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Ref.: NT-N1-8.3.14, NT-NE57-3 — **E.OSG - NACC81311**

19 December 2019

To: States, Territories and International Organizations

Subject: **Invitation – Third NAM/CAR Air Traffic Services Inter-facility Data Communication (AIDC) and North American Interface Control Document (NAM/ICD) Implementation Follow-up Meeting (AIDC/NAM/ICD/3)**
(Mexico City, Mexico, from 25 to 28 February 2020)

Action

Required: 1) Submission of comments on the Provisional Order of Business by **30 January 2020**
2) Register participants on-line by **14 February 2020**
3) Submission of working/information papers and/or presentations by **5 February 2020**

Sir/Madam,

Regional implementation of AIDC and NAM/ICD automated protocols is a high priority due that they seek to increase efficiency of regional operations and, at the same time, safety.

For this reason, the Third NAM/CAR Air Traffic Services Inter-facility Data Communication (AIDC) and North American Interface Control Document (NAM/ICD) Implementation Follow-up Meeting will be held in Mexico City, Mexico, from 25 to 28 February 2020.

The objective of the meeting is to follow-up previous AIDC Meetings and the activities agreed by the States for the national and regional implementation through:

1. follow-up of the measures to optimize flight plans management and aeronautical information management to minimize errors in flight plans (FLP, jointly with the Aeronautical Information Management (AIM) implementation Task Force, part of the Air Navigation Implementation Working Group (ANI/WG);
2. review and follow-up of the regional AIDC implementation action plan;
3. align the regional Action Plan activities with the NACC regional objectives and with the new version of the Global Air Navigation Plan;
4. agree on the necessary actions to ensure a successful regional implementation of the regional AIDC and NAM/ICD protocols; and
5. update the work plan of the ANI/WG AIDC implementation Task Force.

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The participant experts profile is very important to reach the regional automation goals considering that they will provide the recommendations needed to allow the effective operational implementation of both protocols. In this sense, the participation of personnel responsible for the AIDC and NAM/ICD implementation projects is highly recommended. Furthermore, the participation of members of the ANI/WG AIDC Task Force is expected. The industry is also invited to present its lessons learnt of the latest implementations carried out in the Caribbean (CAR) Region.

It is important to note that the first day of the meeting will be carried out jointly with the participants of the AIM Task Force Meeting with the objective of analysing the results of the statistical analysis of the flight plans errors and their impact on the AIDC operation, and to review the impact of the AIM data exchange implementation in the automatized operations in the region.

The working language of the event will be **English**. However, only on 25 February 2020, when the joint Meeting is carried out, simultaneous interpretation services will be provided to facilitate the discussion of Agenda Item 2.

It is expected that, as a result of the first-day joint meeting, the training profile of the aeronautical information service/air traffic services reporting office (AIS/ARO) personnel will be updated and tasks in the ANI/WG AIM Task Force that ensure aeronautical information quality and its positive impact on the AIDC implementation will be integrated.

Due to the aforementioned, your Administration is invited to:

- a) take note of the Provisional Order of Business in **Appendix A** and send comments by **30 January 2020**
- b) register participants on-line by **15 February 2020**, using the link <https://forms.gle/oevMvjLXVvJDWJFK8>
- c) submit of working/information papers and/or presentations by **5 February 2020**

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.

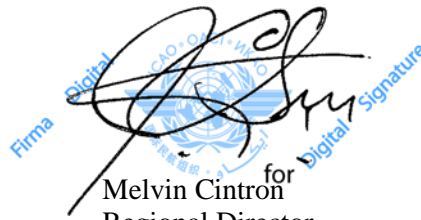
All meeting documentation (working/information papers and/or presentations) will be placed in the Meetings Section of the following web page: <http://www.icao.int/NACC/Pages/default.aspx> as it becomes available. Taking into consideration the availability of documentation in electronic format, no hard 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/PowerPoint format using the templates of **Appendixes B, C and D**. Working papers should be brief, action-oriented, and focused with a four-page limit excluding any appendices.

Only working papers on Agenda Item 2 **received** by this office by **5 February 2020**, submitted by States/Territories, will be translated to ensure timely processing, **after** that date, they will have to be submitted in both languages. Otherwise, they will become Information Papers. Working papers of the rest of the Agenda Items can be sent in **English** only. 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 **5 February 2020**. **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).

If you require any further information regarding the meeting, please contact Mrs. Mayda Ávila (mavila@icao.int), ICAO NACC Regional Officer, Communications, Navigation and Surveillance, or Mr. Gabriel Gutiérrez Serrato (ggutierrez@icao.int), Assistant..

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 Order of Business; B – Working Paper template; C – Information Paper template; D – Appendix template*

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ICAO

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

**NAM/CAR Air Traffic Services Inter-facility Data Communication (AIDC) and North American Interface Control Document (NAM/IDC) Implementation Follow-up Third Meeting
(AIDC/NAM/ICD/3)**

Mexico City, Mexico, from 25 to 28 February 2020

**APPENDIX A
PROVISIONAL AGENDA**

- Agenda Item 1: Adoption of the Provisional Agenda and Schedule**
 - Agenda Item 2: Joint Meeting with the ANI/WG AIM Task Force**
 - Agenda Item 3: NAM/CAR Pending AIDC Implementation Process**
 - Agenda Item 4: NACC Strategic Objectives**
 - Agenda Item 5: AIDC Implementation Objectives with Respect to the New Version of the Global Air Navigation Plan (GANP)**
 - Agenda Item 6: ANI/WG AIDC Task Force Regional Work Plan Update**
 - Agenda Item 7: Other Business**
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**PROVISIONAL AGENDA
EXPLANATORY NOTES**

Agenda Item 1: Adoption of the Provisional Agenda and Schedule

Agenda Item 2: Joint Meeting with the ANI/WG AIM Task Force

This session will be carried out jointly with the participants of the AIM implementation Task Force Meeting with the objective to analyse the results of the statistical analysis of the flight plans errors and their impact in the AIDC operation, and to review the impact of the AIM data exchange implementation in the automated operations in the NAM/CAR regions. It is expected that the training profile of the aeronautical information service/air traffic services reporting office (AIS/ARO) personnel, and to integrate tasks in the AIM Task Force that ensure the aeronautical information quality and its positive impact in the AIDC implementation.

Agenda Item 3: NAM/CAR Pending AIDC implementation process

The participant States will present the implementation status of the automated protocols under their supervision and will update the regional action plan dates. In this regard, participant States must provide the required information through a Working Paper according with the template provided in Appendix B.

Agenda Item 4: NACC Strategic Objectives

The AIDC Task Force will present the results of the 2019 activities carried out, the identification of joint activities with the other ANI/WG Task Forces, in addition to the individual and joint tasks that must be carried out to ensure obtaining the NAM/CAR strategic objectives.

Agenda Item 5: AIDC Implementation Objectives with Respect to the New Version of the Global Air Navigation Plan (GANP)

The Secretariat will present the agreements reached during the ANI/WG and the following activities and its support to the GREPECAS activities.

Agenda Item 6: ANI/WG AIDC/FLP Task Force regional work plan update

Information regarding the impact of the automatized protocols on the future regional implementations according with the ASBU blocks will be provided.

Agenda Item 7: Other Business

The industry will participate and administrative matters and other relevant issues will be reviewed.