



ICAO

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North American, Central American and Caribbean Office

WORKING PAPER

CIIFRA/05— WP/01 Rev.
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5th Meeting of the CIIFRA Team (CIIFRA-T/05)
Miami, United States, and on-line 2 to 4 August 2022

Agenda Item 5: Task Force review Terms of Reference

TERMS OF REFERENCE AND WORK PROGRAMME

(Presented by the Secretariat)

EXECUTIVE SUMMARY	
ICAO PBN Taskforce has changed its name to Airspace Optimization Taskforce and has taken an active role in the Optimization of the Region`s airspace. The terms of reference and work programme have been updated to reflect these changes	
Action:	To present the new Terms of Reference and Work Programme and to approve them or amend them
<i>Strategic Objectives:</i>	<ul style="list-style-type: none"> • Safety • Air Navigation Capacity and Efficiency

1. Introduction

1.1 In the August of 2021, the North American, Central American and Caribbean Working Group (NACC/WG) Performance Based Navigation (PBN) Task Force changed its name to Airspace Optimization Task Force.

2. Discussion

2.1 Given the change of name and increased focus on Airspace Optimization, the Terms of Reference and Work Programme must be updated. The Secretariat presents the updated Terms of Reference and Work Programme for the Task Force to the Meeting’s consideration in the **Appendix**.

3. Action by the Meeting

3.1 The Meeting is invited to:

- a) consider the updated Terms of Reference and Work Programme under the Appendix;
- b) accept the updated Terms of Reference, offer suggestions towards the updated Terms of Reference; and
- c) accept the updated Work Programme, offer suggestions towards the updated Terms of Reference

APPENDIX AIRSPACE OPTIMIZATION TASK FORCE

1. BACKGROUND

1.1 During the first ANI/WG meeting, a PBN Implementation Task Force was formed in order to streamline related air navigation implementation activities. This Task Force shall carry out specific studies to support Performance-Based Navigation (PBN) implementation in the NAM/CAR Regions in accordance with the NAM/CAR RPBANIP, as well as update and report progress to the ANI/WG based on the action plan for these tasks. During the Fourth ANI/WG meeting, a decision was taken to amend the Terms of Reference with the objective of increasing the effectiveness of the PBN Task Force.

1.2 Subsequently, and following discussions held at the ANI/WG/5 meeting, Task Force Members considered that the scope of the activities undertaken should be expanded to cover the broader concept of airspace optimization. While the implementation of PBN remains a high priority, the Task Force will also pay attention to additional airspace considerations that contribute to the development of ASBU concepts such as improved operations through enhanced en-route trajectories (Free Route Operations - FRTO). Therefore, it was decided to change the name of the Task Force to Airspace Optimization Task Force.

1.3. CIIFRA (CANSO Air Traffic Flow Management Data Exchange Network for the Americas-CADENA-IATA Free Route Airspace) was established in February 2021 with CADENA and IATA working on route optimization. ICAO began an airspace optimization project in July of 2021 and in September of 2021. The groups combined to create CIIFRA. As a part of the Task Force, CIIFRA will be working specifically on airspace optimization. The goal of this optimization is working towards regional Free Route Airspace.

2. RESPONSIBILITIES

2.1 The Task Force is responsible for:

- ~~a)~~ a) Developing and implementing a Work Programme, utilizing a performance based approach, to support the implementation of Free Route Airspace/airspace optimization and PBN implementation in the NAM/CAR Regions according with the eANP Vol III.
- ~~a)b)~~ In collaboration with the SAM Region, develop a regional Free Route Airspace concept.
- ~~b)c)~~ Continued refinement and ongoing review of the NAM/CAR PBN Implementation Plan, monitoring, and reporting on its application in the Regions.
- ~~e)d)~~ Comply with and provide regional support for the completion of the GREPECAS Projects and related tasks.
- ~~d)e)~~ Propose to the ~~NACCAN~~/WG updates to the GREPECAS and eANP Vol III related projects as required.
- ~~e)f)~~ Assisting States with the development of their airspace optimization plans, based on the PBN airspace concept and other related ASBU Modules, periodically monitor their progress and report to the ~~AN~~ NACC/WG.
- ~~f)g)~~ Carrying out specific studies, developing guidance material and organizing workshops and seminars to assist States with Area Navigation/Required Navigation Performance (RNAV/RNP) implementation in the en-route, terminal, and approach flight phases, taking into account the

PBN-Free Route Airspace concept according to the ICAO Strategic Objectives and Global Plan Initiatives (GPIs).

~~g)h)~~ Identifying ~~deficiencies~~ and ~~constraints~~ regarding airspace ~~utilization optimization~~ and PBN ~~implementation~~, ~~and~~ ~~propose~~ solutions that would facilitate resolution of such problems.

~~h)i)~~ The Task Force Rapporteur would be appointed through coordination between ICAO NACC Regional Office and Member States.

2.2 Responsibilities of the members

- a) Attend to the Task Force meetings and Teleconferences.
- b) Collaborate ~~with~~ ~~the~~ ~~development~~ ~~and~~ ~~implementation~~ ~~of~~ ~~the~~ ~~Task~~ ~~Force~~ work programme.
- ~~c)~~ Comply with the agreed tasks and activities as assigned.
- ~~d)~~ Active Participation.
- ~~e)e)~~ Updating their ANSP of changes or requirements.

2.3 Responsibilities of the Rapporteur

- a) Lead the development and implementation of the Task Force Work Programme and activities.
- b) Follow up on the compliance with the GREPECAS and CAR/SAM eANP Vol III.
- ~~c)~~ Report to the ANI/WG the compliance with the Task Force Work Programme and CAR/SAM eANP-related tasks.
- ~~d)~~ In collaboration with the Secretariat, decide on Task Force activities, teleconferences and meetings
- ~~e)e)~~

2.4 ~~-----~~ Responsibilities of the Secretariat

- a) The ICAO NACC ATM/SAR Regional Officer will serve as the Secretary of the Task Force.
- b) He/she is responsible to support the Task Force activities, providing guidance to the connection for the Task Force work programme and the GREPECAS and CAR/SAM eANP Vol III.
- c) In coordination with the Rapporteur, develop and present to the members the annual programme of activities.
- d) In coordination with the Rapporteur, convene the Task Force activities, teleconferences and meetings.
- ~~e)~~ Maintain up to date the Task Force documentation, work programme and membership in the ANI/WG website information.
- ~~e)f)~~ Lead and coordinate CIIFRA activities related to taskforce objectives.

2.5 Responsibilities of the States

- a) Ensure commitment and active participation of its members, according to the role and responsibilities assigned.
- b) Provide resources (e.g. time/finances to attend meetings) to ensure that their representatives are able to contribute to the activities of the taskforce.
- c) Request accountability for the development and implementation of the Airspace Optimization work program in the NAM/CAR Regions.
- d) Provide Points of Contact (POCs) to the Airspace Optimization Task Force. The Task Force will liaise with the POCs of each State regarding the activities of the work programme and it is expected that the POCs will then coordinate internally with the relevant persons within their organization.

2.6 Responsibilities of CIIFRA

- a) Provide leadership to move towards implementation of regional Free Route Airspace.
- b) Meet regularly to address airspace optimization requests from the carriers.
- c) Coordinate current and new activities with the taskforce.
- d) Update the taskforce on metrics surrounding optimization efforts.

3. **Membership.**

3.1 The Airspace Optimization Task Force consists of:

- i. Secretariat
- ii. Rapporteur
- iii. 9 core members that are subject matter experts
- iv. CIIFRA Team
- v. Points of Contact from each member states

3.2 The membership of the 9 Core members of the Task Force should include:

- i At least one (1) representative from the following:
 - a. The NAM Region
 - b. Central America Sub-region
 - c. Central Caribbean Sub-region
 - d. Eastern Caribbean Sub-region
 - e. IATA
 - f. CANSO
- ii One (1) Procedure Designer
- iii One (1) Airspace Designer

3.3 The Task Force may temporarily include other persons as required for specific tasks.

4. Working Methods

4.1 The Task Force will:

- a) Present its work programme containing activities in terms of objectives, responsibilities, deliverables and timelines.
- b) The Task Force Rapporteur and the Secretariat will coordinate an annual programme of activities to comply with the requirements of the approved work programme.
- c) Avoid duplicating work within the AN/NACC/WG and maintain close coordination among the existing entities to optimize use of available resources and experience.
- d) Designate, as necessary, Ad hoc Groups to work on specific topics and activities and organize clearly defined tasks and activities.
- e) Coordinate tasks to maximize efficiency and reduce costs via electronic means including emails, telephone and teleconference calls, and convene meetings as necessary.
- f) Report on and coordinate the progress of assigned tasks to the NACC/WG.

NACC WG Airspace Optimization TASK FORCE WORK PROGRAMME 2022-2025 REVISION AUGUST 2022

Task Name/ Tarea	Start/ Inicio	Finish / Final	Deliverables/ Resultados	Follow-up/ Seguimiento	Responsible/ Responsables	Observations/ Comments- Observaciones/ Comentarios
a) Assist States/Territories with the Implementation of Airspace Optimisation concept for oceanic, continental and terminal areas in of NAM/CAR Regions in accordance with the ICAO PBN Manual Doc 9613 and Doc 9992	APR 2019	DEC 2025	i) Update the regional PBN Upper Airspace concept with implementation activities for the period 2019-2025	ICAO Regional Office and NACC WG ASO Task Force	ASO Taskforce, ICAO, States, Territories, International Organizations	Reference Sub-Project to Develop and Implement a Performance-Based Navigation (PBN) Airspace Concept Document for the CAR Region. Requirements: Commitment from executive decision makers, Funding for the project, Human Resources (Airspace Designers, ATCOs, Airline Operators, ANSP Decision makers).
	APR 2019	DEC 2025	ii) Update the regional PBN Lower Airspace concept with implementation activities for the period 2019-2025	ICAO Regional Office and NACC WG ASO Task Force	ASO Taskforce, ICAO, States, Territories, International Organizations	Reference Sub-Project to Develop and Implement a Performance-Based Navigation (PBN) Airspace Concept Document for the CAR Region. Requirements: Commitment from executive decision makers, Funding for the project, Human Resources (Airspace Designers, ATCOs, Airline Operators, ANSP Decision makers).
	SEP 2022	DEC 2025	iii) Develop the Airspace Optimisation concept with implementation activities for the period 2022 - 2025	ICAO Regional Office and NACC WG ASO Task Force	ASO Taskforce, ICAO, States, Territories, International Organizations	Refer to the ASBU FRTO B0/1 and B1/1, Direct Routing and Free Route Airspace, respectively.
b) Assist States/Territories and International Organizations with PBN training	APR 2019	DEC 2025	PBN training materials and subject matter expertise	ICAO Regional Office and NACC WG ASO Task Force	States, Territories, Int. orgs, ANSPs and NAM/CAR Civil Aviation Training Centres Group (CATCG)	ASO TF to engage with Civil Aviation Training Centers Group to promote the development of PBN training programmes for pilots and controllers. ASO TF look into the possibility of supplementing PBN training for those states that require it.
c) Assist States/Territories and Int. Org. with the Implementation of CDOs/CCOs for SIDs/STARS based on RNAV 1 and RNP1 navigation specification and RNP-AR departures/arrivals in terminal areas, as required	APR 2019	DEC 2025	Implementation of CDOs/CCOs in TMA's	States continue implementation of CDOs and CCOs	States, Territories, Int. Org. and ANSPs in conjunction with the NACC WG ASO Task Force	NACC WG ASO Task Force will coordinate with states and airspace users to determine which aerodromes require CDOs/CCOs and RNP-AR departures/arrivals.

Task Name/ Tarea	Start/ Inicio	Finish / Final	Deliverables/ Resultados	Follow-up/ Seguimiento	Responsible/ Responsables	Observations/ Comments- Observaciones/ Comentarios
d) Identify the discrepancies between the ATS routes structure implemented in the CAR region and the GREPECAS eANP VOLUME II (Table ATM II - ATS Routes) propose actions to attend the differences found	APR 2019	DEC 2023	Identified discrepancies and action plan to attend the differences	ICAO Regional Office and NACC WG ASO Task Force	NACC WG ASO Task Force, ICAO	NACC WG ASO Task Force secretariat and rapporteur will coordinate with counterparts from SAM to resolve discrepancies.
e) Develop and implement a regional process to approve and implement routes optimization initiatives for the region	APR 2019	JULY 2023	A clear process for regional approval and implementation of routes optimization initiatives for the region	ICAO Regional Office and NACC WG ASO Task Force	States, Territories, Int. Org and ANSPs in conjunction with the NACC WG ASO Task Force	Part of the CIIFRA process. Develop ICAO NACC Web site to support the process. Coordinate with the SAM Region Route Optimization Process.
f) Assist with the standardization of the application of longitudinal separation across the NAM/CAR/SAM regions	APR 2019	DEC 2025	Analysis of applicable separation minima for transfer traffic between FIRs	ANSPs of States, Territories, Int. Orgs to update existing Letters of Agreement (LOAs) between ATC units	ANSPs of States, Territories, Int. Org.	NACC WG ASO TF to support ANSPs in the standardization of the applicable longitudinal separation based on the analysis performed.
g) Monitor implementation progress	APR 2019	DEC 2025	Annual review of Airspace Optimization implementation	On-going activity conducted by ICAO	ICAO, States, Territories, Int. Org.	On going

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