TERMS OF REFERENCE FOR THE NORTH AMERICAN, CENTRAL AMERICAN AND CARIBBEAN WORKING GROUP (NACC/WG)

The North America, Central America, and Caribbean Working Group (NACC/WG) is the regional implementation mechanism of the NAM and CAR regions, which integrates all the Task Groups in the different air navigation areas and aerodromes. This Group is the mechanism through which the NAM/CAR regions report their level of implementation.

NACC/WG as the regional implementation arm in Air Navigation and Aerodromes reports directly to the Regional Planning and Execution Group (PIRG) of the CAR and SAM regions, CAR/SAM Regional Planning and Execution Group (GREPECAS).

THE NACC/WG IS COMPOSED OF THE FOLLOWING TASK GROUPS:

1. **AIM:**
   Aeronautical Information Management
   Aeronautical Information Task Force (NACC/WG/AIM/TF).

2. **AGA:**
   Aerodrome and Ground Aids
   Aerodrome Task Force (NACC/WG/AGA/TF)

3. **ATM:**
   Air Traffic Management
   Airspace Optimization Task Force (NACC/WG/OA/ TF)
   Air Traffic Flow Management Task Force (NACC/WG/ATFM/TF)
   Search and Rescue Task Force (NACC/WG/SAR/TF)
   Contingency Task Force (NACC/WG/CONT/TF)

4. **CNS**
   Communications, Navigation and Surveillance
   Automation Task Force (NACC/WG/AIDC)
   Aviation System Block Upgrade Task Force (NACC/WG/ASBU/TF)
   Communications Task Force (NACC/WG/COMM/TF)
   Surveillance Task Force (NACC/WG/SURV/TF)
   Aeronautical Frequency Management Task Force (NACC/WG/FREQ/TF)

5. **MET**
   Aeronautical Meteorology
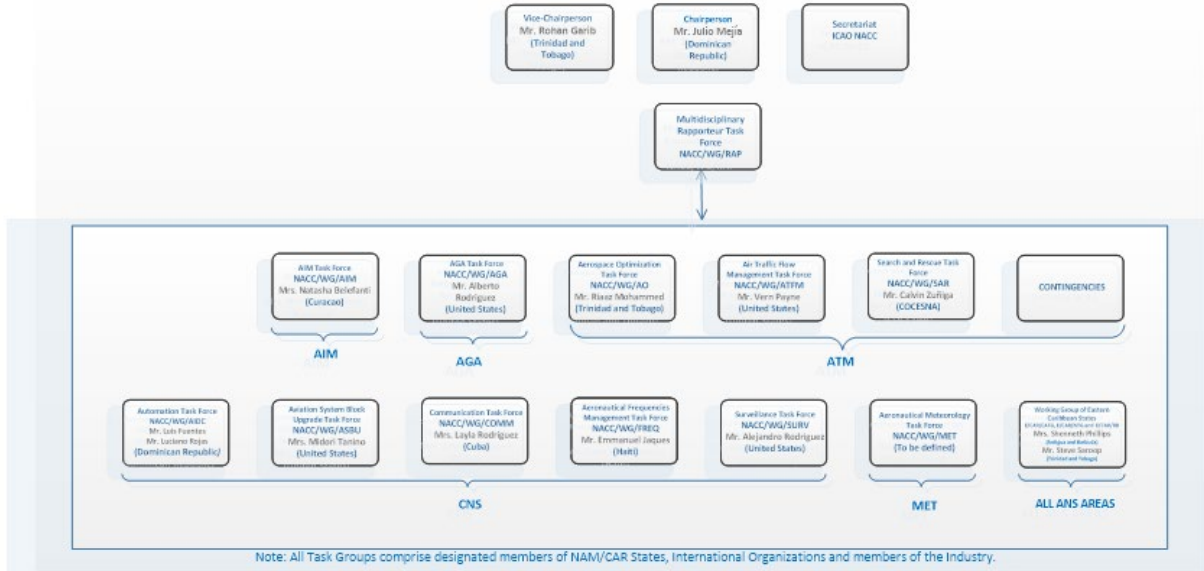   Aeronautical Meteorology Task Force (NACC/WG/MET/TF)

6. **Eastern Caribbean States Work Group (ECAR)**
   Management of the Eastern Caribbean Civil Aviation Technical Group (ECAR/CATG)
   Eastern Caribbean Network Technical Group (E/CAR/NTG) and Radar Data Exchange Group (ECAR/RD).

TERMS OF REFERENCE FOR THE NORTH AMERICAN, CENTRAL AMERICAN AND CARIBBEAN WORKING GROUP (NACC/WG)

STRUCTURE OF THE NACC/WG

All States and Territories of the North American (NAM) and Caribbean (CAR) regions accredited to the ICAO NACC Regional Office and the Organizations that represent them are members of the NACC/WG. International Organizations accredited to ICAO are invited to participate in the execution of the work program, as well as the industry.

TERMS OF REFERENCE FOR THE NORTH AMERICAN, CENTRAL AMERICAN AND CARIBBEAN WORKING GROUP (NACC/WG)

LEAD THE NACC/WG

Chairman	Julio Mejia	Dominican Republic	Vice-Chairman	Rohan Garib	Trinidad and Tobago
NACC/WG/AIM/TF	Natasha Belefanti	Curacao	NACC/WG/AIDC	Luis Fuentes Luciano Rojas	Dominican Republic
NACC/WG/AGA/TF	Alberto Rodriguez	United States	NACC/WG/ASBU/TF	Midori Tanino	United States
NACC/WG/OA/TF	Riaaz Mohammed	Trinidad and Tobago	NACC/WG/COMM/TF	Layla Rodriguez	Cuba
NACC/WG/ATFM/TF	Vern Payne	United States	NACC/WG/SURV/TF	Alex Rodriguez	United States
NACC/WG/SAR/TF	Calvin Zúniga	COCESNA	NACC/WG/FREQ/TF	Emmanuel Jaques	Haiti
NACC/WG/CONT/TF			NACC/WG/MET/TF		
ECAR/CATG	Shenneth Phillips	Antigua and Barbuda	**ECAR/NTG and ECAR/RD**	Steve Saroop	Trinidad and Tobago

The NACC/WG Chair is responsible for leading the Group, coordinating the formulation, execution and following up on the development of the Work Program.

The Vice-Chair is responsible for following up on the integration of the work programs of the different Task Forces and fulfilling the role of Chair in case of absence.

The rapporteur of the different Task Forces (TF) has the responsibility to lead the development and implementation of the work program of their respective TF, maintain adequate coordination with other TFs of the NACC/WG to optimize the work, report to the NACC/WG and participate in the tasks of analysis, decision making and definition of the annual Work Program of the NACC/WG.

ICAO SECRETARIAT – TF COORDINATORS

AIM	Raúl Martinez	ATM	Ernie Snyder
AGA	Fabiana Todesco	CNS	Mayda Ávila
SAR	Eddian Méndez	MET	Luis Sanchez

The Secretariat acting as coordinators of the different TFs, supports the formulation and execution of their work programs, proposes actions for alignment with the work of GREPECAS, promotes regional coordination mechanisms, and supports the NACC/WG Chair in the management of the Group's meetings.

ICAO/NACC is responsible for bringing together the aeronautical community of the NAM and CAR regions to define a common strategy for the evolution of the regional air navigation system at the global strategic and technical levels of the NANP. It also promotes close coordination between GREPECAS and the Regional Aviation Safety Group (RASG-PA). To verify the effectiveness and monitor the pace of implementation of operational improvements, ICAO provides data and support tools and facilitates the exchange of relevant information, including best practices, among NACC/WG members.

TERMS OF REFERENCE FOR THE NORTH AMERICAN, CENTRAL AMERICAN AND CARIBBEAN WORKING GROUP (NACC/WG)

ROLES AND RESPONSIBILITIES OF NACC/WG MEMBERS

States and Territories of the NAM and CAR regions accredited to the ICAO NACC Regional Office and the Organizations representing them:

Contribute to the implementation of the four levels of the NACG by providing their expertise in local and regional matters and their knowledge of the operational considerations necessary to comply with ICAO provisions.

contribute to the implementation of regional air navigation plans by developing national air navigation plans to ensure the provision of essential air navigation services for international civil aviation and the modernization of their air navigation system based on local performance and operational needs, taking into account regional requirements. In addition, States contribute to the implementation of the regional air navigation plan by sharing best practices and lessons learned from implementation issues, conducting cost-benefit analyses, and assessing environmental impact, human performance, and safety.

provide a clear and stable regulatory framework that complies with ICAO provisions to ensure that the aviation community operates safely and efficiently; At the same time, this regulatory framework will be flexible, agile and scalable enough to allow for the necessary innovation to meet the needs and responsibilities of aviation.

ROLES AND RESPONSIBILITIES OF INTERNATIONAL ORGANIZATIONS AND INDUSTRY

International bodies, including airspace user and airport bodies, support the NACC/WG in the development and implementation of SARPs, sharing information with the organizations' members and raising awareness of compliance requirements by conducting training activities.

The international organizations also convey operational requirements to their members and assist them in planning effective solutions, which in turn are taken into account when developing operational improvements within the SARPs and NACC/WG technical frameworks.

The primary role of aeronautical personnel, such as flight crews, cabin crews and air traffic controllers, is to adhere to standard operating procedures to ensure the highest level of safety and further implementation of SARPs and GANP.

At the same time, professional staff organizations contribute to the development of GANP by sharing their operational expertise. This collaboration ensures that the technology, equipment, and procedures proposed for inclusion take into account human factors and the role of humans in the system, and that the proposed developments therefore produce the expected results in terms of safety and effectiveness.

Professional organizations also make use of all channels, including the reporting mechanisms of safety management systems, to report deficiencies and contribute to the continuous improvement of the overall system.

TERMS OF REFERENCE FOR THE NORTH AMERICAN, CENTRAL AMERICAN AND CARIBBEAN WORKING GROUP (NACC/WG)

NACC/WG Functions

1. Serve as a forum for discussion of air navigation and aerodrome issues of the NAM/RAC regions and their integration with other regions.

2. To be the regional implementation arm in Air Navigation and Aerodromes.

3. Report progress on implementation in Air Navigation and Aerodromes to the NACC/DCA Directors Meeting and report to the Regional Planning and Implementation Regional Group (PIRG) and the Air Navigation Directors of the NAM and CAR Regions through the NACC/ICAO Regional Office.

4. Facilitate the implementation of the Air Navigation Systems Areas (ATM/SAR, AIM, AGA, MET and CNS) and services identified in the CAR/SAM and NAM Air Navigation Plans.

5. Address emerging aviation issues that are related to the Aviation System Block Enhancements (ASBU) and Basic Building Blocks (BBB) elements, focusing on continuous improvements to safety and operational efficiency through broad harmonized coordination of procedures among States, Territories and International Organizations, interoperability of networks and implementation of new technologies.

6. Promote initiatives to promote harmonized Air Navigation in the region, through proper risk analysis, increase operational safety, environmental efficiency and/or the operational capacity of ANS Air Navigation Services.

7. Promote the development of the Regional Air Navigation Plans of the NAM and CAR/SAM Regions, as well as the Global Air Navigation Plan (GANP - Doc. 9750), in support of implementation initiatives related to ICAO strategic objectives.

8. Support the development and updating of the Electronic Air Navigation Plans (e-ANP) in Volumes I, II and III.

9. Promote the implementation of performance measurement of the Air Navigation System through Key Performance Indicators (KPIs) to promote operational improvements and environmental efficiency.

10. Share information on implementation initiatives among States, Territories and their representative organizations to improve compatibility of air traffic management operations.

11.   Recommend to the Directors General of Civil Aviation of the States initiatives to improve the SLAs and safety; and

12.   Coordinate the common tasks of the NACC/WG Task Groups, as well as coordinate regional information in support of the Group's activities.

WORK PROGRAMME

The work program is based on the activities/tasks of the planned Regional Objectives and integrates the action plans of the different NACC/WG Task Groups, the GREPECAS projects and the regional objectives raised through the annual NACC/WG Action Plan.

The Group also addresses air navigation implementation issues through the Global Air Navigation Plan (GANP) led by each Task Group according to its area of responsibility.

ACTIVITIES TO BE LED BY THE GROUP

1. Review and recommend, as appropriate, deadlines for the implementation of air navigation facilities, services and procedures in the CAR and NAM Regions.
2. Develop guidelines and make recommendations for States/Territories/International Organizations to implement their national plans.
3. Make recommendations to develop proposed amendments to the Regional Air Navigation Plans of the NAM and CAR/SAM Regions, as well as to the Regional Supplementary Procedures ICAO Doc. 7030 that meet the ANS requirements.
4. Monitor the implementation of air navigation facilities and services to ensure inter-regional harmonization, considering ATM community requirements, performance improvements and safety arises.
5. Provide recommendations for improvement actions in human resource planning and development, as well as minimize the impact of Human Factors on safety.
6. Promote close cooperation between States, Territories and their representative Organizations, users, International Organizations, and industry, to optimize the use of available expertise and resources avoiding duplication of work.
7. Lead activities efficiently with a minimum of formality and documentation using electronic tools (Tele-Conf. e-mail, etc.) and conference calls to ensure an exchange of information, when required.
8. Coordinate performance indicators and targets, deadlines, responsible for execution and results, as well as human resources performance to the ICAO NACC Regional Office.
9. The Group is responsible for reporting to GREPECAS on the progress of regional air navigation implementation.

TERMS OF REFERENCE FOR THE NORTH AMERICAN, CENTRAL AMERICAN AND CARIBBEAN WORKING GROUP (NACC/WG)

MEETING WORK PROGRAM

1. The NACC/WG shall be convened by the ICAO NACC Regional Office at least three months prior to the Meeting.
2. The meeting will be development in both languages, Spanish and English with simultaneous interpretation;
3. The meetings may be in face-to-face or virtual modality.
4. If the meeting is face-to-face the NACC/WG shall meet in accordance with the following established rotation: Central America (CA), North America (NAM), Eastern Caribbean (E/CAR) and Central Caribbean (C/CAR);
5. Any Member State/Territory/International Member Organization may volunteer if the meeting is face-to-face, at any time, to host a NACC/WG Meeting.
6. The task groups shall convene the face-to-face and virtual working meetings, as well as the coordination and assistance activities that they deem necessary to develop their work programs.

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