When replying please quote:

Ref.: NT-N1-8.3.13 — **EMX0112**   5 February 2015

To: States, Territories and International Organizations

Subject: **Invitation – Automatic Dependent Surveillance – Broadcast (ADS-B) Implementation Meeting (ADS-B/IMP) Mexico City, Mexico, 27-29 April 2015**

Action
Required: 1)   Transmittal by States of any additional items to the Provisional Agenda by **27 March 2015**
             2)   Submission of documentation by the deadlines provided in this letter
             3)   Register participation by **10 April 2015**

Sir/Madam:

        In accordance with the Regional Performance Objectives (RPOs) of the NAM/CAR Regional Performance-Based Air Navigation Implementation Plan (RPBANIP); specifically, RPO 4 - *Improve Situational Awareness*; the implementation of ICAO Aviation System Block Upgrades (ASBUs) B0 modules: B075/SURF - *Safety and Efficiency of Surface Operations*; B084/ASURF - *Initial Capability for Ground Surveillance*; the promotion of radar data sharing; Automatic Dependent Surveillance-Broadcast (ADS-B) activities in the NAM/CAR Regions; and Conclusion 3/6 - *ADS-B trials and analysis in the CAR Region* from the Third North American, Central American and Caribbean Working Group Meeting (NACC/WG/3), I wish to invite your Administration/Organization to participate in the Automatic dependent surveillance – broadcast (ADS-B) Implementation Meeting (ADS-B/IMP), that will be conducted by the NAM/CAR Air Navigation Implementation Working Group (ANI/WG) ADS-B Implementation Task Force at the ICAO NACC Regional Office, Mexico City, Mexico, from 27 to 29 April 2015.

        The main purpose of the meeting is to promote and continue the implementation of ADS-B out in accordance with the target established in the RPBANIP. Air Navigation Services Providers (ANSPs), States and Territories of the NAM/CAR Regions, ANI/WG ADS-B Task Force Members and representatives of invited international organizations are expected to attend. The working languages of the meeting will be English and Spanish, and simultaneous interpretation will be provided if sufficient participants of both languages provide timely registration.

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The Provisional Agenda of the meeting is at **Attachment A**. States wishing to submit proposals for the addition of items should do so by **27 March 2015**.

You are kindly requested to complete and return the Registration Form at **Attachment B** by e-mail for each participant by **10 April 2015**.

The list of suggested hotels, ICAO NACC Regional Office location, hotel sector maps, as well as other useful information are available on the *"Visiting Our Office?"* Section of the ICAO NACC Regional Office website (http://www.icao.int/NACC/Pages/visitors_info.aspx). Participants are encouraged to make reservations directly with the hotel(s) in a timely manner.

All meeting documentation will be placed in the Meetings Section of the following web page: http://www.icao.int/NACC/Pages/default.aspx as it becomes available. Taking into consideration the availability of documentation in electronic format, no hard copies will be distributed during the event.

Documentation that your Administration/Organization may wish to submit/present at the meeting should be forwarded to this office by e-mail as soon as practicable in Microsoft Word using the attached templates. Working papers should be brief, action-oriented, and focused with a four-page limit excluding any appendices.

Only working papers **received** by this office by **9 March 2015**, submitted by States/Territories, will be translated to ensure timely processing. Working papers received in this office **after** that date will have to be submitted in both languages. Information papers will only be issued in the language submitted. Papers received from international organizations will not be translated and will be issued only in the language submitted. The deadline to receive papers is **17 April 2015**. The deadlines for submission of documentation for translation will be strictly enforced. You are encouraged to submit documentation in both meeting languages (i.e., English and Spanish).

Furthermore, in accordance with the 2013-2016 Activities Plan of the Regional Technical Cooperation Project for the Caribbean Region – *Implementation of Performance-Based Air Navigation Systems for the CAR Region (RLA/09/801)*, and, specifically, with the Sub-Project 4. ***Enhance ATS situational awareness***, I am pleased to inform you that this event is offering one fellowship to each Project Member[1].

The fellowship includes Daily Subsistence Allowance (DSA) to cover lodging and expenses; your Administration shall provide the candidate with the air ticket to/from Mexico City, Mexico, and ensure that the candidate has the necessary travel documents, vaccinations, and visa prior to departure. The duly completed Fellowship Nomination Form must be received in this Regional Office no later than **6 April 2015**. Guide for ICAO Fellowship Holders, form and additional information are published at Project RLA/09/801 website: http://www.icao.int/NACC/Pages/edocs-tc.aspx

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[1] ***RLA/09/801 Project Member States*** *are: Bahamas, Barbados, Cuba, Curaçao, Dominican Republic, Haiti, Jamaica, Mexico, OECS States through ECCAA (Antigua and Barbuda, Grenada, Saint Kitts and Nevis, Saint Lucia and Saint Vincent and the Grenadines), Trinidad and Tobago and Central American States through COCESNA (Belize, Costa Rica, El Salvador, Guatemala, Honduras and Nicaragua).*

Regarding fellowships offered to the Eastern Caribbean States through ECCAA, please note that the candidate appointment decision should be made between your Administration and ECCAA. Once coordination has been completed, the nomination form of the candidate representing the Eastern Caribbean States **should be sent to this Regional Office by ECCAA**.

If you require any further information regarding the meeting, please contact Mr. Carlos Jimenez, ANI/WG ADS-B TF Rapporteur (carlosm.jimenez@iacc.avianet.cu); Mr. Julio Siu, ICAO NACC Regional Officer, Communications, Navigation and Surveillance (jsiu@icao.int); or Ms. Lizette Morales, Assistant, (lmorales@icao.int).

Accept, Sir/Madam, the assurances of my highest consideration.

for

Melvin Cintron
Regional Director
North American, Central American and
Caribbean (NACC) Regional Office

Enclosure:
A – Provisional Agenda
B – Registration Form
(Templates for Papers)

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AUTOMATIC DEPENDENT SURVEILLANCE – BROADCAST (ADS-B) IMPLEMENTATION MEETING (ADS-B/IMP)

(Mexico City, Mexico, 27-29 April 2015)

PROVISIONAL AGENDA

Agenda Item 1:   **Review and Approval of Provisional Agenda and Schedule**

Agenda Item 2:   **Review and Update on ADS-B Activities by States**

        2.1   Implementation status and Regional ADS-B Plan
        2.2   Trials and data analysis

Agenda Item 3:   **Review of ADS-B Regional Operational Concept (CONOPS)**

Agenda Item 4:   **Review of ADS-B Receiver Specifications and Project RLA/09/801 —** *Implementation of Performance Based Air Navigation Systems for the CAR Region* **assistance**

Agenda Item 5:   **Status of ADS-B on-board avionics and Air Navigation Services Provider (ANSP) System**

Agenda Item 6:   **Review and update of the ADS-B Task Force Work programme**

Agenda Item 7:   **Other Business**

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