References:
1.   Minutes of 4th AIDC Taskforce Teleconference

Purpose and agenda: to follow up on the progress of action items of previous teleconferences, to review work programme activities and prepare for the 4th NACC working group meeting. The adopted agenda was as follows:

a)   Review of action items from last Teleconference
b)   Review of work programme activities
c)   Other matters

Participants:

- Cuba: Carmen de Armas, Jorge Centella
- Dominican Republic: Fernando Casso (Rapporteur)
- Mexico: Quetza Aguirre (Day 1)
- Trinidad and Tobago: Alexis Brathwaite (Day 1)
- United States: Dan Eaves
- COCESNA: Mayda Avila
- IATA: Floyd Abang
- IATA: Vidianand Maraj (Day 1)
- ICAO: Julio Siu

Discussions:

Review of action items from last Teleconference:

1.   The review of the last teleconference's action items was as follows:
- ACT 01/03: The FPL Ad-hoc Group (lead by Mayda from COCESNA) will review all the analyses on missing/duplicated FPL by 14 Feb 2014 and considering the actions mandated in the NACC/WG Conclusion 3/3 (attached) will:
  - c)   Propose an action plan for States and the TF to follow-up to ensure progress is achieved
  The study made by the Ad-hoc group has a section with recommendations, based on which *the Ad-hoc group will draft preliminary action plan by Wednesday March 26* (**ACT 01/05**). It was pointed out that duplication of flight plans also occur when the point of origin and the airlines both file the flight plan, and not only when airlines resend flight plans. IATA asked that those cases of duplicate flight plans by airlines be reported to them.
- ACT 03/03: Dominican Republic, United States and COCESNA, lead by Dominican Republic by 14 Feb 2014 will:
  - c)   Recommendation for upgrades to NAM
  The comparison of the NAM and CAR/SAM and final adoption of the NAM was discussed on the previous teleconference. For the remaining item, the following action item was determined: **ACT 02/05:** *The States mentioned, led by Dominican Republic, will draft a preliminary list of upgrades to distribute to the group by April 1st, and discuss the final draft during the AIDC TF meeting.* ICAO sent the link with the latest update of the NAM ICD for reference:
  http://www.icao.int/NACC/Documents/eDOCS/CNS/NAM%20ICD%20Ver%20D%2020%20Jan%202020 12.pdf
- ACT 04/03: The ANIWG AIDC TF Rapporteur in coordination with ICAO will update the AIDC Plan by 14 Feb 2014
  The Rapporteur will update the Regional Plan with the latest information for the NACC meeting. The States that need updating will be attending the meeting, with exception of the Bahamas.
- ACT 05/03: The AIDC TF work programme will be updated to reflect the assistance of the AIDC TF with those States implementing AIDC in the short term, 14 Feb 2014.
  The work programme was updated with activities pertaining to the implementation of AIDC this year and next. Of those items, the elaboration of test and implementation procedures was discussed. On the last teleconference, United States presented a document that would be a guideline for testing, implementation and transition to operation. COCESNA pointed out that some tests are particular between States, meaning that a test procedure would vary from State to State. It was agreed that

this procedure should be generic, it should serve as a guideline. United States would also provide a Draft Site Implementation Checklist, which will be presented at the NACC meeting also. **ACT 03/05**: *It was agreed that a preliminary draft of a procedure document be sent by COCESNA to the members by April 1st, and that a final version be discussed at the AIDC TF meeting at the end of April.*

- ACT 06/03: ANI/WG AIDC TF Rapporteur will prepare the TF WP to report the progress to the NACC/WG/04 Meeting by Feb 21. **Completed.**
- ACT 09/03: AIDC TF Rapporteur to send ICAO the tentative AIDC TF Meeting agenda to ICAO by 24 Jan 2014 for ICAO to include in the Automation and AIDC TF Meeting invitation.
  ACT 04/05: The Rapporteur will consolidate the topics discussed during the different teleconferences on the matter to send the agenda proposal (March 23rd)
- ACT 01/04: Task Force to send any additional topics for the meeting by Februrary 21st. **Completed.**
  As mentioned in the previous action item, these topics have been discussed during the various teleconferences held, including the present one.
- ACT 03/04: It was agreed to define the membership of this group in the upcoming Task Force meeting.
  It was agreed to define a preliminary membership during the NACC meeting next week, to be completed afterwards with the approval of the Directors. The Working Paper will be updated to reflect this action.
- ACT 04/04: Rapporteur will ask ICAO for assistance with those States that are not members of the Task Force, and those that are members but have not participated (Bahamas, PIARCO, Haiti, Mexico, Curaçao) to provide the data for updating the Regional Plan.
  This action item is responded with action item **04/03**.

Review of work programme activities

2. AIDC trials and operational activities
   a. Evaluation-recollection of AIDC requirements from each ATC Unit.
   Considering the fact that the ICD specifies most of the requirements for the implementation of AIDC, this item will be discussed during the NACC as to its applicability.
   b. Recommendation and operation suggestions for trials/implementation of AIDC.
   This item is responded with the documentation from the US (Implementation Activity Overview, Checklist) and the test procedure to be sent by COCESNA.
3. Missing/duplication of FPL's
   a. Draft Action Plan
   This item is responded with action item **01/05**
4. Update of AIDC Regional Plan.

   This activity is responded with action item **04/03**

Other matters

ICAO asked if the Task Force will present any topic during the Automation / SWIM workshop. April 11 is the deadline to send any topic to include in the schedule.

Next meeting: March 9 at 1600 UTC