



ICAO

International Civil Aviation Organization
North American, Central American and Caribbean Office

**Third Eastern Caribbean Civil Aviation Technical
Group Meeting
(E/CAR/CATG/3)**

Final Report

Basseterre, Saint Kitts and Nevis, 19 to 21 October 2016

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HISTORICAL

ii.1 Place and Date of the Meeting

The Third Eastern Caribbean Civil Aviation Technical Group (E/CAR/CATG/3) was held at the Ocean Terrace Inn Hotel and Resort in Basseterre, Saint Kitts and Nevis, from 19 to 21 October 2016.

ii.2 Opening Ceremony

Ms. Shenneth Phillips, E/CAR/CATG Chairperson, welcomed the participants, noting the achievements of the E/CAR/CATG and the three working days to be performed by the Meeting. Mr. Julio Siu, Deputy Regional Director of the North American, Central American and Caribbean (NACC) Office of the International Civil Aviation Organization (ICAO), commented on ICAO commitment to assist States under the ICAO NACC No Country Left Behind (NCLB) Strategy and the successful achievements and results during the first year of the strategy implementation. Mr. Siu provided opening remarks and thanked the Saint Kitts and Nevis Ministry of Foreign Affairs and Aviation for hosting this Meeting. Ms. Kaye Bass, Permanent Secretary, Ministry of Foreign Affairs and Aviation from Saint Kitts and Nevis, highlighted the main air navigation, safety, and security achievements by Saint Kitts and Nevis with their commitment to work with ICAO under the NCLB Strategy and finally welcomed the participants and officially opened the Meeting.

ii.3 Officers of the Meeting

The E/CAR/CATG/3 Meeting was held with the participation of the Chairperson, Ms. Shenneth Phillips from Antigua and Barbuda who chaired the Meeting plenary. Mr. Siu served as Secretary of the Meeting, assisted by Mr. Luis Sanchez, Regional Officer, Aeronautical Meteorology/Environment.

ii.4 Working Languages

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

ii.5 Schedule and Working Arrangements

It was agreed that the working hours for the sessions of the meeting would be from 08:30 to 16:30 hours daily with adequate breaks. The E/CAR/CATG Committees conducted their respective work sessions to finalize their progress.

ii.6 Agenda

Agenda Item 1: Approval of Meeting Agenda, Work Method and Schedule

Agenda Item 2: Review and Follow-up to Conclusions/Decisions of E/CAR/CATG/2, E/CAR/DCA/26, ANI/WG/3, NACC/DCA/6, and PPRC/4 Meetings

Agenda Item 3: Air Navigation Matters

- 3.1 Global/Regional Air Navigation Developments
 - 3.1.1 ICAO NACC No Country Left Behind (NCLB) Strategy
 - 3.1.2 eANP Development
 - 3.1.3 Integrated Single Aeronautical Information Management (AIM) Quality Management System (QMS) and Flight Planning Issues and Plan for AIM Transition Meeting/Workshop (QMS, FPL, AIM) Report
 - 3.1.4 WRC – 2015 and Support to Aviation Spectrum Management
 - 3.1.5 Results of other Regional Implementation Groups – Civil Aviation Training Centres WG

- 3.2 Follow-up on the implementation of the NAM/CAR Regional Performance Based Air Navigation Plan (RPBANIP) and the *Port-of-Spain* Declaration Air Navigation Targets in the Eastern Caribbean:
 - 3.2.1 Progress reports of the AIM, AGA, ATM, CNS, MET and SAR Committees
 - 3.2.2 E/CAR/NTG and E/CAR/RD Ad hoc Group Reports
 - 3.2.3 Review of performance-based metrics and benefits achieved (Air Navigation Report Forms – ANRFs)
 - 3.2.4 Other matters

- 3.3 National Air Navigation Plans – Aviation System Block Upgrade (ASBU) oriented

- 3.4 E/CAR/CATG contribution to ANI/WG/03 Meeting

Agenda Item 4: Review E/CAR/CATG Terms of Reference (ToRs) and Work Programme

Agenda Item 5: Other Business

- 5.1 Preparation for the Fifth North American, Central American and Caribbean Working Group Meeting (NACC/WG/5) – 2017

ii.7 Attendance

The Meeting was attended by 9 States/Territories from the Eastern Caribbean, totalling 28 delegates as indicated in the list of participants.

ii.8 Conclusions and Decisions

The Meeting recorded its activities as Draft Conclusions and Decisions as follows:

DRAFT

CONCLUSIONS: Activities requiring endorsement by the Directors of Civil Aviation of the Eastern Caribbean (E/CAR/DCA).

DECISIONS: Internal activities of the E/CAR Civil Aviation Technical Group (E/CAR/CATG).

An executive summary of these conclusions/decisions is presented in **Appendix A** to this report.

List of Draft Conclusions and Decisions

Number	Draft Conclusions	Page
3/2	<i>D-ATIS On-Board Equipage for Aircraft Transiting the PIARCO FIR</i>	3-7
3/3	<i>ATFM Implementation in the PIARCO FIR/UTA</i>	3-8
3/4	<i>Support to SAR Activities in the E/CAR Area</i>	3-10
3/5	<i>QMS Training For Eastern Caribbean Single Integrated QMS</i>	3-12
3/6	<i>Implementation of a Single QMS Certification for the Eastern Caribbean</i>	3-12
3/7	<i>NOTAM Contingency Plan Between Curacao and Trinidad and Tobago</i>	3-12

Number	Decisions	Page
3/1	<i>ADS-B Service in the PIARCO FIR</i>	3-7
3/8	<i>Support ICAO NCLB Aerodrome Certification Initiative</i>	3-14
3/9	<i>E/CAR/CATG AGA Committee activities reporting to CASSOS</i>	3-14
3/10	<i>Review of the MET Issues Contained in the RPBANIP and Air Navigation Deficiencies</i>	3-15
3/11	<i>Support to the NACC/WG/5 Meeting</i>	5-1

ii.9 List of Working and Information Papers and Presentations

WORKING PAPERS

Number	Agenda Item	Title	Date	Prepared and Presented by
WP/01	1	Approval of Meeting Agenda, Work Method and Schedule	12/10/16	E/CAR/CATG/3 Rapporteur
WP/02	2	Follow-Up on E/CAR/CATG/02 Conclusions and Decisions	12/10/16	E/CAR/CATG Chairperson
WP/03	2	Follow-Up to Conclusions/Decisions of E/CAR/DCA/26, ANI/WG/03, NACC/DCA/06 and PPRC/4 Meetings Conclusions	12/10/16	Secretariat
WP/04	3.1.2	CAR/SAM eANP Development	12/10/16	Secretariat
WP/05	3.1.3	E/CAR AIM, QMS, and FPL Meeting Workshop	12/10/16	Secretariat
WP/06	3.1.5	Organizing the Training Structures/ Centres in the NAM/CAR Region	12/10/16	Secretariat
WP/07	3.2.1	Progress report by AIM Committee	13/10/16	AIM Committee Rapporteur
WP/08	3.2.1	Progress report by AGA Committee	14/10/16	AGA Committee Rapporteur
WP/09	3.2.1	Progress Report by ATM Committee	13/10/16	ATM Committee Rapporteur
WP/10	3.2.1	Progress report by CNS Committee	14/10/16	CNS Committee Rapporteur
WP/11	3.2.1	Progress Report on MET Issues and Coordination	13/10/16	E/CAR/CATG Chairperson
WP/12	3.2.1	SAR Committee Report	18/10/16	SAR Committee Rapporteur
WP/13	3.2.2	E/CAR/NTG and E/CAR/RD Ad-hoc Group Reports	19/10/16	E/CAR/NTG & E/CAR/RD Rapporteur
WP/14	3.2.3	Review of Performance-Based Metrics Under the RPBANIP Targets and its Benefits Achieved	17/01/16	Secretariat
WP/15	3.2.1	Technical Cooperation Regional Project RLA/09/801 "Implementation of Performance-Based Air Navigation Systems In the CAR Region" Controller-Pilot Data Link Communication/Automated Dependent Surveillance-Contract (CPDLC/ADS-C) Implementation Go-Team Mission	13/10/16	Secretariat
WP/16	--	Cancelled	--	--

WORKING PAPERS

Number	Agenda Item	Title	Date	Prepared and Presented by
WP/17	--	Cancelled	--	--
WP/18	3.2.1	Aerodrome Certification and aerodrome safety improvement Supporting events	14/10/16	Secretariat
WP/19	3.1.4	Results of the ITU World Radiocommunication Conference 2015 (WRC-15)	12/10/16	Secretariat
WP/20	3.4	Implementation Updates on ECAR/CATG Activities Provided in 2016	12/10/16	Secretariat
WP/21	3.2.1	Trinidad and Tobago ATFM Progress Report	13/10/16	Trinidad and Tobago
WP/22	3.2.1	Air Navigation Supporting Events	19/10/16	Secretariat

INFORMATION PAPERS

Number	Agenda Item	Title	Date	Prepared and Presented by
IP/01	--	List of Working, Information Papers And Presentations	14/10/16	Secretariat

DISCUSSION PAPERS

Number	Agenda Item	Title	Date	Prepared and Presented by
D/01	3.2.1	Progress Report of the CNS Committee	21/10/16	CNS Committee
D/02	3.2.1	Progress Report of the ATM Committee	21/10/16	ATM Committee
D/03	3.2.1	Progress Report of the SAR Committee	21/10/16	SAR Committee
D/04	3.2.1	Progress Report of the AIM Committee	21/10/16	AIM Committee
D/05	3.2.1	Progress Report of the AGA Committee	21/10/16	AGA Committee
D/06	3.2.1	Progress Report on MET Issues and Coordination	21/10/16	E/CAR/CATG Chairperson

PRESENTATIONS

Number	Agenda Item	Title	Presented by
P/01	3.1.1	ICAO NACC Regional Office No Country Left Behind Activities	Secretariat
P/02	3.3	Antigua and Barbuda National Plan	Antigua and Barbuda
P/03	3.2.1	Aeronautical Search and Rescue Update	Trinidad and Tobago

Refer to the Meeting web page:

<http://www2010.icao.int/NACC/Pages/meetings-2016-catg3.aspx>



North American, Central American and Caribbean Office (NACC)
Oficina para Norteamérica, Centroamérica y Caribe (NACC)

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Agenda Item 1: Approval of Meeting Agenda, Work Method and Schedule

1.1 The Secretariat presented WP/01, inviting the Meeting to approve the draft agenda and schedule, and referred to IP/01 with the list of the associated documentation. The Meeting approved the agenda as presented in the historical section of this report and made minor changes to the schedule.

Agenda Item 2: Review and Follow-up to Conclusions/Decisions of E/CAR/CATG/02, E/CAR/DCA/26, ANI/WG/03, NACC/DCA/06 and PPRC/4 Meetings

2.1 Under WP/02, the Meeting reviewed and followed-up the E/CAR/CATG/2 valid conclusions/decisions. All conclusions and decisions were considered completed or superseded excepting for Decision 1/15 *Evaluation of Resolution for Eliminating Missing and Duplicated FPLS* and Decision E/CAR/CATG 1/19 *SAR Action Plan* and Conclusion ECAR/CATG 2/5 *Regulatory Framework on OECS States for Aerodrome Certification*, which status is presented in **Appendix B**.

2.2 Under WP/03, the Meeting reviewed the valid conclusions related to the E/CAR/DCA/26, ANI/WG/03, NACC/DCA/06, and PPRC/4 meetings. The E/CAR/CATG Committees took actions to address the E/CAR/DCA and NACC/DCA Meetings mandates and agreed on activities to support the ANI/WG and GREPECAS PPRC/4 meetings.

Agenda Item 3: Air Navigation Matters

3.1 Global/Regional Air Navigation Developments

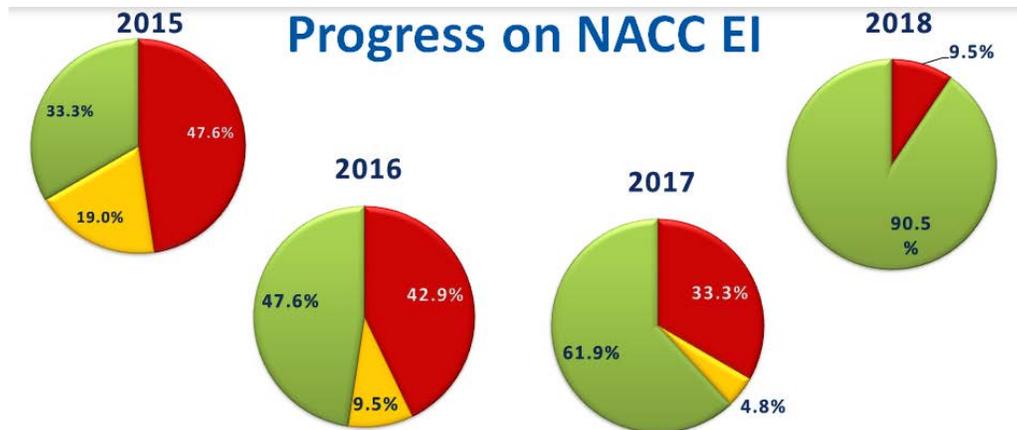
3.1.1 ICAO NACC No Country Left Behind (NCLB) Strategy

ICAO NACC No Country Left Behind (NCLB) Strategy

3.1.1.1 Under P/01, the Secretariat highlighted the successful implementation of the ICAO “No Country Left Behind (NCLB) Strategy” developed by the ICAO NACC Regional Office, describing its background and status, its implementation and current performance status with its four subprojects:

- a) Universal Safety Oversight Audit Programme — Continuous Monitoring Approach (USOAP-CMA)
- b) Status of the *Port-of-Spain Declaration* safety and air navigation targets
- c) Status of Airport Certification
- d) Status of Aviation Security (AVSEC) and Facilitation (FAL)

3.1.1.2 With the successful increase of the Universal Safety Oversight Audit Programme (USOAP) Effective Implementation (EI) by the NACC NCLB targeted States, the NCLB projected goals have been achieved in the first year of implementation with the following projection:



3.1.1.3 Similarly, the NACC NCLB Strategy explained the effective results achieved in its first year of implementation, as for example: 20% increase of the EI in Universal Security Audit Programme (USAP) matters, triple effectiveness in air navigation deficiencies resolution; 38% of certified aerodromes, and other operational benefits accomplished such as: Air Traffic Services Inter-Facility Data Communication (AIDC), Controller-Pilot Data Link Communications (CPDLC), etc. The current evolution of the RLA/09/801 Project – *Multiregional Civil Aviation Assistance Project* (MCAAP) and the regional solutions being implemented by ICAO NCLB were mentioned as follows:

- a) Commitment to implement NCLB/Support provided by the MCAAP
- b) Address individual needs through the implementation of measurable, tailored State Action Plans
- c) Integrating the work of the Regional Safety Oversight Organizations (RSOOs) within the NACC Regional Office NCLB Strategy and within joint RSOO collaboration
- d) “Champion State” Concept
- e) Tailored Action Plans
- f) Third Party Funding (Banks, ICAO, etc., ...)

3.1.1.4 Finally, the regional projects and other potential ones were explained:

- a) Safety oversight Improvements with regional organizations
- b) Regional Accident and Incident Organization (RAIO)
- c) Joint NACC-State Aerodrome Certification Programme
- d) Regional Air Navigation Implementations: situational awareness/Automatic Dependent Surveillance – Broadcast (ADS-B)

3.1.1.5 Based on the first year’s performance results that were presented, the Meeting congratulated the ICAO NACC Regional Office and the NCLB Strategy on its achievements. The Meeting noted that in accordance with the *Port-of-Spain Declaration*, the NACC NCLB Strategy considers a tailored action plan for each State that can comply with the commitments in the established timeframe by the end of 2016.

3.1.2 eANP Development

3.1.2.1 Under WP/04, the Secretariat presented the progress and status of implementation achieved in the development of the electronic Air Navigation Plan (eANP), recalled the amendment procedures and the designated Point of Contacts (PoCs). The Meeting was informed on the difficulties affecting the date of compliance proposed the Programmes and Projects Review Committee (PPRC/3) meeting Decision PPRC/4-3 - *Postponement of the Approval of Vol. III of the CAR/SAM e-ANP*, announced the Meeting the circulation of a new Proposal for Amendment (PfA) by end of October 2016 and was invited to contribute expediting the process and including new requirements, services, or systems. The Meeting expressed its support to the suggested actions.

3.1.3 Integrated Single Aeronautical Information Management (AIM) Quality Management System (QMS) and Flight Planning Issues and Plan for AIM Transition Meeting/Workshop (QMS, FPL, AIM) Report

3.1.3.1 Under WP/05, the Secretariat recalled the results and recommendations on the E/CAR Aeronautical Information Management (AIM) Quality Management System (QMS), PIARCO NOTAM/AIS Contingency Plan, and Filed Flight Plan (FPL) error resolution in the E/CAR area from the AIM Meeting/workshop, hosted by Antigua and Barbuda, highlighting:

- 1) The responsibility of DGCA to commit the necessary resources to achieve the *Port-of-Spain Declaration* AIM target;
- 2) the responsibility of the Air Navigation Service Provider (ANSP) to provide the needed resources, seek for the separation of functions of ATM/MET/AIM personnel, and ensure the availability of enough trained AIM/AIS officers;
- 3) the coordination of training programmes with aviation training centers;
- 4) the familiarization in the PIARCO AIM QMS Unit ; and
- 5) the signature of Letters of Agreement (LoAs) by the appropriate authorities.

3.1.4 WRC – 2015 and Support to Aviation Spectrum Management

Results of the ITU World Radiocommunication Conference 2015 (WRC-15)

3.1.4.1 Under WP/19, the Secretariat informed on the ICAO position and the positive results from the World Radio Communication Conference 2015 (WRC-2015), held from 2 to 27 November 2015, in Geneva, Switzerland; highlighting the lessons learned and the future actions of the NAM/CAR Regions States to continue the protection of the radiofrequency spectrum.

3.1.4.2 The Secretariat recalled the supporting resolutions and agreements made for the protection and optimum use of the aeronautical frequency spectrum; emphasizing the major factors contributing to this achievement of positive results. In support to the positive results of the conference for ICAO position, the Meeting recognized the related regional activities conducted by:

- a) Keeping a States' PoCs list in support to the ICAO WRC-15 Position for coordination and mutual support; and
- b) keeping the regional frequency assignment list available for States and general public at the ICAO website: <http://www.icao.int/NACC/Pages/frequency.aspx>

3.1.4.3 A recent example of collaboration was provided by Trinidad and Tobago, who represented the region as ICAO at the International Telecommunication Union (ITU) Forum: "WRC-15 outcomes and WRC-19 Agenda: Regional Challenges and Opportunities for Spectrum Harmonization" into the Framework of the International Telecommunication Union (ITU)/Caribbean Telecommunication Union (CTU) Regional Radio communication Seminar 2016 for the Americas (RRS-16–Americas), held in Port of Spain, Trinidad and Tobago, from 18 to 22 July 2016. Similarly, Trinidad and Tobago informed the Meeting of their current registration progress for their REDDIG and AFISNET nodes in the ITU Master International Frequency Register (MIFR).

3.1.4.4 The Meeting was informed that a final review of the ICAO position by the ICAO Air Navigation Commission, and a subsequent approval by the Council is foreseen in 2017 and that to support States, the ICAO NACC Regional Office has scheduled a Frequency Finder Workshop to be held at the ICAO NACC Regional Office, in February 2017 and a Frequency Spectrum Management Panel (FSMP) and Frequency Spectrum Workshop for Aviation Professionals by late 2017 or early 2018.

3.1.5 Results of Other Regional Implementation Groups – Civil Aviation Training Centres WG

3.1.5.1 Under WP/06, the Secretariat presented the initiative for the development of the NAM/CAR Training Centres Association, the importance of States/ANSPs to report their training needs and the training provision projected with the regional association of training centres. These topics are to be discussed by the NAM/CAR Civil Aviation Training Centres Working Group (NAM/CAR/CATC).

3.1.5.2 The NACC Regional Office and the General Air Traffic (GAT) Office fully support a country's effort to provide a cost-effective training within their organizations, such as local development of training and sharing the E/CAR/CATG/3 Report, Agenda Item 3.3.4, on training packages already developed by other Trainer Plus (TPP) Members. In establishing an association of training organizations, experiences were taken from the model adopted by the Association of African Aviation Training Organizations (AATO). Conclusion NACC/DCA/6/10 was formulated in this respect.

3.1.5.3 The Meeting took note that the NAM/CAR/CATC/WG/3 meeting was being held from 19 to 20 October 2016, to review the regional training needs, the current available training offer, and the organization of the different centres into the initiative of the association. Information on the meeting is available at: <http://www2010.icao.int/NACC/Pages/meetings-2016-carcwg3a.aspx>.

3.1.5.4 The Meeting encouraged the technical committees to identify and report training needs to the NAM/CAR/CATC/WG Association, as well as to provide any suggestion to improve training organized in benefit of the region on a cost-effective way.

3.2 Follow-up on the Implementation of the NAM/CAR Regional Performance Based Air Navigation Plan (RPBANIP) and the Port-of-Spain Declaration Air Navigation Targets in the Eastern Caribbean:

3.2.1 Progress Reports of the AIM, AGA, ATM, CNS, MET and SAR Committees

ICAO RLA/09/801 Project Assistance Mission Go-Team Mission for CPDLC/ADS C Implementation

3.2.1.1 Under WP/15, the Secretariat presented the results obtained from the ICAO RLA/09/801 Project Assistance TEAM Mission for Controller-Pilot Data Link Communications (CPDLC)/ Automatic Dependent Surveillance – Contract (ADS-C) to be implemented in the PIARCO Flight Information Region (FIR). The mission to Port of Spain, Trinidad and Tobago, was held from 20 to 22 October 2015, a TEAM on CPDLC implementation. The mission team was composed by an ICAO Regional Officer and two CPDLC Subject Matter Experts (SMEs) from Canada and United States.

3.2.1.2 For a successful CPDLC/ADS-C implementation, the TEAM recommended short-term measures, such as: the review of the Concept of Operations (CONOPS) with active coordination between the users and the adjacent FIRs (New York Oceanic, Santa Maria, Rochambeau, and Dakar), leading to safety/situational awareness improvements in the PIARCO oceanic airspace. An action plan was agreed. Trinidad and Tobago informed that the CPDLC/ADS-C service was successfully implemented in June 2016 and thanked the ICAO NACC Regional Office for the assistance provided for the implementation.

3.2.1.3 The Meeting recalled that the CPDLC/ADS-C Service Performance monitoring shall be implemented by PIARCO. The North Atlantic (NAT) and the South Atlantic (SAT) Sub regions have different performance monitoring groups. PIARCO needs to define which CPDLC/ADS-C service performance monitoring group will join to ensure service levels.

ICAO Events Supporting Implementation

3.2.1.4 Under WP/18, the ICAO NACC Regional Office informed that it is continuously supporting the region on aerodrome safety and certification matters, by providing ICAO/ACI-LAC/FAA workshops and implementation meetings for example. Similarly, an aerodrome certification project funded by the ICAO Safety Fund (SAFE) is planned for 2017, to support Bahamas, ECCAA, and Haiti. The summary of discussion of the Jamaica Aerodrome Certification workshop and the Safe Fund Project were presented under WP/18 Appendices A and B.

3.2.1.5 Under WP/22, the Secretariat highlighted the continuous support to the region on air navigation implementation matters through delivering workshops and implementation meetings, detailing the recent workshops since the last E/CAR/CATG/02 meeting and recommending the E/CAR States to follow up the recommendations and conclusions resulting from each of the following workshops:

- CAR/SAM Seminar/Workshop for the Implementation of Advanced Surveillance and Automation Systems, Panama City, Panama, 22 – 25 September 2015
- ICAO/IATA/CANSO Performance-Based Navigation (PBN) Harmonization, Modernization and Implementation Meeting for the Caribbean (CAR) Region, Fort Lauderdale, United States, 28 March – 1 April 2016
- Meeting/Workshop to Enhance State Coordination Between MET, AIM, AND ATM Fields, Mexico City, Mexico; 26-28 July 2016
- Seminar/Workshop for the Implementation of Navigation Infrastructure to Support PBN and GNSS Precision Approach Operations in the NAM/CAR/SAM Regions, Lima, Peru, 15-17 August 2016
- NAM/CAR/SAM Air Traffic Services (ATS) Data Link Implementation Workshop, Philipsburg, Sint Maarten, 18-21 April 2016

ATFM Implementation in the E/CAR Area

3.2.1.6 Under WP/21, Trinidad and Tobago presented an update on the progress of their Air Traffic Flow Management (ATFM) development, describing the ATFM/Collaborative Decision Making (CDM) measures currently in use at the Piarco Air Traffic Service (ATS) facility, and the current status of Trinidad and Tobago's ATFM/CDM implementation in order to meet with the *Port-of-Spain Declaration* target dates. Trinidad and Tobago is currently in the process of finalizing its ATFM/CDM implementation and has established an official email address (piarcoatfmu@caa.gov.tt) for the intended ATFM unit.

3.2.1.7 Trinidad and Tobago will engage the E/CAR Terminal Control Areas (TMAs), by scheduling web meetings to discuss the implementation of a collaborative ATFM system within the E/CAR area. The outcome of this discussion is expected to produce the following:

- a) Contact information from each E/CAR State for the exchange of ATFM information;
- b) ATFM/CDM operational Letters of Agreements (LoAs) between the Piarco Air Traffic Flow Management Unit (ATFMU) and the E/CAR Terminal Control Areas (TMAs);
- c) web-based access by the TMAs to the CDM and ASD tools, including training, and
- d) the establishment of scheduled and non-scheduled tactical operational CDM teleconferences.

3.2.1.8 Trinidad and Tobago is scheduled to officially implement the Piarco ATFM unit by 15 November 2016 and will also publish its aeronautical data to the United States Federal Aviation Agency ATFM office through the FAA System Wide Information Management (SWIM). The process of sharing ATFM data with United States is scheduled to commence by 15 November 2016.

E/CAR Committees' Progress Report

Communications, Navigation and Surveillance (CNS) Committee

3.2.1.9 Under WP/10 and DP/01, the CNS Committee, represented by Antigua and Barbuda, Barbados, ECCAA, France, and Trinidad and Tobago, gathered during the E/CAR/CATG/3 meeting, reviewed its Terms of Reference (ToR) and updated the work programme, generating an update to the action Plan noting its several achievements by the CNS Committee. The analysis of the CNS Committee is presented in **Appendix C** to this report.

3.2.1.10 Due to the aforementioned, the following Decision was formulated:

DECISION

E/CAR/CATG/3/1

ADS-B SERVICE IN THE PIARCO FIR

That, in order to align the activities on ADS-B implementation in the E/CAR area, the E/CAR/CATG ATM Committee confer with Trinidad and Tobago, in collaboration with the E/CAR States, in keeping with the ICAO Regional Performance Based Air Navigation Implementation Plan (RPBANIP) targets, and advise the CNS Committee of the availability of ADS-B capability in the Piarco FIR by **31 May 2017**, as follows:

- a) Service availability date, phases of applicability and flight level limitations, etc.; and
- b) mandated date for aircraft equipage to operate in the Piarco FIR.

3.2.1.11 In order to formulate guidance and recommendation for the E/CAR States regarding the implementation of Data Link Automatic Terminal Information Service (D-ATIS), ECCAA offered to conduct a survey of all aircraft flying within the Piarco FIR that are equipped with on-board D-ATIS. Therefore, the following draft conclusion was formulated:

DRAFT CONCLUSION

E/CAR/CATG/3/2

D-ATIS ON-BOARD EQUIPAGE FOR AIRCRAFT TRANSITING THE PIARCO FIR

That, in order to provide guidance and recommendation for the E/CAR States regarding the implementation of D-ATIS ECCAA:

- a) conduct a survey of D-ATIS aircraft equipage of all aircraft flying within the Piarco FIR; and
- b) report the findings of the survey to the Coordinator of the CNS Committee by **31 March 2017**.

Air Traffic Management (ATM) Committee

3.2.1.12 Under WP/09 and DP/02, the ATM Committee reported their progress on the assigned tasks as follows:

- Updating the E/CAR ATM Committee's Points of Contact (PoCs)
- Updating the ATM Committee's work programme
- ATFM Implementation within the Piarco FIR/ Upper Control Area (UTA);
- Operational assistance for Argyle Airport Commissioning in Saint Vincent and the Grenadines (SVG): ATM Committee ready and awaiting Saint Vincent
- Operational use of CPDLC and ADS-C in the E/CAR area
- Updates on the Caribbean and North Atlantic Regional Supplementary Procedures (Doc 7030) Proposal for Amendment (PfA) submission;

- Review of ATM air navigation targets
- Review and update of outstanding ATM CAR/SAM Regional Planning and Implementation Group (GREPECAS) Air Navigation Deficiencies Database (GANDD) Deficiencies
- Aviation System Block Upgrades (ASBU) Implementation on the NAM/CAR Regions – Designation of PoCs for monitoring NCLB and RPBANIP targets
- Review of Performance-Based Navigation (PBN) activities/initiatives within the E/CAR area; and
- Monitoring of Air Traffic Service (ATS) coordination activities between V.C. Bird Approach Control Office (APP), Princess Juliana APP, San Juan Center Radar Approach Control (CERAP) and Piarco Area Control Centre (ACC);
- Review of ATS LoAs

3.2.1.13 Due to the above, the following conclusion was formulated:

DRAFT CONCLUSION

E/CAR/CATG/3/3

ATFM IMPLEMENTATION IN THE PIARCO FIR/UTA

That, in order to implement ATFM in the E/CAR Area:

- a) E/CAR States/Territories review the draft ATFM LoA between the Piarco Flow Management Unit and the E/CAR Terminal Control Area Units (TMAs) with the intention of developing documentation elaborated;
- b) E/CAR States/Territories have their Sector and/or Aerodromes Capacities completed by 17 March 2017;
- c) Trinidad and Tobago hold further collaboration with the other E/CAR States/Territories on the implementation methodology of the new “Piarco ATFMU Daily Reporting Form” before it is fully implemented; and
- d) E/CAR States/Territories assess the present contingency measures to determine if they adequately address ATFM contingencies and if it will be necessary to update the E/CAR Contingency Plan.

3.2.1.14 The Group agreed to support the following:

Conclusion	
CONCLUSION ANI/WG 3/2 — AMENDMENT (PfA) TO THE DOC 7030 - REGIONAL SUPPLEMENTARY PROCEDURES (SUPPS), CAR/SAM PAR	That, Trinidad and Tobago submits the PfA to the ICAO NACC Office by December 2016 .
DECISION NACC/DCA/6 26/04 UPDATE OF GANDD DEFICIENCIES	That, the ATM Committee follow-up on this Decision with the intension of setting at a date for the review and update of States/Territories outstanding GANDD deficiencies.

Conclusion				
CONCLUSION IMPLEMENTATION ON THE NAM/CAR REGIONS	NACC/DCA/6	C/3	— ASBU	That, those Outstanding E/CAR States/Territories are to designate and inform the ICAO NACC Office of their designated PoCs for monitoring NCLB and RPBANIP targets as Members to the Ad-Hoc ASBU Group of the ANI/WG by 31 March 2017; and E/CAR States/Territories notify by the first quarter of 2017, the elements or ASBU modules to be implemented by each State/Territory as envisaged in their National Plan.
CONCLUSION IMPLEMENTATION OF A REGULATORY FRAMEWORK FOR UNMANNED AIRCRAFT SYSTEM(S) (UAS) OPERATIONS	NACC/DCA/6	C/1	—	That, the ATM Committee monitor this activity towards having to consider how such operations would be integrated in controlled airspace if this intension should become a reality.

3.2.1.15 In regard with the need to work on Unmanned Aircraft Systems (UAS)/Remotely Piloted Aircrafts (RPAs) implementation matters, the Secretariat commented that two workshops are scheduled, one in Mexico at the ICAO NACC Regional Office, and another in the Caribbean for the CAR Region. Similarly, by September 2017 the Global Symposium on UAS will be conducted at ICAO Headquarters, in Montreal, Canada. The Meeting took note of these events to support implementation. The analysis conducted by the ATM Committee is presented at **Appendix D** to this report.

Search and Rescue (SAR) Committee

3.2.1.16 Under WP/12 and DP/03 and P/03, the Ad Hoc Group of the SAR Committee met during the E/CAR/CATG/3 Meeting. The Committee held brief discussions on the following:

- **Updating of the SAR PoCs** – An update of the membership of the SAR Committee was provided (**Appendix E**) to this report for uploading into the E/CAR/CATG website
- **Updating of the SAR System** – Trinidad and Tobago urged those States/Territories within the E/CAR area to update respective SAR Systems and submit the information to the NACC Regional Office
- **Enhancement of States resources to support Aviation Contingency Plans** – Trinidad and Tobago mentioned the importance that E/CAR States/Territories acquire the necessary resources to support the effective aviation contingency plans
- **Need for standardized documentation throughout the E/CAR Area** – Dialogue was held on the need for producing SAR documentation as part of the harmonization process
- **Establishing SAR LoAs within the E/CAR Region** – Trinidad and Tobago shared SAR LoA templates with the Ad Hoc Group for consideration and further actions
- **Development of the Piarco Aeronautical Search and Rescue (A-SAR) and Air Navigation Security (AN-SEC) Operations Room** – Trinidad and Tobago informed the Group of the establishment of an A-SAR and AN-SEC Operations

Centre as of March 2016. This Centre is located within the ANSP facility and will be used to coordinate A-SAR and AN-SEC operations within the Piarco FIR/UTA

- **Regional SAR Training** – Trinidad and Tobago provided information on SAR Committee representation at the annual SAR Controllers conference and training Seminar on the development of the Medium Earth Orbit Search and Rescue (MEOSAR) system hosted by the United States Coast Guard (USCG) and the National Oceanic and Atmospheric Administration (NOAA) in March 2016

3.2.1.17 Following the SAR event in October 2016 to be held in Trinidad and Tobago, the SAR Committee will follow-up on Conclusion E/CAR/CATG 2/8 *Harmonization of SAR Services in the E/CAR*, and Conclusion E/CAR/DCA/26/08 *SAR POCs for SAR Improvements and Development of the E/CAR Natural Disaster Emergency Plan*. Similarly, the SAR Action Plan will be submitted to ICAO NACC Regional Office based on the deliverables for this SAR event.

3.2.1.18 Due to the above, the Meeting formulated the following conclusion:

**DRAFT CONCLUSION
ECAR/CATG/3/4**

SUPPORT TO SAR ACTIVITIES IN THE E/CAR AREA

That, in order to support the activities on SAR implementation, E/CAR States:

- a) collaborate to establish Letters of Agreements (LoA) with neighboring States or adjoining airspaces;
- b) improve their local civil/military coordination;
- c) participate at regional forums to develop regional efforts in support to SAR;
- d) make every effort to participate at the upcoming NAM/CAR/SAM SAR Implementation and Civil/Military Coordination Meeting; and
- e) inform the E/CAR/CATG by the NACC/WG/5 Meeting.

Aeronautical Information Management (AIM) Committee

3.2.1.19 Under WP/07 and DP/04, the AIM Committee presented their progress on the implementation aspects for AIM as follows:

- a) **Single Integrated QMS.** The matter of a Single integrated QMS is contingent upon individual States completing the mandatory documentation and procedures. To date, only seven of twelve States have submitted the mandatory QMS procedures. Additionally, only six States have completed and submitted LoAs; three are close to the signing (Antigua and Barbuda, Barbados and Montserrat) and three are under review (French Antilles, Saint Lucia, and Saint Vincent and the Grenadines) by Trinidad and Tobago, Six States are in the process to submit LoAs including Anguilla, British Virgin Islands Dominica, Grenada, Nevis, and Saint Kitts and Nevis.
A revised deadline has been set for 30 November 2016. Trinidad and Tobago will complete their implementation by December 2016 and the certification by March 2017.
- b) **Notice Distributed by means of Telecommunication (NOTAM) contingency plan between Trinidad and Tobago and Curacao:** This matter has been delayed and discussions are ongoing regarding service level agreements with the software providers. The technical assessments are completed and both Curacao and Trinidad and Tobago are committed to the project. Installation and implementation is projected for June 2017. It must be noted that this contingency also includes Filed Flight Plan (FPLs), Pre-Flight Information Bulletins (PIBs), as well as NOTAMs.
- c) **Central Flight Planning Unit:** The system has been installed in Trinidad and Tobago; however, regional implementation is delayed until June 2017 with a pending solution of software issues. The issuance of an Aeronautical Information Circular (AIC) would inform all on the changes of procedure whereby:
- A single Aeronautical Fixed Telecommunication Network (AFTN) address would be used to convey all Filed Flight Plan (FPLs) within the PIARCO FIR
 - The Centralized Flight Planning System (CFPS) would analyze the FPL and automatically address same to the appropriate States only within the PIARCO FIR
- d) **Electronic Terrain and Obstacle Data (eTOD):** In order to fulfill ICAO requirements to provide eTOD data sets, States need to provide the necessary resources and training. Trinidad and Tobago has acquired an eTOD management suite and has trained staff in its use. They have also contracted the services of a geomatics expert. However, until Trinidad and Tobago develops more proficiency in this area, it will not be in a position to assist States with eTOD.

3.2.1.20 In consideration of the requirements of the *Port-of-Spain Declaration*, Trinidad and Tobago has agreed to host a QMS training for the E/CAR States to the States on a cost recovery basis in mid-2017. The group concluded that there is a need for an advanced AIM Course for senior AIS Officials in the region. Only basic AIS trainings that address entry level needs are available. Furthermore, the group recommends that civil aviation training centres in this region acquire/develop the competencies to provide training in the areas of QMS, eTOD, aerodrome mapping, ASBU, SWIM, among others.

3.2.1.21 In this regard, the Meeting adopted the following conclusions:

**DRAFT CONCLUSION
E/CAR/CATG/3/5**

QMS TRAINING FOR EASTERN CARIBBEAN SINGLE INTEGRATED QMS

That, in order to complete the single Integrated QMS for the Piarco FIR:

- a) Trinidad and Tobago inform about the cost per E/CAR State/Territory for participating in the AIM QMS Certification Training to be held in Trinidad and Tobago by December 2016; and
- b) E/CAR States participate in the AIM QMS Certification training to be provided in Trinidad and Tobago in July 2017.

**DRAFT CONCLUSION
E/CAR/CATG/3/6**

**IMPLEMENTATION OF A SINGLE QMS CERTIFICATION FOR THE
EASTERN CARIBBEAN**

That, in order to implement the single QMS certification for the Eastern Caribbean:

- a) Anguilla, British Virgin Islands, Dominica, Grenada, and Saint Kitts and Nevis submit updated LoAs to Trinidad and Tobago by **30 November 2016**;
- b) Grenada identify the person who will perform the roles of QMS Representative and Process Owner in order to produce the necessary documentation for the QMS procedures by 30 November 2016; and
- c) Saint Lucia submit the necessary documentation for the QMS procedures by **30 November 2016**.

**DRAFT CONCLUSION
E/CAR/CATG/3/7**

**NOTAM CONTINGENCY PLAN BETWEEN CURACAO AND TRINIDAD AND
TOBAGO**

That, in order to implement the NOTAM Contingency Plan between Curacao and Trinidad, Dutch Caribbean, Curacao and Trinidad and Tobago develop an operational working instruction per each E/CAR State, Territory by **28 February 2017**.

3.2.1.22 **Appendix F** explains the planning and evaluation scenario for applying the contingency plan. The follow-up to valid conclusions, the ANI/WP/2 Conclusions for the E/CAR/CATG action, and AIM Committee Membership are presented at **Appendix G** to this report.

Aerodromes and Ground Aids (AGA) Committee

3.2.1.23 Under WP/08 and DP/05, the AGA Committee highlighted that in accordance with the *Port-of-Spain Declaration*, signed on 29 April 2014, in Port of Spain, Trinidad and Tobago, all the NACC States shall comply with the declared regional safety targets and detail the AGA topics being worked by the Committee:

CAR - Aerodrome Certification Implementation Plan (CRACIP)

- a) In the E/CAR area there are 34 international aerodromes, of which 19 are certified or (56%). The E/CAR target is 100% certification. The Eastern Caribbean Civil Aviation Authority (ECCAA) has initiated the process; the relevant regulations have been drafted and are undergoing the legal consultation process. Barbados and Trinidad and Tobago have certified their international aerodromes;
- b) The Organization of Eastern Caribbean States (OECS) aerodromes regulations are currently being finalized for submission to the next OECS Assembly. Two privately-owned airports and one government-owned one in the OECS have been licensed for a number of years.
- c) ECCAA has decided to continue the licensing process by issuing “provisional licenses” for the time being, the first of which is anticipated to be issued to the two airports in Saint Lucia by the middle of November 2016, with Antigua and Barbuda, Grenada, and Saint Kitts and Nevis to follow by the end of the first quarter of 2017.

Aerodrome Certification and Aerodrome Safety Training

- d) ICAO, in collaboration with the FAA, had scheduled the workshop to be hosted by Trinidad and Tobago: Best Practices for the Development of Aerodrome Manuals and the Use of Procedures for Air Navigation Services Aerodromes (PANS-AGA), which unfortunately was postponed. Trinidad and Tobago will coordinate with the ICAO NACC Regional Officer to reschedule the workshop in 2017. Additional training has been identified and will be coordinated with the ICAO NACC Regional Office.

Runway Safety Team (RST)

- e) ICAO Assembly Resolution A37-6 urged States to enhance runway safety. ICAO promotes and supports the establishment and enhancement of multi-disciplinary RST at aerodromes. RSTs have identified hot spots through Safety Management System (SMS) risk management measures, Trinidad and Tobago has a functioning RST which meets every two months. Barbados and the ECCAA have expressed interest to establish RSTs. All E/CAR States are urged to establish RSTs.
- f) The AGA committee supports the ICAO Eastern Caribbean RST Implementation Workshop to be held in Saint John’s, Antigua and Barbuda, from 8 to 11 November 2016.
- g) Considering the existence of various organizations supporting runway safety implementation, such as Airports Council International (ACI), Regional Aviation Safety Group – Panamerica (RASGPA) and United States, and in order to consolidate these efforts in the E/CAR States.

The ICAO NACC Regional Office:

- Will coordinate a teleconference with ACI, RASG-PA, United States, the E/CAR/CATG AGA Committee Rapporteur and the E/CAR States
- ECCAA and the OECS States to support ICAO Assistance mission for Aerodrome Certification in Eastern Caribbean to be conducted under the NCLB Strategy
- The AGA Committee to coordinate and collaborate with Caribbean Aviation Safety and Security Oversight System (CASSOS) on AGA matters
- The E/CAR states to actively support the establishment of RSTs in each State

3.2.1.24 The Secretariat commented that this Committee plays an important role for aerodrome certification and safety improvement and that CASSOS also has a similar task on AGA matters. In order to optimize the resources and work for the E/CAR States' and CASSOS implementation, the Meeting agreed the following Decisions:

DECISION

ECAR/CATG/3/8

SUPPORT ICAO NCLB AERODROME CERTIFICATION INITIATIVE

That, ECCAA and the OECS States support the ICAO NCLB initiatives for Aerodrome Certification in the Eastern Caribbean.

DECISION

E/CAR/CATG/3/9

E/CAR/CATG AGA COMMITTEE ACTIVITIES REPORTING TO CASSOS

That, in order to seek a joint work and optimize the implementation resources, the E/CAR/CATG develop supporting documentation to CASSOS describing the work of the AGA Committee and other air navigation project.

3.2.1.25 The AGA Committee presented an updated Membership list and work Plan which is at **Appendix H** to this report.

Progress report on Meteorology (MET) issues

3.2.1.26 Under WP/11 and DP/06, the activities contained in the MET Matrix of the NAM/CAR RBPANIP, as well as the GANDD valid air navigation deficiencies were reviewed; consequently, the following Decision was formulated:

DECISION

E/CAR/CATG/3/10

REVIEW OF THE MET ISSUES CONTAINED IN THE RPBANIP AND AIR NAVIGATION DEFICIENCIES

That, in order to improve data gathering necessary for the development of the NCLB Strategy:

- a) Barbados, Dominica, Jamaica, and Saint Vincent and the Grenadines update the MET Matrix by **16 December 2016**; and
- b) ECCAA, in conjunction with the OECS States, review valid air navigation deficiencies and report to ICAO and E/CAR/CATG/WG on these activities by **30 November 2016**.

3.2.1.27 The analysis carried out by the MET Committee is presented at **Appendix I** to this report.

3.2.2 E/CAR/NTG and E/CAR/RD Ad hoc Group Reports

3.2.2.1 Under WP/13, the Meeting was informed on the achievements, results, conclusions, and report of the Seventh Eastern Caribbean Network Technical Group (E/CAR/NTG/7) and Fifth Eastern Caribbean Radar Data Sharing Ad hoc Group (E/CAR/RD/5) meetings

3.2.3 Review of performance-based metrics and benefits achieved (Air Navigation Report Forms – ANRFs)

3.2.3.1 Under WP/14, the Secretariat presented the results and current agreements on monitoring and reporting of the RPBANIP targets, including the existing reporting methods and the current report provided to GREPECAS and ICAO.

3.2.3.2 Since the E/CAR/CATG/2 meeting, data for the RPBANIP targets have been collected by ICAO through the different ANI/WG Task Forces as contained in the different implementation plans. It has been highlighted that some targets and metrics shall be reviewed in light of the update of ICAO Standards and Recommended Practices (SARPs). To support the monitoring and tracking of the progress toward these targets and provide a visual reference for all States/ANSPs and relevant users, ICAO developed a webpage under the ICAO NACC Regional Office website (<http://www.icao.int/NACC/Pages/Implementation-Targets.aspx>). This webpage is still a prototype States/ANSPs and IATA were required through a survey to provide information on each target as to ensure that the data included is updated and consistent with each State National Air Navigation Plan priority.

3.2.3.3 An ASBU Ad hoc Group under the ANI/WG was developed to support the review, follow-up, and reporting of the achievement of the Air Navigation (AN) targets established in the RPBANIP and *Port-of-Spain Declaration*. The E/CAR States nominated the following PoCs to work with this Ad hoc Group are the following:

<p><u>Grenada</u> Mr. Willard Deallie Assistant Manager of Air Traffic Services Grenade Airports Authority Tel: + 1 (473) 444 4101 wdeallie@mbiagrenada.com</p> <p><u>Saint Kitts and Nevis</u> Mr. Daron Sutton Chief of Air Traffic Services Saint Christopher Air and Sea Ports Authority Tel: +(869) 469 8463 deltas74@hotmail.com</p> <p>Mr. Theodore Phipps Operations Officer Saint Christopher Air and Sea Ports Authority Tel: +(869) 466 5598 E-mail: theodore.phipps@scaspa.com</p>	<p><u>Dominica</u> Mr. Jean Williams Airport Manager Dominica Air and Sea Ports Authority (DASPA) Tel: + (767) 255-9111, 1-767-445-7101 E-mail: dcamgr@daspa.dm</p> <p><u>Saint Vincent and the Grenadines</u> Mrs. Corsel Robertson Director of Airports Tel: (784-458-4011) E-mail: airportsdep@gmail.com</p>
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3.2.3.4 The Meeting was informed on the Fifth Edition of the Global Air Navigation Plan (GANP, Doc 9750), which is also available, along with other relevant documentation including an electronic copy of the Aviation System Block Upgrades (ASBUs) document, at: <http://www.icao.int/airnavigation/Pages/GANP-Resources.aspx>.

3.2.3.5 The Meeting noted that the ICAO NACC Regional Office will submit the final achievements of the *Port-of-Spain Declaration* regional targets to the NAM/CAR States in January 2017. Finally, it was informed that an ASBU Implementation Workshop for the NAM/CAR Regions was held at the ICAO NACC Regional Office, in Mexico City, Mexico, from 22 to 26 August 2016. The recommendations of this event are available at the following website: <http://www2010.icao.int/NACC/Pages/meetings-2016-asbu.aspx>. The Meeting was urged to take note on the outcome on “Improvements to the RPBANIP were identified, updates of the document will be worked by States, stakeholders and the ICAO NACC Regional Office, promoting its next review in 2017”, including the review and update of Regional Performance Objectives (RPOs) and update ASBU concepts and formats according to the Global Air Navigation Plan (GANP) and Doc 9883 - *Manual on Global Performance of the Air Navigation System*.

3.2.4 Other Matters

3.2.4.1 No other matters were discussed.

3.3 National Air Navigation Plans – Aviation System Block Upgrade (ASBU) oriented

3.3.1 Antigua and Barbuda presented their National Air Navigation Plan under P/02. The Meeting congratulated Antigua and Barbuda for this accomplishment. The Secretariat emphasized the need for these National Plans to be shared with ICAO and the E/CAR/CATG and encouraged the development of these plans. The progress of the E/CAR States National Plans is presented at **Appendix J** to this report.

3.4 E/CAR/CATG contribution to ANI/WG/03 Meeting

3.4.1 Under WP/20, the E/CAR/CATG Chairperson, provided the updates and follow-up provided to the ANI/WG/3 (2016) and E/CAR/DCA/26 (2015) meetings regarding the E/CAR/CATG air navigation implementation activities and suggested the review and improvement of the ICAO website dedicated to the group.

Agenda Item 4: Review E/CAR/CATG Terms of Reference (ToRs) and Work Programme

4.1 The Secretariat recalled that the ECAR/DCA approved the Second Eastern Caribbean Civil Aviation Technical Group (E/CAR/CATG/2) meeting Final Report, (ICAO State Letters EMX0769 and EMX0795, dated 24 September 2015 and 20 October 2015 respectively refer, with its E/CAR/CATG ToRs and work programme. Some names of Members of the E/CAR/CATG were updated. The current ToRs are presented in **Appendix K** to this report.

Agenda Item 5: Other Business

Host and Dates for the Next E/CAR/CATG Meeting

5.1 The Meeting recalled the E/CAR/CATG the Meeting Rotational Scheme, as follows:

YEAR	STATES OR GROUP OF TERRITORIES
2016	Saint Kitts and Nevis (E/CAR/CATG/3)
2017	E/CAR (NACC/WG/5)
2018	Grenada (E/CAR/CATG/4)
2019	UK Overseas Territories (Anguilla, British Virgin Islands, Montserrat) (E/CAR/CATG/5)
2020	C/CAR (NACC/WG/6)
2021	Saint Vincent and the Grenadines (E/CAR/CATG/6)
2022	Saint Lucia (E/CAR/CATG/7)

5.2 The Meeting took note that no E/CAR/CATG Meeting is to be held in 2017, but the NACC/WG/5 Meeting will be held in Trinidad and Tobago. In this regard, the next E/CAR/CATG/4 Meeting will be hosted by Grenada in 2018. Grenada confirmed the hosting of the next E/CAR/CATG Meeting in 2018.

Preparation for the Fifth North American, Central American and Caribbean Working Group Meeting (NACC/WG/5) – 2017

5.3 In preparation for the NACC/WG/5 Meeting, the Chairperson expressed the need for the Committees to prepare contributions ahead of time for presenting these results to the NACC/WG/5 Meeting; in this regard the following decision was agreed:

DECISION

E/CAR/CATG/3/11

SUPPORT TO THE NACC/WG/5 MEETING

That, in order to support the NACC/WG/5 Meeting and present the relevant progress and operational achievements from the E/CAR area, the E/CAR/CATG Chairperson and the Committee Rapporteurs conduct the necessary teleconferences to agree the inputs for the NACC/WG/5 meeting and the representation of the E/CAR/CATG to attend to the NACC/WG/5 meeting by **30 January 2017**.

**APPENDIX A
EXECUTIVE LIST OF CONCLUSIONS/DECISIONS**

Number	Conclusion/Decision	Responsible for action	Deadline
D 3/1	ADS-B SERVICE IN THE PIARCO FIR That, in order to align the activities on ADS-B implementation in the E/CAR area, the E/CAR/CATG ATM Committee confer with Trinidad and Tobago, in collaboration with the E/CAR States, in keeping with the ICAO Regional Performance Based Air Navigation Implementation Plan (RPBANIP) targets, and advise the CNS Committee of the availability of ADS-B capability in the Piarco FIR by 31 May 2017, as follows:	E/CAR/CATG ATM Committee, Trinidad and Tobago, and E/CAR States	31 May 2017
	a) Service availability date, phases of applicability and flight level limitations, etc.; and		
	b) mandated date for aircraft equipage to operate in the Piarco FIR.		
C 3/2	D-ATIS ON-BOARD EQUIPAGE FOR AIRCRAFT TRANSITING THE PIARCO FIR That, in order to provide guidance and recommendation for the E/CAR States regarding the implementation of D-ATIS ECCAA:		
	a) conduct a survey of D-ATIS aircraft equipage of all aircraft flying within the Piarco FIR; and	ECCAA	
	b) report the findings of the survey to the Coordinator of the CNS Committee by 31 March 2017.	ECCAA	31 March 2017.
C 3/3	ATFM IMPLEMENTATION IN THE PIARCO FIR/UTA That, in order to implement ATFM in the E/CAR Area:		
	a) E/CAR States/Territories review the draft ATFM LoA between the Piarco Flow Management Unit and the E/CAR Terminal Control Area Units (TMAs) with the intention of developing documentation elaborated;	E/CAR States/Territories	
	b) E/CAR States/Territories have their Sector and/or Aerodromes Capacities completed by 17 March 2017;	E/CAR States/Territories	17 March 2017

Number	Conclusion/Decision	Responsible for action	Deadline
	c) Trinidad and Tobago hold further collaboration with the other E/CAR States/Territories on the implementation methodology of the new "Piarco ATFMU Daily Reporting Form" before it is fully implemented; and	Trinidad and Tobago	
	d) E/CAR States/Territories assess the present contingency measures to determine if they adequately address ATFM contingencies and if it will be necessary to update the E/CAR Contingency Plan.	E/CAR States/Territories	
C 3/4	SUPPORT TO SAR ACTIVITIES IN THE E/CAR AREA That, in order to support the activities on SAR implementation, E/CAR States:	E/CAR States	
	a) collaborate to establish Letters of Agreements (LoA) with neighboring States or adjoining airspaces;		
	b) improve their local civil/military coordination;		
	c) participate at regional forums to develop regional efforts in support to SAR;		
	d) make every effort to participate at the upcoming NAM/CAR/SAM SAR Implementation and Civil/Military Coordination Meeting; and		
	e) inform the E/CAR/CATG by the NACC/WG/5 Meeting.		
C 3/5	QMS TRAINING FOR EASTERN CARIBBEAN SINGLE INTEGRATED QMS That, in order to complete the single Integrated QMS for the Piarco FIR:		
	a) Trinidad and Tobago inform about the cost per E/CAR State/Territory for participating in the AIM QMS Certification Training to be held in Trinidad and Tobago by December 2016; and	Trinidad and Tobago	December 2016
	b) E/CAR States participate in the AIM QMS Certification training to be provided in Trinidad and Tobago in July 2017.	E/CAR States	July 2017

Number	Conclusion/Decision	Responsible for action	Deadline
C 3/6	<p>IMPLEMENTATION OF A SINGLE QMS CERTIFICATION FOR THE EASTERN CARIBBEAN That, in order to implement the single QMS certification for the Eastern Caribbean:</p>		
	a) Anguilla, British Virgin Islands, Dominica, Grenada, and Saint Kitts and Nevis submit updated LoAs to Trinidad and Tobago by 30 November 2016;	Anguilla, British Virgin Islands, Dominica, Grenada, Nevis, and Saint Kitts	30 November 2016
	b) Grenada identify the person who will perform the roles of QMS Representative and Process Owner in order to produce the necessary documentation for the QMS procedures by 30 November 2016; and	Grenada	30 November 2016
	c) Saint Lucia submit the necessary documentation for the QMS procedures by 30 November 2016.	Saint. Lucia	30 November 2016
C 3/7	<p>NOTAM CONTINGENCY PLAN BETWEEN CURACAO AND TRINIDAD AND TOBAGO That, in order to implement the NOTAM Contingency Plan between Curacao and Trinidad, Dutch Caribbean, Curacao and Trinidad and Tobago develop an operational working instruction per each E/CAR State, Territory by 28 February 2017.</p>	Trinidad and Tobago and Curacao	28 February 2017
D 3/8	<p>SUPPORT ICAO NCLB AERODROME CERTIFICATION INITIATIVE That, ECCAA and the OECS States support the ICAO NCLB initiatives for Aerodrome Certification in the Eastern Caribbean.</p>	ECCAA and OECS States	
D 3/9	<p>E/CAR/CATG AGA COMMITTEE ACTIVITIES REPORTING TO CASSOS That, in order to seek a joint work and optimize the implementation resources, the E/CAR/CATG develop supporting documentation to CASSOS describing the work of the AGA Committee and other air navigation project.</p>	E/CAR/CATG	31 December 2016

Number	Conclusion/Decision	Responsible for action	Deadline
D 3/10	<p>REVIEW OF THE MET ISSUES CONTAINED IN THE RPBANIP AND AIR NAVIGATION DEFICIENCIES That, in order to improve data gathering necessary for the development of the NCLB Strategy:</p>		
	a) Barbados, Dominica, Jamaica, and Saint Vincent and the Grenadines update the MET Matrix by 16 December 2016 ; and	Barbados, Dominica, Jamaica, and Saint Vincent and the Grenadines	16 December 2016
	b) ECCAA, in conjunction with the OECS States, review valid air navigation deficiencies and report to ICAO and E/CAR/CATG/WG on these activities by 30 November 2016 .	ECCAA and OECS States	30 November 2016
D 3/11	<p>SUPPORT TO THE NACC/WG/5 MEETING That, in order to support the NACC/WG/5 Meeting and present the relevant progress and operational achievements from the E/CAR area, the E/CAR/CATG Chairperson and the Committee Rapporteurs conduct the necessary teleconferences to agree the inputs for the NACC/WG/5 meeting and the representation of the E/CAR/CATG to attend to the NACC/WG/5 meeting by 30 January 2017.</p>	E/CAR/CATG Madam Chair and the Committee Rapporteurs	30 January 2017

APPENDIX B
FOLLOW-UP TO VALID CONCLUSIONS FROM E/CAR/CATG/2 MEETING

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</p>	<p>Trinidad and Tobago has signed a Letter of Intent with Curacao for reciprocal assistance In case of an emergency as a contingency</p> <p>The Trinidad and Tobago and Curacao circuit has been informed on the MEVA III-REDDIG Interconnection.</p> <p>A plan was agreed for this installation and implementation is projected for June 2017.</p>	Superseded
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>The CFPS has been installed in Trinidad and Tobago however, regional implementation is delayed until June 2017 pending resolution of software issues.</p>	Valid

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>A workshop on AIM Phase I matters was completed in Antigua 2015.</p>	<p>Completed</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 Sub Centre (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>E/CAR SAR Committee to report.</p> <p>The SAR Committee action Plan is under development and will be presented by December 2016.</p>	<p>Valid</p>

Conclusion	Text	Follow-up	Status
<p>CONCLUSION ECAR/CATG/2/1 ATFM IMPLEMENTATION IN THE PIARCO FIR</p>	<p>That, E/CAR States/Territories, in order to ensure the ATFM implementation in the Piarco FIR:</p> <p>a) encourage signing or updating the ATFM LoAs to facilitate the implementation of Traffic Management Initiatives (TMIs) in the Piarco FIR, as required;</p> <p>b) encourage participation of their specialists in the ATFM/CDM workshop to be hosted by Trinidad and Tobago in November 2015;</p> <p>c) publish the capacity of their international aerodromes under their jurisdiction by 31 December 2015; and</p> <p>d) conduct ATFM teleconferences in the E/CAR applying the format suggested in E/CAR/CATG/2 WP/17 Appendix A.</p>	<p>After the review of the ATFM implementation, new actions were identified.</p>	<p>Superseded</p>
<p>CONCLUSION ECAR/CATG 2/2 ACTIONS TO ADDRESS THE PERSISTENT PROBLEM OF MISSING/DUPLICATE AND ERRONEOUS FLIGHT PLANS</p>	<p>In order to support the ANI/WG FPL Monitoring Group effort to solve the missing/duplication/erroneous flight plans in the E/CAR area, the E/CAR States and Territories:</p> <p>a) ensure that corresponding flight plan related regulations are in place identifying the requirements for the submission of Flight Plans in the States; where Regulations are not in place, make the necessary recommendations for the development of such regulations;</p> <p>b) at the aerodrome of departure, address problems at the source, ensuring that airlines/aircraft operating agencies and all originators of flight plans should be contacted each time an error is detected and be asked to make the necessary corrections; and</p> <p>c) report the progress to these actions by the E/CAR/CATG/3 Meeting.</p>	<p>The PIARCO FPL Mon Group representatives are actively participating in these activities as observed in the ANI/WG FPL Mon Meetings and teleconferences.</p>	<p>Completed</p>

Conclusion	Text	Follow-up	Status
CONCLUSION ECAR/CATG 2/3 POS AIM TARGET – ACHIEVEMENT IN THE E/CAR AIM	<p>That, in order to identify all the challenges and deficiencies related to AIS and aligned to the fulfilment of the POS, targets review and complete the efforts for achieving the AIM POS target, and the AIM Committee convene a Meeting to be hosted by Antigua and Barbuda by November 2015 in order to develop action plans to assist States in meeting the aforementioned target.</p>	<p>A Meeting of AIM experts was agreed for Antigua and Barbuda for March 2016.</p> <p>Meeting was convened 14-18 March 2016.</p>	<p>Completed</p>
DECISION ECAR/CATG 2/4 IMPLEMENTATION OF A SINGLE QMS CERTIFICATION FOR THE EASTERN CARIBBEAN	<p>in order to facilitate the implementation of AIM QMS in the E/CAR area:</p> <p>a) Trinidad and Tobago continue with the actions to achieve a QMS certified by ISO 9001 standard as required in Annex 15 and the POS Declaration; and</p> <p>b) the AIM Committee Rapporteur liaise with the NACC AIM RO and the Rapporteur of the ANI/WG AIM Task Force for support on the matter of a single certification and report findings to the ECAR/DCA/26 meeting.</p>	<p>The Meeting presented progress toward this goal and identified the lack of completion of QMS mandatory procedures and LOAs by several States. New actions were identified.</p>	<p>Superseded by</p>
CONCLUSION ECAR/CATG 2/5 REGULATORY FRAMEWORK ON OECS STATES FOR AERODROME CERTIFICATION	<p>That, in order to support the achievement of the POS target on Aerodrome certification, the OECS States publish by 30 December 2015 the regulatory framework to allow the certification of international aerodromes in accordance with Annex 14 requirements and the ICAO Universal Safety Oversight Audit Programme (USOAP).</p>	<p>The Eastern Caribbean Civil Aviation Authority (ECCAA) has initiated the process; the relevant regulations have been drafted and undergoing the legal consultation process. The OECS Aerodromes regulations are currently being finalized for submission to the next OECS Assembly. Two privately owned airports and one government-owned one in the OECS have been licensed for a number of years.</p> <p>The ECCAA has decided to continue the licensing process by issuing “provisional licenses” for the time being, the first of which are anticipated to be issued to the two airports in St. Lucia by the middle of November 2016, with Antigua, Grenada and St. Kitts to follow by the end of the first quarter of 2017.</p>	<p>Valid</p>

Conclusion	Text	Follow-up	Status
CONCLUSION E/CAR/CATG/2/6 AGA COMMITTEE POCS	<p>That, in order to reactivate and continue the work of the AGA Committee, the E/CAR States/Territories nominate Points of Contact (PoCs) (Authority and Airport Service Providers) to the AGA Committee, reporting to ICAO, the ECAR/CATG Chairperson and the AGA Committee Rapporteur by 31August 2015.</p>	<p>List of PoCs defined.</p>	<p>Completed</p>
DECISION E/CAR/CATG/2/7 COORDINATION OF MET MATTERS	<p>That, in order to continue the coordination between the E/CAR/CATG Chairperson and the Caribbean Meteorological Office (CMO) to follow-up on Aeronautical implementation matters, the E/CAR/CATG Chairperson:</p> <p>a) Follow-up on the CMO/ E/CAR/CATG agreement to coordinate regional aeronautical meteorology matters;</p> <p>b) determine and agree on how to work together and exchange information;</p> <p>c) develop with the CMO the MET Action Plan based on the RPBANIP MET Regional Performance Objective (RPO);and</p> <p>d) report the progress on these actions by the E/CAR/DCA/26 Meeting.</p>	<p>a) The CMO was contacted in the person of Mr. G. De Souza.</p> <p>b) Exchange of information was decided on and will be via Email.</p> <p>c) The Action plan based on the RPBANIP was shared and is being use for coordinating with CMO.</p>	<p>Completed</p>

Conclusion	Text	Follow-up	Status
CONCLUSION ECAR/CATG 2/8 HARMONIZATION OF SAR SERVICES IN THEE/CAR	<p>That,</p> <p>a) E/CAR States/Territories submit to the SAR Committee Rapporteur by 30 October2015:</p> <ul style="list-style-type: none"> i. information of their Points of Contact (POCs) in the civil and military areas for coordination of the SAR services; ii. improvements made to SAR services based on the analysis of their respective SAR capabilities; and iii. their respective implementation Projects to be harmonized with the Regional SAR Implementation Project; and <p>b) E/CAR States/Territories convene a high level meeting in the second quarter of 2016 with the participation of civil aviation Authorities and maritime authorities of the E/CAR States/Territories and States of adjacent FIRs, for the harmonized provision of SAR servicers in the E/CAR. FIRs, for the harmonized provision of SAR servicers in the E/CAR.</p>	<p>SAR Committee to report</p>	<p>Valid</p>
DECISION E/CAR/CATG/2/9	<p>That, in order to continue the work of the E/CAR Committees, the E/CAR/CATG approves the update of the ATM, AIM, AGA and CNS Committees work programme.</p>	<p>All Committees updated and confirmed valid action plan version to ICAO Secretariat</p>	<p>Completed</p>

Conclusion	Text	Follow-up	Status
CONCLUSION ECAR/CATG 2/10	That, taking into account the required operational coordination between Civil Aviation Authorities of adjacent airspaces to Saint Vincent and the Grenadines Argyle International Airport, Saint Vincent and the Grenadines Civil Aviation Authority as a matter of urgency: a) begin official coordination and share relevant information with adjacent E/CAR States/Territories so that they are better informed in order to ensure safety within their respective airspaces of jurisdiction through a proper Air Navigation Services (ANS) implementation project; b) submit to ICAO NACC Regional Office the relevant information concerning the CAR/SAM ANP requirements associated with ANS operations for Argyle International Airport; and c) review the performance-based metrics and benefits achieved (Air Navigation Report Forms(ANRFs).	No progress was reported by Saint Vincent and the Grenadines Civil Aviation Authority	Valid
DECISION E/CAR/CATG/2/11	That, in order to measure and monitor the progress achieved in the E/CAR area related to air navigation matters, the E/CAR/CATG Rapporteurs review the air navigation targets as detailed in the preliminary analysis done by the ANI/WG/2 Meeting and collect the data in the revised ANRFs by 15 October 2015 .	Task has been delayed due to reviewed of corresponding action plans and progress reported by Committees. New target date is for NACC/WG Meeting (2017)	Valid
CONCLUSION E/CAR/CATG/2/12	That, the E/CAR/CATG Terms of reference (ToRs) and Work programme as shown in Appendix L be considered approved.	This was approved on 20 October 2015	Completed

Conclusion	Text	Follow-up	Status
<p>CONCLUSION E/CAR/CATG/2/13</p>	<p>That. E/CAR States/Territories, in coordination with CASSOS:</p> <p>a) establish an operational regulatory framework for the use of RPAs in the ATS airspace and international aerodromes under their jurisdiction in order to:</p> <ul style="list-style-type: none"> i. facilitate the implementation of safety risk management tools related to RPAs operation; ii. use the existing mechanisms for the purpose of sharing critical information related to RPAs operations and airspace use restrictions; iii. facilitate educational means by media and other tools for users regarding RPAs operations; iv. conduct risk assessment of non-regulated use of RPAs in the vicinity of aerodromes; v. support coordination between Civil/Military Authorities to ensure the safety of civil aircraft operations as outlined in ICAO Cir 330 — Civil/Military Cooperation in Air Traffic Management; and vi. request assistance to ICAO NACC Regional Office regarding regulatory framework as outlined in ICAO Cir 328 —Unmanned Aircraft Systems (UAS); and <p>b) report on the progress of regulatory development and implementation of RPAs to the E/CAR/DCA/27Meeting.</p>	<p>Ongoing</p> <p>AGA Committee to report progress</p>	<p>Valid</p>

APPENDIX C

TERMS OF REFERENCE OF THE EASTERN CARIBBEAN CIVIL AVIATION TECHNICAL GROUP COMMUNICATION, NAVIGATION AND SURVEILLANCE COMMITTEE (CNS/COMM)

1. Background

(a) The Eastern Caribbean Communications, Navigation and Surveillance (CNS) Committee was originally established by the Eastern Caribbean Working Group (E/CAR/WG) which has now been renamed as the Eastern Caribbean Civil Aviation Technical Group (E/CAR/CATG). The E/CAR/CATG was established in October 2012 by the Directors of Civil Aviation from the Eastern Caribbean at their 24th Meeting (E/CAR/DCA/24) through *Conclusion 24/7 - New NAM/CAR Air Navigation Implementation Working Group*, item (b) to continue the performance-based work programme for the implementation and improvement in all air navigation fields in the Eastern Caribbean.

(b) The CNS Committee should periodically update the Terms of Reference (ToRs), the scope of the tasks of the Committee, and the work programme which establishes the list of items to be analysed in accordance with the scope defined in the ToRs.

2. Terms of References

(a) Review and complete the planning of the CNS systems, in accordance with the CAR/SAM RPBANIP, on the results of the inter-regional planning and coordination and on ICAO SARPs and technical guidelines, and user expectations (Aviation System Block Upgrades (ASBU) Block 0 Modules) related with the coordinated implementation and harmonization of CNS/ATM systems.

(b) Follow up and actively support *Port-of-Spain Declaration* targets fulfilment.

(c) Facilitate operational improvement initiatives through action plans and implementation strategies and associated technologies to improve safety, increase operational and economic efficiency and/or capacity of regional CNS systems.

(d) Share information on implementation initiatives for enhancing interoperability of air traffic systems through CNS improvements.

3. Work Programme

3.1 See attached work programme.

4. Working Methods

(a) The CNS Committee of the E/CAR/CATG 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) The CNS/COMM will avoid duplication of work within the E/CAR/NTG 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) The CNS/COMM may designate, as necessary, ad-hoc groups to work on specific topics and activities; all tasks and activities should be clearly defined by time and deliverables;

(d) The CNS/COMM shall coordinate and advance in its works as follows to maximize efficiency and reduce costs:

- conduct work via electronic written correspondence
- conduct work via phone and teleconference calls
- hold meetings when necessary

(e) The CNS COMM will report and coordinate the progress of assigned tasks to the E/CAR/CATG.

5. Membership

5.1 See attached Membership List. ICAO will act as technical adviser to the CNS/COMM.

6. Rapporteur

6.1 Ms. Veronica Ramdath (Trinidad and Tobago).

**CNS COMMITTEE MEMBERSHIP RAPPOREUR: VERONICA RAMDATH, TRINIDAD AND TOBAGO
ANTIGUA AND BARBUDA, BARBADOS, ECCAA, FRANCE, TRINIDAD AND TOBAGO, AND UNITED STATES**

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CNS/COMM WORK PROGRAMME

TASK NUMBER	TASK DESCRIPTION	PRIORITY	STATUS
CNS/1	General Matters		
CNS/1/1	Review, identify, evaluate and recommend solutions with the necessary priority assignment on the deficiencies of the CNS systems.	A	Permanent
CNS1/2	Examine the CNS systems in the adjacent regions, with the aim of contributing to a coordinated and harmonious interconnection development.	B	Permanent
CNS/1/3	Support ICAO initiatives and measures for the protection of the radio frequency spectrum management.	A	Permanent
CNS/2	Communication		
CNS/2/1	Continue the guidance and follow-up to the development of communication networks and develop regional guidelines for the inter-operability between the communication networks of the CAR and SAM Regions and neighboring areas.	B	Permanent
CNS/2/2	Coordinate and implement the transition for inter network ATN service (AMHS).	A	Valid
CNS/2/3	In keeping with the AIDC Implementation plan, coordinate the implementation of the ground-ground applications such as AIDC.	B	Valid
CNS/2/4	Monitor the performance of the HF service in the Oceanic portion of the Piarco FIR and implement improvements in conjunction with contracted service provider as required.	A	Permanent
CNS/2/5	Monitor the performance of the VHF service and implement improvements as necessary.	A	Permanent
CNS/3	Navigation		
CNS/3/1	Study and analyze the regional implementation alternatives of a GBAS system, taking into account the evolution of GNSS and GNSS augmentation systems.	C	Valid
CNS/3/2	Review and update the NDB deactivation plan accordingly based on individual States' situations.	B	Valid

TASK NUMBER	TASK DESCRIPTION	PRIORITY	STATUS
CNS/3/3	Evaluate the required nav. infrastructure to satisfy PBN based nav. requirements, identifying improvements and deficiencies.	B	Valid
CNS/4	Surveillance		
CNS/4/1	Promote Surveillance Data Sharing implementation in the Region.	A	Permanent
CNS/4/2	Evaluation of surveillance infrastructure to satisfy navigation requirements for PBN	B	Valid
CNS/4/3	Promote the surveillance coverage in the continental airspace of the Piarco FIR (ADS-B, RADAR, MLAT)	A	Valid
CNS/4/4	In order to support and guide implementation of ADS-B in the CAR Region and to achieve regional milestone date of December 2018 for the implementation of ADS-B OUT, the Regional ADS-B CONOPS document initial version be adopted as a guide to planning and implementation of ADS-B service to the States/ANSPs in the region.	A	Valid
CNS/4/5	In order to support and guide implementation of ADS-B in the CAR Region and to achieve regional milestone date of December 2018 for the implementation of ADS-B OUT, Technical Specification (RTCA D0260B) document be adopted as a guide for the acquisition and implementation of ADS-B service.	A	Valid
CNS/4/6	Monitor and evaluate the progress and results of ADS-C/ CPDLC.	A	Valid
CNS/4/7	Support the implementation of CPDLC and ADS-C. The States involved in this implementation shall adopt as references the CPDLC Implementation Considerations and a CPDLC/ADS-C IMPLEMENTATION Action Plan respectively.	A	Valid
CNS/5	ATM Automation		
CNS/5/1	Support functional levels for the implementation of ATM automation.	C	Valid

A. High priority tasks, on which work should be speeded up.

- B. Medium priority tasks, on which work should commence as soon as possible, but without detriment to Priority A tasks.
- C. Tasks of lesser priority, on which work should commence as time and resources allow, but without detriment to Priority A and B tasks.

CNS COMMITTEE ACTION PLAN

ID	TASK NAME	DELIVERABLE	RESPONSIBLE	REFERENCE	COMMENTS	STATUS	
COMMUNICATION							
1	Adoption of “equipment modernization/DATIS Service implementation plan for int’l airports” compliance to ATM requirements	DATIS Modernization and Implementation Plan	States/ Territories coordinated by WG		<p>E/CAR States are invited to inform on the implementation of ATIS (DATIS) Services, also the identification of this ATM requirements for defined airports shall be determined.</p> <p><i>(via data link to the aircraft-VDL mode 2/4 or ACARS)</i> <i>System connects the AFTN and automatically creates the message-no manual intervention by ATC</i></p>	<ol style="list-style-type: none"> 1. Trinidad and Tobago-automated voice 2. Antigua- automated voice 3. Barbados –automated voice 4. Dominica-No ATIS 5. Grenada-To be provided by 09/2017 – automated voice 6. Guadeloupe-recorded by ATC. No plans to change this. 7. Nevis-No ATIS 8. Martinique- recorded by ATC. No plans to change this. 9. Montserrat-No ATIS 10. St. Kitts-No ATIS 11. St. Lucia (both airports)- automated voice 12. St. Vincent-To be activated with Argyle airport 13. San Juan - ATCT ATIS Freq, is 125.80 Main Transmitter located at the San Juan RTR. 	Valid
2	Coordination among E/CAR ANSP and National spectrum Authorities for the protection of the VHF band	E/CAR States collect data on RF interference with aviation VHF frequencies and also advise CNS COMM on any new frequencies implemented	States/ Territories coordinated by WG				Valid

ID	TASK NAME	DELIVERABLE	RESPONSIBLE	REFERENCE	COMMENTS	STATUS	
NAVIGATION							
1	Evaluation of required nav. infrastructure to satisfy PBN based nav. requirements, identifying improvements and deficiencies	Analysis of required navigation infrastructure for example: DME-DME coverage for selected ATS routes for RNAV 5; and Identification of deficiencies; and corresponding corrective Action plan	States/ Territories coordinated by WG	Reference to CNS table 3	For the development of this task, operational PBN navigation specifications need to be defined. The E/CAR/WG, under the ATM, shall define these requirements and the priority of this implementation.		Valid
2	Plans on GNSS systems (GBAS) and trial conduction	GNSS trial plan	States/ Territories coordinated by WG	Navigation Infrastructure alternatives for PBN	Based on GREPECAS references (http://www.mexico.icao.int/CNS.html), the E/CAR states shall plan or agree on future trials for GBAS and SBAS evaluation.	SACCSA Project RLA/03/902 has ended. States to advise on GNSS initiatives (GBAS) ECCAA and France has no plans to implement GBAS at this time	Valid
SURVEILLANCE							
1	Evaluation of surveillance infrastructure to satisfy navigation requirements for PBN	Analysis of surveillance infrastructure	States/ Territories coordinated by WG		For the development of this task, operational PBN navigation specifications need to be defined. The E/CAR/WG, under the ATM, shall define these requirements and the priority of this implementation.		Valid

ID	TASK NAME	DELIVERABLE	RESPONSIBLE	REFERENCE	COMMENTS	STATUS
SURVEILLANCE						
2	Implementation of 24 bits Address registry	24 bits Aircraft Address registry	States/ Territories coordinated by WG		The involved parties are expected to inform their advances in the development and implementation of their national registry of 24-bit aircraft addresses in accordance to Annex 10, Vol III Chap 9 and GREPECAS guidance (http://www.mexico.icao.int/CNS.html).	Trinidad and Tobago – completed OECS - completed Martinique and Guadeloupe - completed Barbados -completed
3	ADS-B, ADS-C and MLAT trials	Trials on ADS-B, MLAT and ADS-C	States/ Territories coordinated by WG		E/CAR States shall inform their national plans for conducting trials on ADS-B, ADS-C, MLAT and E/CAR/WG shall consolidate a plan for these trials to benefit of its results.	<p>Barbados - ADS-B/MLAT installation to be completed by Dec 2016</p> <p>ECCAA advised that they are conducting feasibility studies in the OECS States toward the implementation of ADS-B/MLAT</p> <p>There are plans to implement ADS-B in Antigua, St. Lucia, Grenada Time: TBD</p> <p>France – Two (2) ADS-B stations should be ordered and installed in Martinique and Guadeloupe for trials in 2017</p> <p>ADS-B – 5 ADS-B stations to be implemented in 2017 for French Guyana</p> <p>Trinidad and Tobago ADS-B: 1 receiver implemented</p> <p>San Juan – ADS-B fully implemented</p>

ID	TASK NAME	DELIVERABLE	RESPONSIBLE	REFERENCE	COMMENTS	STATUS	
SURVEILLANCE							
4	ADS-C/ CPDLC evaluation and trial Plans	Plan on ADS-C and CPDLC	States/ Territories coordinated by WG			<p>Trinidad and Tobago – ADS-C /CPDLC implemented July 7, 2016</p> <p>San Juan – Information to be provided</p> <p>France - ADS-C is not planed nor required in FWI.</p> <p>ADS-C / CPDLC is in use in French Guyana since May 2011</p>	Valid
5	Mode S radar implementation and update to Regional Plan on Surveillance Systems	Information on Mode S Radar implementation and updates to Regional Plan	States/ Territories coordinated by WG	Reference to CNS table 4A	<p>E/CAR States shall inform on their plans for Mode S implementation.</p> <p>This information and other surveillance systems implementation shall be used to update the regional Plan on Surveillance System (CNS table 4A available on http://www.mexico.icao.int/CNS.html.)</p>	<p>Trinidad and Tobago – Mode S</p> <p>Barbados – No Mode S-no intention of renewing radar</p> <p>Antigua – No Mode S. Planned December 2017</p> <p>San Juan – No Mode S</p> <p>France – No Mode S. Planned in 2020 and 2021</p>	Valid

CNS Committee Achievements

- Barbados is currently implementing a WAM (Wide Area Multilateration) /ADS-B System comprising seven (7) sensors in conjunction with a Ground Surveillance Tracking System employing five (5) sensors with an expected installation completion date of December 2016. Surveillance data will be eventually shared with Trinidad and Tobago for transmission through the MRT to the E/CAR.
- ECCAA informed that there are plans to implement ADS-B in Antigua, St. Lucia and Grenada
- France updated the meeting that two (2) ADS-B stations are ordered and will be installed in Martinique and Guadeloupe in 2017 and five (5) ADS-B stations are to be implemented in French Guyana in 2017
- Trinidad and Tobago has one (1) DO 260A ADS-B receiver implemented is looking into the implementation of a combination of ADS-B/MLAT to provide surveillance in the South sector and ADS-B in the continental airspace of the Piarco FIR is planned for fiscal year 2016-2017
- ADS-C and CPDLC services were implemented by Trinidad and Tobago on July 7, 2016
- MEVA-E/CAR Interconnection: The new dedicated MEVA circuit for the radar exchange between San Juan and Sint Maarten, and the voice circuits to Anguilla, Antigua and St. Kitts is installed. The configuration of the E/CAR/AFS router in San Juan, wiring, interconnection and testing for the voice circuits were successfully completed on December 2, 2015. This E/CAR AFS and MEVA interconnection permits more robust connectivity between Sint Maarten and Anguilla, Antigua and St. Kitts. The exchange of RADAR between St. Maarten and Trinidad through an interconnection of the E/CAR Network to the MEVA III Network at the ZSU CERAP is on-going
- Trinidad and Tobago informed that the AFISNET satellite node that was donated by ASECNA (Agency for Air Navigation Safety in Africa and Madagascar) towards the improvement in Air Navigation Services between the FIRs of Piarco and Dakar was commissioned on September 16, 2015
- France has started drafting a notice to airspace users regarding the availability of ADS-B service and advising of the requirement for ADS-B on-board equipage by a date to be specified. To be in line with the Piarco FIR, France is requesting from Trinidad and Tobago, similar information on ADS-B usage, equipage and mandate for service.

APPENDIX D
ATM COMMITTEE POCS
RAPPORTEUR: IAN R GOMEZ, TRINIDAD AND TOBAGO

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E/CAR/CATG/3
Appendix D to the Report

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ATM COMMITTEE'S WORK PROGRAMME

ITEM NO.	ACTIVITY
1	ATFM Implementation within the Piarco FIR/UTA
2	Operational Assistance for Argyle Airport Commissioning in St Vincent and the Grenadines
3	Operational use of CPDLC and ADS-C in the E/CAR Region
4	Updating the Caribbean and North Atlantic Regional Supplementary Procedures (Doc7030)
5	Submission of comments to the ICAO NACC Regional Office on the Proposal for Amendment (PfA) to Doc 7030 - Regional Supplementary Procedures (SUPPs), CAR/SAM Part
6	Review of ATM Air Navigation Targets
7	Review and update of outstanding ATM GANDD Deficiencies
8	ASBU implementation in the NAM/CAR Regions
9	Monitoring of PBN Activities within the E/CAR Region

**APPENDIX E
SAR COMMITTEE MEMBERSHIP**

RAPPORTEUR: ROHAN GARIB, TRINIDAD AND TOBAGO

Antigua and Barbuda, Barbados, France, Netherlands, Trinidad and Tobago, United States, ECCAA and IFATCA

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APPENDIX F BRIEF DESCRIPTION OF THE TRINIDAD AND TOBAGO AND CURAÇAO CONTINGENCY PLAN

Purpose

To ensure failover and backup operations of the AIM NOTAM and Flight Planning systems, due to interruptions, delays, and errors in the data distribution cycle. These often lead to serious operational and safety issues within the Caribbean airspace. In addition, the plan is created to ensure the provision of these essential services to their airspace users without any delay.

Both Trinidad and Tobago and DC-ANSP agree to ensure a higher level of service reliability is essential to their roles as ANSPs.

Scenarios

There are various scenarios for which continuous operations must be provided. These are:

- Communications failure in Curacao on both main (Atlanta) and alternative (Caracas) channels;
- AMHS equipment in Trinidad and Tobago is no longer operational; and
- Complete site outage at one of the two sites.

In order to keep communications constant an IP Tunnel will be put in place in order to provide an independent connection between the two sites and ensure that data can be transmitted, received, stored, and accessed by either site when addressing any of the scenarios.

Contingency Plan Development

A detail on roles, responsibilities, teams, and procedures associated with restoring any system following a disruption is described in order to execute required phases:

- **Supporting Information phase;**
- **Notification/Activation phase** – e.g. Notification procedures, damage assessment, plan activation
- **Recovery Phase** – e.g. Sequence of recovery activities and procedures
- **Reconstitution Phase** – e.g. Restoration of original site, normal operations will be transferred back to the organization's facility.

**APPENDIX G
FOLLOW-UP TO VALID CONCLUSIONS FROM E/CAR/CATG/3 MEETING**

Conclusion	Text	Follow-up	Status
<p>CONCLUSION 1/14 ACTIONS FOR DEVELOPING THE PIARCO NOTAM/AIS CONTINGENCY PLAN</p>	<p>That in order to update the actions for developing a PIARCO AIS/NOTAM Contingency Plan as requested by the E/CAR Directors: a) 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/26 Meeting.</p>	<p>The Technical assessment is completed. Discussions are ongoing regarding service level agreements with software providers.</p> <p>Trinidad and Tobago and Curacao are committed to the project and installation and implementation is projected for June 2017.</p> <p>The contingency contains FPL's, PIB's as well as NOTAM's for all aerodromes concerned.</p>	<p>Valid</p>
<p>DECISION 1/15 EVALUATION OF RESOLUTION FOR ELIMINATING MISSING AND DUPLICATED FPLS</p>	<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 September 2015.</p>	<p>Trinidad and Tobago is having software issues so implementation is expected for June 2017.</p>	<p>Valid</p>

Conclusion	Text	Follow-up	Status
<p>DECISION ECAR/CATG 2/4 IMPLEMENTATION OF A SINGLE QMS CERTIFICATION FOR THE EASTERN CARIBBEAN</p>	<p>In order to facilitate the implementation of AIM QMS in the E/CAR area:</p> <p>a) Trinidad and Tobago continue with the actions to achieve a QMS certified by ISO 9001 standard as required in Annex 15 and the POS Declaration; and</p> <p>b) the AIM Committee Rapporteur liaise with the NACC AIM RO and the Rapporteur of the ANI/WG AIM Task Force for support on the matter of a single certification and report findings to the ECAR/DCA/26 meeting</p>	<p>QMS implementation for Trinidad & Tobago will be completed by December 2016 and ISO 9001 certification will be completed by March 2017.</p> <p>Integrated Single QMS is contingent upon states completing the mandatory procedures. States are required to submit mandatory documentation by November 30, 2016.</p>	<p>Valid</p>

VALID NACC/WG/4 CONCLUSIONS FOR E/CAR/CATG ACTIONS

Number	Conclusion	Responsible for Action	Status
<p>CONCLUSION NACC/WG 4/6 REPORTING ON THE PROGRESS ACHIEVED IN THE IMPLEMENTATION OF THE AERONAUTICAL INFORMATION EXCHANGE MODEL (AIXM)</p>	<p>That NAM/CAR States and international organizations:</p> <ul style="list-style-type: none"> a) adopt the AIXM 5.1 information exchange model; and b) report on the progress achieved with application of the conceptual model and aeronautical information exchange to the ICAO NACC Regional Office by 31 December 2014. 	<p>AIM Committee is to follow up this task.</p>	<p>Completed</p>
<p>CONCLUSION NACC/WG 4/7 AIM ACTION PLANS FOR THE AIS TO AIM TRANSITION</p>	<p>That CAR States that have not yet done so:</p> <ul style="list-style-type: none"> a) develop/update and execute the Action Plans for the transition from AIS to AIM taking into consideration the latest AIM developments, and the AIM TF work until AIM is completed according the AIM RPO of the RPBANIP; and b) inform the ICAO NACC Regional Office of all the AIM progress to be presented at the upcoming GREPECAS/17 Meeting. 	<p>AIM Committee to review</p> <p>Under this item the group discussed the requirements of POS Declaration for 100% implementation of Phase 1 by December 2015 and recommended the convening of an AIM Meeting</p>	<p>Valid</p>

ANI/WG/02 CONCLUSIONS FOR E/CAR/CATG ACTION

Number	Conclusion/Decision	Deliverable	Responsible for action	Deadline	Follow-up by E/CAR/CATG
2/1	<p>MEETING/ WORKSHOP ON ATM, AIM AND MET COORDINATION</p> <p>That, in preparation of the Meeting/Workshop on ATM/AIM/MET Coordination (May 2016), and in order to promote coordination to improve safety during natural events with major aviation impact, States of the CAR Region and COCESNA provide information on coordination among ATM, AIM and MET services to the ICAO NACC Regional Office by 28 December 2015.</p>	<p>Provide information for workshop</p> <p>Conduct Workshop</p>	<p>CAR States and COCESNA</p> <p>ICAO Office NACC</p>	<p>28 Dec 2015</p> <p>May 2016</p>	<p>AIM and MET Committees to support</p> <p>NOTED</p>
2/11	<p>AIDC PLANNING IMPLEMENTATION</p> <p>That, in order to promote the planning of successful AIDC implementation the CAR States/Territories update the status of their FPL System and the dis-use of converters (Appendix F refers) by ANI/WG/03 Meeting.</p>	<p>Update status of FPL system and converters</p>	<p>CAR States/Territories</p>	<p>ANI/WG/3</p>	<p>Inform on FPL converter status</p>

Number	Conclusion/Decision	Deliverable	Responsible for action	Deadline	Follow-up by E/CAR/CATG
2/12	<p>PROVISION OF FPL SUPPLEMENTAL INFORMATION</p> <p>That, in order to control and ensure the provision of FPL supplemental information the CAR States/ANSPs establish agreements with operators to provide FPL supplemental information to the ANSPs when needed, and the complete contact information be used at any time for this purpose, or to provide this information for each flight plan by means of the local dispatch office. The agreement to provide the information on demand would only apply to those operators that have 24/7 availability of personnel to attend the request.</p>	Provision of FPL supplemental Information	CAR States/Territories	ANI/WG/03	Take note
	a) the System Surveillance Plan (Appendix K refers) be taken as a reference for the planning and implementation of MLAT and ADS-B systems; and	Take Surveillance System Plan as reference	CAR States/Territories	ANI/WG/03	
2/19	AERODROME MAPPING DATA BASE (AMDB) The States are invited to:				AIM and AGA Committee to review
	a) take into account the applications based on the aerodromes data publication, including the new air-ground collaborative systems applying SWIM principles according with ASBU dates for Block DATM (AIM);	Take into account the applications based on the aerodromes data publication	NAM/CAR States/Territories	ANI/WG/3	

Number	Conclusion/Decision	Deliverable	Responsible for action	Deadline	Follow-up by E/CAR/CATG
	b) accelerate the adoption of aerodrome mapping databases provision and maintain close coordination with other Aeronautical Authorities related with the implementation of the AMDB; and	Accelerate the adoption of aerodrome mapping databases provision and maintain close coordination with other Aeronautical Authorities	NAM/CAR States/Territories	ANI/WG/3	
	c) Participate in the CAR/SAM Electronic Aeronautical Charts of Performance Based Navigation (PBN), Terminal Procedures and Aerodrome Mapping Seminar to be held at the ICAO NACC Regional Office, Mexico City, Mexico, 24 to 28 August 2015.	Participate in the CAR/SAM Electronic Aeronautical Charts of Performance Based Navigation (PBN), Terminal Procedures and Aerodrome Mapping Seminar	NAM/CAR States/Territories	24 August 2015	
2/20	<p>PROCEDURES FOR AIR NAVIGATIONS SERVICES (PANS) – AERONAUTICAL INFORMATION MANAGEMENT (AIM) The States are invited to:</p> <p>a) review the draft version of the mentioned document; and</p> <p>b) send to ICAO NACC Regional Office their comments no later than 31 December 2015.</p>				AIM Committee to review

Number	Conclusion/Decision	Deliverable	Responsible for action	Deadline	Follow-up by E/CAR/CATG
2/21	AMHS IMPLEMENTATION PROCESS IN THE CAR REGION That in order to streamline the implementation of AMHS Systems, CAR Region States/ANSPs				Trinidad and Tobago advised the cutover will be completed and implemented December 2016.

AIM COMMITTEE MEMBERSHIP

Rapporteur: Shirley Ford, Barbados

Antigua and Barbuda, Barbados, France, Grenada, Netherlands, Montserrat, Saint Lucia, Trinidad and Tobago, United States and ECCAA.

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**APPENDIX H
AGA ACTION PLAN**

No.	TASK NAME	START	FINISH	DELIVERABLE	COMMENTS
1.	A) Aerodrome Certification	01/01/09	12/31/18	Aerodromes are certified	Valid
1.1	A1) Review GANDD deficiencies and develop remediation plan for each State	06/21/10	07/31/17	Recommended remedial actions	Valid
1.2	A2) Conduct aeronautical surveys, as needed	01/01/13	03/31/17	Aeronautical survey data. Provide training to States in the conduct of aeronautical studies	Valid. Aeronautical studies may not be conducted in cases of deviations from standards, if not specifically recommended in Annex 14, Vol. I.
1.3	A3) Development of aerodrome Certification manuals	01/01/09	07/31/17	Aerodrome Certification Manuals	Valid. Workshop in 2017. Reference: ICAO guidelines in Doc. 9774.
2.	B) Analyze new requirements for rapid exit taxiways for increasing runway capacity.	01/01/09	12/31/18	Define	Valid
2.1	B1) Develop / review aerodrome layout plans	06/21/11	12/31/18	Aerodrome layout plans	Valid
3.	C) Establish Runway Safety Teams	05/01/13	07/31/17	Runway Safety Teams	Valid. Reference ICAO Runway Safety Team Handbook (2 nd Edition 2015)
3.1	C1) Develop runway safety plans (as an element of the master aerodrome safety plan).	05/01/13	07/31/17	Master aerodrome safety plan containing a runway safety plan	Valid

No.	TASK NAME	START	FINISH	DELIVERABLE	COMMENTS
3.2	C2) Implementation of action plans for runway incursion/excursion prevention.	05/01/13	07/31/17	Define	Valid. RST
4.	D) Implement the	01/01/09	12/31/17		Valid. In accordance
	Airport Capacity analysis, Enhancement and Planning procedure (ACE)				with the ATFM plan
4.1	D1) Develop baseline aerodrome capacity levels (fair weather)	06/21/11	12/31/17	Baseline data	Valid. In accordance with the ATFM plan
4.2	D2) Assess aerodrome capacity in reduced weather conditions	06/21/11	12/31/17	Data as a function of weather conditions	Valid. In accordance with the ATFM plan
4.3	D3) Implement best management practices for operations in reduced weather conditions	06/21/11	12/31/17	Operational plan for irregular aerodrome operations	Valid. In collaboration with the ATFM plan
5.	E) Minimizing the effects of adverse conditions on aerodrome operational capacity	06/21/11	12/31/17		Valid. In accordance with the National Aviation Contingency plan
5.1	E1) Identify current and emerging technologies that support communications and coordination during contingency planning	06/21/11	12/31/18	Master list of practices	Valid. In accordance with the National Aviation Contingency plan
5.2	E2) Development of contingency procedures pertaining to abnormal aerodrome operations	06/21/11	12/31/18	Operational plan for abnormal aerodrome operations	Valid. In accordance with the National Aviation Contingency plan

No.	TASK NAME	START	FINISH	DELIVERABLE	COMMENTS
6.	F) Implement Airport Collaborative Decision Making (CDM): Unpredictable reduction of capacity; turnaround and variable taxi times; and apron congestion	01/01/10	12/31/18		Valid. In accordance with the ATFM plan
6.1	F1) Review and measure aerodrome taxi and apron operations	01/02/12	12/31/18	Data on aircraft taxi and apron operations	Valid. In accordance with the ATFM plan
7.	G) Implementation of Advanced Surface Movement Guidance and Control System (A-SMGCS)	09/01/15	012/31/18		Valid
7.1	G1) Conduct study on ASMGCS requirements	09/01/15	12/31/18	Study completed.	Valid
7.2	G2) Review existing ICAO and International SMGCS documents	09/01/15	12/31/18		Valid. Reference: ICAO Doc 9830: Advanced Surface Movement Guidance and Control Systems (A-SMGCS) Manual), ICAO SMGCS Manual Doc 9476AN/927
7.3	G3) Develop draft ASMGCS plan for aerodromes in the Region	09/01/15	12/31/18		Valid

AGA POINTS OF CONTACT

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Trinidad and Tobago	Kingsley Herreira Manager Licensing, TTCAA, Caroni North Bank Road, Piarco, Republic of Trinidad and Tobago	kherreira@caa.gov.tt	T + 1 868 668-8222 Ext: 2122 C + 1-868-740- 8934
United States (Puerto Rico and the Virgin Islands)	Michael A. Meyers FAA George Legarreta Civil Engineer Office of Airport Safety and Standards FAA	micheal.a.meyers@faa.gov george.legarreta@faa.gov	T + 202-267 8766
ECCAA	Anthony Meade Director ANS (ag) Simon Lewis Aerodrome Inspector	ameade@eccaa.aero slewis@eccaa.aero	T + 268-462-0000

**APPENDIX I
IMPROVE AVAILABILITY OF METEOROLOGICAL INFORMATION**

TASK DESCRIPTION	Antigua and Barbuda	British Virgin Islands	Grenada	Montserrat	St Kitts and Nevis	Saint Lucia	Trinidad and Tobago
<p>a) Increase facilities to disseminate and exchange aeronautical meteorological information:</p> <p>i) Increase AFTN and Internet facilities to disseminate OPMET data at meteorological offices and stations</p> <p>ii) Increase AFTN communications facilities to relay aircraft special reports from the ATC units to the meteorological offices</p> <p>iii) Maintain and expand the number of workstations used to receive meteorological World Area Forecast System products</p>	<p>1) not applicable CADAS and SPASIA available if necessary</p> <p>2) not applicable</p> <p>3) completed</p>	<p>i) OPMET data disseminated using the Aeronautical Information System Replacement (AISR) (FAA service). Access is via the internet and can be used by all ATS members on any computer using a designated user name and password. BVIAA has three (3) internet providers with automatic switching if one goes down.</p> <p>ii) Aircraft special reports relayed to the BVIAA ATS unit are disseminated via the AISR to the Antigua MET Service as agreed upon in the LOA between these two units.</p> <p>iii) N/A</p>	<p>i) AFTN not available;</p> <p>ii) AFTN not available;</p> <p>iii) Workstation improved</p>	<p>On-going maintenance and upkeep of the meteorological equipment and facilities</p>	<p>i) Completed</p> <p>ii) Completed</p> <p>iii) Completed</p>	<p>System is being acquired</p>	<p>i & ii are the responsibility of the TTCAA but have been completed. iii has been Completed.</p>

TASK DESCRIPTION	Antigua and Barbuda	British Virgin Islands	Grenada	Montserrat	St Kitts and Nevis	Saint Lucia	Trinidad and Tobago
<p>b) Increase availability, timeliness, and quality of OPMET data:</p> <p>i) Improve use of METAR and TAF codes/templates to disseminate meteorological reports and aerodrome forecasts</p> <p>ii) Enhance preparation and availability of SIGMET information on hazardous meteorological conditions and volcanic ash clouds</p> <p>iii) Enhance availability of landing forecasts, TREND, considering user requirements</p>	<p>Mostly completed</p> <p>1) Completed part of QMS</p> <p>2) Not applicable</p> <p>3) Completed</p>	<p>i) Strict adherence to METAR format and codes. TAFs prepared by Antigua MET Services in accordance with a LOA.</p> <p>ii) All airports of the BVIAA lie within the San Juan FIR. SIGMETS should be prepared and made available by San Juan MET Services.</p> <p>iii) Responsibility of Antigua MET (LOA)</p>	<p>i) Adequate</p> <p>ii) Not applicable</p> <p>iii) Completed</p>	<p>MOUs with Antigua and Trinidad re the provision of TAF and SIGMET respectively.</p>	<p>i) Completed</p> <p>ii) Not Applicable</p>	<p>Completed</p>	<p>An on-going process</p>

TASK DESCRIPTION	Antigua and Barbuda	British Virgin Islands	Grenada	Montserrat	St Kitts and Nevis	Saint Lucia	Trinidad and Tobago
c) Ensure continuous operation of meteorological and communications equipment at meteorological offices and stations through the implementation of lightning, voltage spike, and line protections to prevent damage to automatic meteorological stations	On-going	UPS on all equipment controls power input (prevents surges). Lightning arrestors on all AWS towers and on the Visual Control Room where the ATS unit operates from.	Partially completed	On-going and seeks advice from CMO and CIMH.	Completed.	Partially implemented. Communications equipment installed with surge protector	Completed
d) Establish contingency procedures to disseminate OPMET data via Internet in case of AFTN or WAFS facilities failure	Completed EDIS	Contingency procedures established.		On-going	Contingencies established		Completed
e) Improve the quality of data provided by meteorological sensors used in meteorological reports: Establish data verification and calibration programmes provided by aerodrome meteorological instruments and automated weather systems	Valid	SUTRON personnel regularly conducts data verification and calibration of their AWS sensors and equipment used by the BVIAA MET and ATS units. Local maintenance personnel have also undergone	Partially completed	MOU with Antigua for provision of TAF	Data is quality checked from our stations to ensure that the sensors are recording accurately		To be completed in 2016

TASK DESCRIPTION	Antigua and Barbuda	British Virgin Islands	Grenada	Montserrat	St Kitts and Nevis	Saint Lucia	Trinidad and Tobago
f) Implement oversight programmes to ensure availability and quality of OPMET data issued by CAR States and Territories and provide assistance if required	Completed Quality Management system in place	Quality Management System in place.	Completed	completed	Completed		TTCAA implementing a Safety Management System (SMS). Proposed requirement that Met have a QMS in place. QMS is in place. Valid at the State level, but Completed at the NMS level.
g) Improve States/Territories participation in the International Airways Volcano Watch and provide assistance if necessary	Valid	Not Applicable	Not Applicable	The MVO participates in the International Airways Volcano Watch	Not Applicable		N/A
h) Improve States/Territories participation in the International Tropical Cyclone Watch and provide assistance if necessary	Valid	Not Applicable	Completed	Rely on CIMH and CMO for advice and participation on our behalf.	Completed		On-going
i) Implement Quality Assurance System programmes for aeronautical meteorological service	completed	BVIAA AMPs competency assessment plan established and is being used.	Completed	Hopefully by 31 December 2016 as this is a work-in - progress and we are working with our regulator, ASSI.	Saint Kitts have developed a QMS process within our MET services		Completed

TASK DESCRIPTION	Antigua and Barbuda	British Virgin Islands	Grenada	Montserrat	St Kitts and Nevis	Saint Lucia	Trinidad and Tobago
j) Develop a yearly staffing analysis and training programme on aeronautical meteorological matters	ongoing	Yearly analysis always done. MET personnel are kept up to date on changes	This is a working progress	On-going as part of performance /capacity and development programme	On-going		N/A
o) Operational personnel		and/or new requirements and through the competency scheme any failures to meet requirements are corrected using in house remedial training.					N/A
k) Prepare monthly satellite and radar climatological images to detect low frequency cumulonimbus and thunderstorm areas for air traffic flow planning	Not applicable	Not Applicable	Not yet started	Not Applicable	Not Applicable		Valid

TASK DESCRIPTION	Antigua and Barbuda	British Virgin Islands	Grenada	Montserrat	St Kitts and Nevis	Saint Lucia	Trinidad and Tobago
l) Increase the number of automated weather systems at aerodromes	Valid New AWOS by 31 December 2016	Sufficient automated weather systems available to meet all requirements. Automated weather systems have also been installed at the aerodromes on Virgin Gorda and Anegada. Display of the information from the sensors at these other two aerodromes available in the tower at T B Lettsome Airport.	Completed	Completed			N/A
m) Implement meteorological data downlinks at MET and ATS units	Not applicable	Not Applicable	Completed	Need to improve access to the relevant systems; eg. CADAS or SPATIAL.			Valid
n) Implement meteorological data uplinks for aircraft from automated meteorological stations and MET and ATS units	Not applicable	Not Applicable	Not started	Need to improve access to the relevant systems; eg CADAS or SPATIAL.			N/A
o) Monitor implementation progress	Will be done	Will be done.					Valid

No information from Anguilla, Barbados, and Saint Vincent

MET DEFICIENCIES IN OECS STATES

MET-35-C	Notificar el RVR para operaciones de CAT I (Anexo 3, Parte I, Capítulo 4, Recomendación 4.6.3.2)	Grenada	No se han implementado los RVR.	JUN-1996	B	TBD	Estado	Planificar la adquisición del RVR
MET-51-C	Retransmisión de aeronotificaciones por las dependencias ATS (Anexo 3, Parte I, Capítulo 5, norma 5.8)	Grenada	Las dependencias ATS no transmiten regularmente todas las AIREP especiales a las dependencias MET	MAY-1996	A	TBD	Estado	Revisar la Carta de acuerdo ATS/MET y hacer seguimiento para que se cumpla lo establecido.
MET-134-C	Anexo 3, Capítulo 2, 2.2.1, RP 2.2.2 & 2.2.3, CAR/SAM ANP FASID Vol II	Grenada	La Oficina MET de Grenada no ha implementado un sistema de calidad organizado adecuadamente necesario para proporcionar la gestión de la calidad de la información meteorológica, suministrada para la navegación aérea internacional.	AGO-2012	A	NOV-2012	GAA/MET	
MET-135-C	Anexo 3, Capítulo 4, 4.2	Granada	Limitada coordinación formal MET ATS. Se identificó que no existió carta de acuerdo formal entre las dependencias ATS y MET.	AGO-2012	A	FEB-2013	GAA/MET	
MET-136-C	Anexo 3, Capítulo 7, párrafo 7.4.1	Granada	La Oficina MET no emitió advertencia de cizalladura del viento para aeródromos donde la cizalladura del viento es considerada como un factor de seguridad operacional, tampoco emitió información AIRMET de acuerdo con las disposiciones del Anexo 3 de la OACI.	AGO-2012	A	JUL-2013	GAA	
MET-137-C	Anexo 3, Apéndice 3, 4.1.1.2	Grenada	Las observaciones del viento para los informes locales ordinarios, utilizados para la llegada y salida de aeronaves, deberían ser representativas de la zona de toma de contacto y de las condiciones a lo largo de la pista.	AGO-2012	A	MAR-2013	GAA/MET	
MET-42-C	Notificar el RVR para operaciones de CAT I (Anexo 3, Parte I, Capítulo 4, Recomendación 4.6.3.2)	Santa Lucía	No se han implementado los RVR.	JUN-1996	B	TBD	Estado	Planificar la adquisición del RVR
MET-56-C	Retransmisión de aeronotificaciones por las dependencias ATS (Anexo 3, Parte I, Capítulo 5, norma 5.8)	Santa Lucía	Las dependencias ATS no transmiten regularmente todas las AIREP especiales a las dependencias MET	MAY-1996	A	TBD	Estado	Revisar la Carta de acuerdo ATS/MET y hacer seguimiento para que se cumpla lo establecido
MET-125-C	Anexo 3, Capítulo 7, párrafo 7.4.1	Santa Lucía	El Servicio Meteorológico de Santa Lucía no emite avisos de cizalladura del viento para aquellos aeródromos en los que la cizalladura se considera como un factor de seguridad operacional	JUL-2013	A	TBD	Santa Lucía	Dar seguimiento para garantizar su cumplimiento Anexo 29 de IFALPA - julio de 2013
MET-126-C	Anexo 3, Capítulo 2, párrafos 2.2.1, 2.2.2 y 2.2.3, CAR/SAM ANP FASID Vol II	SLASPA/SLMS	Un sistema de calidad organizado adecuadamente formado por procedimientos y recursos necesarios para proporcionar la gestión de calidad de la información de meteorología proporcionada por navegación aérea internacional no ha sido establecido por la Oficina MET de Santa Lucía.	NOV-2012	A	JUN-2013	ECCAA/ SLMS	

MET-120-C	Anexo 3, Capítulo 2, párrafo 2.2.1, 2.2.2 & 2.2.3 CAR/SAM ANP FASID Vol. II.	ANS/MET	La oficina MET no ha establecido un sistema de calidad de procedimientos y recursos necesario para suministrar una gestión de manejo de la información proporcionada por la navegación aérea internacional.	AGO-2012	A	TBD	TVSV	
MET-121-C	Anexo 3, Capítulo 3, párrafo 4.4.2	ANS/MET	Coordinación formal limitada de MET-ATS. Se pudo notar que no hay un acuerdo formal para transmitir informes meteorológicos aeronáuticos de las unidades ATS a las unidades MET; asimismo, no hay un acuerdo entre las unidades ATS y MET.	AGO-2012	A	TBD	TVSV	Fecha objetivo de solución: Marzo 2013
MET-122-C	Anexo 3, Capítulo 7, párrafo 7.4.1	ANS/MET	La Oficina MET no emite alertas de cizalladura de viento para los aerodromos en donde la misma es considerada como un factor de seguridad; asimismo, no emite información AIRMET de acuerdo con lo estipulado en el Anexo 3 de la OACI.	AGO-2012	A	TBD	TVSV	
MET-122-C	Anexo 3, Capítulo 7, párrafo 7.4.1	ANS/MET	La Oficina MET no emite alertas de cizalladura de viento para los aerodromos en donde la misma es considerada como un factor de seguridad; asimismo, no emite información AIRMET de acuerdo con lo estipulado en el Anexo 3 de la OACI.	AGO-2012	A	TBD	TVSV	
MET-123-C	Anexo 3, Apéndice 3, párrafo 4.1.1.2	ANS/MET	Las observaciones de viento para los informes de rutina locales para aeronaves aterrizando y despegando deberían de ser representativas de la zona de toma de contacto y las condiciones a lo largo de la pista.	AGO-2012	A	TBD	ECCAA/AD/MET	
MET-124-C	Anexo 3, Apéndice 3, párrafo 4.1.2.1	ANS/MET		AGO-2012	A	FEB-2013	ECCAA/AD/MET	
MET-127-C	Anexo 3, Parte I, Capítulo 5, NORMA 5.8	San Vicente y Las Granadinas	No se transmiten Aero notificaciones especiales (AIREP) por parte de la dependencia ATS.	AGO-2012	U	JUL-2013	TVSV	
MET-128-C	Anexo 3, Parte I, Capítulo 4, Recomendación 4.6.3.2	San Vicente y las Granadinas	El Alcance Visual en Pista (RVR) no se ha implantado	AGO-2012	B	SEP-2013	TVSV	

MET Deficiencies in Barbados

MET-95-C	Anexo 3, Capítulo 2, 2.2.1 RP 2.2.2 y 2.2.3	BCAA/ANS	El Departamento del Servicio Meteorológico de Barbados no ha establecido un sistema debidamente organizado comprendido de procedimientos y recursos necesarios para proporcionar calidad en la gestión de la información meteorológica proporcionada para la navegación aérea internacional.	SEP-2011	A	SEP-2012	Servicio Meteorológico	
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MET Deficiencies in Trinidad and Tobago

MET-43-C	Requisitos ANP CAR/SAM, Tabla AOP 1.	Trinidad y Tabago	No se han implementado los RVR.	JUN-1996	B	DIC-2012	Estado	
MET-57-C	CAR/SAM ANP, Parte VI, Meteorología, párrafo 3.	Trinidad y Tabago	No transmiten las AIREP especiales en forma regular, de acuerdo con los requisitos.	MAY-1996	A	DIC-2012	TTCAA/ATS	Mantener una estricta supervisión y control del personal operacional ATS/MET para que estén informados de la importancia de las AIREP y de la necesidad de difundirlas cuando fuera requerido.
MET-101-C	Anexo 3, Capítulo 2, 2.2.1, RP 2.2.2 & 2.2.3,	TTCAA / ANS	La División de Servicio Meteorológico de Trinidad y Tobago no ha establecido un sistema debidamente organizado comprendido de procedimientos y recursos necesarios para proporcionar calidad en la gestión de la información meteorológica proporcionada para la navegación aérea internacional.	SEP-2011	A	NOV-2012	Servicio Meteorológico	
MET-132-C	Anexo 3, Apéndice 3, 4.1.2.1	Trinidad y Tabago	No hay pantalla de viento de superficie relacionada con cada sensor que debería estar ubicada en la estación meteorológica con pantallas correspondientes en las dependencias adecuadas de servicios de tránsito aéreo.	SEP-2011	U	TBD	Servicio Meteorológico	
MET-133-C	Anexo 3, Capítulo 4, Recomendación 4.6.3.2, CAR/SAM ANP Vol II, FASID Tabla AOP 1	Trinidad y Tabago	Notificar a RVR sobre operaciones CAT I. No se ha implantado RVR	SEP-2011	B	DIC-2012	Servicio Meteorológico	

No MET Deficiencies for Sint Kitts and Nevis

APPENDIX J
E/CAR STATES NATIONAL PLAN

ISLANDS	ACTIONS	DATE
ANGUILLA	No information	
ANTIGUA & BARBUDA	Plan is mostly completed just need some editing will submit to ICAO by	30/12/2016
BARBADOS	Has crude plan will produce outline by	28 / 02/ 2017
BRITISH VIRGIN ISLANDS	No information	
DOMINICA	ECCAA will contact	
FRENCH ANTILLES	France has a national plan but no individual plan for French Antilles will be working on one.	30/06/2017
GRENADA	Has submitted plan but needs to upgrade to comply with ASBU methodology	30/03/2017
MONTSERRAT	No information	
ST. KITTS & NEVIS	Will do a joint plan	30/06/2017
ST. LUCIA	Draft layout in place will complete	28/02/17
ST. VINCENT & THE GRENADINES	ECCAA will make contact ref.	
TRINIDAD & TOBAGO	Has completed ANRF however will submit plan by	31/03/2017

APPENDIX K
TERMS OF REFERENCE (ToRs) AND WORK PROGRAMME OF THE EASTERN CARIBBEAN CIVIL AVIATION
TECHNICAL GROUP (E/CAR/CATG)

1. Background

The Eastern Caribbean Civil Aviation Technical Group was established in October of 2012 by the Directors of Civil Aviation of the Eastern Caribbean in their Twenty-fourth Meeting of Directors of Civil Aviation of the Eastern Caribbean (E/CAR/DCA/24) through their Conclusion 24/7 - *New NAM/CAR Air Navigation Implementation Working Group*, letter b). The E/CAR/CATG was formerly known as the Eastern Caribbean Working Group (E/CAR/WG), which was created from Agreement No. 2/1 of the Informal ATS CAR/SAM 1/75 Meeting held in Bridgetown, Barbados from 14 to 17 October 1975, for the purpose of examining problems affecting airspace organization and utilization in the Eastern Caribbean area for States/Territories in the PIARCO and San Juan FIRs. The ToRs were expanded at the E/CAR/WG/18 Meeting (Saint Lucia, 1994) to include the continuous examination of problems affecting all air navigation fields in the Eastern Caribbean area. The Terms of Reference were revised at the E/CAR/WG/31 Meeting (Antigua and Barbuda, 2009) with a performance based approach for the implementation and improvement in all air navigation fields in the Eastern Caribbean area.

2. Terms of Reference

- a) foster the implementation of the CAR/SAM Air Navigation Plan, the NAM/CAR Regional Performance-based Air Navigation Implementation Plan (RPBANIP) and other relevant regional documentation, in compliance with ICAO SARPs, as required;
- b) facilitate the development of emerging aviation initiatives focusing on continuous improvements on operational efficiency through the coordination of harmonised procedures and promote interoperability of networks and implementation of new technologies;
- c) develop operational improvement initiatives through action plans and implementation strategies and associated technologies to improve safety, increase operational and economic efficiency and/or capacity of regional Air Navigation Services;
- d) harmonise implementation of Regional Performance Objectives (RPOs) related to Block 0 selected modules of ASBU methodology, the *Global Air Navigation Plan* (ICAO Doc 9750); included in the NAM/CAR Regional Performance-based Air Navigation Implementation Plan (RPBANIP) for NAM/CAR Regions;

- e) share information on implementation initiatives for enhancing compatibility of air traffic management operations;
- f) provide technical advice to the E/CAR Directors General of Civil Aviation, as required, in relation to the RPBANIP and any other necessary steps for implementation; and
- g) promote development of operational initiatives to support the ICAO efforts to assist States in implementing the ICAO Standards and Recommended Practices (SARPs) in support of the “*No Country Left Behind*” (NCLB) campaign, and in order to ensure better harmonization of the *Port of Spain Declaration* targets implementation and resolution of Significant Safety Concerns related to Air Navigation matters.

3. Work Programme

The E/CAR/CATG Work Programme is based on the Regional Performance Objectives (RPO) activities/tasks contained in the NAM/CAR Regional Performance-Based Air Navigation Implementation Plan, applicable to the E/CAR Region. To comply with this strategy, the E/CAR/CATG should:

- a) consider the deadlines for implementation of facilities, services and procedures to improve air navigation services in the E/CAR Region;
- b) develop guidelines and recommendations for States/Territories to implement their national plans;
- c) recommend the implementation of air navigation facilities and services to ensure interregional harmonization, taking into account the ATM Community expectations, performance metrics, environmental benefits and safety issues;
- d) provide recommendations to improve human resources planning and development in line with ICAO guidelines;
- e) coordinate the implementation of initiatives with the seven components of Doc 9854, (AOM, DCB, AO, TS, CM, AUO, ATMSDM) as appropriate; and
- f) quantify cost/benefit analysis in terms of performance indicators, deadlines, responsible body for implementation and results, as well as human factors performance and provide this information/results to the ICAO NACC Regional Office.

The E/CAR/CATG must report its work programme progress to the Directors of Civil Aviation of the Eastern Caribbean (E/CAR/DCA), to the NAM/CAR Air Navigation Implementation Working Group (ANI/WG) and the North American, Central American and Caribbean Working Group (NACC/WG).

4. Working Methods

- a) the E/CAR/CATG Chairperson will be a representative from the E/CAR States/Territories designated by the Meeting for a three-session period. The duties of the Chairperson are the following:
- preside over the formal E/CAR/CATG Meetings
 - coordinate the fulfilment of the tasks included in the action plan of the E/CAR/CATG
 - maintain close coordination with the Secretariat for the development of the agenda of the meetings and other issues concerning the E/CAR/CATG
 - coordinate with other implementation groups related to the E/CAR Air navigation implementation activities
 - inform the Directors of Civil Aviation of the Eastern Caribbean meetings on the results of the E/CAR/CATG meetings
- b) the E/CAR/CATG will avoid duplication of work and maintain a close coordination among States/Territories/International Organization and users to optimise the use of available resources and experience;
- c) carry out the coordination of tasks using electronic tools and teleconferences to guarantee an efficient exchange of information, when required;
- d) the E/CAR/CATG may form Ad hoc Groups, Task Forces or Committees to work on specific topics and activities. Ad hoc Groups will be valid for the time of the meeting. Task forces and Committees will be valid until the completion of their assigned task or group of tasks. All tasks and activities should be clearly defined by time and deliverables. Nomination for the position of Rapporteur of Committees and/or Task Forces may be presented by any State or Territory which is a member of the E/CAR/CATG;
- e) the Committees and Task Forces should coordinate and progress their works between meetings as follows:
- conduct work via written correspondence, i.e. e-mail, fax, etc.; conduct work via phone and teleconference calls
 - conduct work via a dedicated page on the ICAO NACC Regional Office Website
 - hold meetings when necessary
- f) all Committee and Task Force Rapporteurs must present their report on the progress of assigned tasks to the E/CAR/CATG;

- g) the E/CAR/CATG will use the following classification/definitions to record recommendations in the meeting reports:

Decisions	Internal actions of the E/CAR/CATG
Draft Conclusions	Actions requiring communication to States and Territories and/or endorsement by the E/CAR/DCAs.

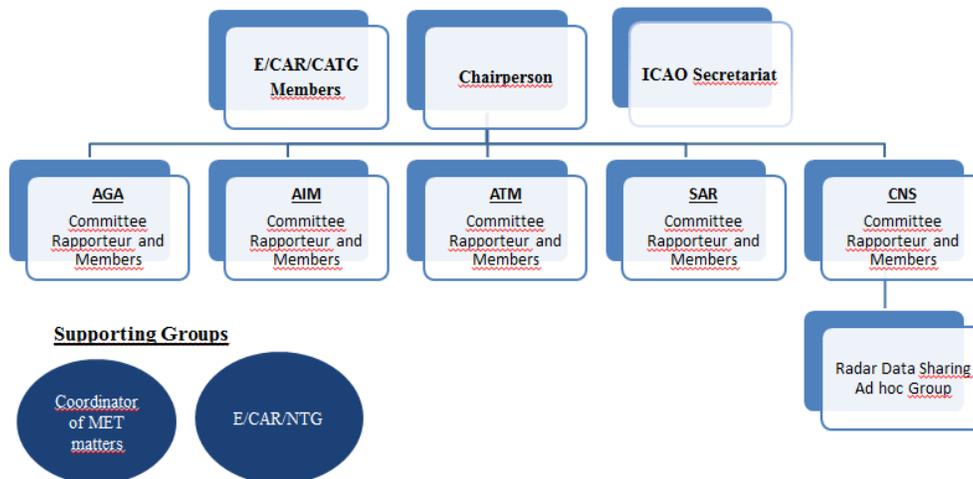
- h) the meetings will be usually convened every year, except in years when the NACC/WG meets, or whenever necessary. The ICAO NACC Regional Office will continue remote support of the E/CAR/CATG and in the event ICAO attendance at E/CAR/CATG meetings is requested, the E/CAR States will provide funding to accommodate travel expenses.

5. Membership

Antigua and Barbuda, Barbados, France, Grenada, Netherlands (Saba and Sint Eustatius), Sint Maarten, Saint Kitts and Nevis, Saint Lucia, Saint Vincent and the Grenadines, Trinidad and Tobago, United Kingdom, United States and ECCAA. Other international organization may be included as observers to the E/CAR/CATG.

6. E/CAR/WG Committees and Task Forces

AIM Committee	Rapporteur: Barbados – Shirley Ford
ATM Committee	Rapporteur: Trinidad and Tobago – Ian Gomez
SAR Committee	Rapporteur: Trinidad and Tobago – Rohan Garib
CNS Committee	Rapporteur: Trinidad and Tobago – Veronica Ramdath
AGA Committee	Rapporteur: Trinidad and Tobago – Kingsley Herreira



**STATE/TERRITORY POINTS-OF-CONTACT FOR E/CAR/CATG
FOLLOW-UP AND IMPLEMENTATION ACTIVITIES**

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