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WORKING PAPER

E/CAR/CATG/2 — WP/02
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Second Eastern Caribbean Civil Aviation Technical Group (E/CAR/CATG/2) Meeting
Miami, United States, 15 to 17 July 2015

Agenda Item 3: Review and follow-up to Conclusions/Decisions of E/CAR/CATG/01, E/CAR/DCA/25, ANI/WG/02, GREPECAS/17, NACC/WG/04 and NACC/DCA/05 Meetings

FOLLOW-UP TO E/CAR/CATG/01 CONCLUSIONS

(Presented by the E/CAR/CATG Chairperson)

EXECUTIVE SUMMARY	
This paper provides an initial review of the status of the previous E/CAR/CATG/01 Meeting conclusions.	
Action:	<p>The Meeting and specifically the Committees are expected to review the follow-up given in this paper (Appendix) and report on each of their respective progress reports the final status and completion of the conclusions.</p> <p>These conclusions were noted in the NACC/WG/04 and ANI/WG/02 Meetings.</p>
<i>Strategic Objectives:</i>	<ul style="list-style-type: none">• Safety• Air Navigation Capacity and Efficiency• Environmental Protection
<i>References:</i>	<ul style="list-style-type: none">• Fourth North American, Central American and Caribbean Working Group Meeting (NACC/WG/4), Ottawa, Canada, 24 to 28 March 2014• Second NAM/CAR Air Navigation Implementation Working Group Meeting (ANI/WG/2), Puntarenas, Costa Rica, 1 to 4 June 2015.

APPENDIX
FOLLOW-UP TO VALID CONCLUSIONS FROM E/CAR/CATG/1 MEETING

Conclusion	Text	Follow-up	Status
DECISION E/CAR/CATG/1/1 MET COORDINATION IN THE E/CAR/CATG	That in order to follow-up on progress with aeronautical MET matters, considering that Caribbean Meteorological Office (CMO) carries out periodic meetings and to avoid duplicating meetings to address MET issues, the E/CAR/CATG Chairperson: a) carry out coordination with the CMO Coordinator as appropriate; b) coordinate with ICAO and the E/CAR/CATG necessary information to be submitted to the November 2013 CMO Meeting for follow-up and response from MET entities reporting to the E/CAR/CATG on this action by 30 October 2013; and c) report the agreements and results reached with the CMO Coordinator on the MET work plan at the E/CAR/DCA/25 Meeting.	E/CAR/CATG Chairperson to report	Valid
DECISION E/CAR/CATG/1/2 REVIEW OF AGA ACTIVITIES FOR THE E/CAR/CATG	That considering the absence of a functioning AGA committee, and to determine the way to proceed with AGA matters: a) the E/CAR CATG Chairperson convene an introductory teleconference involving the ICAO-RO/AGA; Kellman Walcott, AGA Rapporteur, Barbados; and Kingsley Herrera, Trinidad and Tobago to formulate and prioritize the AGA issues for consideration by the E/CAR/CATG; and b) the AGA Rapporteur report on the progress of the AGA committee to the CATG Chairperson by 30 October 2013 for onward submission to the E/CAR/DCA Meeting in December 2013.	Mr. Kingsley Herrera (Trinidad and Tobago) is the AGA Committee Rapporteur.	Completed
CONCLUSION E/CAR/CATG/1/3 E/CAR/CATG TERMS OF REFERENCE AND MEMBERSHIP	That considering the newly named E/CAR/CATG, the proposed Terms of Reference and membership shown in Appendices A and B to this part of the report be presented for approval by the E/CAR/DCA/25 Meeting.		Completed
CONCLUSION 1/4 ASSISTANCE FOR TRAINING ON ICAO FUEL SAVINGS ESTIMATION TOOL (IFSET)	That to promote and ensure the use of IFSET: a) E/CAR States/Territories inform ICAO of their need for online IFSET training by 30 July 2013; and b) ICAO provide IFSET online training by 30 September 2013.	This action is being undertaken by the ANI/WG (PBN TF) with IATA support: Antigua and Barbuda, Barbados and Trinidad and Tobago participated. Suggestion to designate PoC for completing the Fuel Saving forms every 6 months- ANI/WG/02	Superseded by ANI/WG actions

Conclusion	Text	Follow-up	Status
CONCLUSION 1/5 FOLLOW-UP TO AN- CONF/12 RECOMMENDATIONS	That in order to follow-up on implementation of Recommendations from the AN-Conf/12, the E/CAR/CATG: a) study the corresponding recommendations of the AN-Conf/12; b) initiate and propose follow-up actions to E/CAR States/Territories in coordination with the ANI/WG; c) update its work programme as required; and d) the progress of items a), b) and c) be reported to the E/CAR/DCA/25 Meeting.	Included in current action plans of the E/CAR/CATG Committees	Completed
DECISION 1/6 E/CAR PBN IMPLEMENTATION PLAN	That to consolidate and complete the Regional E/CAR PBN Implementation Plan: a) the ATM Rapporteur follow-up on the submission of National PBN Implementation Plans from Netherlands and United Kingdom Territories by 26 June 2013; b) ECCAA follow-up on the submission of the National PBN Implementation Plans from the rest of the OECS (e.g, Dominica, Saint Kitts and Nevis and Saint Lucia) by 26 June 2013; c) the ATM Committee provide feedback to Antigua and Barbuda concerning their National PBN Implementation Plan by 31 August 2013; d) the E/CAR States and Territories take note of Trinidad and Tobago PBN initiatives (E/CAR/CATG/1-IP/07) and that those States/Territories requiring assistance in understanding the PBN airspace concept make use of Trinidad and Tobago's expertise; and e) the ATM Committee present the revised E/CAR PBN Implementation Plan to the E/CAR/DCA/25 Meeting.	Effort that needs to be coordinated with the PBN TF Rapporteur E/CAR States and ECCAA to report	Valid
DECISION 1/7 PBN TASK FORCE	That in order to propel PBN implementation activities in the E/CAR based on the E/CAR PBN Implementation Plan, a PBN Taskforce under the lead of the ATM Committee be activated with participation of ATM, AIM and CNS specialists and the ATM Committee Rapporteur to: a) coordinate with the AIM and CNS Committees for designation of personnel to participate in the PBN Task Force; b) prepare the PBN Task Force Terms of Reference (ToRs) and work programme; c) report the results of a) and b) to the E/CAR/CATG Chairman by 30 July 2013; and d) present PBN Task Force progress to the E/CAR/DCA/25 Meeting.	PBN TF to report on this joint work	Completed: Based on information presented in b) these items are now under the purview of the ANI WG PBN Task Force

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CONCLUSION 1/8 E/CAR PBN TRAINING APPROACH	<p>That in order to streamline E/CAR PBN implementation with a phased training approach:</p> <p>a) E/CAR States and Territories take advantage of the available PBN online web training to improve PBN awareness for certain stakeholders (e.g. ATCOs, Air Operators, Managers);</p> <p>b) E/CAR States and Territories designate, with the assistance of the ATM Committee, personnel for the formation of State Core and Auxiliary PBN Teams;</p> <p>c) the ATM Committee, in coordination with E/CAR States and Territories, continue to consider the option of IATA's "In Group" PBN Training for more structured PBN training;</p> <p>d) the ATM Committee report the progress of these training approach activities to the E/CAR/DCA/25 Meeting; and</p> <p>e) the ATM Committee present the revised E/CAR PBN Implementation Plan to the E/CAR/DCA/25 Meeting.</p>	PBN TF to report on this joint work	<p>Completed:</p> <p>Based on information presented in ATM Rapporteur's remarks, these items should now be under the purview of the ANI/WG PBN Task Force.</p>
DECISION 1/9 ATS COORDINATION IMPROVEMENTS BETWEEN V. C. BIRD APP, PRINCESS JULIANA APP, SAN JUAN ACC AND PIARCO ACC	<p>That in order to resolve and improve ATS coordination between V. C. Bird APP, Princess Juliana APP, San Juan ACC and PIARCO ACC that the ATM Committee Rapporteur, in coordination with the United States, Saint Maarten and Antigua and Barbuda:</p> <p>a) continue as lead to get a response on the coordination proposals mentioned in E/CAR/CATG/1-WP16 by 30 August 2013; and</p> <p>b) report the progress to the E/CAR/CATG Chairman for final reporting to the E/CAR/DCA/25 Meeting.</p>	The E/CAR/CATG ATM Committee to report	Valid
CONCLUSION 1/10 UPDATE TO ATS LETTERS OF AGREEMENT	<p>That in order to streamline updating of all E/CAR ATS Unit LOAs:</p> <p>a) E/CAR State and Territory ATS Units review and inform the ATM Committee of the status of validity and accuracy of their ATS LOAs by 30 September 2013;</p> <p>b) the ATM Committee coordinate and identify those States and Territories whose LOAs need updating for reasons of relevancy, clarity, safety and efficiency in the provision of respective ATS to aircraft operations by 31 October 2013; and</p> <p>c) the E/CAR/CATG Chairman report to the E/CAR/DCA/25 Meeting the status and update progress of the ATS LOAs.</p>	The E/CAR/CATG ATM Committee to report	Valid

Conclusion	Text	Follow-up	Status
CONCLUSION E/CAR/CATG 1/11 PROPOSAL FOR AMENDMENT TO DOC 7030 FOR 50NM LONGITUDINAL SEPARATION MINIMA IN THE NEW YORK FIR AND OCEANIC CONTROL AREA	<p>That in order to complete the proposal for amendment to Doc 7030 for 50NM longitudinal separation minima in the New York FIR and Oceanic Control area:</p> <p>a) the E/CAR States and Territories support the proposal for amendment to ICAO Doc 7030 - CAR/Region Supplementary Procedures, part CAR and NAT Regions, as stated in WP/17; and</p> <p>b) United States submit this amendment to the ICAO NACC Regional Office for coordination and approval as established in Doc 7030.</p>		Completed
CONCLUSION 1/12 OPERATIONAL USE OF CPDLC AND ADS-C IN THE E/CAR	<p>That in order to prepare for implementation of 50NM longitudinal separation minima in the New York FIR and its application in the E/CAR:</p> <p>a) Trinidad and Tobago analyze and identify the necessary actions for the operational use of CPDLC and ADS-C in the PIARCO FIR, including the necessary automated system adjustments and associated ATS procedures;</p> <p>b) the ATM Committee develop and coordinate the necessary proposal for the inclusion of CPDLC and ADS-C in the corresponding sections of ICAO Doc 7030 – CAR Region Supplementary Procedures by 30 October 2013; and</p> <p>c) Trinidad and Tobago and the ATM Committee inform the E/CAR/CATG Chairman of the progress of a) and b) for corresponding report to the E/CAR/DCA/25 Meeting.</p>	Trinidad and Tobago to report	Valid
CONCLUSION 1/13 OPERATIONAL ASSISTANCE FOR ARGYLE AIRPORT COMMISSIONING IN SAINT VINCENT AND THE GRENADINES	<p>That considering that the new Argyle Airport will be commissioned in 2014:</p> <p>a) the PBN Task Force (PBNTF) carry out an operational evaluation of impact to regional operations aiming to provide assistance for the commissioning;</p> <p>b) Saint Vincent and the Grenadines and ECCAA keep the E/CAR/CATG informed on the implementation status of the Argyle Airport; and</p> <p>c) the PBNTF, Saint Vincent and the Grenadines and ECCAA report the results of a) and b) to the E/CAR/DCA/25 Meeting</p>	ECCAA and PBN TF to report	Valid

Conclusion	Text	Follow-up	Status
CONCLUSION 1/14 ACTIONS FOR DEVELOPING THE PIARCO NOTAM/AIS CONTINGENCY PLAN	<p>That in order to update the actions for developing a PIARCO AIS/NOTAM Contingency Plan as requested by the E/CAR Directors:</p> <p>a) the AIS Committee, in collaboration with the Trinidad and Tobago PIARCO AIS Office, develop and circulate a draft PIARCO AIS Contingency Plan to E/CAR States, ECCAA and ICAO by 30 September 2013;</p> <p>b) the AIS Committee Rapporteur continue coordination with Curacao to establish the necessary agreement(s) for formalizing their support of the PIARCO NOTAM/AIS Contingency Plan;</p> <p>c) E/CAR States, ECCAA and ICAO provide the E/CAR AIS Committee with comments on the draft PIARCO AIS Contingency Plan by 30 November 2013; and</p> <p>d) the E/CAR AIS Committee Rapporteur provide the E/CAR/CATG Chairman the initial draft version of PIARCO AIS Contingency Plan for presentation to the E/CAR/DCA/25 Meeting.</p>	<p>The E/CAR/CATG AIM Committee to report on progress.</p>	<p>Valid</p>
DECISION 1/15 EVALUATION OF RESOLUTION FOR ELIMINATING MISSING AND DUPLICATED FPLS	<p>That in order to evaluate the effectiveness of the centralized FPL system, as resolution to eliminate the missing and duplicated FPLs in the E/CAR, the AIM Committee carry out an evaluation for this purpose once the centralized FPL system is operating with stability, tentatively by January 2014.</p>	<p>Trinidad and Tobago, FPL Mon Group representative and AIM Committee to report</p>	<p>Valid</p>
DECISION E/CAR/CATG 1/16 INVESTIGATION OF NON FPL 2012 COMPLIANT FPLS	<p>That in order to investigate the amount of non FPL 2012 compliant flight plans:</p> <p>a) Trinidad and Tobago carry out a survey of all flight plans being disseminated by E/CAR States and Territories during the period 1 to 31 July 2013;</p> <p>b) Trinidad and Tobago provide a report on the survey analysis to E/CAR States, E/CAR/CATG and the ICAO NACC Regional Office by 31 August 2013;</p> <p>c) E/CAR States note the contents of the report and take appropriate action to correct their respective deficiencies;</p> <p>d) Trinidad and Tobago continue to monitor FPLs and inform States when errors occur; and</p> <p>e) the E/CAR/CATG Chairman report the progress of these activities to the E/CAR/DCA/25 Meeting.</p>	<p>Undertaken by participation in FPL Mon Group</p>	<p>Completed</p>

Conclusion	Text	Follow-up	Status
CONCLUSION 1/17 AIS FAMILIARIZATION TRAINING AND ADEQUATE STAFF	<p>That in order to ensure that staff involved in the operation of the Centralized Flight Planning System are adequately qualified to perform flight planning:</p> <p>a) E/CAR States/Territories arrange for training in AIM quality management for key members of staff by 15 December 2013, and that these staff members be mandated to establish a quality system in either their AIS Units or their ATM Units responsible for performing AIS tasks;</p> <p>b) PIARCO AIS, in conjunction with the AIM Committee Rapporteur (Shirley Ford, Barbados), circulate, draft requirements and procedures for the submission of flight plans to the PIARCO Centralized Flight Planning System to E/CAR States by 30 September 2013 for comments to be received by 30 November 2013, and then to publish these procedures by December 2013;</p> <p>c) E/CAR States ensure that approved aircraft handling agents have staff that is adequately trained to perform flight planning; and</p> <p>d) Trinidad and Tobago consider hosting a familiarization programme for AIS operational staff who will interface with the new AIS and CFPL systems within the first half of 2014, submitting an invitation no later than 1 November 2013.</p>	<p>The E/CAR/CATG AIM Committee to report on progress.</p>	<p>Valid</p>
CONCLUSION 1/18 IMPROVEMENTS TO HF AERONAUTICAL MOBILE SERVICE COMMUNICATIONS IN THE PIARCO FIR	<p>That in consideration of the improvements made by Trinidad and Tobago in the provision of HF AMS service within the oceanic portion of the PIARCO FIR effective May 2011, ICAO obtain feedback from IATA on HF performance and forward it to Trinidad and Tobago by 30 August 2013.</p>	<p>The E/CAR/CATG CNS Committee to report on progress.</p>	<p>Valid</p>
DECISION E/CAR/CATG 1/19 SAR ACTION PLAN	<p>That based on the teleconferences and the exchange of information between the Rescue Coordination Centre (RCC), Rescue Subcentre (RSC) and other SAR related parties, the SAR Committee submit its action plan (activities, dates, responsible, deliverables) to the E/CAR/CATG no later than 30 August 2013 for presentation at the E/CAR/DCA/25 Meeting.</p>		<p>Valid</p>
CONCLUSION E/CAR/CATG 1/20 EXCHANGE OF INFORMATION FOR SAR IMPLEMENTATION	<p>That ICAO facilitate, through coordination via teleconference, the exchange of expertise and experiences among the SAR Committee, E/CAR States, and other States with mature SAR structures to assist with SAR implementation in E/CAR States by 15 August 2013.</p>		<p>Valid</p>

Conclusion	Text	Follow-up	Status
DECISION E/CAR/CATG/1/21 AGA, AIM, ATM AND CNS ACTION PLANS	That in order to follow-up on air navigation implementation in the E/CAR, the Rapporteurs of the AGA, AIM, ATM and CNS Committees review and update their corresponding action plans and send these updates to the E/CAR/CATG Chairman no later than 30 July 2013.	To be review in this meeting	Completed
CONCLUSION E/CAR/CATG 1/22 IDENTIFICATION OF TRAINING NEEDS	That in order to support training preparation by the CAR Training Centres, the Committee Rapporteurs identify their respective training needs within the E/CAR and relay such information to the E/CAR/CATG Chairman for the upcoming Civil Aviation Training Centres Meeting of the CAR Region to be held at the ICAO NACC Regional Office, Mexico City, Mexico, from 27 to 30 August 2013.	Meeting to report training needs	Completed
CONCLUSION E/CAR/CATG 1/23 ACTIVE STATE SUPPORT FOR THE ICAO POSITION AT THE WRC-2015	That in order to ensure active support by States/Territories for the ICAO position at the WRC-15, for the protection of Aeronautical frequency spectrum and satisfy the future frequency spectrum needs of aviation E/CAR States: a) in preparing their proposals to the ITU WRC-15, include to the maximum extent possible, the ICAO position for WRC-2015; b) fully participate in the development of State positions to ensure support for the ICAO position at the WRC-15; c) include representatives of their civil aviation administrations and experts from aviation in their national delegations, to the extent possible, when participating in the ITU-R and regional preparatory activities for WRC-15; and d) ensure, to the extent possible, that delegations to the WRC-15 include representatives from their civil aviation administrations.	Action taken at ANI/WG/02 Meeting	Completed
DECISION E/CAR/CATG 1/24 ANI/WG/1 MEETING PREPARATION BY THE E/CAR/CATG	That in order to ensure active participation by E/CAR States and Territories at the ANI/WG/1 Meeting and appropriate preparation of E/CAR progress, the E/CAR/CATG Chairperson: a) schedule, with the assistance of ICAO, a teleconference for the E/CAR States/Territories in preparation of the ANI/WG/1 to provide inputs; and b) coordinate and develop the corresponding working paper for the ANI/WG/1 Meeting describing all E/CAR air navigation progress.	Done	Completed
CONCLUSION E/CAR/CATG 1/25 E/CAR/CATG MEETING ROTATIONAL SCHEME	That in order to continue air navigation implementation matters in the E/CAR, the E/CAR/CATG adopt the rotational scheme included in the Appendix to this part of the report for its future meetings.	Approved- Need to propose new future meeting venues. Last Meeting Venue is established up to 2016.	Completed