Second Eastern Caribbean Civil Aviation Technical Group (E/CAR/CATG/2) Meeting
Miami, United States, 15 to 17 July 2015

Agenda Item 4:   **Air Navigation Matters**

4.2   **Follow-up on the implementation of the NAM/CAR Regional Performance Based Air Navigation Plan (RPBANIP) and the *Port-of-Spain* Declaration Air Navigation Targets in the Eastern Caribbean:**

- **Progress reports of the AIM, AGA, ATM, CNS, MET and SAR Committees**

PROGRESS REPORT OF THE AIM COMMITTEE

(Presented by AIM Committee Rapporteur)

EXECUTIVE SUMMARY
This paper presents an update for the activities of the AIM Committee following discussions at the ECAR/CATG/2on matters which fell under the purview of the AIM Committee of the Eastern Caribbean Technical Group at the second meeting Miami Florida 15-17 July, 2015.

Strategic Objectives:	• Safety • Air Navigation Capacity and Efficiency • Environmental Protection
References:	• Report of the 24th. Meeting of Directors of Civil Aviation of the Eastern Caribbean (E/CAR/DCA/24), Martinique, French Antilles 2 to 5 October 2012 • Eastern Caribbean Working Group (E/CAR/WG/33), Christ Church, Barbados 4 to 8 June 2012 • Report of the Eastern Caribbean Technical Group (E/CAR/CATG/2), Martinique, French Antilles 19 to 21 June 2013

1.   Introduction

1.1   The Ad-hoc group dealing with AIM matters consisted of Antigua and Barbuda, Barbados, France and Trinidad and Tobago, St. Lucia, Dominica and the United States.

1.2   The Ad-hoc group reviewed conclusions from previous ECAR/CATG, ECAR/DCA and NACC/WG Meetings as well as relevant information contained in working and information papers of this meeting.

1.3   The Conclusions and Decisions reviewed are at Appendix 1, while the PoC list was updated and is provided at Appendix 2. In the time allowed the conclusions and Decisions with higher priority were discussed in detail and a comment placed in the follow-up column for the others.

2.   Discussion

2.1   The group considered Conclusions ECAR/CATG/ 1/14, 1/17 and Decisions 1/15, 1/16, 1/21 as well as NACC/WG 4/6 and 4/7 along with ANI/WG Conclusions 2/1, 2/11, 2/12, 2/19, 2/20, 2/21 and acknowledged that these conclusions were either partially or completely still valid but needed to be amended to improve their relevance.

2.2   The group, however, commence its discussions by considering WP06 which dealt with the results of the Flight Plan Monitoring Group of the ANI/WG. The matter of missing, duplicate and erroneous flight plans have been plaguing the region for many years both at the level of the ECAR and the wider NACC region. We are also aware the problem is even wider. Much discussion ensued on this matter with the group eventually settling on a multi-tiered approach to this problem with the following Draft Decision:

Draft Decision
ECAR/CATG 2/X   ACTIONS TO ADDRESS THE PERSISTENT PROBLEM OF MISSING/ DUPLICATE AND ERRONEOUS FLIGHT PLANS

> a)   Check to ensure Regulations are in place that identify the requirements for the submission of Flight Plans in the State. Where Regulations are not in place, make the necessary recommendations for the development of such regulations; and
>
> b)   Greater effort be made at the Aerodrome of departure to address problems at the source. Airlines/Aircraft Operating Agencies and all originators of flight plans should be contacted each time an error is detected and be asked to make the necessary corrections. It is hoped that by continuously repeating this action, they will eventually get it right.

At the level of the PIARCO FIR

> c)   The discontinuation of the retransmission of FPLs received via the network. To achieve this goal Trinidad and Tobago will develop and distribute a schedule for testing the receipt of FPLs, by 15 August 2015. With the goal of having a region wide agreement for the non-retransmission of FPLs by 31 October 2015
>
> *Trinidad and Tobago and Barbados have in place and agreement where flight plans received via the network are not redistributed. This was achieved after a period of testing where AIS Barbados checked with AIS PIARCO to ensure that the FPL was received. After the agreed period of testing there was sufficient evidence to support the discontinuation of retransmitting FPLs*
>
> d)   Trinidad and Tobago will continue the process towards the implementation of the Centralised FPL System as previously agreed. (Dissemination of instructions in an AIC etc.)

At the level of the AIM Committee

> e)   Recognizing the excellent work being accomplished by the Flight Plan Monitoring Task Force of the ANI/WG, the ECAR/CATG AIM Committee liaise with this group in order to harmonize strategies, potential solutions and recommendations; and that

f)   the AIM Committee Rapporteur to oversee the review of the ICAO documentation relating to flight plan Guidance with a view to identifying any areas of ambiguity which could lead to varying interpretation.

CONCLUSION
NACC/WG 4/7   ***AIM ACTION PLANS FOR THE AIS TO AIM TRANSITION***

Under this item the Ad hoc group considered the required target of 100% implementation of Phase 1 of the transition of AIS to AIM set by the Port of Spain Declaration maybe out of the reach of the Eastern Caribbean based on the current status of AIS in the Region. The States represented in the Ad Hoc Group reiterated their Country's commitment to developing AIS in line with the requirements of Annex15 but that they had not yet accomplished this goal. St. Lucia indicated that between their two Airports they had a total of three trained AIS Officers assisted by six clerks. Dominica has two trained with one who is not yet trained. Antigua reported excellent progress where a structure consisting of a manager, 2 supervisors and 4 AIS Officers was at an advance stage. Based on this sample and the knowledge that AIS staffing around this region is much the same, the following conclusion was reached:

Draft Conclusion
ECAR/CATG 2/XX   E/CAR AIM COMMITEE IMPLEMENTATION MEETING

That the AIM Committee convene a Meeting to be hosted by Antigua and Barbuda no later than November 2015 in order to:

a)   identify all the challenges and deficiencies facing AIS in relation to the fulfilment of the POS Declaration; and

b)   develop action plans to assist States in meeting the targets set.

Actions for Developing the PIARCO NOTAM/AIS Contingency Plan

2.3   Trinidad and Tobago and Curacao have signed a Letter of Intent to develop a NOTAM contingency plan for the Eastern Caribbean States and Curacao. The Plan will be achieved using the services of IDS North America. IDS North America has a NOTAM software package in both States called SPATIA. A technical proposal has been submitted by IDS North America and the TTCAA CNS and AIM departments are currently evaluating the proposal. The Directorate of the TTCAA is committed to achieving this goal. This project is expected to be completed by the first quarter 2016.

Implementation of a QMS for AIS in the Eastern Caribbean

2.4   During the discussion on the transition from AIS to AIM the Ad-hoc Group took note of WP12 presented by St. Lucia which recognized the limitations of some States in terms of human resources and which proposed the implementation of a single QMS for the region. The group also recalled that a similar proposal had been made at the AIM Familiarization Workshop convened in Trinidad and Tobago in 2014.

2.5   The group agreed that there was merit in the proposal and that further research was needed to determine its viability. It must be emphasized that this conclusion does not absolve ECAR States from their obligations to comply with Annex 15 requirement for a QMS, it simply seeks to eliminate the burden of acquiring individual ISO 9001 2008 certification.

2.6   To this end the following conclusion was developed:

Draft Conclusion
ECAR/CATG 2/X   **IMPLEMENTATION OF A SINGLE QMS CERTIFICATION FOR THE EASTERN CARIBBEAN**

              That:

a)   Trinidad &Tobago to continue actions to achieve a QMS certified to the ISO 9001 Standard as required by ANNEX 15 and the POS Declaration; and

b)   The AIM Committee Rapporteur will liaise with the NACC AIM RO and the Rapporteur of the ANI/WG AIM Task Force Rapporteur for support on the matter of a single certification and report findings to the ECAR/DCA/26 Meeting

          Central Flight Planning Unit:

2.7   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. The system has been installed in Trinidad and Tobago and is ready for regional implementation. The system was pre-tested during Feb-March 2015 and the results were submitted to the software provider for analysis.

2.8   The system is intended to be implemented during the third quarter of 2015. Due process of the issuance of an AIC would inform all of changes of procedure whereby:

- A single AFTN address would be used to address all FPLs within the PIARCO FIR.
- The CFPS would analyse the FPL and automatically address same to the appropriate states within the PIARCO FIR only.

          Electronic Terrain and Obstacle Data (eTOD)

2.9   The group was informed that there is an eTOD seminar scheduled for November 2015 in Mexico City. The group recalled that since ECAR/WG/33, the AIM Committee identified eTOD as an area for desired training. This comment then caused the discussion to naturally turn to training needs and the group identified the following:

          Training needs for AIM in the Eastern Caribbean

2.10   Considering the requirements of the POS Declaration, there is an urgent need for QMS training; In fact, the group concluded that there is a need for an advance AIM Course for senior AIS Officials in the region. Only basic AIS training that addresses entry level needs is available. Further the group recommends that Civil Aviation Training Centres in this region acquire/develop the competencies to provide training in the areas of QMS, eTOD, Aerodrome Mapping, ASBU, SWIM, among others. If the response to and participation during the AIM Familiarization Workshop convened in Trinidad and Tobago September/October 2014 is any indication , there is a tremendous thirst for knowledge among AIS Personnel.

3   Suggested Action

3.1   The meeting is asked to take note of:

a)   the contents of this discussion paper;

b)   the long awaited eTOD seminar and make all effort to participate; and

c)   take any other action as deemed necessary.

— — — — — — — — — — —

APPENDIX 1
FOLLOW-UP TO VALID CONCLUSIONS FROM E/CAR/CATG/1 MEETING

Conclusion	Text	Follow-up	Status
CONCLUSION 1/14 ACTIONS FOR DEVELOPING THE PIARCO NOTAM/AIS CONTINGENCY PLAN	That in order to update the actions for developing a PIARCO AIS/NOTAM Contingency Plan as requested by the E/CAR Directors: a) the E/CAR AIS Committee Rapporteur provide the E/CAR/CATG Chairman the initial draft version of PIARCO AIS Contingency Plan for presentation to the E/CAR/DCA/26 Meeting.	The E/CAR/CATG AIM Committee to report on progress. Trinidad and Tobago has signed a Letter of Intent with Curacao for reciprocal assistance in case of	Valid
DECISION 1/15 EVALUATION OF RESOLUTION FOR ELIMINATING MISSING AND DUPLICATED FPLS	That in order to evaluate the effectiveness of the centralized FPL system, as resolution to eliminate the missing and duplicated FPLs in the E/CAR, the AIM Committee carry out an evaluation for this purpose once the centralized FPL system is operating with stability, tentatively by September 2015.		Valid
DECISION E/CAR/CATG 1/16 INVESTIGATION OF NON FPL 2012 COMPLIANT FPLS	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 report the progress of these activities to the E/CAR/DCA/25 Meeting.	Undertaken by participation in FPL Mon Group	Completed
CONCLUSION 1/17 AIS FAMILIARIZATION TRAINING AND ADEQUATE STAFF	That in order to ensure that staff involved in the operation of the Centralized Flight Planning System are adequately qualified to perform flight planning: a) PIARCO AIS, in conjunction with the AIM Committee Rapporteur (Shirley Ford, Barbados), circulate, draft requirements and procedures for the submission of flight plans to the PIARCO Centralized Flight Planning System to E/CAR States by October 2015 for comments to be received by 30 November 2015, and then to publish these procedures by December 2015;	The E/CAR/CATG AIM Committee to report on progress. Updated 16.07.2015	Valid
DECISION E/CAR/CATG/1/21 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 no later than 30 July 2013.	To be review in this meeting Item 21. Regarding the FPL2012. COMPLETED	Completed

VALID NACC/WG/4 CONCLUSIONS FOR E/CAR/CATG ACTIONS

Conclusion	Text	Follow-up	Status
CONCLUSION NACC/WG 4/6 REPORTING ON THE PROGRESS ACHIEVED IN THE IMPLEMENTATION OF THE AERONAUTICAL INFORMATION EXCHANGE MODEL (AIXM)	That NAM/CAR States and international organizations: a) adopt the AIXM 5.1 information exchange model; and b) report on the progress achieved with application of the conceptual model and aeronautical information exchange to the ICAO NACC Regional Office by 31 December 2014.	AIM Committee is to follow up this task.	Valid
CONCLUSION NACC/WG 4/7 AIM ACTION PLANS FOR THE AIS TO AIM TRANSITION	That CAR States that have not yet done so: a) develop/update and execute the Action Plans for the transition from AIS to AIM taking into consideration the latest AIM developments, and the AIM TF work until AIM is completed according the AIM RPO of the RPBANIP; and b) inform the ICAO NACC Regional Office of all the AIM progress to be presented at the upcoming GREPECAS/17 Meeting.	AIM Committee to review Under this item the group discussed the requirements of POS Declaration for 100% implementation of Phase 1 by December 2015 and recommended the convening of an AIM Meeting	Valid

ANI/WG/02 CONCLUSIONS FOR E/CAR/CATG ACTION

Number	Conclusion/Decision	Deliverable	Responsible for action	Deadline	Follow-up by E/CAR/CATG
2/1	MEETING/ WORKSHOP ON ATM, AIM AND MET COORDINATION That, in preparation of the Meeting/Workshop on ATM/AIM/MET Coordination (May 2016), and in order to promote coordination to improve safety during natural events with major aviation impact, States of the CAR Region and COCESNA provide information on coordination among ATM, AIM and MET services to the ICAO NACC Regional Office by 28 December 2015.	Provide information for workshop Conduct Workshop	CAR States and COCESNA ICAO NACC Office	28 Dec 2015 May 2016	AIM and MET Committees to support NOTED
2/11	AIDC PLANNING IMPLEMENTATION That, in order to promote the planning of successful AIDC implementation the CAR States/Territories update the status of their FPL System and the dis-use of converters (Appendix F refers) by ANI/WG/03 Meeting.	Update status of FPL system and converters	CAR States/Territories	ANI/WG/3	Inform on FPL converter status

Number	Conclusion/Decision	Deliverable	Responsible for action	Deadline	Follow-up by E/CAR/CATG
2/12	PROVISION OF FPL SUPPLEMENTAL INFORMATION That, in order to control and ensure the provision of FPL supplemental information the CAR States/ANSPs establish agreements with operators to provide FPL supplemental information to the ANSPs when needed, and the complete contact information be used at any time for this purpose, or to provide this information for each flight plan by means of the local dispatch office. The agreement to provide the information on demand would only apply to those operators that have 24/7 availability of personnel to attend the request.	Provision of FPL supplemental Information	CAR States/Territories	ANI/WG/03	Take note
	a) the System Surveillance Plan (Appendix K refers) be taken as a reference for the planning and implementation of MLAT and ADS-B systems; and	Take Surveillance System Plan as reference	CAR States/Territories	ANI/WG/03	
2/19	AERODROME MAPPING DATA BASE (AMDB) The States are invited to:				AIM and AGA Committee to review
	a) take into account the applications based on the aerodromes data publication, including the new air-ground collaborative systems applying SWIM principles according with ASBU dates for Block DATM (AIM);	Take into account the applications based on the aerodromes data publication	NAM/CAR States/Territories	ANI/WG/3	
	b) accelerate the adoption of aerodrome mapping databases provision and maintain close coordination with other Aeronautical Authorities related with the implementation of the AMDB; and	Accelerate the adoption of aerodrome mapping databases provision and maintain close coordination with other Aeronautical Authorities	NAM/CAR States/Territories	ANI/WG/3	
	c) Participate in the CAR/SAM Electronic Aeronautical Charts of Performance Based Navigation (PBN), Terminal Procedures and Aerodrome Mapping Seminar to be held at the ICAO NACC Regional Office, Mexico City, Mexico, 24 to 28 August 2015.	Participate in the CAR/SAM Electronic Aeronautical Charts of Performance Based Navigation (PBN), Terminal Procedures and Aerodrome Mapping Seminar	NAM/CAR States/Territories	24 August 2015	
2/20	PROCEDURES FOR AIR NAVIGATIONS SERVICES (PANS) – AERONAUTICAL INFORMATION MANAGEMENT (AIM) The States are invited to:				AIM Committee to review
	a) review the draft version of the mentioned document; and	Review document on PANS-AIM	NAM/CAR States/Territories	31 December 2015	

Number	Conclusion/Decision	Deliverable	Responsible for action	Deadline	Follow-up by E/CAR/CATG
	b) send to ICAO NACC Regional Office their comments no later than 31 December 2015.	Send comments	NAM/CAR States/Territories	31 December 2015	
2/21	AMHS IMPLEMENTATION PROCESS IN THE CAR REGION That in order to streamline the implementation of AMHS Systems, CAR Region States/ANSPs				Trinidad and Tobago to review any update

— — — — — — — — — — —

APPENDIX 2

AIM Committee Membership Rapporteur: Shirley Ford, Barbados
Antigua and Barbuda, Barbados, France, Grenada, Netherlands, Montserrat, Saint Lucia, Trinidad and Tobago, United States and ECCAA.

State	Member	E-mail Address	Tel
Antigua and Barbuda	Luana Isaac V.C. Bird International Airport	nahjua@hotmail.com	1 268 562 0301
Barbados	Shirley Ford Chief Aeronautical Information Service Officer Barbados Civil Aviation Department	Shriley.ford@barbados.gov.bb	1 246 428 0952
France	Catherine Mayaud SNA/AG Aeroport Martinique Aimé Césaire	Catherine.mayaud@aviation-civile.gouv.fr	1 596 42 2429
Grenada	Seldon Thomas	ais@mbia.grenada.com	1 473 444 4148 / 444 4101
Montserrat	Joseph Irish Senior Air Traffic Controller	irishjl@gov.ms	1 664 491 6218
Netherlands *(Saba and Sint Eustatius)*	Robin Valkenburcht	robin.valkenburcht@minvenw.nl	31 70 456 7492
Saint Lucia	Donan Jn Baptiste	Donan.jnbapstiste@slaspa.com	1 758 457 6167
Trinidad and Tobago	Randy Gomez Chief Technical Officer, AIS Trinidad and Tobago Civil Aviation Authority	rgomez@caa.gov.tt	1 868-669-4128 F + 1 868-669-1716
United States (Puerto Rico and the Virgin Islands)	Abigail Smith	Abigail.smith@faa.gov	1 202 385 8435
ECCAA Saint Kitts and Nevis, Saint Vincent and the Grenadines)	Charles Anthony Meade Acting Director, Air Navigation Services Eastern Caribbean Civil Aviation Authority	ameade@eccaa.aero contact@eccaa.aero	1 268 462 0000
Dominica	Honica LAWRENCE	Ms_lawrance@hotmail.com	1-767-445-7405 1-767-245-2610

— END —