International Civil Aviation Organization

Organisation de l'aviation civile internationale

Organización de Aviación Civil Internacional

Международная организация гражданской авиации

منظمة الطيران المدني الدولي

国际民用航空组织

Al responder haga referencia a:

Ref.: NT-NE57/2 **— E.OSG - NACC70992**   9 de enero de 2018

Para: Estados y Organizaciones Internacionales

Asunto: Taller de Desarrollo de Plan de Navegación Aérea (ANP) Estatal Nacional
Ciudad de México, México, **12 al 13 de marzo 2018**

Primera Reunión del Grupo de tarea de Mejoras por bloques del sistema de aviación (ASBU) del Grupo de Trabajo sobre implementación de Navegación Aérea para las Regiones NAM/CAR (ANI/WG) (ASBU/TF/1)
Ciudad de México, México, **14 al 15 de marzo 2018**

Tramitación Requerida:

1) Designar y enviar un representante para el ANI/WG ASBU/TF a más tardar el **16 de febrero de 2018**
2) Traer su ANS Plan Nacional existente o requerimientos para desarrollar/actualizar su plan
3) Revisar los Términos de Referencia (ToR) y programa de trabajo y enviar sus comentarios a más tardar el **9 de febrero de 2018**
4) Entrega de documentación/presentaciones en las fechas límites mencionadas en esta carta
5) Registrar participantes a más tardar el **23 de febrero 2018**

Señor:

Para la ejecución de la conclusión 5/19 de la quinta Reunión del Grupo de Trabajo de Norteamérica, Centroamérica y el Caribe NACC/WG/5), mayo 2017 en Trinidad y Tabago; el grupo Ad-hoc ASBU, formalmente se convirtió en un grupo de tarea bajo el Grupo de Trabajo sobre implementación de Navegación Aérea para las Regiones NAM/CAR (ANI/WG).

Deseo remitir la invitación de la Sra. Midori Tanino, relatora del Grupo de tarea de Mejoras por bloques del sistema de aviación (ASBU/TF) a su Administración/Organización a participar en el Taller de Desarrollo de Plan de Navegación Aérea (ANP) Estatal Nacional, Ciudad de México, México, del **12 al 13 de marzo 2018** y la Primera Reunión del Grupo de Trabajo sobre implementación de Navegación Aérea para las Regiones NAM/CAR (ANI/WG) (ASBU/TF/1), en la Ciudad de México, México, del **14 al 15 de marzo 2018**, que se celebrará en la Oficina Regional NACC de la OACI.

… / 2

Oficina para Norteamérica, Centroamérica y Caribe
Av. Presidente Masaryk No. 29 – 3
Col. Polanco V Sección, Ciudad de México, C.P. 11560, MÉXICO

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Facebook:	**@icaonacc**	Twitter:	**@icaonacc**

El objetivo del Taller es ayudar a desarrollar/actualizar los planes estatales para cumplir con los objetivos/metas regionales, acordados bajo el Plan regional NAM/CAR de implementación de navegación aérea basado en la performance (RPBANIP) y la estrategia de la OACI NACC de que Ningún País se Quede Atrás (NCLB), y por petición de los estados la cual se refleja en la conclusión PPRC/3/10 – *Desarrollo de los planes de navegación aérea* alineados con el RPBANIP y el Plan Mundial de Navegacion Aérea (GANP).

Se invita a las Organizaciones Internacionales a compartir sus prioridades para la región para incluirlas en la implementación de la planeación y armonización de navegación aérea de cada Estado.

Se espera la asistencia de personal técnico/operacional relacionado con la implementación y planeación de navegación aérea, cubriendo todas las disciplinas de la navegación aérea incluyendo trabajo con las ASBU y Planes de Navegación Aérea (ANP) de los Estados y Territorios de las Regiones NAM/CAR de la OACI y representantes de organizaciones internacionales invitadas. El idioma de trabajo de la reunión será únicamente el **inglés**.

El **12 al 13 de marzo** será dedicado a aquellos Estados y Territorios que requieren asistencia para completar su Formato de Notificación de Navegación Aérea (ANRF) y su Plan de Navegación Aérea (ANP)

Del **13 al 14 de marzo** se incluirá discusión y finalización de los ToR del ASBU/TF, programa de trabajo y asistencia para el desarrollo de los Planes de Navegación Aérea (ANP).

Los Términos de Referencia (ToR) y el programa de trabajo se muestran en **Apéndice A,** sus comentarios y la nominación de un representante de su estado/territorio para integrar el grupo de tarea y contribuir al cumplimiento de las tareas asignadas se esperan a más tardar el **9 de febrero 2018.**

El orden del día provisional del evento se presenta en el **Apéndice B**. Los Estados que deseen presentar propuestas para la inclusión de cuestiones adicionales deberán hacerlo a más tardar el **9 febrero 2018.**

Le agradeceré completar y enviar por correo electrónico el formulario de registro en el **Apéndice C** para cada participante antes del **23 febrero 2018**.
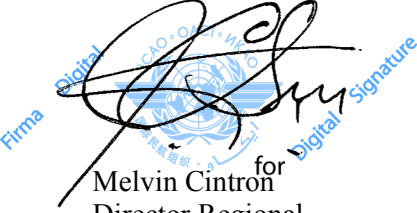
La lista de hoteles sugeridos, los mapas de localización de la Oficina Regional NACC de la OACI y Zona de Hoteles, así como otra información de utilidad está disponible en la sección *"¿Visitará nuestra oficina?"* del sitio web de la Oficina Regional NACC de la OACI (http://www.icao.int/NACC/Pages/visitors_info.aspx). Los participantes deberán realizar sus reservaciones directamente con los hoteles de manera oportuna.

Toda la documentación/las presentaciones de la reunión estará disponible en la sección de reuniones de la siguiente página web: http://www.icao.int/NACC/Pages/default.aspx en cuanto esté lista. Dado que esta documentación/presentación estará en formato electrónico, no se distribuirá ninguna copia impresa durante el evento.

La documentación/Las presentaciones que su Administración/Organización desee presentar/entregar para la reunión deberá(n) ser enviada(s) lo más pronto posible por correo electrónico a esta Oficina en formato Microsoft Word/PowerPoint (utilizando las plantillas que se anexan. Las notas de estudio, de extensión máxima de cuatro hojas excluyendo apéndices, deberán ser breves, contener alguna acción, y estar enfocadas en el tema). La fecha límite para recibir notas es el **23 febrero 2018**.

Si requiere mayor información sobre esta reunión, por favor comuníquese con el Sr. Luis Sánchez (lsanchez@icao.int), especialista regional en Meteorología Aeronáutica, o con su Asistente, la Sra. Yolanda Terrazas (yterrazas@icao.int).

Le ruego acepte el testimonio de mi mayor consideración y aprecio.

for

Melvin Cintron
Director Regional
Oficina Regional para Norteamérica,
Centroamérica y Caribe (NACC)

Adjuntos:
A – ToR del grupo de tarea ASBU
B – Orden del Día Provisional
C – Forma de Registro
D– Plantillas para notas

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APPENDIX A

Terms of Reference
Aviation System Block Upgrade (ASBU) Task Force

1. **Background**

1.1.   At the ANI/WG/2 Meeting (June 2015), an Ad Hoc group was formed to discuss the metrics of the ASBU Block 0 implementation status, performance reporting and revisions to the ANRF which will be used by States and Territories in the NAM/CAR regions. In the ANI/WG/2 report, this ad hoc group was named ANRF Ad Hoc group. Their given tasks are:

   a)   For the NAM/CAR States/Territories to review and adopt the proposed new ANRFs for application by June 2016;
   b)   For the NAM/CAR States/Territories to assess their status of implementation and report to ICAO NACC Regional office by 30 July 2016; and
   c)   For ICAO to organize by the first semester of 2016 a hands-on ANS/ASBU ANRF workshop to improve the use and understanding the new ANRFs with the participation of CANSO, IATA, civil aviation training centers and air navigation planning experts.

1.2.   At the ANI/WG/3 Meeting (Apr 2016), the delegates agreed on a more active participation from the States/ANSP to reflect their national priorities and users' main needs, and therefore agreed to create an ad hoc group to support review, follow-up and reporting on the achievement of the air navigation (AN) targets established in the NAM/CAR Regional Performance-Based Air Navigation Implementation Plan (RPBANIP) and in the Port-of-Spain Declaration. During ANI/WG/3, this ad hoc Group was named ASBU Ad Hoc Group.

1.3.   At the NACC/WG/5 Meeting (May 2017), the delegates agreed that the ASBU Ad Hoc Group would become the ANI/WG ASBU Task Force (TF).

2. **Objectives**

   To assist the region in the implementation of harmonized technologies that supports the operation.

   1)   Develop effective methods to determine the regional implementation status of the ASBU block-0 elements and the performance monitoring of the Regional Air Navigation System, on a cyclical annual basis, as a regional input to the Annual Global Air Navigation Report and feedback for the Global Air Navigation Plan and the Regional Dashboard.

   2)   Assist NACC's States to formulate or update their National Air Navigation Plans by using a planning process to ensure alignment with the RPBANIP and the GANP.

   3)   Contribute with the continuous updating of the RPBANIP in order to maintain the validity, accuracy, and applicability of the Plan.

3. Responsibilities

The Task Force is responsible for:

a) Work Programme Management
b) Coordination and support of the development and maintenance of State/Territory Air Navigation Plans
c) Support the revision and enhancement of Regional Performance Based Air Navigation Implementation Plan (RPBANIP)

4. Working Methods

The Task Force will:

a) Present its work programme containing activities in terms of objectives, responsibilities, deliverables and timelines;
b) Avoid duplicating work within the ANI/WG and maintain close coordination among the existing entities to optimize use of available resources and experience;
c) Designate, as necessary, ad hoc groups to work on specific topics and activities and organize clearly defined tasks and activities;
d) Coordinate tasks to maximize efficiency and reduce costs via electronic means including emails, telephone and teleconference calls, and convene meetings as necessary; and
e) Report on and coordinate the progress of assigned tasks to the ANI/WG.

5. Work Programme – See the **Attachment 1**.

6. Membership

All ICAO States, Territories and International Organizations which are accredited to the ICAO NACC Regional Office, Other stake holders in NAM/CAR Regions are encouraged to actively participate. **Attachment 2** lists the Point of Contacts.

7. References

- Global Air Navigation Plan, 2016-2030 (Doc 9750-AN/963 Fifth Edition – 2016)
- The Aviation System Block Upgrades; the Framework for Global Harmonization. Issued: July 2016.
- Doc 9854 Global Air Traffic Management Operational Concept
- Doc 9882 Manual on Air Traffic Management System Requirements
- Doc 9883 Manual on Global Performance of the Air Navigation System

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ATTACHMENT 1

ASBU TF Work Programme

Updated on Dec 20, 2017

This ASBU Task Force (TF) work programme covers the basis for the preparation and maintenance of State ANPs by each member states in the region. To prepare and maintain the State ANPs, States need to understand GANP/ASBU in addition to their States' needs in current and future aviation technologies. The State ANP should be used by the State to strategically plan what capability will be implemented and when to implement it.

Note 1: **This document establishes a guideline for attaining ASBU NAM/CAR goals and will be reviewed periodically throughout the year. A formal review each calendar year shall be conducted during the ANI/WG and NACC/WG meeting so as to update/revise/modify its content for currency and applicability.**

Note 2: **The GANP/ASBU will be updated every 3 years with ASBU Block definitions maturing every 6 years. Thus, minor updates are expected every 3 years and significant updates are expected every 6 years.**

Objective 1: Develop effective methods to determine the regional implementation status of the ASBU block-0 elements and the performance monitoring of the Regional Air Navigation System, on a cyclical annual basis, as a regional input to the Annual Global Air Navigation Report and feedback for the Global Air Navigation Plan and the Regional Dashboard.

No	Activity	Purpose	Deliverable
1.1	**Establish and Update the ASBU TF PoC List** • Draft the letter (by NACC RO and TF Rapporteur; Target Date: Dec 19, 2017) • Send a letter to request the PoC information States, Territories, and other stakeholders (by NACC RO; Target Date: Jan 12, 2018) • Receive the response (by NACC RO; Target Date: Feb 9, 2018) • Create the ASBU TF PoC List (by NACC RO; Target Date: Feb 9, 2018) • Distribute the ASBU TF PoC list via ASBU Website (by NACC RO; Target Date: Feb 16, 2018) • Update the ASBU TF PoC List (by NACC RO and TF Rapporteur; Target Date: as needed)	Each organization needs a PoC who is responsible for their ANP.	PoC List
	Status/Remarks: There are 21 States and one Territory in the Region who should have State ANP that is aligned with GANP and Regional ANP. In addition, COCESNA should have its ANP. Further coordination and investigation is needed by the NACC RO regarding the Territory handling. This coordination will take place once the Objective 1 is accomplished initially.		
1.2	**Generate ANRF** • Fill in forms (by each State; Target Date: Apr 30, 2018) • Fill in State Summary Table (a.k.a. Pretty Table) (by each State; Target Date: Apr 30, 2018) • Examine and update the ANRF (by ASBU TF and each State; Target Date: May 31, 2018) • Keep track of ANRF status (by NACC RO and TF Rapporteur; Target Date: from Jan 2018 to Dec 2018) • Generate the Regional Summary Table (a.k.a. Pretty Table) (by NACC RO and TF Rapporteur; Target Date: May 31, 2018)	Support the ANRF generation at two levels: (1) the form itself and (2) contents of the form by State.	• ANRF Form Template • ANRFs by States and Territories • State and Regional Summary Table

	Status/Remarks:		
	• None		
1.3	**Performance Monitoring** • Analyze States specific needs (by each State; Target Date: Apr 30, 2018) • Determine regional needs (by NACC RO; Target Date: Apr 30, 2018) • Propose the Regional Performance Objectives (by NACC RO; Target Date: May 31, 2018)	Promote the formulation of a measurement strategy and identify the regional performance metrics.	Regional performance metrics
	Status/Remarks: None		

Objective 2: Assist NACC' States to formulate or update their National Air Navigation Plans by using a planning process to ensure alignment with the RPBANIP and the GANP.			
No	Activity	Puepoaw	Deliverable
2.1.	**Schedule assistance activities** • Assess training/discussion needs of ANSPs (by NACC RO; Target Date: Jan 31, 2018) • Establish a list of training/discussion subjects (by NACC RO and TF Rapporteur; Target Date: Jan 31, 2018) • Establish schedule (by NACC RO and TF Rapporteur; Target Date: Jan 31, 2018) • Publish/coordinate events (by NACC RO; Target Date: Jan 31, 2018) • Perform ASBU workshops/seminars/meeting (by NACC RO and TF Rapporteur; Target Date: TBD, 2018)	Provide a foundational baseline of refresher & supplemental training for personnel involved in ANP and ASBU.	WS/Seminar / Meeting Materials and Report
	Status/Remarks: To be accomplished in coordination with stakeholder community.		
2.2	**Support Creation of State ANP** • Prepare the State ANP template (by ASBU TF; Target Date: Jan 15, 2018) • Create the State ANP (by each State; Target Date: May 31, 2018)	Ensure that all States in the region have their own State ANP which is aligned with the Regional ANP as well as GANP.	• State ANP template • Initial State AMP Status summary • State ANPs
	Status/Remarks: Use of State ANP template is optional.		
2.3	**Support Updates of State ANP** • Update the State ANP (by each State; Target Date: annual) • Support States to update their State ANPs (by NACC RO and TF; Target Date: As needed) • Keep State ANP status known (by ASBU TF; Target Date: As needed)	Ensure the State ANP information is current.	• Updated State ANP • State AMP Status summary
	Status/Remarks: None		

Objective 3: Contribute with the continuous updating of the RPBANIP in order to maintain the validity, accuracy, and applicability of the Plan.			
No	Activity	Puepoaw	Deliverable
3.1	**Support RPBANIP** • Identify the necessary updates that need to be applied to the existing RPBANIP (by NACC RO and TF; Target Date: Feb 28, 2018) • Identify the regional goals/objectives that should be reflected in the RPBANIP (by NACC RO; Target Date: Feb 28, 2018) • Identify the needs of States in the region (by NACC RO and TF; Target Date: Feb 28, 2018) • Update RPBANIP (by NACC RO and TF; Target Date: May 31, 2018)	Ensure the RPBANIP that is aligned with GANP/ASBU and reflect the needs of States in the region and the information is current.	Updated RPBANIP
	Status/Remarks: The State ANPs will reflect guidance from the RPBANIP while the RPBANIP will reflect the needs described in the State ANPs.		
3.2	**Update NACC ASBU Handbook and Other Support Materials** • Update the NACC ASBU Handbook (by ASBU TF; Target Date: After the 2019 version of GANP/ASBU is released.) • Identify other ASBU materials that will support the States to prepare State ANPs and provide such materials to the States. (by ASBU TF; Target Date: As needed.)	Provide materials for States and stakeholders and the aviation community to understand the ASBU.	NACC ASBU Handbook and other support materials
	Status/Remarks: None		
3.3	**Provide ANI/WG ASBU Website** • Design ANI/WG ASBU Website and implement (by NACC RO and ASBU TF; Target Date: March 31, 2018) • Update ANI/WG ASBU Website (by NACC RO; Target Date: As needed)	Provide the capability to exchange ASBU related information as well as store information	ANI/WG ASBU Website
	Status/Remarks: ICAO NACC Regional Office is the web master.		
3.4	**Support ANI/WG Decisions** • Provide progress report/update for Chairperson for relevant meetings such as NACC/WG and ANI/WG (by ASBU TF; Target Date: Associated with NACC/WG and ANI/WG dates)	Liaison between Regional Coordination Groups and ASBU TF	Revised ToR to ICAO RO
	Status/Remarks: ANI/WG meeting is biannual and the next meeting (ANI/WG/4) will be scheduled in Jun 2018.		

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ATTACHMENT 2

Membership
Aviation System Block Upgrades (ASBU) Task Force

Rapporteur: Midori Tanino, United States
NACC Officer: Luis Sanchez

States	Member	EMail	Remarks
Antigua & Barbuda	(P) Shenneth Phillips (S)	Shenneth.Phillips@ab.gov.ag	
Bahamas	(P) (S)		
Barbados	(P) Kendrick Mason (S)		
Belize	(P) Gilberto Orlando Torres (S)		
Canada	(P) Carole Stuart Green (S)		
Costa Rica	(P) Carlos Bolanos (S)	cbolanos@dgac.go.cr	
Cuba	(P) Iván González Valdés (S) Orlando González		
Dominican Republic	(P) Julio Mejia (S) Francisco Bolivar León	jmejia@idac.gov.do bleon@idac.gov.do	
El Salvador	(P) (S)		
Grenada	(P) (S)		
Guatemala	(P) (S)		
Haiti	(P) Joseph Boursiquot (S) Mario Eric Legagneur		
Honduras	(P) (S)		
Jamaica	(P) Christopher Chambers (S) Orville Shaw		
Mexico	(P) Edgar González Flores (S) Martín Ignacio García		
Nicaragua	(P) (S)		
Saint Kitts & Nevis	(P) (S)		
Saint Lucia	(P) Lynden Leonce (S) Amy Charles	Lynden.Leonce@slaspa.com Amy.Charles@slaspa.com	
Saint Vincent & the Grenadines	(P) (S)		
Trinidad and Tobago	(P) Rohan Garb (S) Robert Rooplal	rgarb@caa.gov.tt	

	United States	(P) Midori Tanino (S) Leah Moebius	Midori.Tanino@faa.gov Leah.Moebius@faa.gov	
Territories with ANP				
	Curacao	(P) ?Natasha? (S) Michael Celestjin		
Territories - Participation				
Organization with ANP				
	COCESNA	(P) Roger Perez (S) Pablo Luna	Roger.Perex@cocesna.org Pablo.Luna@cocesna.org	
Organization - Participation				
	CANSO	(P) Javier Vanegas	Javier.Vanegas@canso.org	
	IATA	(P) Marco Vidal Macchiavello	vidalm@iata.org	

— END —

ICAO First NAM/CAR Air Navigation Implementation Working Group (ANI/WG) Aviation System Block Upgrades (ASBU) Task Force (TF) Meeting (ASBU/TF/1)
Mexico City, Mexico, 12 to 15 March 2018

PROVISIONAL AGENDA

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

The Meeting will review and approve the Provisional Agenda and Schedule.

Agenda Item 2:   **Assist States and Territories to complete the Air Navigation Reporting Forms**

Under this Agenda Item the Meeting will discuss the content of GANP and the RPBANIP to create the framework for updating the National Air Navigation Plan.

Agenda Item 3:   **Regional Planning and the States ANP**

Under this Agenda Item the Meeting will discuss the relation with the regional planning for the creation and alignment of State Air Navigation Plans (ANPs), and the Regional Specific requirements will be presented. In addition the experience and lessons learned from States and Territories will be presented.

Agenda Item 4:   **Hands on exercise to generate State ANP**

Under this Agenda Item the Meeting will assist participants to generate State ANP section by section.

Agenda Item 5:   **Review the ASBU Task Force Terms of Reference and Work Programme**

Under this Agenda Item the Meeting will discuss and determine the ASBU TF ToRs and working plan to gain consensus to start its development.

Agenda Item 6:   **Other Business**

Under this Agenda Item, the meeting may review other business as needed.

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

State National Air Navigation Plan (ANP) Development Workshop
Mexico City, Mexico, 12 to 13 March 2018
First NAM/CAR Air Navigation Implementation Working Group (ANI/WG)
Aviation System Block Upgrades (ASBU) Task Force (TF) Meeting
Mexico City, Mexico, 13 to 14 March 2018

I will attend (Please indicate):			
State National ANP development Workshop		**ASBU/TF/1**	

REGISTRATION FORM

1.	**Position in your Delegation:** *(Please select one option)*	**Chief Delegate**			**Delegate**			
		Adviser			**Observer**			
		Speaker			**Moderator**			
2.	**Country / Organization**							
3.	**Salutation**	**Mr.**		**Mrs.**		**Miss**		
4.	**Name**							
5.	**Official Position or Title**							
6.	**Official Telephone**							
7.	**Mobile (to contact you in case of an emergency)**							
8.	**Official E-mail**							
9.	**Hotel and address where you will be staying during the event**							
10.	**Please indicate if accompanied by your family**	Yes		**#**				
11.	**Dates of total stay in the venue Country**							
12.	**Please indicate if you have any medical condition or allergies**							
13.	**Emergency contact information in your country of origin**	**Name**						
		Relationship						
		Telephone						

Please send this form to:
E-mail: icaonacc@icao.int