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国际民用
航空组织

When replying please quote:

Ref.: NT-N1-8.7.1 — **E.OSG - NACC59857**

4 March 2016

To: States, Territories and International Organizations

Subject: **Invitation – Second FPL Ad hoc Group Missing/duplicated/erroneous Filed flight plan /Flight plan (FPL) evaluation meeting (FPL/AD/MON/2) and (Mexico City, Mexico, 7 April 2016)**

Third NAM/CAR Air Navigation Implementation Working Group Meeting (ANI/WG) Air Traffic Services Inter-facility Data Communication (AIDC) Task Force (AIDC/TF/3) Meeting (Mexico City, Mexico, 8 April 2016)

Action

Required: Register participation by **18 March 2016**

Sir/Madam,

Following the effort to resolve/mitigate the Filed Flight Plan (FPL) problems, and considering there were positive results from the last data collection exercised at the end of 2015; additionally, having observed very good results regarding the implementation of Air traffic services inter-facility data communication (AIDC), meeting the *Port-of-Spain Declaration* target last year, it has been proposed to follow-up on these matters.

In this regard, the ANI/WG AIDC TF Rapporteur in coordination with ICAO, has the honour to invite your Administration to participate in the Second FPL Ad hoc Group Missing/duplicated/erroneous Filed flight plan /Flight plan (FPL) evaluation meeting (FPL/AD/MON/2) for the NAM/CAR Regions to be held the 7 April 2016, as well as to the Third NAM/CAR Air Navigation Implementation Working Group Meeting (ANI/WG) Air Traffic Services Inter-facility Data Communication (AIDC) Task Force (AIDC/TF/3) Meeting, to be held the 8 April 2016. Both meetings will be held in ICAO NACC Regional Office, Mexico City, Mexico.

The objectives of the FPL/AD/MON/2 meeting are to share the experiences from each State that have allowed the reduction in duplicate flight plans, and to plan the next data collection for monitoring the achievement of our goal for this year. The AIDC/TF/3 Meeting will follow-up on the Task Force programme activities and will discuss the next goals for the Task Force.

.../2

The Meetings are aimed to all States/Territories, Air Navigation Service Providers (ANSPs), users and staff related to the provision and filling of FPLs in the NAM/CAR Regions. The Provisional Agendas for the FPL/AD/MON/2 Meeting and the AIDC/TF/3 Meeting are shown at **Attachment A and B** respectively. You are kindly requested to complete and return the Registration Form at **Attachment C** by e-mail for each participant by **18 March 2016**.

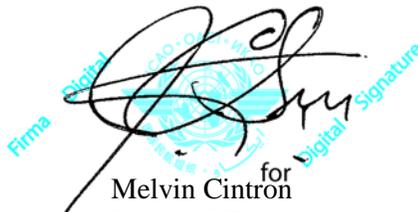
The list of suggested hotels, ICAO NACC Regional Office location, hotel sector maps, as well as other useful information are available on the “Visiting Our Office?” Section of the ICAO NACC Regional Office website (http://www.icao.int/NACC/Pages/visitors_info.aspx). Participants are encouraged to make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

All meetings documentation will be placed in the Meetings Section of the following web page: <http://www.icao.int/NACC/Pages/meetings.aspx?year=2016&cM=03&cY=2016>, as it becomes available. Taking into consideration the availability of documentation in electronic format, no hard copies will be distributed during the event.

Documentation that your Administration may wish to submit/present at the meetings should be forwarded to this office and to the AIDC TF Rapporteur by e-mail as soon as practicable, in Microsoft Word format using the **attached** templates. Working papers should be brief, action-oriented, and focused with a four-page limit excluding any appendices. The meetings will be held in English. The deadline to receive papers is by **25 March 2016**.

If you require any further information regarding the meetings, please contact Mr. Fernando Casso, AIDC Task Force Rapporteur (fernando.casso@idac.gov.do); Mr. Julio Siu, ICAO NACC Deputy Regional Director (jsiu@icao.int); or Ms. Sybil Gómez, Assistant (sgomez@icao.int).

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



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

Enclosure:

A – Provisional Agenda FPL/AD/MON/2 meeting

B – Provisional Agenda Third ANI/WG AIDC Task Force Meeting

C – Registration Form

(Templates for Papers)

ATTACHMENT A

**SECOND FPL AD HOC GROUP MISSING/DUPLICATED/ERRONEOUS FILED FLIGHT
PLAN /FLIGHT PLAN (FPL) EVALUATION MEETING (FPL/AD/MON/2)**
(Mexico City, Mexico, 7 April 2016)

PROVISIONAL AGENDA

- | | |
|----------------------|---|
| Agenda Item 1 | Review of plan for upcoming data collection |
| Agenda Item 2 | Presentation of lessons learned by States. Update of recommended actions |
| Agenda Item 3 | Comments on ANI/WG/3 |
| Agenda Item 4 | Other matters |

ATTACHMENT B

**THIRD NAM/CAR AIR NAVIGATION IMPLEMENTATION WORKING GROUP MEETING
(ANI/WG) AIR TRAFFIC SERVICES INTER-FACILITY DATA COMMUNICATION (AIDC)
TASK FORCE (AIDC/TF/3) MEETING**
(Mexico City, Mexico, 8 April 2016)

PROVISIONAL AGENDA

- | | |
|----------------------|--|
| Agenda Item 1 | Review of Regional Plan |
| Agenda Item 2 | Presentation of lessons learned by States |
| Agenda Item 3 | Visit to facilities in Mexico |
| Agenda Item 4 | Comments on ANI/WG/3 |
| Agenda Item 5 | Other matters |

ATTACHMENT C



ICAO

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

Second FPL Ad hoc Group Missing/duplicated/erroneous Filed flight plan /Flight plan (FPL) Evaluation Meeting (FPL/AD/MON/2)

Mexico City, Mexico, 7 April 2016

Third NAM/CAR Air Navigation Implementation Working Group Meeting (ANI/WG) Air Traffic Services Inter-facility Data Communication (AIDC) Task Force (AIDC/TF/3) Meeting

Mexico City, Mexico, 8 April 2016

I will attend			
Second FPL Ad hoc Group Missing/duplicated/erroneous Filed flight plan /Flight plan (FPL) evaluation meeting (FPL/AD/MON/2)		Third NAM/CAR Air Navigation Implementation Working Group Meeting (ANI/WG) Air Traffic Services Inter-facility Data Communication (AIDC) Task Force (AIDC/TF/3) Meeting	

REGISTRATION FORM

1.	Position in your Delegation: <i>(Please select one option)</i>	Chief Delegate				Delegate		
		Adviser				Observer		
		Speaker				Moderator		
2.	Country / Organization							
3.	Salutation	Mr.		Mrs.		Miss		
4.	Name							
5.	Official Position or Title							
6.	Official Telephone							
7.	Mobile (to contact you in case of an emergency)							
8.	Official E-mail							
9.	Hotel and address where you will be staying during the event							
10.	Please indicate if accompanied by your family		Yes		#			
11.	Dates of total stay in the venue Country							
12.	Please indicate if you have any medical condition or allergies							
13.	Emergency contact information in your country of origin		Name					
			Relationship					
			Telephone					
14.	Hotel name:							

Please send this form to: E-mail: icaonacc@icao.int;