



ICAO

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

WORKING PAPER

NAM/CAR/CATC/WG/3 — WP/01 Rev. 3
18/10/16

**Third NAM/CAR Civil Aviation Training Centres Working Group Meeting
(NAM/CAR/CATC/WG/3)**

ICAO NACC Regional Office, Mexico City, Mexico, 19 to 20 October 2016

Agenda Item 1: Approval of the Provisional Agenda and Schedule

PROVISIONAL AGENDA AND SCHEDULE

(Presented by the Secretariat)

EXECUTIVE SUMMARY

The Provisional Agenda and Schedule of the Third NAM/CAR Civil Aviation Training Centres Working Group Meeting (NAM/CAR/CATC/WG/3) are presented in **Appendices A and B** to this working paper, respectively.

The items of the Provisional Agenda have been presented in a format that aligns with the ICAO strategic objectives.

The NAM/CAR/CATC/WG/3 will meet in plenary with the option to propose Ad hoc groups to deal with specific matters, if necessary.

Action:	The Meeting is invited to approve the Provisional Agenda and Schedule for the NAM/CAR/CATC/WG/3 Meeting as presented in Appendices A and B, respectively.
Strategic Objectives:	This working paper relates to all ICAO Strategic Objectives

**APPENDIX A
PROVISIONAL AGENDA**

- Agenda Item 1: Approval of the Provisional Agenda and Schedule**
- Agenda Item 2: Review of Valid Conclusions of Previous NAM/CAR/CATC/WG Meetings**
- Agenda Item 3: Update on ICAO Global Aviation Training (GAT) Activities**
- Presentation of the ICAO Training Policy
 - ICAO Training Assessment activities
 - ICAO Training Design and Development activities
 - ICAO TRAINAIR *Plus* Programme
- Agenda Item 4: NAM/CAR Regional Civil Aviation Training Centre (CATC) Network**
- 4.1 Standardization of Training Packages
 - Update on the development and delivery ICAO-harmonized Training Packages in the NAM/CAR Regions (number of courses developed, delivered and underdevelopment)
 - Benefits and requirements for the development and delivery of ICAO-harmonized Training Packages (Standardized Training Packages, ICAO Training Packages, Compliant Training Packages and Partnership Training Packages)
 - 4.2 Instructor Qualification in the NAM/CAR Regions
 - Instructor and validator qualification process
 - Discussion about the creation of a regional data base of potential instructors and validators
 - 4.3 Regional Training Association
 - Benefits and requirements
 - Best-practices
 - 4.4 Training Needs in the NAM/CAR Regions
 - Presentation of the ICAO Training Needs Assessment Service
 - Discussion regarding NAM/CAR Regional Training Needs

Agenda Item 5 Courses Offered by the Civil Aviation Training Centres (CATC) in the NAM/CAR Regions

5.1 Identification and Analysis of NAM/CAR Region Training Needs

Agenda Item 6 NAM/CAR/CATC/WG 2017 Activities Plan

Agenda Item 7 Other Business

**APPENDIX B
DRAFT SCHEDULE**

Schedule	Wednesday 19 October	Schedule	Thursday 20 October
08:30 – 09:00	Registration of Participants	09:00 – 10:00	Agenda Item 4.2
09:00 – 09:30	<i>Opening Ceremony and Group Photo</i>		
09:30 – 10:00	Agenda Item 1 Agenda Item 2		
10:00 – 10:30	<i>Coffee Break</i>		
10:30 – 11:30	Agenda Item 3	10:30 – 11:00	Agenda Item 4.3
		11:00 – 11:30	Agenda Item 4.4
11:30 – 12:30	Agenda Item 4.1	11:30 – 12:30	Agenda Item 5
12:30 – 13:30	<i>Break</i>		
13:30 – 14:00	Agenda Item 4.1	13:30 – 13:45	Agenda Item 6
14:00 – 16:00	<i>Visit to the CIASA Training Centre and Airbus Simulator</i>	13:45 – 14:00	Agenda Item 7
		14:00 – 15:00	Conclusions
		15:00	<i>Closing Ceremony</i>