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Ref.: NT-N1-8.3.14; NT-NS2-35 — **E.OSG - NACC76885**

7 February 2019

To: States, Territories and International Organizations

Subject: **NAM/CAR Air Traffic Services Inter-facility Data Communication (AIDC) and North American Interface Control Document (NAM/IDC) Implementation Follow-up Meeting**  
(Mexico City, Mexico, from 8 to 11 April 2019)

Action

Required: a) Submission of fellowship nomination forms by **15 March 2019**  
b) Register participation by **30 March 2019**  
c) Submission of documentation by the deadlines provided in this letter.

Sir/Madam,

In attention to the implementation of automated protocols, the NAM/CAR Air Traffic Services Inter-facility Data Communication (AIDC) and North American Interface Control Document (NAM/IDC) Implementation Follow-up Meeting will be held in Mexico City, Mexico, from 8 to 11 April 2019. The working language of the event will be Spanish; simultaneous English interpretation will be provided if sufficient English speaking participants provide timely registration.

Further to the recommendations of the NAM/CAR/SAM AIDC Implementation Meeting that was held in Lima, Peru, in April 2018, this meeting has the following objectives:

1. Follow-up of the measures to optimize flight plans and aeronautical information management to minimize errors in flight plans;
2. Develop strategies for a correct configuration of Air Traffic Control (ATC) systems databases;
3. Implement the correct mechanisms of the Aeronautical Message Handling Systems (AMHS) addressing updating; and
4. Agree on the necessary actions to ensure a successful regional implementation of the regional protocols.

The participant experts profile is very important considering that they will provide the recommendations needed to allow the AIDC effective implementation. In this sense, the participation of personnel responsible of the AIDC and NAM/ICD implementation projects of the States assigned, the technical/operative responsible of database configuration of the ATC systems, personnel directly responsible of the AMHS systems maintenance and the members of the AIDC Implementation Task Force which is part of the Air Navigation Implementation Working Group (ANI/WG).

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I extend a special invitation to the Industry, direct regional air traffic control system suppliers and Eurocontrol, responsible of the Aeronautical message handling systems (AMHS) addressing maintenance through Aeronautical mobile communications (AMC). Provisional Agenda is presented in **Attachment A**.

I am pleased to invite your Administration to participate in this event and send registration forms in **Attachment B** fully completed by **30 March 2019**.

Furthermore, I am pleased to inform that the Project RLA/09/801 is offering for this event one fellowship to each Project Member<sup>1</sup>. The fellowship includes Daily Subsistence Allowance (DSA) to cover lodging and per diem. 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 NACC Regional Office by **15 March 2018**. The steps to apply for a fellowship, the nomination form and other useful information are published on the Project RLA/09/801 website at: <http://www.icao.int/NACC/Pages/edocs-tc.aspx>.

Regarding the fellowship 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 NACC Regional Office by ECCAA**.

Documentation that your Administration/Organization may wish to submit/present at the meeting/event should be forwarded to this office by e-mail as soon as practicable in Microsoft Word/PowerPoint format using the templates in **Attachments C**. 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 **25 March 2019**, 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, otherwise they will become information papers. 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 **30 March 2019**. 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).


As it becomes available, all event documentation will be placed in the Meetings Section of the following web page: <https://bit.ly/2DeQJOF>. Taking into consideration the availability of documentation in electronic format, no hard copies will be distributed during the event.

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<sup>1</sup> *RLA/09/801 Project Member States are: Bahamas, Barbados, Canada, 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).*

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



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

**Enclosure:** *As indicated*

*N:\N - ICAO Regions\N 1 - 8.3.14 - CPDLC-AIDC-SWIM Events\1904-AIDC-ICD-Meeting\Correspondence\NACC76885CNS-States-InvAIDC-NAMIDCWorkshop.docx / GGS*

## **ATTACHMENT A**

### **RLA/06/901 Regional Project NAM/CAR Air Traffic Services Inter-facility Data Communication (AIDC) and North American Interface control document (NAM/IDC) Implementation Follow-up Meeting Mexico City, Mexico, from 8 to 11 April 2019**

#### **PROVISIONAL AGENDA**

- Agenda Item 1:**       Automatized Protocol Implementation Status
  
- Agenda Item 2:**       Pending NAM/CAR Regions AIDC Implementation Process
  
- Agenda Item 3:**       Configuration and Database Maintenance Process in the ATC Systems
  
- Agenda Item 4:**       NAM/CAR/SAM Availability and plan flight errors analysis
  
- Agenda Item 5**        Updating process and Maintenance of the Aeronautical Addressing of the AMHS System
  
- Agenda Item 6**        Updating processes of the AIDC Task Force activities
  
- Agenda Item 7:**       Other Business

**EXPLANATORY NOTES**

**Agenda Item 1:           Automatized Protocol Implementation Status**

Under this Agenda Item, the States will follow-up on the AIDC operation performance and status of implementation of the AIDC. Measures and follow-up and evaluation mechanisms of the regional implementation will be provided and the scheduled activities will be traced by the NAM/CAR AIDC Task Force.

**Agenda Item 2:           Pending NAM/CAR Regions AIDC Implementation Process**

The Meeting will review the status of the regional implementation and will support the implementation in those States that have recently installed new ATC systems, in order to help them in this process and support regional interconnection.

**Agenda Item 3:           Configuration and Database Maintenance Process in the ATC Systems**

Under this Agenda Item, the Meeting will analyse the AIDC failures due to lack of a correct configuration and of updated databases in the ATC systems. Industry will be invited to provide recommendations and best practices for the correct configuration of these databases.

**Agenda Item 4:           NAM/CAR/SAM Availability and plan flight errors analysis**

The Meeting will receive information on the concept of flight information, failures in flight plans information and the implemented mechanisms to mitigate errors in flight plans. This Agenda Item will be led by the information of the analysis provided by the AIDC Task Force.

**Agenda Item 5:           Updating process and Maintenance of the Aeronautical Addressing of the AMHS System**

Under this Agenda Item, the Meeting will receive information provided by Eurocontrol on the AMC (Aeronautical mobile communications) field. In this regard, States will have the opportunity to review and update the updating mechanisms related to aeronautical addressing of the AMHS systems and to designate the personnel that will hence be responsible for the AMHS (ATS) data updating.

**Agenda Item 6:           Updating processes of the AIDC Task Force activities**

In attention to the information provided in the meeting, the AIDC Task Force will update the status of the activities to be carried out in 2019, with the purpose of ensuring a correct and effective implementation.

**Agenda Item 7:           Other business.**

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