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WORKING PAPER

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**Fourth North American, Central American and Caribbean Working Group Meeting
(NACC/WG/4)**

Ottawa, Canada, 24 to 27 March 2014

Agenda Item 5: Review of the Terms and Reference (ToRs) and Work Programme of the NACC/WG

REVIEW OF THE TERMS AND REFERENCE (TORS) AND WORK PROGRAMME OF THE NACC/WG

(Presented by the Secretariat)

EXECUTIVE SUMMARY	
This Working Paper presents proposed changes to the Terms of Reference and Work Programme of the NACC WG	
Action:	As described in Section 2
<i>Strategic Objectives:</i>	<ul style="list-style-type: none">• Safety• Air Navigation Capacity and Efficiency• Economic Development of Air Transport• Environmental Protection
<i>References:</i>	<ul style="list-style-type: none">• Doc 9750 — <i>Global Air Navigation Plan</i>• NAM/CAR Regional Performance-Based Air Navigation Implementation Plan (RPBANIP)• Report - Fourth Meeting of North American, Central American and Caribbean Directors of Civil Aviation (NACC/DCA/4) San Pedro Sula, Honduras, 20-24 June 2011• Report - Third North American, Central American and Caribbean Working Group Meeting (NACC/WG/3), Guatemala City, Guatemala, 9-13 May 2011.

1. Introduction

1.1 The Fourth Meeting of North American, Central American and Caribbean Directors of Civil Aviation (NACC/DCA/4) reviewed and approved the Terms of Reference and Work Programme of the NACC WG, in accordance with the obtained results in its Third Meeting (NACC/WG/3).

1.2 It should be considered that the NACC/WG Terms of Reference should be updated in relation with the changes made on the ICAO Doc 9750, incorporated in RPBANIP for the NAM/CAR Regions and presented in Working Paper 07.

1.3 With these guidelines, the NACC/WG Meeting should review their work programme and associated tasks for harmonized implementation of ANS infrastructure in the NAM and CAR Regions. The **Appendix** to this working paper includes an update to the Terms of Reference and Work Programme for revision of the Meeting.

2. Suggested Action

2.1 The Meeting is invited to:

- a) review and update the Terms of Reference and Work Programme of the NACC Working Group presented in the Appendix to this working paper; and
- b) recommend other actions as deemed necessary.

APPENDIX

**TERMS OF REFERENCE OF THE
NORTH AMERICAN, CENTRAL AMERICAN AND CARIBBEAN WORKING GROUP
(NACC/WG)**

1. Terms of Reference

- a) promote development of the CAR/SAM and NAM *as well as* Air Navigation Plans and other relevant regional documentation, in compliance with ICAO SARPs, as required;
- b) facilitate the implementation of air navigation systems and services as identified in the CAR/SAM and NAM Air Navigation Plans;
- c) address emerging aviation issues focusing on continued improvements to operational efficiency through enhanced coordination, harmonised procedures, interoperability of networks and implementation of new technologies;
- d) promote implementation initiatives and associated technologies to improve safety, increase operational and economic efficiency and/or capacity of ~~regional~~ Air Navigation Services (ANS);
- e) harmonise implementation of *regional* performance objectives (*RPOs*) related to *Block 0 selected modules of ASBU methodology ANS with regard to the GPIs* of Doc 9750; *included in NAM/CAR Regional Performance-Based Air Navigation Implementation Plan (RPBANIP) for NAM/CAR Regions*
- ~~f) enhance airspace organisation and management (AOM) structure through the improvement of ATS/RNAV routes and/or tracks with entry/exit points on Flight Information Region (FIR) boundaries;~~
- ~~g) develop air traffic flow management (ATFM) procedures designed to improve efficiency and economy, increase capacity, and overcome existing limitations;~~
- ~~h) share information on implementation initiatives for enhancing compatibility of air traffic management operations;~~
- ~~i) support the implementation initiatives associated with ICAO's strategic objectives; and~~
- ~~j) recommend to the NAM/CAR Directors General initiatives of operational improvements to be included in the NAM/CAR Regional Implementation Plan RPBANIP for the NAM/CAR Regions and any necessary steps for as well as related implementation activities.~~

2. Work Programme

The Work programme is based on the Regional Performance Objectives (RPO) activities/ tasks and the selected modules of Block 0 Methodology contained in the NAM/CAR Regional Performance-Based Air Navigation Implementation Plan (RPB-ANIP). To comply with this strategy, the NACC/WG should:

- a) review and recommend deadlines for implementation of facilities, services and *air navigation* procedures ~~to improve ANS~~ in the CAR/NAM Regions;
- b) develop guidelines and make recommendations for States/Territories/International Organizations to implement their ANS national plans;

- c) make recommendations to prepare proposal for amendments to the Doc 7030 and Doc 8733 to satisfy ANS expectations and requirements;
- d) monitor the implementation of air navigation facilities and services to ensure interregional harmonization, taking due account of *ATM community expectations* performance measurements, environmental benefits and ~~operational~~*safety* issues;
- e) provide recommendations to improve human resources planning and development in line with ICAO guidelines;
- f) promote close cooperation between States, Territories and International Organizations and users to optimize the use of available expertise and resources;
- g) conduct activities in the most efficient manner with a minimum of formality and documentation, using electronic tools and telephone conferences to ensure complete exchange of information, when required;
- h) associate in a logical manner the implementation of initiatives with the seven components of Doc 9854, (AOM, DCB, AO, TS, CM, AUO ATMSDM) as appropriate;
- i) avoid duplication of work; and
- j) quantify cost/benefit analysis *and provide this information result to the ICAO NACC Regional Office* in terms of performance ~~measures~~*indicators*, deadlines, responsible body for implementation and results as well as human factors performance;

3. Membership

All ICAO ~~Contracting~~ States, Territories and International Organizations which are accredited to the ICAO NACC Regional Office and Colombia shall be members of the NACC/WG. Other States adjacent to the CAR and NAM Regions may be invited to participate in the NACC WG.

4. Working Methods

- a) the Chairperson of the NACC/WG will be a representative from the host State/Territory/International Organization for the duration of the Meeting;
- b) at the beginning of each Meeting, a Vice-Chairperson will be elected for the duration of the Meeting; and
- c) the Members of the NACC/WG will conduct coordination of works as follows:
 - via written correspondence, i.e. e-mail, fax, etc.
 - via phone and teleconference calls;
- d) meetings will be convened every three years or when necessary;

5. Meeting Sites

- a) the ICAO NACC Regional Office will convene the NACC/WG Meeting at least six months before holding it;
- b) the NACC/WG will meet in accordance with the following rotational scheme: Central America (*CA*), North America (*NAM*), Eastern Caribbean (E/CAR) and Central Caribbean (C/CAR); and
- c) any member States/Territory/International Organizations may, at any time, offer to host a NACC/WG meeting.