



ICAO

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North American, Central American and Caribbean Office

WORKING PAPER

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Twenty-ninth MEVA Technical Management Group Meeting (MEVA/TMG/29)
Mexico City, Mexico, 9 to 12 December 2014

Agenda Item 6: Review of MEVA/TMG Terms of Reference (ToRs) and Work Programme

**REVIEW OF MEVA TMG TERMS OF REFERENCE (ToRs)
AND WORK PROGRAMME**

(Presented by MEVA TMG Coordinator)

EXECUTIVE SUMMARY	
This working paper proposes a new update to the MEVA TMG Terms of References and Work Program.	
Action:	Suggested Action is on Section 3
<i>Strategic Objectives:</i>	<ul style="list-style-type: none">• Safety• Air Navigation Capacity and Efficiency
<i>References:</i>	<ul style="list-style-type: none">• Report of Twenty-sixth MEVA Technical Management Group (MEVA TMG/26), ICAO NACC Regional Office, Mexico City, Mexico, 4 to 7 June 2013• Report of Twenty-eighth MEVA Technical Management Group Meeting (MEVA TMG/28) Meeting, Miami, United States, 26 to 30 May 2014

1. Introduction

1.1 MEVA TMG Terms of Reference and Work Program was last reviewed during the TMG/26 meeting in 2013 through conclusion 26/8:

CONCLUSION 26/8

APPROVAL OF MEVA TMG TERMS OF REFERENCE

That in order to maintain the functions and responsibilities of the MEVA TMG up-to-date, the attached MEVA TMG Terms of Reference shown in the Appendix to this part of the report to be approved.

2. Discussion

2.1 During the MEVA TMG/26 Meeting, ICAO highlighted the recommendation of the Regional Preparatory Workshop for ITU to ensure protection for these WRC-agenda items for the Aeronautical VSAT networks in the CAR/SAM Regions, providing several studies and other information to ensure protection of the C-band for aeronautical purposes and Conclusion MEVA TMG/26/21 was agreed.

2.2 During the MEVA TMG/28, the Secretariat presented the air navigation regional priorities and targets related to the MEVA Network infrastructure that were developed by the NAM/CAR Air Navigation Implementation Working Group (ANI/WG) and approved by the NAM/CAR Directors of Civil Aviation. The air navigation targets that are related to the MEVA Network infrastructure under Aviation System Block Upgrades (ASBU) module 0 are as follows:

ASBU B0 Module	Element	Targets
B0-30/DAIM: Service Improvement through Digital Aeronautical Information Management	Aeronautical Information Exchange Model (AIXM) 5.1 Implementation	40 % of States with AIXM 5.1 implemented by December 2018
B0-25/FICE: Increased Interoperability, Efficiency and Capacity through Ground-Ground Integration	AMHS Implementation	4 States to have Air Traffic Services Message Handling Services (AMHS) interconnected with other AMHS by December 2014
	ATS Interfacility Data Communications (AIDC) Implementation	50% of FIRs within which all applicable ACCs have implemented at least one interface to use Air Traffic Services Inter-facility Data Communication (AIDC)/On-line Data Interchange (OLDI) with a neighbouring ACC by December 2016.
	Aeronautical Telecommunication Network (ATN) Router Structure Implementation	70% of ATN router structure implemented by June 2016 100% MEVA III IP Network implementation by August 2015
B0-102/SNET: Increased Effectiveness of Ground-Based Safety Nets	Short Term Conflict Alert Implementation (STCA)	80% of selected ATS units with ground based safety nets (STCA) implemented by Dec. 2015
	Area Proximity Warning (APW)/Minimum Safe Altitude Warning (MSAW)	70% of selected ATS units with ground based safety nets (APW) implemented/70% of selected ATS units with ground based safety nets (MSAW) implemented by Dec. 2015
	Medium Term Conflict Alert (MTCA)	80% of selected ATS units with ground based safety nets (MTCA) implemented by Dec. 2016

2.3 In this regard, a new update of the MEVA III TF ToRs and work programme is shown in Appendix to this paper.

3. Suggested Actions

3.1 The Meeting is invited to

- a) take note of the information provided in this paper; and
- b) review and approve the proposed update to the ToR and work programme for the MEVA TMG.

APPENDIX

MEVA III TMG TERMS OF REFERENCE

1. Background

The MEVA Technical Management Group (TMG) originated from the MEVA Informal Working Group (1998), as a standing group to address issues concerning the MEVA Network. The MEVA TMG was formally established in accordance to Conclusion 7/17 of the Seventh Meeting of the MEVA Network (MEVA/7) (Grand Cayman, Cayman Islands 15-17 May 2000).

2. Terms of Reference

In order to address the MEVA Network issues, the following activities are to be developed by the TMG:

- a) Review the current status of the Network (maintenance and reporting procedures, technical personnel involved, spare parts, tools for monitoring the Network status, identify common network points of failure, etc.) and submit recommendations;
- b) Assist the MEVA Members in the coordination and technical solutions of the problems presented in the operation and implementation of the AFS Services and the optimum frequency usage of the MEVA network. Likewise, to study and recommend measures to improve the operation and implementation fulfillment;
- c) Study and propose to the MEVA Members intra and inter-regional coordination for the MEVA Network connectivity with other regional and domestic digital communications networks of the CAR, NAM and SAM Regions;
- d) Study and assist the MEVA Members in measures of a technical character, in order to facilitate the operational benefits foreseen in the ICAO Aviation System Block upgrades (ASBU), transition of the MEVA Network towards the ATN infrastructure and its air-ground and ground-ground subnetworks of the air navigation services, implementation requirements from GREPECAS Conclusions and Recommendations, Implementation items from the NAM/CAR Implementation Groups, ICAO SARPs and technical guidance and the MEVA Members expectations; and
- e) Inform and advise the MEVA Network Coordination, ICAO, if a major failure or network concern that affects the entire network occurs or may occur or an event that doesn't allow achieving the Network Service level agreement, recommending solutions for its recovery and actions by the MEVA Network Service Provider.

3. Work Programme

Attached

4. Working Methods

- a) TMG work programme should present their activities in terms of objectives, responsible and deliverables. Further details can be provided in the form of Work Breakdown Schedule (WBS);
- b) TMG will avoid duplication of work and maintain close coordination among the existing entities (like the Air Navigation Implementation Technical Group-ANI/WG), to optimize the use of available resources and experience;
- c) TMG may designate, as necessary, ad-hoc groups or task forces to work on specific topics and activities; all tasks and activities should be clearly defined by time and deliverables;
- d) TMG should coordinate and advance its works as follows to maximize efficiency and reduce costs:
 - conduct work via electronic written correspondence ;
 - conduct work via phone and teleconference calls; and
 - hold meetings when necessary and based on the work programme activities;
- e) TMG will report the progress of assigned tasks to the Meetings of Directors of Civil Aviation (DCA) of the Central Caribbean and other DCAs as required.

5. Membership

MEVA Members: Aruba, Bahamas (Nassau and Freeport), Cayman Islands, Cuba, Curacao, Dominican Republic, Jamaica, Haiti, Mexico, Panama, Sint Maarten, United States (Atlanta, Miami, Puerto Rico) and COCESNA.

The REDDIG Administration representing Colombia and Venezuela are participants / users of the MEVA Network.

ICAO will act as the MEVA Network Coordinator and as technical adviser to the TMG.

3. Rapporteur

Mrs. Dulce M. Roses (United States).

MEVA TMG Work Programme
Revised: MEVA TMG/29 11 December 2014

No.	Activities	Objectives	responsible	deliverables
1	To assist the MEVA Members in coordination for the solutions to problems presented in this operation, and in the implementation of services and frequency management matters.	Keep MEVA SLA levels	TMG	MEVA assistance
2	To study and implement technical/operational measures that may be agreed upon to improve the operation and implementation of MEVA Network services, and that do not impact significant cost, investments and objectives of the Network.	Satisfactory operation and service levels	TMG	Network improvements implementation
3	Keep MEVA Members aware of the status of the MEVA Network performance and conditions of operation.	MEVA Network awareness	TMG	<ul style="list-style-type: none"> • Reliable MEVA Network website • Network Performance revision
4	Maintain valid and up-to-date MEVA Network Contingency Procedures, taking into consideration the contingency plans of each MEVA Member and of the Service Provider and in keeping with the CAR Region General Contingency Plan.	Readiness for contingencies	TMG	MEVA Contingency Procedures
5	To assist the MEVA Members, in finishing the data and voice circuits implementation, according to the requirements shown in the ANP CAR/SAM, GREPECAS and ANIWG/NACC/WG.	Fulfill Air Navigation requirements	Taskforces- Adhoc Groups	Data and voice circuit implementation

No.	Activities	Objectives	responsible	deliverables
6	To study and propose solutions for AFS connectivity of the MEVA Network with other regional and domestic NAM/CAR/SAM networks.	Fulfill Air Navigation requirements	Taskforces- Adhoc Groups	Data and voice circuit implementation
7	To review the RFP and the terms of the Services Agreement, based on the new ICAO requirements for the transitioning towards the ATN, as well as on the experience achieved, with the purpose of using them in a new Services Agreement for the MEVA Network.	Network improvements	Taskforces	Effective and efficient MEVA III Transition Process
8	Keep and validate with the MEVA Network Service Provider a procedural handbook on management, operation and maintenance of the MEVA Network telecommunication circuits.	Ensure proper MEVA Network maintenance and operation	TMG	Maintenance Procedural Handbook/Manual