When replying please quote:

Ref.: NT- NE 57-2, NT-NS2-35 — **E.OSG - NACC59157**   22 January 2016

To: NAM/CAR States/Territories and International Organizations

Subject: **Invitation – Third NAM/CAR Air Navigation Implementation Working Group Meeting (ANI/WG/3)**
             ICAO NACC Regional Office, Mexico City, Mexico, 4 to 6 April 2016

Action
Required: 1)   Transmittal by States of any additional items to the Provisional Agenda by **26 February 2016**;
             2)   Submission of documentation by the deadlines provided in this letter
             3)   Register participation by **4 March 2016**

Sir/Madam:

          Following the regional priorities and targets implementation established for the air navigation fields: Air Traffic Management (ATM), Aeronautical Information Management (AIM) and Communications, Navigation and Surveillance (CNS), I wish to invite your Administration/Organization to participate in the Third NAM/CAR Air Navigation Implementation Working Group Meeting (ANI/WG/3) to be convened at the ICAO NACC Regional Office, Mexico City, Mexico, from 4 to 6 April 2016.

          The ANI/WG/3 meeting will follow-up on the agreements achieved in ATM, AIM, CNS fields by the Fourth North American, Central American and Caribbean Working Group Meeting (NACC/WG/4), the *Port–of-Spain Declaration* (PoS) targets, and the NAM/CAR Regional Performance-Based Air Navigation Implementation Plan (RPBANIP) priorities and objectives, analysing the implementation progress by each State/International Organization from the NAM/CAR Regions and the works achieved by the ANI/WG Task Forces (ANI/WG TF), and identifying the benefits resulting from these implementations. Action plans will be updated, and agreements will be defined as proposals to be approved by the Civil Aviation Directors. The monitoring of the implementation progress, status and limitations, and the suggestions on improvement actions will be agreed. Updates and formulation of new ASBU B0 targets are also expected. Finally, the progress report from this implementation will be analysed as part of the monitoring and reporting to ICAO and the NAM/CAR Directors of Civil Aviation.

Effective participation from the NAM/CAR States/Air Navigation Service Providers (ANSPs), ALTA/IATA and the ANI/WG TF members is encouraged. All ANI/WG TF members are expected to update on implementation progress, including details of any implementation challenges, along with proposals concerning State and Regional reporting and further development of the RPBANIP. Additionally, participants are expected to provide updates concerning progress on the actions agreed at the ANI/WG/2 meeting as detailed at http://www.icao.int/NACC/Pages/nacc-regionalgroups-aniwg.aspx.

All NAM/CAR States/Territories specialists from AIM, ATM and CNS, International Organizations, chairpersons, committees rapporteurs and the regional work group members from Central America, Central Caribbean and the Eastern Caribbean Civil Aviation Technical Group (E/CAR/CATG) are expected to attend.

Likewise, it is important to take note that both the ANI/WG Chairperson and the respective Task Force Rapporteurs have to present their progress in the Meeting. Moreover your Administration may present any progress or benefit achieved from your Air Navigation Implementation National Plan aligned to the RPBANIP.

The working languages of the meeting will be English and Spanish, and simultaneous interpretation will be provided if sufficient participants of both languages provide timely registration.

The Provisional Agenda of the meeting is provided in **Attachment A** and the Provisional Schedule is presented at **Attachment B**. States wishing to submit proposals for additional items should do so by 26 February 2016.

You are kindly requested to complete and return the Registration Form at **Attachment C** by e-mail for each participant by 4 March 2016**.**

The list of suggested hotels, ICAO NACC Regional Office location, hotel sector maps, as well as other useful information are available on the "Visiting Our Office?" Section of the ICAO NACC Regional Office website (http://www.icao.int/NACC/Pages/visitors_info.aspx). Participants are encouraged to make reservations directly with the hotel in a timely manner.

All meeting documentation will be uploaded in the Meetings Section of the following web page: http://www.icao.int/NACC/Pages/default.aspx as it becomes available. Taking into consideration the availability of documentation in electronic format, no hard copies will be distributed during the event.

Documentation that your Administration/Organization may wish to submit/present at the meeting should be forwarded to this office by e-mail as soon as practicable in Microsoft Word format using the attached templates. Working papers should be brief, action-oriented, and focused with a four-page limit excluding any appendices.

Only working papers **received** by this office by **4 March 2016**, submitted by States/Territories, will be translated to ensure timely processing. The deadline for submission of documentation for translation will be strictly enforced. Working papers received in this office **after** that date will have to be submitted in both languages.

Information papers will only be issued in the language submitted. Papers received from international organizations will not be translated and will be issued only in the language submitted. The deadline to receive these papers is **25 March 2016**. You are encouraged to submit documentation in both languages (i.e., English and Spanish).

Furthermore, in accordance with the 2016 Activities Plan of the Regional Technical Cooperation Project for the Caribbean Region – *Implementation of Performance-Based Air Navigation Systems for the CAR Region (RLA/09/801)*, I am pleased to inform you that this event may offer one fellowship to each Project Member[1], pending the approval of the Activities Plan by the Project Steering Committee. Once approved, you will be notified via separate State letter.

If offered, the fellowship includes Daily Subsistence Allowance (DSA) to cover lodging and expenses; your Administration shall provide the candidate with the air ticket to/from Mexico City, Mexico, and ensure that the candidate has the necessary travel documents, vaccinations, and visa prior to departure. If fellowships are offered to the Eastern Caribbean States through ECCAA, please note that the candidate appointment decision should be made between your Administration and ECCAA.

If you require any further information regarding the meeting, please contact Mr. Raúl Martínez, ICAO NACC Regional Officer, Aeronautical Information Management (rmartinez@icao.int) or Ms. Lizette Morales, Assistant (lmorales@icao.int).

Accept, Sir/Madam, the assurances of my highest consideration.

for

Melvin Cintron
Regional Director
North American, Central American and
Caribbean (NACC) Regional Office

Enclosure:
A – Provisional Agenda
B – Provisional Programme
C – Registration Form
D – F Templates
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[1] ***RLA/09/801 Project Member States*** *are: Bahamas, Barbados, Cuba, Curaçao, Dominican Republic, Haiti, Jamaica, Mexico, OECS States through ECCAA (Antigua and Barbuda, Grenada, Saint Kitts and Nevis, Saint Lucia and Saint Vincent and the Grenadines), Trinidad and Tobago and Central American States through COCESNA (Belize, Costa Rica, El Salvador, Guatemala, Honduras and Nicaragua).*

**THIRD NORTH AMERICAN, CENTRAL AMERICAN AND CARIBBEAN AIR NAVIGATION
IMPLEMENTATION WORKING GROUP MEETING
(ANI/WG/3)**

(ICAO NACC Regional Office, Mexico City, Mexico, 4 to 6 April 2016)

PROVISIONAL AGENDA

Agenda Item 1: **Review and Approval of the Agenda, Working Method and Schedule of the Meeting**

Agenda Item 2: **Review and Follow-up to Relevant and Valid Conclusions/Decisions of ANI/WG/2 Meeting and Conclusions from the E/CAR/CATG/2, and GREPECAS, PPRC/3 Meetings**

Agenda Item 3: **Global/Regional Air Navigation Developments**

3.1   Implementation of the ICAO NACC Regional Office No Country Left Behind (NCLB) Strategy
3.2   Relevant updates of ICAO Standards and Recommended Practices (SARPs)
3.3   Regional Electronic Air Navigation Plan (eANP) implementation
3.4   Other Global/Regional Air Navigation Developments
    3.4.1   Review of Regional Supplementary Procedures (*Doc 7030*)
    3.4.2   Results of the ITU World Radiocommunication Conference 2015 (WRC-15)

Agenda Item 4: **Follow-up, Performance Evaluation and Monitoring of the NAM/CAR Regional Performance Based Air Navigation Implementation Plan (NAM/CAR RPBANIP) Targets**

4.1   Progress Reports of the Task Forces and the ANI/WG
4.2   Evaluation of the Progress Implementation on *Port-of-Spain Declaration* and RPBANIP Targets
4.3   Progress Report by States of Adopted Aviation System Block Upgrades (ASBU) B0 Modules
4.4   CAR RLA/09/801 Project Outcomes in Support to RPBANIP Targets
4.5   ICAO Monitoring Programme

Agenda Item 5: **Training Issues**

Agenda Item 6: **Other Business**

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ATTACHMENT B

PROVISIONAL SCHEDULE

Time	Monday 4 April	Tuesday 5 April	Wednesday 6 April
08:30 – 09:00	*Registration*		
09:00 – 09:30	*Opening Ceremony & Photo*	Task Forces Meeting (cont.)	Agenda Item 4 (cont.)
09:30 – 09:45	Agenda Item 1		
09:45 – 10:30	Agenda Item 2		
10:30 – 11:00	*Coffee break*		
11:00 – 13:00	Agenda Item 3	Task Forces Meeting (cont.)	Agenda Item 5
13:00 – 14:00	*Lunch time*		
14:00 – 16:30	Task Forces Meeting	Agenda Item 4	Agenda Item 6 Reading / Review of the Draft Conclusions Closing

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