INTERNATIONAL CIVIL AVIATION ORGANIZATION

NORTH AMERICAN, CENTRAL AMERICAN AND CARIBBEAN OFFICE

FINAL REPORT

FOURTH MEETING OF NORTH AMERICAN, CENTRAL AMERICAN AND CARIBBEAN DIRECTORS OF CIVIL AVIATION

(NACC/DCA/4)

San Pedro Sula, Honduras

20-24 June 2011

LIST OF CONTENTS

Contents	Page

Contents	Page

Historical

ii.1   Place and Dates of the Meeting

The Fourth Meeting of North American, Central American and Caribbean Directors of Civil Aviation (NACC/DCA/4) was held at the Copantl Hotel, San Pedro Sula, Honduras, from 20 to 24 June 2011, hosted by the Directorate General of Civil Aviation of Honduras.

ii.2   Opening Ceremony

General Manuel Enrique Cáceres Díaz, Director General of Civil Aviation of Honduras, welcomed the Meeting participants to Honduras. Mrs. Loretta Martin, Regional Director of the ICAO North American, Central American and Caribbean (NACC) Regional Office, provided introductory remarks and highlighted the meeting objectives. Mr. Emil Hawitt, Commissioner to the President of Honduras officially inaugurated the meeting on behalf of the President. Mr. Mariano Vásquez, Vice-Minister of Transportation of the Ministry of Public Works, Transportation and Housing (SOPTRAVI), and Maj. Jorge Andrés Martínez, Technical Advisor of the DGCA also presided over the opening ceremony. His Excellency the President of Honduras, Mr. Porfirio Lobo Sosa, honoured the meeting participants by making an address a short time after the opening ceremony.

ii.3   Organization of the Meeting

General Manuel Enrique Cáceres Díaz, DGCA of Honduras, was unanimously elected as Meeting Chairman. Mrs. Loretta Martin, Regional Director of the ICAO NACC Regional Office, acted as Secretary of the meeting. She was assisted by Messrs. Michiel Vreedenburgh, Deputy Regional Director; Víctor Hernández, Regional Officer, Air Traffic Management and Search and Rescue; Julio Siu, Regional Officer, Communications, Navigation and Surveillance; and Julio Garriga, Regional Officer, Technical Cooperation, all from the ICAO NACC Regional Office. Ms. CJ Collins, Safety Monitoring Officer, Air Navigation Bureau, from ICAO Headquarters delivered a workshop as part of the meeting proceedings. Mr. Ivan Galan, Director of the ICAO Technical Cooperation Bureau (TCB) and Ms. Connie Morales, Field Operations Officer, TCB, also attended the meeting and conducted several bilateral meetings with States and organizations.

ii.4   Working Languages

The working languages of the meeting were Spanish and English. The working papers and the report of the meeting were available to participants in both languages. The information papers not prepared by the Secretariat were available in the language received by the ICAO NACC Regional Office.

ii.5   Agenda

The Meeting adopted the following agenda:

Agenda Item 1:   **Adoption of the Provisional Agenda and Schedule**

Agenda Item 2   **Follow-up on Conclusions of Previous NACC/DCA Meetings**

Agenda Item 3:   **Review of Results of the 37th ICAO Assembly**

Agenda Item 4:   **Air Navigation Matters**

4.1   NAM/CAR Regional Performance Based Air Navigation Implementation Plan (RPBANIP)
4.2   Results of the Third North American, Central American and Caribbean Working Group (NACC/WG/3) Meeting
4.3   CAR/SAM Regional Planning and Implementation Group (GREPECAS)
4.4   Air Navigation Deficiencies
4.5   Implementation of the New Flight Plan Format (FPL)
4.6   Implementation of Performance-Based Navigation (PBN)
4.7   ICAO Regional Technical Cooperation Project – *Implementation of the Performance Based Air Navigation Systems for the Caribbean Region* (RLA/09/801)
4.8   ICAO Regional Technical Cooperation Project – *Transition to GNSS in the CAR/SAM Regions – Augmentation Solution for the Caribbean, Central and South America (SACCSA)* Phase III (RLA/03/902)
4.9   Other Air Navigation Matters

Agenda Item 5:   **Aviation Safety Matters**

5.1   NAM/CAR Safety Brief, integrated Safety Trend Analysis Reporting System (iSTARS) and State Action Plans
5.2   Regional Analysis of ICAO Universal Safety Oversight Audit Programme (USOAP) Comprehensive Systems Approach (CSA) Audit Results
5.3   ICAO USOAP Continuous Monitoring Approach (CMA)
5.4   Regional Aviation Safety Group – Pan America (RASG-PA)
5.5   Implementation of ICAO Language Proficiency Requirements
5.6   Other Aviation Safety Matters
5.7   ICAO Workshop on High-Level Management Responsibility and Accountability for the Certification of Air Operators

Agenda Item 6: **Aviation Security (AVSEC) and Facilitation (FAL) Matters**

6.1   Regional Analysis of ICAO Universal Security Audit Programme (USAP) 2nd Cycle Audit Results
6.2   Aviation Security and Facilitation Regional Group (AVSEC/FAL/RG)

Agenda Item 7: **Regional Cooperation and Training Matters**

7.1   ICAO Technical Cooperation Programme in the CAR Region
7.2   ICAO Cooperative Arrangement for the Prevention of Spread of Communicable Disease through Air Travel (CAPSCA) – Americas
7.3   Aviation Training Plan for the CAR Region
7.4   ICAO Training Policy, Next Generation of Aviation Professionals (NGAP) and TRAINAIR Plus
7.5   All hazards Contingency Planning for Aviation Preparedness and Response to Emergencies
7.6   Other Cooperation and Training Matters

Agenda Item 8: **Environment Matters**

Agenda Item 9: **Air Transport Matters**

Agenda Item 10: **Any Other Business**

10.1   Host and Dates for the Next Meeting
10.2   Retirement of Mr. Ezra Anthony Archer

ii.6   **Schedule and Work Mode**

The Meeting agreed to hold its daily sessions from 09:00 to 14:30 hours with two breaks and work in plenary.

ii.7   **Attendance**

The meeting was attended by 17 States/Territories and 3 International Organizations, totalling 51 delegates, as indicated in the list of participants on pages iii-1 to iii-6. The absence of Aruba, Canada, Curacao, France and Sint Maarten was noted with regret.

ii.8   **Conclusions and Decisions**

The Directors of Civil Aviation of the North America, Central America and the Caribbean recorded its activities as Conclusions and Decisions as follows:

Conclusions: Activities requiring action by States/Territories/International Organizations.

Decisions: Internal activities of the Meetings of Directors of Civil Aviation of North America, Central America and the Caribbean.

LIST OF CONCLUSIONS ADOPTED BY THE NACC/DCA/4 MEETING

No.	Title	Page
4/1	CAR Region State Membership of the GREPECAS Programmes and Projects Review Committee	4-4
4/2	ICAO Regional Project for the Caribbean Region – Implementation of Performance Based Air Navigation Systems (RLA/09/801)	4-8
4/3	Support to ICAO Position for the ITU WRC-2012	4-10
4/4	Participation in RASG-PA Activities	5-4
4/5	Contribution from States to the ICAO/LACAC NAM/CAR/SAM Aviation Security and Facilitation Regional Group (AVSEC/FAL/RG) Resources	6-3
4/6	ICAO Involvement in the Implementation of Civil Aviation Projects	7-2
4/7	ICAO Cooperative Arrangement for the Prevention of Spread of Communicable Disease through Air Travel (CAPSCA) – Americas (Regional Technical Cooperation Project RLA/08/901)	7-3
4/8	Civil Aviation Training in the CAR Region	7-4
4/9	Consolidation of Sub-Regional Working Groups in the CAR Region	7-6
4/10	States Aviation CO_2 emissions reduction activities	8-1

ii.9   **List of Working Papers, Information Papers and Presentations**

Working, Information Papers and Presentations are available on the ICAO website at the following link: http://www.mexico.icao.int/Meetings/NACCDCA4.html

		WORKING PAPERS		
Number	Agenda Item	Title	Date	Presented by
WP/01	1	Provisional Agenda and Schedule of the 4th Meeting of North American, Central American and Caribbean Directors of Civil Aviation	08/04/11	Secretariat
WP/02	2	Status of Outstanding Conclusions and Decisions of Previous Meetings of the North American, Central American and Caribbean Directors of Civil Aviation Valid at the End of the Third Meeting	06/06/11	Secretariat
WP/03	3	Results of the 37th Session of the Assembly of ICAO	08/06/11	Secretariat
WP/04	4.1	Progress of the Performance Based Air Navigation Implementation Plan for the NAM/CAR Regions (NAM/CAR RPBANIP)	25/05/11	Secretariat

		WORKING PAPERS		
Number	**Agenda Item**	**Title**	**Date**	**Presented by**
WP/05	4.2	Executive Summary of the Third North American, Central American and Caribbean Working Group Meeting (NACC/WG/3)	18/05/11	Secretariat
WP/06	4.3	GREPECAS/16 Meeting Results	04/06/11	Secretariat
WP/07	4.4	Air Navigation Deficiencies	08/06/11	Secretariat
WP/08	4.5	Follow up to the Implementation of the New ICAO Flight Plan (FPL) Format	18/05/11	Secretariat
WP/09	4.6	PBN Airspace Concept for the CAR Region	24/05/11	Secretariat
WP/10	4.7	ICAO Regional Technical Cooperation Project for the Caribbean Region – "Implementation of the Performance Based Air Navigation Systems" (RLA/09/801)	19/05/11	Secretariat
WP/11	4.8	Actions Suggested to Implement GNSS Augmentation Infrastructure to Support PBN in the Caribbean Region	23/05/11	Secretariat
WP/12	4.9	States' Support to the ICAO Position for the ITU Radio Communication Conference 2012 (WRC-2012)	18/05/11	Secretariat
WP/13	5.1	ICAO Safety System	23/05/11	Secretariat
WP/14	5.2	USOAP CSA NAM/CAR Regional Report	18/05/11	Secretariat
WP/15	5.3	Evolution of the Universal Safety Oversight Audit Programme (USOAP) to a Continuous Monitoring Approach	25/05/11	Secretariat
WP/16	5.4	RASG-PA Update and State Safety Responsibilities	18/05/11	Secretariat
WP/17	5.5	Implementation of ICAO Language Proficiency Requirements – Regional Update	18/05/11	Secretariat
WP/18	5.6	Airfield Safety in the United States	13/05/11	United States
WP/19	5.6	Suspension and Revocation of Type Certificates	18/05/11	United States
WP/20	5.6	Lessons Learned from Transport Airplane Accidents	18/05/11	United States
WP/21	5.6	Developing a National Program for Aging Aircraft	18/05/11	United States
WP/22	6.1	Progress Report on the ICAO Universal Security Audit Programme (USAP)	03/06/11	Secretariat
WP/23	6.2	ICAO/LACAC NAM/CAR/SAM Aviation Security and Facilitation Regional Group (AVSEC/FAL/RG) Meeting Report	07/06//11	Secretariat

WORKING PAPERS

Number	Agenda Item	Title	Date	Presented by
WP/24		**CANCELLED**		
WP/25	7.1	The Role of the ICAO Technical Co-Operation Programme	04/05/11	Secretariat
WP/26	7.2	Report on CAPSCA – Americas Activities	06/06/11	Secretariat
WP/27 **Rev.**	7.3	Aviation Training Plan for the CAR Region	20/06/11	Secretariat
WP/28	7.4	ICAO Next Generation of Aviation Professionals (NGAP) Initiative, Aviation Training Policy and the New TRAINAIR *PLUS* Programme	19/05/11	Secretariat
WP/29	7.5	ATS Contingency Planning and Aviation Response Plan for Emergencies of Natural Disaster	08/06/11	Secretariat
WP/30	8	Aviation and Climate Change	08/06/11	Secretariat
WP/31	9	ICAO Work Plan for the 2011-2013 Triennium in the Field of Air Transport	08/06/11	Secretariat
WP/32	4.9	Changes in Curacao FIR Following Constitutional Changes	19/05/11	Netherlands
WP/33	4.9	Changes in San Juan FIR Following Constitutional Changes	19/05/11	Netherlands

INFORMATION PAPERS

Number	Agenda Item	Title	Date	Presented by
IP/01 **Rev.**	--	List of Working and Information Papers	17/06/11	Secretariat
IP/02	5.6	Proposed Flight and Duty Regulation	03/06/11	United States
IP/03	2	Conclusions and Decisions of the last Meetings of Directors of Civil Aviation in the Central America, Central Caribbean and Eastern Caribbean Sub-regions	10/06/11	Secretariat
IP/04	4.9	Current Status of the World Area Forecast System (WAFS) Internet File Service (WIFS)	10/06/11	Secretariat
NI/05	4.6	Actividades de COCESNA/ACSA tendientes a coadyuvar a los Estados Miembros de COCESNA y a la OACI, en la implementación efectiva del PBN *(Available in Spanish only)*	13/06/11	COCESNA
NI/06 **Rev.**	5.2	Avances de la implementación del SSP y SMS en la Region Centroamericana *(Available in Spanish only)*	13/06/11	COCESNA
IP/07	5.6	Proposed Crewmember and Dispatcher Training Regulations	13/06/11	United States

INFORMATION PAPERS

Number	Agenda Item	Title	Date	Presented by
IP/08	7.6	Proposal to Consider Consolidation of NACC Sub-regional Working Groups	17/06/11	United States
NI/09	4.9	Experiencias de Cuba en la interpretación e implementación de Datos Electrónicos sobre el Terreno y los Obstáculos (eTOD) *(Available in Spanish only)*	15/06/11	Cuba
NI/10	4.9	Necesidad de acelerar la adopción de SARPS y textos de orientación referente a los modelos conceptuales AICM/AIXM *(Available in Spanish only)*	15/06/11	Cuba
NI/11	4.4	Norma 10.1.1 del Anexo 15 de la OACI como deficiencia a la navegación aérea *(Available in Spanish only)*	15/06/11	Cuba
NI/12	4.6	Implementación de Navegación Basada en la Performance (PBN) *(Available in Spanish only)*	15/06/11	CANSO
NI/13	5.2	Logros de Cuba en la implementación del Sistema de Gestión de la Seguridad Operacional (SMS) en los servicios de tránsito aéreo *(Available in Spanish only)*	16/06/11	Cuba
IP/14	5.6	Air Safety Support International – Information Update	16/06/11	United Kingdom
NI/15	4.5	Implementación de Plan de Vuelo 2012 *(Available in Spanish only)*	15/06/11	CANSO

Presentations

Agenda Item	Title	Presented by
4.7	Implementation of the performance-based air navigation systems for the CAR Region TC Project RLA/09-801	Secretariat
5.3	United States Transition to the Continuous Monitoring Approach	United States
5.4	RASG-PA Update and State Safety Responsibilities (WP/16)	Secretariat
5.6	Airports and Runway Safety (WP/18)	United States
5.6	Lessons Learned From Aviation Accidents (WP/20)	United States
5.7	ICAO Workshop on High-Level Management Responsibility and Accountability for the Certification of Air Operators	Secretariat
7.1	The Role of the ICAO Technical Co-operation Programme (WP/25)	Secretariat
7.2	Report on CAPSCA – Americas Activities (WP/26)	Secretariat
7.3	COCESNA/ICCAE	COCESNA

LIST OF PARTICIPANTS

BAHAMAS

Patrick Rolle

BARBADOS

Ezra Anthony Archer
Mitchinson Beckles

BELIZE

José A. Contreras

COSTA RICA

Jorge Fernández

CUBA

Mirta Crespo Frasquieri
Fidel Ara Cruz

DOMINICAN REPUBLIC

Santiago Rosa
Johann Estrada

EL SALVADOR

Alirio Serrano
Germán Herrera
Roger Menéndez

GUATEMALA

Juan José Carlos
Carlos Urizar
Manola Aguirre

HAITI

Marc Paulemon

HONDURAS

Manuel Enrique Cáceres
Julio Oyuela
Carmen Maradiaga
Ángel Martínez
Jorge Martínez
Ana Lucía Paz
Alejandro Servellón

JAMAICA

Oscar Derby

MÉXICO

Víctor Torres y Fernández
Pablo Carranza Plata

NETHERLANDS

Robin Valkenburcht
Frederik Blaauw

NICARAGUA

Carlos Salazar Sánchez
Mario Altamirano
Marcelino Vásquez

TRINIDAD AND TOBAGO

Ramesh Lutchmedial
Trevor Dowrich

UNITED KINGDOM

Trevor Woods

UNITED STATES

Dawn Veatch
Daniel Castro
Daniel Cheney
Daniel Vaca
Krista Berquist
Paul Friedman
Ian Ross

CANSO

Javier Vanegas

COCESNA

Bayardo Pagoada Figueroa
Juan Carlos Trabanino
Mario Rubén Martínez
Roger Alberto Pérez
Ramón Romero
Víctor Zamora
Alfredo Santos Mondragón
Carlos Antonio Carbajal Perdomo

ECCAA

Donald McPhail

ICAO SECRETARIAT

Loretta Martin
Iván Galán
Michiel Vreedenburgh
Víctor Hernández
Julio Siu
Julio Garriga
CJ Collins
Connie Morales

LIST OF PARTICIPANTS

Name / Position	Administration / Organization	Telephone / E-mail	
BAHAMAS			
Patrick Rolle Director of Civil Aviation	Bahamas Civil Aviation	Tel. E-mail	+ 1242 326 0317 patrick.rolle@gmail.com; prolle@bahamas.com
BARBADOS			
Ezra Anthony Archer Director of Civil Aviation	Civil Aviation Department	Tel. E-mail	+ 1246 428 0930 civilav@sunbeach.net
Mitchinson Beckles Technical Officer – Training and Systems	Civil Aviation Department	Tel. E-mail	+ 1246 428 6667 civilav@sunbeach.net
BELIZE			
José A. Contreras Director of Civil Aviation	Government of Belize	Tel. E-mail	+ 501 225 2052 dcabelize@btl.net
COSTA RICA			
Jorge Fernández Director General	Aviación Civil	Tel. E-mail	+ 506 2290 0090 / 831 753 / 29 jfernandez@dgac.go.cr
CUBA			
Mirta Crespo Frasquieri Directora Aeronavegación	Instituto de Aeronáutica Civil de Cuba (IACC)	Tel. E-mail	+ 537 838-1121 & 838 1146 mirta.crespo@iacc.avianet.cu
Fidel Ara Especialista Principal ATM	Instituto de Aeronáutica Civil de Cuba (IACC)	Tel. E-mail	+ 537 838-1146 fidel.ara@iacc.avianet.cu
DOMINICAN REPUBLIC			
Santiago Rosa Sub-Director General	Instituto Dominicano de Aviación Civil	Tel. E-mail	+ 1809 221 7909, ext. 210 srosa@idac.gov.do
Johann Antonio Estrada Director de la Vigilancia de la Seguridad Operacional	Instituto Dominicano de Aviación Civil	Tel. E-mail	+ 1809 274 4322, ext. 2304 jestrada@idac.gov.do
EL SALVADOR			
Alirio Serrano Director	Autoridad de Aviación Civil	Tel. E-mail	+ 503 2565 4406 aserrano@aac.gob.sv
Roger Antonio Menéndez Director Ejecutivo Interno	AAC El Salvador	Tel. E-mail	+ 503 2565 4406 rmenendez@aac.gob.sv

Name / Position	Administration / Organization	Telephone / E-mail	
Germán Herrera Director Propietario	ACC El Salvador	Tel. E-mail	+ 503 7736 8499 / 2500 5223 gherrera@cosase.com
GUATEMALA			
Juan José Carlos Suárez Interventor	Dirección General de Aeronáutica Civil	Tel. E-mail	+ 502 2321 5402 / 04 diggyloga@hotmail.com
Carlos Enrique Urizar Coordinador de Tránsito Aéreo - AILA	Dirección General de Aeronáutica Civil	Tel. E-mail	+ 502 2321 5020 carouriz@yahoo.com
Manola Aguirre España Enlace DGAC/OACI	Dirección General de Aeronáutica Civil	Tel. E-mail	+ 502 2321 5410 aguirre1910@yahoo.es; aguirre_m@dgac.gob.gt
HAITI			
Marc Paulemon Technical Adviser	Office National de l'Aviation Civile (OFNAC)	Tel. E-mail	+ 509 2250 0052 marcpaulemon@yahoo.com; marcpaulemon@ofnac.aero
HONDURAS			
Manuel Enrique Cáceres Díaz Director General	Dirección General de Aeronáutica Civil	Tel. E-mail	+ 504 2233 1115 manuelcacereshn@yahoo.com
Julio Oyuela Lainez Jefe de Servicios de Navegación Aérea	Dirección General de Aeronáutica Civil	Tel. E-mail	+ 504 2234 0263 joyuela@dgachn.org
Carmen María Maradiaga Jefe Secretaría Legal	Dirección General de Aeronáutica Civil	Tel. E-mail	+ 504 2234 0263 cmaradiaga@dgachn.org
Ángel Martínez Bautista Jefe AVSEC	Dirección General de Aeronáutica Civil	Tel. E-mail	+ 504 2233 3613 amartinez@dgachn.org
Jorge Martínez Detari Encargado Operaciones de la Aviación	Dirección General de Aeronáutica Civil	Tel. E-mail	+ 504 2234 0263 jmartinez@dgachn.org
Ana Lucía Paz Morgan Encargada OACI	Dirección General de Aeronáutica Civil	Tel. E-mail	+ 504 2233 1115 apaz@dgachn.org
Alejandro Servellón Médico Evaluador	Dirección General de Aeronáutica Civil	Tel. E-mail	+ 504 2234 0263 aservellon@dgachn.org
JAMAICA			
Lt. Col. Oscar Derby Director General	Jamaica Civil Aviation Authority	Tel. E-mail	+ 1876 960 3948 / 909 5338 dg@jcaa.gov.jm
MEXICO			
Pablo Carranza Director de Ingeniería, Normas y Certificación	Dirección General de Aeronáutica Civil	Tel. E-mail	+ 5255 5011 6417 pcarranp@sct.gob.mx

Name / Position	Administration / Organization	Telephone / E-mail	
Víctor Torres y Fernández Director de Control	Dirección General de Aeronáutica Civil	Tel. E-mail	+ 5255 5011 6416 vtorresy@sct.gob.mx
NETHERLANDS			
Robin Valkenburcht Manager ATM & Airspace Policy	Ministry of Infrastructure and Environment	Tel. E-mail	+ 31 70 456 7492 robin.valkenburcht@minvenw.nl
Frederik Blaauw Manager Aviation Safety	Ministry of Infrastructure and Environment Directorate-General for Civil Aviation and Maritime Affairs	Tel. E-mail	+ 31 70 456 7527 frederik.blaauw@minvenw.nl
NICARAGUA			
Carlos Salazar Sánchez Director General	Instituto Nicaragüense de Aeronáutica Civil - INAC	Tel. E-mail	+ 505 2276 8580 eoaci@inac.gob.ni; dg@inac.gob.ni;
Mario Altamirano Director de Aeronavegación	Instituto Nicaragüense de Aeronáutica Civil - INAC	Tel. E-mail	+ 505 2276 8580 mariowolf47@gmail.com
Marcelino Vásquez Flores Director Transporte Aéreo	Instituto Nicaragüense de Aeronáutica Civil - INAC	Tel. E-mail	+ 505 2276 8580 mvasquez@inac.gob.ni; eoci@gob.ni
TRINIDAD AND TOBAGO			
Ramesh Lutchmedial Director General of Civil Aviation	Civil Aviation Authority	Tel. E-mail	+ 1868 669 4302 dgca@caa.gov.tt / ttcaa@tstt.net.tt
Trevor Dowrich Executive Manager Air Navigation Services	Civil Aviation Authority	Tel. E-mail	+ 1868 669 4302 tdowrich@caa.gov.tt
UNITED KINGDOM			
Trevor Woods Chief Operating Officer	Air Safety Support International	Tel. E-mail	+ 44 1293 89 7002 trevor.woods@airsafety.aero
UNITED STATES			
Dawn Veatch Director, Western Hemisphere	Federal Aviation Administration Office of International Affairs	Tel. E-mail	+ 1202 385-8900 dawn.veatch@faa.gov
Daniel D. Castro FAA Senior Representative for Panama and Central America	Federal Aviation Administration Office of International Affairs	Tel. E-mail	+ 507 207-7046 daniel.castro@faa.gov
Daniel Cheney Manager, Safety Programs	Federal Aviation Administration Aircraft Certification Service Northwest Mountain Regional Office	Tel. E-mail	+ 1425 227 2680 Daniel.cheney@faa.gov

Name / Position	Administration / Organization	Telephone / E-mail	
Daniel Vaca Manager, Americas and ICAO ATO International	Federal Aviation Administration	Tel. E-mail	+ 1202 385 8081 daniel.vaca@faa.gov
Krista Berquist Team Lead, Western Hemisphere Office	Federal Aviation Administration Office of International Affairs	Tel. E-mail	+ 1202 385 8877 krista.berquist@faa.gov
Paul Friedman Acting Manager	Acting Manager Office of Airport Safety and Standards – Airport Engineering Division Federal Aviation Administration	Tel. E-mail	+ 1202 267 8874 paul.friedman@faa.gov
Ian Ross Foreign Affairs Specialist	Flight Standards Service Federal Aviation Administration	Tel. E-mail	+ 1202 385 8098 ian.ross@faa.gov
CANSO			
Javier Vanegas Director Latinoamérica y el Caribe	CANSO	Tel. E-mail	+ 5255 5782 5512 lamcar@canso.org
COCESNA			
Bayardo Pagoada Figueroa Presidente Ejecutivo	COCESNA	Tel. E-mail	+ 504 9993 5774 bayardo.pagoada@cocesna.org
Juan Carlos Trabanino Director ACNA	COCESNA	Tel. E-mail	+ 502 5704 1750/ + 504 9774 0207 jtrabanino@cocesna.org
Mario Rubén Martínez Director ICCAE	COCESNA	Tel. E-mail	+ 503 2296 5654 mmartinez@cocesna.org
Roger Alberto Pérez Serrano Gerente Estación Honduras	COCESNA	Tel. E-mail	+ 504 234 3360 rperez@cocesna.org
Ramón Romero Gerente Administrativo Financiero	COCESNA	Tel. E-mail	+ 504 9961 5067 ramon.romero@cocesna.org
Víctor Zamora Coordinador Área Técnica	COCESNA/ACSA	Tel. E-mail	+ 506 2435 7680 vzamora@cocesna.org
Alfredo Santos Mondragón Jefe AIS	COCESNA	Tel. E-mail	+ 504 2234 3360 amondragon@cocesna.org
Carlos Antonio Carbajal Perdomo Coordinador ATM	COCESNA	Tel. E-mail	+ 504 2234 3360 ccarbajal@cocesna.org
ECCAA			
Donald McPhail Director General (Ag)	Eastern Caribbean Civil Aviation Authority	Tel. E-mail	+ 1268 462 3401 contact@eccaa.aero dmcphail@eccaa.aero

Name / Position	Administration / Organization	Telephone / E-mail	
ICAO			
Loretta Martin Regional Director	North American, Central American and Caribbean Office (NACC)	Tel. E-mail	+ 52 55 5250 3211 icao_nacc@mexico.icao.int
Ivan Galán Director, Technical Cooperation Bureau	ICAO Headquarters	Tel. E-mail	+ 1514 954 8219 cmendoza@icao.int
Michiel Vreedeburgh Deputy Regional Director	North American, Central American and Caribbean Office (NACC)	Tel. E-mail	+ 52 55 5250 3211 icao_nacc@mexico.icao.int
Víctor Hernández Regional Officer, Air Traffic Management and Search and Rescue	North American, Central American and Caribbean Office (NACC)	Tel. E-mail	+ 52 55 5250 3211 vhernandez@mexico.icao.int
Julio Siu Regional Officer, Communications, Navigation and Surveillance	North American, Central American and Caribbean Office (NACC)	Tel. E-mail	+ 52 55 5250 3211 jsiu@mexico.icao.int
Julio Garriga Regional Officer, Technical Cooperation	North American, Central American and Caribbean Office (NACC)	Tel. E-mail	+ 52 55 5250 3211 jgarriga@mexico.icao.int
CJ Collins Safety Monitoring Officer Air Navigation Bureau	ICAO Headquarters	Tel. E-mail	+ 1514 954 8219 cjcollins@icao.int
María Concepción Morales Field Project Officer, Americas Technical Cooperation Bureau	ICAO Headquarters	Tel. E-mail	+ 1514 954 8219 cmorales@icao.int

Agenda Item 1: **Adoption of the Provisional Agenda and Schedule**

1.1   The Secretariat presented WP/01, inviting the Meeting to approve the provisional agenda and schedule and referred to IP/01Rev with the list of associated documentation and presentations. The Meeting approved the agenda as presented in the historical section of this report and the schedule as presented in Appendix B to WP/01.

Agenda Item 2:   **Follow-up on Conclusions of Previous NACC/DCA Meetings**

2.1   The Secretariat presented WP/02 with the list of Conclusions and Decisions valid at the end of the NACC/DCA/3 Meeting held in 2008 for review and comment by the Meeting. The Secretariat also referred to IP/03 with the list of Conclusions and Decisions of the previous Meetings of Directors of Civil Aviation in the Central America, Central Caribbean and Eastern Caribbean sub-regions. The status provided for each outstanding NACC/DCA conclusion and decision was designated as valid, completed or superseded as a result of a review completed by the Secretariat. The Meeting agreed that all the previous conclusions and decisions had been completed or superseded by time, events or a subsequent action or conclusion of this meeting upon its termination, including the replacement of NACC/DCA Conclusion 3/6 with a new conclusion adopted by the Meeting under agenda item 4.9.

Agenda Item 3:   **Review of Results of the 37th ICAO Assembly**

3.1   The Secretariat presented WP/03 with the results of the 37th ICAO Assembly held in Montreal from 28 September to 8 October 2010, and the status of follow-up on resolutions reviewed by the ICAO Council. The Meeting was informed that the Assembly Resolutions in force (as of 8 October 2010) had been published as Doc 9958, which is available on ICAO-NET. The Meeting noted that several resolutions would be discussed under the meeting agenda and the regional relevance would be presented in the associated documentation. The Meeting recognized and congratulated Guatemala for joining Canada, Cuba, Mexico, and United States from the NAM/CAR Regions on the ICAO Council. The Meeting urged States/Territories/International Organizations to take action to implement the ICAO Assembly Resolutions in force at the close of the 37th ICAO Assembly.

Agenda Item 4:   **Air Navigation Matters**

     4.1   **NAM/CAR Regional Performance Based Air Navigation Implementation Plan (RPBANIP)**

4.1.1   Under WP/04, the updated Regional Performance Based Air Navigation Implementation Plan for the NAM/CAR Regions (NAM/CAR RPBANIP) was presented. The updated version of the NAM/CAR RPBANIP (V-2.0) is available at the following web page: http://www.mexico.icao.int/RegionalGroups/NAMCARRPBANIPV02May2011en.pdf.

4.1.2   During the NACC/WG/3 Meeting, and in line with the NAM/CAR RPBANIP, the CAR Region Working Groups presented the implementation progress of air navigation as described in Appendix A to WP/04. Performance measurement and operational benefits attained due to NAM/CAR RPBANIP implementation are presented in Appendix B to WP/04. Cuba stated updated information would be provided to ICAO.

4.1.3   As part of the measurement process, ICAO will introduce a Regional Performance Review Report (RPRR) for air navigation systems, starting in 2012. States that have not yet done so are urged to establish a mechanism for data collection, processing and storage and to provide the information to the ICAO NACC Regional Office for the identified regional performance-based metrics.

     4.2   **Results of the Third North American, Central American and Caribbean Working Group (NACC/WG/3) Meeting**

4.2.1   The Chairperson (Guatemala) of the Third North American, Central American and Caribbean Working Group (NACC/WG/3) Meeting presented WP/05, which informed the Meeting of the results of the NACC/WG/3 Meeting held in Guatemala City, Guatemala, from 9 to 13 May 2011. The sub-regional working groups (C/CAR/WG, CA/ANE/WG and E/CAR/WG) also met during this event. The Meeting was informed of the progress achieved in implementing the NAM/CAR RPBANIP, the benefits obtained from the Plan, and an update of the respective Terms of Reference (ToRs) and work programmes was provided in accordance with that of the NACC/WG.

4.2.2   The Meeting reviewed the Executive Summary of the NACC/WG/3 Meeting Report (Appendix A to WP/05) including the draft conclusions, modified Draft Conclusion 3/4 items a) and b), and approved the Conclusions presented in the **Appendix** to this part of the report.

4.2.3   In reviewing the implementation of the NAM/CAR RPBANIP, the Meeting noted the work achieved, the areas for work by the NAM/CAR States/Territories and COCESNA; and the work improvements identified for the NACC/WG and its sub-regional working groups, highlighting the need for more active participation by State experts from each air navigation field within each working group and the use of more technological means (email, phone, ICAO webpage, virtual meetings, etc.) to carry out the work of the various groups.

4.2.4   United States offered to host the next NACC/WG/4 Meeting in April/May 2014 to which the Meeting expressed its appreciation. The United States is also supporting the ICAO/FAA Workshop on ADS-B and Multilateration Implementation, to be held in Mexico City, Mexico, from 6 to 8 September 2011, and offered additional assistance to States upon request.

4.3   CAR/SAM Regional Planning and Implementation Group (GREPECAS)

4.3.1   The Secretariat presented WP/06 providing the results of the GREPECAS/16 Meeting held in Dominican Republic from 28 March to 1 April 2011, and in particular the new organization and work methodology adopted by GREPECAS.

4.3.2   During the GREPECAS/16 Meeting some States/Territories confirmed their immediate approval of the new GREPECAS organization while others approved the new organization in principle but requested an additional time period for further review and consultation within their State/Territory authorities and ratification.

4.3.3   Following the GREPECAS/16 Meeting, ICAO sent a letter to States/Territories dated 11 May 2011 (EMX0478), which attached the Explanatory Note and revised Draft Procedural Handbook (6th edition 2011) inviting comment and ratification of the new GREPECAS organization. The deadline for comment was 11 June 2011. Comments on the Procedural Handbook were received from Cuba, Dominican Republic and United States, which will be incorporated in the final version as applicable and appropriate. Since no objections to ratification were received from any State/Territory, the new organization of GREPECAS was approved.

4.3.4   A principal component of the new GREPECAS organization is the establishment of the Programmes and Projects Review Committee (PPRC), which will replace and perform the functions previously assigned to the Administration Coordination Group (ACG) and Aviation Safety Board (ASB) with the exception of those responsibilities that are internal and routine Secretariat duties, which will be performed by ICAO. GREPECAS will meet once every three years shortly after the ICAO Assembly in order to provide required direction to the group based on Assembly resolutions. In the interim, the GREPECAS work programme will be directed by the PPRC, which will also prepare annual GREPECAS reports to be approved by GREPECAS and submitted by the Secretariat to the ICAO Air Navigation Commission (ANC) for further submission to the Council, if applicable. The PPRC will have the following key functions:

- Direct the programme and project activities and approve the results, including the addition and deletion of programmes and projects

- Review long outstanding high safety risk air navigation deficiencies, which are not resolved in a timely manner and advise the Secretariat regarding reporting to the ICAO ANC and Council
- Prepare the annual GREPECAS progress reports for the ICAO ANC
- Maintain updated the GREPECAS Procedural Handbook
- Schedule GREPECAS meetings
- Prepare the draft GREPECAS meeting agendas

4.3.5   The PPRC membership includes a core group of 16 States; 8 States from the CAR Region and 8 States from the SAM Region. However, the PPRC will neither exclude any State wishing to participate in any of their meetings nor will it limit the number of participants of a State. Non-member States may participate in the meetings if the agenda includes a subject of interest. Furthermore, the international organizations listed in the GREPECAS Procedural Handbook will participate in the PPRC Committee as Observers when relevant to the meeting agenda, as well as any affected States from other Regions.

4.3.6   Concerning the criteria to select which States will comprise the 8 States from each Region, the Meeting determined that it was not within the authority of the representatives participating in the GREPECAS Meeting to define the criteria that will determine which States to be selected and; therefore, referred this decision to the Directors of Civil Aviation. In the case of the CAR Region, this was determined to be the NACC/DCA/4 meeting. Notwithstanding, several options of possible criteria to select the States were discussed, including the following:

- States providing air navigation services for one or more FIRs
- States grouped by political or other agreements
- States grouped by geographic proximity
- States grouped by similarities
- States that volunteer
- State rotation scheme

4.3.7   The Meeting was invited to select the 8 States to represent the CAR Region as members of the GREPECAS PPRC, which was achieved by selecting the criteria of inviting voluntary commitments from those States with FIRs in the CAR Region that resulted in a list of 8 States. The Meeting therefore adopted the following conclusion:

CONCLUSION 4/1   **CAR REGION STATE MEMBERSHIP OF THE GREPECAS PROGRAMMES AND PROJECTS REVIEW COMMITTEE**

That:

a) a Central American State, Cuba, Dominican Republic, Haiti, Jamaica, Mexico, Trinidad and Tobago and United States represent the CAR Region as members of the GREPECAS Programmes and Projects Review Committee; and

b) the Central American States select the State to represent them at their next COCESNA Executive Council meeting to be held on 24 June 2011, with the possibility of a rotational membership among the Central American States.

4.3.8   The Central American States expressed an interest in having two Central American States participate as members of the PPRC. The Secretariat will include the possibility of increasing the CAR Region membership in the agenda for the first PPRC meeting.

4.4   Air Navigation Deficiencies

4.4.1   The Secretariat presented WP/07 providing the revised methodology for the identification, assessment and reporting of air navigation deficiencies approved by GREPECAS for application in the CAR/SAM Regions. The air navigation deficiencies are contained in the GREPECAS Air Navigation Deficiencies Database (GANDD) available at http://www.mexico.icao.int/gandd2.html to which updated information may be submitted to ICAO at anytime by the State GANDD focal points. States/Territories/COCESNA were reminded to inform the ICAO NACC Regional Office of any changes in focal points in a timely manner.

4.4.2   The Meeting noted with concern that the majority of safety-related "U" and "A" priority deficiencies are related to aerodromes. The following issues reflected by the list of deficiencies were also commented:

- Long-outstanding resolution by States
- Insufficient updates on resolution provided by States and Organizations
- Changes in State GANDD focal points without notifying ICAO
- Inactive GANDD focal points of the States/Territories

4.4.3   In relation to priority "U" air navigation deficiencies that have remained unresolved for many years, CAR Region States need to improve measures to achieve resolution. In this regard, ICAO is able to provide effective assistance from the ICAO NACC Regional Office, Implementation Support and Development (Safety) Section and the Technical Cooperation programme. This assistance can be provided in the following forms:

- Experts to prepare deficiency resolution action plans
- Experts to advise and assist with the implementation of action plans
- Experts to develop procedures and guidance documents for services
- Projects to procure, install and commission new equipment and systems
- Projects to expand or develop new facilities and infrastructure
- Projects to repair or upgrade existing equipment, systems, facilities and infrastructure

4.4.4   CAR Region States were therefore encouraged to request assistance from ICAO to assess the priority of deficiencies, prepare action plans and resolve their air navigation deficiencies. States were reminded to seek assistance from ICAO by making initial contact with the NACC Regional Office.

4.4.5   The issues related to the list of deficiencies also highlighted the need to revise the "Uniform Methodology for the Identification, Assessment and Reporting of Air Navigation Deficiencies" and to more systematically use the current ICAO aviation safety risk assessment methodology. GREPECAS approved a revised methodology for the identification, assessment and reporting of air navigation deficiencies, which considers deficiencies as safety hazards and applies a hazard identification and risk assessment (HIRA) process.

4.4.6   The new methodology is applicable to all newly identified air navigation deficiencies. In relation to existing deficiencies, the new methodology shall be applied by 31 March 2012. In preparation for this task, ICAO sent a letter dated 7 June 2011 (Ref. EMX0570), inviting States/Territories/COCESNA to review the existing deficiencies contained in the GANDD and inform the ICAO Regional Office by **30 June 2011**, of those deficiencies that have been resolved along with supporting information for its validation by ICAO, the revised correction and/or mitigation measure action plan and time-line. In this regard, the State/Territory/COCESNA focal point can log into the respective GANDD account located at http://www.mexico.icao.int/gandd2.html and update the information.

4.4.7   Cuba presented IP/11 on reported air navigation deficiencies related to compliance with e-TOD related SARPs. The comments were supported and as a result the deficiencies reported in the GANDD will be revised to only include deficiencies related to Areas 1 and 3, which became applicable in November 2010, and to reassign as Priority "B".

4.4.8   United States commented on the need for the Region to focus more on the resolution of the aerodromes field deficiencies by the provision of training and other assistance and making use of the existing sub-regional working group implementation mechanisms.

4.5   Implementation of the New Flight Plan Format (FPL)

4.5.1   The Secretariat presented WP/08, and the Meeting took note of the regional activities for the implementation of the new flight plan format, which will have an impact on the processing and coordination of flight data. It was also noted that several States have taken the necessary actions to update and/or modernize their flight plan processing system.

4.5.2   Due to the impact that this implementation may have on safety, the Meeting agreed to support the following activities for the transition phase:

Publication of:
- Regulations, procedures, transition actions, trials and other informative publications (posters, videos, folders, etc.)
- Publish operational procedures in AIP flight plans for the programme coordination and updating of related changes (altitude, ETD, route, speed, etc.)
- Update ATS Letters of Agreements (LOAs) with adjacent ATS units

Actions for:
- Implementing contingency procedures to mitigate identified hazards
- Implementing a switch-over plan
- Establishing a collaborative decision making (CDM) process with air operators, ANSPs, pilots, dispatchers, general aviation and ATCOs
- Analyzing the implementation of a centralised Flight Plan Coordination Central Unit by each FIR
- Implementing training programmes for ATCOs, pilots, AIS personnel and dispatchers, as required
- Implementing measures to resolve problems caused by errors, missing and duplication of flight plans
- Implementing a safety assessment (monitoring) programme before and post implementation period

4.5.3   The Meeting noted that several States and service providers, such as Curacao, Dominican Republic, Mexico and COCESNA agreed to carry-out preliminary off-line tests for the last quarter of 2011 in coordination with the ICAO NACC Regional Office.

4.5.4   It was also noted that the Secretariat has scheduled a follow-up workshop on the New FPL Format Implementation, which will be carried out in the ICAO NACC Regional Office in Mexico City, Mexico, from 26 to 29 September 2011. The transition activities and preparation for the offline preliminary tests will be discussed in the workshop. In 2012, two follow-up workshops have been scheduled to support the monitoring of transition changes and activities.

4.5.5   CANSO presented IP/15 on the activities of the organization to support the implementation of FPL 2012.

4.6   Implementation of Performance-Based Navigation (PBN)

4.6.1   The Secretariat presented WP/09, highlighting that for the tasks established in the NAM/CAR RPBANIP in relation to PBN it is necessary to implement a harmonized airspace concept consisting of a three-phased PBN implementation approach in the CAR Region in order to improve Airspace Organization Management (AOM).

4.6.2   In accordance with ICAO Assembly Resolution A37-11, the Meeting noted that several States/Territories have already implemented Continuous Descent Operations (CDOs) and PBN procedures in several airports of the CAR Region.

4.6.3   CDOs should be designed to connect the upper airspace ATS routes with the lower airspace routes in order to enhance airspace management and provide more consistent flight paths and stabilized approach paths while reducing pilot and ATC workload, radio-frequency transmissions, fuel consumption and incidence of Controlled Flight Into Terrain (CFIT).

4.6.4   The Meeting recognized that the current navigation infrastructure facilitates the implementation of routes and PBN procedures, and States/Territories should disseminate among users and aircraft operators, in a timely manner, the airworthiness and operational approval requirements and establish an approved RNP 4 and RNP 10 aircraft registry in order to exchange the corresponding information with other States.

4.6.5   United States and CANSO informed that they will support the next PBN events organized by the ICAO NACC Regional Office for the implementation of the regionally-harmonized PBN airspace design, as well as for disseminating aircraft certification requirements and operational approval. ICAO has scheduled a PBN Airspace Redesign Workshop for the NAM/CAR Regions to be held in the NACC Regional Office in Mexico City, Mexico, from 10 to 14 October 2011. Another PBN implementation workshop and a PBN procedures design course is planned for 2012. ICAO has also convened the related NAM/CAR/SAM Civil/Military Cooperation Seminar/Workshop to be held in Lima, Peru, from 16 to 19 August 2011.

4.6.6   Dominican Republic informed that it has already adopted a PBN airspace concept since 2004. Cuba informed that in the next months they will publish information on the adoption of a PBN airspace concept for the Havana FIR. The Meeting noted that several States and Territories will publish routes and procedures in line with a PBN airspace concept.

4.6.7   COCESNA presented IP/05 and CANSO presented IP/12 informing of assistance offered by the organizations towards PBN implementation.

4.7   ICAO Regional Technical Cooperation Project – *Implementation of the Performance Based Air Navigation Systems for the Caribbean Region* **(RLA/09/801)**

4.7.1   The Secretariat presented WP/10 on the ICAO Regional Technical Cooperation Project for the Implementation of the Performance-Based Air Navigation Systems for the CAR Region (RLA/09/801). The first meeting of the Project Steering Committee was also held as part of the NACC/DCA/4 Meeting during which the project objectives, scope, organization, members, activities, benefits, deliverables, schedule, resources, funding, metrics, risks and next steps were presented.

4.7.2   The Meeting recognized the benefits of the regional project and Bahamas, Dominican Republic and Mexico confirmed their participation in the project. Cuba expressed their interest to participate but needed to consult further with its respective authorities. Central American States reaffirmed their intent to participate in the project represented by COCESNA, which would be considered at the next COCESNA Executive Council meeting. In order for the project to commence its activities, the Meeting adopted the following conclusion:

CONCLUSION 4/2   ICAO REGIONAL PROJECT FOR THE CARIBBEAN REGION – IMPLEMENTATION OF PERFORMANCE BASED AIR NAVIGATION SYSTEMS (RLA/09/801)

That:

a)   the Central American States and Cuba consider participation in the project and inform ICAO by sending a letter to the NACC Regional Office;

b)   the Central American States approve that COCESNA participate in the project as their representative at the next COCESNA Executive Council meeting to be held on 24 June 2011;

c)   Bahamas, Barbados, Curacao, Dominican Republic, Jamaica, Mexico, Trinidad and Tobago, and ECCAA, if not already done so, deposit the initial contribution of USD 25,000 to the ICAO account by **31 August 2011**;

d)   all project participants, if not already done so, sign the Project Document;

e)   ICAO commence the project activities once the project contributions have been received; and

f)   ICAO convene, and project participants attend, the 2nd Project Steering Committee in November/December 2011.

4.8   ICAO Regional Technical Cooperation Project – *Transition to GNSS in the CAR/SAM Regions – Augmentation Solution for the Caribbean, Central and South America* (SACCSA) Phase III (RLA/03/902)

4.8.1   Under WP/11, the Meeting was informed about the progress and initial results of Phase III-A of the ICAO Technical Cooperation Project (RLA/03/902) as a contribution for the implementation of the GNSS infrastructure to support PBN in accordance with the NAM/CAR RPBANIP. The Secretariat highlighted the demonstration of the SBAS-SACCSA correction signal dissemination during the RCC/7 Meeting in October 2010, the implementation of a SBAS-SACCSA testing platform and the inclusion of a work programme containing objectives to carry out studies on the ground-based augmentation system (GBAS) implementation.

4.8.2   These actions are related to the agreements reached through GREPECAS Conclusions 16/34 – *Follow-up, Participation and Cooperation to ICAO RLA/03/902 Regional Project* and 16/4 – *Support for the Completion of Project RLA/03/902 SACCSA Studies and Participation in the Test-Bed Implementation.* The Meeting was also informed on the support provided to the project by the Directors of Civil Aviation (C/CAR/DCA/11, DGAC/CAP/95 and E/CAR/DCA/23) as well as the NAM/CAR Working Groups.

4.9   Other Air Navigation Matters

4.9.1   In WP/12, the Meeting recognized the importance of the radiofrequency spectrum as a scarce resource with finite capacity limits with constantly increasing demand, and a critical aspect for civil aviation safety, the effective implementation of existing and future communications, navigation and surveillance systems and air traffic management. In this regard, the support of States to the ICAO position for the ITU WRC-2012 (http://www.icao.int/icao/en/anb/icao_wrc.html) was reiterated as reflected in ICAO Assembly Resolution A36-25 – *Support of the ICAO policy on radio frequency spectrum matters,* GREPECAS Conclusion 15/46 – *CAR/SAM Regional Action Plan for the Preparation and Support of the ICAO Position for WRC-12,* and NACC/DCA Conclusion 3/6 – *NAM/CAR States Support to the ICAO Position for the ITU WRC-12.*

4.9.2   In this regard, the Meeting was informed of follow-up to this support through implementation activities contained in Performance Objective No. 8 – *Protection and optimum use of radiofrequency spectrum* under the NAM/CAR RPBANIP and the ICAO NAM/CAR/SAM Regional Preparatory Meeting (NCSRPM) for ITU WRC-2012.

4.9.3   The ITU World Radiocommunication Conference 2012 (WRC-12) will be held in Geneva, Switzerland, from 23 January-17 February 2012.

4.9.4   ICAO informed that the ICAO Position for the ITU WRC-2012 has been revised with several updates, which will be published in mid-2011. The Meeting urged States/Territories/International Organizations to follow-up on the revisions with their National Radiofrequency Spectrum Management Authorities. In this regard, the Meeting formulated the following conclusion superseding former NACC/DCA Conclusion 3/6:

CONCLUSION 4/3   **SUPPORT TO ICAO POSITION FOR THE ITU WRC-2012**

To support the ICAO Position for the ITU Radio Communication Conference 2012 (WRC-2012), that States/Territories/International Organizations of the NAM/CAR Regions:

a)   follow-up and coordinate with their National Radiofrequency Spectrum Management Authorities on the revised ICAO position;

b)   continue participation in the ITU meetings in support of the ICAO position; and

c)   actively participate in the WRC-2012 Meeting to support the ICAO position.

4.9.5   In IP/09, Cuba presented its experiences and thoughts on the interpretation and implementation of eTOD standards and its strategy for the progressive implementation of eTOD until 2015.

4.9.6   In IP/10, Cuba expressed its concern regarding the lack of Standards and Recommended Practices (SARPs) in Annex 15 for the implementation of AIM conceptual models (aeronautical information conceptual model and aeronautical information exchange model). In this regard, the Secretariat informed that currently ICAO is developing amendments 37 and 38 to Annex 15 for scheduled applicability in 2013 and 2016, respectively, which will introduce AIM related SARPs including digital data exchange requirements. In this regard, United States offered to share information on its experience with States upon request. COCESNA also remarked on its progress towards future application of these models and related training that had been conducted.

4.9.7   In IP/04, the Secretariat informed on the current transition status of the International Satellite Communications System (ISCS) to World Area Forecast System (WAFS) Internet File Service (WIFS), which should be completed by March 2012 before the ISCS is finalized and urged the States to complete this transition. Cuba shared its experience using the service with the Meeting.

4.9.8   The Netherlands presented WP/32 and WP/33 and informed the Meeting about the constitutional changes on 10 October 2010, within the Kingdom of the Netherlands, related to Bonaire, Curaçao, Saba, Sint Eustatius, and Sint Maarten. These changes are not foreseen to have an impact on any air navigation operational aspects.

4.9.9   It was noted that there is a need to have ATS units and neighboring States cooperate and update the necessary agreements and to keep ICAO informed on them. The United States welcomed the initiative to review and update the agreements with the Netherlands in relation to air traffic services provision for Saba, Sint Eustatius, and Sint Maarten. The ICAO NACC Regional Office will coordinate the proposal for amendment to update the corresponding parts of the CAR/SAM Air Navigation Plan (ANP) (Doc 8733).

APPENDIX

NACC/WG/3 MEETING CONCLUSIONS APPROVED BY THE NACC DCAs

NACC/WG
CONCLUSION 3/1   **IMPLEMENTATION OF A PBN AIRSPACE CONCEPT IN THE CAR REGION**

That CAR States and Territories and COCESNA implement a PBN airspace concept, in accordance with the PBN Airspace Concept for the CAR Region (http://www.mexico.icao.int/ATM.html#PBN) with the following milestones:

a)   publish by **30 November 2011**:

    i)   RNAV 5 navigation specifications for RNAV routes that have been implemented or are in the process of being implemented in the upper airspace; and

    ii)   RNAV 1 specifications, as required, for RNAV routes that has been implemented or are in the process of being implemented in the terminal areas (TMA);

b)   implement:

    i)   realignment improvements or new RNAV routes in the lower airspace, in accordance with the air navigation regional agreements;

    ii)   continuous descent operations (CDO) in terminal areas (TMA) as required;

    iii)   PBN approach procedures, in compliance with ICAO Assembly Resolution A37-11;

c)   complete the NDB deactivation in coordination with other States with adjacent ATS units, by **31 January 2018**;

d)   develop by **31 January 2012** a national data collection programme on PBN implementation results; and

e)   inform the ICAO NACC Regional Office **by 31 December 2011** on the progress achieved and newly identified needs in accordance with items a), b), c) and d) above for a harmonized implementation of a PBN airspace concept in the CAR Region.

NACC/WG
CONCLUSION 3/2   **PRELIMINARY OFF-LINE TESTING OF THE NEW FPL FORMAT**

That Curacao, Mexico, Dominican Republic, United States and other States, COCESNA and Service Providers, who are able to carry-out preliminary off-line testing for changes to the new flight plan format:

a)   coordinate preliminary off-line testing for **November and December 2011**; and

b)   report the results of these tests to the ICAO NACC Regional Office, by **31 January 2012**.

NACC/WG
CONCLUSION 3/3   **ACTIONS TO AVOID ERRORS, MISSING AND DUPLICATION OF FLIGHT PLANS**

That NAM/CAR States/Territories and COCESNA implement the following actions to avoid errors, missing and duplication of flight plans:

a) publish in the AIP the corresponding procedures in accordance with ICAO SARPs for the coordination, validity and update of changes in flight plans by **31 December 2011**;

b) update domestic provisions on flight plan message transmission in accordance with ICAO Doc 4444 and the CAR/SAM Interface Control Document (ICD) for data communications between ATS units, approved by GREPECAS, by **31 December 2011**;

c) publish the appropriate address in the AIP for the flight plan transmission by **31 December 2011**;

d) update letters of agreement (LOAs) between adjacent ATS units for flights that operate from one FIR to an adjacent FIR by **31 May 2012**;

e) provide the appropriate training so ATC personnel can provide the ATC clearances according to ICAO Doc 4444, PANS-ATM by **31 May 2012**;

f) coordinate with operators to ensure the timely coordination for data changes and validity of a specific flight plan by **31 December 2011**;

g) encourage that dispatch offices have a sufficient number of qualified experts for proper flight plan coordination and follow-up by **30 September 2012**;

h)   consider the implementation of electronic applications for the pre-departure clearance (PDC) by **30 September 2012**, as necessary; and

i)   provide the ICAO NACC Regional Office the implementation progress report of the previous actions by **31 May 2012**.

NACC/WG
CONCLUSION 3/4   **AERONAUTICAL INFORMATION CONCEPTUAL MODEL AND EXCHANGE MODEL**

That States/Territories/International Organizations:

a)   follow-up on the evolution of the aeronautical information conceptual model (AICM) and the aeronautical information exchange model (AIXM), as a basis for the electronic information exchange in order to prioritize its use as soon as ICAO adopts the corresponding standards and recommended practices (SARPs);

b)   consider specifications related with the development, storage and electronic provision of charts and aeronautical information contained in ICAO Annex 4 – *Aeronautical Charts*, and specifically the e-AIP (from the IAIP) in ICAO Annex 15 – *Aeronautical Information Services*; and

c)   report to the ICAO NACC Regional Office on the progress achieved in the application of the conceptual model and aeronautical information exchange by **31 December 2012**.

NACC/WG
CONCLUSION 3/5   **SAR PERFORMANCE OBJECTIVE ASSESSMENT IN THE CAR REGION**

That, taking into account the need to have information on SAR capacities, the CAR Region States:

a)   analyze their SAR capacities, as well as available resources, using the SAR Evaluation Matrix included in the Appendix to this part of the report;

b)   publish in the AIP their SAR response capability within their jurisdiction;

c)   establish effective coordination agreements among civil and military authorities for an efficient use of all available SAR resources in their area of jurisdiction; and

d)   send their assessment results to the ICAO NACC Regional Office and Sub-regional SAR Committee, if applicable, by **30 November 2011.**

NACC/WG
CONCLUSION 3/6   **ADS-B TRIALS AND ANALYSIS IN THE CAR REGION**

That, in order to consolidate ADS-B activities to have homogeneous criteria in the analysis and data exchange:

a) States/Territories/COCESNA, who are carrying out ADS-B trials, or who have near-term plans to do so:

    i. inform the ICAO NACC Regional Office about these trials or plans by **31 December 2011**;

    ii. designate a point-of-contact to coordinate these activities and notify this information to the ICAO NACC Regional Office;

    iii. consider the technical support and assistance offered by the United States on these activities;

    iv. report their progress to the ICAO NACC Regional Office for **31 December 2012;**

b) the ICAO NACC Regional Office:

    i. support coordination with users (IATA/ALTA) for their participation in these trial activities; and

    ii. provide assistance to participating States with the development and definition of this homogeneous analysis criteria as well as with the activities mentioned in item a).

NACC/WG
CONCLUSION 3/7   **ACTIONS TO IMPROVE AERONAUTICAL METEOROLOGICAL SERVICES**

That States/Territories,

a) introduce or enhance the operational use of the internet for OPMET data exchange by **31 December 2012**;

b) establish a Quality System for the meteorological information provided to the aviation users by **15 November 2012**; and

c) register as soon as possible as WIFS users, and adopt measures to acquire, upgrade or replace WAFS facilities to access the WIFS by **31 March 2012**.

Agenda Item 5: **Aviation Safety Matters**

5.1 **NAM/CAR Safety Brief, integrated Safety Trend Analysis Reporting System (iSTARS) and State Action Plans**

5.1.1 WP/13 explained the ICAO Integrated Safety Trend Analysis and Reporting System (iSTARS) as a tool to facilitate effective identification of hazards and resolution of unacceptable safety risks through analysis of multiple safety related factors. iSTARS is designed to guide ICAO's strategic decisions to achieve the safety targets of the Global Aviation Safety Plan (GASP) and is available at http://www2.icao.int/en/ism/istars/pages2/homepage.aspx. iSTARS is presently only available for Corrective Action Plan (CAP) updates by States prioritized for CMA/ICVM activities, which in the CAR Region include Bahamas, Costa Rica and Mexico.

5.1.2 During the initial phase of the iSTARS implementation, the prototype is used for the integration of a limited number of internal ICAO data sources in order to assess various safety metrics such as:

- Accident / Incident Reporting (ADREP) system
- Universal Safety Oversight Audit Programme (USOAP)
- Integrated Statistical Database (ISDB)

5.1.3 The Meeting agreed that States should share information related to their existing safety analysis systems, including classification of safety events, to facilitate harmonization of global safety analyses with ICAO.

5.2 **Regional Analysis of ICAO Universal Safety Oversight Audit Programme (USOAP) Comprehensive Systems Approach (CSA) Audit Results**

5.2.1 The Meeting was informed through WP/14 about the USOAP Second Cycle 2005 – 2010 using the Comprehensive Systems Approach (CSA) for auditing all 16 safety-related Annexes. CSA audit results are available to ICAO Member States and other relevant stakeholders through the USOAP restricted website: www.icao.int/soa.

5.2.2 The analyses are based on States' implementation of the eight critical elements (CEs) of a safety oversight system. ICAO uses this information to evaluate the impact of safety problems on global aviation safety to identify States that may require assistance in establishing effective safety oversight systems.

5.2.3   The results of the USOAP CSA in the NAM/CAR Regions show that some States presented a Lack of Effective Implementation (LEI) below 30% (low), others below 50% (medium) and some above 50% (high). Reducing high LEIs is necessary to build a solid foundation for State Safety Programme (SSP) implementation.

5.2.4   Based on the ICAO SARPs, Cuba and COCESNA provided information through NI/13 and NI/06, respectively, on SSP and SMS activities and implementation status.

5.3   ICAO USOAP Continuous Monitoring Approach (CMA)

5.3.1   Through WP/15, the Secretariat presented information on the activities related to the evolution of the Universal Safety Oversight Audit Programme (USOAP) to a Continuous Monitoring Approach (CMA), which will facilitate the global coordinated effort to identify and prioritize appropriate activities to be carried out by ICAO safety initiatives.

5.3.2   The USOAP identified fundamental weaknesses in the safety oversight systems of many States; however, the majority of audit findings under the current cycle relate to the new audit areas such as aerodromes, air navigation services and aircraft accident and incident investigation.

5.3.3   The USOAP CMA will continuously monitor the safety oversight capabilities of Contracting States and ensure that States develop, maintain and apply national regulations in accordance with the ICAO SARPs.

5.3.4   A number of activities will be carried out under the CMA framework, such as full comprehensive systems approach (CSA) audits, limited CSA audits, safety audits and ICAO coordinated validation missions (ICVMs).

5.3.5   As a first step, States should sign a new Memorandum of Understanding with ICAO and nominate one or more National Continuous Monitoring Coordinators (NCMCs) to exchange information with the ICAO NACC Regional Office and update Corrective Action Plans (CAP) in order to schedule the USOAP CMA regional activities priorities. To this end, NCMCs will receive Computer-based Training (CBT).

5.3.6   In addition, the ICAO NACC Regional Office has scheduled a NAM/CAR Regional Seminar/Workshop for National Continuous Monitoring Coordinators (NCMC) on the implementation of the CMA and on State Aviation Safety Tools (SAST), which will be held in Mexico City from 12 to 16 September 2011.

5.3.7   The Meeting took note of the ICAO request for States to propose officers to be seconded to ICAO to support the CMA activities (ICAO State Letter dated 23 June 2011 Ref.: AN 19/34-11/42 available on ICAO-NET). The seconded staff could be based in the ICAO Headquarters CMO Section or the ICAO NACC Regional Office. Furthermore, the Meeting supported the proposal by ICAO, in response to the request from Costa Rica for ICAO to convene a high-level workshop on CMA, that the workshops be provided during the Directors of Civil Aviation Meetings for Central America, Central and Eastern Caribbean scheduled for 2012.

5.3.8   Based on the ICVM mission recently carried out by ICAO, Bahamas informed of the satisfactory results to improve its safety oversight capacity and stressed the importance of States updating information (SAAQ, CC, CAPs, EFOD, etc.) with ICAO prior to receiving an ICVM mission. It was noted that Mexico and Costa Rica are scheduled to receive ICVMs in 2011.

5.3.9   United States provided a presentation on activities taken in regard to the new USOAP CMA cycle, including providing electronic on-line information required by ICAO.

5.4   Regional Aviation Safety Group – Pan America (RASG-PA)

5.4.1   The Secretariat presented WP/16 with a progress update on RASG-PA activities and achievements (http://www.mexico.icao.int/RASGPA.html). The primary objective of RASG-PA is to reduce fatal accidents. It was identified that the ultimate responsibility for safety oversight lies with individual States and their respective civil aviation authorities. RASG-PA provides mechanisms to address the three highest safety risk areas: runway excursions, controlled flight into terrain, and loss of control in-flight. Action as a regional group of States in partnership with international organizations and industry determine mitigation measures to address the risks and implement global safety initiatives outlined in the Global Aviation Safety Plan (GASP) through projects. RASG-PA activities include the following:

- Annual Safety Report – *distributed to heads of delegation during the NACC/DCA/4 Meeting* (http://www.mexico.icao.int/RASGPA/2009AnnualSafetyReport.pdf)
- Annual Pan American Aviation Safety Summit
- Detailed Implementation Plans (DIPs) – short-term safety enhancement initiatives (SEIs) to reduce fatal accidents in the top three risk areas in the Americas: runway excursions, controlled flight into terrain and loss of control in-flight
- Projects for guidelines to amend aeronautical legislation to protect safety hazard information sources; establishment of an Accident/Incident Investigation Board in Central America; sharing flight operations quality assurance (FOQA) data among operators, DGCAs and airlines to reduce safety risks.
- Dedicated RASG-PA website and consolidated source for safety training

5.4.2   The RASG-PA Second Annual Pan American Aviation Safety Summit was held in Mexico City from 15 to 16 June 2011 (http://www.alta.aero/safety/2011/home.php). The Summit, which featured workshops, a safety conference and top speakers from the region's airlines, government and industry, has become the most complete aviation safety event focusing specifically on the Pan American region. More than 250 attendees participated, including civil aviation authorities from 32 States. The Summit has become one of the largest safety events in the hemisphere that informs and enlightens the industry in the areas of operational safety.

5.4.3   Highlighting that the ultimate beneficiaries of RASG-PA are the States, their governments, authorities, service providers and operators it is important for States to participate actively in RASG-PA. The next RASG-PA/4 Meeting will be held in Miami, United States, from 19 to 21 October 2011, and States were highly encouraged to attend. The success of RASG-PA is dependent on the commitment, participation and contributions of its members from States and industry alike through financial and in-kind support. The Meeting was informed that voluntary contributions of funds for RASG-PA are invited through the ICAO SAFE fund. To this end, the Meeting agreed on the following conclusion:

CONCLUSION 4/4   PARTICIPATION IN RASG-PA ACTIVITIES

That States/Territories:

a)   actively participate in RASG-PA by assigning appropriate representatives to participate in meeting and projects;

b)   provide contributions including: experts, training, hosting events, sharing of flight safety data, experiences and tools;

c)   adopt RASG-PA recommendations;

d)   attend the Fourth Annual RASG-PA Meeting in Miami, United States, from 17 to 21 October 2011; and

e)   contribute to ICAO Safety Fund/RASG-PA Project.

5.5   Implementation of ICAO Language Proficiency Requirements

5.5.1   The Secretariat presented WP/17 showing the progress of implementation of ICAO Assembly Resolution A37-10 concerning ICAO Language Proficiency and the English language requirements, as well as the use of aeronautical language.

5.5.2   The Meeting noted that the information included in the ICAO FSIX website in several cases is not up-to-date despite the fact that in some cases this information is reported to have been sent to ICAO Headquarters but is not reflected on FSIX. The Meeting agreed on the need for the designated points-of-contact to provide updated information to the ICAO NACC Regional Office on the corresponding action plans, implementation progress, and compliance statements as soon as possible.

5.6 Other Aviation Safety Matters

5.6.1   United States presented WP/18 on improvements in procedures and the introduction of new technology to improve runway and airfield safety. In this regard, the United States is hosting the ICAO/FAA/IFATCA Regional Runway Safety Seminar in Miami from 11 to 14 October 2011. The United States will also be providing support to the next annual CAR/SAM Regional Bird/Wildlife Hazard Prevention Committee (CARSAMPAF) Meeting and Conference to be held in Medellin, Colombia, from 5 to 9 September 2011. The Secretariat informed that a proposal for amendment of Annex 14, Volume I, had been circulated with ICAO State Letter No. 2011/41 dated 30 May 2011, which included several provisions (e.g., runway end overrun arresting systems), which had originated from United States proposals to ICAO and been reviewed and endorsed by the Aerodromes Panel, ANC and Council.

5.6.2   United States presented WP/20 on a new web site containing information on lessons learned from transport airplane accidents (http://accidents-ll.faa.gov/). The FAA has developed an interactive library that serves as a useful tool in proactively identifying factors that may lead to aircraft accidents, and ultimately improve the viability of a State's national safety oversight program. In this regard, ICAO also informed that the organization is developing an "E-library of Final Reports." The goal is to make final accident reports received by ICAO available to all aviation stakeholders including the States and the public. A link will be created on the RASG-PA website to enable easy access to the FAA accident library.

5.6.3   United States presented WP/19 on suspension and revocation of type certificates. Continued operational safety of aircraft is a responsibility of States of Registry. However, in order to fulfill these responsibilities to ensure the aircraft are safe for operation the State of Registry relies on the continuing airworthiness instructions distributed by the State of Design. Design related airworthiness instructions should therefore continue to be provided to the State of Registry by the State of Design in the case of certificate suspension or revocation. States were asked to promote that all States of Design continue their Annex 8 responsibilities following the suspension or revocation of a type certificate and ensure that States of Registry have the ability to continue to perform adequate continued airworthiness oversight of their fleet.

5.6.4   United States presented WP/21 on developing a national program for aging aircraft. Aircraft have the potential to operate safely beyond what was originally projected; however, these aircraft must be overseen by a comprehensive program incorporating the specific technical aspects of their design and maintenance programs. Based on the experience of the FAA in developing a successful aging aircraft programme, including the recent publication of requirements specific to aging aircraft, the United States offered to conduct seminars and other training opportunities to assist States in developing their own national programs for oversight of aging aircraft.

5.6.5   United States presented IP/07 proposing crewmember and dispatcher training regulations. The FAA had issued a Notice of Proposed Rulemaking (NPRM) to revise existing crewmember and aircraft dispatcher training regulations, which increases critical safety functions by amending training and evaluation requirements for pilots, flight engineers, flight attendants, and aircraft dispatchers in areas that are critical to safety. States were encouraged to consider the effects of training on operations in the aviation environment. It was clarified that this requirement would not be applicable to foreign carriers operating to the United States.

5.6.6   United States presented IP/02 on proposed flight and duty regulation and the United Kingdom presented IP/14 on Air Safety Support International (ASSI) organizational developments.

5.7   ICAO Workshop on High-Level Management Responsibility and Accountability for the Certification of Air Operators

5.7.1   Attendees participated in a workshop on the certification process for the issuance of air operator certificates (AOCs) presented by the Secretariat. The workshop provided detailed information on the roles and responsibilities of the Director General throughout the certification process. The workshop presented and reviewed the five phases of the AOC certification process. The newly-published Doc 8335 – *Manual of Procedures for Operations Inspection, Certification and Continued Surveillance* was distributed for technical reference during the workshop. An announcement was made that the workshop is being developed into a computer-based training (CBT) course through a cooperative arrangement between ICAO and the United States FAA with course availability scheduled for September 2011. A CD of the presentation was also provided to the heads of delegation.

5.7.2   During discussions, the following lessons learned were identified for the Region:

- Importance of educating the legal stakeholders, including those of the authority and the AOC applicant, but also of the national legal system on the certification process, and involving them early on in the application process
- The examples of consequences to States by United States, European Union, and individual State actions due to sub-standard and unsafe certification processes serve to empathize to Governments the importance of complying with the certification process requirements
- Importance of the pre-application phase of the certification process for managing expectations, minimizing wasted resources and educating AOC applicants who do not understand and/or do not meet the certification requirements
- Importance of due diligence of the applicant's financial abilities to safeguard against organizational and financial weaknesses
- Importance of a realistic and transparent schedule of events for the five phases of the certification process, with frequent reviews and adjustments to incorporate unforeseen schedule changes

- Importance of emphasizing to applicants that the amount of time for the authority to review and approve the company manuals is dependent upon the quality of the documentation submitted by the applicant
- Importance of using existing regional groups as a method for sharing certification experts when a civil aviation authority does not have on staff all of the types of specialized experts necessary for the variety of tasks to be accomplished during the certification process

Agenda Item 6:   **Aviation Security (AVSEC) and Facilitation (FAL) Matters**

   6.1   **Regional Analysis of ICAO Universal Security Audit Programme (USAP) 2nd Cycle Audit Results**

6.1.1   The Secretariat presented WP/22 with a progress update on the ICAO Universal Security Audit Programme (USAP) and informed on the availability of the following recent relevant references published by ICAO and available on ICAO-NET:

- Universal Security Audit Programme – Analysis of Audit Results - Reporting Period: January 2008 to December 2010, Third Edition – 2011
- Amendment 12 to Annex 17 applicable on 1 July 2011
- Amendment 22 to Annex 9 applicable on 17 November 2011
- New Facilitation Manual (Doc 9957) published in 2011
- 8th Edition of the Aviation Security Manual (Doc 8973) to be published in 2011

6.1.2   As of 31 May 2011, 13 audits of States' Aviation Security Oversight Systems had been conducted under the USAP second cycle in the NAM/CAR Regions. The States already audited in 2011 were Costa Rica, Dominican Republic and Guatemala; States still to be audited in 2011 are Grenada and United States. Bahamas, Barbados, Belize, Saint Lucia, and Saint Vincent and the Grenadines are scheduled to be audited in 2012.

6.1.3   The audit results show an overall lack of effective implementation (LEI) of the eight critical elements of an aviation security oversight system of 40% in the NAM/CAR regions, slightly worse than the global average of 35%. The critical elements of a security oversight system with the greatest LEI in the region are the following:

- Quality control obligations (CE-7)
- Personnel qualifications and training (CE-4)
- Certification and approval responsibility (CE 6)
- Provision of technical guidance, tools and security critical information (CE-5)

6.1.4   States were reminded to request assistance, if required, prior to receiving an audit and also following the audit in order to prepare the Corrective Action Plan and implement the recommended actions in a timely manner. In this regard, options available for providing assistance to and cooperation between States include the following:

- ICAO Regional Offices with the support of and in coordination with the Implementation Support and Development – Security Section and the Technical Cooperation Bureau

- Other international organizations and development agencies including OAS CICTE and the IDB
- Direct bilateral and multilateral agreements between States including the US TSA

6.2 Aviation Security and Facilitation Regional Group (AVSEC/FAL/RG)

6.2.1 The Secretariat presented WP/23 with a summary and the conclusions of the first meeting, including the Terms of Reference and work programme, of the ICAO/LACAC NAM/CAR/SAM Aviation Security and Facilitation Regional Group (AVSEC/FAL/RG). The Final Report of the meeting, held in Asuncion, Paraguay, from 25 to 27 May 2011, is available at: http://www.mexico.icao.int/Meetings/AVSECFALRG.html.

6.2.2 The Secretariat recalled that the establishment of the AVSEC/FAL/RG and its merger with the LACAC FAL/AVSEC Group was to:

- Consolidate regional AVSEC/FAL activities to avoid duplication for enhanced efficiency
- Combine resources from States, ICAO and LACAC for greater effectiveness

6.2.3 The key objectives of the AVSEC/FAL/RG include the following:

- Foster regional harmonized implementation of AVSEC/FAL requirements
- Encourage and facilitate cooperation between States
- Support the identification, provision and coordination of assistance and training

6.2.4 The Meeting noted the election of Paraguay as the Chairperson and Trinidad and Tobago as Vice-Chairperson of the new group. The first Meeting had established the Terms of Reference for the new regional group and also developed a work programme consisting of nine projects to be coordinated and completed by representatives from the States. The AVSEC/FAL/RG work progress and results are dependent on States to contribute the necessary resources to AVSEC/FAL/RG projects in the form of project coordinators and experts and provide the assigned individuals the time (release from normal duties) and budget to facilitate their participation in the identified activities in order to achieve the expected results as committed. The Meeting therefore adopted the following conclusion:

CONCLUSION 4/5   **CONTRIBUTION FROM STATES TO THE ICAO/LACAC NAM/CAR/SAM AVIATION SECURITY AND FACILITATION REGIONAL GROUP (AVSEC/FAL/RG) RESOURCES**

That States, within their means, contribute the necessary resources to AVSEC/FAL/RG projects in the form of project coordinators and experts and provide the assigned individuals the allocation of adequate time, release from normal duties, and financial support to facilitate their participation in the activities to achieve the expected results as committed.

6.2.5   The AVSEC/FAL/RG will report on its activities and results to the Directors of Civil Aviation and the appropriate aviation security authority, if separate, in States and Territories of the NAM/CAR/SAM Regions. The Secretariat will report to ICAO through the appropriate governing body mechanism. The Meeting also noted that ECCAA had offered to host the next meeting of the group planned for May 2012 and Suriname offered to host the following meeting in 2013.

6.2.6   ICAO had circulated the AVSEC/FAL/RG/1 Meeting conclusions to States and Territories for approval by 30 June 2011, by letter dated 8 June 2011 (Ref. EMX0571). However, the Meeting offered advance approval by States of the conclusions adopted by the first ICAO/LACAC NAM/CAR/SAM Aviation Security and Facilitation Regional Group Meeting.

6.2.7   The Meeting was also informed about the 37th ICAO Assembly's adoption of a series of regional aviation security conferences planned to continue raising awareness regarding support and improvement of aviation security within the States and building on the success of the regional ministerial-level conferences held in 2010. Each regional conference is expected to adopt a statement/roadmap on regional aviation security enhancement, and collectively they will help build consensus prior to a global high-level conference on aviation security, which will be held in 2012. A Regional Aviation Security Conference for the NAM/CAR/SAM Regions is planned for 5 to 7 December in Santa Cruz, Bolivia; participation of States in that event was encouraged. Delegations should be led by Directors of Civil Aviation or the equivalent level in the appropriate authority for aviation security.

Agenda Item 7:   Regional Cooperation and Training Matters

7.1   ICAO Technical Cooperation Programme in the CAR Region

7.1.1   The Secretariat presented WP/25 on the ICAO Technical Cooperation programme, which highlighted the benefits offered to States from the mechanism for technical and management assistance for civil aviation development including the following advantages:

- Established project management and assistance mechanism
- Extensive project experience
- UN specialized agency status
- Independent and non-commercial
- Not-for-profit organization
- Cost-effective – economy of scale and low overhead
- Access to grants and loans from the UN, donors, development banks, and aid agencies and funds
- Financial transparency
- Roster of aviation experts and equipment suppliers
- Ensures compliance with ICAO SARPs and Plans
- Involvement of ICAO professional staff in the Regional Office and Headquarters

7.1.2   National ICAO Technical Cooperation projects are currently active in Bahamas, Barbados, Costa Rica, Cuba, Curacao, Dominica, Dominican Republic, Grenada, Guatemala, Haiti, Mexico and Saint Lucia, in addition to several CAR and CAR/SAM regional projects.

7.1.3   The technical cooperation mechanism supports ICAO provision of assistance to States to implement safety and security corrective action plans, resolution of air navigation deficiencies, establishment and certification of civil aviation training centres, provision of training, and support to all elements and stages of civil aviation development. The assistance and procurement services are available to civil aviation authorities, safety and security oversight organizations, and service providers alike including airports, air navigation service providers, airlines, and training centres.

7.1.4   The Meeting expressed its support for the ICAO Technical Cooperation Programme as a key mechanism to provide civil aviation assistance to States in an effective and timely manner. The Meeting therefore adopted the following conclusion:

CONCLUSION 4/6   **ICAO INVOLVEMENT IN THE IMPLEMENTATION OF CIVIL AVIATION PROJECTS**

That:

a)   in accordance with the provisions of ICAO Assembly Resolution A36-17, States are encouraged to utilize ICAO for their civil aviation projects and advise donors and financing institutions, if any, accordingly; and

b)   States contact the ICAO NACC Regional Office to request assistance under the Technical Cooperation Programme.

7.2   ICAO Cooperative Arrangement for the Prevention of Spread of Communicable Disease through Air Travel (CAPSCA) – Americas

7.2.1   The Secretariat presented WP/26 highlighting the activities and achievements of the ICAO Cooperative Arrangement for the Prevention of Spread of Communicable Disease through Air Travel (CAPSCA) – Americas project (ICAO Regional Technical Cooperation Project RLA/08/901). All CAPSCA information is available at http://www.capsca.org.

7.2.2   The Meeting noted the beneficial assistance CAPSCA-Americas is providing States to:

- Comply with the ICAO public health emergency related SARPs in Annexes 6, 9, 11 and 14
- Comply with the WHO International Health Regulations (IHR 2005) for airports of entry
- Establish, maintain, validate and improve the aviation sector preparedness within national public health emergency plans and develop core capacities
- Improve public health protection for the air travelers, aviation personnel, and general public by preventing the spread of communicable diseases through air travel
- Encourage, promote and facilitate national collaboration and coordination amongst civil aviation authorities, public health authorities, airports (including CIQ authorities), air navigation service providers, airlines, tourism authorities and emergency/disaster response agencies
- Provide a mechanism for regional cooperation amongst States and Territories for pooling and sharing resources

7.2.3   The Fourth Meetings of the Regional Aviation Medicine and Public Health Team (RAMPHT/4) and Steering Committee (SCM/4) of CAPSCA-Americas and the Third CAPSCA Global Coordination Meeting will be held in Santiago, Chile, from 8 to 12 October 2012. States are encouraged to commit attendance of their CAPSCA-Americas focal points to the events.

7.2.4   Belize informed of their decision to participate in CAPSCA-Americas and the Meeting encouraged pending States and Territories to also join and participate actively in CAPSCA-Americas and therefore adopted the following conclusion:

CONCLUSION 4/7   **ICAO COOPERATIVE ARRANGEMENT FOR THE PREVENTION OF SPREAD OF COMMUNICABLE DISEASE THROUGH AIR TRAVEL (CAPSCA) – AMERICAS (REGIONAL TECHNICAL COOPERATION PROJECT RLA/08/901)**

That:

a)   Antigua and Barbuda, French Antilles, Grenada, Netherlands Territories, Saint Kitts and Nevis, Saint Lucia, Saint Vincent and the Grenadines, United Kingdom Territories, and ECCAA confirm participation in CAPSCA-Americas by sending a letter to the ICAO NACC Regional Office;

b)   States prepare and update aviation public health emergency preparedness plans in collaboration with the civil aviation and public health authorities; and perform exercises to test such plans in compliance with related ICAO SARPs and WHO IHR (2005); and

c)   States that have not yet received assistance visits accept such visits scheduled by CAPSCA-Americas in 2011 and 2012.

7.3   Aviation Training Plan for the CAR Region

7.3.1   The Secretariat presented WP/27 on the Regional Aviation Training Plan for the CAR Region and invited States and Territories to review and approve the draft plan in the Appendix to the Working Paper.

7.3.2   Guatemala expressed that the ICAO training survey had been too general and that future follow-up should include specific courses. The Secretariat explained that the plan is the first edition of a living document and that it will be revised periodically. States were invited to submit comments with their specific needs to the ICAO NACC Regional Office to be considered in future revisions of the Regional Aviation Training Plan for the CAR Region.

7.3.3   Cuba expressed their satisfaction with the plan and commented that it is a good start since it had been a long time since there had been discussions to develop a regional training plan. In addition, Cuba mentioned the need for a meeting of CAR Region civil aviation training centres in the same manner that they are carried out in the SAM Region. Dominican Republic supported the proposal made by Cuba to hold a Training Centre Meeting in 2012 and offered to host the meeting if required. The Secretariat informed that such a meeting was planned upon approval of the draft Regional Aviation Training Plan for the CAR Region with the objective for the regional civil aviation training centres to compare the future training required with the training planned to be provided, undertake a gap analysis, and agree on which training centres will develop and conduct the additional courses identified to be required, and thereby avoid duplication in their provision and efficiently allocate resources to ensure all future training needs will be covered.

7.3.4   The Meeting therefore adopted the following conclusion:

CONCLUSION 4/8   CIVIL AVIATION TRAINING IN THE CAR REGION

That:

a)   the draft Regional Aviation Training Plan for the CAR Region included in the Appendix to WP/27 is approved;

b)   States and training centres provide any comments on the plan to the ICAO NACC Regional Office;

c)   States/Territories develop National Training Plans and forward them to the ICAO NACC Regional Office;

d)   ICAO periodically update the Regional Aviation Training Plan for the CAR Region;

e)   States inform the ICAO NACC Regional Office if additional courses are needed which are not provided;

f)   States and training centres consider developing and offering additional training programmes to meet CAR Region training needs; and

g)   the ICAO NACC Regional Office convene a CAR Region Civil Aviation Training Centres meeting during the first quarter in 2012.

7.3.5   COCESNA provided a presentation on the ICCAE regional civil aviation training centre in El Salvador. The presentation informed on ICCAE accreditation, training services, relevant initiatives, alliances with other training centres, and the new facilities project.

7.4   ICAO Training Policy, Next Generation of Aviation Professionals (NGAP) and TRAINAIR Plus

7.4.1   Under WP/28, the Meeting acknowledged ICAO's initiative for the Next Generation Aviation Professionals (NGAP) to guarantee that there are sufficient competent and qualified aeronautical professionals to operate, manage and maintain the future air transport system considering the situation that civil aviation is facing due to mass retirements from the current generation of aviation professionals, access to proper training, competition with other sectors of the industry for qualified personnel, a lack of competency harmonization in some aviation disciplines, and a lack of awareness from the "next generation" on the types of job available in aviation as well as future demand for aviation professionals that will exceed the supply.

7.4.2   In this regard, ICAO published the study *Global and Regional 20-year Forecasts – Pilots, Maintenance Personnel and Air Traffic Controllers* (Doc 9956) in February 2011. After a review of current levels of the various aviation professionals, the study describes the underlying growth of air traffic, aircraft movements, and fleets between 2010 and 2030. The number of new professionals to be trained each year between 2010 and 2030, based on different scenarios (including ratios of personnel per aircraft) and the numbers of new professionals being trained are compared globally and by region in order to identify any potential future shortage issues.

7.4.3   In addition, the Meeting took note regarding the progress of the NGAP Task Force, the NGAP Symposium carried out in March 2010, and the promotion and continuity of the NGAP initiative through NGAP and TRAINAIR PLUS regional conferences (Electronic Bulletin EB 2011/2 dated 4 February 2011). States were urged to participate in the Regional Conference for the NAM/CAR/SAM Regions that will be held in Brazil in 2011; the venue and dates will be announced in due course.

7.4.4   In addition, the Meeting took note of the new ICAO Civil Aviation Training Policy (Electronic Bulletin EB 2010/40 dated 28 September 2010) and the new ICAO TRAINAIR PLUS Programme (Electronic Bulletin 2010/45 dated 6 October 2010).

7.4.5   Cuba and COCESNA/ICCAE informed the Meeting about the TRAINAIR Plus assessment visit for their respective civil aviation training centres to become TRAINAIR Plus centres, in order to join the Dominican Republic-ASCA and Mexico-CIASA training centres, both of which have already received certification as TRAINAIR Plus centres.

7.5   All hazards Contingency Planning for Aviation Preparedness and Response to Emergencies

7.5.1   The Secretariat presented WP/29 on the status of the ATS contingency plan catalogue, SAR agreements, availability of coordination procedures in the event of hurricanes and volcanic ash emissions in the Caribbean, as well as guidance for the development of national aviation response plans for emergencies caused by natural disasters.

7.5.2   The Meeting agreed that States create an equipment and technology inventory that allows for shared usage on a regional level through cooperation, and/or donation according to the characteristics of the available resources, the State's geographic location and the conditions for use defined by them.

7.5.3   States were urged to update their ATS contingency plans and to develop a national aviation response plan for natural disasters and/or catastrophic events, informing the ICAO NACC Regional Office on related achievements.

7.5.4   It was also recognized that contingency planning for emergencies and natural disasters should be in accordance with the SARPs of Annexes 6, 9, 11, 14, 18 and PANS-ATM. Therefore, the Meeting agreed that future contingency planning for ATS requires a multi-stakeholder approach involving a wide range of specialist input.

7.6   **Other Cooperation and Training Matters**

7.6.1   United States presented IP/08, which recommended that the ICAO NACC Regional Office evaluate the existing sub-regional working group structure in the CAR Region and consider the consolidation of the air navigation implementation working groups into a new arrangement that would reduce the number of meetings while permitting sub-regional and area specific discussions to take place during the normal course of the meetings. This would also improve the coordination with regional groups such as GREPECAS and RASG-PA.

7.6.2   The Meeting was unanimous in its support for the recommendation and requested for ICAO to study options for the possible consolidation of the working groups and to present its findings to States at the sub-regional DCA meetings to be held in 2012. In the meantime, and until such time a revised mechanism and structure is approved by States, the existing sub-regional working groups will continue to work and meet as planned in 2012. However, the use of web portals, virtual meetings and electronic communications will be increased to improve the efficiency, effectiveness, continuity, progress and results of the working group activities. The Meeting therefore adopted the following conclusion:

CONCLUSION 4/9   **CONSOLIDATION OF SUB-REGIONAL WORKING GROUPS IN THE CAR REGION**

> That ICAO study options to seek improved efficiency and effectiveness in the existing sub-regional working group mechanism, which supports air navigation implementation and present the results and proposal to the sub-regional Directors of Civil Aviation meetings scheduled in 2012.

7.6.3   Jamaica offered to host a NACC Working Group meeting in 2012, if required, as a result of a consolidation of sub-regional working groups, in order to complement the previous offer of the United States to host the NACC/WG meeting in 2014.

Agenda Item 8:   **Environment Matters**

8.1   In WP/30, the Meeting was informed of the current ICAO activities related to environmental protection, focusing on the outcome of the 37th Session of the ICAO Assembly, related to aviation and climate change focused on four key areas 1) States' action plans for CO_2 emissions reduction activities; 2) sustainable alternative fuels for aviation 3) market-based measures; and 4) global aspirational goals.

8.2   The Secretariat reminded the Meeting that State action plans should be submitted to ICAO by June 2012, highlighting that these plans require multi-sector national coordination, and that the ICAO NACC Regional Office has designated Messrs. Jaime Calderón, Regional Officer, Aerodromes and Ground Aids (e-mail: jecalderon@mexico.icao.int) and Guillermo Vega, Regional Officer, Aeronautical Meteorology (e-mail: gvega@mexico.icao.int) as ICAO focal points to assist the States in developing and preparing these action plans. Information on the ICAO regional training workshop for State Action Plans on CO_2 emissions reduction activities held in Mexico City in May 2011 is available at: www.mexico.icao.int/meetings/CO2emissions.html and the Action Plan Emissions Reduction (APER) website is on the ICAO portal (http://portal.icao.int).

8.3   Central American States informed the Meeting that Guatemala is leading the preparation of a regional action plan for Central America.

CONCLUSION 4/10   **STATES AVIATION CO_2 EMISSIONS REDUCTION ACTIVITIES**

States are encouraged to:

a)   exchange information and best practices through ICAO on measures to reduce aviation CO_2 emissions, including the development and deployment of sustainable alternative fuels for aviation; and

b)   prepare and submit their action plans to ICAO by the end of June 2012.

Agenda Item 9:   **Air Transport Matters**

9.1   In WP/31, the Meeting was informed of the ICAO work plan for the triennium (2011-2013) related to economic analysis and policy programmes on air transport, highlighting the preparation for the forthcoming Worldwide Air Transport Conference (ATConf/6), the next ICAO Air Services Negotiation Conference (ICAN/2011) to be held from 17 to 22 October 2011, in Mumbai, India**,** the management of the database of the World's Air Service Agreements (WASA), model clauses on landing and departure slot allocation, update of guidance documents and guidelines on economic aspects of airports and air navigation services, and guidance related to air transport statistics, forecasts and economic analysis.

9.2   In regard to air transport matters, it is urged that States:

   a)   make use of ICAO's policies and guidance in the economic field of air transport;

   b)   submit in a timely manner, the statistical forms required by the ICAO Statistics Programme;

   c)   file with ICAO, all air services agreements and arrangements they have concluded, in order to make WASA (database of world's air services agreements) more comprehensive and useful; and

   d)   continue to make use of and benefit from the unique service provided by the ICAO Air Services Negotiation Conference (ICAN).

Agenda Item 10:   **Any Other Business**

10.1   Host and Dates for the Next Meeting

10.1.1   Trinidad and Tobago offered to host the next NACC/DCA/5 meeting in June 2014 to which the Meeting expressed its appreciation.

10.2   Retirement of Mr. Ezra Anthony Archer

10.2.1   The Meeting gave special recognition to the Director of Civil Aviation of Barbados, Mr. Ezra Anthony Archer, who retires on 30 June 2011, after 48 years of service to civil aviation in his State and the Caribbean Region.