2   This conclusion was adopted in consideration of the benefits to establish an E/CAR sub-regional working group to facilitate participation of E/CAR States at meetings, minimize travel distance, time, and cost, and safeguard sub-regional outcomes.

1.3   The E/CAR/CATG conducted its first meeting in June 2013 in continuation of the works carried out by the former E/CAR/WG since its last meeting (E/CAR/WG/33).

2.   E/CAR/CATG Progress

E/CAR/CATG/01 Meeting

2.1   An overview of the results and organization of the E/CAR/CATG/1 is shown in **Appendix A** to this paper.

2.2   The Terms of Reference (ToRs), methodology, and membership of the Group are detailed in the final report of the E/CAR/CATG/01 Meeting, which was delivered to States through State Letter EMX0596, dated 20 September 2013. **Appendix B** presents the current ToR, methodology, and membership of the E/CAR/CATG.

E/CAR/CATG Action Plans

2.3   Following the Decision E/CAR/CATG/01/21 AGA, AIM, ATM and CNS Action Plans, that in order to follow-up on air navigation implementation in the E/CAR, the Rapporteurs of the AGA, AIM, ATM and CNS Committees review and update their corresponding action plans and send these updates to the E/CAR/CATG Chairman. These tasks are still on-going pending on the guidance and actions agreed bu the NACC/WG and the ANI/WG in their proposed actions plans for the States/Territories to follow for ease of implementing the RPOs and the agreed Air Navigation targets.

2.4   AIM, MET, AGA and SAR Committee Progress are presented as **Appendix C** to this paper.

Activities carried out

2.5   Since the E/CAR/CATG/01 Meeting, the E/CAR/CATG have conducted one Teleconference in following the assigned tasks and preparing for the NACC/WG/04 Meeting

2.6   The Chairperson of the E/CAR/CATG will be a representative from the E/CAR States/Territories designated by the E/CAR Members for a three term period. Due to the retirement of the current E/CARCATG Chairman, Mr. Cedric Murrell, the ECARCATG needs to nominate a new chairman.

2.7   With the support of the ICAO NACC Regional Office, a website for the operation of the ANI/WG under the sponsoring of ICAO will be implemented in the following address: http://www.icao.int/NACC/Pages/nacc-regionalgroups-ecarcatg.aspx

3. **Suggested Actions**

3.1 The Meeting is invited to [sample suggested actions]:

  a) Review and evaluate the E/CAR/CATG progress,

  b) Review and suggest changes if needed to the E/CAR/CATG ToR;

  c) If possible, among the E/CAR/CATG Members nominate a chairman for the group; and

  d) propose any other action or task as deem necessary

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APPENDIX A
SUMMARY OF E/CAR/CATG/1 MEETING - RELEVANT ACTIONS AND RESULTS

1.   The First Meeting of the Eastern Caribbean Civil Aviation Technical Group (E/CAR/CATG/1) was held at the Carayou Hotel, Martinique, French Antilles, France, from 19 to 21 June 2013.

2.   The E/CAR/CATG Chairman, with the assistance of ICAO, conducted several teleconferences in support of the transition to the E/CAR/CATG, highlighting the explanation of the activities and work programme to be continued from the E/CAR/WG, the scope of the activities, need to improve efficiency and coordination, follow-up on the E/CAR Committees, and E/CAR/CATG support to the ANI/WG

3.   Terms of Reference (ToRs) and Work Methodology for the ECAR/CATG was developed using the former E/CAR/WG ToRs, agreeing that the former E/CAR/WG structure of committees should be maintained and that the working methodology through Task Forces be more extensively used.

4.   Regarding MET matters, the E/CAR/CATG decided to establish a liaison/functional cooperation with the Caribbean Meteorological Organization (CMO) as follows:

        a)   Determine and agree on how to work together and exchange information. This exchange and follow-up will be done mainly via email, teleconference, , telephone calls, or by formal paper exchange.
        b)   Participation in meetings of the two organizations by regional air navigation and MET personnel is encouraged.

5.   The ECAR/CATG/1 Meeting carried out a review and follow-up on the conclusions/decisions of the E/CAR/WG/33 (all previous valid conclusions of the E/CAR/WG/33 were superseded or completed by E/CAR/DCA/24), as well as a review of outstanding conclusions and decisions from the Sixteenth Meeting of the CAR/SAM Regional Planning and Implementation Group (GREPECAS/16), Piarco Policy Group, Fourth Meeting of North American, Central American and Caribbean Directors of Civil Aviation (NACC/DCA/4), and Third North American, Central American and the Caribbean Working Group Meeting (NACC/WG/3). The following results were indicated:

- PIARCO/FIR/PG Meeting Conclusion 4/3 is completed.
- Regarding the previous NACC/WG conclusions, the Meeting identified the following progress by the E/CAR Committees:

        o   NACC/WG 3/1: on-going work by ATM Committee
        o   NACC/WG 3/2: testing of New Flight Plan format included in Centralized Flight Plan Activities (AIM Committee)
        o   NACC/WG 3/3 and NACC/WG 3/4: on-going work by AIM Committee
        o   NACC/WG 3/5: on-going work by SAR Committee
        o   NACC/WG 3/6: on-going work by CNS Committee

> o   NACC/WG 3/7: on-going work by E/CAR States
> o   E/CAR/DCA/24 Conclusion 24/2 was completed with the work of the E/CAR Radar Data Sharing Ad-hoc Group and that Conclusions 24/3, 24/4 and 24/11 are still valid with on-going work by the AIM and SAR Committee

6.   The ECAR/CATG/1 Meeting followed-up on implementation of the NAM/CAR Regional Performance Based Air Navigation Implementation Plan (RPBANIP) in the Eastern Caribbean through progress reports of the AIM, AGA, ATM, CNS, MET and SAR Committees, as well as through the E/CAR NTG and Radar Data Sharing Report. Similarly, a review of performance-based metrics and benefits achieved was completed.

7.   All committees reviewed the status of air navigation implementation within their committee, and as a result of their discussions, the following issues were highlighted:

- Since the E/CAR/WG/33 Meeting, the ATM Committee held three ATM Committee teleconferences, two ATM Sub-Committee teleconferences and one Ad hoc Group teleconference to address PBN implementation activities in the Eastern Caribbean, Amendment to the Caribbean and North Atlantic part of ICAO Doc 7030 - *CAR/Region Supplementary Procedures,* and review of Air Traffic Services (ATS) coordination issues between Antigua and Barbuda, San Juan, Sint Maarten, and Trinidad and Tobago.
- ***PBN Implementation activities in the Eastern Caribbean:*** Several National PBN Implementation Plans for inclusion into the Regional E/CAR PBN Implementation Plan have been collected, except for UK Territories, Netherlands (Saba and Sint Eustatius), Saint Lucia, Dominica, and Saint Kitts and Nevis. Feedback on the Antigua and Barbuda National PBN Implementation Plan was given.
- ***PBN Training:*** A phased training approach was adopted. Barbados stated an interest in having selected persons from their State receive PBN training from IATA and offered their training facility for the "In Group" training option. States/Territories were advised to take advantage of the online training available on the ICAO website: www.icao.int/safety/pbn
- ***PBN support for Implementation:*** Trinidad and Tobago informed of their support, if needed, to visit States to deliver basic PBN awareness. It was suggested that each State/Territory select a person(s) who would be solely dedicated to the PBN implementation process.
- ECAR/CATG´s active support and evaluation for the regional ATS impact when the new Argyle Airport in Saint Vincent is commissioned in 2014.
- Revision of the achievements and progress made in accordance with its Action Plan following AIM conclusions/matters including Implementation of a Quality Management System (QMS) for the region; develop a proposal on an E/CAR plan for implementation of Electronic Terrain Obstacle Database (e-TOD) for areas 1 to 4; support for preparatory and implementation activities to be carried out for the New Flight Plan Form in the E/CAR; elimination of missing and duplicate flight plans in the region; and development of an E/CAR plan proposal for the implementation of the ICAO Roadmap for the transition from AIS to AIM.

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- ***Implementation of a PIARCO AIS/NOTAM Contingency Plan:*** Several considerations were formulated:

  o The implementation of the new web-based AIS systems in Trinidad and Tobago allows remote access to the systems in situations where the Piarco AIS staff must evacuate their work area but the equipment is still functional; the web-based SPATIA allows for remote access to Flight Plans, NOTAMS and MET data.
  o Efforts are on-going to address a complete shutdown of the entire network (AFTN/SPATIA).
  o Discussions regarding a proposal for reciprocal measures took place with both Curacao and Jamaica. Curacao also has a SPATIA system and is very interested in establishing the agreement.

- ***AIM QMS implementation:*** The ECAR/CATG Meeting recalled on the need for the development of national AIS (AIM) QMS plans and on the activities carried out by the team of persons formed by ICAO, UK CAA, and ECCAA, who recently visited Trinidad and Tobago from 18 to 20 March 2013, specifically to consider the progress made by Piarco AIS in the development of their QMS.
- ***Central Flight Planning Unit:*** The centralized database, SPATIA, is under implementation with tests for October/November and completion of implementation by December 2013. This solution would resolve the issue of missing and duplicate FPLs at the FDPs in the E/CAR.
- ***AIS Familiarization Programme:*** The Meeting recalled the scheduled training and adequate staff required for the new AIM systems as agreed by E/CAR/WG Conclusion 33/2. Trinidad and Tobago confirmed their commitment to host this programme and expressed regret that it had to be rescheduled due to the delayed installation of all of the new AIM systems. Trinidad and Tobago also indicated that the invitation and details of the programme will be disseminated by 1 November 2013
- Progress with CNS matters were reviewed, highlighting:

  o Barbados advised that they have completed a survey and feasibility studies to implement MLAT/ADS-B in Barbados, to be implemented by Q1-2014.
  o ECCAA advised they are conducting feasibility studies in the OECS States regarding implementation of ADS-B.
  o Trinidad and Tobago formalized an agreement with ARINC for the provision of High Frequency (HF) service in Piarco Oceanic airspace.
  o Trinidad and Tobago has completed the requirements to host the radar data sharing server, presently receiving the radar system tracks from Guadeloupe and Martinique, and is working on adding the inputs from Barbados, Sint Maarten and Venezuela.
  o Review of the progress with planning and implementation of AMS communication improvements, AMHS and AIDC implementation, and ADS-B activities recalling the operational benefits from AIDC implementation as agreed in E/CAR/WG Conclusion 33/8.

   o   Review of solutions for communication between the Piarco and Dakar FIRs, and Sal and Santa Maria, which is currently achieved via the Public Switched Telephone Network (PSTN) using the Communication Satellite Network (CAFSAT) Network.

  • SAR Committee presented an update on the activities carried out by the SAR Committee since the E/CAR/WG/33 Meeting and the progress of SAR activities.

8.   The Meeting expressed their support for the ICAO Position for the International Telecommunication Union (ITU) World Radio Communication Conference (2015) when developing their proposals and delegation briefs in preparation for WRC-15 to ensure that decisions taken by the conference are in favor of aeronautical requirements (Assembly Resolution A36-25 refers).

9.   The E/CAR/CATG coordinated their support for the ANI/WG/1 Meeting.

10.   The E/CAR/CATG adopted the same rotational scheme followed by the former E/CAR/WG. In 2014, a face-to-face meeting of the CATG is not expected, but necessary coordination and teleconferences will be required for the CATG´s contribution to the NACC/WG Meeting, and the E/CAR/CATG/2 shall be carried out in 2015 and hosted by United States.

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APPENDIX B
TERMS OF REFERENCE (ToRs) AND WORK PROGRAMME OF THE
EASTERN CARIBBEAN CIVIL AVIATION TECHNICAL GROUP (E/CAR/CATG)

1   Background

The Eastern Caribbean Civil Aviation Technical Group was established in October 2012 by the Directors of Civil Aviation of the Eastern Caribbean at their 24th Meeting (E/CAR/DCA/24) through Conclusion 24/7 - *New NAM/CAR Air Navigation Implementation Working Group*, item b) to continue the performance-based work programme for the implementation and improvement in all air navigation fields in the Eastern Caribbean area. This work programme was originally carried out by the Eastern Caribbean Working Group (E/CAR/WG), which was created from Agreement No. 2/1 of the Informal ATS CAR/SAM 1/75 Meeting held in Bridgetown, Barbados, from 14 to 17 October 1975, for the purpose of examining problems affecting airspace organization and utilization in the Eastern Caribbean area for States and Territories in the PIARCO and San Juan Flight Information Regions (FIRs).

2.   Terms of Reference

a)   foster implementation of the CAR/SAM Air Navigation Plan, the NAM/CAR Regional Performance-based Air Navigation Implementation Plan (RPBANIP) and other relevant regional documentation in compliance with ICAO Standards and Recommended Practices (SARPs), as required;

b)   facilitate development of emerging aviation issues focusing on continued improvements to operational efficiency through coordinating harmonised procedures and promoting interoperability of networks and implementation of new technologies;

c)   develop operational improvement initiatives through action plans and implementation strategies and associated technologies to improve safety, increase operational and economic efficiency and/or capacity of regional Air Navigation Services;

d)   develop and implement performance objectives related to Regional Air Navigation Services with regard to Doc 9750 - *Global Air Navigation Plan*;

e)   share information on implementation initiatives for enhancing compatibility of air traffic operations; and

f)   provide technical advice to the E/CAR Directors of Civil Aviation, as required, in relation to the NAM/CAR Regional Performance-Based Air Navigation Implementation Plan and any other necessary steps for implementation.

3. **Work Programme**

3.1 The E/CAR/CATG Work Programme reflects the Regional Performance Objectives (RPO) activities/tasks contained in the *NAM/CAR Regional Performance-Based Air Navigation Implementation Plan*, applicable to the E/CAR Area, taking the following into consideration:

a) adherence to deadlines for implementation of facilities, services and procedures to improve air navigation services in the E/CAR Area;

b) development of guidelines and recommendations for States/Territories to implement their national plans;

c) recommendations for implementation of air navigation facilities and services to ensure interregional harmonization, taking into account performance metrics, environmental benefits and operational issues;

d) provision of recommendations to improve human resource planning and development in line with ICAO guidelines;

e) coordinate implementation of initiatives with the seven components of Doc 9854, (AOM, DCB, AO, TS, CM, AUO, ATMSDM) as appropriate; and

f) quantify cost/benefit analysis in terms of performance measures, deadlines, responsible body for implementation and results, as well as human factors performance.

3.2 The E/CAR/CATG must report its work programme progress to the E/CAR Directors of Civil Aviation (E/CAR/DCA), the NAM/CAR Air Navigation Implementation Working Group (ANI/WG) and the North American, Central American and Caribbean Working Group (NACC/WG).

4. **Working Methods**

a) The Chairperson of the E/CAR/CATG will be a representative from the E/CAR States/Territories designated by the E/CAR Members for a three term period. The duties of the Chairperson are the following:

- Preside over the formal E/CAR/CATG meetings
- Coordinate fulfilment of tasks included in the E/CAR/CATG action plan
- Closely coordinate with the Secretariat for meeting agenda development and other issues concerning the E/CAR/CATG
- Serve as coordinator with the Caribbean Meteorological Organization (CMO) on coordination/exchange of aeronautical MET matters
- Coordinate with other implementation groups related to E/CAR air navigation implementation activities
- Inform the Directors of Civil Aviation of the Eastern Caribbean Meetings on the results of the E/CAR/WG meetings

b)   the E/CAR/CATG will avoid duplication of work and maintain close coordination among States/Territories/International Organizations and users to optimise the use of available resources and experience;

c)   the E/CAR/CATG will carry out coordination of tasks using electronic tools and teleconferences to guarantee efficient exchange of information, when required;

d)   the E/CAR/CATG may form Ad-hoc groups, task forces or committees to work on specific topics and activities. Ad-hoc groups will be valid for the time of the respective meeting. Task forces and committees will be valid until the completion of their assigned task or group of tasks. All tasks and activities should be clearly defined by time and deliverables. Nomination for the position of Committee and/or Task Force Rapporteurs may be presented by any State or Territory that is a member of the E/CAR/CATG;

e)   committees and task forces should coordinate and advance their work between meetings as follows;

- conduct work via written correspondence, i.e., e-mail, fax, etc
- conduct work via phone and teleconference calls
- conduct work via a dedicated page on the ICAO NACC Regional Office website
- hold meetings when necessary

f)   all committee and task force rapporteurs must present their report on the progress of assigned tasks to the E/CAR/CATG;

g)   the E/CAR/CATG will use the following classification/definitions to record recommendations in meeting reports:

- ***Decisions***   Internal actions of the E/CAR/CATG
- ***Draft Conclusions***   Actions requiring communication to States and Territories and/or endorsement by the E/CAR/DCAs

h)   meetings will usually be convened every year, except in years when the NACC/WG meets, or whenever necessary. The ICAO NACC Regional Office will continue remote support of the E/CAR/CATG, and in the event ICAO attendance at E/CAR/CATG meetings is requested, the E/CAR States/Territories will provide funding to accommodate travel expenses.

5.   Membership

Antigua and Barbuda, Barbados, France, Grenada, Netherlands (Saba and Sint Eustatius), Sint Maarten, Saint Kitts and Nevis, Saint Lucia, Saint Vincent and the Grenadines, Trinidad and Tobago, United Kingdom, United States and ECCAA. Other international organizations may be included as observers.

6. **E/CAR/WG Committees and Task Forces** (to be reviewed by the E/CAR/ATG/1 Meeting)

AIS Committee	Rapporteur: Barbados – Shirley Ford
ATM Committee	Rapporteur: Trinidad and Tobago – Ian Gomez
SAR Committee	Rapporteur: Trinidad and Tobago – Rohan Garib
CNS Committee	Rapporteur: Trinidad and Tobago – Veronica Ramdath
AGA Committee	Rapporteur: Barbados – Kellman Walcott

MET issues will be coordinated with the Caribbean Meteorological Organization.

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APPENDIX C
AIM COMMITTEE REPORT TO BE INCLUDED IN THE ECAR REPORT TO THE NACC MEETING

1. *Flight Planning and Related Issues*

1.1   The discussion relating to Flight Planning and Related Issues at the E/CAR CATG/1 Meeting revealed that flight plans with errors were being received at the Trinidad and Tobago switching centre. As a consequence DECISION 1/16 - INVESTIGATION OF NON COMPLIANT FPL 2012 FPLS was formulated, which stated as follows:

1.2   That in order to investigate the amount of non FPL 2012 compliant flight plans:

a)   Trinidad and Tobago carry out a survey of all flight plans being disseminated by E/CAR States and Territories during the period 1 to 31 July 2013;
b)   Trinidad and Tobago provide a report on the survey analysis to E/CAR States, E/CAR/CATG and the ICAO NACC Regional Office by 31 August 2013;
c)   E/CAR States note the contents of the report and take appropriate action to correct their respective deficiencies;
d)   Trinidad and Tobago continue to monitor FPLs and inform States when errors occur; and
e)   The E/CAR/CATG Chairman reports the progress of these activities to the E/CAR/DCA/25 Meeting.

1.3   The survey was completed as stated and the resulting report was attached to the AIM Committee Report to the E/CAR/DCA/25 Meeting.
In keeping with d) above, a follow-up survey was carried out 1 – 31 January 2014.
The report of the survey analysis will be provided to the ICAO NACC Office and E/CAR States by 31st March 2014.

2.   *Centralized Flight Planning System (CFPS)*

2.1   Following extensive investigations into the problem of missing and duplicate flight plans carried out by the ECAR AIS Committee, a centralized flight planning system was identified as a possible solution. It was expected that this system would have been installed in Trinidad and Tobago along with FPL2012- compliant workstations as part of the Aeronautical Information Services (AISS) and Air Traffic Services Message Handling System (AMHS).
The manufacturer (IDS) is still working to deliver the Centralized Flight Planning system with all of the specifications as detailed by Trinidad and Tobago and it is now anticipated that the CFPS will be installed in Trinidad and Tobago during the second quarter of 2014. In addition to reducing/eliminating missing and duplicate flight plans, the system is expected to further improve on the capacity of existing systems to check for errors related to FPL2012 format.

3.   *Quality Management System (QMS)*

3.1   Trinidad and Tobago and Barbados have both establish teams charged with developing a QMS that conforms to the ISO 9000 series quality standards, as well as those established by ICAO for a QMS in Aeronautical Information Management. Trinidad and Tobago expects to be ready for certification during the first half of 2014. In Barbados the Air Traffic Services has a QMS that is ISO9001 2008 certified, however, it has been long accepted that the QMS in the AIS needed to be expanded and refined to meet ICAO standards. It is expected that Barbados will achieve this goal during 2014.

3.2   Barbados and Trinidad and Tobago will use their respective experiences and documentation in a collaborative effort to assist the rest of the ECAR in developing a certifiable AIS QMS in each state. It is expected that work towards this objective will commence by December 2014.

4.   ***Electronic Terrain and Obstacle Data (eTOD)***

4.1   There has been little progress in this area, due largely to a lack of expertise in this field. Consequently, following a mission to the ECAR in November 2012, the Regional Officer, Aeronautical Information Management from the ICAO NACC Office, has suggested that this is an area where a technical assistance programme could be developed. Additionally, the ICAO NACC is proposing to host a seminar on the implementation of eTOD, in 2014, in the Regional Office in Mexico City.

5.   ***AIM Familiarization Programme***

5.1   As part of its modernization program and the introduction of FPL 2012 , Trinidad and Tobago installed new equipment in its Aeronautical Information Unit. As a consequent, the 33rd E/CAR/WG recommended that Trinidad and Tobago host an AIM familiarization programme for AIM specialists from ECAR states. This program is now scheduled for June 2014, having been re-scheduled because some of the new equipment, namely the Centralized Flight Plan System, is still outstanding from the manufacturer.

AGA COMMITTEE REPORT

Considering the absence of a functioning AGA Committee, and in an effort to determine the way forward with AGA matters, the E/CAR CATG Chairperson attempted to convene an introductory teleconference involving the ICAO Regional Officer/AGA, Jaime Calderon; Kellman Walcott, AGA Rapporteur, Barbados; and Kingsley Herreira, Trinidad and Tobago, to formulate and prioritize the AGA issues for consideration by the E/CAR/CATG. The decision to convene the teleconference was taken at the E/CAR/CATG/1 held in Martinique, French Antilles, France, 19 – 21 June 2013. The teleconference did not take place as planned due to the unavailability of different members at various times. During the first week in September 2013, the ICAO/RO/AGA was informed that Kellman Walcott would be unable to continue as Rapporteur of the AGA Committee. Trinidad and Tobago informed the ICAO/RO/AGA on 17 September 2013, that Trinidad and Tobago, through Kingsley Herreira, would accept responsibility as Rapporteur of the AGA Committee. On 25 September 2013, the ICAO/RO/AGA accepted Kingsley Herreira as the new Rapporteur.

The ICAO/RO/AGA and the new Rapporteur met during the week of 14 – 18 October 2013, to formulate a work plan. The proposed Regional Performance Based Air Navigation Implementation Plan (RPBANIP) regarding AGA related topics was discussed. The Regional Project is still in the process of review and shall include the Aviation System Block Upgrades (ASBUs). The ICAO/RO/AGA and the Rapporteur decided that when the final version is available they would conduct a teleconference to discuss the RPBANIP.

Kellman Walcott subsequently informed the Rapporteur that he was still available to function as a member of the AGA Committee.

CONCLUSION

The lack of a functioning AGA Committee in the E/CAR resulted in the lack of a previous work plan or any continuity through which the new AGA Committee could immediately function. The inability to meet via teleconference as mandated by the E/CAR/CATG/1 and the change of Rapporteur also affected the work progress of the AGA committee. The Rapporteur, Kingsley Herreira and the ICAO/RO/AGA, shall meet as soon as the Regional Project is finalized and develop a work plan in accordance with the mandates of the RPBANIP and the Regional GREPECAS Project F1 – *Aerodrome Certification Improvements*.

E/CAR/CATG/AGA RAPPORTEUR
Kingsley Herreira
Manager Licensing Standards
Safety Regulations
Trinidad and Tobago Civil Aviation Authority

AIM COMMITTEE REPORT

This appendix reports on the activities of AIS in the E/CAR as they relate to the Regional Performance Objectives (RPOs) listed in the NAM/CAR Regional Performance-Based Air Navigation Implementation Plan (NAM/CAR RPBANIP), as well follow-up on the AIM work programme and valid conclusions.

1.   Introduction

1.1   This report details the activities of the E/CAR AIM Committee since the E/CAR CATG/1 Meeting convened in Martinique, France, 26-28 June 2013. The AIM Committee is comprised of Barbados, France, Trinidad and Tobago, United States, and ECCAA. This Committee did not meet during the intervening period since the E/CAR CATG/1 Meeting. Nevertheless, efforts were made to address some of the issues identified at that meeting.

2.   Discussion

Flight Planning and Related Issues

2.1   The discussion relating to flight planning and related issues at the E/CAR CATG/1 Meeting revealed that flight plan errors were being received at the Trinidad and Tobago switching centre. As a consequence, the following decision was formulated:

DECISION
E/CAR/CATG 1/16   INVESTIGATION OF 2012 NON-COMPLIANT FPLS

        That in order to investigate the amount of 2012 non-compliant flight plans:

        a)   Trinidad and Tobago carry out a survey of all flight plans being disseminated by E/CAR States and Territories during the period 1 to 31 July 2013;

        b)   Trinidad and Tobago provide a report on the survey analysis to E/CAR States, E/CAR/CATG and the ICAO NACC Regional Office by 31August 2013;

        c)   E/CAR States note the contents of the report and take appropriate action to correct their respective deficiencies;

        d)   Trinidad and Tobago continue to monitor FPLs and inform States when errors occur; and

        e)   the E/CAR/CATG Chairman report the progress of these activities to the E/CAR/DCA/25 Meeting.

2.1.1   The survey was completed as stated, and the resulting report is shown in the **Attachment**.

Centralized Flight Planning System (CFPS)

2.2   Following extensive investigations into the problem of missing and duplicate flight plans carried out by the E/CAR AIS Committee, a centralized flight planning system was identified as a possible solution. It was expected that this system would be installed in Trinidad and Tobago along with FPL 2012 - compliant workstations as part of the Aeronautical Information Services (AIS) and Air Traffic Services Message Handling System (AMHS).

2.3   The manufacturer (IDS) is still working to deliver the Centralized Flight Planning System (CFPS) with all of the specifications as detailed by Trinidad and Tobago, and it is now anticipated that the CFPS will be installed in Trinidad and Tobago during the second quarter of 2014. In addition to reducing/eliminating missing and duplicate flight plans, the system is expected to further improve the capacity of existing systems to check for errors related to the FPL2012 format.

Quality Management System (QMS)

2.4   Barbados and Trinidad and Tobago have both established teams to develop a QMS that meets the Standards established by ICAO for an AIM-QMS. Trinidad and Tobago expects to be ready for certification during the first half of 2014. In Barbados, air traffic services have a QMS that is ISO9001 2008-certified; however, it has been long accepted that the AIS-QMS needed to be expanded and refined to meet ICAO Standards. It is expected that Barbados will achieve this goal during 2014.

2.5   Barbados and Trinidad and Tobago will use their respective experiences and documentation in a collaborative effort to assist the rest of the E/CAR in developing a certifiable AIS- QMS in each State. It is expected that this objective will be achieved by December 2014.

Regional Data Base

2.6   In order to ensure that each E/CAR State is keeping pace with the requirements for the transition to AIM, the ICAO NACC Regional Office is in the process of creating a database outlining each of the three phases for transition from AIS to AIM according to the ICAO Roadmap. The NACC Regional Office will be able to monitor implementation so that possible support can be provided as necessary. The ICAO NACC Regional Office will utilize data from the database to determine the percentage of implementation in each State under its jurisdiction.

electronic Terrain and Obstacle Data (eTOD)

2.7   There has been little progress in this area due to a lack of expertise in this field. Consequently, following a mission to the E/CAR in November 2012, the Regional Officer, Aeronautical Information Management from the ICAO NACC Office, has suggested that this is an area where a technical assistance programme could be developed. Additionally, the ICAO NACC Office is proposing to host a seminar on the implementation of eTOD during the first half of 2014 at the Regional Office in Mexico City.

AIM Familiarization Programme

2.8   Since June 2012 at the E/CAR/WG/33, it was recommended that Trinidad and Tobago host an AIM familiarization programme for AIM specialists from E/CAR States. April 2014 is proposed for this programme to be conducted.

**MEETING OF DIRECTORS OF METEOROLOGICAL SERVICES OF THE
CARIBBEAN METEOROLOGICAL COUNCIL REPORT
BY CEDRIC H. MURRELL,
CHAIRMAN - E/CAR/CATG**

The meeting of Directors of Meteorological Services of the Caribbean Meteorological Council was held at the Caribbean Institute of Meteorology and Hydrology in Barbados on 16 November 2013.

The Chairman of the E/CAR/CATG, Cedric H. Murrell, attended the meeting at the invitation of Mr. Tyrone Sutherland, Coordinating Director of the Caribbean Meteorological Organization.

The meeting discussed the following matters among others that were of relevance to civil aviation:

1.   Training of aeronautical forecasters and technicians and the competency requirements for each position. It was pointed out that the qualification requirement for Forecasters was a University level degree and a lower level of training for technicians. It was noted that Forecasters have to be World Meteorological Organization (WMO)-certified.

2.   It was pointed out that Quality Management System (QMS) is required to be established in Meteorological Services worldwide as from 1 December 2013.

3.   It was also noted that Meteorological services are to be audited by Civil Aviation Authorities.

4.   It was stressed that MET Offices are to have written Memorandums of Understanding (MOUs) or agreements with the local Civil Aviation Authority (CAA).

5.   There was discussion on the status and performance of the Caribbean Meteorology Organization (CMO) radar network, an extensive network of weather radars that covers the region.

It was agreed between the Chairman E/CAR/CATG and the Coordination Director- CMO that there will be continue coordination on matters as appropriate.

SAR COMMITTEE UPDATE

1.   Background

1.1   In response to the suggested action in WP/24, the E/CAR/DCA/24 adopted the following conclusion:

CONCLUSION 24/4   SAR ACTIVITIES AND IMPROVEMENTS IN THE E/CAR SUBREGION

That in order to promote and facilitate implementation of SAR activities and improvements with the active participation of all SAR related entities in the E/CAR States/Territories:

a)   the E/CAR SAR Committee assist those E/CAR States/Territories that request to:

i.   review and update existing SAR Agreements that include permission for SAR Units from other States to provide SAR assistance within the jurisdiction of another State;

ii.   review other related activities to improve SAR services in the E/CAR sub-region and the PIARCO FIR; and

b)   E/CAR States/Territories:

> i. *in collaboration with the related national agencies, complete the SAR Matrix in Appendix B to WP/24 and submit it to the E/CAR SAR Committee Rapporteur (Mr. Rohan Garib, Trinidad and Tobago, rgarib@caa.gov.tt) by **31 January 2013**, for analysis and preparation of a regional SAR status report;*
>
> ii. *establish proper coordination between civil and military authorities for efficient use of all available SAR resources; and*
>
> iii. *review SAR staffing requirements and response capacity within the PIARCO Flight Information Region (FIR).*

1.2   At the First Eastern Caribbean Civil Aviation Technical Group Meeting, the SAR Committee presented an update on its activities carried out since the E/CAR/WG/33 Meeting, and the progress report presented to the E/CAR/DCA/24 Meeting.

2.   Discussion

2.1   The E/CAR/CATG/1 Meeting noted that improvements in SAR development were accomplished via updates of the SAR matrix and follow-up meetings.

2.2   The   SAR   Action   Plan   was   developed   and   included   the   following:

a)   Update Points-of-Contact list
b)   Follow-up on State submissions of SAR matrix
c)   Continue work to develop/amend Letters of Agreement (LOAs) between States
d)   Set up meetings with individual States and their respective agencies with the intention to address individual challenges/issues that may be affecting States
e)   Harmonize National and Regional plans to meet SAR requirements for the E/CAR and the Piarco Flight Information Region (FIR)

2.3   The SAR Committee emphasized devising strategies to obtain outstanding information from States who had not submitted the SAR Matrix/Checklist. A follow-up meeting held in French Antilles in August 2013 focused on the responsibility of French Guiana, Guadeloupe, Martinique, and Trinidad and Tobago to conclude the respective LOAs.

2.4   The E/CAR/CATG Meeting formulated the following decision:

DECISION E/CAR/CATG 1/19   SAR ACTION PLAN

> *That based on the teleconferences and the exchange of information between the Rescue Coordination Centre (RCC), Rescue Sub-centre (RSC) and other SAR related parties, the SAR Committee submit its action plan (activities, dates, responsible, deliverables) to the E/CAR/CATG **no later than 30 August 2013** for presentation at the E/CAR/DCA/25 Meeting.*

2.5   France informed the CATG Meeting that they had identified a lack of SAR training/expertise within their Air Traffic Management (ATM) system, which is being addressed by conducting training with managers and supervisors. An operational SAR exercise/drill in the French Antilles was planned for October 2013.

2.6   Similarly, the Meeting was advised that Trinidad and Tobago had dedicated human resources to develop a Search and Rescue Unit (SRU). This unit has gained full approval and is now established on the organizational structure in Trinidad and Tobago. It also has a mandate to establish an Aeronautical Rescue Coordination Centre (ARCC) with the necessary equipment and is working towards obtaining the necessary training to develop human resources in Aeronautical SAR that meets international Standards and Recommended Practices (SARPs). The   SRU   has   developed   an   action   plan   to   meet   the   objectives   of SAR – nationally (Trinidad and Tobago) and regionally (Piarco FIR), that involves completion of a National SAR Plan and the acquisition of the National SAR Plans of the other concerned States to be used in the regional Operational Plan.

2.7   The Meeting noted that the E/CAR SAR Committee is supporting States with developing a similar regional SAR plan and conducting a test in due course. Trinidad and Tobago will assist individual States with the development of their SAR national and operational plans.

2.8   Work is on-going to complete the LOAs for all States within the Piarco FIR and adjacent States.

2.9   The E/CAR SAR Committee requested the assistance of ICAO to coordinate the exchange of expertise and experiences of other developed Aeronautical Rescue Coordination Centres (ARCCs) to assist E/CAR States with developing and implementing their respective ARCCs. In this regard, the Meeting proposed the following draft conclusion:

CONCLUSION
E/CAR/CATG 1/20   ***EXCHANGE OF INFORMATION FOR SAR IMPLEMENTATION***

That ICAO facilitate, through coordination via teleconference, the exchange of expertise and experiences among the SAR Committee, E/CAR States, and other States with mature SAR structures to assist with SAR implementation in E/CAR States by **15 August 2013**.

3.   Progress of the SAR Committee

3.1   Barbados, French Antilles (Guadeloupe and Martinique) and Trinidad and Tobago provided their analysis of SAR capability. The UK Territories of Anguilla, British Virgin Islands and Montserrat gave a favorable response and commitment to provide the SAR Matrix/Check list. Responses were still outstanding to a request made to Antigua and Barbuda, Dominica, Grenada, Saint Kitts and Nevis, Saint Lucia and Saint Vincent and the Grenadines.

3.2   Trinidad and Tobago coordinated a meeting with the French Territories, comprising persons from French Guiana, Guadeloupe and Martinique. The meeting was held in Trinidad and Tobago (Trinidad and Tobago Civil Aviation Authority Complex) from 8 to 10 April 2013. Other invitees including the Trinidad and Tobago Coast Guard participated. Discussions were held concerning the responsibility of French Guiana, Guadeloupe, Martinique and Trinidad and Tobago on concluding the respective LoAs. A follow-up meeting was scheduled to take place in French Antilles before August 2013.

3.3   The SAR Plan for the Maritime Rescue Coordination Center of Fort-de-France was submitted by France.

3.4   Trinidad and Tobago has piloted several SAR meetings with the relevant stakeholders to assess their operational capability that influence the SAR Plan.

3.5   The SAR Committee will strategize and develop a similar Regional SAR Plan and conduct test in due course.

3.6   Work is on-going to complete the LoAs for all States within the Piarco FIR and adjacent States to the Piarco FIR.

3.7   The E/CAR/CATG Group SAR Committee Webinar was held on 23 October 2013.

4.   Conclusion

4.1   Significant progress has been made on the development of the SAR capability in the E/CAR. There has been greater coordination among States leading toward the development of LOAs. There is still a need for some States to submit their SAR Matrix and National Plans.

4.2   Trinidad and Tobago has developed a Search and Rescue Unit (SRU) with a mandate to establish an Aeronautical Rescue Coordination Center (ARCC) and will assist other States toward developing a Regional SAR Operational Plan.

— END —