



**INTERNATIONAL CIVIL AVIATION ORGANIZATION  
NORTH AMERICAN, CENTRAL AMERICAN AND CARIBBEAN OFFICE**

**TWENTY-FIFTH DIRECTORS OF CIVIL AVIATION OF THE  
EASTERN CARIBBEAN MEETING**

**E/CAR/DCA/25**

**REPORT**

**ST. JOHN'S, ANTIGUA AND BARBUDA, 3–5 DECEMBER 2013**

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## **HISTORICAL**

### **ii.1 Place and Date of the Meeting**

The Twenty-fifth Directors of Civil Aviation of the Eastern Caribbean Meeting (E/CAR/DCA/25) was held at the Grand Royal Antiguan Beach Resort in St. John's, Antigua and Barbuda, from 3 to 5 December 2013.

### **ii.2 Opening Ceremony**

Mrs. Loretta Martin, Director of the North American, Central American and Caribbean (NACC) Regional Office of the International Civil Aviation Organization (ICAO), provided opening remarks and thanked the Eastern Caribbean Civil Aviation Authority (ECCAA) and Antigua and Barbuda for hosting the meeting. Mr. Donald McPhail, Director General of Civil Aviation, Eastern Caribbean Civil Aviation Authority, welcomed all participants to Antigua and Barbuda. Mrs. Millinette Ambrose, Permanent Secretary, Ministry of Tourism, Civil Aviation and Culture, officially opened the meeting.

### **ii.3 Officers of the Meeting**

The E/CAR/DCA/25 Meeting elected Mr. Donald McPhail, ECCAA, as Chairman of the meeting. Mrs. Loretta Martin, ICAO NACC Regional Director, served as Secretary of the Meeting and was assisted by Mr. Jorge Fernandez, Deputy Regional Director; Mr. Victor Hernandez, Regional Officer, Air Traffic Management and Search and Rescue; and Mr. Julio Garriga, Regional Officer, Technical Cooperation; all from the ICAO NACC Regional Office.

### **ii.4 Working Language**

The working language of the meeting was English and working papers, information papers, presentations, and the report of the meeting were made available to participants in said language.

### **ii.5 Schedule and Working Arrangements**

It was agreed that the working hours for the meeting sessions would be from 09:00 to 15:30 hours daily with adequate breaks.

**ii.6            Agenda**

**Agenda Item 1:        Approval of the Meeting Agenda and Schedule**

**Agenda Item 2:        Results of the 38th Session of the ICAO Assembly**

**Agenda Item 3:        Review Conclusions from the E/CAR/DCA/24, RASG-PA/6 and GREPECAS PPRC/2 Meetings**

**Agenda Item 4:        Aviation Safety Matters**

- 4.1    Safety Management
- 4.2    Universal Safety Oversight Audit Programme (USOAP) – Continuous Monitoring Approach (CMA)
- 4.3    Regional Aviation Safety Group – Pan America (RASG-PA)
- 4.4    Runway Safety
- 4.5    Other aviation safety matters

**Agenda Item 5:        Air Navigation Matters**

- 5.1    PIARCO FIR Air Traffic Services (ATS) Agreement and E/CAR Natural Disasters Emergency Response Plan
- 5.2    Global Air Navigation Matters
- 5.3    Review results from the E/CAR/CATG/1 and ANI/WG/1 Meetings and valid conclusions of these meetings
- 5.4    Review of the E/CAR Communications Network
- 5.5    NAM/CAR RPBANIP version 3.0: ASBU oriented update of the Regional Implementation Plan
- 5.6    Air Navigation Reporting and Monitoring activities
- 5.7    Action Plans on States' CO<sub>2</sub> emission reduction activities in aviation and implementation status
- 5.8    State Action Plans on aviation CO<sub>2</sub> emission reduction activities and implementation status
- 5.9    Review of air navigation deficiencies
- 5.10   Other air navigation matters

**Agenda Item 6:        Aviation Security (AVSEC) Matters**

- 6.1    Universal Security Audit Programme (USAP)
- 6.2    ICAO/LACAC NAM/CAR/SAM Aviation Security and Facilitation Regional Group (AVSEC/FAL/RG)
- 6.3    Other Aviation Security (AVSEC) matters

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

- 7.1    Regional Technical Cooperation Project for the Caribbean Region – Implementation of the Performance Based Air Navigation Systems for the CAR Region (RLA/09/801)
- 7.2    Collaborative Arrangement for the Prevention and Management of Public Health Events in Civil Aviation (CAPSCA)

- 7.3 CAR Region Civil Aviation Training; results of the CATC/1 Meeting; and the Regional Symposium on Next Generation of Aviation Professionals (NGAP) and TRAINAIR *Plus*
- 7.4 Other regional cooperation and training matters

**Agenda Item 8: Any Other Business**

- 8.1 Results of the Sixth Worldwide Air Transport Conference
- 8.2 NACC/DCA/5 Meeting
- 8.3 Host and dates for the next meeting
- 8.4 Other business

**ii.7 Attendance**

Six Eastern Caribbean States/Territories, 1 Central Caribbean State and 2 International Organizations attended the meeting, totalling 22 delegates as indicated in the list of participants.

**ii.8 Conclusions and Decisions**

The Directors of Civil Aviation of the Eastern Caribbean Meetings record agreements as conclusions and decisions as follows:

**CONCLUSIONS:** Activities requiring action/communication by States/Territories/International Organizations/ICAO

**DECISIONS:** Internal activities of the Meetings of Directors of Civil Aviation of the Eastern Caribbean

**List of Conclusions**

<b>NO.</b>	<b>CONCLUSION</b>	<b>PAGE</b>
25/1	<b>LATIN AMERICAN/CARIBBEAN DISASTER OPERATIONS GROUP MEETING</b>	4-7
25/2	<b>PIARCO FIR ATS AGREEMENT</b>	5-1
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25/4	<b>PARTICIPATION OF E/CAR SPECIALISTS AT REGIONAL AIS TRAINING EVENTS</b>	5-5
25/5	<b>REQUEST FOR CPU<sub>s</sub> FROM FRANCE</b>	5-7
25/6	<b>CAR REGION SAFETY AND AIR NAVIGATION DIRECTORS MEETING (CAR/DCA/OPSAN)</b>	8-2
25/7	<b>ICAO DIPLOMATIC CONFERENCE 2014</b>	8-4

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

*Refer to the Meeting web page:*  
<http://www.icao.int/NACC/Pages/meetings-2013-ecardca25.aspx>

<b>WORKING PAPERS</b>				
<b>Number</b>	<b>Agenda Item</b>	<b>Title</b>	<b>Date</b>	<b>Prepared and Presented by</b>
WP/01 <b>Rev.</b>	1	Meeting Agenda and Schedule	20/11/13	Secretariat
WP/02	3	Review of the Valid Conclusions of the E/CAR/DCA/24 Meeting	24/09/13	Secretariat
WP/03	5.8	Current Status of State Action Plans on CO <sub>2</sub> Emission Reduction Activities	09/11/13	Secretariat
WP/04	4.2	The ICAO Universal Safety Oversight Audit Programme (USOAP) - Continuous Monitoring Approach (CMA)	13/11/13	Secretariat
WP/05	4.3	Regional Aviation Safety Group – Pan America (RASG-PA) Activities	11/11/13	Secretariat
WP/06	4.4	Establishment of Runway Safety Teams (RSTs)	07/11/13	Secretariat
WP/07	5.3	First Eastern Caribbean Civil Aviation Technical Group Meeting (E/CAR/CATG/1) - New E/CAR/DCA Technical Support Body	24/10/13	Secretariat
WP/08	5.3	First NAM/CAR Air Navigation Implementation Working Group Meeting; (ANI/WG/1); Air Navigation Implementation Progress and Results	26/11/13	ANI/WG Chairman
WP/09	5.4	Progress Report of the E/CAR/NTG: E/CAR AFS Network Improvements and Radar Data Sharing Implementation	12/11/13	E/CAR/CATG Rapporteur
WP/10	5.5	Critical Implementation Requirements for PBN, AIM QMS, MET QMS and Aerodrome Certification	13/11/13	Secretariat
WP/11		CANCELLED		
WP/12	5.9	Air Navigation Deficiencies in the E/CAR	14/11/13	Secretariat
WP/13	6.2	ICAO/LACAC NAM/CAR/SAM Aviation Security And Facilitation Regional Group (AVSEC/FAL/RG)	13/11/13	Secretariat
WP/14	7.1	ICAO Regional Technical Cooperation Project for the Caribbean Region – Implementation of Performance-Based Air Navigation Systems for the CAR Region (RLA/09/801) – Tool for Streamlining Air Navigation Implementation	08/11/13	Secretariat
WP/15	7.3	CAR Region Civil Aviation Training; ICAO Next Generation of Aviation Professionals (NGAP) and TRAINAIR <i>Plus</i>	08/11/13	Secretariat
WP/16	8.4	Outstanding Contributions Receivable and ICAO's Financial Situation	12/11/13	Secretariat
WP/17	5.5	New Update of the NAM/CAR Regional Performance Based Air Navigation Implementation Plan (RPBANIP) aligned with ICAO Aviation System Block Upgrades (ASBU)	12/11/13	Secretariat

**WORKING PAPERS**

<b>Number</b>	<b>Agenda Item</b>	<b>Title</b>	<b>Date</b>	<b>Prepared and Presented by</b>
WP/18	5.6	Performance Dashboard and the Annual Air Navigation Report	13/11/13	Secretariat
WP/19	5.7	Port-of-Spain Declaration	15/11/13	Secretariat
WP/20	6.1	Results of the Second Cycle of the Universal Security Audit Programme (USAP) and Transition to a Continuous Monitoring Approach (USAP-CMA)	14/11/13	Secretariat
WP/21	5.10	Status of Aerodrome Certification for the E/CAR States	20/11/13	Secretariat
WP/22	8.4	Diplomatic Conference to Adopt the Proposed Draft Text of the Protocol to The Tokyo Convention of 1963 (Montréal, 26 March to 4 April 2014)	14/11/13	Secretariat

**INFORMATION PAPERS**

<b>Number</b>	<b>Agenda Item</b>	<b>Title</b>	<b>Date</b>	<b>Prepared and Presented by</b>
IP/01	---	List of Working and Information Papers and Presentations	29/11/13	Secretariat
IP/02	2	Results of the 38th Session of the ICAO Assembly	11/11/13	Secretariat
IP/03	3	Review of Conclusions and Decisions from the RASG-PA Meetings and Executive Steering Committee (ESC) Meetings	11/11/13	Secretariat
IP/04	3	Second Meeting of the GREPECAS Programmes and Projects Review Committee (PPRC/2)	25/09/13	Secretariat
IP/05	5.2	4 <sup>th</sup> Edition of the Global Air Navigation Plan (GANP)	11/11/13	Secretariat
IP/06	5.2	The Evolution of Electronic Tools and Data: a Strategic Plan for the Creation of a Community-Driven Decision-Support Digital Environment for the Global Aviation Community	11/11/13	Secretariat
IP/07	5.2	Twelfth Air Navigation Conference (AN-CONF/12) and Recommendations Implementation of Aviation System Block Upgrades (ASBUs) Methodology and 38 <sup>th</sup> Assembly Resolutions	11/11/13	Secretariat
IP/08	5.1	E/CAR Aviation Contingency Plan	26/11/13	Rapporteur SAR Committee
IP/09	4.5	Aerodrome Safety Programs Update	27/11/13	United States
IP/10	7.2	Collaborative Arrangement for the Prevention and Management of Public Health Events in Civil Aviation (CAPSCA)	28/10/13	Secretariat
IP/11	8.1	Outcome of the Sixth Worldwide Air Transport Conference	11/11/13	Secretariat

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**INFORMATION PAPERS**

<b>Number</b>	<b>Agenda Item</b>	<b>Title</b>	<b>Date</b>	<b>Prepared and Presented by</b>
IP/12	8.3	Host and Dates for the Next Meeting of Directors of Civil Aviation of the Eastern Caribbean	27/09/13	Secretariat
IP/13	7.3	AIM Training Development	01/10/13	Secretariat
IP/14	5.2	Progress on Alignment of Regional Air Navigation Plans with the Global Air Navigation Plan	28/11/13	Secretariat

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**PRESENTATIONS**

<b>Number</b>	<b>Agenda Item</b>	<b>Title</b>	<b>Presented by</b>
1	4.1	Annex 19 Safety Management	Secretariat
2	6.3	Risk Based Security initiatives	United States

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**Agenda Item 1                      Approval of the Meeting Agenda and Schedule**

1.1                      The Secretariat presented WP/01 Rev. inviting the meeting participants to approve the provisional agenda and schedule of the meeting, referring to IP/01, with the list of associated documentation and presentations. It was agreed that Item 7.4 (E/CAR Aviation Contingency Plan) of the Draft Agenda would be better aligned under Agenda Item 5. - Air Navigation Matters and specifically to Agenda Item 5.1 (PIARCO FIR Air Traffic Services (ATS) Agreement). Moreover, the name of the E/CAR Aviation Contingency Plan was changed to “*E/CAR Natural Disasters Emergency Response Plan.*” The final agenda was modified accordingly. The approved meeting agenda is presented in the historical section of this report.

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**Agenda Item 2                      Results of the 38th Session of the ICAO Assembly**

2.1                      The Secretariat presented IP/02 on the outcomes of the ICAO 38<sup>th</sup> Assembly, the largest in ICAO history, highlighting approval of a zero nominal growth budget, the ICAO Vision and Mission, and the five strategic objectives for the 2014-2016 triennium as follows:

**Safety** – Enhance global civil aviation safety

**Air Navigation Capacity** - Increase capacity and improve efficiency of the global civil aviation system

**Security and Facilitation** – Enhance global civil aviation security and facilitation

**Economic Development of Air Transport** – Foster the development of a sound and economically-viable civil aviation system

**Environmental Protection** – Minimize the adverse environmental effects of civil aviation activities

2.2                      The summary of major developments includes:

***Safety Still Paramount***

2.2.1                    The 38<sup>th</sup> ICAO Assembly reiterated global aviation’s first and guiding commitment is to reduce the rate and number of accidents worldwide.

***Air Navigation Capacity and Efficiency***

2.2.2                    Continuing safety progress will now be enhanced by complementary air navigation analysis and reporting cycles, as confirmed by the Assembly’s similar endorsement of the revised ICAO Global Air Navigation Plan (GANP). The GANP will permit ICAO to practically and flexibly realize the long sought after goal of a globally-harmonized air navigation system. With its extensively detailed Aviation System Block Upgrade (ASBU) modules, the revised GANP provides unprecedented levels of transparency and planning certainty to States, regional implementation groups, service providers, airspace users, and industry stakeholders.

***Security and Facilitation***

2.2.3                    By endorsing the Council’s decisions on security and facilitation, the Assembly confirmed ICAO’s emphasis on achieving greater balance between effective control measures and system-wide connectivity and efficiency.

***Economic Development of Air Transport***

2.2.4                    The Assembly also endorsed the recommendations from the Sixth Worldwide Air Transport Conference (ATConf/6) and the Organization’s future work plan in the areas of forecasting, economic analysis, and statistics.

***Environmental Protection***

2.2.5 In the area of environmental protection, the Assembly recognized ICAO's notable progress during the last triennium, reaffirmed its collective aspirational goals, and agreed on a comprehensive strategy to progress all elements of the basket measures: namely, technology, operations, and alternative fuels, and set forth a very ambitious work programme for State capacity building and assistance with the development and implementation of State action plans to reduce emissions.

***Legal Developments***

2.2.6 In the legal field, the Assembly adopted a resolution to promote the ratification of the Beijing Convention and the Beijing Protocol of 2010. These two new treaties have broadened and strengthened the global aviation security regime to meet new and emerging threats.

***Assembly Elects New Council for 3-year Term***

2.2.7 The new Council members elected for the next three years include Canada, Dominican Republic, Mexico, Nicaragua, and United States from the NACC Region.

***New Strategic Tools to Manage the Doubling of Air Traffic***

2.2.8 The ICAO Assembly also endorsed two revised and significant ICAO Global Plans in the areas of safety and air navigation. Now served by complementary collaborative methodologies and clear operational performance objectives, the new ICAO strategy documents will be instrumental with how States and industry unite over the coming decades to safely expand air traffic capacity and efficiently accommodate the projected doubling of air traffic by 2030.

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**Agenda Item 3            Review Conclusions from the E/CAR/DCA/24, RASG-PA/6 and GREPECAS PPRC/2 Meetings**

***E/CAR/DCA/24 Meeting***

3.1            The Secretariat presented WP/02 and reviewed the status of the conclusions of the Twenty-fourth Meeting of the Eastern Caribbean Directors of Civil Aviation (E/CAR/DCA/24) held in Martinique, France, from 2 to 5 October 2012. The status of each conclusion was designated as valid, completed, or superseded, and relevant follow-up remarks were provided.

3.2            The Meeting agreed on the status of the conclusions as presented in the Appendix to WP/02 and noted the corresponding follow-up:

- Conclusions 24/2, 6, 7, 8, and 9 are completed.
- Conclusion 24/1 - *Piarco FIR ATS Agreement* remains valid. Further information is presented under Agenda Item 5.1.
- Conclusion 24/3 - *PIARCO NOTAM/AIS Contingency Plan* remains valid and the target completion date was postponed to June 2014.
- Conclusion 24/4 - *SAR Activities and Improvements in the E/CAR Sub-Region* remains valid and the target completion date was postponed to December 2014.
- Conclusion 24/5 - *CASSOS Member States Sub-Regional Action Plan on CO<sub>2</sub> Emission Reduction Activities* remains valid, as only Jamaica and Trinidad and Tobago have provided action plans, and Assembly 38-18 Resolution extended the date for submission of State Action Plans to June 2015.
- Conclusion 24/10 – *CAPSCA - Americas* remains valid as only Barbados and Trinidad and Tobago are CAPSCA members; the target completion date was postponed to June 2014.
- Conclusion 24/11 - *E/CAR Aviation Contingency Plan* was discussed under IP/08. A report was provided by the Rapporteur. The Conclusion was superseded by Conclusion 25/2 under Agenda Item 5.1 to this report.

***RASG-PA/6 Meeting***

3.3            The Secretariat presented IP/03 on the Regional Aviation Safety Group–Pan America (RASG-PA) and the Executive Steering Committee (ESC) valid conclusions and decisions that are presented in Appendices A and B to IP/03, respectively. Jamaica, Trinidad and Tobago, United States and IATA commended the work that RASG-PA is performing regarding safety issues. The RASG-PA Pan American Aviation Safety Summit and RASG-PA/07 meetings will be held from 9 to 12 September 2014, in Curacao.

***GREPECAS Second Meeting of the GREPECAS Programmes and Projects Review Committee Meetings***

3.4 The Secretariat presented IP/04 regarding the Second Meeting of the Programmes and Projects Review Committee (PPRC/2) held at the ICAO South American Regional Office in Lima, Peru, from 16 to 18 July 2013.

3.5 The Meeting, upon analyzing Conclusion 1/1 - *Actions to improve processing of air navigation deficiencies*, Decisions 1/2 - *GREPECAS Procedural Handbook* and 1/3 - *Programmes and Projects Review Committee (PPRC) Terms of Reference and Work Programme*, considered that these had been completed and with regard to Decision 1/4 - *GREPECAS Annual Report Content*, considered that it was no longer valid and was superseded by draft Decision 2/8 – *GREPECAS Annual Report*.

3.6 The Meeting analyzed GREPECAS conclusions and decisions considered valid during the PPRC/1 Meeting, as well as actions taken by CAR/SAM States/Territories/International Organizations and/or ICAO Secretariat for implementation. In this respect, it was considered that all conclusions and decisions had been completed. The list of conclusion and decisions adopted by the PPRC/2 is presented in the Appendix to IP/04.

3.7 The GREPECAS/17 Meeting is scheduled from 21 to 25 July 2014, and will be held in a South American (SAM) Region State yet to be determined.

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**Agenda Item 4            Aviation Safety Matters**

**4.1        Safety Management**

4.1.1            Presentation/01(P/01) provided a concise introduction to the new ICAO Annex 19 - *Safety Management*. The new Annex aims to implement a comprehensive State safety framework through consolidation of existing State Safety Programme (SSP) and Safety Management Systems (SMS) requirements from Annexes 1, 6, 8, 11, 13 and 14.

4.1.2            The key changes for Annex 19 are as follows:

- The SMS framework now applies to organizations responsible for the type design and manufacture of aircraft
- The four components of the SSP framework, such as State safety policy, State safety risk management, State safety assurance and State safety promotion have been elevated to the status of ICAO Standard
- The State safety oversight system is applicable to the oversight of all product and services providers
- the Safety Data Collection Analysis and Exchange and the Legal Guidance for the Protection of Safety Information from Safety Data Collection and Processing Systems complement the SSP

4.1.3            The Regional Aviation Safety Groups (RASGs) have been asked to identify activities, including required resources to support the Annex 19 roll-out plan and the effective and continuing implementation of SMS and SSP provisions. The States, through their respective RASGs, are strongly encouraged to report progress regarding the implementation of SSP and SMS provisions, which is essential to guide future development of safety management provisions.

4.1.4            United Kingdom commented on the considerable amount of useful information and guidance that can be found in the ICAO *Safety Management Manual* (SMM), ICAO Doc 9859, including templates for implementation.

4.1.5            Annex 19 also includes a new Standard requiring States to implement a documented safety oversight system applicable to all service providers.

4.1.6            ICAO safety management training material is being updated to reflect the 1<sup>st</sup> edition of Annex 19 and the 3<sup>rd</sup> edition of the SMM, and is expected to be completed in 2014.

4.1.7            The impact for States will involve administrative work to review and amend existing legislation and regulations; update references to the previous Annex provisions; and notification of differences to Annex 19 to ICAO. The impact for service providers and general aviation operators are minor updates to operations manuals and other materials.

4.1.8 The Meeting noted that Annex 19 looks to facilitate reporting systems between Civil Aviation Authorities (CAAs) and industry and promotes a *Just Culture* in the air transport system. The protection of information gleaned through safety management processes complements prompt and secure exchange of safety information. To achieve these new requirements, the Meeting concurred that States should update their legislative regulatory framework or report any differences to ICAO in accordance with existing mechanism.

#### **4.2 Universal Safety Oversight Audit Programme (USOAP) – Continuous Monitoring Approach (CMA)**

4.2.1 The Secretariat presented WP/04 with updated information on the ICAO Universal Safety Oversight Audit Programme - Continuous Monitoring Approach (USOAP-CMA) activities, results, and use of the new USOAP-CMA online framework.

4.2.2 In accordance with ICAO Assembly Resolution A37-5, all NAM/CAR Region States have signed a new Memorandum of Understanding (MoU) with ICAO and have designated their National Continuous Monitoring Coordinators (NCMCs). The activity plan and updates are published every six months on the CMA online system: <http://www.icao.int/usoap>.

4.2.3 In line with the USOAP-CMA activity programme, ICAO Coordinated Validation Missions (ICVMs) have been completed in Bahamas; Costa Rica; Mexico; Honduras; Jamaica; Organization of Eastern Caribbean States (OECS); and Barbados.

4.2.4 The ICAO NACC Regional Office has organized regional CMA implementation and use of electronic safety tools seminars/workshops for the NAM/CAR Regions. Member States are now able to update their Corrective Action Plan (CAP) using the USOAP-CMA online framework. CMA Protocol Questions (PQs), Frequently Asked Questions (FAQs), help files, and videos on how to use the CMA online framework (OLF) can be found in “*Tutorials & Help*” at <http://www.icao.int/usoap>.

4.2.5 The regional safety implementation average increased due to improvements in the safety oversight system achieved by States who received an ICVM. The Lack of Effective Implementation (LEI) associated with Critical Element 4 (CE4), *Qualifications and Training of Technical Staff*, is the top issue negatively impacting the effective implementation average. The leading areas needing improvement are as follows:

- ORG* Reorganization/structure of the AAC in accordance with the needs, lack of inspectors, and a calculation method of the staff needed
- ANS* Lack of regulations and procedures, staff, SMS, and training
- AGA* Lack of inspectors, procedures, certification, SMS, and training
- AIG* Lack of autonomy, protection of regulations for AIG data and procedures

4.2.6 The Meeting noted that the Regional Safety Oversight Organizations (RSOOs) offer significant value in terms of capability and self-sufficiency in the long term based on cost-benefit analysis. E/CAR States should analyze and clearly define the roles and functions between State national systems and a regional safety oversight organization in terms of:

- Mutual recognition
- Technical assistance to strengthen capacity
- Strengthening regulatory framework
- Standard harmonization

4.2.7 To this end, an RSOO can assist Member States with implementation of a State safety oversight system, SSP/SMS processes and components, a reporting system, and accident and incident investigation system.

### **4.3 Regional Aviation Safety Group – Pan America (RASG-PA)**

4.3.1 The Secretariat presented WP/05 with an update on RASG-PA activities. It was noted that even with limited economic and in-kind resources and limited participation from State Civil Aviation Authorities in RASG-PA activities and projects, RASG-PA has been able to successfully perform its assigned tasks through considerable commitment and dedication. Among the main RASG-PA deliverables are the following:

- Four Pan American Aviation Safety Summits
- Four editions of the RASG-PA Annual Safety Report
- Proposal for Amendment to Aeronautical Legislation to Protect Safety Information Sources
- Runway Excursion Risk Reduction (RERR) Toolkit (Version 2)
- Surveys on go-around policies and unstable approach mitigation
- Advanced maneuvers manual distributed to all operators
- Seven RASG-PA Aviation Safety Workshops/Seminars
- Pilot Monitoring Toolkit
- Guidance for Maintaining Runway in Accordance with ICAO Annex 14
- Aviation safety training material made available on the RASG-PA website:  
[www.rasg-pa.org](http://www.rasg-pa.org)
- Standardized CFIT training across operators in the region
- RASG-PA Safety Advisories (RSAs)
- Implemented Runway Safety Teams (RSTs) at the Mexico City International Airport (MMMX), Mexico; Montego Bay, (MKJS), Jamaica; Quito, (SEQU), Ecuador; Lima (SPIM), Peru and San Jose, Costa Rica (MROC)
- First Aeronautical Legislative Seminar for the Protection of Safety Information

4.3.2 RASG-PA is also working in coordination with several bodies on various projects to enhance safety, such as:

- Consistent use of Standard Spanish and English Phraseology in accordance with the ICAO PANS-ATM – Air Traffic Management (Doc 4444)
- Central American Accident and Incident Prevention Investigation Commission
- Flight Information Quality Assurance (FOQA) Programme
- Bird Strike Reduction Programme

4.3.3 In general, there is insufficient participation from States in RASG-PA activities, particularly to support Safety Enhancement Initiatives and Detailed Implementation Plans developed by the RASG-PA Pan American – Regional Aviation Safety Team (PA-RAST) and considering that the Regional Aviation Safety Groups (RASGs) have the approval of the ICAO Council to address global aviation safety issues from a regional perspective. RASG-PA is the safety focal point in the Pan American Region to ensure harmonization and coordination of efforts to reduce aviation safety risks.

4.3.4 In the three years since the establishment of RASG-PA, the impact of the work of the Group has resulted in reducing fatal accident risk for Part 121 and like operations in the NAM/CAR/SAM Regions by 24%. However, it should be noted that the RASG-PA Issue Analysis Team (IAT), through relevant data analysis, has identified an increased safety risk in the area of mid-air collisions as a result of an increased trend in TCAS incidents. Therefore, mid-air collisions have been added to the already identified top three risk areas, namely: Runways Excursions (REs); Loss of Control In-flight (LOC-I); and Controlled Flight Into Terrain (CFIT).

#### **4.4 Runway Safety**

##### *Establishment of Runway Safety Teams (RSTs)*

4.4.1 The Secretariat presented WP/06, and the Meeting took note of the Runway Safety Programme, which ICAO promotes to foster implementation of international Standards and Recommended Practices (SARPs) in force and State implementation of Runway Safety Teams (RSTs) in conjunction with other aviation stakeholders.

4.4.2 RASG-PA has taken the lead to promote the implementation of RSTs in the CAR/SAM Regions in its work programme and to develop a tool to facilitate implementation.

4.4.3 The Meeting noted that there are many factors, such as aeronautical phraseology, aviation language proficiency, air traffic control procedures, equipment standards and performance requirements, visual aids, aerodrome geometry, flight operations, and situational awareness, among others, which should be taken into consideration to improve runway safety.

4.4.4 The Meeting was informed that events related to runway safety include the following categories of accidents: abnormal runway contact, bird strikes, ground collisions, ground handling, runway excursions, runway incursions, loss of control - ground, collision with obstacles, and aerodrome undershoot/overshoot.

4.4.5 The Runway Safety Programme seeks implementation of concrete measures to minimize the risk of runway incursions, runway excursions, and other events related to runway safety by establishing multidisciplinary RSTs at each international airport.

4.4.6 RSTs have identified hot spots through SMS risk management measures. In addition, they have also helped to establish a coordination process through periodic meetings, as well as collaborative decision-making with airline and airport operators, pilots, controllers, and operational personnel at airports.

4.4.7 Statistics show that at some airports the number of safety incidents on runways persists, and in some cases, the trend is increasing. Therefore, it is desirable that States analyze the establishment of RSTs, especially at those airports with a large number of operations.

4.4.8 The Meeting expressed the need to continue RST implementation at each international airport in view of the existing trend of increased runway safety related events.

4.4.9 The ICAO NACC Regional Office and RASG-PA stakeholders are ready to assist Member States with successful implementation of RSTs.

4.4.10 Trinidad and Tobago indicated that they are in the process of implementing their RST and developing the Terms of Reference (TORs). The ICAO NACC Regional Office offered assistance with developing TORs based on the experience gained during the implementation process of the Mexico City International Airport RST and the associated TORs that were developed through this pilot RASG-PA project.

#### **4.5 Other aviation safety matters**

4.5.1 United States presented IP/09 providing an Aerodrome Safety Program update, highlighting programmes and research activities to improve airport safety in the United States. These initiatives have helped the FAA maintain its commitment to safety and include runway safety, mitigation of wildlife hazards, research and development, pavement management programs, Aircraft Rescue Firefighting (ARFF), implementation of SMS, Aerodrome Certification, Airport Foreign Object Debris (FOD) Programs, Engineering Materials Arresting Systems, Airport Cooperative Research Program (ACRP) and Latin-American/Caribbean Disaster Operations Group Project.

##### ***Runway Safety Initiatives***

4.5.2 The FAA has actively invested in programmes and technology to address airfield safety. They deploy various technologies, such as Airport Surface Detection Equipment and Runway Status Lights (RWSL) to reduce surface risk. Changes to airport infrastructure and procedures have also been implemented throughout the United States, such as enhanced taxiway markings, improvements to Runway Safety Areas (RSAs) and increased driver training for persons with access to the movement area.

##### ***Addressing Wildlife Hazards***

4.5.3 The FAA requires that airports certificated in the United States that have a record of bird strikes, or that experience one of several specific triggers, conduct a Wildlife Hazard Assessment (WHA). CAAs and industry must work together to address hazardous wildlife issues in a regional, cooperative, and prioritized manner.

##### ***Engineering Materials Arresting System***

4.5.4 The development and use of Engineered Materials Arresting Systems (EMAS) to arrest aircraft in the event of an aircraft overrun has been a huge success in the United States. To date, EMAS has been deployed at 70 runway ends at 46 airfield locations throughout the country and has successfully stopped 9 overrunning aircraft.

##### ***Runway Safety Area Improvements***

4.5.5 The FAA has continued to make progress with improving RSAs. These areas enhance safety in the event an aircraft undershoots, overshoots, or veers off the side of a runway.

### ***Aerodrome Certification Training***

4.5.6 The FAA encourages States that have not yet certified their international airports to complete this important ICAO requirement. To help with this effort, the FAA has supported many training initiatives for aerodrome inspectors throughout the world, including the offer of resident training for airport inspectors at the FAA Academy in Oklahoma. The FAA supported the ICAO NACC Regional Office and the Sint Maarten CAA in conducting a Regional Aerodrome Inspector Certification Training Seminar held in Sint Maarten from 11-15 June 2012. The FAA is willing to assist or work with ICAO to conduct aerodrome certification training in the CAR Region.

### ***Safety Management Systems***

4.5.7 To provide initial SMS guidance to airport authorities, the FAA published Advisory Circular 5200-37, *Introduction to Safety Management Systems at Airports*. That Advisory Circular is available at the FAA website and has been recently updated in draft form as AC150/5200-37A.

### ***Airport Foreign Object Debris (FOD) Programs***

4.5.8 The FAA conducted an evaluation of an automated FOD detection system at John F. Kennedy International Airport to determine the capability of detecting objects as small as a two-inch long bolt on the pavement surface. It concluded from the research effort that under many operational and environmental conditions, the FOD detection system can identify even small objects.

### ***Aircraft Fire Research***

4.5.9 The FAA has also expanded its ARFF research program to include firefighting strategies and technologies for cargo aircraft. Research reports from this programme were recently published detailing the findings in areas of firefighting strategies and tactics, development of a prototype firefighting nozzle, weight and balance behavior of freighter aircraft, and aircraft skin-penetrating nozzle testing of cargo liner materials. The results of this research will be of great value to airport fire departments that may respond to fires involving cargo aircraft.

### ***Airport Pavement Management System***

4.5.10 This programme offers users a planning tool for modeling airport pavement surface degradation due to external effects such as traffic and environment. The program can be used with other FAA pavement applications to help users determine optimum repair scheduling and maintenance strategies.

### ***Airport Cooperative Research Program (ACRP)***

4.5.11 The FAA sponsors a unique cooperative research programme that conducts research on problems shared by airports that are not being addressed by other federal research programmes. Each year, the Transportation Research Board (TRB) solicits research topics from airports and the aviation community in the areas of airport safety, airport environmental issues, airport administration, and airport capacity.

4.5.12 ACRP studies are available online at no charge on the TRB and FAA websites. These studies are of value to all airports. They are generally reports of best practices or guidebooks on important issues such as airport sustainability, maximizing airport revenue, mitigating wildlife hazards, irregular operations, emergency planning, and many other useful topics. The FAA distributed a list of studies to all participants available at no charge on the TRB website: [www.trb.org](http://www.trb.org).

*Latin American/Caribbean Disaster Operations Group Project*

4.5.13 At the 2013 Central Caribbean Directors of Civil Aviation (C/CAR/DCA) Meeting in Havana, Cuba, United States provided WP/15 on the Airport to Airport Mutual Aid Programs – Disaster Operations Group Concept. As a result, the idea of developing a Disaster Operations Group for Latin America and the Caribbean (Latin American/Caribbean Disaster Operations Group – LACDOG) was proposed. The proposal was endorsed, and a committee was formed with Cuba, Dominican Republic, Honduras, Jamaica, Mexico, United States and the ICAO-NACC Office as members. The work of the committee is in the preparatory stages and a face-to-face meeting is scheduled for 28-29 January 2014, at the ICAO NACC Regional Office in Mexico City. Therefore, the following conclusion was formulated:

**CONCLUSION 25/1                      LATIN AMERICAN/CARIBBEAN DISASTER OPERATIONS  
GROUP MEETING**

That the Civil Aviation Authorities of the Eastern Caribbean attend and also invite their respective airport operators to the Airport-to-Airport Mutual Aid Project Meeting to be held at the ICAO NACC Regional Office, Mexico City, Mexico, from **28 to 29 January 2014**.

**Agenda Item 5            Air Navigation Matters**

**5.1        PIARCO FIR Air Traffic Services (ATS) Agreement and E/CAR  
            Natural Disasters Emergency Response Plan**

***PIARCO FIR Air Traffic Services (ATS) Agreement***

5.1.1            As identified to the PIARCO E/CAR States at previous meetings, Articles 77 to 88 of the Chicago Convention identify the requirement to establish a formal agreement on the provision of Air Traffic Services (ATS) of the PIARCO FIR upper airspace delegated to Trinidad and Tobago and record such agreement with ICAO.

5.1.2            In this regard, the Meeting noticed that no progress had been reported regarding Conclusion 24/1, *Piarco FIR ATS Agreement*. The Meeting asked that the Piarco Policy Group provide a progress report on this matter at the next NACC/DCA/5 Meeting to be held in Trinidad and Tobago in April 2014. Therefore, the Meeting adopted a new conclusion superseding Conclusion 24/1 as follows:

**CONCLUSION 25/2            PIARCO FIR ATS AGREEMENT**

That Barbados, France, Trinidad and Tobago, and ECCAA, as members of the PIARCO Policy Group:

- a)        provide a status report on the PIARCO FIR ATS Agreement during the Fifth North America, Central America and Caribbean Director General Meeting (NACC/DCA/5), to be held in Trinidad and Tobago in April 2014;
- b)        organize a Ministerial Conference during 2014 to review and sign the final draft of the PIARCO FIR ATS Agreement;
- c)        in compliance with Article 82 of the Chicago Convention, provide the ICAO NACC Regional Office the duly signed version of the PIARCO FIR ATS Agreement by **30 November 2014**.

***E/CAR Natural Disasters Emergency Response Plan***

***SAR Committee***

5.1.3            In compliance with E/CAR Conclusion 24/11, the Eastern Caribbean Civil Aviation Technical Group (E/CAR/CATG) SAR Committee presented progress on the development of an E/CAR Aviation Contingency Plan. In this regard, Trinidad and Tobago dedicated personnel to develop a Search and Rescue Unit (SRU) with a mandate to establish an Aeronautical Rescue Coordination Centre (ARCC), develop an action plan to meet national and regional SAR objectives, and develop a natural disaster response plan. Relevant activities of this plan include the following:

- the SRU has established a working relationship with the Office of Disaster Preparedness and Management (ODPM). The ODPM is the organization that has oversight responsibility through the Caribbean Disaster Emergency Management Agency (CDEMA) for Grenada, Guyana, Suriname, and Trinidad and Tobago disaster management;
- the SRU has also established ties with the International Federation of Red Cross and Red Crescent Societies (IFRC), United Nations Office of the Coordination of Humanitarian Affairs (OCHA), and Inter-Parliamentary Union (IPU) for national capacity development for the Disaster Risk Management Project;
- through work with CAPSCA, Trinidad and Tobago has established ties with the Pan American Health Organization (PAHO). As all Eastern Caribbean States are participating members of PAHO, the SAR Committee will seek to gather necessary data with regard to medical capacity to respond to natural disasters;
- that Trinidad and Tobago support a *Model Act for the Facilitation and Regulation of International Disaster Relief and Initial Recovery Assistance* to facilitate humanitarian flights responding to natural disasters in the PIARCO FIR;
- that Trinidad and Tobago review all possible contingencies to facilitate communications, navigation, and surveillance in the event of a natural disaster. These include acquisition of a mobile tower; establishing a dedicated communication line through the Multiprotocol Label Switching (MPLS) System; and acquiring satellite communications equipment to be strategically placed throughout the Eastern Caribbean; and
- that Trinidad and Tobago establish working relationships with the National Office of Disaster Services (NODS) in Antigua and Barbuda, which has responsibility for Anguilla, British Virgin Islands, Montserrat, Saint Kitts and Nevis, and the Department of Emergency Management in Barbados, which has responsibility for Dominica, Saint Lucia, and Saint Vincent and the Grenadines.

5.1.4 Since the aviation preparedness, response and recovery actions have not progressed to the proposal stage of a comprehensive emergency plan, the E/CAR SAR Committee will continue work on developing an E/CAR Natural Disaster Aviation Emergency Response Plan that will be sent through the ICAO NACC Regional Office to E/CAR States for review and fast track approval not later than 30 June 2014. Therefore, the Meeting adopted the following conclusion:

**CONCLUSION 25/3**

**E/CAR NATURAL DISASTER EMERGENCY PLAN**

That the E/CAR SAR Committee, in coordination with E/CAR States, Territories, and International Organizations concerned, develop an E/CAR Natural Disaster Emergency Response Plan for submission to the ICAO NACC Regional Office by **30 June 2014**, for distribution and approval by the Eastern Caribbean Directors of Civil Aviation through the fast track mechanism.

5.1.5 The SAR Committee reported that significant progress had been made with the development of SAR capability in the E/CAR. There has been increased coordination among States leading towards the development of Letters of Agreement (LOAs); however, E/CAR States still need to submit their SAR Matrix and SAR National Plans to the E/CAR SAR Committee Rapporteur by **30 June 2014**.

## 5.2 Global Air Navigation Matters

5.2.1 The Secretariat presented IP/07 reporting on the recommendations from the Twelfth Air Navigation Conference (AN-Conf/12), which were approved by the ICAO Council. These resolutions, together with 38<sup>th</sup> Assembly resolutions, obligate follow-up by ICAO, States, International Organizations, Planning and Implementation Regional Groups (PIRGs), as well as stakeholders. The AN-Conf/12 recommendations and 38<sup>th</sup> Assembly resolutions are available at: [http://www.icao.int/Meetings/a38/Documents/Resolutions/a38\\_res\\_prov\\_en.pdf](http://www.icao.int/Meetings/a38/Documents/Resolutions/a38_res_prov_en.pdf)

5.2.2 The Assembly endorsed the Fourth Edition of the *Global Air Navigation Plan (GANP)*, Doc 9750, which provides strategic direction for the ICAO global air navigation system technical work programme and serves as global guidance for the PIRGs, States, service providers, airspace users, and other stakeholders. The GANP offers these entities long-term vision with developing and implementing air navigation infrastructure and avionics advances leading to full global harmonization of the ATM system. The revised fourth edition of the GANP will be available in April 2014.

5.2.3 The requirement to develop SARPs, regulatory requirements, procedures, and technology associated with Aviation System Block Upgrades (ASBUs) was identified during the AN-Conf/12. The ASBUs are complemented by Communication, Navigation and Surveillance (CNS) avionics and information management roadmaps. The ASBUs and the roadmaps related to technology were an integral part of the GANP and constitute a valuable set of implementation tools.

5.2.4 ASBUs are organized in five-year increment working programmes starting in 2013 and continuing through 2028 and beyond. PIRGs will design these work programmes by first identifying the operational characteristics of their homogeneous ATM areas, major traffic flows, and major international aerodromes. Analysis of this operational data will identify performance improvement opportunities.

5.2.5 The ASBU methodology serves as a comprehensive framework encompassing a set of modules, which are organized in flexible and scalable blocks and can be implemented in a State or region depending on the operational needs and preparation level in regard to:

- Aerodrome operations
- Interoperability and data through the globally interoperable System-Wide Information Management (SWIM) system
- Optimization of capacity and efficiency through global collaborative air transport management
- Efficient flight paths through trajectory-based operations and future actions for air navigation

5.2.6 Once operational implementation of ASBU modules has been completed, a strategic monitoring programme for identifying air navigation performance achievements will be established. The Meeting noted that these tasks have been undertaken by the E/CAR/CATG and the NAM/CAR Air Navigation Implementation Working Group (NAM/CAR ANI/WG).

### **5.3 Review results from the E/CAR/CATG/1 and ANI/WG/1 Meetings and valid conclusions of these meetings**

#### *E/CAR/CATG/1*

5.3.1 Under WP/07, Trinidad and Tobago, on behalf of the E/CAR/CATG Chairman, provided an overview of the E/CAR CATG progress noting that the E/CAR/CATG/1 Meeting final report together with the E/CAR/CATG Terms of Reference (ToRs) had been approved by the E/CAR States/Territories. The Meeting also noted the results and organization of the E/CAR/CATG. Moreover, the ToRs, methodology, and work programme of the ANI/WG were approved through the fast track mechanism on 4 October 2013, under cover of State Letter EMX0668. Similarly, the Meeting reviewed the valid conclusions from E/CAR/CATG/1 Meeting. It was clear from the report that it is necessary for E/CAR State CAAs to support the participation of experts in the different E/CAR/CATG Committees.

#### *Aerodromes, Air Routes and Ground Aids (AGA) Committee*

5.3.2 The E/CAR/CATG AGA Committee has designated a new rapporteur who is from Trinidad and Tobago. The rapporteur and ICAO/RO/AGA will meet as soon as GREPECAS Project F1 – *Aerodrome Certification Improvements* is finalized in order to develop a work plan in accordance with the mandates of the RPBANIP.

#### *Aeronautical Information Management (AIM) Committee*

5.3.3 Based on the report provided by the E/CAR/CATG AIM Committee on analysis of non-compliant flight plans, the Meeting expressed concern at the number of rejected flight plans identified in the survey conducted from 1 to 31 July 2013. The Meeting recommended that the existing Flight Plan Format (FPL) template be utilized more in the SPATIA system to reduce FPL duplication and errors.

5.3.4 Installation of the Centralized Flight Planning System in Trinidad and Tobago is expected during the second quarter of 2014, which should reduce/eliminate missing and duplicate flight plans. This system is expected to further improve the capacity of existing systems to check for errors related to the FPL2012 format.

5.3.5 Barbados and Trinidad and Tobago have both established teams to develop a Quality Management System (QMS) that meets the Standards established by ICAO for an AIM-QMS, which is expected to be ready for certification in 2014. Barbados and Trinidad and Tobago will assist the rest of the E/CAR States with developing a certifiable AIM-QMS in each State for completion by December 2014.

5.3.6 The E/CAR/CATG AIM Committee requested support from the E/CAR DCAs for participation of Aeronautical Information Services (AIS) specialists at the AIM familiarization programme planned for April 2014 in Trinidad and Tobago as well as other ICAO events such as the electronic Terrain and Obstacle Data (eTOD) Seminar, which will be held in Mexico City in 2014. Therefore, the Meeting adopted the following conclusion:

**CONCLUSION 25/4**

**PARTICIPATION OF E/CAR SPECIALISTS AT REGIONAL AIS TRAINING EVENTS**

That in order to reduce duplicate and erroneous flight plans, the E/CAR States and Territories support participation of their AIS Specialists at the familiarization programme in Trinidad and Tobago planned for April 2014 and the electronic Terrain and Obstacle Data (eTOD) Seminar in Mexico City in 2014.

***Aeronautical Meteorology***

5.3.7 The Coordinating Director of the Caribbean Meteorological Organization (CMO) was contacted by the Chairman of the E/CAR/CATG and an agreement on a regime of functional cooperation between the E/CAR/CATG and the CMO on meteorological (MET) matters was finally completed. The E/CAR/CATG Chairman attended the meeting of Directors of Meteorological Services of the Caribbean Meteorological Council in Barbados on 16 November 2013; however, the meeting final report has not yet been completed.

***Performance-Based Navigation (PBN)***

5.3.8 The Meeting noted the updated Trinidad and Tobago PBN Implementation Plan detailing activities and timelines for 2014.

***ANI/WG/01***

5.3.9 The Secretariat presented WP/08 outlining the results and organization of the NAM/CAR Air Navigation Implementation Working Group (ANI/WG). The ANI/WG consolidates the existing sub-regional working groups to reduce the number of meetings, avoid duplication, expedite work progress, and improve regional harmonization.

5.3.10 The ANI/WG agreed that the actions derived from the conclusions and decisions from other meetings would be included in the ANI/WG work programme in order to follow-up on the former CAR working group(s) activities, and GREPECAS and Directors of Civil Aviation conclusions. The ANI/WG work programme focuses on the ATM, CNS, and AIM air navigation fields.

5.3.11 Antigua and Barbuda, Barbados, Trinidad and Tobago, and the E/CAR/CATG Chairman represented the E/CAR at the ANI/WG/01 Meeting.

5.3.12 The ANI/WG reviewed and supported the NAM/CAR Regional Performance-Based Air Navigation Implementation Plan (NAM/CAR RPBANIP), Version 3.0, and aligned the Regional Performance Objectives (RPOs) with the ICAO ASBU modules. The ANI/WG recognized that by adopting the ASBUs, all air navigation regional plans and implementation activities would be updated during 2014.

5.3.13 The ANI/WG also recognized the value of Project RLA/09/801 — *Implementation of Performance-Based Air Navigation Systems in the CAR Region* as a tool to streamline air navigation matters in the CAR Region and considered that States and Territories, together with system users and the Civil Aviation Training Centres, should work together to enforce and improve training in the Region.

5.3.14 The ANI/WG reviewed the proposed Draft Agenda of the Fourth North American, Central American and Caribbean Working Group Meeting (NACC/WG/4) expected to be held in Ottawa, Canada, in March 2014. The Second Meeting of the ANI/WG will be held during the first week of June 2015 in Costa Rica.

#### **5.4 Review of the E/CAR Communications Network**

5.4.1 The Meeting also noted the progress on communications and radar data sharing presented by the Eastern Caribbean Network Technical Group and Eastern Caribbean Radar Data Sharing Ad hoc Group (E/CAR/NTG - E/CAR/RD) in WP/09.

5.4.2 As a result of decisions made at previous E/CAR/WG and E/CAR/NTG meetings on radar data sharing in the E/CAR using the PIARCO radar data server, a programme for the connectivity-testing of radar displays in the OECS ATC units of Antigua and Barbuda, Dominica, Grenada, Saint Kitts and Nevis, and Saint Vincent and the Grenadines is planned to commence in the short term. The radar data will initially be provided from the Barbados, Guadeloupe, Martinique, and PIARCO radar-systems and from Antigua and Barbuda, and Sint Maarten in the future. Radar displays are already installed in Saint Lucia using a direct data-feed from Martinique.

5.4.3 Depending on the E/CAR radar coverage available, States confirming use of the radar information will need to purchase and install surveillance displays to receive multi-radar data sent by Trinidad TCAA Multi-Radar Tracking (MRT) via the E/CAR Aeronautical Fixed Service (AFS) Network.

5.4.4 Trinidad and Tobago receives French radar data and can make it available to E/CAR States that use the IRMA 2000 System on the E/CAR AFS Network. In order to broaden the use of radar information in the E/CAR, France proposed donating IRMA 2000 radar display systems to E/CAR States/Territories. The donation consists of the software and the CPU. Once France receives the E/CAR States' request(s) for the CPUs, it will schedule the installation of the IRMA 2000 System and provide brief on-site technical and user training. Trinidad and Tobago will need to arrange for radar data feed implementation for each corresponding node for operation of each radar display in order to facilitate implementation of the radar data displays based on the CPUs provided by France.

5.4.5 These displays are intended to provide Radar-Assisted Situational Awareness (RASA) to controllers in order to enhance the provision of procedural air traffic control service. The RASA programme will involve two phases:

- a) Phase 1 - donation of surplus used computer CPUs by France that are already programmed to receive the data per the systems installed in Saint Lucia, which are intended to test the system on a relatively short-term basis. In order to use the CPUs, States will need to provide their own off-the-shelf computer displays; and
- b) Phase 2 - State acquisition of permanent display systems for either medium-term continuation of RASA (as decided by the States), or in the case of Antigua, in conjunction with the intended implementation of its own radar control service.

5.4.6 E/CAR States/Territories that want to use one of these radar displays shall provide the screen to be connected to the CPU and the cable to connect to the E/CAR AFS Network. Since the installation requires three months' notice, States should request the donation from France **before 30 March 2013**. The Radar Data Sharing Task Force will meet again before April 2014 to review its tasks. State Letter EMX0827, addressed to the relevant States/Territories, dated 16 October 2013, provided the procedure and conditions for requesting IRMA 2000 CPUs from France. Therefore, the Meeting adopted the following:

**CONCLUSION 25/5                      REQUEST FOR CPUs FROM FRANCE**

That the respective E/CAR States/Territories request the donation of CPUs from France **by 30 March 2014**, using the form and procedures provided in the **Appendix** to this part of the report.

5.4.7 In strict compliance with the provisions of Annex 1, Annex 11, and Doc 4444, the RASA procedures for OECS implementation are being finalized by the ECCAA Air Navigation Director for approval by the ECCAA Director General. These procedures include strict limitations on the use of RASA by controllers.

5.4.8 The terms and conditions of the Radar-Sharing Project display implementation in the British Overseas Territories of Anguilla and Montserrat will be determined by those Territories and ASSI.

**5.5      NAM/CAR RPBANIP - Version 3.0: ASBU aligned update of the Regional Implementation Plan**

5.5.1 The Secretariat presented WP/17, which provided the status of the NAM/CAR Regional Performance-Based Air Navigation Plan (NAM/CAR RPBANIP), Version 3.0, which has been aligned with the ICAO ASBU methodology framework: planning, implementation, and monitoring. The main changes were:

- a) New section structure
- b) Expansion of operational scenarios that justify the plan (traffic forecast, homogeneous areas, etc.)
- c) 15 ASBU B0 modules selected for the next 5-year term, including the corresponding Air Navigation Report Forms (ANRFs)
- d) Updates to the 8 Regional Performance Objectives (RPOs), including a new Search and Rescue (SAR) RPO
- e) Explanation on categorization/prioritization of ASBU B0 modules
- f) Cross reference information between RPOs and ASBU B0 modules
- g) Detailed glossary added

5.5.2 The Meeting recalled that ICAO had submitted RPBANIP - Version 3 under cover of State Letter EMX0929. A final review of the RPBANIP will be carried out at the Fourth North American, Central American and Caribbean Working Group Meeting (NACC/WG/4) in March 2014. The final endorsement will occur in April 2014 at the Fifth North American, Central American and Caribbean Directors of Civil Aviation Meeting (NACC/DCA/5).

### ***PBN Implementation***

5.5.3 The Secretariat presented WP/10 on E/CAR States/Territories critical implementation requirements related to air navigation systems associated with PBN, AIM-QMS, and Aeronautical Meteorology Quality Management Systems (MET-QMS).

5.5.4 To achieve comprehensive PBN airspace concept implementation, the Meeting noted that E/CAR States are required to implement Area Navigation (RNAV) routes and publish Continuous Descent Operations (CDOs) and Continuous Climb Operations (CCOs) criteria in terminal area Standard Instrument Departures (SIDS) and Standard Instrument Arrivals (STARs) with RNAV/Required Navigation Performance (RNP) navigation specifications. Pursuant to Assembly Resolution A37-11, E/CAR States/Territories are also required to publish RNP approach procedures.

5.5.5 To assist States with PBN implementation, the ICAO NACC Regional Office, in coordination with IATA and CANSO, organized the Regional PBN Airspace Concept Workshop in Miami, United States, from 11 to 22 March 2013, and the Regional PBN Operational Approval (Train-the-Trainer) Course in Miami, United States, from 11 to 15 March 2013. Additionally, a Regional Workshop on Airspace Concept Redesign and Operational Approval of Performance-Based Navigation was held in Mexico City, Mexico, from 25 to 29 November 2013. Antigua and Barbuda, Trinidad and Tobago, and ECCAA attended this last workshop.

### ***Current Status of MET-QMS Implementation in the Eastern Caribbean States***

5.5.6 The Meeting noted the status of a MET-QMS to support global air traffic management. E/CAR States/Territories are urged to implement a MET-QMS as it is essential to improving the quality and timeliness of aeronautical meteorological information provided to users in accordance with ICAO Annex 3 SARPs.

### ***AIM-QMS Implementation in the Eastern Caribbean States***

5.5.7 The Meeting was advised on the recent assessment (March 2013) of the PIARCO AIS-QMS conducted by ICAO with participation and support from ASSI (UK) and ECCAA. Results of the assessment showed that AIS-QMS was 90% complete. Additional progress included:

- QMS Procedure for Control of Non-Conforming Product/Service Manual, 80% complete
- QMS Procedure for Corrective and Preventive Action (CAPA) Manual, 75% complete

5.5.8 E/CAR States/Territories should implement AIM-QMS as it is essential in improving the quality and timeliness of aeronautical information provided to users as required by ICAO Annex 15 SARPs and Phases 1 and 2 of the ICAO Roadmap for the transition from Aeronautical Information Service (AIS) to Aeronautical Information Management (AIM).

## **5.6 Air navigation reporting and monitoring activities**

5.6.1 The Secretariat presented WP/18, which provides information on the new performance dashboard for annual air navigation implementation reporting that uses a set of indicators and metrics based on the ASBU Block 0 modules as well as the corresponding Air Navigation Report Form (ANRF), as adopted by the ANI/WG. This performance measurement strategy will enable global correlation of status and expectations.

5.6.2 A memorandum of understanding has been established with industry to obtain international aeronautical information related to air navigation infrastructure implementation status to assist with development of the Regional Performance Dashboard and annual Global Air Navigation Report system.

5.6.3 The first edition of the Global Air Navigation Report is planned for publication in April 2014. It will consist of qualitative and quantitative information and cover air navigation system key performance areas. The report will cover the following subjects:

- a) Global air navigation challenges, such as the capability to ensure safe, sustained growth, increased efficiency, and responsible environmental stewardship
- b) Measurement against those challenges
- c) Status of operational measures for performance improvement
- d) Implementation progress in accordance with State operational requirements for selected priority ASBU Block 0 modules that includes key global air navigation priorities such as Performance-Based Navigation (PBN), Continuous Descent Operations (CDOs), Continuous Climb Operations (CCOs), Aeronautical Information Management (AIM), Air Traffic Flow Management (ATFM), and estimated environmental benefits accrued from operational improvements based on the ICAO Fuel Savings Estimation Tool (IFSET)
- e) Sharing successful initiatives and key demonstrations

5.6.4 Based on the ASBU ANRF for implementation monitoring, States/Territories/International organizations should select a limited number of metrics per Key Performance Area (KPA) type to serve as implementation benefit(s) measurements. These metrics should be in line with the regional metrics and targets adopted by the NAM/CAR Regions as established in Conclusion ANI/WG/1/14 - *Adoption of a Performance Monitoring and Measuring Programme in the NAM/CAR Regions*. Determination of air navigation targets and metrics will be carried out in January 2014 at the NACC Air Navigation and Safety Directors Meeting.

## **5.7 Port-of-Spain Declaration**

5.7.1 The Secretariat presented WP/19 outlining the proposed performance-based metrics and targets for air navigation and safety in line with the ICAO Strategic Objectives, Global Air Navigation Plan (GANP), and Global Aviation Safety Plan (GASP). Considering that these metrics and targets will guide regional priorities for the upcoming years, a regional commitment shall be affirmed at the upcoming NACC/DCA/05 Meeting through signature of the Port-of-Spain Declaration by the NAM/CAR Region Directors of Civil Aviation.

5.7.2 Since 2008, ICAO has promoted a performance-based approach for planning and implementation of air navigation matters. This approach is reflected in the NAM/CAR RPBANIP and by implementation progress as informed by the regional air navigation planning and implementation groups.

5.7.3 The RPBANIP is in line with the fourth edition of the GANP, and results are shared with GREPECAS in order to report regional operational benefits and air navigation implementation progress.

5.7.4 Based on the last review of the RPBANIP, updates to the RPOs were proposed to align regional priorities with the ICAO ASBU methodology. As a result, an initial set of metrics and targets were agreed as shown in the Appendix to WP/19.

5.7.5 The Regional Aviation Safety Group – Pan America (RASG-PA), which includes the NAM/CAR and SAM Regions, has published the RASG-PA Annual Safety Report (ASR) since its establishment, which is already on its fourth edition and includes a series of indicators that were developed collaboratively by the members. The information in the ASR is organized as reactive, proactive, and predictive. This report has been the tool for consensus, enabling all RASG-PA stakeholders to coordinate their efforts in areas where operational safety intelligence shows that action is needed.

5.7.6 The NAM/CAR Regions are developing effective ways to manage implementation of necessary improvements in the fields of safety and air navigation. However, clear goals need to be established, and State commitment is required in order to achieve them.

5.7.7 ICAO forecasts significant growth in the air transport sector for the CAR Region; therefore, safety and air navigation improvements are required to meet the challenge of anticipated growth. Commitment at the highest level is required on regional air navigation and safety targets.

5.7.8 The Secretariat called for E/CAR States/Territories to send their CAA Safety and Air Navigation Directors to the NACC Safety and Air Navigation Directors Meeting to be held in Mexico City, Mexico, from **18 to 19 February 2014**, to prepare the safety and air navigation targets and metrics for the Port-of-Spain Declaration to be approved by the NAM/CAR Directors of Civil Aviation.

## **5.8 State Action Plans on aviation CO<sub>2</sub> emission reduction activities and implementation status**

5.8.1 WP/03, presented by the Secretariat, informed the Meeting on current ICAO activities related to State assistance initiatives for the preparation of action plans on CO<sub>2</sub> emission reduction activities stemming from international civil aviation and the associated ICAO 38<sup>th</sup> Assembly Resolution A38-18.

5.8.2 Resolution A38-18 encourages States to submit their voluntary action plans outlining their respective policies and actions, to report international aviation CO<sub>2</sub> emissions to ICAO annually, and invites those States that choose to prepare or update their actions plans to submit them to ICAO as soon as possible, preferably by the end of June 2015 and once every three years thereafter.

5.8.3 Resolution A38-18 also highlights that action plans should include information on the expected environmental benefits to be accrued from the implementation of measures selected from the basket of measures and information on any specific assistance needs. It further encourages States that have already submitted their action plans to share the information contained therein and build partnerships with other Member States in order to support those States that have not yet prepared their action plans.

5.8.4 Trinidad and Tobago is the only Eastern Caribbean State that has submitted its action plan online to ICAO.

5.8.5 ICAO has developed a tentative plan for capacity building seminars for action plans and assistance to States for 2014 and 2015, as well as other environmental meetings. For the CAR Region, a seminar is scheduled from 31 March to 4 April 2014, to be tentatively held at the ICAO NACC Regional Office. Additionally, a *Seminar on the Environment* is programmed from 8 to 11 September 2014, at ICAO Headquarters.

5.8.6 The European Commission (EC) intends to commit financial support of EUR 6.5 million towards environmental action being undertaken by States in the Caribbean Region. A timeline through 2016 has been envisaged to realize this joint ICAO/EC capacity building initiative.

5.8.7 E/CAR States were asked to use the ICAO Fuel Savings Estimation Tool (IFSET) and the ICAO CO<sub>2</sub> Reporting and Analysis System (ICORAS) tool for the estimation and submission of fuel savings as part of the development of State action plans.

5.8.8 Jamaica indicated that for them to comply with the action plan, they must get statistics from the operators; however, they are having difficulty obtaining cooperation from the operators.

## **5.9 Review of air navigation deficiencies**

5.9.1 The GREPECAS Air Navigation Deficiencies Database (GANDD) has been updated based on reports submitted by States and from ICAO State missions. The Appendix to WP/12 presents a summary of E/CAR States/Territories deficiencies. As noted for many years, most priority “A” deficiencies related to safety are in the AGA field followed by the AIM field. AGA deficiencies relate to runway excursion accidents due to runway surface conditions and lack of friction measurement, and AIM deficiencies relate to the lack of priority given by States to AIS improvements or the AIS to AIM transition.

5.9.2 ICAO has noted the limited application of the revised methodology for processing deficiencies that involves application of the Hazard Identification and Risk Assessment (HIRA) methodology to priority “U” and “A” deficiencies as required by GREPECAS Conclusion 16/44.

5.9.3 In this regard, ICAO conducted a Workshop on Air Navigation Deficiencies Management where deficiency management, the use of the revised methodology based on HIRA, and the use of the GANDD through hands-on exercises were presented. Barbados and Trinidad and Tobago attended from the E/CAR area.

5.9.4 During the GREPECAS PPRC/2 Meeting held in July 2013 at the ICAO SAM Office, follow-up was conducted on the actions carried out by ICAO to improve air navigation deficiency processing. It was confirmed that the GANDD continues to be the official application for deficiency management, noting that the Air Navigation Deficiencies (ANDEF) application of the Integrated Safety Trend Analysis and Reporting System (iSTARS) scheduled for launch in December 2012 had been postponed until further notice.

5.9.5 E/CAR States were asked to apply the revised methodology for the identification, assessment, and reporting of air navigation deficiencies, update information in the GANDD, in particular, changes to GANDD focal points, and inform the ICAO NACC Regional Office of corrected deficiencies, changes in priority, action plans and/or target date(s) for correction.

### **5.10 Other air navigation matters**

5.10.1 The Meeting noted the progress on aerodrome certification within the E/CAR, as well as the importance and responsibility of States/Territories to advise the ICAO NACC Regional Office of aerodrome certification status. To support this effort, the ICAO NACC Regional Office convenes yearly events on aerodrome certification and inspection.

5.10.2 The Universal Safety Oversight Audit Programme - Comprehensive Systems Approach (USOAP-CSA) revealed that a high number of States (83% of 165 Member States audited) do not have an appropriate aerodrome regulatory framework in place. States do not ensure that an Aerodrome Manual that includes all pertinent information on the aerodrome site, facilities, services, equipment, operating procedures, organization, and management, including SMS, is submitted by the applicant for approval/acceptance prior to granting the aerodrome certificate by the State's CAA.

5.10.3 The provisions related to runway friction, runway end safety areas, pavement use, and the review of Aerodrome Manuals show a high percentage of lack of compliance by the audited States. Other high "not satisfactory" percentages stem from deficiencies in the Surveillance Programme established by audited States, including the lack of expertise in highly specialized areas such as rescue and firefighting, bird/wildlife hazard control, and aerodrome emergency planning.

5.10.4 United Kingdom updated the table included in the Appendix of WP/21 to reveal that all of their respective E/CAR aerodromes are certified.

5.10.5 ECCAA updated the table in Appendix of WP/21 to show the aerodromes at Antigua and Barbuda, Grenada, Saint Kitts and Nevis, and Saint Lucia are in process of certification. They also indicated that they have completed certification at one of the five aerodromes in Saint Vincent and the Grenadines.

 	<b>PROCEDURE AND CONDITIONS FOR REQUESTING AN IRMA2000 CPU TO FRANCE</b>	REDACTEUR : DESCHAMPS VERSION : 1 PAGE 1/8 Ref : 13-291/SNA/AG/ST
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## 1. Scope of the document

1.1 This document defines the conditions and terms on how any Eastern Caribbean (E/CAR) State/Territory can request the delivery of an IRMA2000 radar display from France, represented by the SNA-Antilles Guyane.

1.2 The document identifies:

- The conditions for this delivery
- The support that France can propose
- The prerequisite as far local installation is concerned
- The prerequisite as far as ECAR V2 telecommunication are concerned.
- The procedure to ask for the delivery of a IRMA2000 display.
- The IRMA2000 characteristics
- The DACOTA MRT radar coverage.

1.3 In the document, the following terms are to be used:

- [STATE] refers to that [STATE]/Territory that is requesting an IRMA2000 system for his ATS Unit.
- SNA/AG (Service de la Navigation Aérienne Antilles Guyane) refers to the French ANSP in French West Indies. SNA/AG staff is located in Martinique, Guadeloupe, and French Guyana.
- SYSTEM refers to the radar display software and a computer (CPU/keyboard/mouse only) that France will be delivering.

## 2. Context and conditions of the delivery

2.1 France is proposing to deliver, free of charge, radar display software and a computer (CPU/keyboard/mouse only) to promote radar evaluation and use in the E/CAR Region.

2.2 France will ship the CPU free of charge except local taxes at arrival, and will provide minimum support on the software.

2.3 The aim of providing these IRMA2000 CPU and radar displays software is to promote the use of radar picture in the E/CAR region to increase safety with the enhancement of the situational awareness, starting with these IRMA2000 systems to experiment the benefit of using available radar coverage and starting defining local procedures and safety cases, and evaluation of the operational benefit.

2.4 The delivery of these SYSTEMs is also aimed in achieving the operational benefits foreseen in the E/CAR Region in accordance to the NAM/CAR Regional Performance-based Air Navigation Implementation Plan (RPBANIP) follow-up by the Eastern Caribbean Civil Aviation Technical Group (E/CAR/CATG) under the E/CAR Radar Data Sharing Ad-hoc Group and promoted by ICAO.

2.5 The way the system is used is under the responsibility of the [STATE]. SNA/AG strongly recommends limiting the use of this SYSTEM to non-operational experimentation, as there is no operational support, no warranties on availability nor other performances, no operational training for ATCO.

2.6 The SYSTEM will be delivered for 18 months with minimum support. After that period, the [STATE] will be able to keep the system. In that case, SNA/AG will transfer the property of the IRMA2000 CPU to the [STATE] and SNA/AG support will end. The SYSTEM does not have any cost for the [STATE].

 	<b>PROCEDURE AND CONDITIONS FOR REQUESTING AN IRMA2000 SYSTEM</b>	REDACTEUR : DESCHAMPS VERSION : 1 PAGE 2/8 Ref : 13-291/SNA/AG/ST
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2.7 The [STATE] shall:

- a) acquire the necessary monitor to work with the SYSTEM, once the SYSTEM is delivered
- b) shall guarantee the appropriate working conditions (energy, protection, cleanness, order, etc.) and
- c) ensure that qualified trained staff is available for maintaining and operating the SYSTEM

### 3. Hardware and Software delivered

3.1 For [STATE]s that request the IRMA2000 system, following equipment is delivered:

- One CPU containing one Ethernet card, one watchdog card, one graphic card with 1600X1200 resolution.
- Keyboard and Mouse
- All needed processes (software) to run radar display applications.

3.2 Detailed characteristics are given in annex 1.

3.3 In addition, a manual in English will be provided, based on the documentation developed for the Saint Lucia systems, including basic maintenance procedures and points of contacts in SNA/AG.

**3.4 The following additional hardware will be provided by the [STATE] for the operation of the SYSTEM:**

- a) Compatible screen/monitor: 21 to 24 inches LCD screen (recommended) with a 1200x1600 resolution and VGA connection.
- b) VGA cable from screen to IRMA2000 CPU, connector DB15M
- c) Ethernet RJ45 cable Cat 5e or Cat6 from Cisco ECAR router to IRMA2000 CPU.
- d) Power supply: 220V 50 Hz or 110V 60Hz with corresponding electric protections
- e) Power supplier with inverter providing continuous energy (UPS).
- f) Power cable: ICE C13F connector.
- g) Air conditioning (18°C to 28°C), dustless and dry atmosphere.

### 4. Prerequisites

**4.1 Where the French Radar feed is useful**, the [STATE] shall ensure that the E/CAR Network Service Provider (Trinidad and Tobago Civil Aviation Authority, TTCAA) delivers MAC-LLC radar information (DACOTA MRT preferably) coming from France to the [STATE] via E/CAR network, and has to identify the Ethernet port to be used to connect the IRMA2000 system.

**4.2 Where the French Radar feed is not useful but a different E/CAR Radar feed**, the [STATE] shall ensure that the E/CAR Network Service Provider (Trinidad and Tobago Civil Aviation Authority, TTCAA) delivers available radar information of the required radar feed coming from TTCAA to the [STATE] via E/CAR network (identifying the port to be used to connect the IRMA2000 system), and the [STATE] shall ensure that the SNA-AG IRMA2000 system is compatible with this radar feed (format and protocol)

**4.3 Technical prerequisites** : [STATE] has to provide location for the CPU (close to the radar screen), power inverter (UPS), air conditioning, LCD screen, Ethernet cable from E/CAR router to CPU, power cable to connect on the CPU, VGA cable between CPU and LCD monitor.

 	<b>PROCEDURE AND CONDITIONS FOR REQUESTING AN IRMA2000 SYSTEM</b>	REDACTEUR : DESCHAMPS VERSION : 1 PAGE 3/8 Ref : 13-291/SNA/AG/ST
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## 5. Installation

5.1 Once all prerequisites are done, one or two technicians from SNA-AG will come one day to the [STATE] to switch on the system and train a minimum staff. Travelling costs and hotel accommodations are endorsed by SNA/AG.

5.2 At that time, after installation and tests, a simple demonstration of the capacity of the tool will be presented for ATCOs (1 to 2 hours), using the IRMA2000 Manual. That presentation will indicate how to use the system and its menus.

5.3 Then a technical presentation will be proposed to local technical staff (1 hour) : the processes, how to restart the system, points of contacts in SNA/AG in case of problem.

5.4 The [STATE] will be responsible for organizing that day and inviting ATCO and technicians who should attend these presentations.

## 6. Support

6.1 Installation and basic training will be provided by SNA/AG. A basic map of the [STATE] airspace will be provided before installation to be integrated into the system. Additional maps could be added afterwards depending on SNA/AG staff availability.

6.2 Once IRMA2000 is installed in the [STATE], minimum remote assistance will be provided depending on SNA/AG staff availability, to help using the system and resolving technical problems.

6.3 This minimum support will last 18 months. After, the [STATE] can keep the IRM2000 CPU, and no support will be provided.

## 7. Procedure to ask for the IRMA2000 delivery

7.1 To ask for the delivery of one IRMA2000 CPU and software, a simple letter from the [STATE] to SNA/AG will be sufficient, signed by the [STATE] (ANSP) Director.

The letter shall include:

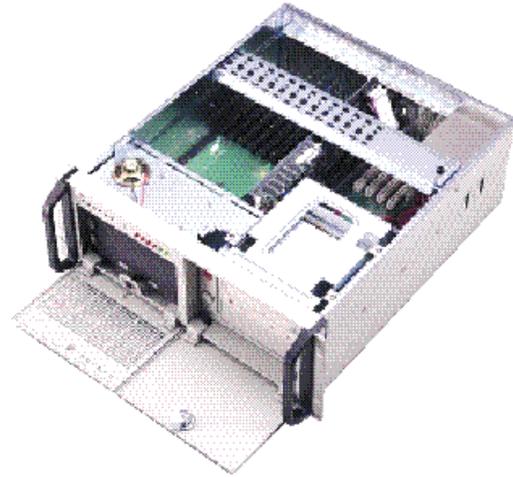
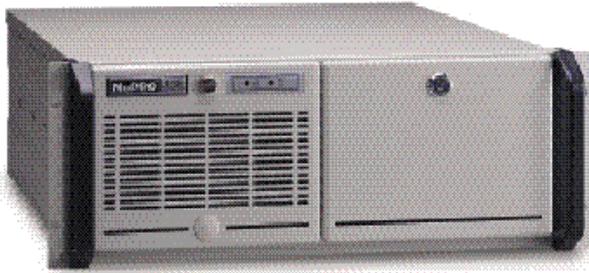
- The location for operating the SYSTEM
- The technical point of contact for the installation and maintenance of the SYSTEM
- The ATM point of contact for operational matters for SYSTEM configuration
- The background map to be displayed (with Lat/Long points). Include sample map as possible

The letter is to be sent by email to [jean-jacques.deschamps@aviation-civile.gouv.fr](mailto:jean-jacques.deschamps@aviation-civile.gouv.fr), copies to [jsiu@icao.int](mailto:jsiu@icao.int) and [vramdath@gmail.com](mailto:vramdath@gmail.com), and by mail to

Dest	Copy	Copy
Monsieur le chef du SNA/Antilles Guyane Aéroport de Martinique Aimé Césaire 97232 Le LAMENTIN MARTINIQUE FWI	Trinidad and Tobago Civil Aviation Authority Attention Ms Veronica RAMDATH Manager Telecommunications and Electronics P. O. Box 2163 National Mail Centre Golden Grove Road, Piarco Republic of Trinidad and Tobago	ICAO NACC Regional Office Attention Mr Julio SIU CNS Regional Officer Presidente Masaryk 29 - 3er Piso, Col. Polanco México City

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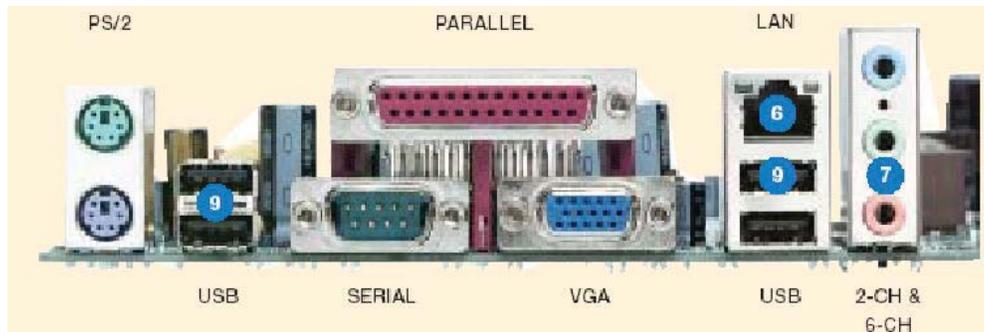
## ANNEX 1 : IRMA 2000 CPU CHARACTERISTICS



(LxHxP) : 482.6\*177\*510 mm

Weight : 20 Kg

Power: 400W



### Integrated basic readers:

- disquette unit
- CD-ROM Drive: LG CRD-8520B

### Technical Information:

- **Processor**
  - Motherboard Intel 865 GBF
  - INTEL Pentium IV 2.6 GHz – bus frontal 533 MHz
- **Memory**
  - 4 184-pin DIMM slots for DDR 266/333/400 memory cards up to 4 GB

 	<b>PROCEDURE AND CONDITIONS FOR REQUESTING AN IRMA2000 SYSTEM</b>	REDACTEUR : DESCHAMPS VERSION : 1 PAGE 5/8 Ref : 13-291/SNA/AG/ST
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- DDRAM PC2700 (333 MHz) (184 pins)

- **Stockage**

- Two 3.5-inch bay (HDD)
- 1 HDD IBM/HITACHI Deskstar 7k250 de 40 Go, model HDS722540VLAT20
- 2 5.25" drives (CD, DVD, DAT reader; CD, DVD recorder)

- **Slots**

- 6 slots PCI 2.2 32-bits Master
- 1 universal AGP slot 4x video card

- **Chipset**

- Video Chipset: Intel 865
- Network Chipset: Intel Pro 100
- Sound Chipset: SoundMax Cadenza

- **EIDE Controller**

- - Dual Channel Integrated ATA/100 (40 pin)
- - Supports floppy drive (34-pin)

- **Internal units**

- ATA/100 unit, 2 entries
- ATA/66 unit, 2 entries
- floppy disk unit

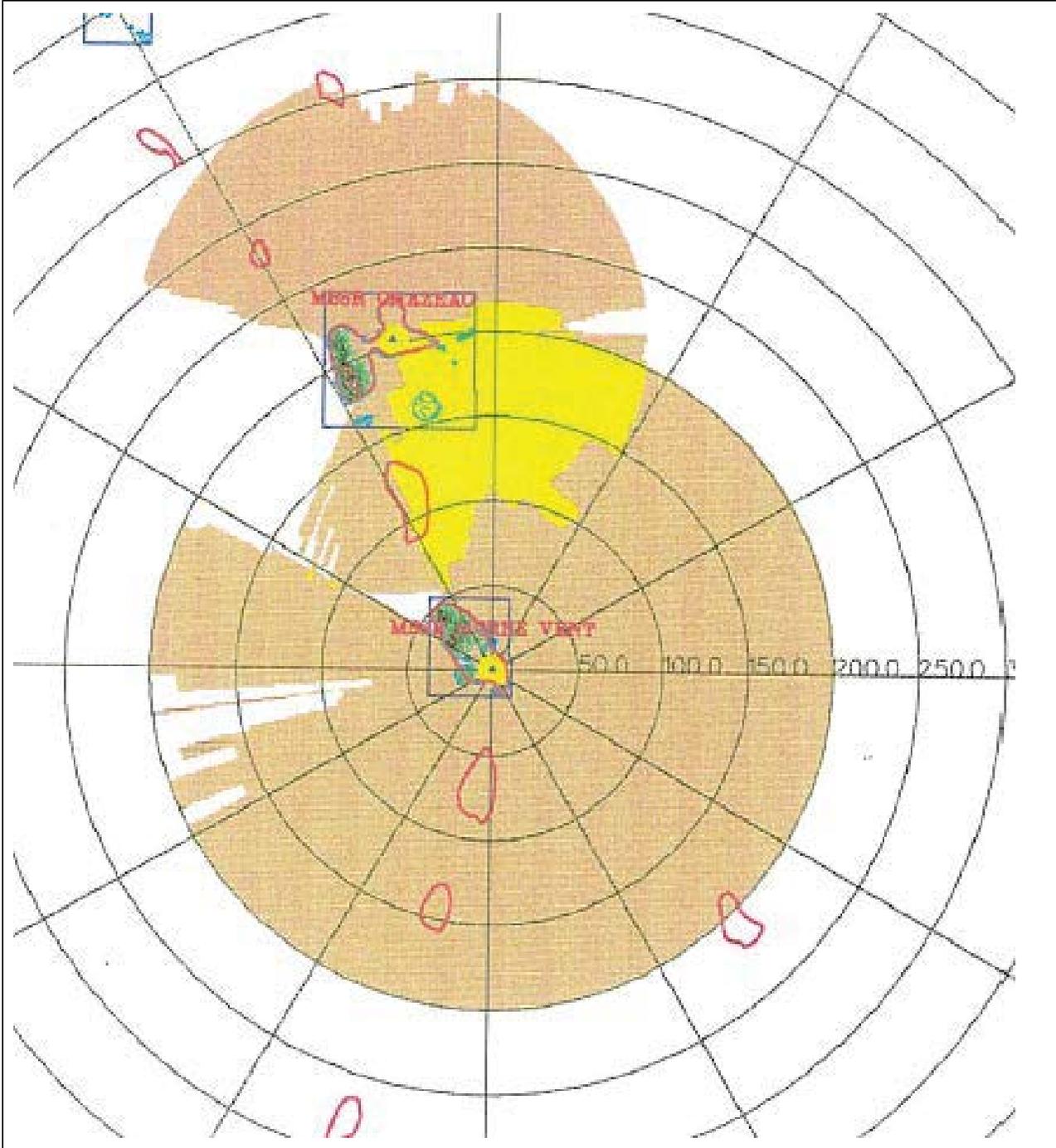


**PROCEDURE AND CONDITIONS FOR  
REQUESTING AN IRMA2000 SYSTEM**

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**ANNEX 2 : DACOTA MRT RADAR COVERAGE.**

**2000FT**

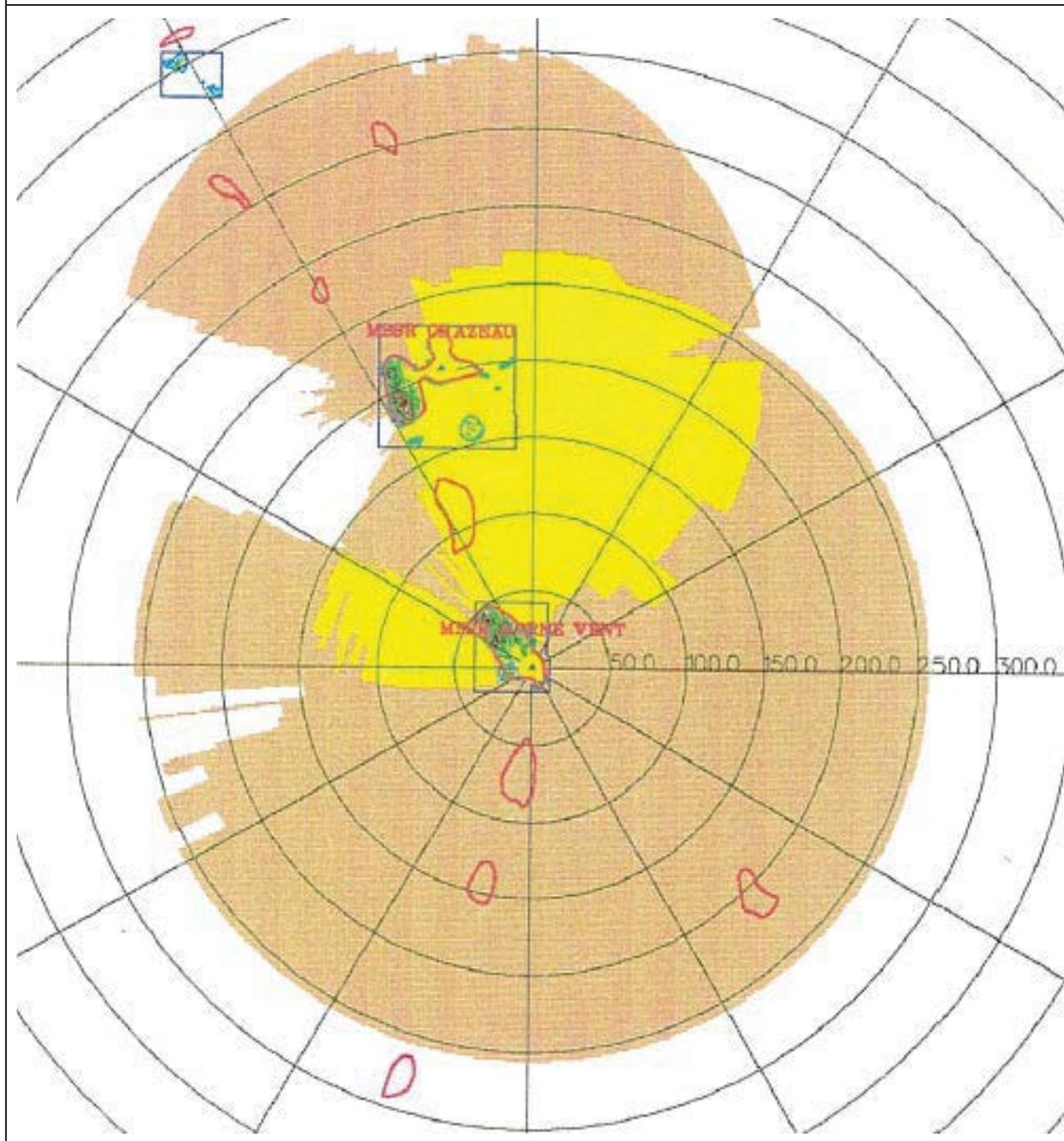




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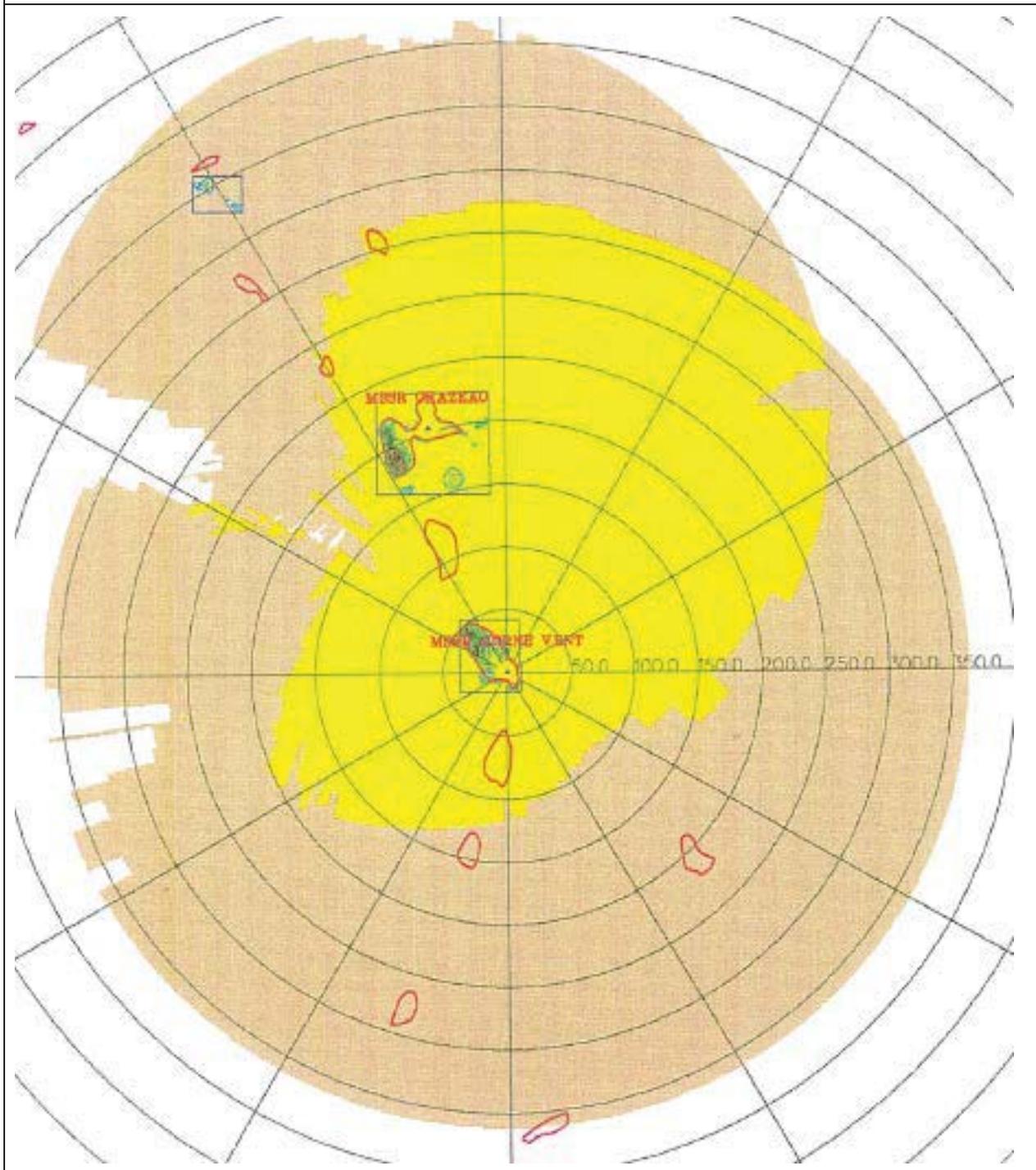




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**Agenda Item 6                      Aviation Security (AVSEC) Matters**

**6.1            Universal Security Audit Programme (USAP)**

6.1.1            The Secretariat presented WP/20 related to the completed second cycle of ICAO Universal Security Audit Programme (USAP) audits, Eastern Caribbean States audit results, and the future of the USAP as it transitions to a risk-based Continuous Monitoring Approach (USAP-CMA).

6.1.2            The ICAO USAP was established in 2002, pursuant to the recommendations of the High-level Ministerial Conference on Aviation Security. The second-cycle of USAP audits was launched in 2008 and focused on State aviation security oversight systems. The scope of these audits included both Annex 17 — *Security Standards* and relevant security related provisions of Annex 9 — *Facilitation*.

6.1.3            Details of the second-cycle audit results can be found in the *Universal Security Audit Program – Analysis of audit results: November 2002 to June 2013*, Fifth Edition 2013, through the USAP secure website (<http://portal.icao.int/>).

6.1.4            A total of 177 audits of ICAO Member States were conducted under the second-cycle of USAP audits. Of the Eastern Caribbean States, Trinidad and Tobago was audited in 2008; Antigua and Barbuda, and Saint Kitts and Nevis were audited in 2009; Grenada in 2011; and Barbados, Saint Lucia, and Saint Vincent and the Grenadines were audited in 2012.

6.1.5            The USAP second-cycle audits measured the level of Lack of Effective Implementation (LEI) by States of the eight Critical Elements (CEs) of an aviation security oversight system as identified in Doc 9734 - *Oversight Manual, Part C — The Establishment and Management of a State's Aviation Security Oversight System*. The Appendix to WP/20 shows the global results for each of the eight CEs based on all audits conducted compared to the results for the Eastern Caribbean States and by audit area. The regional average LEI is 54.9%, compared to a global average of 30.7% (where 0% is the desired result). Given these results, and considering the security challenges and priorities in the foreseeable future as documented in the Report of the High-level Conference on Aviation Security held in 2012, and as reflected in the ICAO Global Risk Context Statement, there is significant room for improvement both globally and within the Eastern Caribbean States.

***Transition to the USAP Continuous Monitoring Approach (USAP-CMA)***

6.1.6            In 2012, the Secretariat examined options for the future of the USAP, including the feasibility of adopting a CMA, and recommended that the Programme move towards a CMA, specific to aviation security, while incorporating risk-management elements. This recommendation was endorsed by the Aviation Security Panel (AVSECP/23), and the 2012 High-level Conference on Aviation Security expressed strong support for the concept and for the implementation of a transition period. The 197<sup>th</sup> Session of the ICAO Council formally approved the USAP-CMA approach and the transition plan with the objective of full USAP-CMA implementation beginning in 2015. The USAP-CMA was further endorsed by the 38th Session of the ICAO Assembly (A38-15 refers).

6.1.7 The scope of the USAP-CMA will remain unchanged from the second-cycle of the USAP, covering Annex 17 – *Security*, the security-related provisions of Annex 9 – *Facilitation*, and associated guidance material. While the scope will remain the same, the USAP methodology will be new, incorporating a variety of monitoring activities tailored to each Member State’s aviation security situation. The USAP-CMA will not constitute a third cycle of audits. Rather, the expectation is that the USAP-CMA will be ongoing, and therefore continuous, and will use a methodology that can adapt in response to changing State needs and the global aviation security situation.

6.1.8 The Secretariat will adopt a risk-management approach to select the most appropriate monitoring activity and methodology for each State under the USAP-CMA, including documentation based audits, oversight-focused audits, compliance-focused audits, validation missions, and assessments based on submissions of specific information. USAP-CMA activities will aim to gather information, identify deficiencies, and provide recommendations, as appropriate. This system will be flexible enough to optimize the use of ICAO resources and will be able to respond to the changing needs of aviation security, including focusing on States’ implementation of measures to counter new and emerging threats and respond to improving levels of States’ aviation security and oversight system development.

6.1.9 The work necessary to transition to a USAP-CMA is currently underway. This transition will be completed by following three overlapping phases: i) Development Phase; ii) Preparatory Phase; and iii) Testing Phase.

6.1.10 There was a concern voiced by several States on how to raise the profile of aviation security officers, since a great amount of training, budget, and time is invested in the preparation of these officers; however, the low wages offered neither attract the quality of personnel being sought nor retains them in their positions for long. Therefore, there is high staff rotation, and training efforts are wasted requiring the hiring and training cycle processes to start again.

6.1.11 United States stated that to increase the employee retention rate they have focused their attention on offering careers to employees rather than merely offering a job.

6.1.12 The Chairman supported the proposal of raising the profile of the position in order to retain these officers, as the high rotation of these employees creates a risk in itself.

6.1.13 Jamaica requested that information be collected from other States regarding training and retention of the officers in order to benchmark wages.

6.1.14 ECCAA also committed to support this effort and to share the information among the CAR States to be used for presentation to budgetary authorities.

## **6.2 ICAO/LACAC NAM/CAR/SAM Aviation Security and Facilitation Regional Group (AVSEC/FAL/RG)**

6.2.1 WP/13 was presented by the Secretariat regarding information on the progress of the ICAO/LACAC NAM/CAR/SAM Aviation Security and Facilitation Regional Group (AVSEC/FAL/RG) projects, highlighting the key achievements.

6.2.2 The AVSEC/FAL/RG/3 was held at the ICAO SAM Regional Office, Lima, Peru, from 19 to 21 June 2013. Among the 21 participant States, 52 delegates from the NAM/CAR and SAM Regions, and 3 International Organizations (ALTA, ECCAA and IATA) attended this event. An AVSEC Regional Seminar was conducted prior to the meeting, from 17 to 18 June 2013, where the Secretariat discussed important issues related to ICAO AVSEC and FAL activities and future programmes.

6.1.3 The progress and results from project implementation, deliberations, meeting agreements, and the Terms of Reference, Work Programmes and Projects were updated. The approved conclusions list is provided in the Appendix to WP/13.

***Update on Progress Achieved since the AVSEC/FAL/RG/3 Meeting***

6.1.4 It was identified that not many States had taken action regarding establishment of national legislation and regulations for unruly or disruptive behaviour in aviation facilities and on-board aircraft, which can affect the safety and security of civil aviation. Therefore, Conclusion 3/1 urged States to establish a legal framework dealing with this increasing trend so that offenders can be processed accordingly by the appropriate authorities.

6.1.5 All projects being implemented by the AVSEC/FAL/RG are aimed at harmonizing security procedures and assisting States with future mutual recognition of AVSEC measures; however, this cannot be achieved as long as States have pending the establishment or approval of an aviation security legal framework.

6.1.6 LACAC will coordinate with its international counterparts to develop a communication mechanism for sharing and receiving AVSEC information from other regions. Regarding the implementation of Machine Readable Travel Documents (MRTDs), not all States responded to the ICAO questionnaire. It was also identified that not all States have communication channels established between the CAA and passport issuing authority within their States. However, it was verified that all States issue MRTD passports in the NAM/CAR Regions.

6.1.7 States were urged to establish, approve, and implement a National Air Transport Facilitation Programme (NATFP) in accordance with ICAO Annex 9 provisions. Moreover, the Secretariat will coordinate and invite member States to a Regional Facilitation Seminar scheduled at the ICAO Mexico Regional Office in June 2014.

6.1.8 The AVSEC/FAL/RG shared the *Guidance on National and Airport Facilitation Committees* developed by the AVSEC/FAL/RG. The Secretariat expects that this useful Guide will assist Member States with implementation of national and airport facilitation committees.

6.1.9 The AVSEC/FAL/RG developed a National Cargo Security Model, as well as a procurement framework for the purchase of AVSEC equipment that was promulgated by LACAC.

6.1.10 ICAO appreciated the continuous support of States by providing experts for the AVSEC assistance programme, training, and assessments, and encouraged States to continue this support for the benefit of States in need.

6.1.15 LACAC is working with its Group of Experts on Air Transport Policy, Economic and Legal Matters (GEPEJTA) in order to develop legal and technical instruments to adopt necessary preventive measures for incidents related to delinquency and traffic of illegal substances transported by air to help States with prevention.

### **6.3 Other Aviation Security (AVSEC) matters**

6.3.1 The United States Transportation Security Administration (TSA) provided a presentation titled, “*Risk Based Security (RBS): Increasing Security Effectiveness and Improving the Passenger Experience*,” highlighting TSA’s recent success with implementing various risk-based security initiatives in the United States domestic environment and discussing potential future opportunities to partner with other States in the international environment to expand risk-based security initiatives.

6.3.2 The benefit of the recent Memorandum of Cooperation (MOC) with ECCAA was highlighted. The MOC will help support several strategic priorities for the next triennium identified by the Executive Committee of the ICAO 38<sup>th</sup> Assembly to include expanding risk-based security initiatives, encouraging mutual recognition engagements through international cooperation, and enhancing air cargo and supply chain security globally.

6.3.3 TSA is taking an intelligence driven, risk-based approach to security in an effort to provide the most effective security in the most efficient way. This will result in improved security effectiveness and enhancements to the passenger experience. TSA is also transiting from a “one size fits all approach” to an approach that recognizes the 20 Layers of Security in the aviation system and allows TSA transportation security officers to spend less time screening low-risk passengers and more time screening unknown or potentially high-risk passengers. Some United States domestic programs include: the Honor Flight Program for certain United States military veterans, the Known Crewmember Program for flight crews, new procedures for children under 12 and passengers over 75 years of age, the Behavior Detection Officer (BDO) Program, new procedures for members of the U.S. Department of Defense, and significant expansion of the TSA Pre-Check Program. TSA also discussed new approaches of using explosive detection K-9’s to conduct real-time threat assessments of passengers in the security queues prior to physical screening.

6.3.4 The goal of TSA is to have at least 25% of all domestic passengers eligible for expedited screening by the end of 2013 and 50% eligible by the end of 2014. TSA has announced the opening of its first TSA Pre-Check Enrollment Center to further expand the group of passengers potentially eligible for the program and ensure that the 2013/2014 goals are met.

6.3.5 Potential opportunities to leverage TSA’s recent experience with its risk-based approaches in domestic operations to the international environment were then discussed. For instance, there are now opportunities for the U.S. to work with other States that have “trusted traveler” programs to potentially include their participants in the TSA domestic programs. There are also opportunities for bi-lateral agreements with individual States, or multi-lateral agreements with organizations such as ECCAA, for mutual recognition of Explosive Detection K-9, Behavior Detection Officer and Cargo Security programs. With respect to cargo security, TSA currently has agreements with more than 27 countries, but none in the E/CAR, Central America or South America.

6.3.6 The Cargo Security Mutual Recognition Program, once approved by both parties, removes the requirement to re-screen cargo prior to shipment to the U.S. In addition, United States noted TSA's desire to continue to conduct security related workshops in the Region and will work towards sharing scheduled training events more broadly to maximize participation by member States.

6.3.7 Current risk-based security initiatives were discussed, and the fact that TSA looks forward to working with ECCAA and its member States to potentially explore expansion of some of the initiatives in the E/CAR through the work of the TSARs assigned to the region.

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

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

7.1.1                      The Secretariat presented WP/14, which included the updated Project Activities Plan proposed by the Secretariat for 2013-2016 and the corresponding budget. The Activities Plan aims to achieve the expected results in line with the immediate objectives set out in the RLA/09801 Project document.

7.1.2                      The Secretariat informed that six events have been sponsored since the beginning of the Project:

- *ICAO Regional Workshop on Aerodrome Certification and Inspection*, ICAO NACC Regional Office, Mexico City, Mexico, 6 to 8 November 2012
- *ICAO/IATA/CANSO Regional PBN Airspace Concept Workshop*, Miami, United States, 11 to 22 March 2013
- *First NAM/CAR Air Navigation Implementation Working Group Meeting (ANI/WG/1)*, ICAO NACC Regional Office, Mexico City, Mexico, 29 July to 1 August 2013
- *III Workshop/Meeting on Follow-up to the Implementation of the ATS Message Handling System (AMHS) in the NAM/CAR Regions (III AMHS-IMP)*, Boca Chica, Dominican Republic, 24 to 26 September 2013
- *Regional Workshop on GREPECAS Project F1 – Aerodrome Certification Improvements*, ICAO NACC Regional Office, Mexico City, Mexico, 14 to 18 October 2013
- *ICAO/CANSO – Regional Workshop on Airspace Concept Redesign and Operational Approval of Performance-Based Navigation (PBN)*, SENEAM, Mexico City, Mexico, 25 to 29 November 2013

7.1.3                      To continue with the activities proposed in the Project Activities Plan for the years 2013-2016, the Project's Steering Committee approved that Project Member States/Territories/International Organizations deposit an annual contribution of USD \$25,000 for 2014 by the end of January 2014.

7.1.4                      The Secretariat proposed to broaden the scope of the project to include assessments of the Project Member's aviation system aimed to identify deficiencies and utilize project funding to send other Project Member's experts to assist States in resolving identified deficiencies. As an example, the Secretariat indicated that the Region has not shown much progress in the aerodrome certification process. Those Project Member States that have already certified their aerodromes could assist other Project Member States that are having difficulties with the certification process by sending experts to expedite aerodrome certification.

7.1.5                      United States has offered in-kind assistance to States that have not completed their aerodrome certification and United Kingdom will consider providing assistance and identified that due to their geographical distance from the region and budget limitations their assistance would be limited.

7.1.6 Trinidad and Tobago endorsed the proposal to broaden the Project scope. Jamaica indicated that they are not interested in the assessments until they complete a major replacement project of their navigation systems.

7.1.7 Trinidad and Tobago indicated that recognizing the need for expertise in the field of flight procedure design, and in order to support Performance-Based Navigation (PBN) implementation, the CAR Project might establish a Flight Procedure Programme (FPP).

7.1.8 The FPP would have the goal of developing States' capabilities in the instrument flight procedure domain, especially in the areas of procedure design and regulatory oversight of the procedure design service provider. The FPP would employ best practices in training, automation, and quality assurance with the best experts in the field to address the procedure design needs and enhance the capabilities of the States/Administrations.

7.1.9 The Programme objective is to assist States with developing a sustainable capability in the Instrument Flight Procedure (IFP) domain so as to meet their commitments under ICAO Assembly resolutions related to PBN implementation and obligations for quality flight procedures.

7.1.10 This will be accomplished through training on the ICAO *Quality Assurance Manual for Flight Procedure Design* (Doc 9906) and access to IFP-related automation solutions.

7.1.11 The FPP would foster implementation of flight procedures developed with the appropriate quality systems, especially PBN and vertically guided instrument approach procedures by:

- a) assisting those States with sufficient density of procedures to establish a sustainable internal procedure design capability able to meet the requirements of ICAO PANS-OPS and States' responsibility for the quality of their procedures;
- b) providing the appropriate level of technical expertise necessary to enable States that do not have the density of procedures necessary to sustain an internal procedure design capability; and
- c) providing a vehicle to improve quality in the States' procedure design process through access to procedure design automation solutions and associated data storage.

## **7.2 Collaborative Arrangement for the Prevention and Management of Public Health Events in Civil Aviation (CAPSCA)**

7.2.1 IP/10 was presented by the Secretariat regarding CAPSCA, mentioning the threats that public health events have or can have on air transport operations, as demonstrated by a reduction in passenger numbers of 80% and 40% to Hong Kong and Mexico, respectively, at the onset of the Severe Acute Respiratory Syndrome (SARS) outbreak and the Influenza A (H1N1) pandemic, and how this programme provides assistance visits to international airports/States, as well as regional meetings and training events, which strengthen public health preparedness plans at global, regional, national, and operational levels.

7.2.2 To achieve this, ICAO collaborates with the World Health Organization (WHO), Airports Council International (ACI), the International Air Transport Association (IATA), and other stakeholders.

7.2.3 It was highlighted that the CAPSCA programme provides an opportunity for public health personnel to work directly with aviation personnel to develop effective public health preparedness plans for aviation.

7.2.4 The benefits of CAPSCA for States include:

- a) Multi-sector collaboration within a State, between States and international organizations
- b) Improved communication, coordination, cooperation and collaboration between all stakeholders
- c) Synergistic and harmonized development of guidance by international organizations, especially between ICAO, WHO, IATA and ACI
- d) Improved public health emergency prevention and response in aviation
- e) Reduced impact of public health emergencies on population health through reduced, delayed and/or mitigated health effects
- f) Mitigation of economic and social effects caused by public health events; a faster return to normal operations when the health threat subsides
- g) Improved management of risk perception for the general public, air travelers, service providers and aviation personnel

7.2.5 It was also emphasized that the United Nations Central Fund for Influenza Action (UN CFIA) funding grant for CAPSCA expired at the end of 2012. States agreed during the Fourth Meeting of North American, Central American and Caribbean Directors of Civil Aviation held in June 2011 and the CAPSCA Global Coordination Meeting held in 2012, that the project should continue. States and international organizations are invited to contribute voluntary funds to ICAO for continued implementation and growth of the CAPSCA programme.

7.2.6 The target beneficiaries for CAPSCA are personnel of public health authorities, civil aviation authorities, airports, airlines, air navigation service providers, emergency response agencies, tourism authorities of States, and representatives of related international organizations.

7.2.7 The CAPSCA programme offers a relatively inexpensive opportunity for ICAO to maintain influence with other major stakeholders, especially with WHO. By continuing and expanding activity in this field, public health authorities are more likely to fully include aviation aspects when developing their general preparedness plans and participate in the development of aviation specific plans; for example, airport emergency plans for public health events.

7.2.8 United States indicated that they strongly support CAPSCA and that due to a retirement, they have lost their CAPSCA inspector. They requested to be informed of the next ICAO CAPSCA training in order to send two persons to be trained and continue supporting the CAPSCA Regional Project.

7.2.9 Sint Maarten also supports the CAPSCA Project and recommends including representatives of Agriculture Ministries/Agencies and Wildlife Organizations during the assistance visit.

7.2.10 Sint Maarten indicated that they are not a CAPSCA member yet; however, they participated in the CAPSCA meeting held in Barbados in August 2013 and are interested in continuing participation in the CAPSCA regional meetings.

### **7.3 CAR Region Civil Aviation Training; results of the CATC/1 Meeting; and the Regional Symposium on Next Generation of Aviation Professionals (NGAP) and TRAINAIR Plus**

7.3.1 The Secretariat presented WP/15 outlining the results of the CATC/1 Meeting and follow-up on the training activities of the ICAO Next Generation of Aviation Professionals (NGAP) initiative, ICAO Civil Aviation Training Policy, and TRAINAIR *Plus* Programme as elements in the development of national aviation training plans and regional activities to guide CAR States with development of their aviation training programmes.

7.3.2 ICAO launched the NGAP initiative, which seeks to ensure that there will be sufficient competent and qualified aviation professionals to operate, manage, and maintain the future international air transport system.

7.3.3 The promotion of the NGAP initiative at a regional level was carried out through four regional conferences in 2011. The corresponding symposium for the CAR Region was held in Quito, Ecuador. In 2013, with the assistance of member States, ICAO convened regional symposia, which were hosted by civil aviation administrations as well as TRAINAIR *Plus* members. The symposium corresponding to the CAR Region was held in Montego Bay, Jamaica, from 5 to 7 February 2013.

7.3.4 All stakeholders in the air transport system (civil aviation authorities, international organizations, airlines, operators, maintenance centres, airports, air transport service providers, training centres, manufacturers, etc.) benefit from these events.

7.3.5 The Civil Aviation Training Centres (CATCs) are an essential part of this training structure. Considering the training needs in the CAR Region and the update of the Regional Training Plan, the CAR Region CATCs requested ICAO to convene the First NAM/CAR Civil Aviation Training Centres Meeting (NAM/CAR/CATC/1) at the ICAO NACC Regional Office, Mexico City, Mexico, which was held from 27 to 30 August 2013.

7.3.6 At this meeting, the Secretariat proposed the formal establishment of a technical support entity for NAM/CAR/CATC training matters, including the Terms of Reference and work programme. The establishment of a working group is supported by the CAA Directors' mandate for improving training and human factors based on the experience in planning/implementation of aviation systems in all areas and by adopting a more effective structure based on subject matter experts. The suggested designation of this working group is the *NAM/CAR Civil Aviation Training Centres Working Group (NAM/CAR/CATC/WG)*.

7.3.7 The CATC/WG will be a supporting body to the Directors of Civil Aviation and will work in coordination with existing implementation working groups, namely the North American, Central American and Caribbean Working Group (NACC/WG), the NAM/CAR Air Navigation Implementation Working Group (ANI/WG), and the Eastern Caribbean Civil Aviation Technical Group Meeting (E/CAR/CATG).

7.3.8 The final report of the First NAM/CAR Civil Aviation Training Centres Meeting (NAM/CAR/CATC/1) is now available on the event webpage at the following address: <http://www.icao.int/NACC/Pages/meetings-2013-namcarcatc1.aspx>

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7.3.9 The Secretariat mentioned that the States need to take advantage of the Civil Aviation Training Centres (CATCs) and not duplicate efforts or compete among the CATCs.

7.3.10 United States supports the NGAP initiative and the work of the NAM/CAR/CATC/WG and is willing to assist as resources permit.

7.3.11 Trinidad and Tobago stated that although they are not yet a TRAINAIR *Plus* member, they are developing training packages utilizing ICAO TRAINAIR *Plus* methodology and expect to complete them by this month. They expect to become a full TRAINAIR Plus Member in 2014.

7.3.12 The Secretariat presented IP/13, emphasizing the importance of training AIM personnel, management, and users of AIM aeronautical data, which will be key for successful implementation of the new aeronautical data chain and electronic Integrated Aeronautical Information Publication (eIAIP) operational concepts. The paper introduced the draft version of the ICAO Doc 9991 - *AIM Training Guidance Manual* (unedited advance version of an ICAO publication).

7.3.13 States, through their CATCs, should adopt an approach for the development and implementation of courses in which activities such as: training, human factors, planning, and the new knowledge, skills, and abilities are key elements for successful AIM implementation. These elements require coordination at all levels among the CAAs and service providers.

7.3.14 The Meeting was invited to take note of ICAO Doc 9991, which will be published on the ICAO-NET, for the establishment of initial targets consistent with the ICAO Roadmap for the transition from AIS to AIM and the ASBU methodology.

**Agenda Item 8            Other Business**

**8.1       Results of the Sixth Worldwide Air Transport Conference**

8.1.1            The Secretariat presented IP/11 regarding the outcome of the Sixth Worldwide Air Transport Conference (ATConf/6), which was held in Montreal, Canada, at ICAO Headquarters from 18 to 22 March 2013.

8.1.2            It was noted that the Conference report has been issued as ICAO Doc 10009, *Report of the Sixth Worldwide Air Transport Conference*, and can be accessed at: <http://www.icao.int/meetings/atconf6/Pages/WorkingPapers.aspx>

8.1.3            Highlights of the Conference discussions and major recommendations are summarized in the **Appendix** to this part of the report.

8.1.4            The Meeting expressed some concerns regarding items 2.2 - *Air Carrier ownership control*; 2.4 - *Fair competition*; and 2.5 – *Safeguards*; especially State aid/subsidies.

8.1.5            The Meeting concurred that conferences and training events on organization, subsidies, lease arrangements, and operational aspects of air transport should be conducted in the Region for States to have better understanding of these issues and future challenges. The Secretariat stated that these items can be placed on the agenda and addressed at the upcoming Regional Air Transport Conference, which is planned to be held in Montego Bay, Jamaica, the second week of October 2014. This meeting will be an outstanding event with participation of all NAM/CAR/SAM States, UN World Tourism Organization, other ICAO regions, and everyone is encouraged to attend.

**8.2       NACC/DCA/5 Meeting**

8.2.1            The Secretariat urged the E/CAR States to participate in the Fifth North American, Central American and Caribbean Directors of Civil Aviation (NACC/DCA/5) Meeting to be held in Port-of-Spain, Trinidad and Tobago, from 28 to 30 April 2014. At this meeting, the Port-of-Spain Declaration will be signed by the CAR Directors General of Civil Aviation after the approval of the safety and air navigation targets and metrics that will become regional priorities and placed on the ICAO NACC Regional Dashboard on the ICAO Headquarters website.

8.2.2            The Secretariat also mentioned the need for States to authorize their respective Directors of Safety and Air Navigation to attend the CAR Region Safety and Air Navigation Directors Meeting (CAR/DCA/OPSAN), to be held at the ICAO NACC Regional Office, Mexico City, Mexico, from 18 to 19 February 2014. The participants of this meeting will determine and agree on the safety and air navigation targets and metrics to be presented to the Directors General of Civil Aviation at the NACC/DCA/5 Meeting and is the precursor to the Port-of-Spain Declaration.

8.2.3            Therefore the Meeting adopted the following conclusion:

**CONCLUSION 25/6**

**CAR REGION SAFETY AND AIR NAVIGATION DIRECTORS MEETING (CAR/DCA/OPSAN)**

That E/CAR States/Territories CAA Directors send their Safety and Air Navigation Directors to the CAR/DCA/OPSAN Meeting to be held at the ICAO NACC Regional Office, Mexico City, Mexico, from 18 to 19 February 2014.

**8.3 Host and dates for the next meeting**

8.3.1 The Secretariat presented IP/12 regarding the host and dates for the next Directors of Civil Aviation of the Eastern Caribbean Meeting stating that E/CAR/DCA Conclusion 21/8 had agreed on the rotational scheme for States and Territories hosting the meetings of Directors of Civil Aviation of the Eastern Caribbean. The rotation scheme reflects the host of the E/CAR/DCA/26 Meeting as United States in 2015 and the E/CAR/DCA/27 Meeting in a Territory of/or in the United Kingdom in 2016.

**8.4 Other business**

***ICAO Financial Situation and States Outstanding Contributions***

8.4.1 WP/16, presented by the Secretariat, reported that in the Eastern Caribbean most States had outstanding contributions as at 31 October 2013. The Secretariat urged States that the necessary measures be taken to fulfil financial obligations to ICAO in an urgent manner as the Organization depends on these financial obligations to carry out its mandate. This requires that the DCAs follow-up with authorities and persons in their respective governments responsible for making the payments.

8.4.2 The Meeting noted that payment currency can be in two separate amounts, expressed in different currencies, CAD and USD. Notwithstanding, they can be paid in a single currency or in any combination of currencies, including CAD, USD, Euro and other currencies of the States in which an ICAO Regional Office is located, at the applicable United Nations exchange rates, which are published on a monthly basis by United Nations at the moment of effecting the bank transfer or when ICAO receives the payment by cheque.

8.4.3 In this regard, the Meeting was advised that Antigua and Barbuda, and Grenada are making payment arrangements with ICAO. ECCAA advised that payments had been submitted by Saint Lucia, Saint Kitts and Nevis, and Saint Vincent and the Grenadines. The ICAO Secretariat will follow-up with C/FIN regarding the payment status of these States and update the list as applicable.

8.4.4 Under WP/22, the Secretariat presented information on the Diplomatic Conference to Adopt the Proposed Draft Text of the Protocol to the Tokyo Convention of 1963 to be held in Montreal, Canada, from 26 March to 4 April 2014. The background legal work related to unruly passengers prior to the 35th Session of the Legal Committee is described in WP/22.

8.4.5 On 3 June 1996, during the sixth meeting of its 148th Session, the Council decided to include the subject, “*Acts or offences of concern to the international aviation community not covered by existing air law instruments*” in the General Work Programme of the Legal Committee. In 1997, during the sixth meeting of its 151st Session, the Council further decided that a secretariat study group should be established for this issue. The Group, designated as the Secretariat Study Group on Unruly Passengers, held several meetings.

8.4.6 In 2009, during the 34th Session of the ICAO Legal Committee, IATA noted that incidents involving disruptive and unruly passengers had continued to rise steadily.

8.4.7 A number of legal issues related to unruly passengers that needed to be addressed were identified, including a review of the jurisdictional clauses under the Convention on Offences and Certain Other Acts Committed on Board Aircraft (Tokyo Convention, 1963) in order to align them with modern practice; the establishment of common standards and practices with regard to offences; the strengthening of international cooperation in harmonizing enforcement procedures; the powers of the aircraft commander and related immunity; and the status of In-Flight Security Officers (IFSOs).

8.4.8 A conclusion was reached in the sense that unruly passengers needed to be addressed by the international community, that ICAO was the proper forum for this purpose, and that the Tokyo Convention should be reviewed and the feasibility of its amendment examined with particular reference to the issue of unruly passengers. To that end, it was recommended that a sub-committee of the Legal Committee be established and be tasked with preparing a draft text to modernize the Tokyo Convention.

8.4.9 Based on the recommendation of the Group, on 15 November 2011, during the fifth meeting of its 194th Session, the Council decided to request the Chairman of the Legal Committee to establish a special sub-committee of the Legal Committee to review the Tokyo Convention with particular reference to the issue of unruly passengers.

8.4.10 Based on the report of the Rapporteur, a Sub-Committee focused its discussions on jurisdiction, a list of offences, extradition, immunity of the aircraft commander, IFSOs, and the extent of modernization of the Tokyo Convention.

8.4.11 On the status of the IFSOs, the Sub-Committee noted that IFSOs did not exist when the Tokyo Convention was adopted, but today they are being increasingly deployed on international flights. Further work was considered necessary in order to build consensus with respect to the role of the IFSOs and their corresponding immunities within the framework of the Tokyo Convention.

8.4.12 The 35th Session of the Legal Committee was held in Montréal from 6 to 15 May 2013, and its main agenda item was to consider the text prepared by the special Sub-Committee. The Sub-Committee focused its discussion on jurisdiction, offences, and IFSOs. The Draft Text for the Protocol to the Tokyo Convention of 1963, proposed by the Legal Committee, is set forth in the Appendix to WP/22.

#### ***ICAO Diplomatic Conference 2014***

8.4.13 The Council considered the report from the 35th Session of the Legal Committee on 14 June 2013, and decided to convene a Diplomatic Conference to amend the Tokyo Convention from 26 March to 4 April 2014.

8.4.14 Comments, if any, on the draft text of the Protocol as well as any proposals or papers are required to be submitted to ICAO **no later than 17 January 2014**.

8.4.15 Jamaica, Trinidad and Tobago, United Kingdom, United States, and ECCAA stated that they will participate in the Diplomatic Conference. States/Territories are requested to advise as early as possible whether they intend to participate in the Conference by e-mail to [LEB@icao.int](mailto:LEB@icao.int).

8.4.16 Therefore, the Meeting adopted the following conclusion:

**CONCLUSION 25/7 ICAO DIPLOMATIC CONFERENCE 2014**

That E/CAR States advise as early as possible whether their government/organizations intend to participate in the Diplomatic Conference by emailing [LEB@icao.int](mailto:LEB@icao.int) and that comments, if any, on the draft text of the Protocol as well as any proposals or papers be submitted to ICAO no later than **17 January 2014**.

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**APPENDIX**  
**RESULTS OF THE SIXTH WORLDWIDE AIR TRANSPORT CONFERENCE**

**Item 1.1 — Industry and regulatory developments**

The Conference noted the major developments and the work that ICAO has accomplished since the last Conference (ATConf/5, 2003). Recognizing ICAO's important role in fostering the sustainable development of international air transport and in facilitating liberalization, the Conference recommended that a dedicated voluntary fund be established in accordance with relevant ICAO rules of governance and policies in order to support ICAO in carrying out its mandate and in strengthening its work in the air transport field.

***Item 1.2 — Other areas of ICAO's work that may have economic implications***

The Conference took note of ICAO's work in the aviation security area with respect to cost-recovery policies for security measures and functions at airports.

***Item 2.1 — Market access***

The Conference agreed that market access liberalization has provided broad benefits. The discussion focused on the approaches and pace of liberalization. While States should pursue liberalization at their own pace and apply approaches suitable to their needs and conditions, there was also strong endorsement for the need to modernize the regulatory framework to adapt to a globalized business environment. It was recommended that ICAO develop and adopt a long-term vision for liberalization, including examination of an international agreement by which States could liberalize market access.

***Item 2.2 — Air carrier ownership and control***

There was wide recognition of the benefits of liberalizing air carrier ownership and control and the need to adapt the current regulatory regime to meet the needs of the 21st Century. It was agreed that ICAO should take the lead in facilitating further liberalization in this respect, while giving due regard to the importance of ensuring safety and security, the interests of all stakeholders, including labour, and the need for a gradual and progressive move toward adaptation.

***Item 2.3 — Consumer protection***

The Conference expressed the need to support protection of consumers of air transport services and agreed that the effectiveness of States' regulatory responses could benefit from increased convergence and compatibility. It recommended that ICAO develop a set of core principles on consumer protection in the short-term with the assistance of experts from the Air Transport Regulation Panel (ATRP), States, and regional bodies.

***Item 2.4 — Fair competition***

The major developments and various issues encountered by States were noted in the context of fair competition. Although views differed over the approaches for addressing the related issues, there was broad agreement that fair competition is an important general principle in the operation of international air services, and that States should give due regard to concerns of other States.

***Item 2.5 — Safeguards***

The Conference considered four areas of safeguards in liberalization of international air transport, namely: a) sustained and effective participation of States; b) assurance of services and State aid/subsidies; c) an essential air service and tourism development route scheme; and d) avoidance of unilateral action. Agreeing that safeguard measures are required, ATConf/6 recommended that States be encouraged to use the ICAO guidance on safeguard measures and that the guidance be kept current and responsive to changes.

***Item 2.6 — Taxation and other levies on international air transport***

The Conference agreed that proliferation of various taxes and duties on air transport could have negative economic impact on sustainable development of air transport and on consumers.

***Item 2.7 — Economics of airports and air navigation services***

The Conference noted the need for modernization of the air transport system and the corresponding funding requirements, and the linkage between air transport liberalization and infrastructure development.

***Item 2.8 — Implementation of ICAO policies and guidance***

The Conference noted the status concerning the implementation of ICAO's policies and guidance in the air transport field and agreed that States should be encouraged to include ICAO's policy guidance in their national policy, regulations, and in air services agreements.

***Follow-up Work***

A wide-ranging and comprehensive package of conclusions and recommendations was adopted at the Conference, which should guide future policy direction and actions of States and the Organization. Important achievements include: a) highlighting air transport as an integral part of the civil aviation system; b) reaffirming the objective of liberalization and ICAO's leadership role; c) breaking new ground in moving toward modernizing the global regulatory framework; and d) providing a basis for concrete actions by ICAO in its future work in the air transport field. The Conference A38-WP/56 EC/6 -5 - recommendations are divided into action by States and action by ICAO, which are shown respectively in Appendices A and B to said working paper.