



International
Civil Aviation
Organization

Organisation
de l'aviation civile
internationale

Organización
de Aviación Civil
Internacional

Международная
организация
гражданской
авиации

منظمة الطيران
المدني الدولي

国际民用
航空组织

When replying please quote:

Ref.: NT-N1-3.10, NT-NE30-2 — **E.OSG - NACC67535**

20 July 2017



To: Eastern Caribbean States, Territories, ECCAA, and International Organizations

Subject: Invitation – Eighth Eastern Caribbean Network Technical Group (E/CAR/NTG/8) and Sixth Eastern Caribbean Radar Data Sharing Ad hoc Group (E/CAR/RD/6) (St. John's, Antigua and Barbuda, 16 – 17 October 2017)

Action

Required: 1) Submission of documentation by the deadlines provided in this letter
2) Register participation by **29 September 2016**

Sir/Madam,

On behalf of the E/CAR/NTG and E/CAR/RD, I have the honour to invite your Administration/Organization to participate in the Eighth Eastern Caribbean Network Technical Group (E/CAR/NTG/8) and Sixth Eastern Caribbean Radar Data Sharing Ad hoc Group (E/CAR/RD/6) to be held in St. John's, Antigua and Barbuda, from 16 to 17 October 2017. These meetings are kindly hosted by Antigua and Barbuda.

For these meetings, the E/CAR Aeronautical Fixed Services (AFS) Network operation and performance services, follow up to the Radar Data Display (phase II) and other network evaluation issues, will be discussed, next steps in the implementation of the Radar displays will be defined and the future actions on enhancing the services on telecommunication and surveillance in the E/CAR will be one of the main points of discussion.

All members of the E/CAR/NTG and the E/CAR/RD are expected to attend. It is important to define procedures and mechanisms to maintain the E/CAR AFS Network working properly and define the best activities for the implementation of the second phase of the Radar Data Display Project.

Please find the Provisional Agenda and Provisional Schedule at **Attachments A and B** for the E/CAR/NTG/8 and E/CAR/RD/6 Meetings. Documentation that your Administration/organization may wish to present at the meetings should be forwarded to this office by e-mail by **31 August 2017**, 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.

... / 2

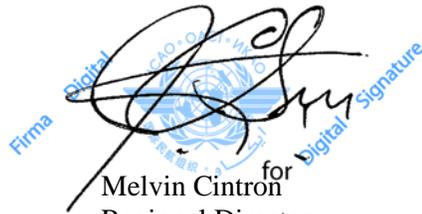
All meeting documentation will be placed in the Meetings Section of the following web page: https://www.icao.int/NACC/Pages/ES/meetings_ES.aspx?year=2017&cM=07&cY=2017 as it becomes available. Taking into consideration the availability of documentation in electronic format, no hard copies will be distributed during the event.

You are kindly requested to complete and return the Registration Form at **Attachment C** by e-mail for each participant by **29 September 2017**. The venue information will be provided shortly.

The general information for participants will be sent shortly.

If you require any further information regarding the meetings please contact Mrs. Mayda Ávila, Regional Officer, Communications, Navigation and Surveillance (mavila@icao.int); Ms. Veronica Ramdath, Radar Data Sharing Ad-hoc Group Rapporteur (vramdath@caa.gov.tt), or Mrs. Sybil Gomez, Assistant (sgomez@icao.int).

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

A digital signature in black ink is overlaid on a blue circular seal. The seal contains the text 'CAO/O' at the top and 'FIRMA Digital' on the left and right sides. The signature is a cursive script.

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

Enclosure:

A – Provisional Agenda
B – Provisional Schedule
C – Registration Form
Templates

M:\ECAR NTG\ECAR NTG-8\NACC67535CNS-States-InvitationECARNTG8-ECARRD6.docx / SGA

ATTACHMENT A

**EIGHTH EASTERN CARIBBEAN NETWORK TECHNICAL GROUP (E/CAR/NTG/8) AND
SIXTH EASTERN CARIBBEAN RADAR DATA SHARING AD HOC GROUP (E/CAR/RD/6)**

PROVISIONAL AGENDA

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

Agenda Item 2: Review of Valid Conclusions from E/CAR/NTG/7 and E/CAR/RD/5, E/CAR/CATG/3, and NACC/WG/5 Meetings Related to the Work of the NTG and RD

2.1 Follow-up on previous E/CAR/NTG-RD Conclusions and Decisions

2.2 Follow-up on E/CAR/CATG/3 and NACC/WG/5 Meetings

Agenda Item 3: E/CAR Aeronautical Fixed Services (AFS) Network Performance and Operation - Network Performance and General Aspects

Agenda Item 4: Surveillance Sharing Activities

4.1 Review of Surveillance Sharing Letters of Agreement (LOAs)/Memorandum of Understanding (MOUs): Barbados, France, Sint Maarten and Trinidad and Tobago

4.2 Surveillance sharing update: Antigua and Barbuda, Barbados, Sint Maarten and Trinidad and Tobago

4.3 Automatic Dependent Surveillance – Broadcast (ADS-B)/Multilateration (MLAT) Developments

Agenda Item 5: Radar Data Display Request for Proposal

5.1 Definition of Technical Requirements and Proposal

5.2 Definition of Replacement Flight Plan (RFP) Process/NACC No Country Left Behind (NCLB) Assistance

Agenda Item 6: Update of E/CAR/NTG and E/CAR/RD Terms of Reference and Work Programme

Agenda Item 7: Other Business

ATTACHMENT B

PROVISIONAL SCHEDULE

Time	Monday, 16 October 2017	Tuesday, 17 October 2017
08:30 – 09:00	Registration	
09:00 – 09:30	Opening Ceremony and Photo	Agenda Item 5 Agenda Item 6
09:30 – 10:00	Agenda Item 1	
10:00 – 10:30	Agenda Item 2	
10:30 – 11:00	Coffee Break	
11:00 – 11:30	Agenda Item 3	Agenda Item 7
11:30 – 12:30		
12:30 – 13:30	Lunch	
13:30 – 14:45	Agenda Item 4	Review of Draft Report
14:45 – 15:15	Coffee Break	
15:15 – 16:00	Agenda Item 4 (Cont'd)	

ATTACHMENT C



ICAO

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

Eighth Eastern Caribbean Network Technical Group (E/CAR/NTG/8)
Sixth Eastern Caribbean Radar Data Sharing Ad hoc Group (E/CAR/RD/6)
 St. John's, Antigua and Barbuda, 16 – 17 October 2017

REGISTRATION FORM

1.	Position in your Delegation: <i>(Please select one option)</i>	Chief Delegate		Delegate		
		Adviser		Observer		
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				

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