



ICAO

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

WORKING PAPER

NACC/DCA/06 — WP/08
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**Sixth Meeting of the North American, Central American and Caribbean Directors of Civil Aviation
(NACC/DCA/06)**

Nassau, Bahamas, 10-12 May 2016

Agenda Item 10: Other Business
10.2 Meetings Outcomes Proposal of Consolidation of Sub-Regional DCA Meetings

PROPOSAL OF CONSOLIDATION OF SUBREGIONAL DCA MEETINGS

(Presented by the Secretariat)

EXECUTIVE SUMMARY	
This working paper proposes the consolidation of all the subregional DCA Meetings into a single annual DCA Meeting in order to gain efficiency, effectiveness and obtain more active participation of the NAM/CAR DCAs, including the necessary considerations for amending the related NACC/DCA procedural and organizational documents.	
Action:	Under Section 3
Strategic Objectives:	This paper relates to all Strategic Objectives
References:	<ul style="list-style-type: none">• Report of the E/CAR/DCA/26 Meeting, New Orleans, United States, 1 to 3 December 2015• ICAO State Letter NACC59097.

1. Introduction

1.1 During the Twenty-sixth Directors of Civil Aviation of the Eastern Caribbean Meeting (E/CAR/DCA/26), due to cost-effectiveness and efficiency purposes, a proposal was made for joining the E/CAR/DCA and the C/CAR/DCA Meetings through Decision E/CAR/DCA/26/12 - *Consolidation of the E/CAR/DCA/27 Meeting with the C/CAR/DCA/15 Meeting*.

1.2 In this regard, ICAO NACC Regional Office coordinated with the States hosting the DCA Meetings in 2016 (El Salvador for the DGAC/CAP, United Kingdom for E/CAR/DCA and Bahamas for the C/CAR/DCA), resulting in the proposal that the three annual sub-regional Directors of Civil Aviation meetings (i.e., Central American, Central Caribbean and Eastern Caribbean) be convened as a single meeting in 2016.

1.3 With the acceptance to conduct a single DCA meeting in 2016, Bahamas graciously agreeing to hold this meeting, which name followed the order as the NACC/DCA/6 meeting.

2. Discussions

2.1 From the ICAO State Letter NACC59097, several NAM/CAR States manifested their support on the initiative to conduct this consolidation of DCA Meeting into a single annual meeting highlighting:

- the time-effectiveness and financial benefits of a single annual meeting vs. the separated subregional DCA Meetings
- the cost-effectiveness and efficiency purposes
- to reduce travelling costs
- to optimize costs and ensure a greater attendance to this meeting

2.2 Similarly from the replies, the DCAs stress the importance of maintaining a specific line of arrangements for exchanges at sub-regional level, while favouring the consolidation of various fora, as far as practicable, allowing time during this meeting for discussion of dedicated topics, at sub-regional level.

2.3 A valid and satisfactory example of consolidating subregional meetings into a single meeting is the implementation of the NAM/CAR Air Navigation Implementation working Group (ANI/WG), which reduces the number of meetings while still permitting sub-regional and area specific discussions to take place during the normal course of the meeting.

2.4 The sub-regional DCA Meetings have normally met on an annual basis except for years when the triennial meeting of the North American, Central American and Caribbean Directors of Civil Aviation (NACC/DCA) are conducted. Even though the sub regional DCA meeting mechanism has worked well, the request for a more active and dynamic dialogue between DCAs, coupled with the increasing financial and human resource restrictions for States and Organizations makes evident the need to optimize these meeting and the consolidation is the best solution. This solution will support and resolve the shortcomings in the existing subregional meeting mechanism, viz:

- Duplication in activities between the 3 sub-regional DCA meetings.
- Participation in DCA Meetings has been incomplete in terms of representation from States/Territories/International Organisations.
- Insufficient commitment by States/Territories in progressing the work in between meetings has resulted in slow progress and insufficient and delayed implementation actions
- Segregation by sub-region does not facilitate nor encourage intra-regional coordination and harmonisation between sub-regions in the CAR Region; ICAO has performed this role but harmonization has not been as timely as it could be if coordination was more direct

- Higher costs and more resources for the States and Organisations which are duplicating preparatory work and participation time by attending each sub-regional meeting, including ICAO which in effect is also utilising State resources and budget.

2.5 Under this single annual DCA Meeting solution, the working framework shall be kept as a whole as a North America, Central America and Caribbean Meeting, where regional and specific subregional safety, security, air navigation, air transport and environment protection matters and other would be included. The frequency of these meetings should be as necessary maximizing the use of virtual meetings and the pre-discussion of the topics to keep the NACC/DCA Meeting discussion level very executive and concrete.

2.6 Based on the above, **Appendix A** shows draft Terms of Reference (ToRs) for the NACC/DCA Meetings and **Appendix B** the consolidated rotational scheme for States and Territories hosting the meetings of directors of civil aviation.

3. Suggested Actions

3.1 The Meeting is invited to:

- a) review, comment and discuss the States replies and the proposal for consolidating the subregional meetings into a single annual NACC/DCA meeting;
- b) review and comment the ToRs and rotational scheme as presented in Appendices A and B; and
- c) take action as deemed necessary.

APPENDIX A
TERMS OF REFERENCE OF THE
NORTH AMERICAN, CENTRAL AMERICAN AND CARIBBEAN DIRECTORS OF CIVIL AVIATION MEETINGS
(NACC/DCA)

1. Terms of Reference

- a) The Meetings will be of a decisive nature and their approved conclusions will be subject to a period compliance by each one of the Civil Aviation Authorities of each one of the States. States will have 40 days after receiving the meeting report to notify disagreement on any of the conclusions. After this period, if no discrepancy is received, it will be considered that the States agree with the report conclusions.
- b) The Meeting main purpose is to provide the Directors a suitable structure within which all the measures required for cooperation and coordination of civil aviation activities may be discussed and planned.
- c) To fulfill their objective, the NACC/DCA meetings will develop all the necessary actions and in particular will:
 - i. Foster efficiency and continuity of a safety oversight system, both at the State and at the regional level, with timely and cost-effective enhancements to safety under the ICAO Global Aviation Safety Plan (GASP) goals.
 - ii. Promote and support coordination and cooperation among States for the safe and orderly development and the best use of air transport, from and to the NAM and CAR Regions.
 - iii. Perform studies and work on air transport and civil aviation in the NAM y CAR Regions.
 - iv. Promote further information exchange and support on resources among States
 - v. Apply in an effective and continuous manner application of ICAO standards and recommended practices, implementation of the Regional Navigation Plans and the Global Air Navigation Plan (GANP) in order to achieve a safer and more ordered development of civil aviation in the NAM and CAR Regions.
 - vi. Foster agreements on personnel training on all the civil aviation fields.
 - vii. Foster collective agreements of technical cooperation in the NAM and CAR Region in the field of civil aviation aimed at obtaining the best use of all the available resources.
 - viii. Promote more communication among the Directors of the NAM and CAR Regions and adjacent regions in order to create synergies and joint enhancement work.

2. Working Method

The Chairperson of the NACC/DCA will be elected by the Meeting participants and the tenure will be for the duration of the meeting only. A Vice-chairperson shall be elected for the same period of the meeting. The NACC Regional Office Director, or the person designated by ICAO will act as Secretary of the meeting.

The NACC/DCA meetings may be ordinary or extraordinary meetings. Ordinary meetings will be held at least once a year, convened by the Secretariat, preferably according to the agreed rotational scheme.

The Meetings ordinary and extraordinary require for sessions to have a quorum of at 50% of the Directors.

3. Membership

All ICAO States, Territories and International Organizations which are accredited to the ICAO NACC Regional Office are members of the NACC/DCA. Other States adjacent to the CAR and NAM Regions or industry may be invited to participate in the NACC DCA as observers.

4. Meeting Sites

- a) the ICAO NACC Regional Office will convene the NACC/DCA Meeting at least six months before holding it;
- b) the NACC/DCA will meet in accordance with the following rotational scheme: Central America (CA), North America (NAM), Eastern Caribbean (E/CAR) and Central Caribbean (C/CAR);
- c) any member States/Territory/International Organizations may, at any time, offer to host a NACC/DCA meeting.
- d) the NACC/DCA meeting should be held in May/June timeframe preferably.

APPENDIX B
CONSOLIDATED ROTATIONAL SCHEME FOR THE MEETINGS OF THE NORTH AMERICAN, CENTRAL AMERICAN AND CARIBBEAN DIRECTORS OF CIVIL AVIATION

Previous NACC/DCA Meetings And Upcoming NACC/DCA/7 (2017)

- First Meeting of Directors of Civil Aviation of the Caribbean Region
Grand Cayman, Cayman Islands, 8-11 October 2002 (**C/CAR**)
- Second Meeting of North American, Central American and Caribbean Directors of Civil Aviation (NACC/DCA/2)
Hosted by COCESNA, Tegucigalpa, Honduras, 11 – 14 October 2005 (**Central America**)
- Third Meeting of North American, Central American and Caribbean Directors of Civil Aviation (NACC/DCA/3)
Punta Cana, Dominican Republic, 8-12 September 2008 (**C/CAR**)
- Fourth Meeting of North American, Central American and Caribbean Directors of Civil Aviation (NACC/DCA/4)
San Pedro Sula, Honduras, 20 to 24 June 2011 (**Central America**)
- Fifth North American, Central American and Caribbean Directors of Civil Aviation Meeting (NACC/DCA/5)
Port-of-Spain, Trinidad and Tobago, 28 to 30 April 2014 (**E/CAR**)
- Sixth Meeting of the North American, Central American and Caribbean Directors of Civil Aviation (NACC/DCA/06)
Nassau, Bahamas, 10-12 May 2016
- Seventh Meeting of the North American, Central American and Caribbean Directors of Civil Aviation (NACC/DCA/07)
United States, 2017 (**NAM**)

Next Proposed Annual NACC/DCA Meetings

- Eighth North American, Central American and Caribbean Directors of Civil Aviation Meeting (NACC/DCA/8) – Eastern Caribbean State/Territory (2018)
- Ninth Meeting of the North American, Central American and Caribbean Directors of Civil Aviation (NACC/DCA/09): C/CAR State/Territory (2019)
- Tenth Meeting of the North American, Central American and Caribbean Directors of Civil Aviation (NACC/DCA/10) Central American State (2020)